



City of Lake Stevens Vision Statement

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



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

Monday August 10, 2015 – 7:00 p.m.

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

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

ROLL CALL:

GUEST BUSINESS:

**CITY DEPARTMENT
REPORT**

CONSENT AGENDA:	*A Approve 2015 Vouchers	Barb
	*B Approve July 13, 2015 Council Regular Meeting Minutes	Barb
	*C Approve July 27, 2015 Council Regular Meeting Minutes	Barb
	*D Police Department IT Server Room Ductless Air Conditioner	Mick

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 Public Hearing

Lake Stevens City Council Regular Meeting Agenda

August 10, 2015

10. COUNCIL ACTION:

- a. Approve
- b. Deny
- c. Continue

	*A Public Hearing on 2015-2035 Comprehensive Plan and First Reading of Ordinance 937	Russ
ACTION ITEMS:	*A Authorize Taser Purchase/Taser Assurance Program Agreement	Dan
	*B Authorize Intergovernmental Services Agreement with Snohomish County for Ironman Law Enforcement Services	Dan
	*C Transportation Improvement Board Grant Application – North Lakeshore Drive Sidewalk	Mick
	*D Police/Server Emergency Generator	Mick
DISCUSSION ITEMS:	*A August 24 Council Meeting – Location	Barb

COUNCIL PERSON'S BUSINESS

MAYOR'S BUSINESS

EXECUTIVE SESSION Potential Litigation

ADJOURN

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

Special Needs

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

NOTICE:

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

STAFF REPORT UPDATES

AUGUST 10, 2015 CITY COUNCIL MEETING

ADMINISTRATION

- Cavalero Hill Park Update – City and County staff met and identified which cost estimates need further refinement in order to present a proposed phasing plan for construction. The phasing plan is scheduled to go to the City Council for discussion in September and to County Council by the end of October.
- Lundeen House – If the structure changes from a residential rental to a public facility there are items such as the restroom and access that are required to come up to ADA standards. The cost estimate for these improvements is \$30,000 of which over \$20,000 is labor. City staff would like to work with the Chamber on getting volunteer labor for part of the project and bring forward a budget proposal for consideration during the City's 2016 budget process.
- Lake Stevens is currently working with Marysville and Arlington on implementing the needed requirements of the recently passed SB5761 legislation allowing the property tax exemption for construction of industrial/manufacturing facility in our target urban area.

HUMAN RESOURCES DEPARTMENT

- Conducting our next Lateral Police Officer Oral Board on August 27, 2015. Four candidates will be interviewed

PLANNING DEPARTMENT

- The Economic Development Coordinator will be attending a marketing forum (ICSC Pacific Northwest Idea Exchange) that provides information about current industry issues and the opportunity to network with developers and retailers.
- Building Permits for Trestle Station were issued on August 5, 2015 (10,000 sq. ft. convenience store, 6700 retail building, car wash and espresso stand).
- Petco is under construction and the latest word from Quodba restaurant is the plan on opening the first day of school September 2, 2015.

POLICE DEPARTMENT

- The last of the new patrol vehicles for this year arrived and are currently waiting to be outfitted by the county shop. We purchased Ford Explorers, which will be assigned to Sergeants who carry extra equipment for scene management. The vehicles arrived a month early and will go into service as soon as the setups are completed.
- National Night Out was well attended at the downtown event. The estimate of the number of folks attending put it at over 1000 people. Our office had a great presence and connected with many citizens. We also attended a separate event on the west side of the lake with another neighborhood that invited our office to meet with them.
- The department is finalizing its operational plans of the upcoming Ironman event on August 16th. The coordination effort includes working with other law enforcement agencies, fire districts and Ironman Inc. to make sure athletes and spectators are safe during the event.

PUBLIC WORKS DEPARTMENT

- SR 9/SR 204 Transportation Package - Last week City Administrator Berg, our Lobbyist and myself had a project kickoff meeting with WSDOT. It is hoped that funding may be released to the project as early as September of this year and that the process for our project can begin soon. WSDOT will be the lead agency, with City involvement throughout the project.
- Milfoil Treatment for the year was completed last week. No surprises were discovered and the process went smoothly.
- 2015 Pavement overlay: all the paving work has been completed, which was our target to complete while school is out. Work remaining is just the adjustment of utilities and striping of Lake Drive and 101st Avenue NE.
- Lundeen Park - Volunteers performed work at Lundeen Park that included performing repairs and painting the exterior of the Lundeen house, painting the entrance sign, and weeding. This has taken several days,

**BLANKET VOUCHER APPROVAL
2015**

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

Payroll Direct Deposits	7/31/2015	\$136,896.54
Payroll Checks	38894-38895	\$4,143.03
Tax Deposit(s)	7/31/2015	\$54,210.53
Electronic Funds Transfers	ACH	\$168,282.06
Claims	38893, 38896-38966	\$477,024.81
Void Checks		
Total Vouchers Approved:		\$840,556.97

This 10th day of August 2015:

Mayor

Councilmember

Finance Director

Councilmember

Councilmember

Councilmember



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Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Ace Hardware	38897						Check Total
							\$296.73
		8/10/2015	47182	001-012-575-50-31-00	CS-Community Center-Ops	Light Bulb at Community Center	\$4.88
			47242	001-008-521-20-31-01	LE-Operating Costs	Lumber for shelving at Police Station	\$48.86
			47243	101-016-544-90-31-02	ST-Operating Cost	Parts for pressure washer	\$23.34
				410-016-531-10-31-02	SW-Operating Costs	Parts for pressure washer	\$23.34
			47251	101-016-544-90-31-02	ST-Operating Cost	Air hose and fittings	\$5.69
				410-016-531-10-31-02	SW-Operating Costs	Air hose and fittings	\$5.69
			47252	101-016-544-90-31-02	ST-Operating Cost	Plumbing tape	\$0.70
				410-016-531-10-31-02	SW-Operating Costs	Plumbing tape	\$0.70
			47257	101-016-544-90-31-02	ST-Operating Cost	Return of tire for pressure washer	(\$16.28)
				410-016-531-10-31-02	SW-Operating Costs	Return of tire for pressure washer	(\$16.29)
			47259	101-016-544-90-31-02	ST-Operating Cost	Drill-Rotary-Dremel Tag #717	\$141.17
			47266	001-008-521-20-31-01	LE-Operating Costs	Light bulbs for car	\$6.49
ACES	38898						Check Total
							\$329.00
		8/10/2015	10925GR	001-005-517-60-31-00	HR-Safety Program	Safety mtg: Fire Safey	\$75.46
				101-016-517-60-31-00	ST-Safety Program	Safety mtg: Fire Safey	\$126.77
AFLAC	0						Check Total
							\$1,495.80
American Forest Management Inc	38899	8/10/2015	07/31/15	001-000-284-00-00-00	Payroll Liability Other	Employee paid Insurance Prem	\$1,495.80
							Check Total
							\$4,800.00
Aquafest	38900	8/10/2015	81386	001-010-576-80-41-00	PK-Professional Services	Native growth protection area assessments	\$2,400.00
				101-016-542-30-41-02	ST-Professional Service	Native growth protection area assessments	\$2,400.00
							Check Total
Assoc of Washington Cities EFT	0						\$2,500.00
		8/10/2015	511	001-012-573-90-31-00	CS-Community Activity-Aquafest	On-site services and sound-Aquafest	\$2,500.00
Assoc of Washington Cities EFT	0						Check Total
							\$92,156.56
		8/10/2015	07/31/15	001-000-283-00-00-00	Payroll Liability Medical	Medical Insurance Premium	\$92,156.73
				001-013-518-30-20-00	GG-Benefits	Medical Insurance Premium	(\$0.17)



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Blumenthal Uniforms	38901						Check Total
							\$1,402.47
		8/10/2015	136532-01	001-008-521-20-26-00	LE-Clothing	Uniform items - Shein	\$1,112.23
			151440	001-008-521-20-26-00	LE-Clothing	Shirts/pants - Taylor	\$188.86
Carquest Auto Parts Store	38902						Check Total
							\$22.30
		8/10/2015	2421-224906	101-016-544-90-31-02	ST-Operating Cost	Oil filter	\$11.15
				410-016-531-10-31-02	SW-Operating Costs	Oil filter	\$11.15
City of Everett	38903						Check Total
							\$210.00
City of Marysville	38904	8/10/2015	I15001764	410-016-531-10-41-01	SW-Professional Services	Fecal Coliform testing	\$210.00
							Check Total
							\$17,899.13
		8/10/2015	POLIN11-0552	001-008-523-60-51-00	LE-Jail	Prisoner Housing/medical June 2015	\$9,933.00
Columbia Ford Lincoln Mercury	38896		POLIN11-0554	001-008-523-60-51-00	LE-Jail	Prisoner Housing-Yakima-May 2015	\$3,859.88
			POLIN11-0556	001-008-523-60-51-00	LE-Jail	Prisoner Housing-Yakima-June 2015	\$4,106.25
							Check Total
							\$64,316.58
Comcast	38905	7/30/2015	3-G154	520-008-594-21-63-00	Capital Equipment	2016 Ford Explorer PT60 VIN 1FM5K8AR4GGA29025	\$32,156.79
			3-G155	520-008-594-21-63-00	Capital Equipment	2016 Ford Explorer PT61 VIN 1FM5K8AR6GGA29026	\$32,159.79
							Check Total
							\$197.92
Comdata Corporation	38906	8/10/2015	7/15 0692756	001-008-521-20-42-00	LE-Communication	Internet services - Market Place	\$103.96
			7/15 0810218	001-008-521-20-42-00	LE-Communication	Internet services - N Lakeshore Drive	\$93.96
							Check Total
							\$981.43
Corporate Office Supply	38907	8/10/2015	20233811	001-008-521-20-32-00	LE-Fuel	Fuel	\$107.65
				001-008-521-21-32-00	LE-Boating-Fuel	Boat Fuel	\$159.83
			20234191	001-008-521-20-32-00	LE-Fuel	Fuel	\$299.52
				001-008-521-21-32-00	LE-Boating-Fuel	Boat Fuel	\$414.43
Day Wireless Systems	38908						Check Total
							\$124.92
		8/10/2015	163020i	001-007-558-50-31-00	PL-Office Supplies	Keyboard drawer/Packing tape/Tissue	\$58.74
				001-007-559-30-31-00	PB-Office Supplies	Sorter/Legal pads/Folders	\$59.19
Day Wireless Systems	38908		163033i	001-007-558-50-31-00	PL-Office Supplies	Arch Clip board	\$6.99
		8/10/2015	392120	001-008-521-20-26-00	LE-Clothing	Flexible Ear insert-Kilroy	\$58.42



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Dept of Retirement (Deferred Comp)	0						Check Total	\$2,240.00
		8/10/2015	07/31/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,240.00	
Dept of Retirement PERS LEOFF	0						Check Total	\$65,515.95
		8/10/2015	07/31/15	001-000-282-00-00-00	Payroll Liability Retirement	PERS LEOFF Contributions	\$65,515.95	
Dicks Towing	38909						Check Total	\$116.70
		8/10/2015	152733	001-008-521-20-31-01	LE-Operating Costs	Towing - PT48 to County Shop	\$116.70	
Electronic Federal Tax Pmt System EFTPS	0						Check Total	\$54,210.53
		8/10/2015	07/31/15	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$54,210.53	
Melissa Erlenbach	38910						Check Total	\$230.07
		8/10/2015	1062	001-008-521-20-31-01	LE-Operating Costs	Balance remaining from Colt Carbine purchase	\$230.07	
Feldman and Lee	38911						Check Total	\$9,000.00
		8/10/2015	July 2015	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services - July 2015	\$9,000.00	
Frontier	38912						Check Total	\$169.39
		8/10/2015	7/15 4253340835	001-010-576-80-42-00	PK-Communication	Telephone services	\$56.47	
				101-016-543-30-42-00	ST-Communications	Telephone services	\$56.46	
				410-016-531-10-42-00	SW-Communications	Telephone services	\$56.46	
Grainger	38913						Check Total	\$2,376.06
		8/10/2015	9792905441	101-016-544-90-31-02	ST-Operating Cost	Fluorescent lights	\$34.86	
				410-016-531-10-31-02	SW-Operating Costs	Fluorescent lights	\$34.86	
			9796118165	101-016-544-90-31-02	ST-Operating Cost	Wet Dry Vacuum Tag# 716	\$250.30	
				410-016-531-10-31-02	SW-Operating Costs	Wet Dry Vacuum Tag# 716	\$250.29	
			9796764380	001-007-558-50-31-01	PL-Operating Costs	Janitorial Supplies	\$35.27	
				001-008-521-20-31-01	LE-Operating Costs	Janitorial Supplies	\$154.32	
				001-010-576-80-31-00	PK-Operating Costs	Janitorial Supplies	\$79.37	
				001-012-575-50-31-00	CS-Community Center-Ops	Janitorial Supplies	\$48.50	
				001-013-518-20-31-00	GG-Operating	Janitorial Supplies	\$44.10	
				101-016-544-90-31-02	ST-Operating Cost	Janitorial Supplies	\$39.68	
				410-016-531-10-31-02	SW-Operating Costs	Janitorial Supplies	\$39.68	
				9796774215	001-007-558-50-31-01	PL-Operating Costs	Janitorial Supplies	\$105.82
		001-008-521-20-31-01	LE-Operating Costs	Janitorial Supplies	\$462.96			
		001-010-576-80-31-00	PK-Operating Costs	Janitorial Supplies	\$238.09			



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Grainger	38913	8/10/2015	9796774215	001-012-575-50-31-00	CS-Community Center-Ops	Janitorial Supplies	\$145.50
				001-013-518-20-31-00	GG-Operating	Janitorial Supplies	\$132.28
				101-016-544-90-31-02	ST-Operating Cost	Janitorial Supplies	\$119.05
				410-016-531-10-31-02	SW-Operating Costs	Janitorial Supplies	\$119.05
			9798557493	001-010-576-80-31-00	PK-Operating Costs	All purpose cleaner	\$42.08
Granite Construction Supply	38914	Check Total					\$543.00
		8/10/2015	262-00058953	101-016-542-64-31-00	ST-Traffic Control - Supply	Traffic cones	\$543.00
Great Floors	38915	Check Total					\$2,798.65
		8/10/2015	646467	001-008-521-20-31-01	LE-Operating Costs	Carpet tile installed at Police Station	\$2,945.95
				621-013-586-00-00-05	Public Bldg Maint Retain Reimb	Great Floors - Retainage	(\$147.30)
Chris L Griffen	38916	Check Total					\$262.50
		8/10/2015	52170303/525195	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services on cases 52170303/52519576	\$262.50
Harvest Moon Gems LLC	38917	Check Total					\$40.00
		8/10/2015	Refund	001-000-321-99-00-00	Bus. Lic - Other	Business License refund	\$40.00
Industrial Supply Inc	38918	Check Total					\$63.14
		8/10/2015	561254	101-016-544-90-31-02	ST-Operating Cost	Couplers	\$31.57
				410-016-531-10-31-02	SW-Operating Costs	Couplers	\$31.57
Integra Telecom Inc	38919	Check Total					\$978.24
		8/10/2015	13132874	001-002-513-11-42-00	AD-Communications	Telephone Service	\$14.38
				001-003-514-20-42-00	CC-Communications	Telephone Service	\$28.76
				001-004-514-23-42-00	FI-Communications	Telephone Service	\$28.76
				001-005-518-10-42-00	HR-Communications	Telephone Service	\$14.38
				001-006-518-80-42-00	IT-Communications	Telephone Service	\$43.14
				001-007-558-50-42-00	PL-Communication	Telephone Service	\$93.52
				001-007-559-30-42-00	PB-Communication	Telephone Service	\$14.38
				001-008-521-20-42-00	LE-Communication	Telephone Service	\$489.12
				001-012-575-30-42-00	CS-Historical-Communications	Telephone Service Museum	\$14.38
				001-012-575-50-42-00	CS-Community Center - Comm	Telephone Service Senior Ctr	\$14.38
				001-013-518-20-42-00	GG-Communication	Telephone Service	\$57.52
				101-016-543-30-42-00	ST-Communications	Telephone Service Shop	\$82.76
				410-016-531-10-42-00	SW-Communications	Telephone Service Shop	\$82.76



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
J Thayer Company	38920						Check Total
							\$3,335.11
		8/10/2015	961450-0	001-008-521-20-31-00	LE-Office Supplies	Custom rubber stamp	\$108.00
			961979-0	001-007-558-50-31-01	PL-Operating Costs	Janitorial Supplies	\$197.09
				001-008-521-20-31-01	LE-Operating Costs	Janitorial Supplies	\$862.30
				001-010-576-80-31-00	PK-Operating Costs	Janitorial Supplies	\$443.47
				001-012-575-50-31-00	CS-Community Center-Ops	Janitorial Supplies	\$271.01
				001-013-518-20-31-00	GG-Operating	Janitorial Supplies	\$246.37
				101-016-544-90-31-02	ST-Operating Cost	Janitorial Supplies	\$221.73
				410-016-531-10-31-02	SW-Operating Costs	Janitorial Supplies	\$221.73
			962076-0	001-008-521-20-31-01	LE-Operating Costs	Napkins/paper plates/forks	\$172.46
Johns Cleaning Service	38921						
		8/10/2015	1611	001-008-521-20-26-00	LE-Clothing	Uniform cleaning	\$96.41
George Kuanoni	38922						Check Total
							\$75.00
		8/10/2015	BLD2015-0266	001-000-322-10-00-00	Building Permits	Refund BLD2015-0266	\$75.00
Lake Stevens Mini Mart	38923						Check Total
							\$85.00
		8/10/2015	11460	001-008-521-21-32-00	LE-Boating-Fuel	Fuel for Boat	\$85.00
Lake Stevens Police Guild	38924						Check Total
							\$870.00
		8/10/2015	07/31/2015	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$870.00
Lake Stevens School District	38925						Check Total
							\$6,053.65
		8/10/2015	1102	001-008-521-20-32-00	LE-Fuel	Fuel	\$5,914.65
Jeff Lambier	38926						
		8/10/2015	729150	001-001-511-60-45-01	Legislative - Rentals	City Council Chambers rental June/July 2015	\$139.00
Law Office of John Rongerude	38927						Check Total
							\$184.00
		8/10/2015	8/17-20	001-008-521-20-43-00	LE-Travel & Meetings	PerDiem for training in Pasco/Kennewick WA	\$184.00
Les Schwab Tire Center	38928						Check Total
							\$600.00
		8/10/2015	4Z0752742	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00
Les Schwab Tire Center	38928						
		8/10/2015	4Z1057395	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00
Les Schwab Tire Center	38928						Check Total
							\$33.67
		8/10/2015	40200227330	101-016-544-90-31-02	ST-Operating Cost	Handtruck tire	\$16.84
Les Schwab Tire Center	38928						
		8/10/2015		410-016-531-10-31-02	SW-Operating Costs	Handtruck tire	\$16.83



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Libby Environmental Inc	38929						Check Total
		8/10/2015	L150430-1B	101-016-542-30-41-02	ST-Professional Service	Environmental Consulting Services-City Lot	\$385.50
				410-016-531-10-41-01	SW-Professional Services	Environmental Consulting Services-City Lot	\$385.50
Robert Littlejohn	38930						Check Total
		8/10/2015	7/16/15	001-008-521-20-41-00	LE-Professional Services	Polygraph Vanderwalker	\$175.00
Lowes Companies	38931						Check Total
		8/10/2015	920600	001-012-572-20-31-00	CS-Library-Office & Operating	Electrical pad locks for library	\$36.52
			920659	001-012-575-50-31-00	CS-Community Center-Ops	Lock and handle for Womens room at Community Center	\$62.38
			965474	410-016-531-10-31-02	SW-Operating Costs	Tie hooks for Come-Along	\$13.45
Monroe Correctional Complex	38932						Check Total
		8/10/2015	MCC1506-231	101-016-542-30-48-00	ST-Repair & Maintenance	DOC Work Crew June 2015	\$175.12
				410-016-531-10-48-00	SW-Repairs & Maintenance	DOC Work Crew June 2015	\$62.38
Monroe Police Department	38933						Check Total
		8/10/2015	Nelson	001-008-521-40-49-01	LE-Staff Development	Crime Scene Analysis & Investigation-Nelson	\$35.00
Nationwide Retirement Solution	0						Check Total
		8/10/2015	07/31/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,250.00
Northshore Paving Inc	38934						Check Total
		8/10/2015	July 2015	101-016-542-30-41-00	ST-Overlays	July 2015 Overlay projects	\$290,882.18
				621-016-586-00-00-06	Street Project Retainage Reimb	Retainage-Northshore Paving Inc	(\$14,544.11)
Pertee Engineering Inc	38935						Check Total
		8/10/2015	20120176.000-4	301-016-544-40-41-00	Street Op - Planning -Design	20th St SE Phase II	\$898.80
Pitney Bowes	38936						Check Total
		8/10/2015	9619164-JY15	001-013-518-20-45-00	GG-Equipment Rental	Postage machine rental	\$113.10
Proforce Marketing Inc	38937						Check Total
		8/10/2015	244748	001-008-594-21-63-00	LE-Capital Equipment	Taser Accessories and Parts	\$8,817.50
Purchase Power	38938						Check Total
		8/10/2015	7/24/15	001-007-558-50-42-00	PL-Communication	Postage	\$67.61
				001-013-518-20-42-00	GG-Communication	Postage	\$282.39
Gunter Reimnitz	38893						Check Total
		7/28/2015	Preliminary	112-012-594-73-63-00	Art - Public Art Acquisition	1st installment in payment for Sculpture	\$3,500.00



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Republic Services 197	38939						Check Total	\$744.85
		8/10/2015	7/15 0805898	001-010-576-80-31-00	PK-Operating Costs	Dumpster svcs - Lundeen Park	\$246.84	
				001-010-576-80-45-00	PK-Equipment Rental	Dumpster rental - Lundeen Park	\$13.49	
		7/15 0807731	101-016-542-30-45-00	ST-Rentals-Leases	Dumpster Rental - City Shop	\$7.82		
			101-016-544-90-31-02	ST-Operating Cost	Dumpster services - City Shop	\$172.76		
			410-016-531-10-31-02	SW-Operating Costs	Dumpster services - City Shop	\$172.75		
			410-016-531-10-45-00	SW-Equipment Rental	Dumpster Rental - City Shop	\$7.82		
		7/15 5541269	001-013-518-20-31-00	GG-Operating	Dumpster services - City Hall	\$108.37		
			001-013-518-20-45-00	GG-Equipment Rental	Dumpster rental - City Hall	\$15.00		
Safeguard Pest Control Inc	38940						Check Total	\$49.14
		8/10/2015	46975	001-008-521-20-31-01	LE-Operating Costs	Pest Control - Police Station	\$49.14	
Setina Mfg Co Inc	38941						Check Total	\$412.73
		8/10/2015	103977	520-008-594-21-63-00	Capital Equipment	Metal partition PT59	\$412.73	
Angela L Seybold	38942						Check Total	\$570.00
		8/10/2015	LS001	001-008-521-20-41-00	LE-Professional Services	Interview Transcriptions	\$570.00	
Sno Isle Regional Library	38943						Check Total	\$684.20
		8/10/2015	072220150-1	001-013-518-20-41-00	GG-Professional Service	City portion of Library Feasibility Study	\$684.20	
Snohomish County Dept of Info Services	38944						Check Total	\$600.00
		8/10/2015	I000391229	510-006-518-80-49-00	License Renewal - Annual Maint	Networking Services - Annual	\$600.00	
Snohomish County PUD	38945						Check Total	\$1,451.06
		8/10/2015	110965886	101-016-542-63-47-00	ST-Lighting - Utilities	201973682	\$43.12	
			114280163	101-016-542-63-47-00	ST-Lighting - Utilities	204719074	\$18.02	
			143976101	101-016-542-63-47-00	ST-Lighting - Utilities	202670725	\$1,128.33	
			147274616	101-016-542-63-47-00	ST-Lighting - Utilities	203730189	\$120.24	
			147274617	101-016-542-63-47-00	ST-Lighting - Utilities	203731153	\$141.35	
Snohomish County Sherrifs Office	38946						Check Total	\$3,811.00
		8/10/2015	2015-2713	001-008-523-60-51-00	LE-Jail	Prisoner Housing June 2015	\$3,811.00	
Snopac	38947						Check Total	\$26,965.37
		8/10/2015	7637	001-008-528-00-51-00	LE-Snopac Dispatch	Dispatch Services	\$26,965.37	
Sound Publishing Inc	38948						Check Total	\$135.24
		8/10/2015	EDH644831	001-007-558-50-41-03	PL-Advertising	LUA2015-0050 Human ROW Vacation	\$70.64	



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Sound Publishing Inc	38948	8/10/2015	EDH645014	001-007-558-50-41-03	PL-Advertising	Public Hearing-Planning Commission 2015 Comprehensive Plan	\$42.12	
			EDH647815	001-004-514-23-41-01	FI-Advertising	Ordinance 935 Amending 2015 budget	\$22.48	
Standard Insurance Company	0						Check Total	\$5,016.29
		8/10/2015	07/31/15	001-000-284-00-00-00	Payroll Liability Other	Life/Disability Ins Premiums	\$99.00	
				001-002-513-11-20-00	AD-Benefits	Life/Disability Ins Premiums	\$65.37	
				001-003-514-20-20-00	CC-Benefits	Life/Disability Ins Premiums	\$101.70	
				001-004-514-23-20-00	FI-Benefits	Life/Disability Ins Premiums	\$115.14	
				001-005-518-10-20-00	HR-Benefits	Life/Disability Ins Premiums	\$70.67	
				001-006-518-80-20-00	IT-Benefits	Life/Disability Ins Premiums	\$135.76	
				001-007-558-50-20-00	PL-Benefits	Life/Disability Ins Premiums	\$317.35	
				001-007-559-30-20-00	PB-Benefits	Life/Disability Ins Premiums	\$229.94	
				001-008-521-20-20-00	LE-Benefits	Life/Disability Ins Premiums	\$2,517.82	
				001-010-576-80-20-00	PK-Benefits	Life/Disability Ins Premiums	\$16.85	
				001-013-518-30-20-00	GG-Benefits	Life/Disability Ins Premiums	\$21.37	
				101-016-542-30-20-00	ST-Benefits	Life/Disability Ins Premiums	\$663.74	
				401-070-535-10-20-00	SE-Benefits	Life/Disability Ins Premiums	\$40.00	
				410-016-531-10-20-00	SW-Benefits	Life/Disability Ins Premiums	\$621.58	
Staples	38949						Check Total	\$47.30
		8/10/2015	3271893650	001-008-521-20-31-00	LE-Office Supplies	Lables	\$25.60	
			3272102152	001-008-521-20-31-00	LE-Office Supplies	Flashdrive	\$7.59	
			3272470497	001-008-521-20-31-00	LE-Office Supplies	4 port HUB	\$14.11	
Barbara Stevens	38950						Check Total	\$109.19
		8/10/2015	7/22/15 req	001-003-514-20-31-00	CC-Office Supply	Office chair	\$109.19	
Summit Law Group	38951						Check Total	\$152.50
		8/10/2015	74513.1	001-011-515-30-41-00	LG-Professional Service	Policies and labor matters	\$152.50	
Lori Sutter	38952						Check Total	\$4,480.00
		8/10/2015	15-03	001-008-521-20-41-00	LE-Professional Services	Professional Svcs - Investigation	\$4,480.00	
Tacoma Screw Products Inc	38953						Check Total	\$478.83
		8/10/2015	30698401	101-016-544-90-31-02	ST-Operating Cost	Tubes/washers/snap links/lynch pins/gloves	\$42.48	
				410-016-531-10-31-02	SW-Operating Costs	Tubes/washers/snap links/lynch pins/gloves	\$42.47	
			30699620	101-016-544-90-31-02	ST-Operating Cost	Impact Hex bit	\$15.71	



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Tacoma Screw Products Inc	38953	8/10/2015	30699620	410-016-531-10-31-02	SW-Operating Costs	Impact Hex bit	\$15.71
			30700240	001-010-576-80-31-00	PK-Operating Costs	Roll of trimmer line	\$47.51
				101-016-544-90-31-02	ST-Operating Cost	Roll of trimmer line	\$47.52
			30701414	001-010-576-80-31-00	PK-Operating Costs	Gloves/screws/washers/lock pins/nut setters	\$31.97
				101-016-544-90-31-02	ST-Operating Cost	Gloves/screws/washers/lock pins/nut setters	\$31.97
				410-016-531-10-31-02	SW-Operating Costs	Gloves/screws/washers/lock pins/nut setters	\$31.98
			30702619	001-010-576-80-31-00	PK-Operating Costs	Bits/gloves	\$20.03
				101-016-544-90-31-02	ST-Operating Cost	Bits/gloves	\$20.04
				410-016-531-10-31-02	SW-Operating Costs	Bits/gloves	\$20.04
			30703170	101-016-544-90-31-02	ST-Operating Cost	Safety glasses/air hose	\$27.50
				410-016-531-10-31-02	SW-Operating Costs	Safety glasses/air hose	\$27.50
			30703775	101-016-544-90-31-02	ST-Operating Cost	Upside down paint	\$28.20
				410-016-531-10-31-02	SW-Operating Costs	Upside down paint	\$28.20
Teamsters Local No 763	38954	Check Total					\$712.00
		8/10/2015	07/31/15	001-000-284-00-00-00	Payroll Liability Other	Union Dues	\$712.00
The Glass Door & Window Co LLC	38955	Check Total					\$466.44
		8/10/2015	4552	001-012-572-20-48-00	CS-Library-Repair & Maint.	Insulated Glass for Library window	\$466.44
Dean Thomas	38956	Check Total					\$183.00
		8/10/2015	8/3/15 req	001-008-521-20-43-00	LE-Travel & Meetings	PerDiem-Newman Lake WA for training	\$183.00
United Way of Snohomish Co	38957	Check Total					\$161.68
		8/10/2015	07/31/15	001-000-284-00-00-00	Payroll Liability Other	Employee Contributions	\$161.68
UPS	38958	Check Total					\$17.81
		8/10/2015	74Y42305	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$17.81
Jerad Wachtveitl	38959	Check Total					\$183.00
		8/10/2015	7/21/15 req	001-008-521-20-43-00	LE-Travel & Meetings	PerDiem-Newman Lake WA for training	\$183.00
Washington Dept of Corrections	38960	Check Total					\$660.69
		8/10/2015	45-111485	001-008-521-20-31-00	LE-Office Supplies	Citation books	\$660.69
Washington State Dept of Enterprise Svcs	38961	Check Total					\$37.46
		8/10/2015	73137221	001-008-521-20-31-00	LE-Office Supplies	Business Cards - Lorentzen	\$37.46
Washington State Support Registry	0	Check Total					\$607.46
		8/10/2015	07/31/15	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$607.46



Checks to be Approved for 7/28/2015 to 8/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Washington Teamsters Welfare Trust	38962						Check Total
		8/10/2015	07/31/2015	001-000-283-00-00-00	Payroll Liability Medical	Teamsters Dental Ins Premiums	\$1,599.40
WDH Black Rock	38963						Check Total
		8/10/2015	35030	510-006-518-80-31-00	Purchase Computer Equipment	Fiber lease for New World connection	\$656.16
Weed Graafstra & Associates Inc	38964						Check Total
		8/10/2015	140	001-011-515-30-41-00	LG-Professional Service	Legal services - General matters	\$10,234.75
WLEEA	38965						Check Total
		8/10/2015	2015	001-008-521-20-41-00	LE-Professional Services	Summer Explorer Academy	\$100.00
Zachor and Thomas Inc PS	38966						Check Total
		8/10/2015	647	001-011-515-30-41-01	PG-Prosecutor Fees	Prosecutor services for July 2015	\$8,923.20
Total							\$699,517.40

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

Monday, July 13, 2015
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Vern Little

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

COUNCILMEMBERS ABSENT: John Spencer

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Finance Director/City Clerk Barb Stevens, Planning and Community Development Director Rebecca Ableman McCrary, Public Works Director Mick Monken, Human Resources Director Steve Edin, Police Chief Dan Lorentzen, Senior Planner Russ Wright, Deputy City Clerk Kathy Pugh and City Attorney Cheryl Beyer

OTHERS: Senator Steve Hobbs

Excused Absence: Moved by Councilmember Holder, second by Councilmember Low, to excuse Councilmembers Spencer and Quigley from the meeting. On vote the motion carried (5-0-0-2).

Councilmember Quigley arrived at 7:05 p.m.

Guest Business: Mayor Little introduced Senator Hobbs and reviewed the history of the Highway 9 Coalition.

Senator Hobbs, 3309 114th Drive NE, Lake Stevens, Washington said he was very pleased to report that the Legislature awarded \$70 million in the new budget for improvements to the Highway 9/SR 204 and 91st/SR 204 intersections. Cavelero Park also received \$500,000 in funding for the skate park, and Lake Stevens School District received a capital proviso for locking devices in the classrooms that will improve building security. Senator Hobbs thanked the City, the Chamber and the community for their active support and involvement.

Ken Allen, 2010 - 130th Drive NE, provided a copy of his May 19, 2015 Complaint Investigation Request. His concern is a manhole in front of his home that has settled and created a large dip that people drive around, causing them to drive on the wrong side of the street. He said this is a safety issue, especially during the school year, and requested the repair of the manhole be elevated on the priority list.

Chad Bitnes, 11118 - 20th Street NE, said he just purchased his home. He installed a fence and was notified by the City that the fence does not meet City code requirements. He was advised by City staff to apply for a variance. He has toured the City and observed lots of fences in the City that violate the code. Someone at the City said those fences would be "grandfathered" in. He requested leniency on the code requirements for his fence and said the \$1100 fee to review a fence variance is excessive.

Director Ableman-McCrary clarified portions of the code regarding fence requirements, and gave some history on the previous code enforcement action on the property. Director Ableman-McCrary offered to meet with Mr. Bitnes to continue this discussion.

Mayor Little said that several people called and said they would be present to discuss a fireworks ban, but none are in attendance this evening.

City Department Report.

Consent Agenda:

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve (A) 2015 Vouchers [Payroll Direct Deposits of \$141,341.91, Payroll Checks Nos. 38736-38737 of \$4,153.74; Tax Deposits of \$56,330.69; Electronic Funds Transfers (ACH) totaling \$172,371.39; Claims Checks Nos. 38738-38826 totaling \$211,603.92; Void Checks Nos. 38026, 36698, 37934 totaling \$733.07; Total Vouchers Approved: \$584,958.48; (B) June 22, 2015 City Council Regular Meeting Minutes; (C) Plat of Bayview – Acceptance of Right-of-Way Dedication; (D) Authorize Professional Services Agreement with Dick's Towing, Inc.; and (E) Adopt Ordinance 935 Amending the 2015 Budget. On vote the motion carried (6-0-0-1).

Action Items:

Reappointment of Civil Service Commissioner: Mayor Little said that Civil Service Commissioner Jim Palmer's term expired July 1, 2015 and recommended that Commissioner Palmer be reappointed to the Civil Service Commission.

MOTION: Councilmember Holder moved, Councilmember Welch seconded, to reappoint Jim Palmer to the Civil Service. On vote the motion carried (6-0-0-1).

Approve Resolution 2015-07 Adopting and Approving Personnel Rules and Policies and the Personnel Policies Included within Chapter 10 of the Lake Stevens Police Department Policy Manual:

Human Resources Director Steve Edin presented the Staff report and responded to Councilmembers questions. He noted there are minor corrections to punctuation and grammar in the draft Personnel Policies and a correction to the citation of Revised Code of Washington (RCW) regarding the Whistleblower policy. Chief Dan Lorentzen explained that Chapter 10 of the Lake Stevens Police Department Policy Manual (Lexipol) has been updated and revised to ensure consistency with the City policies and with the Collective Bargaining Agreement where applicable. Both the draft Personnel Policies and Chapter 10 Lexipol policies have undergone legal review by WCIA. Additionally the Police Guild and Teamsters Union have approved the draft Personnel Policies.

Discussion ensued regarding allowing for further review of the draft Personnel Policies or proceeding with action tonight. Staff advised the documents can be revised after they are adopted.

MOTION: Councilmember Low moved, seconded by Councilmember Welch, to continue Resolution 2015-07 to the next regular meeting of the City Council. On vote the motion failed (3-3-0-1-1) with Mayor Little casting the tie-breaking vote by voting against the motion.

MOTION: Councilmember Holder moved, Councilmember Quigley seconded, to approve Resolution 2015-07, Adopting and Approving Personnel Rules and Policies, Superseding Resolution No. 1995-6 and to approve the Personnel Policies included within Chapter 10 of the Lake Stevens Police Department Policy Manual excluding section 1001 Employee Evaluations. On vote the motion carried (3-3-0-1-1) with Mayor Little casting the tie-breaking vote in support of the motion.

Discussion Items:

Executive Session: Mayor Little announced an executive session for ten minutes to discuss potential litigation beginning at 7:33 p.m. and ending at 7:45 p.m. with no action to follow.

I-502 Marijuana Regulations: Senior Planner Russ Wright presented the Staff report and said two different people have inquired about co-location of more than one marijuana processing facility in a single building and wonder why there is a code restriction in place. Staff is seeking Council direction. Currently all facilities are located within about 600 feet of each other. Co-location will not change this density. Currently City code allows 100,000 square for these facilities city-wide, and with the current businesses and pending business applications, about 50% of the allowable density has been reached. Advantages to co-location may include better security and marketability of adjacent rental spaces.

Planning and Community Development Director Ableman McCrary commented on changes in the State marijuana laws just approved by the State legislature. The changes involve matching up medical and recreational marijuana regulations due to difficulties in regulating as the original legislation was drafted. These changes will necessitate the City making some changes to its City code. Council requested Staff bring back proposed changes to the City's code for further discussion.

Council Person's Business: Councilmembers reported on the following meetings:

Councilmember Low: Health District; Brett Nielsen of the University of Washington advised his students are available to complete another study this year and a suggested topic is a trail study; Councilmember Daughtry: American Public Transportation Conference for Community Transit; Snohomish County Coalition for Improved Transportation (SCCIT).

Mayor's Business: Met with Mark LeCamp, new Commanding Officer of Naval Station Everett; recruiting Oak Harbor business.

Mayor Little noted budget planning for 2016 is coming up and the budget committee was discussed.

Adjourn.

Moved by Councilmember Welch, seconded by Councilmember Holder, to adjourn the meeting at 8:04 p.m.

Vern Little, Mayor

Kathy Pugh, Deputy City Clerk



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

Monday, July 27, 2015
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

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

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

COUNCILMEMBERS ABSENT: None.

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Finance Director/City Clerk Barb Stevens, Planning and Community Development Director Rebecca Ableman McCrary, Public Works Director Mick Monken, Human Resources Director Steve Edin, Police Chief Dan Lorentzen, and City Attorney Cheryl Beyer

OTHERS: Doug Levy, Jennifer Ziegler and Brittany Jarno

Mayor Pro Tem Tageant noted for the record that Mayor Little is absent from the meeting.

Guest Business.

Roselee Grondon, 12011 North Lakeshore Drive, requested more information about the road dividers placed in the center of the roadway. She expressed concern that the dividers create an unsafe condition for pedestrians. Ms. Grondon also inquired regarding potential development in the North Cove area.

Director Monken responded that the delineators are a temporary measure installed for traffic and pedestrian safety during events. Director Ableman-McCrary offered to take her information and notify her as public meetings occur regarding the potential development in the North Cove area.

Mendel Zacky, 3420 102nd Avenue NE, said there is a business with large trucks operating on the property behind his home in violation of city codes and regulations and he would like this addressed.

Director Ableman-McCrary accepted some photographs from Mr. Zacky.

Employee Recognition: Police Chief Dan Lorentzen recognized Officer Gavin Heinemann as the outstanding officer of the second quarter.

Chief Lorentzen introduced new Officer Kristen Parnell and said she recently graduated from the Basic Law Enforcement Academy in June and is currently in the field training process, which she will complete in August. Chief Lorentzen then swore Officer Parnell in.

City Department Report. Planning and Community Development Director Becky Ableman McCrary said the Planning Commission will be holding a public hearing on the Comprehensive Plan on July 29, 2015; Finance Director/City Clerk Barb Stevens advised the draft budget schedule for the subcommittee has been passed out; Chief Lorentzen reported Aquafest went very smoothly; he also noted he distributed a report on the Snohomish Property Crimes Unit activities.

Legislative Recap: Doug Levy and Jennifer Ziegler provided an overview of the 2015 Legislative sessions and noted this was one of the longest single year of legislative sessions in the state's history with one regular session and three special sessions. Mr. Levy recognized his assistant, Brittany Jarnot. He then highlighted the fiscal challenges facing the state, reviewed the various budget allocations, and noted that \$73 million was moved from the Public Works Trust Fund to the General Fund to balance the budget. Ms. Ziegler reported the transportation package that passed is a 16 year plan. She reviewed the new revenue sources including a gas tax increase and other new fees being implemented, and highlighted that Snohomish County and Lake Stevens fared very well in the Transportation budget that was adopted. Ms. Ziegler also recapped the 2015 Capital Budget results, and Mr. Levy reviewed the Legislature's action on various policy items. Mr. Levy then reviewed what the next steps are for the City and responded to Councilmembers' questions.

Consent Agenda.

There was discussion regarding the Public Comments portion of the July 13, 2015 minutes. Councilmember Low said he received an email from Chad Bitnes indicating his comments are not accurately reflected in the draft minutes and requesting the minutes be amended.

MOTION: Moved by Councilmember Spencer, seconded by Councilmember Low, to remove the July 13, 2015 minutes from the Consent Agenda for review against the meeting recording regarding the public comments made by Mr. Bitnes, and bring the minutes back with any necessary corrections for consideration at the August 10, 2015 meeting. On vote the motion carried unanimously (7-0-0-0).

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve (A) 2015 Vouchers [Payroll Direct Deposits of \$153,032.36; Payroll Checks Nos. 38827-38828 totaling \$4,212.71; Tax Deposits of \$64,279.60; Electronic Funds Transfers (ACH) of \$28,275.84; Claims Checks Nos. 38829-38892 in the amount of \$136,057.64; Total Vouchers approved: \$385,858.15]. On vote the motion carried unanimously (7-0-0-0).

Public Hearing:

Steve Human Right-of-Way Vacation (LUA 2015-00) and Ordinance 936: City Clerk Barb Stevens opened the public hearing and read the rules of procedure for the public hearing into the record.

Public Works Director Mick Monken presented the Staff Report and said Applicant's request is that the City vacate a portion of Spruce Road adjacent to the Applicant's property. Director Monken said it is Staff's recommendation that the property be vacated by adoption of Ordinance No. 936.

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

MOTION: Councilmember Spencer moved, Councilmember Welch seconded, to close the Public Hearing. On vote the motion carried unanimously (7-0-0-0).

MOTION: Councilmember Daughtry moved, Councilmember Welch seconded, to approve the Steven Human request for right-of-way by adoption of Ordinance 936. On vote the motion carried unanimously (7-0-0-0).

Public Meeting:

Brookside Division (aka Holly Division 4) Public Meeting to Accept Final Plat and Right-of-Way Dedication: Planning and Community Development Director Becky Ableman McCrary reviewed the Staff report and said this is before Council tonight to hold a public meeting and accept the final plat of Brookside Division I subdivision and the associated right-of-way dedication. She then responded to Councilmembers' questions.

MOTION: Councilmember Low moved, Councilmember Spencer seconded, to accept the final plat of Brookside Division I subdivision and the associated right-of-way dedication. On vote the motion carried (7-0-0-0).

Action Items:

Award North Davies Road Sidewalk Connection Contract to Trinity Contractors, Inc.:

Public Works Director Mick Monken presented the Staff report and said that Trinity Contractors, Inc. had the lowest responsive bid for the North Davies Sidewalk Connection project. He requested the Council award the base and alternate 1 bid for the North Davies Sidewalk Connection project and authorize the Mayor to execute the construction contract to Trinity Contractors, Inc. in the amount of \$325,603.43, plus authorize a contingency of \$30,000.

MOTION: Councilmember Spencer moved, Councilmember Welch seconded, to award Trinity Contractors, Inc. the base and alternate 1 bid for the North Davies Sidewalk Project and to authorize the Mayor to execute the construction contract with Trinity Contractors, Inc. in the amount of \$325,603.43, plus authorize a contingency of \$30,000. On vote the motion carried unanimously (7-0-0-0).

Discussion Items:

Second Quarter Financial Update: Finance Director Barb Stevens presented the second quarter financial update and responded to Councilmembers' questions.

Council Person's Business: Councilmembers had no new business to report.

Executive Session: Mayor Pro Tem Tageant announced an executive session for twenty minutes to discuss litigation and potential litigation, beginning at 8:50 p.m. and ending at 9:08 p.m. with no action to follow.

The regular City Council meeting reconvened at 9:08 p.m.

Adjourn.

Moved by Councilmember Welch, seconded by Councilmember Spencer, to adjourn the meeting at 9:10 p.m.

Vern Little, Mayor

Barb Stevens, Finance Director/City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 10 August 2015

Subject: Police Department IT Server Room Ductless Air Conditioner

Contact	Mick Monken	Budget	\$6,338.56
Person/Department:	Public Works	Impact:	

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Award the Police Department IT Server Room Ductless Air Conditioner and authorize the Mayor to execute a Limited Public Works Contract Air Conditioner contract with Right On Heating and Sheet Metal Inc. for an amount of \$5,338.56 and authorize an administrative contingency of \$1,000.

SUMMARY/BACKGROUND: In the 2015 budget the Council authorized \$7,500 for the purchase and installation of a Ductless Air Conditioning unit for the City's main IT server room. This is a critical component to ensure that the main computer server, which operates continuously, is protected from overheating. This system is a backup.

A total of three bids were received. The low bid, Right On Heating and Sheet Metal Inc. is a Lake Stevens based company located in the City's industrial area. The contract was previously reviewed and approved by the City Attorney.

APPLICABLE CITY POLICIES: None

BUDGET IMPACT: \$6,338.56 under General Fund (2015 Budgeted Item)

ATTACHMENTS:

- ▶ Exhibit A: Bid Tab
- ▶ Exhibit B: Request for Bid with Scope of Work and Draft Contract

Exhibit A

IT Server Room AC Unit Bid Tabulation

Project: 15044

Bid Opening: 31 July 2015

Company	Base Bid		WSST	TOTAL BID
Right On Htg. Sheet Metal Inc.	\$	4,915.80	\$ 422.76	\$ 5,338.56
Morgan Mechanical	\$	6,100.00	\$ 524.60	\$ 6,624.60
Design Air, Ltd	\$	11,300.00	\$ 971.80	\$ 12,271.80
Budget				\$ 7,500.00



Request for Bid

Police Department IT Room Ductless AC

Revision: 9 July 15

Scope of Work

The City is seeking bids for the installation of a new Ductless air conditioning system at the City's Police Department. The installation is for an IT Server room. Usage is considered to be light to medium.

Location: 2211 Grade Road, Lake Stevens, Washington 98258

Floor Area: Approximately 120 square feet (12 x 10) with an 8 foot ceiling

Building Structure: Wood stud walls with insulated walls and roofing.

Unit Specifications:

Ductless Air Conditioning System – shall have an exterior mounted compressor unit and interior ductless wall mount air handler unit.

Supplied unit must match, be equal to, or better than the key components listed in the following:

- Ductless Air Conditioning System:
 - Sanyo KS 1271 Mini-Split Wall-mounted cool only air conditioner
- Ductless Outdoor Compressor system:
 - Sanyo C1271

Installation Notes:

1. Unit placement for Ductless Air Conditioning system is shown schematically on the included drawing. Actual location will be field fit with the approval of the City.
2. Installation includes all hardware, supplies, and units necessary for a complete operational system.
3. Access to this site is located within a Law Enforcement area and security clearance must be maintained at all times during work within and around the facility. Coordination with the Police Department must be maintained throughout the installation.

Or Equal or Better:

Any proposed changes in specified materials must be approved by the City prior to installation. This requires the submittal of a written request for approval and shall include the manufacturer's specification sheet for the proposed item/s. Review and comments from the City typically take up to 3 working days.

Warranty:

- Manufacturer warranty on parts;
- Two year warranty on labor on Ductless system; and
- Two years on installation against leakage

Permits: City will provide the building permit. Contractor is required to obtain other required permits.

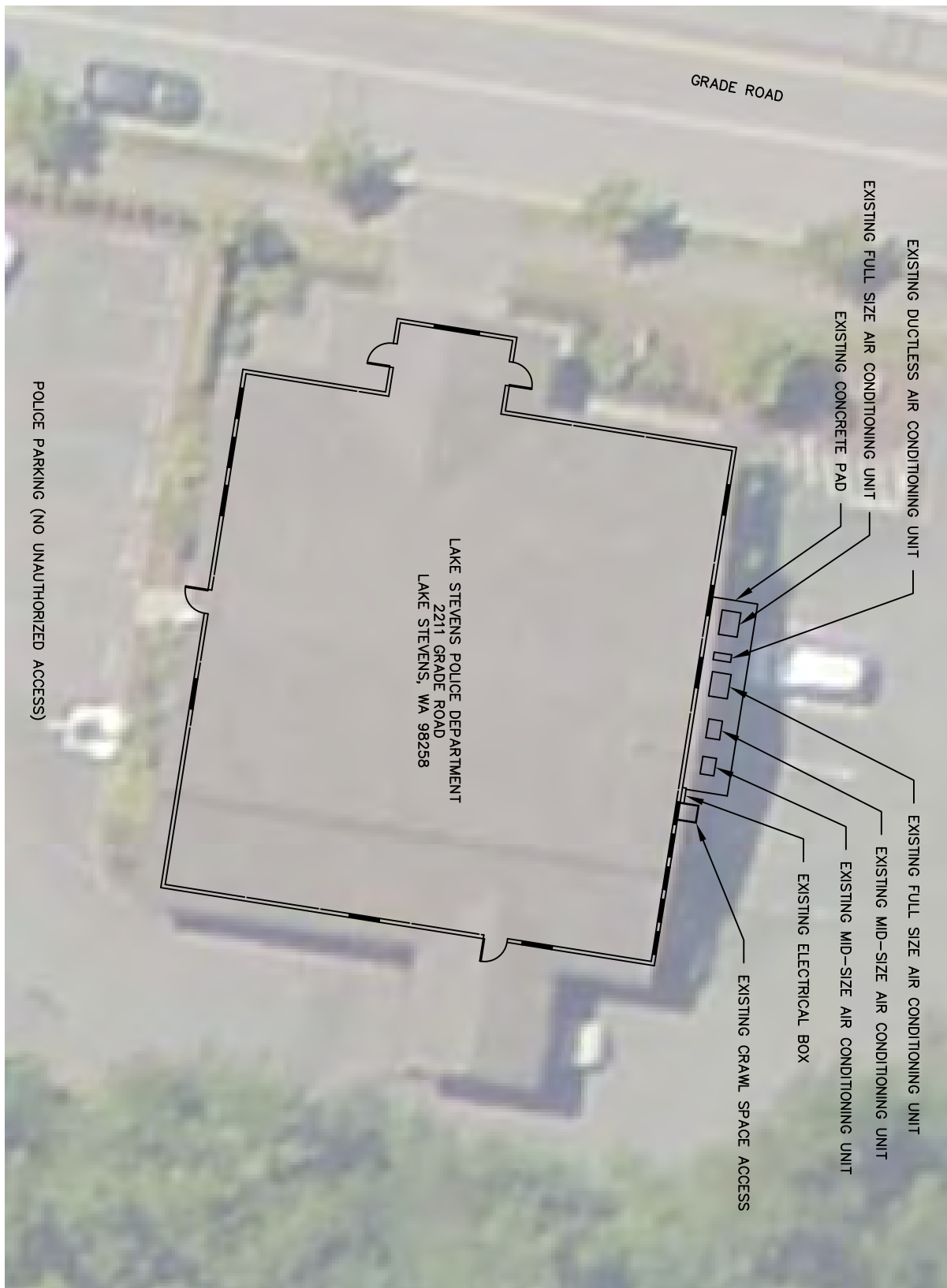
Schedule: Unit must be installed within 30 days following notification of award.

Payment: Will be made within 30 days of installation and acceptance by the City.

Site Visit: To schedule a site visit contact Scott Wicken at (425) 212-3312 or by e-mail at swicken@lakestevenswa.gov.

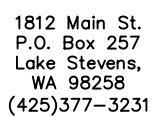
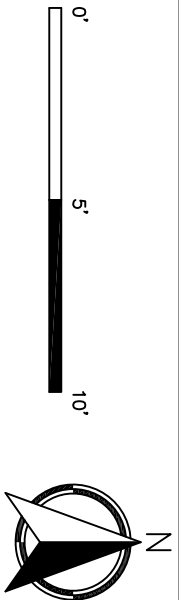
Bid Process: The City will review bids received by the submission deadline. The review panel will select the bid of the lowest responsible bidder. Non-responsive bids will not be considered. The City reserves the right to reject any and all bids. The bidder must complete the Bid Proposal section of this document. The City reserves the right to reject any and all bids.

Prevailing Wages: Prevailing wages are required on this project.



1812 Main St.
 P.O. Box 257
 Lake Stevens,
 WA 98258
 (425)377-3231

POLICE DEPARTMENT SERVER ROOM DUCTLESS AC – SITE PLAN



POLICE DEPARTMENT SERVER ROOM
DUCTLESS AC – ROOM PLAN

City of Lake Stevens

Bid Proposal for Police Department IT Room Ductless AC

The following bid proposal for the installation of a new Ductless air conditioning system at the City's Police Department for an IT Server room as outlined in this bid document.

Provide name and model or unit that would be provided under this bid:

Wall Mounted Ductless AC Unit (Interior)

Brand Name: _____ Model: _____

Compressor System (Exterior)

Brand Name: _____ Model: _____

BASE BID (Interior + Exterior Unit installed) \$ _____

Sales tax (8.6%) \$ _____

TOTAL BASE BID (Base Bid + Sales Tax) \$ _____

If awarded this bid, I will be able complete the installation within 30 calendar days from the City's issuance of Notice of Award.

Company: _____ Email: _____

Address: _____ City: _____ Zip: _____

Signature: _____ Date: _____ 2015

Print Name: _____ Phone: _____

Bid Proposal must be turned into the City by 4:00 PM on 31st July 2015. Email and FAX bids acceptable: Email to awells@lakestevenswa.gov or FAX (425) 212-3327 or deliver to 1812 Main Street, Lake Stevens, WA 98258. The successful bidder will be required to execute a contract substantially in the form attached as Exhibit A

LIMITED PUBLIC WORKS CONTRACT

THIS LIMITED PUBLIC WORKS CONTRACT (“Contract”) is made and entered into this _____ day of _____, 2015, by and between Contractor Name (“Contractor”) and the City of Lake Stevens, a municipal corporation (“City”).

WHEREAS, Provide a general description of the work needed or required; and

WHEREAS, RCW 39.04.155(3) provides for a Limited Public Works procedures for awarding contracts less than \$35,000; and

WHEREAS, the City has solicited written quotations from a minimum of three contractors from the appropriate Small Works Roster, has received and evaluated quotations, and has determined that Contractor is the lowest responsible bidder; and

WHEREAS, the Contractor and the City desire to enter into this Contract for said work in accordance with the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of the terms, conditions and agreements contained herein, the City and Contractor agree as follows:

1. Scope of Work—the Project.

The Contractor shall perform, carry out and complete the Police Department IT Room Ductless AC Project (“Project”) in accordance with this Contract and the incorporated Contract Documents specified in Section 2. The Project shall be completed no later than 30 days from the notification of award.

2. Contract Documents.

The following documents are incorporated into the Contract by this reference:

- a. ☐ Request for Bids dated July 9, 2015, including attachments.
- b. ☒ Scope of Work.
- c. ☒ Proposal/Bid Submittal (attached).
- d. ☒ 2014 Standard Specifications for Road, Bridge, and Municipal Construction (WSDOT/APWA) (“Standard Specifications”) (referenced but not attached).
- e. ☐ 2010 APWA Supplement General Special Provisions (referenced but not attached).
- f. ☐ Addenda (**if any**)

In the event of any inconsistencies or conflicts between the language of this Contract and these incorporated documents, the language of the Contract shall prevail over the language of the documents.

3. Commencement of Work.

- a. Work shall not proceed under this Contract until the following conditions have been met by the Contractor:
- b. Contract has been signed and fully executed by the parties.
- c. The Contractor has provided the City with the certificates of insurance required under Section 22.
- d. The Contractor has obtained a City of Lake Stevens Business License.
- e. The Contractor has provided the City with satisfactory documentation that Contractor is licensed and bonded as a contractor in the Washington State.

These conditions shall be satisfied within ten (10) calendar days of the City's Notice of Award of the Contract to the Contractor. Upon satisfaction of these conditions, the City shall issue a Notice to Proceed and Contractor shall commence work within five (5) calendar days of the date of said Notice.

4. Time is of the Essence/Liquidated Damages.

Time is of the essence in the performance of this Contract. The Contractor shall diligently pursue the Project work to physical completion by the date specified in Section 1. If said work is not completed within the time specified, the Contractor agrees to pay the City as liquidated damages the sum set forth in Section 1-08.9 of the Standard Specifications for each and every calendar day said work remains uncompleted after expiration of the specified time.

5. Payment for Project.

a. Total Contract Sum for Project. Excluding approved changes orders, the City shall pay the Contractor for satisfactory completion of the Project under the Contract a total Contract Sum not to exceed \$Dollar Amount in accordance with the bid price in the bid Proposal or proposal price in the Proposal and including all applicable Washington State Sales Tax. The total Contract Sum includes all expenses and costs incurred in planning, designing and constructing the Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

b. Payments shall be for Performance of Project Work. Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the City. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.

c. Right to Withhold Payments if Work is Unsatisfactory. If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract.

d. Payments. Progress payments shall be based on the timely submittal by the Contractor of the City's standard payment request form. The form shall be appropriately completed and signed by the Contractor. Applications for payment not signed and/or completed shall be considered incomplete and

ineligible for payment consideration. The City shall initiate authorization for payment after receipt of a satisfactorily completed payment request form and shall make payment to the Contractor within approximately thirty (30) calendar days thereafter.

e. Payments for Alterations and/or Additions. Requests for changes orders and/or payments for any alterations in or additions to the work provided under this Contract shall be in accordance with the change order process set forth in Section 1-04.4 of the Standard Specifications.

f. Final Payment. As a Limited Public Works project under \$35,000, the City shall not require a payment and performance bond nor withhold statutory retainage under RCW Chapter 60.28. However, the parties agree that the City shall not make the Final Payment to the Contractor under this Contract until the Public Works Director has issued a Final Acceptance of the Project and the following has occurred:

- i. Affidavits of Wages Paid for the Contractor and all Subcontractors are on file with the City
- ii. An Affidavit by the Contractor and all is on file with the City that sums due from the Contractor and all Subcontractors to the Washington State Department of Revenue, Employment Security Department, and Department of Labor and Industries for all taxes and penalties due or to become due with respect this Contract have been paid.
- iii. Releases from all of Contractor's subcontractors and/or suppliers have been provided to the City, or the period for filing claims by said subcontractors and/or suppliers has expired without claims being filed.
- iv. The Contractor shall provide the City with proof that insurance required under Section 22 remains in effect.

g. Final Acceptance. Final Acceptance of the Project is determined when the Project is accepted by the Public Works Director as being one hundred percent (100%) complete.

h. Payment in the Event of Termination. In the event this Contract is terminated by the either party, the Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of Contractor performing the work, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all reasonable legal expenses and costs incurred by the City to protect the rights and interests of the City under the Contract.

i. Maintenance and Inspection of Financial Records. The Contractor and its subcontractors shall maintain reasonable books, accounts, records, documents and other evidence pertaining to the costs and expenses allowable, and the consideration paid under this Contract, in accordance with reasonable and customary accepted accounting practices. All such books of account and records required to be maintained by this Contract shall be subject to inspection and audit by representatives of City and/or of the Washington State Auditor at all reasonable times, and the Contractor shall afford the proper facilities for such inspection and audit to the extent such books and records are under control of the City, and all Project Contracts shall

similarly provide for such inspection and audit rights. Such books of account and records may be copied by representatives of City and/or of the Washington State Auditor where necessary to conduct or document an audit. The Contractor shall preserve and make available all such books of account and records in its control for a period of three (3) years after final payment under this Contract, and Bunker Repair Project subcontracts shall impose similar duties on the subcontractors.

6. Term of Contract.

The term of this Contract shall commence upon full execution of this Contract by the City and Contractor and shall terminate upon final payment by the City to the Contractor, unless sooner terminated by either party under Section 7 or applicable provision of the Contract.

7. Termination of Contract.

a. Except as otherwise provided under this Contract, either party may terminate this Contract upon ten (10) working days' written notice to the other party in the event that said other party is in default and fails to cure such default within that ten-day period, or such longer period as provided by the non-defaulting party. The notice of termination shall state the reasons therefore and the effective date of the termination.

b. The City may also terminate this Contract in accordance with the provisions of Section 1-08.10 of the Standard Specifications.

8. Status of Contractor.

The Contractor is a licensed, bonded and insured contractor as required and in accordance with the laws of the State of Washington. Contractor is acting as an independent contractor in the performance of each and every part of this Contract. No officer, employee, volunteer, and/or agent of either party shall act on behalf of or represent him or herself as an agent or representative of the City. Contractor and its officers, employees, volunteers, agents, contractors and/or subcontractors shall make no claim of City employment nor shall claim against the City any related employment benefits, social security, and/or retirement benefits. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership or agency between Contractor and the City.

9. Permits.

The City will apply for, pay for and obtain the building permit required for the Project. The Contractor will apply for, pay for and obtain any and all county, state and federal permits necessary to commence, construct and complete the Project. All required permits and associated costs, other than the building permit, shall be included in the Total Contract Sum of the Project.

10. Business License Required.

The Contractor shall obtain a City of Lake Stevens Business License prior to commencement of work under this Contract.

11. Work Ethic.

The Contractor shall perform all work and services under and pursuant to this Contract in timely, professional and workmanlike manner.

12. City Ownership of Work Products.

All work products (reports, maps, designs, specifications, etc.) prepared by or at the request of Contractor regarding the planning, design and construction of the Project shall be the property of the City. Contractor shall provide the City with paper and electronic copies of all work products in possession or control of Contractor at the request of final payment from Contractor or upon written request from the City.

13. Job Safety.

a. General Job Safety. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

b. Trench Safety Systems. The Contractor shall ensure that all trenches are provided with adequate safety systems as required by RCW Chapter 49.17 and WAC 296-155-650 and -655. The Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and -655.

14. Prevailing Wages.

Contractor shall pay its employees, and shall require its subcontractors to pay their employees, prevailing wages as required by and in compliance with applicable state and/or federal law and/or regulations, including but not limited to RCW Chapter 39.12 and RCW Chapter 49.28. Prior to final payment under this Contract, Contractor shall certify in writing that prevailing wages have been paid for all work on the Project as required and in accordance with applicable law and/or regulations.

15. Taxes and Assessments.

The Contractor shall be solely responsible for compensating its employees, agents, and/or subcontractors and for paying all related taxes, deductions, and assessments, including, but not limited to, applicable use and sales taxes, federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Contract.

16. Nondiscrimination Provision.

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and/or regulations and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract. The Contractor further agrees to maintain notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands that violation of this provision shall be cause for immediate termination of this Contract and the Contractor may be barred from performing any services or work for the City in the future unless the Contractor demonstrate to the satisfaction of the

City that discriminatory practices have been eliminated and that recurrence of such discriminatory practices is unlikely.

17. The Americans with Disabilities Act.

The Contractor shall comply, and shall require its subcontractors to comply, with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 et seq. (ADA), and its implementing regulations, and Washington State's anti-discrimination law as contained in RCW Chapter 49.60 and its implementing regulations, with regard to the work and services provided pursuant to this Contract. The ADA provides comprehensive civil rights to individuals with disabilities in the area of employment, public accommodations, public transportation, state and local government services, and telecommunications.

18. Compliance With Law.

The Contractors shall perform all work and services under and pursuant to this Contract in full compliance with any and all applicable laws, rules, and regulations adopted or promulgated by any governmental agency or regulatory body, whether federal, state, local, or otherwise.

19. Guarantee of Work.

a. The Contractor guarantees and warrants all of its work, materials, and equipment provided and utilized for this Project to be free from defects for a period of one (1) year from the date of final acceptance of the Project work. The Contractor shall remedy any defects in its Project work, and the materials, and equipment utilized in the Project and pay for any damages resulting therefrom which shall appear within a period of one (1) year from the date of final acceptance of the Project work unless a longer period is specified. The City will give notice of observed defects with reasonable promptness.

b. The guarantee/warranty period shall be suspended from the time a significant defect is first documented by the City until the work or equipment is repaired or replaced by the Contractor and accepted by the City. In the event that fewer than ninety (90) calendar days remain in the guarantee period after acceptance of such repair or replacement (after deducting the period of suspension above), the guarantee period shall be extended to allow for at least ninety (90) calendar days guarantee of the work from the date of acceptance of such repair or equipment.

c. The Contractor shall also provide the City with manufacturer's warranties for all components, materials and equipment installed as part of the Project.

d. Any repairs or replacement required during the warranty period shall be performed within 30 calendar days following notification by the City.

20. Contractor's Risk of Loss.

It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that he has familiarized himself with all existing conditions and other contingencies likely to affect the work, and has made his bid accordingly, and that he shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

21. Indemnification and Hold Harmless.

a. The Contractor shall indemnify, defend and hold the City, its elected officials, agents, officers and/or employees harmless from and against any and all claims, demands, liabilities, losses, costs, damages or expenses of any nature whatsoever (including all costs and attorneys' fees) to or by third parties arising from, resulting from or connected with the work and services performed or to be performed under this Contract by the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors to the fullest extent permitted by law and subject to the limitations provided below.

b. The Contractor's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its elected officials, agents, officers and/or employees.

c. The Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City and/or its elected officials, agents, officers and/or employees, and (b) the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors, shall apply only to the extent of negligence of Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors.

d. The Contractor specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW, as provided in RCW 4.24.115. The indemnification obligation under this Contract shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable to or for any third party under workers compensation acts, disability benefits acts, or other employee benefits acts; provided the Contractor's waiver of immunity by the provisions of this paragraph extends only to claims against the Contractor by the City and does not include, or extend to, any claims by the Contractor's employees directly against Contractor. The obligations of Contractor under this subsection have been mutually negotiated by the parties hereto, and Contractor acknowledges that the City would not enter into this Contract without the waiver thereof of by Contractor.

e. Nothing contained in this section or Contract shall be construed to create a liability or a right of indemnification by any third party.

f. The provisions of this section shall survive the expiration or termination of this Contract with respect to any event occurring prior to such expiration or termination.

22. Insurance.

The Contractor shall procure, and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors. Failure by the Contractor to maintain the insurance as required shall constitute a material breach of contract upon which the City may, after giving five (5) working days notice to the Contractor to correct the breach, immediately terminate the Contract or at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, off set against funds due the Contractor from the City.

a. Minimum Scope of Insurance.

The Contractor shall obtain insurance of the types described below:

- i. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA Automobile 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
- ii. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25 03 11 85. There shall be no endorsement or modification of the Commercial General Liability insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured- Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing equivalent coverage.
- iii. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- iv. ☐ Required. Builders Risk insurance covering interests of the City, the Contractor, Subcontractors, and Sub-contractors in the work. Builders Risk insurance shall be on a all-risk policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including flood and earthquake, theft, vandalism, malicious mischief, collapse, temporary buildings and debris removal. This Builders Risk insurance covering the work will have a deductible of \$5,000 for each occurrence, which will be the responsibility of the Contractor. Higher deductibles for floor and earthquake perils may be accepted by the City upon written request by the Contractor and written acceptance by the City. Any increased deductibles accepted by the City will remain the responsibility of the Contractor. The Builders Risk insurance shall be maintained until final acceptance of the work by the City.

b. Minimum Amounts of Insurance.

The Contractor shall maintain the following insurance limits:

- i. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- ii. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.
- iii. ☐ Required. Builders Risk insurance shall be written in the amount of the completed value of the project with no coinsurance provisions.

c. Other Insurance Provisions.

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance.

- i. The Contractor's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

- d. Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

- e. Verification of Coverage.

The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Throughout the term of this Contract, the Contractor shall provide the City with proof of insurance upon request by the City.

☐ Required. Before any exposure to loss may occur, the Contractor shall file with the City a copy of the Builders Risk insurance policy that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this Project.

- f. Contractor's Insurance for Other Losses.

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers or subcontractors as well as to any temporary structures, scaffolding and protective fences.

- g. Subcontractors.

The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

- h. Waiver of Subrogation.

The Contractor and the City waive all rights against each other, any of their subcontractors, lower tier subcontractors, agents and employees, each of the other, for damages caused by fire or other perils to the extent covered by Builders Risk insurance or other property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

- i. Notice of Cancellation of Insurance.

In the event that the Contractor receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Contractor shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

23. Assignment and Subcontractors.

a. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the City.

b. The Contractor shall not subcontract any part of the services to be performed hereunder without first obtaining the consent of the City and complying with the provisions of this section.

c. In the event the Contractor does assign this Contract or employ any subcontractor, the Contractor agrees to bind in writing every assignee and subcontractor to the applicable terms and conditions of the Contract documents.

d. The Contractor shall, before commencing any work, notify the City in writing of the names of any proposed subcontractors. The Contractor shall not employ any subcontractor or other person or organization (including those who are to furnish the principal items or materials or equipment), whether initially or as a substitute, against whom the City may have reasonable objection. Each subcontractor or other person or organization shall be identified in writing to the City by the Contractor prior to the date this Contract is signed by the Contractor. Acceptance of any subcontractor or assignee by the City shall not constitute a waiver of any right of the City to reject defective work or work not in conformance with the contract documents. If the City, at any time, has reasonable objection to a subcontractor or assignee, the Contractor shall submit an acceptable substitute.

e. The Contractor shall be fully responsible for all acts and omissions of its assignees, subcontractors and of persons and organization directly or indirectly employed by it and of persons and organizations for whose acts any of them may be liable to the same extent that it is responsible for the acts and omissions of person directly employed by it.

f. The Contract does not and shall not create or be construed to create any relationship, contractual or otherwise, between the City and any subcontractor or assignee. Nothing in the Contract shall create any obligation on the part of the City to pay or to assure payment of any monies due any subcontractor or assignee.

24. Severability.

a. If a court of competent jurisdiction holds any part, term or provision of this Contract to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Contract did not contain the particular provision held to be invalid.

b. If any provision of this Contract is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

25. Integration and Supersession.

This Contract sets forth all of the terms, conditions, and Contracts of the parties relative to the Project, and supersedes any and all such former Contracts which are hereby declared terminated and of no further force and effect upon the execution and delivery hereof. There are no terms, conditions, or Contracts with respect thereto except as provided herein, and no amendment or modification of this Contract shall be effective unless reduced to writing and executed by the parties. In the event of any conflicts or

inconsistencies between this Contract and the Declaration, the terms of this Contract shall control in all cases.

26. Non-Waiver.

A waiver by either party hereto of a breach of the other party hereto of any covenant or condition of this Contract shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any Contract, covenant or condition of this Contract, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such Contract, covenant, condition or right.

27. Survival.

Any provision of this Contract which imposes an obligation after termination or expiration of this Contract shall survive the term or expiration of this Contract and shall be binding on the parties to this Contract.

28. Contract Representatives and Notices.

This Contract shall be administered for the City by the City Clerk, and shall be administered for the Contractor by the Contractor's Contract Representative, Insert Name of Contractor Representative. Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To City:

City of Lake Stevens
City Clerk
1812 Main Street, P.O. Box 257
Lake Stevens, WA 98258-0257
425-334-1012

To Contractor:

Name and Title of Binding Officer
Contractor Business Name
Street Address
City, State ZIP
Telephone Number

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

29. Third Parties.

The City and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.

30. Governing Law.

This Contract shall be governed by and construed in accordance with the laws of the State of Washington.

31. Venue.

The venue for any action to enforce or interpret this Contract shall lie in the Superior Court of Washington for Snohomish County, Washington.

32. Attorney Fees

Should either the City or the Contractor commence any legal action relating to the provisions of this Contract or the enforcement thereof, the prevailing party shall be awarded judgment for all costs of litigation including, but not limited to, costs, expert witnesses, and reasonable attorney fees.

33. Authority

The person executing this Agreement on behalf of Contractor represents and warrants that he or she has been fully authorized by Contractor to execute this Agreement on its behalf and to legally bind Contractor to all the terms, performances and provisions of this Agreement. The person executing this Contractor on behalf of the City represents and warrants that he or she has been fully authorized by the City to execute this Contractor on its behalf and to legally bind the City to all the terms, performances and provisions of this Contractor.

34. Counterparts.

This Contract may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed the day and year first hereinabove written.

CITY OF LAKE STEVENS

CONTRACTOR

By: _____
Vern Little, Mayor

By: _____

Print Name

Title

Approved as to Form:

Grant K. Weed, City Attorney

Acknowledgement of Waiver of Contractor's Industrial Insurance Immunity:

City Signature

Contractor Signature



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: August 10, 2015

Subject: 2015 -2035 Comprehensive Plan

Contact Person/Department: Russ Wright
Planning & Community Devel.

Budget Impact: None

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. **Hold a public hearing** for the 2015 - 2035 Comprehensive Plan Docket and 1st reading of Ordinance No. 937.
2. **A Motion To Approve the first reading of Ordinance No. 937**, An Ordinance of the city of Lake Stevens, Washington Amending the Lake Stevens Comprehensive Plan and Land Use Map.

BACKGROUND:

Under the Growth Management Act (Chapter 36.70A RCW), the City can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process.

The first major update to the Lake Stevens Comprehensive Plan occurred in 2005 (adopted July 2006), which highlighted the city's changing status from small community to a growing city. The 2005 plan identified specific growth centers as the focus for the plan and recommended developing subareas plans for each growth center including Downtown Lake Stevens, 20th Street SE Corridor (AKA South Lake), Lake Stevens Center (AKA Frontier Village) and the Hartford Road Industrial Area. By the end of 2012 the city had adopted two subareas and completed a draft framework for a third. Also as part of the integrated 2005 Comprehensive Plan, the city developed an annexation plan that called for eventually annexing the remainder of the unincorporated area within its unincorporated UGA. As of December 31, 2009, all of the UGA west and southwest of the lake has been annexed.

The 2015 - 2035 Lake Stevens Comprehensive Plan addresses applicable GMA elements as specific chapters. The plan incorporates and responds to community preferences and concerns. This update includes specific amendments to maps, figures and text to reflect current citywide conditions, demographics and statistical information. It also considers the role of planning under GMA, Vision 2040 and countywide planning policies. This plan also adopts the current population (46,380) and employment (7,988) targets for the Lake Stevens UGA as the guiding framework to address land use, housing, infrastructure, transportation, recreation and funding needs for the community over the next 20 years.

The city is proposing the following amendments to the Comprehensive Plan (LUA2014-0014).

- **Title Page and Table of Contents** updates the title page, table of contents and references as needed with final draft.
- **Executive Summary** provides an overview of the city's vision describes growth since the last major update and identifies major changes to each element of the plan.
- **Chapter 1 – Introduction** includes updated vision statements for each plan element; describes the state, regional and countywide planning context for the Comprehensive Plan; provides an

updated public participation discussion and goals; along with updated statistical and demographic information.

- **Chapter 2 – Land Use** includes map, text and figure amendments, describes the state, regional and countywide planning context for the Land Use Element; provides updated statistical and demographic information, including current population and employment growth targets; updates the city's growth strategy; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
- **Chapter 3 – Housing** includes text and figure amendments, describes the state, regional and countywide planning context for the Housing Element; provides updated population and demographic information, including current housing targets; specific attention is given to discussing housing distribution, household makeup and affordability; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
- **Chapter 4 – Environment and Natural Resources** includes map and text amendments, describes the state, regional and countywide planning context for the Environmental Element; provides updated critical areas and shoreline discussion; incorporates sections related to climate change and aquifer recharge; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
- **Chapter 5 – Parks, Recreation and Open Space** proposes minor changes including an updated vision statement; new project references in the capital projects (e.g., Cavelaro Park Master Plan, Frontier Heights Park and Trail Connections) as a major update was completed in 2013.
- **Chapter 6 – Economic Development** includes text amendments; describes the state, regional and countywide planning context for the Capital Facilities Element; discusses economic strategy plan progress; it also includes economic indicators that will guide further emphasis on specific strategies supporting economic growth; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
- **Chapter 7 – Public Services and Utilities** includes map, figure and text amendments; describes the state, regional and countywide planning context for the Public Services and Utilities for the city and special purpose districts; provides a descriptive inventory of the general location and capacity of all existing and proposed public utilities, facilities and services including level of service standards in the city of Lake Stevens; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
- **Chapter 8 – Transportation** includes map, figure and text amendments; describes the state, regional and countywide planning context for the Transportation Element; contains updated information related to the road classifications, level of service standards and concurrency, street inventory, multi-modal planning, and mass transit; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
- **Chapter 9 – Capital Facilities** includes figure and text amendments; describes the state, regional and countywide planning context for the Capital Facilities Element; contains updated financial data, inventory, funding mechanisms, and clarification of the 6-year Capital Improvement Plan; identifies short and long term cost planning to support infrastructure expenditures; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.

PUBLIC PROCESS

The City Council and Planning Commission have held multiple workshops and two open houses related to the described Comprehensive Plan amendments over the last 18 months. The city also published surveys to receive community feedback and discussed the project at community events. All of these

efforts were designed to provide significant opportunities for public input. The proposed Comprehensive Plan amendments along with a SEPA Addendum were sent to the Washington Department of Commerce and Puget Sound Regional Council, Affected Agencies and Interested Parties on June 26, 2015 **(Exhibit 1)**. The Department of Commerce has 60 days to respond to the city's proposed amendments. SEPA addendum No. 8, to the integrated 2005 Comprehensive Plan Final Impact Statement, was issued with a voluntary comment period of 30 days on June 26, 2015 **(Exhibit 2)**. Staff has received comments from the Puget Sound Regional Council **(Exhibit 3)** and integrated these changes into the plan – shown in strikethrough in affected chapters. Planning Commission held a public hearing on July 29, 2015 and recommended approval of the revised Comprehensive Plan **(Exhibit 4)**. Ordinance 937 **(Exhibit 5)** along with a draft of the *2015 – 2035 Lake Stevens Comprehensive Plan* is submitted for City Council's review. A few minor changes may occur before Council's final public hearing. Any additional changes will be clearly marked.

The amendments have been analyzed against state, regional and countywide planning policies to ensure that the city's plan is compliant. All proposed amendments meet requirements for granting approval.

APPLICABLE CITY POLICIES: Lake Stevens Comprehensive Plan

BUDGET IMPACT: No budget impact.

ATTACHMENTS:

1. Commerce Notification
 - a. 60-day Notice
 - b. Acknowledgment Letter
2. SEPA Addendum
3. Puget Sound Regional Council Letter
4. Planning Commission Recommendation Letter
5. Ordinance 937 w/ attachments



Department of Commerce

Innovation is in our nature.

Notice of Intent to Adopt Amendment 60 Days Prior to Adoption

Indicate one (or both, if applicable):

- ☒ **Comprehensive Plan Amendment**
☐ **Development Regulation Amendment**

Pursuant to RCW 36.70A.106, the following jurisdiction provides notice of intent to adopt a proposed comprehensive plan amendment and/or development regulation amendment under the Growth Management Act.

(If needed, you may expand this form and the fields below, but please try to keep the entire form under two pages in length.)

Jurisdiction:	Lake Stevens
Mailing Address:	PO Box 257, Lake Stevens WA 98225-0257
Date:	June 26, 2015

Contact Name:	Russ Wright
Title/Position:	Lead Senior Planner
Phone Number:	425-212-3315
E-mail Address:	rwright@lakestevenswa.gov

Brief Description of the Proposed/Draft Amendment: <i>(40 words or less)</i> <i>If this draft amendment is provided to supplement an existing 60-day notice already submitted, then please provide the date the original notice was submitted and the Commerce Material ID number (located in your Commerce acknowledgement letter.)</i>	The 2035 Lake Stevens Comprehensive Plan addresses applicable GMA elements as specific chapters. The plan incorporates and responds to community preferences and concerns and considers GMA, Vision 2040 and countywide planning policies. This plan also adopts the current population (46,380) and employment (7,988) targets for the Lake Stevens UGA as the guiding framework to address land use, housing, infrastructure, transportation, recreation and funding needs for the community over the next 20 years.
Public Hearing Date:	Planning Board/Commission: July 29, 2015 Council/County Commission: August / September 2015
Proposed Adoption Date:	September 8, 2015

REQUIRED: Attach or include a copy the proposed amendment text.

Exhibit 1b



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

June 30, 2015

Russ Wright
Lead Senior Planner
City of Lake Stevens
Post Office Box 257
Lake Stevens, Washington 98258

Dear Mr. Wright:

Thank you for sending the Washington State Department of Commerce (Commerce) the following materials as required under RCW 36.70A.106. Please keep this letter as documentation that you have met this procedural requirement.

City of Lake Stevens - Proposed 2035 Lake Stevens Comprehensive Plan addresses applicable GMA elements as specific chapters. The plan incorporates and responds to community preferences and concerns and considers GMA, Vision 2040 and countywide planning policies. This plan also adopts the current population (46,380) and employment (7,988) targets for the Lake Stevens UGA as the guiding framework to address land use, housing, infrastructure, transportation, recreation and funding needs for the community over the next 20 years. These materials were received on June 29, 2015 and processed with the Material ID # 21383.

We have forwarded a copy of this notice to other state agencies.

If this submitted material is an adopted amendment, then please keep this letter as documentation that you have met the procedural requirement under RCW 36.70A.106.

If you have submitted this material as a draft amendment, then final adoption may occur no earlier than August 26, 2015. Please remember to submit the final adopted amendment to Commerce within ten (10) days of adoption.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call Dave Andersen (509) 434-4491.

Sincerely,

Review Team
Growth Management Services

Exhibit 2

ADDENDUM NO. 8 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

**Adoption of Land Use Map Amendments and Text Revisions,
including the addition of an Executive Summary and revisions
to Chapter 1 Introduction, Chapter 2 Land Use, Chapter 3
Housing, Chapter 4 Environment and Natural Resources,
Chapter 5 Parks, Recreation and Open Space Element, Chapter
6 Economic Development, Chapter 7 Public Services and
Utilities, Chapter 8 Transportation, Chapter 9 Capital Facilities,
Appendices, Cover, Footers and Table of Contents**



Prepared in Compliance with
The Washington State Environmental Policy Act of 1971
Chapter 43.21C Revised Code of Washington
Chapter 197-11 Washington Administrative Code
Lake Stevens Municipal Code Title 16

Date of Issuance: June 26, 2015

ADDENDUM #8 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

FACT SHEET

ADDENDUM NO. 8 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

Proposed:

In 1994 the city of Lake Stevens adopted its initial GMA Comprehensive Plan to address growth in the city and associated Urban Growth Areas (UGA). The first major update to the Lake Stevens Comprehensive Plan occurred in 2006, which highlighted the city's changing status from small community to a growing city. The 2006 plan identified specific growth centers as the focus for the plan and recommended developing subareas plans for each growth centers including the Downtown Lake Stevens, 20th Street SE Corridor (AKA South Lake), Lake Stevens Center (AKA Frontier Village) and the Hartford Road Industrial Area. By the end of 2012 the city had adopted two subareas and completed a draft framework for a third. Also as part of the 2006 Comprehensive Plan, the city developed an annexation plan that calls for eventually annexing the remainder of the unincorporated area within its unincorporated UGA. As of December 31, 2009, all of the UGA west and southwest of the lake has been annexed.

The proposed 2035 Lake Stevens Comprehensive Plan is a non-project action that addresses the applicable GMA elements pursuant to Chapter 36.70A RCW as specific chapters. The updated plan incorporates and responds to community preferences and concerns and considers the role of planning under GMA, Vision 2040 and Snohomish Countywide Planning in the development of specific goals and policies. This plan also adopts the current population (46,380) and employment (7,988) targets for the Lake Stevens UGA as the guiding framework to address land use, housing, infrastructure, transportation, recreation and funding needs for the community over the next 20 years. This update includes specific amendments to maps, figures and text to reflect current citywide conditions, demographics and statistical information.

Description of Proposal:

The 2035 Lake Stevens Comprehensive Plan includes the following revisions:

- **Title Page and Table of Contents** updates the title page, table of contents and references as needed with final draft.
- **Executive Summary** provides an overview of the city's vision, describes growth since the last major update and identifies major changes to each element of the plan.
- **Chapter 1 – Introduction** includes updated vision statements for each plan element; describes the state, regional and countywide planning context for the Comprehensive Plan; provides an updated public participation discussion and goals; along with updated statistical and demographic information.

ADDENDUM #8 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

- **Chapter 2 – Land Use** includes map, text and figure amendments, describes the state, regional and countywide planning context for the Land Use Element; provides updated statistical and demographic information, including current population and employment growth targets; updates the city's growth strategy; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
- **Chapter 3 – Housing** includes text and figure amendments, describes the state, regional and countywide planning context for the Housing Element; provides updated population and demographic information, including current housing targets; specific attention is given to discussing housing distribution, household makeup and affordability; and includes revised goals and policies for compliance with GMA, Vision 2040 and Countywide Planning Policies.
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ADDENDUM #8 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Purpose of the FEIS Addendum:

This addendum and adoption of existing environmental documents is to add information to the proposed Lake Stevens Comprehensive Plan amendments. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the city's Integrated 2005 Comprehensive Plan (adopted July 2006) and FEIS (adopted July 17, 2006) along with subsequent addenda 1-7 adopted between 2007 and 2014. The city has considered the impacts of the proposed programmatic actions to the FEIS and addenda, the FEIS for the Lake Stevens Center Subarea Plan (adopted July 2012) and the FEIS for the 20th Street SE Corridor Subarea Plan (adopted July 2012). No additional significant impacts beyond those identified in the previous FEIS documents are expected to occur. To the extent that the existing environmental documents listed in this Addendum or other published documents have analyzed such changes, no additional programmatic action level environmental review will be required. This Addendum is issued in accordance with WAC 197-11-625 and WAC 197-11-630. Additional changes to the proposal may be considered during the public hearing process. The addendum and adoption of existing environmental documents satisfies the city of Lake Stevens' environmental review for the 2015 Comprehensive Plan update.

- Location of Proposal:** City of Lake Stevens
- Proponent:** City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258
Lead Agency: (425) 377-3235
- Required Approvals:** Adoption of GMA Comprehensive Plan map and text amendments granted by Lake Stevens City Council
- Circulation:** This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
- Comment:** No comment period is required for this addendum under WAC 197-11-502; however, the city is circulating this addendum with an optional comment period of 30 days to interested parties and affected agencies. The city must receive comments no later than **4:00 pm July 26, 2015.**
- Contact Person:** Russell Wright, *Lead Senior Planner*
(425) 212-3315 or rwright@lakestevenswa.gov
- Date of Issuance:** June 26, 2015
- Responsible Official:**

Signature: _____



Russell Wright, *Lead Senior Planner* on behalf of Rebecca Ableman McCrary, *Planning & Community Development Director*

ADDENDUM #8 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Public Hearing:

The City Council and Planning Commission have held multiple workshops and two open houses related to the described Comprehensive Plan amendments over the last 18 months. The Lake Stevens Planning Commission and City Council will hold public hearing to receive final comments and testimony prior to adoption.

Documents:

The Integrated 2005 Comprehensive Plan and Final Environmental Impact Statement, as addended is available at the Permit Center. Electronic copies may be requested. The city website also has a copy of the current plan and FEIS at www.lakestevenswa.gov.



July 29, 2015

Russ Wright, Lead Senior Planner
Lake Stevens City Hall
1812 Main St.
Lake Stevens, WA 98258

Subject: PSRC Comments on Draft Lake Stevens Comprehensive Plan Update

Dear Mr. Wright,

Thank you for providing an opportunity for the Puget Sound Regional Council (PSRC) to review a draft of the City of Lake Stevens 2015 Comprehensive Plan update. We recognize the substantial amount of time and effort invested in this plan, and appreciate the chance to review it while in draft form. This timely collaboration helps to ensure certification requirements are adequately addressed and certification action can be taken by PSRC boards after adoption.

We would like to note the many outstanding aspects of the draft plan. Several particularly noteworthy aspects include:

- Policies and provisions in the plan promote development of the downtown and other local centers as vibrant, mixed use, and pedestrian-friendly areas. Policies included to prioritize infrastructure funding for the centers will help support their development.
- Policies and provisions in the plan support development that promotes and improves physical, mental, and social health and reduces the impacts of climate change on the natural and built environments.
- PSRC applauds the City of Lake Stevens on a thorough housing needs assessment which provides a detailed analysis of the current and future housing needs for the city. The city is also commended for working to increase housing diversity through innovative single family development provisions.
- Policies in the plan encourage sustainable development through efficient land use, green building design, flexibility of design (low impact development, cluster development) and water conservation.
- Policies in the plan support the restoration of degraded shorelines and other critical areas to help minimize erosion, sedimentation and flooding.

The draft comprehensive plan advances regional policy in many important ways. There are some items, however, that should be addressed before the plan is finalized:

- RCW 36.70A.070(6)(a) requires that traffic forecasts are based on the adopted land use plan. The land use element documents 2035 population, housing and employment growth assumptions, which are consistent with adopted 2035 county growth targets. To show internal consistency, the transportation element should demonstrate that those same 2035 land use assumptions were used for the traffic forecast.
- The city should identify SR-9 as a highway of statewide significance and SR-92 and SR-204 as highways of regional significance in the transportation inventory. The level-of-service standards for these state-owned facilities should also be documented in the transportation element. Information on these facilities and level-of-service can be accessed at:
<http://psrc.org/transportation/t2040/los/>.

- The transportation and other plan elements have many policies supportive of walking, biking and transit. Implementation of these policies would be strengthened through adoption of levels of service and a concurrency approach that includes multiple modes. The Growth Management Act requires level of service standards for all locally owned arterials and transit routes, and the MPPs call for other modes, such as biking and walking, to be addressed through concurrency. For centers, the city is encouraged to tailor its multimodal concurrency program to encourage development that can be supported by transit. The Washington State Department of Commerce's [Transportation Element Guidebook](#) has information on how to set level of service standards and identify system needs (pages 143-150 and 183-189) and PSRC has [resources](#) on multimodal concurrency.
- VISION 2040 and Transportation 2040 emphasize the efficient maintenance, preservation, and operation of the existing transportation system. The transportation element should more explicitly address maintenance and preservation of existing transportation facilities and services. See [VISION 2040](#) (MPP-T-1 through 4), page 81, and [Transportation 2040](#), page 54.
- The multicounty planning policies call for protecting the transportation system against disaster and developing prevention and recovery strategies for disasters. If such work has been completed by the city, such as an emergency management plan, these efforts should be referenced or incorporated in the transportation element (MPP-T-8).
- The plan has provisions for special needs housing, but does not cover special needs transportation. Please add a policy to the transportation element to address the transportation needs of special needs populations. This relates to MPP-T-25: Ensure mobility choices for people with special transportation needs, including persons with disabilities, the elderly, youth, and low-income populations.
- RCW 36.70A.070(6)(a)(iv) requires local plans to include a multiyear transportation financing plan for the mobility needs identified for the 20-year planning period. While the draft plan provides important information such as a list of 20-year transportation projects and cost estimates for those projects, the city should more fully address financing for identified needs, including:
 - Develop an estimate of revenue available for transportation over the 20-year planning period.
 - Based on the comparison of estimated costs and revenues, revise and expand on the current reassessment strategy to document steps the city could take to close the gap, if any, between costs and revenues, such as additional demand management strategies, pursuing new revenues, reducing level-of-service standards, and land use changes.Commerce's [Transportation Element Guidebook](#) discusses finance on pages 202 through 212.
- The policies in the draft housing element go a long way to advancing VISION 2040's housing goals. Many of the housing policies (e.g. Policy 3.2.4, all policies under Goal 3.3, and Policy 3.7.4) rely on future work to fully address housing needs in Lake Stevens. The city should consider adding a discussion of implementation strategies, including a timeline for anticipated adoption and implementation of relevant policies and provisions.
- The city is commended for including an economic development element that addresses people, business, and places. Please consider adding policies and provisions to address multicounty planning policies on distressed areas and disadvantaged populations (MPP-Ec-11, 12).
- We commend the city for encouraging connection to the sanitary sewer system. Please consider strengthening policies for new development by more directly addressing MPP-PS-9: *Serve new development within the urban growth area with sanitary sewer systems or fit it with dry sewers in anticipation of connection to the sewer system. Alternative technology to sewers should only be considered when it can be shown to produce treatment at standards that are equal to or better than the sewer system and where a long-term maintenance plan is in place.*

PSRC has resources available to assist the city in addressing these comments. We have provided links to online documents in this letter, and additional resources related to the plan review process can also be found at <http://www.psrc.org/growth/planreview/resources/>.

Thank you again for working with us through the plan review process. There is a lot of excellent work in the draft and we are available to continue to provide assistance and additional reviews as the plan moves through the development process. If you have questions or need additional information, please contact me at 206-464-6360 or eharris@psrc.org.

Sincerely,

A handwritten signature in black ink that reads "Erika Harris". The signature is written in a cursive, flowing style.

Erika Harris
Senior Planner
Growth Management Planning

cc: Review Team, Growth Management Services, Department of Commerce



August 6, 2015

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

**Subject: Planning Commission Recommendation
2015 – 2035 Lake Stevens Comprehensive Plan – LUA 2014-0014**

Dear Council Members:

The Lake Stevens Planning Commission held a public hearing on Wednesday, July 29, 2015 to consider proposed map and text amendments to the *2015 – 2035 Lake Stevens Comprehensive Plan*.

Commissioners Present: Avdic, Barnet, Davis, Hoult, Huxford, Oslund and Petershagen
Commissioners Absent: Matlack

PLANNING COMMISSION PUBLIC HEARING (July 29, 2015)

Planning and Community Development staff presented a detailed analysis of the proposed amendments to the updated Comprehensive Plan and responded to Planning Commission questions. Staff discussed the background and overview of the Comprehensive Plan amendments, state mandates and procedural requirements. No public testimony was provided.

FINDINGS AND CONCLUSIONS

The Planning Commission hereby concludes that the proposed amendments:

- (1) Are consistent with the adopted Lake Stevens Comprehensive Plan;
- (2) Meet the criteria for amending the Comprehensive Plan; and
- (3) Comply with the Growth Management Act, VISION 2040 and the Countywide Planning Policies.

PLANNING COMMISSION RECOMMENDATION

Commissioner Hoult made a motion to forward a recommendation to the City Council to approve the 2015 - 2035 Comprehensive Plan with proposed edits and integration of the Puget Sound Regional Council comments. Commissioner Avdic seconded the motion. Motion passed 6-0-0-1.

Respectfully submitted,

Lake Stevens Planning Commission

_____, Chair

Tom Matlack,

_____, Vice Chair

Jennifer Davis

*** Signed copy will be provided with second reading**

**CITY OF LAKE STEVENS
Lake Stevens, Washington
ORDINANCE NO. 937**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, ADOPTING AN UPDATED COMPREHENSIVE PLAN AS REQUIRED BY THE GROWTH MANAGEMENT ACT AND AMENDING THE COMPREHENSIVE PLAN LAND USE MAP; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE

WHEREAS, as one of the cities in Snohomish County, the City of Lake Stevens is required to review, and if needed, revise its Comprehensive Plan and development regulations to ensure the plan and regulations comply with the Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, on July 27, 2006, the Lake Stevens City Council enacted Ordinance No. 726 adopting an updated Comprehensive Plan for the City of Lake Stevens, and on November 27, 2006, enacted Ordinance No. 739 adopting Comprehensive Plan provisions consistent with the incomplete provisions adopted in Ordinance No. 726; and

WHEREAS, the Growth Management Act allows jurisdictions to amend comprehensive plans once a year, except in those situations enumerated in RCW 36.70A.130(2)(a); and

WHEREAS, the Growth Management Acts requires jurisdictions to complete periodic updates to comprehensive plans, pursuant to RCW 36.70A.130(5); and

WHEREAS, The *2015 - 2035 Lake Stevens Comprehensive Plan* includes specific amendments to maps, figures and text to reflect current citywide conditions; addresses applicable GMA elements as specific chapters; incorporates and responds to community input; considers GMA, Vision 2040 and countywide planning policies; adopts the current population (46,380) and employment (7,988) targets for the Lake Stevens UGA as the guiding framework to address land use, housing, infrastructure, transportation, recreation and funding needs for the community over the next 20 years; and

WHEREAS, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth in this ordinance were considered concurrently so the cumulative effect of the proposals could be ascertained; and

WHEREAS, on June 26, 2015, the City issued a State Environmental Policy Act (SEPA) Addendum No. 8 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement; 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, on June 26, 2015, the City submitted the proposed *2015 - 2035 Lake Stevens Comprehensive Plan* to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

WHEREAS, on June 26, 2015, the City submitted the proposed *2015 - 2035 Lake Stevens Comprehensive Plan* to the Puget Sound Regional Council for review; and

WHEREAS, the Lake Stevens Planning Commission held a duly noticed public hearing on July 29, to review the proposed *2015 - 2035 Lake Stevens Comprehensive Plan* and provided a recommendation of approval; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed *2015 – 2035 Lake Stevens Comprehensive Plan* and held a duly noticed public hearing and considered all public testimony on August 10, 2015 and September 8, 2015.

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

Section 1. Comprehensive Plan Adopted. The Lake Stevens Comprehensive Plan is hereby repealed and replaced in its entirety, and an updated Lake Stevens Comprehensive Plan is hereby adopted as set forth in the attached Exhibit A.

Section 2. Comprehensive Plan Land Use Map Amendments. The Comprehensive Plan Land Use Map amendments, as recommended by the Planning Commission and as set forth in the attached Exhibit B, are hereby adopted.

Section 3. 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 4. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

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

Vern Little, Mayor

ATTEST/AUTHENTICATION:

Kathleen Pugh, Deputy City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

First Reading: August 10, 2015

Second Reading: September 8, 2015

Published:

Effective Date:

EXHIBIT A

2015 – 2035 Lake Stevens Comprehensive Plan

DRAFT



City of Lake Stevens 2015-2035 Comprehensive Plan



City of Lake Stevens
Ordinance 937
9/8/2015



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City of Lake Stevens

2015 - 2035 Comprehensive Plan

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2035 LAKE STEVENS VISION

As the city contemplates the next 20 years, it must embrace its position as a unified growing city. Lake Stevens will be a vibrant sustainable community that provides a positive development atmosphere and maintains a strong community image with excellent schools and neighborhoods. Sustainability will be manifested through environmental protection, conscientious community development and sound economic policy. The city will continue emphasizing the role of local growth centers and subarea planning as the primary locations for new development – specifically as essential pockets for economic development and focal points for new neighborhood and commercial areas. The city will ensure that the city’s infrastructure and public services will meet the demands of the community as it grows in an economically feasible manner. Development will be sensitive to the lake, environment and existing neighborhoods. The community will become a balanced community with sufficient and affordable housing, family-wage jobs and a variety of shopping and service options to meet the needs of Lake Stevens’ residents.

PLANNING CONTEXT

Effective land use planning has become a common feature in statewide, regional and local governance since 1991 when the Washington State Legislature enacted the Growth Management Act (GMA) as Chapter 36.70A of the Revised Code of Washington (RCW). The primary purpose of the GMA is to encourage appropriate levels of growth in urban and rural areas consistently across the state. The GMA identifies several mandatory planning elements that jurisdictions must incorporate into their individual comprehensive plans.



- | | |
|-----------------------|-----------------------------|
| 1. Land Use | 5. Rural Element (counties) |
| 2. Housing | 6. Transportation |
| 3. Capital Facilities | 7. Economic Development |
| 4. Utilities | 8. Park and Recreation |

The GMA also directs local jurisdictions to consider specific planning goals to facilitate population and employment growth when developing land use policy and regulations including control of urban growth and sprawl, encouraging efficient transportation systems, promoting economic development, providing for predictable and timely permit review, maintaining the natural environment and natural resource industries, encouraging public participation, ensure adequate public facilities, and preserving cultural and historic lands and implementing the Shoreline Management Act.

The Puget Sound Regional Council (PSRC) comprised of agencies from the four-county central Puget Sound developed a regional approach, articulated in *VISION 2040*, to implement GMA requirements. *VISION 2040* augments GMA goals related to environmental protection, focused development patterns, housing affordability, sustainable regional economy, integrated transportation systems and adequate public services. *VISION 2040* emphasizes regional growth centers as areas to concentrate future employment and population growth, linking regional and local centers with efficient multimodal transportation system, promoting sustainability in decision-making and allocating population and employment growth within regional geographies based on community size.

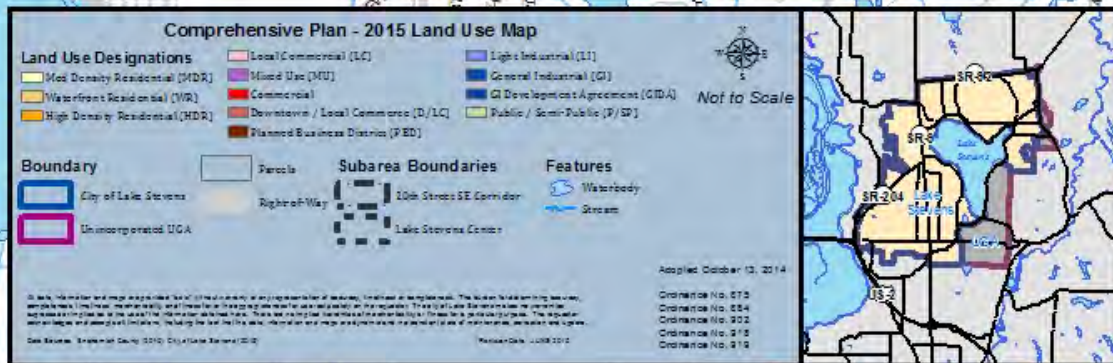
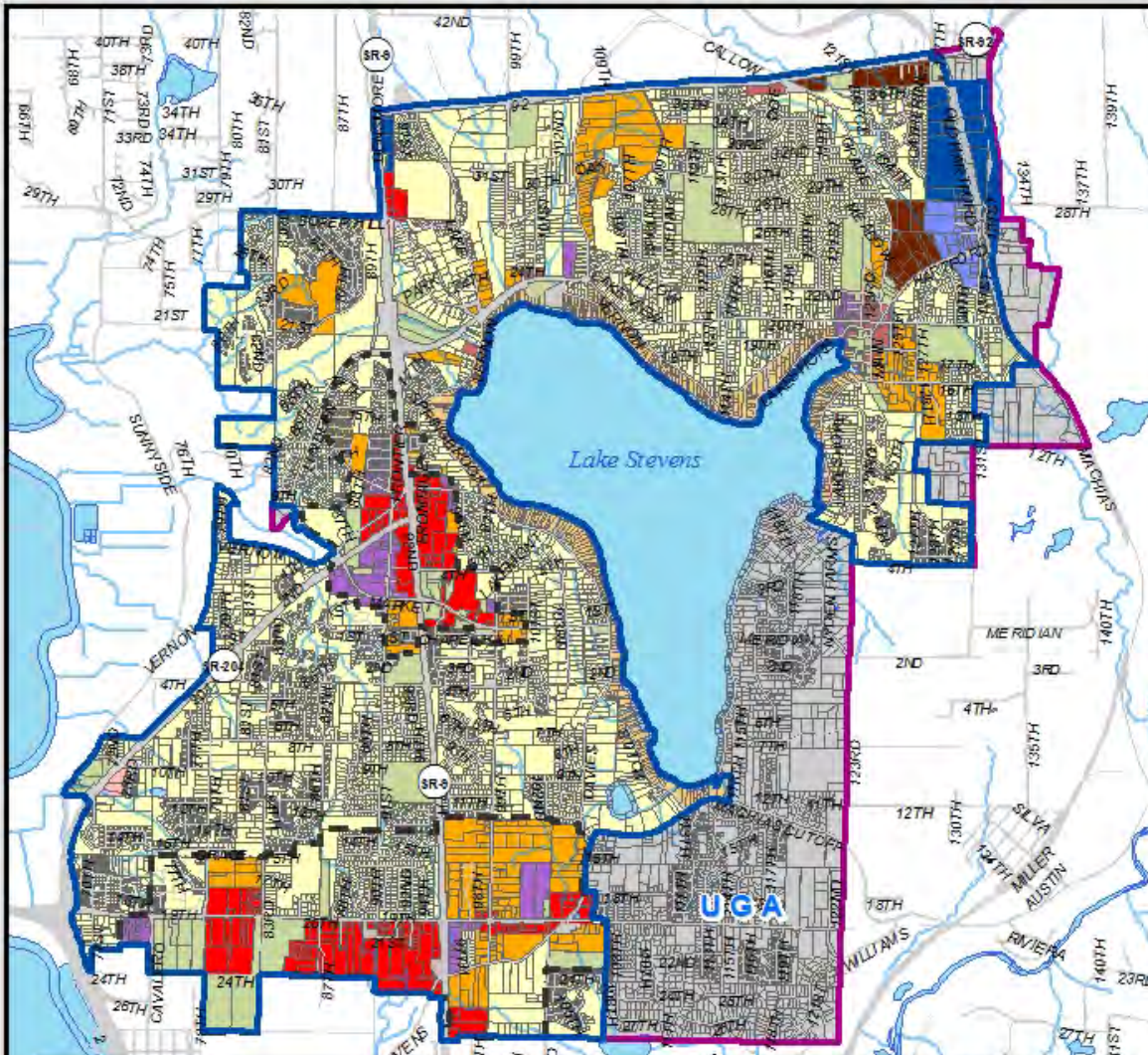
The GMA requires counties to adopt countywide planning policies in cooperation with affected cities (RCW36.70A.210). Countywide planning policies provide a local planning framework to ensure consistency among cities and a regional vision. Snohomish County facilitates collaborative countywide planning through Snohomish County Tomorrow (SCT), which is comprised of staff, local citizens and elected officials from every jurisdiction. The cities, towns, tribes and county have worked together through SCT since 1989 to address local planning issues. SCT provides a forum in which jurisdictions can address regional growth management issues such as transportation, utilities, housing, population and employment.

PLANNING IN LAKE STEVENS

The city of Lake Stevens adopted its initial GMA Comprehensive Plan to address growth in the city and its Urban Growth Areas (UGA) in 1994. The first major update to the Lake Stevens Comprehensive Plan occurred in 2006, which highlighted the city's changing status from small community to a growing city. The 2006 plan identified specific growth centers as the focus for the plan and recommended developing subareas plans for each growth centers including the Downtown Lake Stevens, 20th Street SE Corridor (AKA South Lake), Lake Stevens Center (AKA Frontier Village) and the Hartford Road Industrial Area. By the end of 2012 the city had adopted two subareas and was working on a framework for a third. Also as part of the 2006 Comprehensive Plan, the city developed an annexation plan that calls for eventually annexing the remainder of the unincorporated area within its unincorporated UGA.



CITY OF LAKE STEVENS COMPREHENSIVE PLAN - LAND USE





As of December 31, 2009, all of the UGA west and southwest of the lake has been annexed. Only the areas southeast of the lake, small areas east of downtown and one parcel west of Lundeen Parkway remain unincorporated.

Jurisdictions are required to update their comprehensive plans and development regulations periodically to remain compliant with GMA requirements. Through its annual docket cycle, Lake Stevens continues to refine its plan. For example, the city incorporated economic development data and strategies into goals and policies. The city adopted two subarea plans that considered land uses and housing in large portions of the city. The city continues to update its transportation element regularly, which contributed to the completion of new concurrency based impact fee system. The city adopted a revised Park, Recreation and Open Space Element with a new model for determining levels of service. Other minor changes occur as well – typically in the form of citizen initiated land use map changes.

The GMA mandates jurisdictions complete thorough updates to comprehensive plans according to a predetermined schedule. Snohomish County cities, including Lake Stevens, must complete their major updates in 2015.

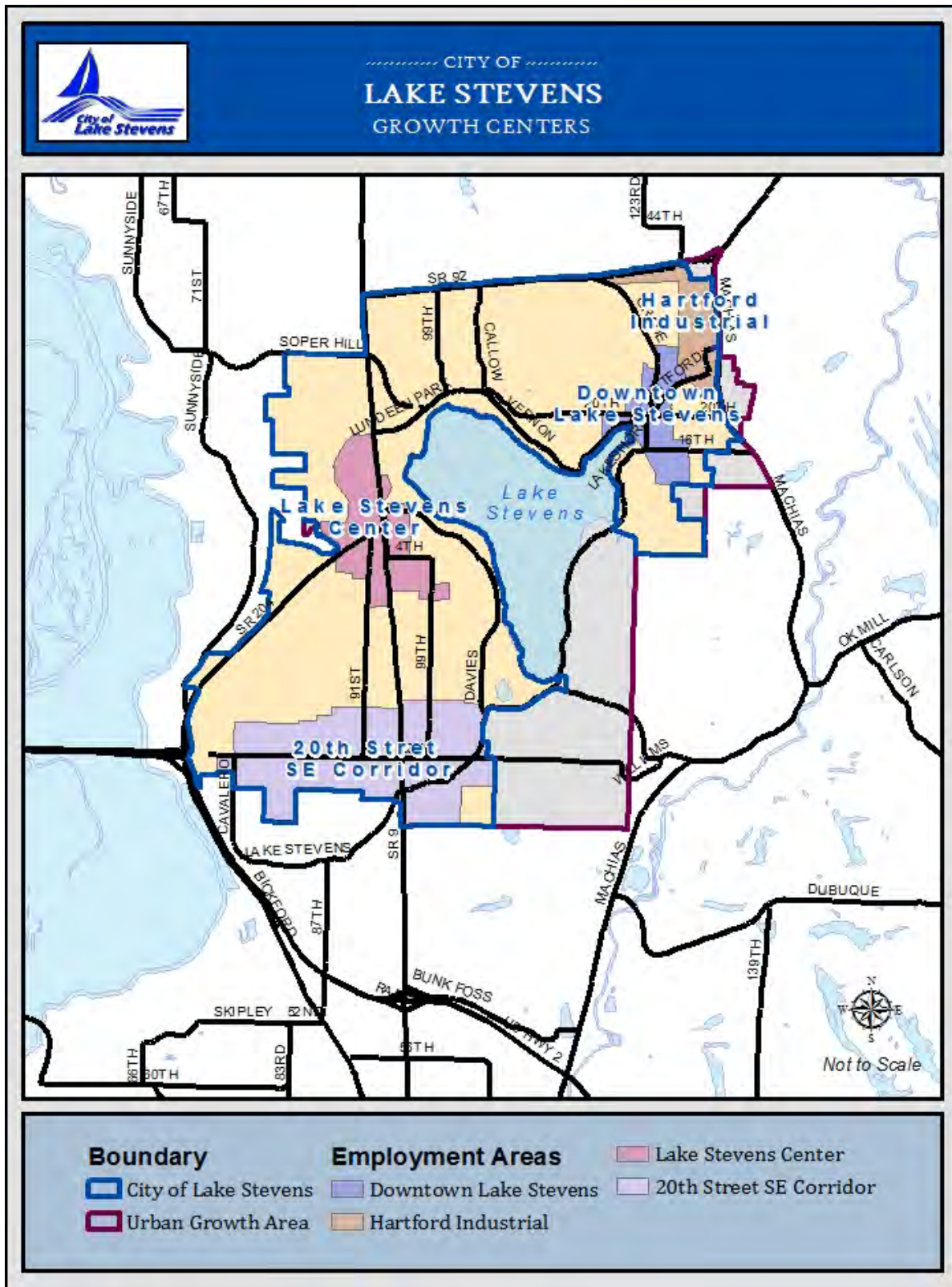
As the city began its comprehensive plan update process for 2015 staff identified several tasks that would need to take place to ensure compliance with GMA, PSRC and countywide policies. To date, staff has prepared a self-audit of its comprehensive plan and development regulations to identify any state, regional or countywide inconsistencies. The city has engaged the community in a public participation program that has included public open houses, surveys, social media, outreach to service groups, and meetings with the Planning Commission and City Council. The plan addresses many technical issues:

1. What has changed since the last time we adopted our comprehensive plan (e.g., boundaries, population and infrastructure)?
2. How has demand for various land uses changed?
3. What has been implemented?
4. Are we using all of our planning tools (e.g., subarea planning, innovative codes, continuous public participation, etc.)
5. Does the comprehensive plan accurately reflect the city's community vision?

Aside from meeting technical and procedural requirements the update has allowed city staff to pose fundamental questions to the community about their vision for Lake Stevens over the next 5, 10 and 20 years.

- Will you be in Lake Stevens in 2035?
- Where will you live?
- Where will you work?
- How will you get there?
- What will you do for recreation?
- Where will you shop?

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At the first open house, city staff and board members had breakout sessions with the public to discuss the mandatory comprehensive plan elements. Based on the public comments received, fresh vision statements emerged for each plan element. The next important avenue to receive public outreach was an opinion survey. The survey was posted electronically on the city's website and administered at city events. Through this survey, community members were asked a series of questions to determine public concerns and preferences for growth over the next 20 years.

- Cottage housing and townhouses were identified as the most popular non-single-family housing options;
- The preferred location for residential growth was southwest Lake Stevens followed by Northeast Lake Stevens and the Soper Hill area;
- Retail, High-tech industry and professional offices were identified as the most important employment sectors for Lake Stevens;
- The preferred location for employment growth was the 20th Street SE Corridor, followed by Lake Stevens Center and the Hartford Industrial Area;
- A sense of community and residential opportunities were identified as the most positive changes over the last 10 years, increased traffic was identified as the greatest challenge;
- Participants identified schools and neighborhoods as the city's greatest strength;
- 30% of participants are attracted to other cities for shopping and dining;
- 25% of participants felt economic development (increased shopping and jobs) should be a priority, followed by public services over the next 20 years;
- Over 38% of participants identified adding more sidewalks and pedestrian paths as the most important transportation improvement followed by increased vehicle capacity; and
- 37% of participants indicated parks and open spaces are the most important public facilities followed closely by roads and sidewalks.

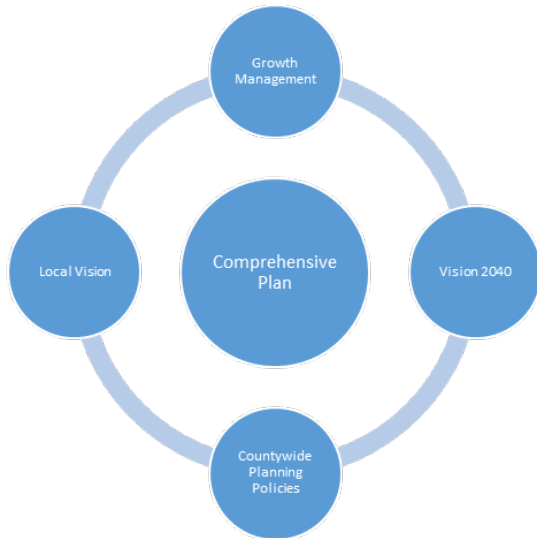
These responses provided a valuable framework for re-evaluating individual plan elements and updating goals and policies to reflect community preferences.

The 2035 Lake Stevens Comprehensive Plan update addresses the applicable GMA elements as specific chapters and considers optional elements related to conservation, solar energy, recreation and subarea plans in individual chapters. The plan incorporates and responds to community preferences and concerns. It also considers the role of regional planning under Vision 2040 and countywide planning in the development of specific goals and policies. The following sections will identify the vision and primary revisions for each element.



INTRODUCTION

A Vision for Planning – the city will integrate the Growth Management Act (GMA), defined in Chapter 36.70A of the Revised Code of Washington (RCW), as an essential planning framework for the Lake Stevens Comprehensive Plan. The GMA principles will help direct community, regional, and statewide efforts to enhance the quality of life, environmental protection and economic vitality for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as a unique lakeside community.

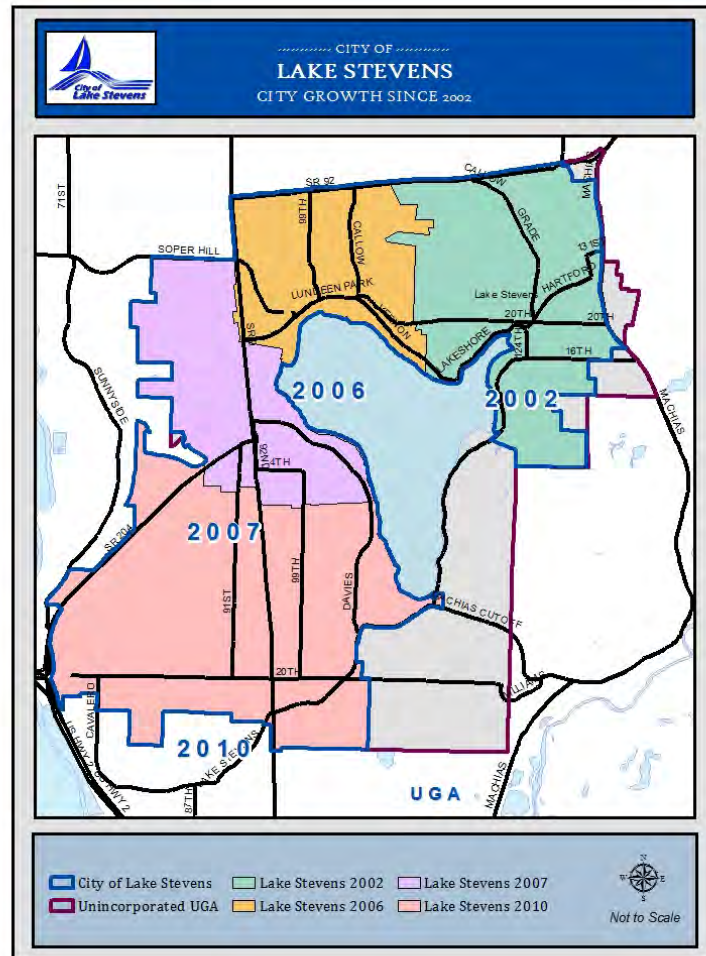


The Introduction describes the planning context for the Growth Management Act, PSRC Vision 2040 and Snohomish County as these relate to coordinated local planning; it provides a basic description of the planning area including the UGA and Rural Transition Area (RUTA); and describe the city's vision statement and individual element visions. This chapter will also describes the public process and environmental review for this update and contains revised goals and policies for administering the annual Comprehensive Plan process.

Land Use Element

A Vision for Land Use – As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

The city's Land Use Element considers anticipated land use forecasts and growth targets for the next 20 years. The largest single change to the Land Use Element is accounting for areas annexed into the city since 2006. Through a series of annexations the city population grew from 6,361 to 26,670 in 2010. The current city boundaries encompass an area of approximately 5,760 acres (8.9 square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of 2,192 acres (3.4 square miles) including the lake.



- The *Snohomish County Growth Monitoring Report* indicates the Lake Stevens population grew by over 341% between 2000 and 2010.
 - Since 2010, the city population has grown annually by approximately 4%.
- The 2014 city population is 29,170.
- The Growth Monitoring Report establishes a 2035 population target of 46,380 for the UGA.
 - The city's portion would be 39,340 or an increase of 11,130 people by 2035.
 - There will be estimated 509 person surplus.



- The Growth Monitoring Report establishes a 2035 jobs target of 7,821 for the UGA
 - The city's portion would be 7,412 or an increase of 3,818 jobs by 2035.

Through a review of recent permit data, remaining buildable land supply has been identified for employment and population growth based on growth from mid-2012 to present.

- Remaining buildable acreage is estimated to be 161 acres for commercial development (218 for the entire UGA) and 716 acres for residential development (1,212 for the entire UGA).
- Based on the previous buildable acres the city housing capacity is 3,784 new units (5,465 for the entire UGA) and employment capacity is 1,954 new jobs (2,410 for the entire UGA).

At the present rate of development the city remains on track to meet growth targets.

The Land Use Element provides updates to the city's growth center strategy with discussions of progress and next steps. The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets ensuring economic diversity and vitality. As noted the city adopted subarea plans for the Lake Stevens Center and 20th Street SE Corridor in 2012. The city has developed a framework plan for Downtown Lake Stevens, which will transform into a subarea plan.

In addition, this chapter continues to emphasize the city's interest in coordinated planning of transitional areas including unincorporated portions of the UGA and RUTA where future annexations and development will occur over the next 20 years. The city will annex the remaining unincorporated UGA throughout the 2035 planning horizon. Additionally, the city of Lake Stevens remains interested in development outside its borders given the impact that felt on the entire Lake Stevens community in preparation for future UGA expansions following build out.

Housing Element

A Vision for Housing –The city will provide a regulatory framework that supports the creation of high-quality housing (e.g., single-family houses, townhomes and apartments) with a range of densities, which implement community design preferences and are affordable to all community members across the city.

The Housing Element includes updated statistical and demographic information based on the *2013 Housing Characteristics and Needs in Snohomish County Report*, prepared by the Planning Advisory Committee of Snohomish County Tomorrow and the *Affordable Housing Profile* for the city of Lake Stevens, prepared by the Alliance for Housing Affordability. This information is used to describe current population and housing trends in the city. Specific attention is given to discussion of housing distribution, household makeup and affordability. City information is compared to trends in Snohomish County and the other larger cities in the county. Significant population and housing trends are highlighted below.

- Since 2000, larger cities manifest the greatest population growth in Snohomish County, with Lake Stevens experiencing one the highest population increases since the last census.

Executive Summary



- The current city population of 29,170 represents an increase of 350% over the 2000 population, which was 6,361.
- Lake Stevens has the youngest median age at 32.1, while the median age in Snohomish County is 37.3.
- About 7% (1,951 people) of the Lake Stevens population is over 65 which is projected to increase over the next decade.
- There are currently 9,550 households in the city – approximately 74% of those are family households.
 - The combined, average household size in Lake Stevens is 2.87 persons, while the average county household size is 2.61 persons.
- The Growth Monitoring Report establishes a 2035 new housing unit target of 4,413 for Lake Stevens.
- In 2012, there were an estimated 10,414 dwelling units in Lake Stevens and 237,899 dwelling units in Snohomish County.
 - Lake Stevens ranked fourth (80%) for the highest ratio of single-family dwellings in the county.
 - The average house size for new construction between May 2013 and May 2015 was just under 2,400 square feet.
- The 2011 area median income (AMI) in Lake Stevens is \$73,000, which is slightly higher than the AMI for other larger cities at \$72,000 and Snohomish County, which is nearly \$68,000.
- Approximately 47% of the occupied housing units in the Lake Stevens and Snohomish County are cost-burdened.
- The 2011 unemployment rate in the city was 5.5% compared to 5.7% for the county.
- The 2013 median home price in Lake Stevens is \$246,900.
 - Owner occupancy increased from 75% in 2000 to 78.2% in 2010.
- The average monthly rent in 2000 was \$716 while in 2010 the average monthly rent increased to \$1,254
 - Rental unit vacancy increased from 5.4% in 2001 to 9.1% in 2010.
- In 2011 the special needs population within the county was over 110,000.
 - 43,600 residing in the unincorporated areas
 - 32,000 in larger cities
 - 3,009 in Lake Stevens

Executive Summary



- In Lake Stevens, approximately 3% of households received some sort of assistance; while in Snohomish County 3.8% of households received assistance.
- 97,000 additional housing units would need to be constructed in the county by 2035
 - Larger and small cities have about 60% of the available residential capacity for single-family and 40% for multifamily.
 - Lake Stevens needs to accommodate an additional 4,469 housing units.
 - The projected city share of affordable units would be 984 affordable housing units for households making less than 50% of AMI.



Other changes to this section include an updated discussion of state, regional and countywide planning policies, updated strategies to promote housing affordability along with updated goals and policies.

Environment and Natural Resources



A Vision for the Environment and Natural Resources – the city of Lake Stevens will provide effective and ongoing investment to ensure water quality and continued environmental stewardship for current and future generations by protecting fish and wildlife habitat, critical areas and open space corridors; conserving land, air, water and energy resources; and integrating the shoreline management of Lake Stevens into land use decisions.



The city is committed to providing ongoing environmental stewardship of our shared shorelines, open spaces, critical areas, and wildlife habitats. Updates to the Environment and Natural Resources chapter of the Comprehensive Plan include the integration of the state, regional, county and local planning contexts; providing a description of local geology, soil profiles, drainage, and surface and ground water resources; a discussion of the city's coordination with other state and regional agencies to improve air quality and mitigate the effects of climate change by encouraging sustainable development; and a consolidation and reorganization of the Goals and Policies section to eliminate redundancy, contradictory policies, and reflect updated code requirements.

Parks Element

***A Vision for Parks and Recreation** – the city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens.*

The Parks Element includes an inventory of parks, recreation and opens spaces, describes the unique park classifications, establishes levels of service for each park type, and provides a needs assessment and capital facilities plan. Only minor changes are proposed to the Parks Element including an updated vision statement and updated references in the capital projects list to include a discussion of the Cavelaro Park Master Plan, Frontier Heights Park and Trail Connections as a major update was completed in 2013.

Economic Development



A Vision for Economic Development – Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.

The Economic Development describes the city's economic development strategy in terms of growth patterns and fiscal conditions. Changes to the Economic Development Element include updated goals and policies to reflect the city's focus, efforts and progress towards the economic strategy plan adopted by the city in 2010. Updates also include market and demographic data used as economic indicators that will guide further emphasis on specific strategies supporting economic growth in the areas of job sector diversification, retail and personal services industry growth to serve the community's needs. This data is ever changing and will be used as a "snap shot" in time. Therefore



the Chapter further provides for updating, monitoring data and analyzing results as an on-going activity to ensure city resources are used for the best possible yield and in a responsible manner. The changes are supported in the Land Use Element and other Comprehensive Plan elements by directing retail and employment growth in into the city's growth centers.

Public Services and Utilities Element

A Vision for Public Utilities and Services – Lake Stevens will strive to provide excellent public utilities & services to meet the health and safety needs of the community in proportion to future population growth and will continue to coordinate with local service providers such as the Lake Steven Sewer District, Lake Stevens Fire, and the Lake Stevens School District to ensure service continuity as the community grows.

This element provides a descriptive inventory of and considers the general location and capacity of all existing and proposed public utilities, facilities and services in the city of Lake Stevens in relation to levels of service for current and future residents and businesses. In the preparation of this element, city staff met with other departments, public agencies and special purpose districts (e.g., Lake Stevens School District, the Snohomish County Public Utilities District (PUD), Lake Stevens Sewer District, Lake Stevens Fire District and Lake Stevens Police Department) to identify the current status of facilities and services provided by these agencies to incorporate. Significant trends are highlighted below.

- The Lake Stevens Police Department continues to provide a variety of services including marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping, and animal control.
- Within the city's stormwater system there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of roads side ditches, 66.2 miles of pipe and 22,942 feet of culverts
- The sewer system includes a network of trunk and collector lines, a flow telemetry system, manholes, and pump/lift stations and a treatment plant operated by the Lake Stevens Sewer District.
 - Since the last update the new Sunnyside Treatment Plant and Southwest Interceptor have been completed providing additional capacity for development.
 - The Sewer District will complete an update to their Sanitary Sewer Comprehensive Plan in 2015
- Lake Stevens Fire serves an area of about 46 square miles with 3 stations and 1 administration building.
 - The Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens (381 in 2013) and reviews land use and building permits through the Fire Marshal's office.

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- In 2013, the Lake Stevens Fire responded to 4,659 calls.
 - Over the past 5 years, the Fire District has experienced an annual increase in call volume of 1.5%.
 - The Fire District plans to increase the daily staffing level to 14 firefighters by year 2017 and build a new station by 2022.
- The Lake Stevens School District covers approximately 37 square miles
 - The School District operates 6 elementary schools, 2 middle schools, 1 mid-high school, 1 high school along with an alternative programs.
 -
 - The School District anticipates that the populations within its boundary will grow to 61,000 by 2035.
 - The city has adopted the most recent School District Capital Facilities Plan.
- The city coordinates with the Snohomish County Health District for public health services, specifically the review of septic systems and food service inspections
- Waste Management Northwest, Incorporated and Republic Services provide solid waste services within the city under contract for a 3-year period.
- Puget Sound Energy provides natural gas service through a city franchise.
- The Public Utility District No. 1 of Snohomish County (PUD), serves the city of Lake Stevens
 - 80% of its power from the Bonneville Power Administration, with remainder provided from a mix of renewable resources.
 - The PUD operates 3 distribution substation with the city and multiple transmission lines.
- The PUD also manages the city's water system, which includes 8 reservoirs and 330 miles of pipe.
 - The primary water supply to the Lake Stevens Water System comes from Spada Lake, purchased from the city of Everett.
 - Former emergency wells, in the northeast corner of the city, have been converted to full-time use to supplement the water supply.

Transportation

A Vision for Transportation – the city will develop an effective multimodal transportation system that emphasizes access, direct circulation and safety for vehicles, freight, public transportation, cyclists and pedestrians locally and to the region.

The Transportation Element contains updated information related to the road classifications, level of service standards, street inventory, multi-modal planning, and mass transit. The chapter includes



required GMA, PSRC and county required goals and policies. Analysis of future roadway, safety, and pedestrian and bicycle needs have also been reviewed and updated. The goals and policies have been revised as needed to ensure required elements are included for consistency with other plan elements.

Capital Facilities

***A Vision for Capital Facilities** – The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service; responds to project urgency and feasibility; is consistent with the city's growth strategy; and, provides a clear community benefit.*

The Capital Facilities Element was substantially changed in 2012 and 2013 as a result of the newly adopted Subarea Plans for Lake Stevens Center and 20th Street SE Corridor. The primary modifications to the Capital Facilities Element in 2015 contain updates of financial data, inventory, funding mechanisms, and clarification of the 6-year Capital Improvement Plan. The Goals and Policies are updated to reflect the city's desire to be a sustainable community around the Lake with unsurpassed infrastructure supporting an exceptional quality of life. The city expects to accomplish these goals by ensuring good fiscal stewardship, using smart growth principles to understanding how the city's planned growth pattern affects the investments that will be need and investing in where new growth should occur. The changes in this Element also provide for the short and long term cost planning to support infrastructure expenditures.

Chapter 1: Introduction





Chapter 1 - Introduction

CHAPTER 1: INTRODUCTION

A VISION FOR PLANNING

The city will integrate the Growth Management Act (GMA), defined in Chapter 36.70A of the Revised Code of Washington (RCW), as an essential planning framework for the Lake Stevens Comprehensive Plan. The GMA principles will help direct community, regional, and statewide efforts to enhance the quality of life, environmental protection and economic vitality for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as a unique lakeside community

INTRODUCTION

The city of Lake Stevens is a rapidly growing community located around the northern, western and northeastern sides of Lake Stevens in central Snohomish County situated on a gently sloping terrace rising east from the flood plain of the Snohomish River to the foothills of the Cascade Mountains. The current city boundaries, established in December 2009 following a series of annexations in the mid-2000s, encompass an area of approximately 5,760 acres (8.9 square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of 2,192 acres (3.4 square miles) including the lake. The current Lake Stevens UGA provides sufficient capacity to accommodate population and employment forecasts considering environmental constraints, existing development, infrastructure and services, existing and/or planned transportation corridors and areas where urban services could be extended logically. Beyond the UGA, the city and Snohomish County have established a Rural Urban Transition Area (RUTA) as a future planning area to accommodate growth beyond the 20-year planning horizon.

The population of the Lake Stevens area, both inside and out of the city has been steadily increasing since the city incorporated in 1960, when the city's population was 900, through development and annexation. The housing stock is relatively new, with significant portions of the housing inventory built in each subsequent decade since incorporation. In 2014, the estimated population was 29,170. Snohomish County predicts the Lake Stevens UGA population will grow by 5.5 percent through 2035 to a population of 46,380. A clear community vision, consistent with state and local planning policies will be essential to ensure population and employment growth occurs successfully over the next 20 years. The city also



recognizes that it must anticipate growth in the UGA and RUTA and plan jointly with Snohomish County to ensure that these transitional areas can responsibly accommodate future urban capacities in the future. Therefore, the city's vision should encompass the lands bordering the city and consider these areas in future planning studies.

The city's primary development pattern is that of residential suburban community, which belies its roots as an early 20th century logging and mill town. Amidst the newer subdivisions, shopping centers, schools and state highways, there are a few clues remaining of its earlier form. At the south end of downtown where the Rucker Mill was located in the first half of the 20th century are the remaining pilings that once supported the mill over the lake. Lakefront homes and public open space now cluster where the heavy industrial activity once occurred. Most of the historic downtown is now gone, although a few of the buildings remain and are used for commercial and civic purposes.

There are a few significant areas where single-family residences do not predominate including the downtown business district, the Hartford Industrial area and the Lake Stevens Center (AKA Frontier Village). Over the next few years, the 20th Street SE Subarea will also experience commercial and industrial growth. This dynamic will continue to evolve as the city's growth centers grow and develop.

PLANNING CONTEXT

State Planning

In 1991, the Washington State Legislature enacted the GMA to guide local planning. The GMA recognizes the diversity of challenges facing jurisdictions depending upon population and growth rates. Within comprehensive plans, jurisdictions develop goals and policies to guide local decision-making for growth, development and necessary public services and facilities. The GMA directs local jurisdictions to consider specific planning goals (RCW 36.70A.020) to guide policy development and the implementation of development regulations:

1. Guide urban growth to areas where urban services can be adequately provided.
2. Reduction of urban sprawl.
3. Encourage efficient multi-modal transportation systems.
4. Encourage the availability of affordable housing to all economic segments of the population.
5. Encourage economic development throughout the state.
6. Assure private property is not taken for public use without just compensation.
7. Encourage predictable and timely permit processing.
8. Maintain and enhance natural resource-based industries.
9. Encourage retention of open space and development of recreational opportunities.



10. Protect the environment and enhance the State's quality of life.
11. Encourage the participation of citizens in the planning process.
12. Ensure adequate public facilities and services necessary to support development.
13. Identify and preserve lands and sites of historic and archaeological significance.
14. The goals and policies of the Shoreline Management Act as set forth in RCW 36.70A.020.

These planning goals have been the basis of the city's comprehensive planning process and development regulations, as articulated through inclusion of the following mandatory planning elements (RCW 36.70A.070) into the city's plan:

- | | |
|-----------------------|-----------------------------|
| 1. Land Use | 5. Rural Element (counties) |
| 2. Housing | 6. Transportation |
| 3. Capital Facilities | 7. Economic Development |
| 4. Utilities | 8. Park and Recreation |

The Lake Stevens Comprehensive Plan addresses the applicable elements as specific chapters. The GMA also allows jurisdictions to consider optional elements (RCW 36.70A.070) related to conservation, solar energy, recreation and the adoption of specific subarea plans that affect the physical development within its jurisdiction. The city will consider optional conservation and sustainability goals within specific chapters. Recreation goals and policies are provided within the Parks and Recreation chapter. Finally, the city has adopted two subarea plans and may consider additional subarea plans for defined growth centers. The city believes that its updated Comprehensive Plan, as amended, meets the consistency requirements under GMA. Future decision-making and interpretations of its policies will adhere to these consistency requirements.

Another requirement of the GMA is to coordinate planning efforts with other jurisdictions and agencies. This is an important step for the city of Lake Stevens because within the city and its UGA there are many special purpose districts, as mentioned previously several unincorporated pockets and transitional areas remain under Snohomish County authority and Lake Stevens has neighboring cities to the northwest and south. Long-term planning for the city is coordinated with Snohomish County, the Lake Stevens School District, Lake Stevens Fire, the Lake Stevens Sewer District, Snohomish County PUD, neighboring cities and others.

Regional Planning

The Puget Sound Regional Council (PSRC) is an association of cities, towns, counties, ports, and state agencies that serves as a forum for developing policies and making decisions about regional growth and transportation issues in the four-county central Puget Sound region.



PSRC administers distribution of transportation funds, develops a regional transportation plan, coordinates economic development activities, provides data and forecasting information, helps ensure coordination between jurisdictions' land use and transportation plans, and provides technical assistance to its members.

The primary coordination tool PSRC uses as endorsed by local governments, public agencies, interest groups, and individuals to implement the GMA in the Puget Sound is the regional planning document, VISION 2040. VISION 2040, establishes the regional vision for the Puget Sound to augment GMA goals related to environmental protection, focused development patterns, housing affordability, sustainable regional economy, integrated transportation systems and adequate public services. VISION 2040 emphasizes growth centers as areas to concentrate future employment and population growth, linking regional and local centers with efficient multi-modal transportation system, promoting sustainability in decision-making and allocating population and employment growth within regional geographies based on community size. The PSRC strategy reinforces GMA goals to contain sprawl and encourage development where public facilities and services exist or can be provided efficiently.

Countywide Planning

The GMA requires counties to adopt countywide planning policies in cooperation with affected cities (RCW36.70A.210). Countywide planning policies provide a local planning framework to ensure consistency among cities and a regional vision. Snohomish County facilitates collaborative countywide planning through Snohomish County Tomorrow (SCT), which is comprised of staff, local citizens and elected officials from every jurisdiction. The cities, towns, tribes, and county have worked together through SCT since 1989 to address local planning issues. SCT provides a forum in which jurisdictions can address growth management issues best suited for multi-jurisdictional coordination in such functional areas as transportation, utilities, housing and population and employment distribution.

The GMA requires each local comprehensive plan to demonstrate consistency with the countywide planning policies. The SCT Planning Advisory Committee (PAC) forwarded amendments to the countywide planning policies to the SCT Steering Committee, comprised of elected officials, in 2013 to recommend approval to the County Council. The Snohomish County Council subsequently adopted these policies. The Snohomish County countywide planning policies have provided guidance in the planning process for local jurisdictions,

The county's plan addresses many issues in the Lake Stevens Urban Growth Area that are similar to those addressed in the city's updated plan.

Lake Stevens Planning

Under the GMA, jurisdictions are required to develop comprehensive plans as a framework to manage localized growth over the next 20 years. All of the planning mandatory elements



Chapter 1 - Introduction

must be integrated into a single, internally consistent plan, which balances the goals in each element and considers regional and countywide planning strategies and policies. Done correctly, the Comprehensive Plan should be an effective tool in implementing state, regional and countywide regulations and goals while achieving the community's vision.

The city of Lake Stevens adopted its initial GMA Comprehensive Plan in 1994 to address growth in the city and its UGA. In the initial adoption of this plan in the mid 1990's, the city held numerous public "visioning" exercises within the city and the UGA for the purpose of obtaining input from the community, public meetings, resident mail in survey and public hearings. Local jurisdictions in Snohomish County are required to update their plans every eight years after June 2015. The first major update to the Lake Stevens Comprehensive Plan occurred in 2006, which highlighted the city's changing status from small community to a growing city. This plan introduced and described specific growth centers as the focus for the plan following workshops and meetings by the Planning Commission and direct contact with affected property owners. The 2006 plan recommended developing subareas plans for the defined growth centers including the Downtown, South Lake (AKA 20th Street SE Corridor), Frontier Village (AKA Lake Stevens Center) and the Hartford Road Industrial Area. Each subarea plan will focus on a mix of uses to enhance the character and economic quality of those areas. In 2012, the city adopted two subarea plans that identify specific preferred development strategies for two of the city's growth centers. This process went through significant outreach culminating in the adoption of two Planned Action subareas.

The GMA recognizes that cities should be the primary providers of urban services. It also establishes a necessity for providing adequate land to support 20 year growth targets, including the city and the UGA, which acts as a future annexation area. -As mentioned previously, the RUTA is a future planning area outside of the UGA to accommodate growth beyond the 20-year planning horizon. The Countywide Planning Policies establish provisions for joint planning in these transitional areas. Snohomish County remains the controlling agency until annexation into the city is complete. The city and county executed a Master Interlocal Agreement in 2005 setting the terms for future annexation of unincorporated areas into the city. ~~Also as~~ As part of the 2006 Comprehensive Plan, the city developed an annexation plan that calls for eventually annexing the remainder of the unincorporated area within its UGA. Figure 1.1 shows the city's proposed Annexation Plan. On December 31, 2009, all of the UGA west and southwest of the lake was annexed. Only the areas southeast of the lake, small areas east of downtown and one parcel west of Lundeen Parkway are still located in the unincorporated UGA. The intent of the future annexation efforts will be to ensure practical boundaries to provide public services in a logical, effective and efficient manner. It has become apparent that the city and adjacent unincorporated areas function as a larger community and should work towards common goals to maintain and improve the quality of life as a single entity.

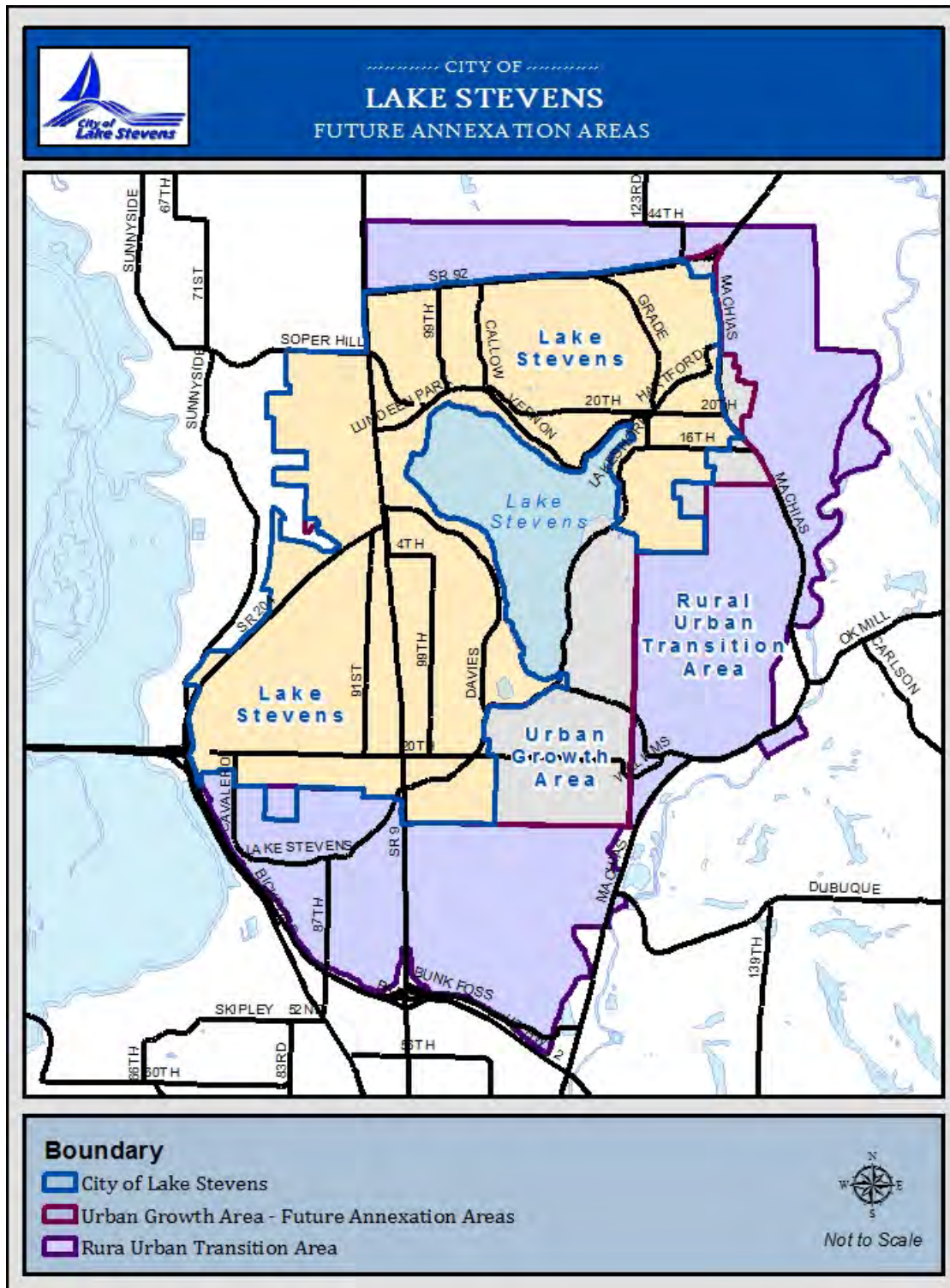


Figure 1.1 – Future Annexation Areas



To keep pace with growth and to respond to changing conditions the city has incorporated annual changes into the plan. Annual updates address specific concerns, clarify inconsistencies identified during the previous year, review the adequacy of the adopted level of service standards, and update any environmental information and capital facilities lists. Annual updates to the plan include public involvement through a variety of advertised public meetings and public hearings.

This update constitutes the second significant GMA plan update for the city. This planning cycle focuses on significant accomplishments since implementation of the last plan, changes in land use status and patterns, and updated vision and revised goals and policies.

After adoption, a process will begin of specific city code updates to meet the plan's goals and policies.

The overall objectives of this update effort for the Comprehensive Plan follow:

1. Staying current with the state law and planning strategies – Integrate revised state regulations and updates to regional and countywide strategies and policies into the city's plan.
2. Implementing the Growth Management Act – Through its plan, the city of Lake Stevens establishes a vision for the community; prioritizes goals and policies to achieve this vision; and defines clear policy to administer local regulations based on defined GMA plan elements and planning goals.
3. Maintaining local decision-making – The city of Lake Stevens continues to experience growth within and around its boundaries, which results in increasing demand for public facilities such as sewer, roads, police and fire protection. The Comprehensive Plan and implementing regulations allow the city to assert local control over regional issues with the assurance that state agencies will respect their decisions and will direct growth in a manner, which will reinforce the existing character, scale and identity of the city. A clearly articulated plan will define a clear direction for future development, ensure demands for infrastructure and services are met in an economically responsible and timely manner and inform city residents and elected officials about the implications of its policy decisions.
4. Promoting desired change – Specific development regulations and standards will enable the city to guide development and make consistent land use decisions, throughout the community, to meet its vision. These regulations include zoning, subdivision, building and environmental codes, historic preservation and design review guidelines and standards. The city will strive to provide a predictable, efficient and expeditious review process to attract development that meets the community's design, land use and environmental standards.
5. Addressing changes in the community – Regular updates to the Comprehensive Plan enable the city to keep pace with the changing nature of the community, remain



current and ensure that the positive elements of growth outweigh any negatives. Changes come in many forms such as land use patterns, population growth, household characteristics, environmental concerns, economic needs and fiscal considerations.

6. Involving Citizens and Stakeholders – The GMA requires significant opportunity for public involvement in developing a comprehensive plan. The city continues to solicit public input into its planning efforts. As part of the current review cycle a community preference survey was widely distributed, public open houses and hearing have been held with the Planning Commission and City Council. The city will make every effort to continue involving citizens in the processes to develop and update the comprehensive plan. Broad community support for the plan is crucial for effective implementation. Following any amendments to the plan, city staff will review the city's development regulations for consistency with the plan and updated state regulations and revise as necessary.

ENVIRONMENTAL REVIEW

This Comprehensive Plan integrates GMA and State Environmental Policy Act (SEPA). SEPA (Chapter 197-11 of the Washington Administrative Code) defines the environmental review policy for projects and agency regulations. SEPA requires all state and local agencies to use an interdisciplinary, integrated approach to include environmental factors (natural and built) in both planning and decision-making. Conducting the environmental review at the planning stage allows the city of Lake Stevens to effectively integrate the goals and requirements of SEPA and GMA, while contributing to public knowledge, environmental protection, and the fiscal efficiency of local government.

In accordance with SEPA, an environmental impact statement (EIS) must be prepared when it is determined that a proposal, such as a comprehensive plan, is likely to have significant adverse environmental impacts. An EIS provides an impartial discussion of significant environmental impacts, reasonable alternatives, and mitigation measures designed to avoid or minimize adverse impacts. As part of the 2006 update, the city issued an EIS and considered a range of alternatives for the plan. Subsequent to the adoption of this EIS, the city has adopted specific addenda to this document as changes occur through annual amendments.

The SEPA review of the Plan is also a "planning level" analysis as opposed to a "project level" analysis. The latter is done for specific projects on specific sites and is much more detailed. A planning-level analysis is more general in nature. SEPA requires that analysis be as specific as the information available. Because the Comprehensive Plan is more general in its discussion of topics, the analysis will be more general than what might be found in a project-level SEPA review. It is assumed that as specific projects or decisions are made in the future, more detailed information will be provided, and that the policies of this Plan will be considered in decision making.



A. Integration Principles

The integration of SEPA and GMA results in improved planning and project decisions from the environmental perspective. Just as GMA goals cannot be addressed without consideration of environmental factors, the goals of SEPA are benefited by the examination of the "big picture" and identification of mitigation to address cumulative impacts of development that occur during GMA planning.

While planning under GMA, the city of Lake Stevens used the following principles:

1. Consider environmental quality as each community charts its future by involving diverse sectors of the public and incorporating early and informal environmental analysis into GMA planning and decision-making.
2. Utilize SEPA review in conjunction with other analyses and public involvement to produce better planning decisions.
3. Combine to the fullest extent possible the processes, analyses, and documents required under GMA and SEPA, so that GMA planning decisions and subsequent implementation will incorporate measures to promote the goals of GMA and SEPA.
4. Recognize that different questions will need to be answered and different levels of detail will be required at each phase of GMA planning, from the initial development of plan concepts or elements to the creation of implementation programs.
5. Focus environmental review and the level of detail needed for different stages of plan and project decisions on the environmental choices most relevant to that stage of the process, while not duplicating review that occurred for previous decisions.
6. Use environmental review on projects to help: 1) review and document consistency with GMA plans and regulations; 2) identify any impacts and mitigation needs that had not been considered and addressed at the plan level; and 3) provide the opportunity for review by agencies, tribes, and the public.
7. Continue to maintain or improve the quality of environmental analyses for both plan and project decisions, while integrating these analyses with improved state and local planning and permitting processes.

Appendix A includes a complete environmental review of the Comprehensive Plan, amendments, and addenda.

PUBLIC PARTICIPATION

The city has engaged the public throughout the plan update. This has included public open houses, surveys, social media, outreach to service groups, and meetings with the Planning Commission and City Council. The first public open house was a visioning meeting. At this workshop, city staff and board members had breakout sessions with public in attendance to



discuss the mandatory comprehensive plan elements. Based on the public comments received, staff developed vision statements for the plan and each element included in the following section. The next important avenue to receive public outreach was an opinion survey. The survey was posted electronically on the city's website and administered at city events. Through this survey, community members were asked a series of questions to determine public concerns preferences for growth over the next 20 years. In total 300 respondents took the comprehensive plan survey, which represents approximately a one percent return. Some of the notable responses are included.

- When asked what types of housing, other than traditional single-family housing, community members indicated they would prefer cottage housing and townhomes.
- When asked where residential growth should go, the preference was first for southwest Lake Stevens followed by Northeast Lake Stevens and the Soper Hill area.
- When asked where commercial growth should go the preference was the 20th Street SE Corridor followed by Lake Stevens Center – two of the local growth centers.
- Retail followed by high-tech industry and professional offices were identified as the preferred employment industries.
- Increased traffic was the biggest concern for the community over the next 20 years.
- Community members believed the city's sense of community and residential opportunities are the most positive changes that have occurred over the last 10 years. The greatest strengths were identified as the city's schools and neighborhoods.
- When asked what attracted residents to other cities, community members stated restaurants and shopping.
- Economic development and public services were described as the most important areas for the city to address over the next 20 years. As a follow up, respondents stated shopping and jobs could improve over the next planning period.
- Sidewalks were identified as the most important transportation facility to be improved followed by increased vehicle capacity and expanded public transportation.
- Finally, sidewalks and parks were identified as the most important public facilities.

The second open house focused on significant changes made to the comprehensive plan since 2005, including updates to community demographics and statistics, fresh visions statements and revised goals and policies for each element. The community had an opportunity to discuss these changes directly with city staff, the Planning Commission and Councilmembers in attendance or provide written comments. The second open house also provided a recap of public participation to date and next steps for completion.



ELEMENT VISIONS

The city of Lake Stevens is a dynamic community blessed with a defining feature – a central lake. There are other lakeside communities in the Puget Sound; however, Lake Stevens is unique because the city and its Urban Growth Area encompass the entire perimeter of the lake. The community remains affordable to families and the lake is an accessible amenity to all residents. The presence of Lake Stevens unifies and directly affects the identity of the community and its residents, which contributes to a positive reputation regionally for its excellent schools and neighborhoods and provides an attraction for community development. The lake, eastern lowlands and the western plateau have largely influenced land development patterns within the city. In addition to these physical features, three major highways that frame the city also influence development and act as corridors for commuters, commerce and visitors between the city and greater region.

2035 Lake Stevens Vision

As the city contemplates the next 20 years, it must embrace its position as a unified growing city. Lake Stevens will be a vibrant sustainable community that provides a positive development atmosphere and maintains a strong community image with excellent schools and neighborhoods. Sustainability will be manifest through environmental protection, conscientious community development and sound economic policy. The city will continue emphasizing the role of local growth centers and subarea planning as the primary locations for new development – specifically as essential pockets for economic development and focal points for new neighborhood and commercial areas. The city will ensure that the city's infrastructure and public services will meet the demands of the community as it grows in an economically feasible manner. Development will be sensitive to the lake, environment and existing neighborhoods. The community will become a balanced community with sufficient and affordable housing, family-wage jobs and a variety of shopping and service options to meet the needs of Lake Stevens' residents.

The principal theme of the Vision Statement is that the city of Lake Stevens will embrace its changing identity and work towards an environmentally sustainable community with balanced and quality jobs and housing. The objectives, goals, and policies of the 20th Street SE Corridor Subarea Plan and Lake Stevens Center Subarea Plan echo the overall vision to ensure that future development is sensitive to the natural environment, considers sustainable approaches to development and mitigates related impacts. These central theme carries through the Element Vision Statements as follows:

Planning – The city will integrate the Growth Management Act principles as an essential planning framework to help direct community, regional, and statewide efforts to enhance quality of life, environmental protection, and economic vitality for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as unique lakeside community.



Environment and Natural Resources – The city of Lake Stevens will provide effective an ongoing investment to ensure water quality and continued environmental stewardship for current and future generations by protecting fish and wildlife habitat, critical areas and open space corridors; conserving land, air, water and energy resources; and integrating the shoreline management of Lake Stevens into land use decisions.

Land Use – As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

Housing – The city will provide a regulatory framework that supports the creation of high-quality housing (e.g., single-family houses, townhomes and apartments) with a range of densities, which implement community design preferences and are affordable to all community members across the city.

Parks and Recreation – The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens.

Capital Facilities – The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service; responds to project urgency and feasibility; is consistent with the city’s growth strategy; and, provides a clear community benefit.

Public Utilities and Services – Lake Stevens will strive to provide excellent public utilities & services to meet the health and safety needs of the community in proportion to future population growth and will continue to coordinate with local service providers such as the Lake Steven Sewer District, Lake Stevens Fire, and the Lake Stevens School District to ensure service continuity as the community grows.

Transportation – The city will develop an effective multimodal transportation system that emphasizes access, direct circulation and safety for vehicles, freight, public transportation, cyclists and pedestrians locally and to the region.

Economic Development – Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.



PLAN IMPLEMENTATION AND AMENDMENTS

Planning is an on-going process, improved data or changing circumstances will require amendments to the Comprehensive Plan. In particular, the city will continue to review its plan annually to address minor changes, to adjust to changes in the city's population counts and to add projects listed in the Capital Facilities Plan. The annual update can also address specific concerns, clarify inconsistencies identified during the previous year, review the adequacy of the adopted level of service standards, and update any environmental information. It is the city's intent to use the annual review to keep the data up to date and address relatively minor policy issues, so that when the five year review comes due, the community can focus its' attention on policy issues.

The GMA requires cities within Snohomish County to update their comprehensive Plans every eight years, after June 2015, to ensure its plan and policies are current. While the review must be comprehensive, the extent of changes depends on the circumstances involved.

GOALS AND POLICIES

GOAL 1.1 PROVIDE FOR A CONSISTENT REVIEW AND REVISION OF THE COMPREHENSIVE PLAN

Policies

- 1.1.1 Periodically review the Comprehensive Plan to determine if it is effectively implementing the vision of the community.
- 1.1.2 Changes to the Comprehensive Plan should be carefully considered, responsive to the changing needs of the community, and in the best long-term interest of the entire community.

GOAL 1.2 ENSURE THAT THE CITY'S COMPREHENSIVE PLAN IS CONSISTENT WITH STATE, REGIONAL AND COUNTYWIDE PLANNING POLICIES AND ENSURE EACH ELEMENT IS INTERNALLY CONSISTENT.

Policies

- 1.2.1 Periodically review the Comprehensive Plan to ensure that it reflects changes to state, regional and countywide planning policies and requirements.
- 1.2.1 Discourage piecemeal amendments to the Comprehensive Plan by considering amendments in context with each other to ensure continued internal consistency.



- 1.2.3 Update functional plans and any applicable code provisions in a timely manner following amendments to the Comprehensive Plan to ensure consistency between the Comprehensive Plan and other planning documents.

GOAL 1.3 ENSURE THAT THE CITY'S DEVELOPMENT REVIEW PROCESS PROVIDES CERTAINTY AND CLARITY IN TIMELINES AND STANDARDS THAT RESULTS IN A TIMELY AND PREDICTABLE DECISION MAKING PROCESS FOR ALL DEVELOPMENT APPLICATIONS.

- 1.3.1 Ensure development regulations implement the Comprehensive Plan and describe all significant development requirements and standards.
- 1.3.2 Ensure that the development regulations are clearly written, avoid duplicative or inconsistent requirements, and can be efficiently and effectively carried out.
- 1.3.3 Ensure that appropriate public involvement opportunities are available during the development review process.

REVISIONS AND AMENDMENTS TO THE COMPREHENSIVE PLAN

A. General

Although the Comprehensive Plan is intended to be a guide for the public, elected officials, Planning Commission, and city staff in making decisions concerning community growth, land use and development decisions, capital improvements, and other programs; it is not so rigid as to be inflexible or unresponsive to changing circumstances. The policies of the plan should be reviewed from time to time to ensure the plan keeps up with legal requirements, community needs and changing circumstances.

The city of Lake Stevens is committed to following its adopted Comprehensive Plan and will allow for an adequate period of time for policies and actions to take effect prior to considering changes to it. The city is also committed to working with the county and other relevant jurisdictions to coordinate and resolve regional issues. The policies and financial plans demonstrate how the city intends to resolve problems, and thus can be used to inform residents and businesses.

The community's vision and quality of life goals provide long-range guidance for the city. To maintain consistency and allow sufficient time for decisions to take effect these general guidelines should not be changed except during the five-year UGA boundary review or the ten-year Comprehensive Plan review allowed by the Growth Management Act.



B. Annual Amendment and Update of the Comprehensive Plan

The Comprehensive Plan is a document which guides the nature and intensity of development in the city. An amendment to the Plan is a mechanism by which the city may modify its land use, development or growth policies. Any amendment of this Plan is a legislative act requiring City Council approval and must be done in compliance with the statutory requirements of the Growth Management Act for amending plans (RCW 36.70A.130). As such, except where allowed by the GMA, amendments of the Plan may not be considered more frequently than once per year and must be done so according to the procedure outlined below. The revisions will be reviewed as a comprehensive package of amendments so the cumulative effect of all proposed amendments is fully understood.

Annual amendments shall not include significant policy changes, which would be found inconsistent with the adopted Vision Goals (VG-1 through VG-7); rather, they are intended to address the following:

- Major or minor land use and road classification changes
- Amendments to Plan text including support data and implementation
- Changes to Element maps
- Minor changes to policies or clarification
- Other minor text changes

C. Exceptions to the Annual Plan Amendment Process

The city may consider amendments to the Comprehensive Plan outside of the annual amendment process under one or more of the following circumstances:

- The initial adoption of a subarea plan that clarifies, supplements, or implements jurisdiction-wide comprehensive plan policies, and may only be adopted if the cumulative impacts of the proposed plan are addressed by appropriate environmental review under Chapter 43.21C RCW;
- The development of an initial subarea plan for economic development located outside of the one hundred year floodplain in a county that has completed a state-funded pilot project that is based on watershed characterization and local habitat assessment;
- The adoption of amendment of a shoreline master program under the procedures set forth in Chapter 90.58 RCW;
- The amendment of the capital facilities element of the Plan that occurs concurrently with the adoption or amendment of the city's budget; or
- The adoption of comprehensive plan amendments necessary to enact a planned action under RCW 43.21C.031(2), provided that amendments are considered in accordance



with the public participation program established by the city under RCW 36.70A.130(2)(a) and all persons who have requested notice of a comprehensive plan update are given notice of the amendments and an opportunity to comment.

D. Who May Initiate Amendments to the Comprehensive Plan?

Amendments to the Comprehensive Plan can be requested by the City Council, Planning Commission, city staff member, or by any private party including any Lake Stevens resident, property owner or other person with an interest in the city's Comprehensive Plan. Because the Plan may not be amended more than once a year, multiple requests for amendment must be consolidated into a single review process or Docket. The Docket is a compilation of proposed changes to the Comprehensive Plan.

E. Application Deadline

All applications for Comprehensive Plan amendments must be received by Planning and Community Development by January 31st of any calendar year to be considered during the next amendment cycle.

The various types of applications for amendments to the Comprehensive Plan are subject to the following time considerations:

- Amendments shall be considered annually. In addition, the city shall undertake a comprehensive review of land use, densities, urban growth areas, and potential annexation areas at least every 10 years after the date of adoption (1996).
- Major changes to the Comprehensive Plan's goals and policies may only be considered every five years after the date of adoption (1996).
- Changes to any other text of the Comprehensive Plan may be made annually as necessary to reflect changes to population growth, other State laws, errors, or refinement of community goals and needs.
- The addition or deletion of a new or old element or subarea plan shall be considered annually.

F. Process

Proposals to amend the Comprehensive Plan undergo a two-step review: a threshold review and a final review, as described below:

1. **Threshold Review.** The threshold review process will determine those proposals that will be included in the Annual Comprehensive Plan Amendment Work Program and will determine their geographic scope.
 - a. **Planning Commission Review.** Complete applications to propose an amendment to the Comprehensive Plan submitted during the time period set forth in subsection E



of this section will be reviewed by the Planning Commission. The Planning Commission will hold a public hearing and make a recommendation to the City Council, using the criteria set forth in subsections G and H, as to which amendment proposals initiated by the public should be included in the Annual Comprehensive Plan Amendment Work Program.

- b. **Consideration of Geographic Scope.** Prior to the public hearing, the Planning Commission shall review the geographic scope of any proposed amendments. Expansion of the geographic scope may be recommended if nearby, similarly situated property shares the characteristics of the proposed amendment's site. Expansion shall be the minimum necessary to include properties with shared characteristics. If expansion is recommended, the notice for the public hearing shall describe the geographic scope of the proposed amendments and notice shall be expanded to include each owner of real property within 500 feet of any boundary of the originally proposed area and of the recommended expansion.
 - c. **City Council Review.** The City Council will review the Planning Commission recommendations and the criteria set forth in subsections G and H. and determine which amendment proposals will be included in the Annual Comprehensive Plan Docket and their geographic scope. Those proposals included in the Annual Comprehensive Plan Docket will then be referred back to the Planning Commission for further proceedings.
 - d. **Alternative Disposition.** Proposals not included in the Annual Comprehensive Plan Docket may, at the city's discretion, be considered as part of the Departments ongoing work program or a Comprehensive Plan Update.
2. **Final Review.** The final review process will evaluate the proposed amendments included in the Annual Comprehensive Plan Docket and culminate in Council action on the proposed amendments.
- a. **Planning Commission Review.** The Planning Commission will review the proposed amendments included in the Annual Comprehensive Plan Docket, hold a public hearing, and make a recommendation to the City Council as to each proposed amendment, using the criteria set forth in subsection I.
 - b. **City Council Action.** The City Council will review the Planning Commission recommendations and the criteria set forth in subsection I and take action on each proposed amendment in the Annual Comprehensive Plan Docket.

All amendments shall require a public hearing by the Planning Commission who shall make recommendations to the City Council. In addition to the Commission's recommendations, the Council shall also solicit input through a public hearing prior to amending the Plan.

All privately-initiated rezones related to a requested plan revision are considered a quasi-judicial action allowing for only one open-record hearing. The rezone request will not be



discussed during the authorization hearing process, but will be noted in the staff reports and hearing records. The open-record hearing may be held by the Planning Commission or the City Council in a separate rezone public hearing held after the associated adoption hearing by either body.

G. Submittal Requirements

Any complete application for an amendment to the Comprehensive Plan shall contain all the information as required by the Planning & Community Development Director in the Comprehensive Plan amendment submittal requirement checklist and responses to the appropriate questions and issues listed below. The burden of proof is upon the proponent to demonstrate the long-term benefit to the city.

All applicants for Plan amendments are responsible for providing any environmental information necessary to process the request per the State Environmental Policy Act (SEPA) and update the Comprehensive Plan Master Environmental Document.

Reasonable fees and deposits for processing Plan amendments shall be charged to the applicant. Such fees and deposits are specified in the city's Fee Schedule Resolution.

The factors listed below should be considered in reviewing map amendment requests.

- How is the proposed land use designation supported by or consistent with the existing policies of the various elements of the Comprehensive Plan? If it isn't, the development should demonstrate how the change is in the best long-term interest of the city.
- How does the proposed land use designation promote a more desirable land use pattern for the community? If so, a detailed description of the qualities of the proposed land use designation that make the land use pattern for the community more desirable should be provided to enable the Planning Commission and City Council to find that the proposed land use designation is in the community's best interest.
- What impacts would the proposed change of land use designation have on the current use of other properties in the vicinity, and what measures should be taken to ensure compatibility with the uses of other properties in the vicinity?
- Comments received from affected property owners and residents.

The foundation for the Plan policies should be grounded in legal requirements, such as the Growth Management Act, sound planning and land use principles, the community's vision and values, and the community's anticipated future growth needs. Policy amendments should include a discussion of how the proposal is related to:

- Changing laws, economic conditions or social values,
- Changed socioeconomic conditions,



- Shifts in land use needs due to growth trends,
- Shifts in community opinion and priorities, or
- Significant changes to the amount and characteristics of anticipated future growth.

H. Ratification of Docket and Authorization Hearing

All amendment requests will require an authorization hearing before the City Planning Commission and a recommendation shall be forwarded to the City Council for consideration before a docket is ratified by the City Council. The purpose of the authorization hearing is to determine whether or not a proposal merits consideration.

The city shall use the following decision criteria in selecting proposals for further analysis and consideration. Proposals must meet subsections 1 through 4 below and either subsection 5 or 6 below.

1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program?
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws?
3. Is it practical to consider the proposed amendment? Reapplications for reclassification of property reviewed as part of a previous proposal are prohibited unless the applicant establishes there has been a substantial change of circumstances and support a plan or regulation change at this time.
4. Does the city have the resources, including staff and budget, necessary to review the proposed amendment?
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan OR
6. All of the following:
 - a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals and policies of the Comprehensive Plan; and
 - b. The public interest would best be served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process.

I. Granting or Denial of Amendments

For both city and privately-initiated amendments, the city shall take into consideration, but is not limited to, the following factors when considering approval of a proposed amendment to the Comprehensive Plan:



1. The effect upon the physical, natural, economic, and/or social environments.
2. The compatibility with and impact on adjacent land uses and surrounding neighborhoods including whether the amendment would create pressure to change the land use designation of other properties in the vicinity.
3. The adequacy of and impact on public facilities and services, including utilities, roads, public transportation, parks, recreation, and schools.
4. The quantity and location of land planned for the proposed land use type and density.
5. The effect, if any, upon other aspects of the Comprehensive Plan.

The city may amend the Comprehensive Plan only if it finds the amendment meets all of the following:

1. The amendment must be consistent with the Growth Management Act and other applicable State laws;
2. The amendment must be consistent with the applicable County-wide Planning Policies;
3. The amendment must not be in conflict with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan;
4. The amendment can be accommodated by all applicable public services and facilities, including transportation;
5. The amendment will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents;
6. The amendment will result in long-term benefits to the community as a whole, and is in the best interest of the community.

J. Public Notice of Hearings

Since public involvement is critical regarding plan amendments, notice of the date, location, and time of the Planning Commission's and city Council's hearings must be published in the city's designated newspaper. In addition to publication, notice of hearing date, place and time shall be posted on or near properties proposed for a plan change. Notice of public hearings for properties to be rezoned shall comply with the noticing requirements for Type VI review in Chapter 14.16B LSMC.

Chapter 1 - Introduction



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Chapter 2: Land Use Element





CHAPTER 2: LAND USE ELEMENT

A VISION FOR LAND USE

As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

INTRODUCTION

The current city boundaries, established in December 2009, following a series of annexations in the mid-2000s, encompass an area of approximately 5,760 acres (8.9 square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of 2,192 acres (3.4 square miles) including the lake. The current Lake Stevens UGA provides sufficient capacity to accommodate population and employment forecasts considering environmental constraints, existing development, infrastructure and services, existing and/or planned transportation corridors and areas where urban services could be extended logically. The city limits currently surround the northern, northeastern and western sides of Lake Stevens. The city anticipates that the remainder of the Urban Growth Area (UGA) will be annexed over the next planning horizon.

Directly west of the city is the Snohomish River flood plain, which consists of critical habitat areas and agricultural uses. To the east are largely forested lands with limited residential development. The area south of the current city boundaries and an unincorporated portion of the UGA is a patchwork of large-lot residences, small farms, and wooded areas with limited commercial areas.

Beyond the Lake Stevens UGA to the north, east, and south the city and Snohomish County have established a Rural Urban Transition Area (RUTA) as a future planning area to accommodate growth beyond the 20-year planning horizon. The city's Comprehensive Plan acknowledges that development policies within the RUTA will have direct and indirect impacts on the Lake Stevens community, and it has an interest in decision-making in these areas as it affects development. The RUTA directly adjacent to the Lake Stevens UGA totals approximately 5,400 acres and is largely rural in character. It contains large lot residences, several sizable tracts of forested land, and limited agricultural uses. According to the Snohomish County Comprehensive Plan, RUTAs are intended as areas to set aside for potential supply of land for employment and residential land uses and possible inclusion in a UGA.



PLANNING CONTEXT

The Land Use Element presents a blueprint for growth over the next 20 years. This element considers the general location, intensity and density of land uses, how traffic, drainage, community services, etc. interact and affect development. The Land Use Element influences how the community develops through the implementation of municipal code. This section provides an overview of the existing land use patterns within the city and its unincorporated UGA, and describes the city's existing strategy for accommodating residential and employment growth within city limits and beyond.

In implementing its growth strategy, the city faces several challenges, including development of land within city limits and the unincorporated UGA constrained by topography, critical areas, infrastructure needs, or ability to accommodate larger employment uses. The city and partner agencies also face challenges to fund the infrastructure needs associated with population and employment growth.

State Planning

The Land Use Element is one of the six mandatory elements required by the Growth Management Act RCW 36.70A.070(1). Within the Land Use Element, the city must:

- Provide a future land use map;
- Consider approaches to promote physical activity;
- Provide a consistent population projection;
- Estimate population densities and building intensities based on future land uses;
- Include provisions for the protection of groundwater;
- Describe lands useful for public purposes, including essential public facilities, airports and military installations as applicable;
- Identify open space corridors;
- Consider review of drainage, flooding, and stormwater run-off;
- Designate policies to protect critical areas; and
- Considers transfer of development rights for significant forest or agricultural lands.

These specific state requirements are discussed in subsequent sections or as specific goals and policies as applicable.



Regional Planning

VISION 2040 supports using the urban lands efficiently and sustainably to accommodate population and employment growth across the central Puget Sound. Some specific land use concerns mirror those found in the GMA such as establishing consistent planning targets for housing and employment. The city's plan identifies housing and employment targets that are consistent with 2012 Buildable Lands Report within the Land Use and Housing elements. Many 2040 provisions cross over into different elements, such as Environment, Development Patterns, Housing, Economic Development, Public Services, and Transportation. Another important aspect of the regional strategy is to promote centers and compact urban development, which is a central theme of the city's plan, which focuses on local growth centers implemented as subarea plans. The city's subarea plans present an integrated planning approach based on incorporating economic development, environmental protection, sustainability, social justice and well-being, compact and mixed-use development, and multimodal transportation. In addition, the city's municipal code provides several effective mechanisms supporting compact infill development. Another PSRC provision is healthy and active living. The city's plan promotes this ideal in the Parks, Recreation and Open Space, Land Use and Transportation elements. Finally, the city has considered the role of adjacent rural areas as they relate to city beyond the planning horizon.

Countywide Planning

Snohomish County has adopted Countywide Planning Policies that provide a consistent framework for each jurisdiction to develop its comprehensive plans adopted.

The Development Patterns Goal found in the Countywide Planning Policies states,

"The cities, towns, and Snohomish County will promote and guide well-designed growth into designated urban areas to create more vibrant urban places while preserving our valued rural and resource lands."

Specific policies relevant to the Land Use Element include the role of Urban Growth Areas in land use planning including future expansions or modifications, inter-jurisdictional coordination, utilities, and location of employment and housing in relation to infrastructure and transit. Another theme relevant to this element previously identified in the state and regional planning strategies is designating local centers, promoting compact urban developments and transit-oriented developments that encourage higher residential density and infill while integrating new development into existing neighborhoods. Finally, the land use element should consider annexation policies for the unincorporated UGA.

The city recognizes the importance of efficient planning and use of land within the entire UGA in order to meet the population, employment, environmental and other objectives of the GMA and established countywide planning policies. The city's Comprehensive Plan and



existing growth strategy is reflective of the policies and vision within the County's Comprehensive Plan and Countywide Planning Policies.

Lake Stevens Planning

The city's Land Use Element considers the themes expressed in the state, regional and countywide plans. Specifically the Land Use Element describes anticipated land use assumptions and growth targets over the current planning period. This information is the basis for current land use designations and zoning districts as well as the city's local growth strategy.

In order to meet growth projected growth targets, the Lake Stevens UGA must accommodate a population of **46,380** and **7,821** jobs by 2035 (Source: Appendix A Table 1 Snohomish County 2035 Population Growth Targets). The city's portion would include a population of 39,340 or an increase of 11,130 people over the planning period. The current employment target for the city is 7,412 or an increase of 3,818 jobs by 2035. (Source: Appendix D, Table 1 - 2035 Population Growth Targets for Cities, UGAs and the Rural/Resource Area). Figure 2.1 illustrates the total number and percent of the city's and unincorporated UGA's 2035 population and employment growth targets.

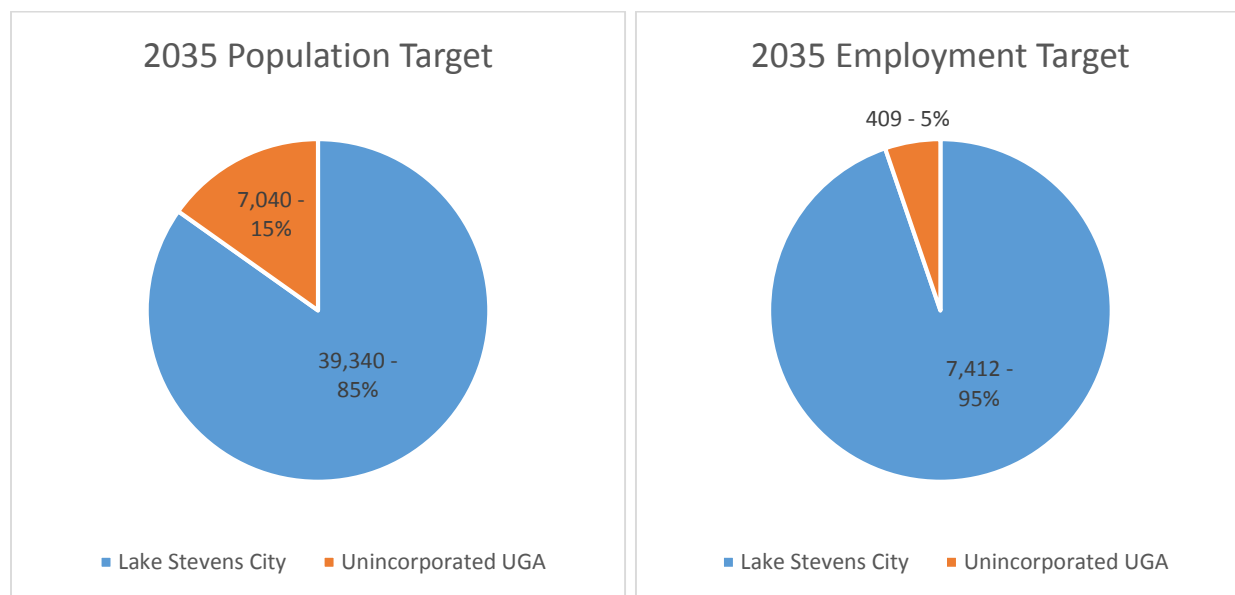


Figure 2.1 – 2035 Growth Targets



LAKE STEVENS GROWTH STRATEGY

The Snohomish County Growth Monitoring Report indicates the population of the city grew by over 341 percent between 2000 and 2010 adding 21,708 people. Annexation and steady residential development fueled this rapid growth. Since 2010, the city population has continued to grow annually by approximately 3.9 percent.

The city's growth strategy directs the majority of residential and employment growth into concentrated centers readily available for development. It is the city's vision to accommodate and attract new businesses that provide family-wage jobs by growing a range of employment sectors near Growth Centers in proximity to housing. Downtown Lake Stevens, Lake Stevens Center, and the 20th Street SE Corridor are identified as Community Growth Centers, while the Hartford Industrial area is an Industrial Center. Figure 2.2 illustrates the location of the four primary centers. A summary of development potential for each growth center is summarized in Table 2.1.

Each defined Growth Center has varying suitability and potential for future employment uses due to location, access to the transportation network, overall size, development potential, and range of parcel sizes. This growth center strategy implements countywide, regional and statewide goals by focusing development where infrastructure and services are or will be available and preserving the natural characteristics of the city. The city's growth center strategy is consistent with the public vision expressed during the community outreach for this project and others.

To complement its growth strategy, the city began developing an economic development approach. In 2010, the city completed an Economic Development Assessment. The main findings suggested residents were spending retail dollars outside the city and leaving the city to work. This document was followed by a demographic assessment and economic profile of the city. These documents laid the foundation for future economic development and complemented the evolving growth strategy.

The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets ensuring economic diversity and vitality. The first big achievement in the city's strategy was the adoption of two Subarea Plans in 2012 (e.g., Lake Stevens Center and the 20th Street SE Corridor). As a development incentive, the city adopted a Planned Action Ordinance for each subarea to satisfy State Environmental Policy Act review requirements. Adoption of the plans resulted in area-specific design guidelines, development regulations and zoning districts. In addition, a framework plan has been completed for Downtown Lake Stevens as a precursor to a future subarea plan. City Council has authorized a subarea plan to be completed by the end of 2016.

Chapter 2 – Land Use

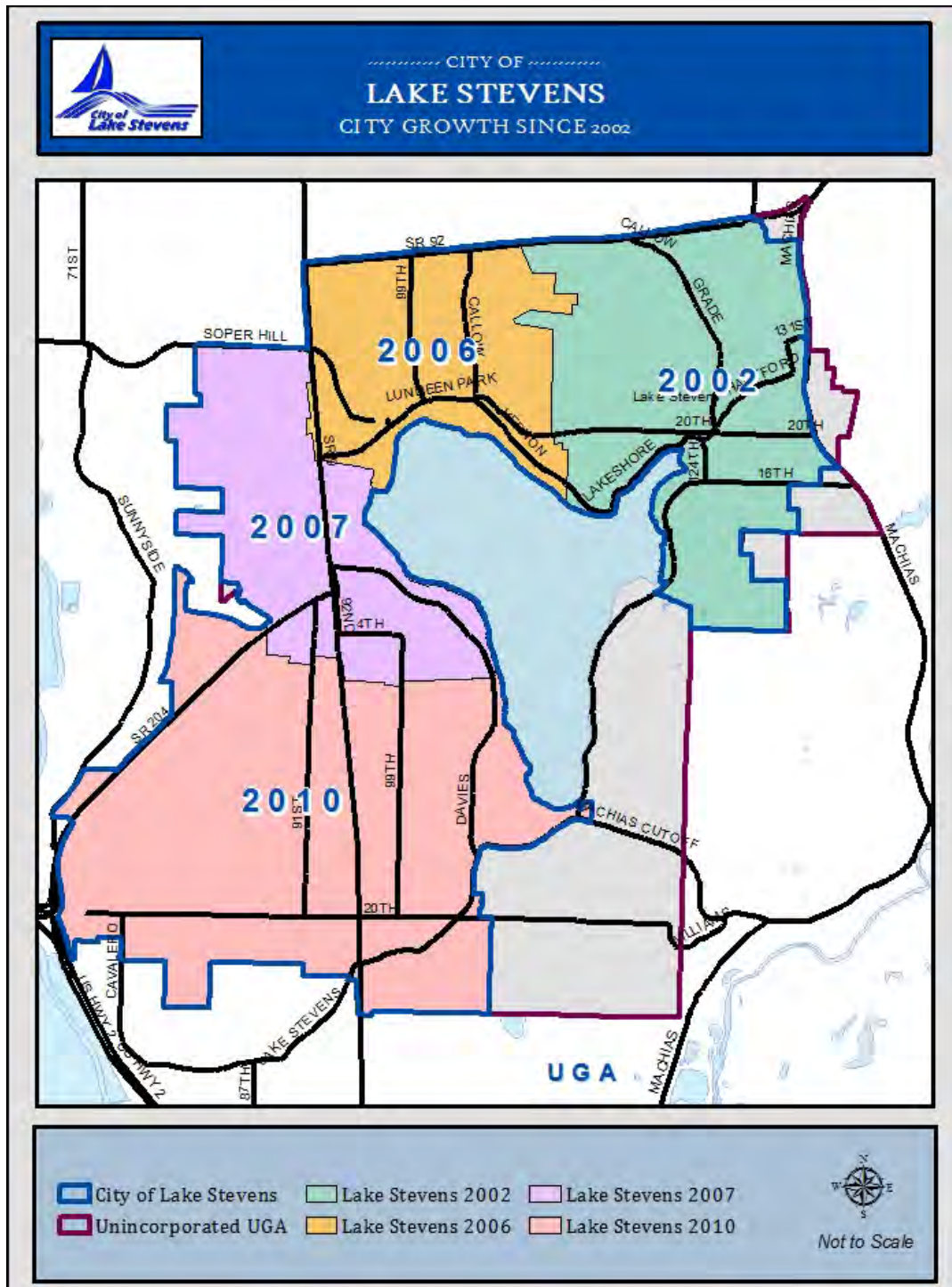


Figure 2.2 – Growth Centers Map



Table 2.1 - Growth and Development Potential of Existing Growth Centers

	DOWNTOWN LAKE STEVENS	LAKE STEVENS CENTER	HARTFORD CENTER	20TH STREET SE CORRIDOR
Size (Acres)	239	359	267	845
Subarea Planning	<ul style="list-style-type: none"> • Framework plan completed in 2012 • Subarea plan proposed for 2016 	<ul style="list-style-type: none"> • Subarea Plan adopted 2012 • Planned Action Ordinance adopted 2012 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Subarea Plan adopted 2012 • Planned Action Ordinance adopted 2012
Relation to Transportation System	<ul style="list-style-type: none"> • Local access via 20th St NE • Indirect access to SR 92 via Grade Rd 	<ul style="list-style-type: none"> • Direct access to SR 9 and SR 204 • Indirect access to US 2 via SR 204 	<ul style="list-style-type: none"> • Indirect access to SR 92 via Machias Rd., Old Hartford Dr. • Indirect access to US 2 via Machias Road • Limited internal network of roads 	<ul style="list-style-type: none"> • Indirect access to SR 9 via 20th St SE, S Lake Stevens Rd.
Existing Land Use Pattern	<ul style="list-style-type: none"> • Small to medium parcels (0.2-3.0 acres) in Historic Town Center • Existing residential uses on commercially zoned parcels • Significant amount of multi-family residential uses and zoning in southeast portion of center with small to large parcels (0.3-10 acres) • Medium to large parcels (1-10 acres) in Grade Rd. area, largely undeveloped 	<ul style="list-style-type: none"> • Auto-oriented commercial uses primarily on large parcels (>10 acres) with smaller parcels (<0.5 acres) carved out along street frontage • Primarily multi-family residential uses and zoning at edges of center with some single family residential uses in eastern portion of center • Significant portion of government-owned property on eastside of SR 9 @ Market Pl. 	<ul style="list-style-type: none"> • Primarily medium to large parcels (3-30 acres) • Cluster of smaller parcels (< 1 acre) in middle of center • Largely undeveloped 	<ul style="list-style-type: none"> • Primarily medium to large parcels (1-10 acres) with several irregular parcels due to diagonal intersection • Limited existing commercial uses and zoning at intersection of 20th St SE and S Lake Stevens Rd. in eastern portion of center • Primarily mix of multi-family and single-family residential uses • Several large parcels (> 10 acres) zoned multi-family

Chapter 2 – Land Use



	DOWNTOWN LAKE STEVENS	LAKE STEVENS CENTER	HARTFORD CENTER	20 TH STREET SE CORRIDOR
Environmental Constraints	<ul style="list-style-type: none"> Wetlands and flood prone areas within Grade Rd. area Category 2 wetlands east of historic town center area where zoned multi-family residential. Catherine Creek bisects the Grade Rd. area and downtown 	<ul style="list-style-type: none"> Wetlands between SR 9 and 91st Ave SE, near SR 204 	<ul style="list-style-type: none"> Small amount of wetlands just north of Hartford Dr. NE and just north of 36th St NE 	<ul style="list-style-type: none"> Wetlands at northeast corner of S Lake Stevens Rd and 20th St SE, north of S Lake Stevens Rd
Amenities	<ul style="list-style-type: none"> Lake Stevens shoreline access Catherine Creek View potential 	<ul style="list-style-type: none"> View potential 	<ul style="list-style-type: none"> View potential 	<ul style="list-style-type: none"> View potential
Potential Land Use Issues	<ul style="list-style-type: none"> Center has lower intensity single-family uses to the north, west, and south and higher intensity industrial uses to the east 	<ul style="list-style-type: none"> Center is surrounded by lower-intensity single-family and multi-family residential uses 	<ul style="list-style-type: none"> Center is surrounded by lower intensity residential uses <u>Lack of Utilities & Infrastructure</u> 	<ul style="list-style-type: none"> Center is surrounded by lower-intensity single-family residential uses
Conclusion	<ul style="list-style-type: none"> Limited potential for larger employment uses due to transportation access and small parcel sizes More suitable for local-serving retail and small commercial uses Potential as a Mixed-Use Town Center consisting of civic and local-serving retail uses, limited office and residential uses 	<ul style="list-style-type: none"> Some potential for larger employment uses given transportation access and large parcels, but contingent upon redevelopment potential Potential for Main Street center on 91st Street NE between Market Place/SR204 Potential as a Commercial Mixed-Use Center consisting primarily of regional retail commercial uses with multi-family residential uses towards the edges of the center 	<ul style="list-style-type: none"> Potential to accommodate larger employment uses, but limited by location and transportation access Potential as an Industrial Center consisting primarily of industrial uses and limited office uses 	<ul style="list-style-type: none"> Potential for larger employment uses including business parks and retail centers Potential for Mixed-Use Centers consisting primarily of residential uses with some office and local-serving retail commercial uses



DOWNTOWN LAKE STEVENS

Downtown Lake Stevens includes an area of more than 200-acres near 20th St NE, Main St and Hartford Drive NE and consists of the historic town center adjacent to the northwestern tip of the lake, the Grade Road Planned Business District, and associated residential areas. This area has been characterized primarily by low-intensity commercial and residential development on small to medium-sized parcels.

The historic town center has several key attributes to support its revitalization including its lake front setting, strong projected population growth, and the potential for higher density residential development. Development of an effective plan and an active marketing campaign for this area is a high priority for the city. In 2005, the city developed a conceptual plan for downtown Lake Stevens. In 2012, the city proposed a framework plan for the area that identified preferred land uses and potential infrastructure improvements to facilitate desired growth patterns. This framework will lead to a full subarea plan, scheduled for completion in 2016, that will to identify uses, development intensity, parking requirements, public improvements, and program development, etc.

Downtown Lake Stevens will have some challenges, specifically access and infrastructure. Several road improvements are proposed to improve access throughout downtown and to the Hartford Industrial Center and to the to the regional highway system. The city continues to work with utility providers to assess needed infrastructure improvements.

In 2007, the city purchased a 40-acre site off Grade Road that includes a collection of medium to large parcels, located directly north of Downton Lake Stevens. It is one of the two areas in the city zoned Planned Business District (PBD). The Grade Road PBD Master Plan, prepared in 2006, proposes to establish the city's future Municipal Campus at this location. The plan also envisions complimentary residential and commercial uses. Wetlands and streams encumber parts of the Grade Road site. Portions of the area are prone to local flooding. Limited roadway frontage currently restrict access to the Grade Road site. At the same time, the potential for constructing new residential development at greater densities in this area is seen as a catalyst for downtown revitalization efforts.

LAKE STEVENS CENTER SUBAREA (FORMERLY FRONTIER VILLAGE GROWTH CENTER)

Lake Stevens Center is comprised of approximately 360 acres of land centered on the State Route 9/State Route 204 intersection. In September 2012, the city Council adopted the Lake Stevens Center Subarea Plan to revitalize the center, emphasizing retail and office growth. The plan also amended the Land Use Map for many parcels within the subarea. Future residential development would be primarily high-density residential. The general land use pattern would consist of a commercial core, smaller commercial and mixed-use areas, a main street area, and transit-oriented development. The plan assumes future growth of 140,000-



150,000 gross square feet of retail, 140,000-150,000 gross square feet of office, and 180 to 200 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

20TH STREET SE CORRIDOR (FORMERLY SOUTH LAKE GROWTH CENTER)

The 20th Street SE Corridor is comprised of approximately 850 acres of land crossing the southern portion of the city from approximately South Lake Stevens Road in the east to Cavalero Road in the west. In September 2012, the City Council adopted the 20th Street SE Corridor Subarea Plan to create an employment center emphasizing business parks and commercial development. Future residential development would be primarily higher-density development including townhomes, row houses, cottage housing, and live/work units. The general land use pattern would consist of at least one large business park, a regional retail center, and commercial or mixed-use nodes with higher-density residential growth in transitional areas between existing single-family developments and higher intensity development. The plan assumes future growth of 400,000-450,000 gross square feet of retail, 1-1.25 million gross square feet of office, and 900 to 1,000 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

HARTFORD INDUSTRIAL CENTER

The Hartford Industrial Center is an area of approximately 267 acres located in the northeast portion of the city, between Downtown Lake Stevens and unincorporated Snohomish County. The Hartford Center is adjacent to industrially zoned properties outside city limits. The area is zoned General Industrial (GI) and Light Industrial (LI), which allow a wide range of industrial uses. The area currently has a mix of low-intensity industrial uses, some retail and older single-family residential pockets. The Hartford Industrial Center currently has additional employment capacity available for redevelopment. It is the city's intention to promote and develop the Hartford Industrial Center as a local employment center. The Hartford Industrial Center's potential to accommodate larger employment uses are currently limited by location, limited visibility, lack of extensive public infrastructure and transportation access. The city will conduct a market study of the area to determine any need for expansion, infrastructure improvements, and marketing strategies to attract appropriate industries.

NEIGHBORHOOD SERVICE CENTERS

In addition to the defined growth centers, the city has several small Neighborhood Service Centers located throughout the city zoned Local Business (LB) or Mixed Use. Small neighborhood service centers serve the immediate shopping and service needs for the surrounding residential areas. These neighborhood service centers augment economic



development activity citywide and balance the commercial uses found in larger growth centers.

ANNEXATION AND RURAL URBAN TRANSITION AREA (RUTA)

The city will continue to coordinate annexation of the remaining unincorporated UGA throughout the 2035 planning horizon. Additionally, the city of Lake Stevens is looking outside its borders given the impact that planning efforts have on the entire Lake Stevens community in preparation for future UGA expansions after build-out.

For the purposes of defining a Framework Plan that includes the Rural Urban Transition Area (RUTA) as an area for long-term employment growth, the city's existing strategy for growth within the UGA has been reviewed and analyzed. Related documents such as County plans and Buildable Lands Report are discussed further below along with summaries of information related to public services and utilities. The city completed a project report for the Lake Stevens South Rural Urban Transition Area in August 2008. The city recognizes the importance of review and analysis of all adjacent RUTA areas for future comprehensive planning and benefit.

The city of Lake Stevens recognizes that the UGA is bordered by areas labeled by the County as "transitional". The city also recognizes that development policies within these areas and beyond will have direct and indirect impacts on the Lake Stevens community, its quality of life, infrastructure, transportation, services, finance and the stewardship of land and lake water quality. Therefore the city's vision requires its involvement in the decision-making in these areas as they affect development and its impacts.

LAND USES AND ZONING

Lake Stevens includes a mix of residential, commercial, industrial and public/semi-public land use designations. Residential designations are spread throughout the city and include both high-density and single-family oriented land uses. There are several commercial designations that vary in intensity by location. For example, the highest intensity commercial land uses are located along highways and arterials, while neighborhood level commercial use may be congregated at the intersections of arterials and collectors. The city's industrial land uses are primarily located in the northeastern corner of the city, with the exception of one area in the northwestern corner, subject to a development agreement. Public/Semi-public land uses are spread across the city. Most public/semi-public areas include school sites, municipal services and parks. Figure 2.3 the current Comprehensive Plan Land Use Map illustrates the distribution of land use throughout the city.

Residential Land Uses – Residential land uses includes all single-family development and multifamily uses including, apartments, condominiums, manufactured housing, foster care facilities, group quarters, and cooperative housing.

Chapter 2 – Land Use

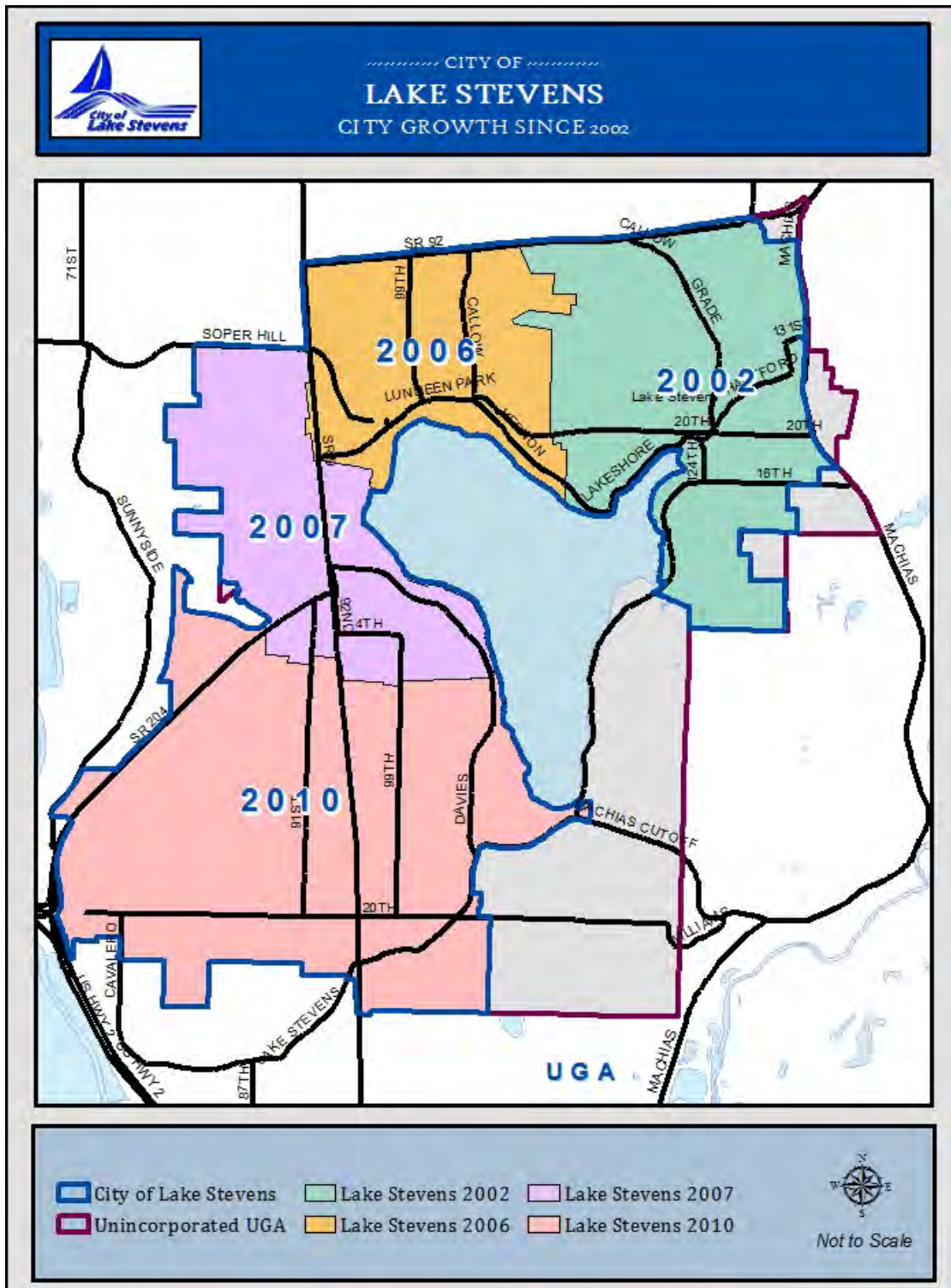


Figure 2.3 – City Land Use Map



- High Density Residential allows any form of single-family, two-family, and multifamily residential uses with no density limits. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between single-family designations and commercial designations where infrastructure and public transportation is readily available.
- Medium Density Residential allows single-family, two-family and some multifamily residential development with a gross density between four (4) to 12 units per acre based on zoning. This designation includes detached and attached units, accessory units, townhouses, condominiums, duplexes, tourist homes, special service homes and manufactured/mobile structures. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between high density designations and rural area where infrastructure is readily available.
- Waterfront Residential allows single-family (1 du/lot) residential uses with a gross density of four (4) units per acre. It includes detached, tourist homes, and special service homes. It also allows limited public/semi-public, community, and recreational uses. This designation is located in residential neighborhoods within shoreline jurisdiction.

Through implementation of zoning regulations, the city will consider innovative and flexible residential options, in appropriate zoning districts, to allow a variety of housing. For example, the High Urban Residential Zone (HUR) allows higher-density residential uses such as townhouses and small-lot, single-family residential units and innovative housing options such as cottage housing. In all residential zones, cluster subdivisions and planned residential developments allow variations in housing styles and increases in housing density as a means of encouraging good design, specifically on challenging sites where natural characteristics (slopes, wetlands, streams, etc.) require careful design and development.

Commercial Land Uses – Commercial land uses include all commercial and mixed-use configurations including, small scale / neighborhood commercial, large scale retail, and employment designations.

- Downtown/Local Commercial: This designation permits moderate to higher intensity land uses including the Central Business District and other dense arrangements of professional offices and retail stores. This designation discourages uses that are land consumptive (i.e., warehouses) or generate high-traffic volumes (e.g., drive-through businesses or gas stations). It allows mixed-use development.
- Mixed-Use Commercial: This designation permits moderate to higher intensity land use that includes both commercial and residential elements and encourages mixed-use (commercial and residential). It is intended that this land use designation will be placed where a "village atmosphere" is desired, or as a transition from high and low intensity zones.



- **Planned Business District:** The Planned Business District allows moderate intensity commercial or mixed-use development through a Master Development Plan. It is intended that this land use designation be placed on lands between high and low intensity uses to act as a buffer; or on sites containing sensitive resources; or other sites where, due to property specific circumstances, detailed planning would benefit all property owners involved as well as the public by allowing transfer of densities among parcels in order to avoid impacts to critical areas or local infrastructure. It also allows limited public/semi-public, community, and recreational uses.
- **Commercial:** This is a high intensity land use that includes both high-intensity retail and employment uses including community and regional retail centers, offices, business parks, and associated uses. Multifamily residential uses could be included above or behind commercial uses. It should be located in areas with direct access to highways and arterials in addition to transit facilities, adequate public services and traffic capacity.

Industrial Land Uses – Industrial uses include a mix of light and general industrial trades geared toward manufacturing, resource extraction, agriculture, warehousing and other intensive types of land uses.

- **General Industrial** – This designation allows a full range of industrial uses which may impact surrounding properties. This category also allows retail sales, public/semi-public, community, and recreational uses. It should be located in areas with direct access to truck routes, adequate public services and infrastructure and traffic capacity.
- **Light Industrial** – This designation allows a full range of industrial uses with less impact to surrounding properties than general industrial properties. The city looks to this designation as accommodating the future high-tech industries and family-wage jobs. This category also allows retail sales, public/semi-public, community, and recreational uses. It should be located in areas with direct access to truck routes, adequate public services and infrastructure and traffic capacity and be transitional to commercial / mixed-use areas.

Public/Semi-Public – This category includes public buildings, public services, and transportation facilities to support operations of the city, the school district, fire district and miscellaneous other governmental functions. These services require land throughout the city.

EXISTING ZONING IN CITY AND UGA

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



Commercial / Industrial Zoning Districts

The city's zoning districts that allow employment uses primarily occur within growth centers and subareas. These zones vary in type of permitted uses and requirements for special or conditional use permits. Residential uses above and/or behind permitted non-residential uses are allowed in PBD, LB, CBD, MU, BD, CD, MS and MUN. There remains untapped capacity for new commercial development in the two Planned Business District zones and in the Central Business District (CBD) and Mixed Use (MU) zones where existing houses have not yet converted to commercial uses. Table 2.2 shows a summary of employment zones by acres within the city and its UGA, which is followed by a brief description of the various employment zoning districts.

TABLE 2.2 - EMPLOYMENT ZONING IN LAKE STEVENS UGA

EMPLOYMENT ZONE	ACRES	PERCENT OF CITY	PERCENT OF UNINCORPORATED UGA ¹
General Industrial	93.85	1.63%	1.18%
General Industrial w/Development Agreement	7.02	0.12%	.09%
Light Industrial	40.19	0.70%	0.51%
Central Business District	21.78	0.38%	0.27%
Planned Business District	64.75	1.12%	0.81%
Local Business	18.88	0.33%	0.24%
Mixed Use	14.98	0.26%	0.19%
Business District	104.11	1.81%	1.31%
Commercial District	196.96	3.42%	2.48%
Main Street District	32.78	0.57%	0.41%
Neighborhood Business	37.75	0.65%	0.47%
Mixed-Use Neighborhood	71.27	1.24%	0.90%
Heavy Industrial (Snohomish County Code)	62.35	0%	0.90%
Business Park (Snohomish County Code)	23.62	0%	0.47%
TOTAL	790.06	12.23%	10.23%

¹ Combined UGA (city and unincorporated UGA) total approximately 7,952 acres, city portion is 5,760 acres.



The three industrial zones – General Industrial (GI), Light Industrial (LI) and General Industrial with Development Agreement (GIDA) permit a range of uses including manufacturing, processing and equipment repair uses, as well as allowing indoor recreational uses, restaurants, storage, motor vehicle sales, and home occupations.

Other employment zones include Planned Business District (PBD), Local Business (LB), Central Business District (CBD), Mixed Use (MU), and Public/Semi-Public (P/SP) allow a wide range of employment uses including sales and rental of goods, office, some manufacturing uses, and retail uses. The CBD zone allows two-family and multifamily residences.

New employment zones since adoption of the subarea plans include Business District (BD), Commercial District (CD), Neighborhood Business (NB), Main Street District (MS), and Mixed-Use Neighborhood (MUN). The BD zone is geared towards high-tech and other professional occupations. The CD zone allows the most intensive retail uses in the city, while the BD zone is geared toward retail needs of adjacent neighborhoods. The MS and MUN zones are mixed-use zones. With adoption of the Lake Stevens Center and 20th Street SE Corridor subarea plans, approximately 12 percent of the land within the city, or 10 percent of total UGA (city plus UGA) is zoned for commercial and employment uses.

Employment zones in the unincorporated UGA are found in the northeast portion of the city adjacent to the Hartford Industrial Center. It is assumed that similar city zoning would be applied once these areas are annexed to the city.

Residential Zoning Districts

Table 2.3 shows a summary of residential zones by acres within the city and in the unincorporated UGA. Single-family zones include Suburban Residential, Urban Residential, and Waterfront Residential. The higher-density residential zones include High-Urban Residential, Multi-family Residential, and MF Development Agreement.

TABLE 2.3 - RESIDENTIAL ZONING

	CITY ONLY		UNINCORPORATED UGA	
	Acres	Percent	Acres	Percent
Higher-Density Zoning	805.06	13.97%	9.8	0.12%
Single-family Zoning	3,733.36	64.82%	1,165.7	14.65%

Approximately 14 percent of the city is zoned for higher-density residences while approximately 65 percent is zoned for single-family residential uses. Areas zoned for higher-density residential development are found within designated growth centers, subareas and several areas outside of these centers, along SR 9 and Callow Road in the northern portion



of the city. A smaller area zoned for multifamily residential uses occurs along Lundeen Parkway, approximate to the northwest tip of the Lake. Snohomish County zoning applies to unincorporated areas within the Lake Stevens UGA. Approximately 0.12 percent of the unincorporated UGA is zoned for multifamily residential uses while approximately 15 percent of the area is zoned for single-family residential.

BUILDABLE LANDS ANALYSIS / GROWTH TARGETS

The annexation of lands through 2009 increased the amount of buildable land in the city. The city recognizes the importance of efficient planning and use of remaining lands to meet the population, employment, environmental and other objectives of growth management. The amount of land that is fully developable within the city limits is limited, with large portions of remaining land constrained by topography, critical areas and infrastructure needs. A vital community must find a balance between inevitable growth, a quality environment, good service to citizens and fiscal responsibility. The Land Use Plan is a key factor in developing this balance. Coordination between the Land Use Element and the Capital Facilities Element is essential to produce a Plan, which can realistically be implemented. The Comprehensive Plan must ensure that infrastructure can support existing and new development.

Under the GMA, Snohomish County and its cities review and evaluate the adequacy of suitable residential, commercial and industrial land supplies inside the UGA for accommodating projected population and employment growth every five years. Regular updates to the buildable lands report ensures that communities continue to meet growth targets for the remaining portion of its current planning horizon.

Going into the 2007 buildable lands update, the Lake Stevens UGA had a population surplus and employment deficit of 264 jobs. These findings were generally consistent between Snohomish County's analysis and the city's independent analysis. The city's independent study was designed to reflect a more accurate picture of the growth potential and/or limitations in the city limits and the UGA given the city's annexation goals and schedule. The county and cities worked diligently to reach consensus on the methodologies used to calculate land capacity; all major differences were reconciled at the UGA level.

Since 2007, as the city limits grew through annexation, the city identified reasonable measures to address capacity deficiencies and inconsistencies within the UGA. A detailed list of reasonable measures are found later in this section. As discussed previously through the city's growth center strategy it has developed two subarea plans, which directly addressed employment deficiencies. Moving into the 2012 BLR, the Lake Stevens UGA has reconciled its forecasted employment deficit. Overall, there is an adequate land capacity to accommodate the adopted 2035 population and employment growth targets.



Table 2.4 compares the 2012 buildable lands capacity estimates and adopted 2035 growth targets for population and employment for the Lake Stevens UGA. The city's portion of the 2035 growth targets for employment would be 7,412 jobs and 39,340 population respectively.

Table 2.4 Buildable Lands / 2035 Growth Target Comparison

	2035 GROWTH TARGETS	2025 POPULATION CAPACITY	DIFFERENCE
Population	46,380	46,634 (BLR)	254
Employment	7,821	7,988 (BLR)	167

Tables 2.5 summarizes the 2012 buildable lands capacity for residential zoning districts within the city of Lake Stevens. Each total includes the remaining acreage.

Table 2.5 - Buildable Lands Analysis – Residential Capacity² (2012)

ZONING DISTRICT – RESIDENTIAL	TOTAL ACRES ³	BUILDABLE ACRES ⁴	ADDITIONAL HOUSING CAPACITY	ADDITIONAL POPULATION CAPACITY
Commercial District	197.07	0.165	1	3
Main Street	32.78	9.248	178	327
Mixed-Use Neighborhood	71.27	31.939	297	585
Mixed-Use	14.98	1.636	3	5
Multifamily Development Agreement	80.03	29.881	288	802
Multifamily Residential	136.93	10.346	163	300
High Urban Residential	588.09	205.271	1,198	2,278
Suburban Residential	1,500.54	144.852	531	1,481
Urban Residential	1,976.72	268.448	1,082	3,009
Waterfront Residential	256.11	14.844	43	119
City Totals		716.63	3,784	8,909
Unincorporated UGA Residential		385.923	1,211	3,372
Lake Stevens UGA Total		1,212.016	5,465	13,416

² Adapted from the Lake Stevens UGA - Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013

³ Approximate zone area that includes rights-of-way.

⁴ This column represents estimates the amount of buildable land that is not constrained by critical areas or other limiting factors and includes pending, vacant, partially-used and redevelopable parcels from the 2012 Buildable Lands Report. The estimate is not a precise inventory. Site-specific studies are necessary at the time of development to identify location and size of potentially unbuildable lands precisely.



Of the estimated 3,784 city units 3,145 would be single-family and 639 would be multifamily. The 2035 housing unit target is 4,413, which is less than assumed buildable lands capacity. The 2012 BLR did not provide a complete estimate for potential mixed-use residential developments in the commercial and mixed-use zones. By comparison, the unincorporated UGA has approximately 385 buildable acres. After reductions, the estimated buildable housing capacity in the unincorporated UGA would be 1,211 new single-family units.

Tables 2.6 summarizes the 2012 buildable lands capacity for employment zoning districts within the city of Lake Stevens. Each total includes the remaining acreage.

Table 2.6 - Buildable Lands Analysis– Employment Capacity⁵ (2012)

ZONING DISTRICT - EMPLOYMENT	TOTAL ACRES	BUILDABLE ACRES	ADDITIONAL EMPLOYMENT CAPACITY
High Urban Residential	588.09	33.86	75
Mixed-Use Neighborhood	71.27	25.36	53
Mixed-Use	14.98	1.64	19
Main Street	71.27	5.86	49
Commercial District	197.07	32.61	477
Neighborhood Business	37.75	8.04	67
Local Business	18.88	4.36	32
Business District	104.11	47.53	1,167
General Industrial	93.85	2.18	15
City Totals		161.43	1,954
Unincorporated UGA Employment		56.74	455
Lake Stevens UGA Total		218.17	2,410

DEVELOPMENT TRENDS

A look at development trends inside city limits is helpful to understand how current zoning effects future development potential inside the city and shapes the city's growth strategy. A review of development trends also provides insight into growth potential outside city limits as the city contemplates annexation of unincorporated portions of the UGA. Figure 2.4 shows development activity in the city since 2012.

⁵ Adapted from the Lake Stevens UGA - Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013



Residential

The current population target for the Lake Stevens UGA is 46,380. Under current zoning the city and unincorporated UGA should have a surplus population of nearly 509 people based on the buildable lands report. Large portions of the city have developed within the past several decades resulting in a relatively new housing stock. Much of the development within recently annexed areas of the city occurred while these areas were part of unincorporated Snohomish County. The present-day land use pattern within the city and its surrounding UGA remains predominantly single-family residential.

- Approximately 64 percent of land within city (not including HUR zoning district), and
- 61 percent of the entire UGA is zoned for single-family use.

Multifamily residential zones are located near the perimeter of the downtown Central Business District, along Grade Road to the north, along 16th Street NE to the south, and in and around Lake Stevens Center.

- The city has designated nearly 800 acres for high-density single-family and multifamily residential land uses, most of which is High Urban Residential.

The city has also designated several commercial and mixed-use zones that allow multifamily development associated with the underlying commercial use.

Since 2006, Lake Stevens has experienced a steady stream of residential construction, as reflected in the 2012 Buildable Lands Report.

- Between 2012 and early 2015 – 83 properties identified in the buildable lands report have had a change in development status resulting in the construction/completion of over 600 new single-family dwellings.
- Another 85 – 100 units should be completed by the end of 2015.
- Approximately 500 new lots are pending through subdivision.

These growth numbers equate to the city achieving approximately 30 percent of its 2035 housing capacity. As the trend for steady residential construction continues approximately 200 acres of vacant land remains inside the city with another 900 acres of partially-used / redevelopable land available for infill development as of early 2015.

As mentioned, the buildable lands study did not assign a large amount of residential capacity to commercially zoned and mixed-use properties, which allow apartments above the ground floor. It is difficult to predict how many dwellings these zones would accommodate because of a lack of past development history in the city. The potential for accommodating additional dwellings in mixed-use projects is increasing as the city continues to become more urban and with the focus on growth centers through the adoption of distinct subarea plans.

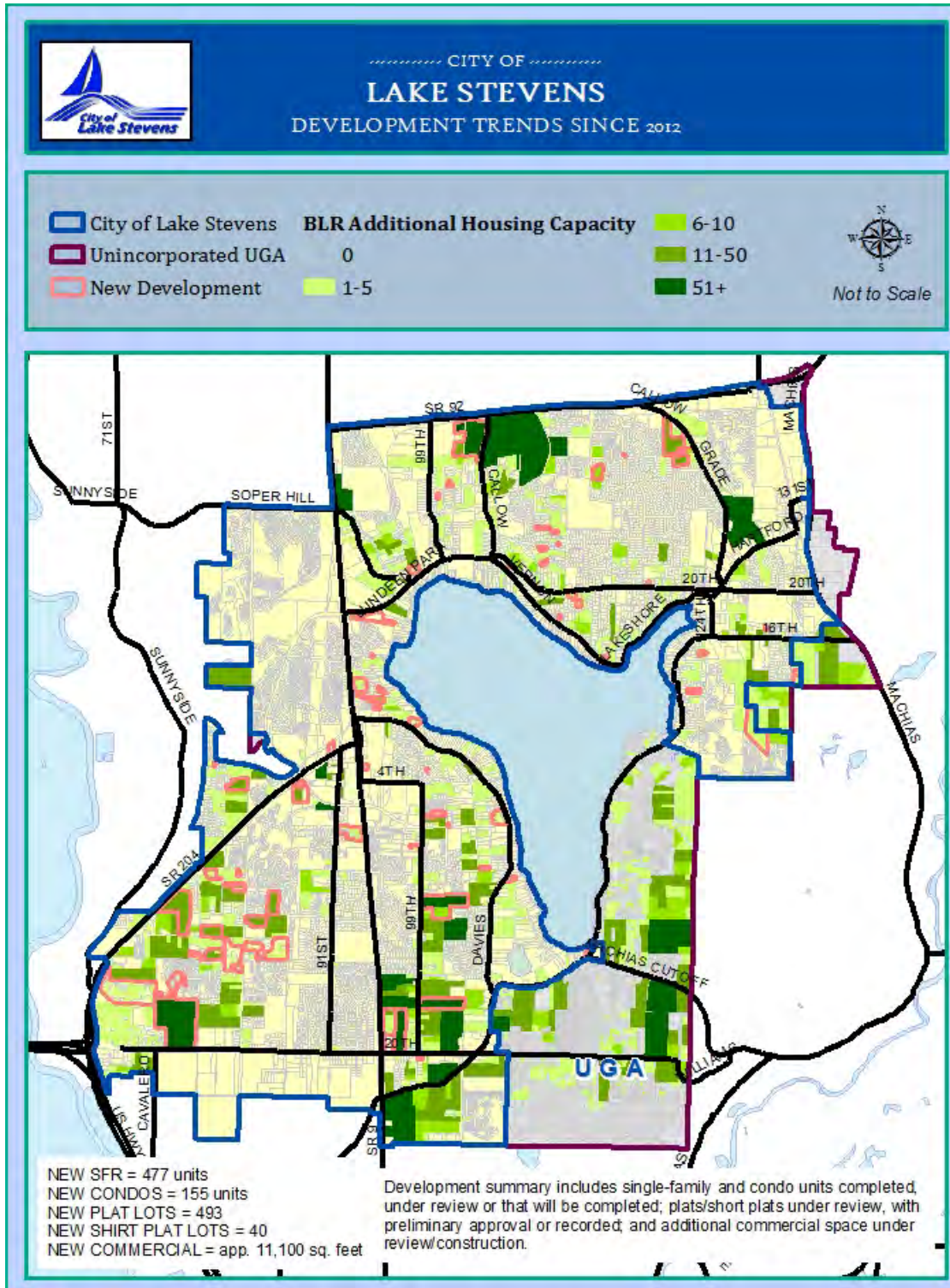


Figure 2.4 – Development Trends Map



Commercial

Lake Stevens has historically had one of the lowest job to household ratios compared to other Snohomish County cities. The city desired to increase the number of employment opportunities given the increasing size of its population and the need to maintain a sustainable and economically healthy community. The city continues to work to improve its house to employment ratio through the implementation of reasonable measures, development of subarea plans and its growth strategy. At present, the entire UGA has employment growth target of ~~6,615~~7,821 jobs by 2035. The 2012 BLR estimates a surplus of 1,373 jobs at build out based on a capacity of 7,988 jobs, which exceeds the growth target.

Commercial development has been modest development in the city's commercially zoned districts. Downtown Lake Stevens and Lake Stevens Center continue to redevelop.

- Between 2012 and mid-2015, the city has approved approximately 29,000 square feet of new commercial space with identified tenants.
- The city has also approved four new mixed-use building pads off 20th Street SE that would accommodate at lease 47,000 square feet of ground floor commercial and residential uses.

There remains untapped capacity for new commercial development throughout the city, notably in the two Planned Business Districts; undeveloped or underdeveloped downtown properties; and properties located in the Lake Stevens Center and 20th street SE Corridor.

Industrial

The industrial zones remain largely underdeveloped. Much of the industrial activity has occurred on the individual sites or within existing buildings. New construction has been in the form of small additions or low-employment activities (e.g. self-storage, etc.).

- Since the 2012 Buildable Lands Report, the city has approved two industrial projects adding 13 buildings and approximately 108,000 square feet of storage space.
- At present, just over 68 acres of buildable industrial land remains. Most of this land is in the Hartford Road industrial area in the northeastern part of the city.

The city added approximately 100 acres of employment-oriented zoning, as part of the subarea plans, which remain available for development. For example, the new Business District is geared towards high-tech employment, manufacturing and professional offices and medical as principal use. This zone should attract employers as the city continues to grow because of their central locations and availability of infrastructure.



REASONABLE MEASURES

The Growth Management Act requires that cities consider “reasonable measures” to allow growth to meet the 2025-adopted population and employment targets. The following table (Table 4-3) lists the reasonable measures included in the Countywide Planning Policies (part of the 2005 County Comprehensive Plan update), identifies those in effect in Lake Stevens, and comments on their effectiveness or potential.

The reasonable measures with the greatest potential to increase employment in suitable locations include establishment of an economic development strategy and then, encouraging development in centers through subarea planning.

As the city moves forward with the implementation of its Comprehensive Plan, these reasonable measures will be reviewed, revised or added to the city’s regulations and development programs.

Table 2.7 – Reasonable Measures Included in Countywide Planning Policies

MEASURES TO INCREASE RESIDENTIAL CAPACITY			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Permit Accessory Dwelling Units (ADUs) in single family zones	Yes	Allows small accessory units	Good tool for providing affordable housing. The city currently allows accessory apartments in all residential zones on lots having at least 150 percent of the minimum square footage.
Multi-family Housing Tax Credits to Developers	No		
Transfer of Development Rights	Yes	Properties with critical areas	The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.
Clustered Residential Development	Yes	PRDs and Cluster Subdivisions	The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.
Allow Co-Housing	Yes	Shared housing by non-family members	The zoning code allows boarding houses and other congregate living arrangements in specified zones.
Increased Residential Densities	Yes	Single-family zones.	The city allows a range of single-family densities ranging from 4 -12 gross units per acre.
Maximum Lot Sizes	No		
Minimum Residential Densities	Yes	Discourages residential sprawl	The city allows a range of single-family densities ranging from 4 -12 gross units per acre.



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Reduce Street Width	Yes	Reduced street standards in residential areas	The city allows a variety of standard and reduced road profiles in its Engineering Design & Development Standards
Allow Small Residential Lots	Yes	Smaller lots in compact neighborhoods	The city allows a range of single-family lot sizes ranging from 3,600 to 9,600 square feet.
Encourage Infill and Redevelopment	Yes	New or redevelopment in urban areas	The zoning code allows innovative housing and small lots housing options for infill development.
Inclusionary Zoning	No		Subarea plans encourage as an optional development incentive
Manufactured Housing	Yes	Manufactured homes allowed under the same rules as other housing types	Lake Stevens allows manufactured housing in all residential zoning districts.

MEASURES TO INCREASE EMPLOYMENT CAPACITY

MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Economic Development Strategy	Yes	Lake Stevens Center and 20 th Street SE Corridor Subareas	In 2012, two subareas were adopted with planned actions to create areas for employment and additional commercial development. An Economic Development Strategy began as part of the subarea planning and will continue in the future. The Downtown subarea plan anticipated for 2016.
Create Industrial Zones	Yes	General and Light Industrial Zones	Capacity exists. Largely undeveloped. Minimal potential for additional implementation.
Zone by building type, not use	Yes, some	Current city zoning is based on use; adopted subarea plans include some regulation by building type	Minimal potential for implementation to significantly alter the growth strategy except within subareas.
Brownfields Programs	No	No known brownfields within the city	
Urban Centers/Villages	Yes	City adopted two subareas that permit a higher density mix of residential and non-residential uses	Implementation through subarea planning with rezoning to increase intensity and density with transition areas between existing residential areas and planning for multi-modal transportation system
Allow Mixed Uses	Yes	CBD, PBD and MU zones and within the subareas	City allows mixed-use in MU zones and most commercial zones.
Transit Oriented Design	Yes	Currently there is limited transit service within the Lake Stevens area	Included within subarea plans and Community Transit has identified 20 th Street SE as a transit emphasis corridor for future frequent service.

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Downtown Revitalization	Yes	A plan has been developed for the Grade Road portion of the historic town area.	Began historic town center planning in 2006. Downtown framework plan approved in 2013. The Downtown subarea plan anticipated for 2016.
Adequate Public Facilities	Yes	Concurrency standards for infrastructure.	The city has adopted concurrency standards and GMA-based traffic impact, school and park mitigation fees.
Transportation Efficient Land Use	Yes	Mixed-use zoning	No specific measures for transit oriented development.
Urban Growth Management Agreements	Yes		Annexation interlocal agreement with Snohomish County; Traffic interlocal agreement with Snohomish County.
Annexation plans	Yes		Annexation plan adopted for eventual “One Community Around the Lake” in the future.
Reduce off-street surface	Yes	Reduced minimum standard required for office uses	Subarea plans include use of low impact development and building height incentives for reducing surface coverage. Also added use of Floor Area Ratios (FARs) within subareas.
Identify and redevelop vacant buildings	No	Few vacant buildings within city and UGA	Minimal potential for additional implementation to significantly alter the growth strategy. Due to market conditions, some of the few vacant buildings have been redeveloped.
Concentrate critical services near homes, jobs and transit	Yes	Subareas	Subarea plans should bring much needed services to the city at Lake Stevens Center and along 20 th Street SE and additional planning to Downtown.
Locate civic buildings in existing communities rather than in greenfield areas	Yes		City campus, library and post office are located in historic downtown. Plans for new Civic Center north of historic downtown.
Implement permit expedition	Yes	Processing Code and Planned Actions	Although permit review times are not currently extensive, the new processing code adopted in 2010, planned actions adopted in 2012 and a new permit tracking system in 2012 should provide specific requirements for submittal and minimize necessary review times.

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MEASURES TO MITIGATE IMPACTS OF DENSITY			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Design Standards	Yes	Applies to commercial and high-density residential development	Community design quality and expectations have increased as a result of the adopted standards. Creating new design standards for cottage housing. City has a Design Review Board. Subarea Design Guidelines were adopted for development within the subareas using the Design Review Board and administrative review.
Urban Amenities for Increased Densities	Yes	PRDs and subareas	PRD plats are required to provide additional amenity. Subarea plans allow for increased floor area ratios with a menu of amenity options.
Community Visioning	Yes		Provided basis of land use policies. Updated in 2006 Plan. Important part of subarea planning, downtown framework planning and shoreline planning.
OTHER MEASURES			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Low Densities in Rural and Resource Lands	N/A		
Urban Holding Zones	Yes	Does not apply to areas within the city	None
Capital Facilities Investment	Yes	Subarea Plans and GMA Traffic Impact Fees	Subarea planning included adoption of a subarea capital facilities plan and GMA traffic impact fees adopted. Expectation is that investment will spur development.
Environmental review and mitigation built into subarea planning process	Yes		Planned actions adopted for the subareas include required mitigation measures. In addition, a GMA-base traffic impact mitigation fee code was adopted with specific fees identified.
Partner with non-governmental organizations to preserve natural resource lands	In Process		City in discussions with various organizations.



LAND USE GOALS AND POLICIES

GOAL 2.1 PROVIDE SUFFICIENT LAND AREA TO MEET THE PROJECTED NEEDS FOR HOUSING, EMPLOYMENT AND PUBLIC FACILITIES WITHIN THE CITY OF LAKE STEVENS.

Policies

- 2.1.1 Accommodate a variety of land uses to support population and employment growth, consistent with the city's responsibilities under the Growth Management Act, Regional Growth Strategy and the Countywide Planning Policies.
- 2.1.2 Review cumulative changes to residential, commercial, industrial and public land use designations during the annual comprehensive plan cycle to ensure employment and population capacity estimates are being met.
- 2.1.3 Review land uses in conjunction with updates to the Buildable Lands Report and Growth Monitoring Report to ensure employment and population capacity estimates are being met. The strategy will be used to amend the Plan as necessary to remain consistent with actual development trends.
- 2.1.4 Direct new growth to areas where infrastructure and services are available or planned to ensure growth occurs in a fiscally responsible manner to support a variety of land uses.
- 2.1.5 Coordinate land use decisions with capital improvement needs for public facilities including streets, sidewalks, lighting systems, traffic signals, water, storm and sanitary sewer, parks and recreational facilities, cultural facilities and schools.

GOAL 2.2 ACHIEVE A WELL BALANCED AND WELL-ORGANIZED COMBINATION OF RESIDENTIAL, COMMERCIAL, INDUSTRIAL, OPEN SPACE, RECREATION AND PUBLIC USES.

Policies

- 2.2.1 Allow the following residential land use designations as described.
 - 1. High Density Residential – Encourage a variety of residential forms of residential structures containing three or more dwellings. Multiple structures may be located on a single parcel, and there are no density limits, provided the project meets the zoning district requirements and other pertinent codes, standards and adopted development guidelines. This land use category also allows limited public/semi-public, community, recreational, and commercial uses.

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2. Medium Density Residential – Encourage single-family (1 du/lot), two-family residential and some multifamily housing with a gross density between 4 and 12 units per acre. This designation allows detached, attached, conversion, accessory apartments, townhouses, condominiums, duplexes, tourist homes, special service homes and some manufactured/mobile structures. Also allows limited public/semi-public, community, recreational, and neighborhood commercial uses.
3. Low Density Residential – Allows for single-family homes on large lots, with fewer than four units per acre. Buildings usually have fewer stories and are spaced farther apart with large setbacks to side boundaries and the street and large areas of private open space.
2. Waterfront Residential – Provides single-family (1 du/lot) residential uses with a gross density of 4 units per acre on residential properties located adjacent to Lake Stevens subject to the regulations of the shoreline master program. This designation includes detached, tourist homes, special service homes, limited public/semi-public, community, and recreational uses.

2.2.2 Allow the following commercial land use designations as described.

1. Downtown/Local Commercial – Encourages medium to high intensity commercial uses and other dense arrangements of professional offices and retail stores. This designation allows mixed-use development. This land use designation may be placed on lands between higher-intensity commercial areas and residential areas to act as a buffer. This designation also allows limited public/semi-public, community, and recreational uses.
2. Mixed-Use – Allows medium to high intensity mixed-use (commercial and residential). It is intended that this land use designation will be placed where a "village atmosphere" is desired, or on lands between higher and lower intensity uses to buffer commercial and residential areas. This designation also allows limited public/semi-public, community, and recreational uses.
3. Planned Business District – The Planned Business District allows moderate intensity commercial or mixed-use development. It is intended that this land use designation be placed on lands between higher and lower intensity uses as a buffer or on sites containing sensitive resources. The intent of this designation is to provide detailed planning that would benefit all property owners involved as well as the public by allowing transfer of densities among parcels in order to avoid impacts to sensitive resources. It achieves this by requiring that a Master Development Plan be developed for all similarly zoned contiguous parcels before any one parcel can be developed and that any parcel developed is developed according to that plan. This designation encourages high floor area ratios by allowing a minimum of 2:1, with a 3:1 ratio allowed in designated density receiving areas when excess density is transferred from



a designated sending area. Also allows limited public/semi-public, community, and recreational uses.

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

2.2.3 Allow the following industrial land use designations as described

1. General Industrial – This category allows a full range of industrial and employment uses which traditionally can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials, adequate public services and traffic capacity.
2. Light Industrial – This category includes only those types of industrial, sale, or service uses, which have minimal externalities, but can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials, adequate public services and traffic capacity.

2.2.4 Allow the Public/Semi-Public land use designation, which is intended for use on all land that is publicly owned. It allows public buildings and services, recreational uses, utilities, and transportation facilities. This designation may also allow a limited range of commercial uses.

GOAL 2.3 APPLY THE COMPREHENSIVE PLAN AS A GUIDE FOR COMMUNITY DEVELOPMENT IMPLEMENTED THROUGH THE CITY'S DEVELOPMENT REGULATIONS TO ENSURE PREFERRED COMMUNITY GROWTH PATTERNS ARE ACHIEVED.

Policies

- 2.3.1 Review development standards and regulations to ensure that they possess an appropriate level of flexibility to promote efficient use of buildable land, balanced with the need for predictable decision-making.
- 2.3.2 Preserve and promote the character of existing neighborhoods through thoughtful development regulations and design standards.

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- 2.3.3 Encourage infill development on suitable vacant parcels and redevelopment of underutilized parcels. Ensure that the height, bulk and design of infill and redevelopment projects are compatible with their surroundings.
- 2.3.4 Maintain development regulations to promote compatibility between uses; retain desired neighborhood character; ensure adequate light, air and open space; protect and improve environmental quality; and manage potential impacts on public facilities and services.
- 2.3.5 Promote architecture that is pedestrian friendly and conducive to human interaction (e.g., front porches, garages behind houses, small front yard setbacks, no "walled" neighborhoods).
- 2.3.6 Ensure that subdivisions are pedestrian friendly and include ample street trees, adequate sidewalks, walkways and paths connecting plats.
- 2.3.7 Review Development and Design Guidelines for Multifamily Residential, Planned Residential Developments, Commercial and Mixed-Use development outside of subareas.
- 2.3.8 Promote neighborhood commercial uses in appropriate places where the property:
 - a. is located at an intersection with at least one arterial street;
 - b. is at least one-half mile distance from other similarly designated properties; and
 - c. results in no more than two acres of land being designated for neighborhood commercial uses at the same intersection.
- 2.3.9 Promote commercial uses catering to day to day needs of neighbors in locations that are easily reached by foot or local commuters. Proposed uses shall clearly reflect this intent.
- 2.3.10 Encourage nodal development through adoption of zoning designations, specific design guidelines and development regulations.
- 2.3.11 The Planning Commission shall continue to welcome citizen input from all citizens within the incorporated city and unincorporated Urban Growth Area when making planning decisions that affect the city and future annexation areas.

GOAL 2.4 ENCOURAGE THE CONTINUED PLANNING OF LOCAL GROWTH CENTERS TO DEVELOP A BALANCED AND SUSTAINABLE COMMUNITY THAT PROVIDES A FOCUS FOR EMPLOYMENT, PUBLIC AND RESIDENTIAL DEVELOPMENT.



Policies

- 2.4.1 Prior to the adoption of a subarea plan, the city should develop a thorough economic analysis for each growth center that considers investments and expenditures to provide of full range of services and infrastructure in relation to project revenue.
- 2.4.2 Each growth center should consider impacts on existing commercial properties, and residential areas to ensure the compatibility and synergy between the existing and new development as a subarea plan is developed.
- 2.4.3 Future subarea planning of growth centers shall include substantial public involvement through multiple meetings, updates in the media and on city owned modes of communication. The city shall provide clear information as to the benefits, costs, and risks so that the community can provide informed opinions to the Planning Commission and City Council.
- 2.4.4 Ensure that adequate connections are made to link growth centers, subareas and adjacent residential areas.

GOAL 2.5 DEVELOP A SUBAREA PLAN FOR DOWNTOWN LAKE STEVENS THAT ENCOURAGES A COMPACT COMMERCIAL DISTRICT THAT FACILITATES EASY PEDESTRIAN ACCESS BETWEEN SHOPS AND BUILDINGS, ALLOWS MIXED-USE DEVELOPMENT, PROMOTES ECONOMIC DEVELOPMENT COMPATIBLE WITH THE CHARACTER OF LAKE STEVENS AND STIMULATES A DIVERSE ARRAY OF BUSINESS TYPES TO ATTRACT VISITORS AND MEET THE NEEDS OF RESIDENTS.

Policies

- 2.5.1 The lakefront property owned by the city is a valuable community asset under public ownership and with public access. The subarea plan shall ensure that significant lakeside non-commercial public access is maintained for informal and formal recreational opportunities balanced with the desire to develop a vibrant mixed-use downtown
- 2.5.2 Develop or revise specific design guidelines for Downtown Lake Stevens that emphasize a high-quality design and pedestrian orientation and integrated flexibility in the downtown design concept, within certain parameters such as building location, building massing and circulation.
- 2.5.3 Encourage a design standard that accentuates historic commercial elements and storefronts in Lake Stevens, as documented in Lake Stevens' Historical Museum



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photography collection and avoids trendy and artificial themes which may be quickly out dated. The architecture should incorporate strong traditional downtown elements and the design concept shall be stable enough to survive the life of the buildings.

GOAL 2.6 PROMOTE AN ACTIVE, HEALTHY AND DIVERSE HARTFORD ROAD INDUSTRIAL DISTRICT.

Policies

- 2.6.1 Pursue and implement incentive programs that would encourage industrial uses which result in high employment densities.
- 2.6.2 Aggressively market the Hartford Industrial Center and aggressively pursue family-wage employers to that revitalized area.
- 2.6.3 Review development regulations to ensure that impacts are kept to a minimum, especially those that affect adjoining, non-industrially zoned areas.
- 2.6.4 Conduct a market study as part of the Hartford Road Industrial Area study to determine any need for expansion, infrastructure needs, and marketing strategies.
- 2.6.5 Consider developing a framework plan for the Hartford Industrial Center based on market study.
- 2.6.6 Pursue local improvement districts and grant funding for infrastructure development.

GOAL 2.7 PROVIDE APPROPRIATE BUFFERS BETWEEN LAND USES ADJACENT TO MACHIAS ROAD AND SR-92.

- 2.7.1 Require retention of all trees within a 30' visual/noise buffer along SR-92, SR-9, and the Hartford/Machias Road (as measured from the edge of ultimate right-of-way). Where trees need to be removed because of instability, require replanting of 5-gallon (minimum) conifers at a 3:1 ratio within the 30' buffer.
- 2.7.2 Ensure that design of highway accessible/visible commercial uses along SR-92, SR-9, and the Hartford/Machias Road is aesthetically pleasing from both the roadway and the local roads.

~~GOAL 2.8 SITE ESSENTIAL PUBLIC FACILITIES IN A MANNER CONSISTENT WITH COUNTYWIDE PLANNING POLICIES AND ADOPTED CITY POLICIES.~~



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Policies

~~2.8.1 The city will not preclude the siting of essential public facilities; however, it shall enforce its Comprehensive Plan and development regulations to ensure reasonable compatibility with other land uses when considering location and intensity of development.~~

GOAL 2.8 COORDINATE GROWTH AND DEVELOPMENT WITH ADJACENT JURISDICTIONS TO PROMOTE AND PROTECT INTERJURISDICTIONAL INTERESTS.

Policies

- 2.8.1 Participate in the Snohomish County Tomorrow Planning Advisory Committee (PAC) to improve inter-jurisdictional coordination of land use planning activities in the adopted urban growth area.
- 2.8.2 Coordinate planning efforts among jurisdictions, agencies, and federally recognized Indian tribes where there are common borders or related regional issues, to facilitate a common vision.
- 2.8.3 Promote cooperation and coordination among transportation providers, local governments, and developers to ensure that developments are designed to promote and improve physical, mental, and social health and reduce the impacts of climate change on the natural and built environments.

GOAL 2.9 PROMOTE ANNEXATIONS OF LANDS INTO THE CITY IN A MANNER THAT IS FISCALLY RESPONSIBLE TO ENSURE THE CITY IS ABLE TO PROVIDE HIGH LEVEL OF URBAN SERVICES.

Policies

- 2.9.1 Affiliate all urban unincorporated lands appropriate for annexation with an adjacent city or identify those that may be feasible for incorporation.
- 2.9.2 It is the city's intent to annex the entire Lake Stevens Urban Growth Area over the planning horizon to become one city, considering the following:
 - a. To manage growth in the UGA it is important to note that elected officials who reside within, and represent the Lake Stevens community make the best land use and Comprehensive Plan decisions for the Lake Stevens area.
 - b. To keep locally generated sales tax revenues within the community to meet local needs rather than allowing those revenues to be distributed throughout the entire county.

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- c. To provide an accessible and open forum in which citizens may participate in the own governance.
 - d. To create a larger city which can have greater influence on regional and state policy decisions and can be more competitive for grants.
 - e. To stabilize the development environment, striving to bring land use predictability to residents and property owners.
 - d. To ensure that urban infrastructure is provided at the time development occurs to minimize the need to retrofit substandard improvements in the future.
- 2.9.3 To the degree reasonably possible, annexations should serve to regularize city boundaries, and not divide lots. The intent is to ensure practical boundaries in which services can be provided in a logical, effective and efficient manner.
- 2.9.4 Prior to any annexation, the city should consider the effects on special purpose districts and County services within the Urban Growth Area, considering the following:
 - a. Outstanding special bonds or other debt,
 - b. Absorbing the district or county's service provision responsibilities and acquiring the necessary assets at the appropriate stage (set by state law); and
 - c. Impacts on the districts' or county's operations and personnel.
- 2.9.5 The city's intent is to minimize disruption to residents, businesses and property owners of annexed areas, considering the following:
 - a. Annexed property should be designated in the Comprehensive Plan and zoning ordinance in a manner that most closely reflects the pre-annexation designations adopted by Snohomish County. The City Council will consider alternative designations proposed by those properties included in the annexation. Council may adopt alternative designations if it finds the proposal protects the general health, safety, and welfare of the community and they meet the requirements of the Growth Management Act.
 - b. Uses that are either previously established legal non-conforming, or are made non-conforming with the annexation will be allowed to continue in a manner consistent with the rights established in the city's land use code.
 - c. Annexed areas shall be accorded equal accommodation in the distribution of capital improvements, maintenance of roads and other facilities, police and other services.
 - d. For annexed areas, the city shall strive to ensure annexed areas are fairly represented by the Mayor and city Council, with extra care during the initial

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two years in which the annexed may have not had a chance to vote for their local officials.

- 2.9.6 At such time an annexation proposal is made, the city shall make every reasonable effort to provide accurate, timely and useful information to the community so that they may make reasoned and well-informed decisions.

GOAL 2.10 ENSURE THAT LAND USES OPTIMIZE ECONOMIC BENEFIT AND THE ENJOYMENT AND PROTECTION OF NATURAL RESOURCES WHILE MINIMIZING THE THREAT TO HEALTH, SAFETY AND WELFARE.

Policies

- 2.10.1 Preserve and accentuate the lake as the centerpiece of Lake Stevens in compliance with the shoreline master program.
- 2.10.2 Preserve and promote safe, clean living environment.
- 2.10.3 Prohibit storage of soil, yard waste, refuse, machines and other equipment in front yard setbacks.
- 2.10.4 Where a sight distance or safety problem is created, prohibit storage of vehicles in front and side yard setbacks, except on driveways (and then no more than three) or in parking lots.
- 2.10.5 Protect and preserve wetlands and riparian corridors associated with Shorelines of the State and open space corridors within and between urban growth areas useful for recreation, wildlife habitat, trails, and connection of critical areas.
- 2.10.6 Encourage growth that is responsive to environmental concerns and that enhances the natural environment of the lake drainage basin and the areas watersheds.

GOAL 2.11 WHERE POSSIBLE, USE ELEMENTS OF THE NATURAL DRAINAGE SYSTEM TO MINIMIZE STORM WATER RUNOFF IMPACTS.

Policies

- 2.11.1 Encourage new developments to use natural drainage patterns and incorporate means to contain storm water pollutants.
- 2.11.2 Encourage new developments to implement “low impact development” techniques which can better manage stormwater while providing cost savings in terms of land and improvements.



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- 2.11.3 Recognize that storm drainage problems cross jurisdictional lines and the need to work with the Drainage Improvement District and residents to address those problems.
- 2.11.4 Adopt and keep current a stormwater control ordinance requiring best management practices for stormwater control, addressing such issues as detention, release, erosion and siltation, etc.

GOAL 2.12 ENCOURAGE ENERGY-SAVING METHODS IN TRANSPORTATION, LAND USE, AND BUILDING CONSTRUCTION.

Policies

- 2.12.1 Encourage the development of paths and easements for non-motorized transportation to facilitate pedestrian and bicycle use throughout the city.
- 2.12.2 Encourage new developments to compliment and improve development of a grid system to reduce public and private utility and transportation costs.
- 2.12.3 Encourage energy-saving construction and building operation practices and the use of energy-conserving materials in all new construction and rehabilitation of buildings.
- 2.12.4 Encourage small scale, neighborhood compatible, commercial uses to be distributed throughout the community, thus reducing the need to drive to the nearest “big-box” retailer to pick up day to day convenience items. It also provides the opportunity for pedestrian access to stores along with the health and social benefits related to pedestrian activity.

GOAL 2.13 PROMOTE THE IDENTIFICATION, MAINTENANCE, AND PRESERVATION OF SPECIAL HISTORIC, GEOGRAPHIC, ARCHITECTURAL, AESTHETIC OR CULTURAL RESOURCES OR STRUCTURES WHICH HAVE SPECIAL SIGNIFICANCE BECAUSE OF HISTORICAL, ARCHAEOLOGICAL, ARCHITECTURAL, RECREATIONAL, SOCIAL, CULTURAL, AND/OR SCENIC IMPORTANCE THROUGH THE DESIGNATION OF HISTORIC LANDMARKS AND DISTRICTS AND THE ADOPTION OF APPROPRIATE INCENTIVES

Policies

- 2.13.1 Work with other public agencies and/or a local historical society to determine priorities and establish methods for public and private funding achieve this goal.



- 2.13.2 Encourage the development of written narratives and maps for self-guided tours of significant areas and the provision for site markers to identify significant sites.
- 2.13.3 Encourage additions and alterations to significant architectural buildings to conform to the style and period of the initial construction as much as possible.

GOAL 2.14 DESIGN AND BUILD A HEALTHY COMMUNITY TO IMPROVE THE QUALITY OF LIFE FOR ALL PEOPLE WHO LIVE, WORK, LEARN, AND PLAY WITHIN THE CITY.

Policies

- 2.14.1 Encourage mixed land use and greater land density to shorten distances between homes, workplaces, schools and recreation so people can walk or bike more easily to them.
- 2.14.2 Provide good mass transit to reduce the dependence upon automobiles.
- 2.14.3 Decreases dependence on the automobile by building good pedestrian and bicycle infrastructure, including sidewalks and bike paths that are safely removed from automobile traffic as well as good right of way laws and clear, easy-to-follow signage in proximity to homes, businesses, schools, churches and parks closer to each other so that people can more easily walk or bike between them.
- 2.14.4 Provides opportunities for people to be physically active and socially engaged as part of their daily routine, improving the physical and mental health of its citizens by promoting community centers , public/semi-public areas and by offering access to green space and parks where people can gather and mingle as part of their daily activities.
- 2.14.5 Allows persons, if they choose, to age in place and remain all their lives in a community that reflects their changing lifestyles and changing physical capabilities.
- 2.14.6 Develop high quality, compact urban communities throughout the region's urban growth area that impart a sense of place, preserve local character, provide for mixed uses and choices in housing types, and encourage walking, bicycling, and transit use.

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CHAPTER 3: HOUSING ELEMENT

A VISION FOR HOUSING

The city will provide a regulatory framework that supports the creation of high-quality housing (e.g., single-family houses, townhomes and apartments) with a range of densities, which implement community design preferences and are affordable to all community members across the city.

INTRODUCTION

The Housing Element includes:

- A description of the local, regional and state context;
- An inventory and analysis of existing and projected housing needs;
- Goals policies and objectives;
- Provisions for the preservation, improvement, and development of housing;
- Identification of sufficient land for housing; and
- Provisions for existing and projected needs of all economic segments of the community.

Housing includes the entire range of single-family and multifamily dwellings. It also, includes government-assisted housing, housing for low-income families, manufactured housing, group homes and foster care facilities. This element summarizes general countywide housing data and specific trends for Lake Stevens. Readers must remember housing facts and trends are continuously changing. The primary information for this element comes from three main sources:

1. *2010 Census (2011 American Community Survey (ACS) 5-year estimates),*
2. *2014 Housing Characteristics and Needs Report for Snohomish County,* and the
3. *2014 Affordable Housing Profile,* prepared by the Alliance for Housing Affordability.

Providing for all housing needs is a regional issue. Housing demand remains high and gaps exist between what people want and what they can afford. The city of Lake Stevens cooperates with Snohomish County as it maintains on-going housing analysis as a basis for land use and other growth policies. Given the degree of personal mobility and the



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dispersion of job opportunities throughout Snohomish County and the region, we have long since passed the time when the majority of people live and work in the same city. The objective of this section is to describe housing trends and outline policies and strategies that will facilitate the long-term housing need for the projected 46,380 people who will live in Lake Stevens UGA in 2035.

The Land Use Element (Chapter 2) shows that there is sufficient buildable lands within the Lake Stevens UGA to accommodate the projected population through 2035, provided the land is used efficiently and a diversity of housing types is provided. A major challenge for growing communities is to provide a range of housing that meets the desires of those wishing to live there and that meet the housing needs of those who work here.

PLANNING CONTEXT

State Planning

Washington's Growth Management Act (GMA) encourages a full range of housing types to meet the needs of all segments of the population and to encourage the preservation of the existing housing stock. Specifically, it requires the housing element of local comprehensive plans:

- Include an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth;
- Include a statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing, including single-family residences;
- Identify sufficient land for housing, including, but not limited to, government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, and group homes and foster care facilities; and
- Make adequate provisions for existing and projected needs of all economic segments of the community.

Regional Planning

VISION 2040 plan provides a regional strategy for housing planning in the Puget Sound. A primary goal would be to, "preserve, improve, and expand its housing stock to provide a range of affordable, healthy, and safe housing choices for every resident." VISION 2040's policies promote establishing local housing targets based on population projections and local housing and employment capacity, particularly for each designated regional growth center. The VISION 2040 housing policies emphasize locating housing near growth and employment centers and along transportation corridors.

Key housing-related elements of this strategy include:



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- Providing for diversity and choice in housing and employment options by creating a system of central places within corridors and a regional urban form characterized by compact, well defined communities in coordination with the larger Puget Sound region while respecting unique community characteristics.
- Promoting a balance of jobs to housing within agreed upon service areas to provide the opportunity for more residents to live nearer to jobs and urban activities.
- Providing for higher-density residential areas of new single-family and multiple family homes in urban locations within walking distance of either jobs or transit services.
- Providing enough urban land to allow private enterprise to create the urban structures for housing and employment effectively.
- Preserving existing affordable housing and serve it with transit. Provide affordable housing near all urban centers.

Countywide Planning

“Snohomish County and its cities will promote an affordable lifestyle where residents have access to safe, affordable, and diverse housing options near their jobs and transportation options.”

The countywide planning policies chapter suggests Snohomish County and its cities faces the following housing challenges:

1. Adequate supply of affordable housing for all economic segments and all persons in each community.
2. Adequate supply of quality housing options in proximity or satisfactory access to places of employment.
3. Infill housing development and community concerns about density and design.
4. Adequate resources for, and equitable distribution of low-income and special needs housing across the county.
5. Housing types suitable for changing household demographics and an aging population.
6. Maintenance of existing affordable housing stock, including mobile home and manufactured housing.

To meet these objectives, the countywide planning policies recommend the county and cities support fair and equal access to housing for all persons; make provisions to accommodate existing and projected housing needs, include goals to accommodate affordable housing throughout the County consistent with Vision 2040; participate in a multi-jurisdictional affordable housing program to promote adequate and diversified housing countywide; collaborate to report housing characteristics and assess countywide progress; implement policies that encourage maintenance of existing neighborhoods and



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the preservation of existing affordable housing; use consistent housing terminology; respect established residential neighborhoods with the need to site essential public residential facilities for special needs populations; improve the jobs-to-housing balance in Snohomish County; encourage the use of environmentally sensitive development practices; consider the economic implications of regulations; minimize housing production costs by considering the use of a variety of infrastructure funding methods; ensure that their impact fee programs are proportionate to the cost of providing new public facilities to accommodate growth; and consider development incentives for providing affordable housing.

The city has participated with the county and other jurisdictions to develop the countywide housing goals. The city has also collaborated with Alliance for Housing Affordability to consider regional housing issues. The Housing Element incorporates the objectives described in the countywide planning policies as goals and policies.

Lake Stevens Planning

As the demographic patterns in the county change, housing demand and desires will also change. This section highlights some current trends identified in the *Housing Needs and Characteristics Report for Snohomish County* and the *city of Lake Stevens Affordable Housing Profile*, which use the 2011 American Community Survey (ACS) 5-year estimates for census data as a primary resource as the respond to GMA requirements and PSRC goals.

The 2014 Housing Characteristics and Needs Report for Snohomish County provides a framework for understanding housing issues in Snohomish County. The report uses generally recognized thresholds for affordability. A low to moderate income household (rental or with mortgage) is “cost-burdened” when it spends 30 percent or more of its gross income on housing costs. A severe cost burden occurs when a household pays more than 50 percent of income on housing and utilities.

Separately, the Alliance for Affordable Housing, which is comprised of coalition of Snohomish County jurisdictions and the Housing Authority, prepared housing profiles for the county’s cities and towns. *The city of Lake Stevens Affordable Housing Profile* (Housing Profile) provides specific information on the status of affordable housing in the city. The Housing Profile looks at the household demographics of the city and highlights data concerning the housing burden experienced by some residents. In addition, data is provided on housing units outlining the current inventory of subsidized, workforce and market rate rental units. Finally, the Housing Profile discusses the current challenges and opportunities in providing adequate affordable housing to city residents.



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INVENTORY AND ANALYSIS

Population Data

The ACS estimates the 2010 Snohomish County population to be 713,335, which is a gain of approximately 17 percent or 107,311 people since the last census. Since 2000, larger cities generally experienced the greatest population growth in Snohomish County. Lake Stevens has experienced one the highest increases in population in the county since the last census. Over the past decade, the city has been steadily annexing lands within the Urban Growth Area surrounding the Lake. The current city population of 29,170 represents an increase of 350 percent over the 2000 population, which was 6,361. Steady growth is projected to continue over the next several years as the city considering annexing additional land within the UGA.

The median age for Washington residents is 37.3, which is similar to the Snohomish County median age of 36.9. Larger Cities had the lowest median age of 33. Lake Stevens has the youngest median age 32.1. Despite the relatively young populations, nearly 45 percent of the county’s population will be over 50 in the next decade. The unincorporated areas of the county have the largest population of elderly at over 25,000, and the larger cities are a close second with approximately 24,700. About seven percent (1,951 people) of the Lake Stevens population is over 65. This means the county and cities will need to plan for additional multifamily, senior housing, assisted living facilities or group homes to accommodate an aging population.

JURISDICTION / REGIONAL GEOGRAPHY	NUMBER OF FAMILY HOUSEHOLDS IN COUNTY
Snohomish County	182,282
Larger Cities	57,000
Lake Stevens	9,550

Table 3.1 – Family Households in Snohomish County

The household make up is also changing across the county. The number of “family households” in Snohomish County is 182,282 or approximately 70 percent with 32 percent of those households having children. Larger cities comprise 31.2 percent or nearly 57,000 of the total family households in the county. There are currently 9,550 households in the city as shown in Table 3.1. Approximately 74 percent of those are family households with two or more individuals. Fifty-four percent of the households have children. The average household size for all of Snohomish County is approximately 2.61 persons, which is a decrease since 2000 when the average was 2.65. The average household size combining owner-occupied and renter-occupied households in Lake Stevens is 2.87, which remains above the county average. Family households with children are substantially higher in the city creating demand for housing suitable for families.



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The city's population profile can be used to predict current housing needs and how these may change overtime. In 2010, births appear to be staying strong rather than dropping as in other communities. However, the fact the two largest segments around the child and middle age cohorts are relatively even in size suggests that the birth rate is not exceeding replacement levels. Therefore, the population will likely remain steady with any significant growth coming from migration or future change in birth rates.

Housing Stock

In 2012, there were an estimated 10,414 dwelling units in Lake Stevens and 237,899 dwelling units in Snohomish County. The countywide single-family average is 74.4 percent. Of the 20 Snohomish County cities, Lake Stevens ranked fourth for the highest ratio of single-family dwellings. Nearly 80 percent of the housing stock are single-family homes. Owner occupancy increased slightly from 75 percent in 2000 to 78.2 percent in 2010 (the state average was 64.4 percent). The remaining 20 percent were in duplexes, apartments, condominiums and mobile homes. Table 3.2 shows a comparison for dwelling units and the percent that are single-family between the county and city.

JURISDICTION	NUMBER OF DWELLING UNITS	PERCENT SINGLE-FAMILY
Snohomish County	237,899	74.4 %
Lake Stevens	10,414	80%

Table 3.2 – 2 Dwelling Unit Summary

Overall vacancy rates increased to 6.4 percent in 2010 from 4.3 percent in 2000. Rental unit vacancy increased from 5.4 percent in 2001 to 9.1 percent in 2010. The homeowner vacancy rates in 2010 were 3.5 percent.

For unincorporated Snohomish County, 60 percent of its housing was built prior to 1989. For cities such as Lake Stevens, Monroe, and Gold Bar, approximately 50 percent of their housing stock was constructed during the same period. The city of Lake Stevens has experienced rapid growth in its housing stock over the last two decades, during which almost three quarters of the total number of dwellings were built. This in turn has resulted in a decline in the average age of its dwellings.

The average lot size in Lake Stevens varies by zone. Historically most homes were on lots with 9,600 square feet or more. Through the 1990s and early 2000s, several planned residential developments (PRDs) were constructed with smaller lots, with average lots sizes between 4,000 and 6,000 square feet. Many of the areas annexed into the city in the mid to late 2000s contained small-lot subdivisions. Even though lot sizes have decreased, home sizes have increased during the same time. Based on review of permit data, between May 2013 and May 2015, for 281 new single-family homes, house sizes ranged from 1,336



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square feet to 5,560 square feet. The average house size for new construction during this period was just under 2,400 square feet.

Household Income and Housing Costs

The 2011 ACS suggests the median household income (gross) for Snohomish County is nearly \$68,000 (28% increase from 2000). The mean income has also increased from \$61,291 in 2000 to \$81,073. The median income in Lake Stevens is \$73,000 for the same period, which is slightly higher than other larger cities (\$72,000 in Snohomish County).

The 2011 unemployment rate in the city was 5.5 percent compared to 5.7 percent for the county. Thirty-three percent of Lake Stevens' employed population works in occupations such as management, business, science and the arts followed by sales and office with 26.5 percent of the employed population. The two most dominant industries employing city residents are education, healthcare at 17.5 percent and manufacturing at 14 percent. According to PSRC, Lake Stevens is home to 4,056 jobs. Most of these are in the services and education sectors.

Despite this higher median income in the Lake Stevens, there are economic segments of the city's population that housing remains a significant cost burden. Approximately 24 percent of all households in the city earn less than 50 percent of area median income (AMI). Since 2000, households with an income of less than \$10,000 per year have decreased countywide by nearly two percent. Figure 3.1 shows household income levels between 2007 and 2011.

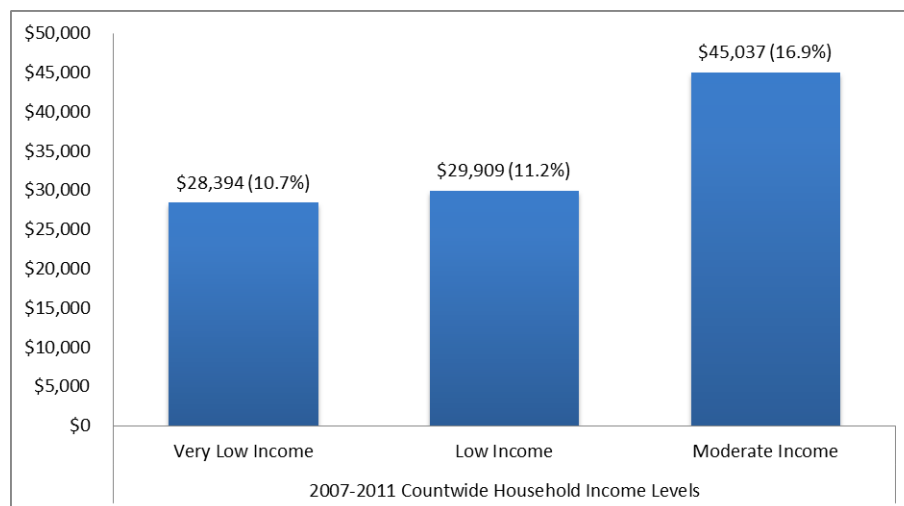


Figure 3.1 – Countywide Household Income Levels¹

¹ Household income data from the American Community Survey (ACS) 5-year ACS estimate for 2007-2011



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However, the adjusted family household poverty rate has increased by the same amount during that time. Currently, 6.5 percent of the family households in Snohomish County are in poverty.

Looking at home ownership in the city, the 2012 median sale price was \$224,000 (2013 median price is \$246,900). Between 2007 and 2012, 88 percent of home sales were either three or four bedrooms homes. In order to afford the 2012 median home price without being cost burdened, a family would require an annual income of \$43,040, which is below both the Snohomish County and Seattle-Bellevue median incomes. \$43,040 is considered low income for a three or four person, and very low income for a five person household.

The average monthly rent in 2000 was \$716, while in 2010 the average monthly rent increased to \$1,254. The median rent for a three bedroom single-family being \$1,714. In terms of market rate multifamily rental units, the 2014 average rents not including utilities are:

- 1 bedroom units: \$755 (affordable to household earning \$14.52 an hour)
- 2 bedroom units: \$990 (affordable to household earning \$19.04 an hour)
- 3 bedroom units: \$1,481 (affordable to household earning \$28.48)
- 4 bedroom units: \$1,934 (affordable to household earning \$37.19)

The stock of larger rental units being single-family homes means that rents on larger units will tend to be higher. Smaller units are more difficult to find in Lake Stevens. Only 21 percent of units are one or two bedrooms with 47 percent of households made up of two individuals or less. This indicates a need for more one and two bedroom units in the city to meet the needs of the large number of smaller households.

In Snohomish County, 106,600 out of 225,257 households are cost-burdened (rental and with mortgages). This means that 47 percent of the occupied housing units in the county are not affordable. There are 65,305 cost-burdened households with mortgages and 41,343 cost-burdened rental households. There are nearly 83,000 occupied rental units in Snohomish County, of these over 41,000 or 50 percent of households pay more than 30 percent of their income in rent. In the larger cities there are 12,000 renter households paying 30 percent or more of their income on rent. The above percentages do not take into account household size, which means large families would be more cost burdened than individual households would be.

Table 3.3 summarizes housing affordability for mortgaged and rental units in Snohomish County and Lake Stevens.



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JURISDICTION	TOTAL RENTAL UNITS	51-80% AMI UNITS/%	31-50% AMI UNITS/%	30% AMI UNITS/%
Lake Stevens	2,029	607 (30%)	508 (25%)	215 (11%)
County (Total)	82,980	35,670 (43%)	17,912 (22%)	5,255 (6%)
JURISDICTION	TOTAL MORTGAGED UNITS	51-80% AMI UNITS/%	31-50% AMI UNITS/%	30% AMI UNITS/%
Lake Stevens	6,367	727 (11%)	116 (2%)	0 (0%)
Snohomish County	143,315	21,427 (15%)	5,970 (4%)	1,181 (1%)

Table 3.3 – Snohomish County & Lake Stevens Housing Affordability Estimates

Overall, 47 percent of households (renters and owner combined) in Lake Stevens are cost burdened meaning they spend more than 30 percent of their income on housing. In Lake Stevens of the 2,018 renter households 879 are cost burdened or 36.7 percent. Extremely low-income renters are less likely to be cost burdened in the city than the Snohomish County overall. As income rises, renters become more likely to be cost burdened compared to the county. Homeowners in the city across all income levels are more likely to be cost burdened than are county homeowners. Based on 2011 census data and comparing the city against income levels for the Seattle-Bellevue Housing Mortgage Finance Authority (HMFA):

- 1,135 households or 12 percent of Lake Steven’s total, are considered to be extremely low income, earning less than 30 percent of AMI;
- 1,141 households or 12 percent are considered very low income earning between 31 and 50 percent of AMI;
- 2,160 households or 23 percent are considered low income earning between 51 and 80 percent of AMI; and
- 1,068 households or 11 percent are considered moderate income earning between 81 and 90 percent of AMI.

The 2011 ACS predict a special needs population of over 110,000 within the county with approximately 43,600 residing in the unincorporated areas and approximately 32,000 in larger cities. Special needs populations may include people with developmental or physical disabilities, substance abusers, seniors and other groups who may require some degree of support. The Lake Stevens special needs population for the same time is 3,009 or 2.7 percent of the county special needs population.



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Housing Subsidies

For purposes of the Housing Profile report, the Lake Stevens housing stock was divided into subsidized units, workforce units, market rate unit rental units and home ownership. Subsidized rental units are targeted towards households with the lowest incomes typically less than 30 percent AMI. In Lake Stevens, approximately three percent of households received some sort of assistance; while in Snohomish County 3.8 percent or 9,065 households received assistance. There are currently 155 subsidized units in Lake Stevens with an additional 271 units of other dedicated subsidized housing in several properties. There are also approximately 121 units specifically targeted for the low-income senior or disabled population. Workforce rental units are targeted to working households cannot afford market rate units. There are approximately 131 workforce units in the city.

Future Housing Needs

The Snohomish County Council-adopted a 2035 population target of 955,280, which means approximately 97,000 additional housing units would need to be constructed in the county. The information in the 2012 BLR generally reflects 2011 land use and development data. It concludes that the residential capacity of the county's total aggregated urban growth area exceeds the total 2035 population growth target for that area by about 20 percent. Significant residential land is available for additional residential development in Marysville, Lake Stevens, Granite Falls, Arlington, Monroe, Stanwood and the unincorporated areas. Larger" and "small" cities collectively have about 60 percent of their available residential capacity in single-family units and 40 percent in multifamily units. Among the larger cities, the share of total capacity for multifamily ranges from about 25 percent in Monroe to about 42 percent in Lake Stevens. The 2035 housing unit target for Lake Stevens is 4,413, which is less than assumed buildable lands capacity.

Table 3.4 identifies projected total housing need by income level for the county, larger cities and Lake Stevens – the combined overall housing need ranges from approximately 37 to 40 percent. Table 3.5 shows what the projected housing need for additional housing units by income level and indicates approximately 22 percent of additional housing units should accommodate households less than 50 percent AMI.

JURISDICTION / AREA	2035 POPULATION TARGETS	2035 HOUSING NEED	ADDITIONAL HOUSING UNITS
Snohomish County	955,280	383,787	97,128
Lake Stevens	39,340	14,883	4,469
Larger Cities	286,293	114,003	25,541

Table 3.4 – Projected Housing Need



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AREA	TOTAL HOUSING UNIT NEED	UNDER 30% AMI	31-50% AMI	51-80% AMI
Lake Stevens	4,469	492	492	760
Larger Cities	25,541	2,810	2,810	4,342
Snohomish County	21,969	2,417	2,417	3,735
Countywide Totals	97,128	10,684	10,684	16,512

Table 3.5 – Estimated Low-Moderate Income Housing Needs / 2010-35 Growth

Land Use

The Land Use Element identifies sufficient land area for single-family, multifamily and mixed-use housing opportunities. In addition the city has identified a number of strategies to achieve affordable housing and address preferences for different types of housing. Increased housing choices, will help ensure the city’s housing supply meets the needs of a diverse population. Through allowing additional mixed-use neighborhoods, Lake Stevens has taken strides to allow a wider variety of housing. In addition, the city has embraced small lot development as a standard for subdivisions. As new and innovative housing patterns emerge to provide increased housing affordability, the city will evaluate how these are compatible with existing neighborhoods. Having diverse housing options will encourage economic viability and community stability for people of all ages and backgrounds.

STRATEGIES TO ACHIEVE AFFORDABLE HOUSING

Just as Lake Stevens will strive to provide job opportunities for its citizens, it is also dedicated to creating policies that provide options for affordable housing to all who desire it. Affordable housing is a function of land availability, density of development, local household income and quality of housing. This is in line with the city’s desire to be a sustainable community. Encouraging higher density developments, planned developments, mixed-use developments and density bonuses in exchange for providing affordable units and similar mechanisms provide tools to produce affordable housing. With the residential design guidelines, careful site planning, open space and environmental review standards, these types of developments can successfully be integrated into the Lake Stevens community. The following section includes a description of specific land use strategies that support a sustainable and affordable community for all residents.

The following section includes many land use strategies that implement affordable housing goals and policies. For example, the city has adopted a variety of zones including high-density residential and mixed-use to increase development efficiency; the city allows innovative housing options, such as cottage and small lot developments; the city has



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adopted cluster subdivision and planned residential subdivision regulations; the city permits accessory dwelling units and manufactured homes; the city also has created density bonus provisions within its subareas; and finally current city regulations support mixed-use development and home occupations. As the city updates its procedural and development regulations, it will look for implementation opportunities to develop codes that support increased access to affordable housing. The city will also continue to be an active participant with the Alliance for Affordable Housing, Housing Authority and Snohomish County on housing topics.

Land Use Strategies

- **Upzoning:** One of the most direct methods to reduce per unit land costs is upzoning properties and reducing minimum lot sizes to allow use with greater density. Before upzoning properties, the city should consider compatibility with existing residences, availability or planned expansion of utilities, service providers and infrastructure and long-range population forecasts.
- **Lot Size Averaging:** Lot size averaging within new subdivisions may allow varied lot sizes to facilitate minimum densities on sites encumbered by critical area and associated buffers and setbacks.
- **Innovative Housing Options:** Innovative housing encourages diversity in housing choices ranging from the large-lot single-family residences to small-lot developments or cottage / compact housing. Innovative housing options are meant to expand options for a different segment of the population, including singles, single-parent households, starter families, and seniors.
- **Small Lot:** Small lot zoning districts such as the High Urban Residential zone and alternative subdivision methods including Planned Residential Developments and Cluster Subdivisions allow denser housing options, with specific design review and controls to integrate these developments into existing neighborhoods.
- **Infill Housing:** As large tracts of vacant land are developed, a trend of “urban in-fill” is emerging. Infill development may include short subdivisions on large lots or the redevelopment of existing parcels. Infill development may include attached and detached single-family housing, small multifamily complexes (e.g., triplexes and fourplexes) and accessory dwelling units to meet density and affordability goals.
- **Minimum Densities:** Jurisdictions may require that new subdivisions or multifamily developments achieve minimum densities as opposed to a maximum land use density. This approach can help discourage sprawl, reduce the unit cost of land and improve the cost-effectiveness of capital finance plans.
- **Density Bonuses:** Providing density bonuses in exchange for the construction of affordable housing can create the necessary incentive for a developer to provide such housing. Alternatively, the city could adopt policies to reduce development



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standards for projects that provide affordable housing, including but not limited to reduced setbacks, street standards, parking, sidewalks and utilities.

- **Inclusionary Zoning:** Inclusionary zoning programs typically require that a percentage of lots in a new subdivision or residential units in a new apartment project be set aside for low cost housing. Density bonuses are often provided to offset the cost of the inclusionary requirement.
- **Cluster Subdivisions:** Cluster subdivisions offer a means of keeping housing development costs down by reducing minimum lot sizes and confining development to the most suitable portion of a building site. Cluster housing may entail the use of shared driveways and parking areas; reduced, but more usable yard space; and architectural "techniques" to maintain privacy and sense of space.
- **Planned Residential Development (PRD):** The city also encourages PRDs which offer incentives to projects that integrate mixed-income housing, mixed types of housing (detached, duplex and apartments), and encourage clustering to achieve desired densities while protecting environmentally sensitive areas. PRDs do not directly provide affordable housing, but they do make more efficient use of land and capital facilities to keep the costs lower.
- **Shared Housing:** With the steady trend of larger houses for fewer people, there is greater opportunity for shared housing arrangements, whereby non-related persons live together and share the housing costs.
- **Cottage Housing Developments (CHD):** Cottage housing developments have been proposed as one means of providing smaller detached housing in single-family neighborhoods.
- **Cluster Housing:** Cluster housing is an architectural/design technique used in urban settings to obtain high-density single-family units on small lots. This may include cluster housing around joint community areas.
- **Manufactured Housing:** Manufactured (mobile and modular) housing provides an established record of successfully addressing affordable housing needs. Manufactured homes may occur throughout the city in standard residential neighborhoods or in dedicated parks.
- **Mixed-Use Development:** Mixed-use developments integrate various land uses into a single development or district, such as office, commercial and residential buildings grouped together in a single building or around a single site. Mixed-use developments may offer more acceptable sites for higher density housing than established single-family neighborhoods. Mixed-use developments situated along transportation routes can help reduce reliance on private vehicles, provide housing opportunities for persons who require public transportation and may produce an income stream from commercial rents that help subsidize low-cost housing.



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- **Home Occupation / Live Work:** Another innovative housing concept is allowing expanded home occupations or live work arrangement, where the homeowner could maintain a business inside or separate from the home. Traditional home occupation rules require that all activity occur inside the home with strict limits on signing, appearance, etc. The newer concept would have a more mixed-use appearance where a professional office could occur on a first floor, with a residence occupying the balance of the building.

Administrative Procedures

- **Streamlined Approval Processing:** Holding costs are one of the hidden expenses in a housing development budget. They include the variety of costs involved in carrying a project through the development phase, such as insurance, office and staff, equipment, security patrols, landscape maintenance, the financing of land and construction, etc. Shorter approval periods translate into less expensive development costs. Many jurisdictions in Snohomish County are studying or have adopted a permit streamlining model developed by the Economic Development Council. It has proven successful in reducing the processing time for projects while ensuring compliance with development codes.
- **Priority Permit Processing:** Priority permit processing can reduce housing costs by minimizing the amount of time and expense involved in permit and approval processing. The more permits that receive priority attention however, the less valuable the incentive may become if the priority waiting line is as long as the normal waiting line. Priority processing is most effective when used selectively, such as an inducement to develop a particular type of housing the market is not currently producing. If priority processing is offered as an incentive to develop low-cost housing, the city should establish a means of ensuring the housing is actually occupied by persons in need of low-cost housing and the housing remains affordable for an extended period.
- **Impact Mitigation Payment Deferral:** Jurisdictions can minimize the effect of impact fees on market rate housing by deferring the collection of impact mitigation payments from the permit approval stage of development to either final project approval or occupancy. In Lake Stevens, for instance, school mitigation fees are deferred to the building permit stage, rather than at the subdivision phase. Deferring the collection of impact fees can reduce the developers finance costs.

Housing Production & Preservation Programs

- **Housing Preservation:** Existing housing often provides the best source of affordable housing. As such, preservation and enhancement of the existing stock must be a key element in a program for assuring affordable housing.



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- **Public Housing Authority:** While the city has not created its own housing authority, the Snohomish County Housing Authority, created pursuant to the enactment of the Housing Authorities Law in 1939 provides housing assistance within the city limits. The city is also member of the Alliance for Affordable Housing.

The housing authority is able to underwrite the cost of low-income housing development by a variety of means, including eligibility to administer HUD housing assistance programs and payment contracts, exemption from property taxes on housing authority facilities, and authority to issue tax-exempt bonds and low interest bond anticipation notes. Under state statute, bonds and other obligations of a housing authority are neither a debt of its respective city nor are cities liable for housing authority obligations.

- **Public Development Authority (PDA):** Jurisdictions interested in coordinating their initiatives in the areas of economic development, community revitalization, and low income housing may consider creating a public development authority (PDA) to achieve these ends. Under RCW 35.21.730-757, cities or towns to “improve general living conditions in the urban areas of the state” and “to perform all manner and type of community services” may create PDAs.

PDAs may exercise many of the powers of housing authorities, such as own and sell property, contract for services, loan and borrow funds, and to issue bonds and other debt instruments. Any property owned or operated by a PDA that is used primarily for low income housing receives the same exemption from taxation as the municipality that created it. By statute, all PDA liabilities must be satisfied exclusively from PDA assets and PDA creditors are denied any right of action against the municipality that created it.

- **Public and Nonprofit Housing Developers:** A less direct mode of involvement may be to establish cooperative arrangements with public or nonprofit housing developers to ensure adequate levels of low income or special needs housing is available in the community. In addition to the Everett and County housing authorities, there are ranges of practical housing development experiences that extend from the production of homeless shelters to special needs housing to low-rent senior housing and first-time homebuyer programs.

The city may encourage the production of these types of housing by committing land use incentives, modified development standards, surplus land, or financial resources to housing authority or nonprofit sponsored projects targeted for their jurisdiction.

- **Market Housing:** By far, private market housing provides the greatest number of dwelling units. The trends in new home prices have consistently demonstrated that the market housing more often than not is not attainable to many households. There is probably some legitimacy to the “trickle down” theory that while new homes are not affordable to many, those that move into them are likely to vacate a more affordable dwelling, therefore putting it on the market.



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GOALS AND POLICIES

GOAL 3.1 PROVIDE FAIR AND EQUAL ACCESS TO A RANGE OF HOUSING TYPES AND CHOICES TO MEET THE EXISTING AND PROJECTED HOUSING NEEDS OF ALL LAKE STEVENS RESIDENTS REGARDLESS OF INCOME LEVEL OR DEMOGRAPHIC STATUS.

Policies

- 3.1.1 Zone sufficient buildable lands to accommodate various types and densities of housing including single-family, manufactured housing, multifamily, mixed-use and accessory dwellings equitably and rationally distributed throughout the city.
- 3.1.2 Consider the cumulative impact of rezones land use policy decisions that may affect housing supply, affordability and changes to employment or residential capacity.
- 3.1.3 Allow diverse subdivision methods including short subdivisions, formal subdivisions, cluster subdivisions, planned residential developments and unit lot subdivisions to create buildable lots throughout the city.
- 3.1.4 Encourage the distribution of multifamily housing including but not limited to apartments, condominiums, townhomes and small multiplexes throughout the city in appropriate zoning districts and in mixed-use and commercial developments.
- 3.1.5 Permit manufactured homes in all residential zoning districts in the city.
- 3.1.6 Allow accessory dwelling units in all residential zones so long as the unit maintains an appropriate residential character and provides a quality living environment.

GOAL 3.2 INCREASE THE OPPORTUNITY FOR ALL RESIDENTS AND SPECIAL NEEDS POPULATIONS TO HAVE ACCESS TO AFFORDABLE, SAFE, AND SANITARY HOUSING.

Policies

- 3.2.1 Avoid concentration of special needs and affordable housing throughout the city. Some clustering of special needs and affordable housing may be appropriate within proximity to public transportation, medical facilities or other essential services.
- 3.2.2 Support land uses and development regulations designed to increase housing opportunities for current and future residents, seniors, disabled, or other special-needs populations in proximity to shopping, health care, services, recreation facilities and public transportation.



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- 3.2.3 Encourage a range of independent living, assisted living and skilled care facilities affordable to seniors and other special-needs residents at a variety of income levels throughout the city.
- 3.2.4 Balance the impacts to established neighborhoods when identifying and locating essential public facilities for special needs populations as identified in RCW36.70A.200.

GOAL 3.3 ENCOURAGE THE USE OF INNOVATIVE TECHNIQUES TO PROVIDE A BROAD RANGE OF INFILL HOUSING TYPES FOR ALL INCOME LEVELS AND HOUSING NEEDS.

Policies

- 3.3.1 ~~Consider~~ Allow innovative zoning regulations to encourage infill development, including small multiplexes, small lot single-family subdivisions, compact/cottage housing, manufactured housing, etc., with specific design considerations to ensure compatibility with the existing neighborhoods.
- 3.3.2 Consider innovative zoning regulations that allow flexibility in setback, lot coverage, parking and unit size standards along with density bonuses and tax incentives to promote the construction of affordable housing for low- and moderate-income households that do not adversely affect the general health, safety and welfare of the public.
- 3.3.3 Consider incentives for new housing developments that include a percentage of accessory dwelling units as part of the project.
- 3.3.4 Review the appropriateness of allowing innovative techniques that facilitate the creation of affordable housing, including but not limited to a housing trust fund, inclusionary zoning, design/regulation flexibility, impact fee waivers, and streamlined processing.
- 3.3.5 Encourage voluntary efforts to provide affordable housing within new multifamily and single-family housing developments.

GOAL 3.4 PROMOTE AN EFFECTIVE STREAMLINED PERMIT PROCESS

Policies

- 3.4.1 Implement regulations and procedures that provide predictability to applicants, and minimize review times for residential permit applications, while maintaining opportunities for meaningful public involvement and comment.



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- 3.4.2 Implement streamlined approval processing procedures, such as centralized counter services, continuing pre-application conferences, printed information summarizing building permit and approval requirements, area-wide environmental assessments, reducing the number of residential zoning districts, reducing complicated administrative procedures, concurrent permit and approval processing, fast-tracking routine applications, keeping permit and approval deadlines, and elimination of multiple hearings for a single project.
- 3.4.3 Encourage continuous review of existing and new development regulations to ensure a continued public benefit, adequate flexibility and minimization of housing costs.
- 3.4.4 Evaluate the use of various infrastructure funding methods including existing revenue sources, impact fees and local improvement districts and general obligation bonds to minimize housing productions costs.
- 3.4.5 Ensure impact fees for new housing reflect the proportionate share necessary to build infrastructure to support growth per Chapter 82.02 RCW.

GOAL 3.5 PROVIDE A BALANCED DEVELOPMENT PATTERN, WHICH PROMOTES PEDESTRIAN ACTIVITIES, A SENSE OF COMMUNITY AND SAFETY.

Policies

- 3.5.1 Promote residential development in areas that allow pedestrian access to commercial areas, employment, public transportation routes, schools, and park or recreational areas.
- 3.5.2 Develop and provide a range of housing options for workers, at all income levels, which promotes accessibility to jobs and provides opportunities to live in proximity to work.
- 3.5.3 Ensure that new development is consistent with citywide and applicable neighborhood goals and policies, including but not limited to sustainable site standards, landscaping requirements, building design guidelines and affordability to ensure new and existing neighborhoods and are attractive and safe places to live.
- 3.5.4 Prioritize funding transportation facilities, infrastructure, and services that explicitly advance the development of housing in designated growth centers.
- 3.5.5 Expand the supply and range of housing options, including affordable units, in in designated growth centers.



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- 3.5.6 Strive to provide housing in good condition, with high-quality designs, protections from noise, odors, and other environmental stresses.
- 3.5.7 Encourage the development of efficient and environmentally sensitive housing practices to minimize impacts to infrastructure and natural resources.

GOAL 3.6 PROMOTE MEASURES THAT WILL PROLONG THE USEFUL LIFE OF STRUCTURES.

Policies

- 3.6.1 Invest in infrastructure (storm drainage, street paving, and recreation) to support desired growth patterns and prevent depreciation of property values.
- 3.6.2 Implement an active code enforcement program to help motivate owners to repair and improve maintenance of their structures and avoid extensive deterioration of housing units.
- 3.6.3 Promote public and private home improvement grants and loans available from the utility companies, charitable organizations, and public agencies for housing repair and maintenance.
- 3.6.4 Support the preservation of existing subsidized, lower-cost and affordable housing.
- 3.6.5 Coordinate with neighborhood-based groups and volunteer organizations to promote rehabilitation and community revitalization efforts.

GOAL 3.7 ENCOURAGE INTERJURISDICTIONAL EFFORTS AND PUBLIC-PRIVATE PARTNERSHIPS TO ADVANCE THE PROVISION OF AFFORDABLE AND SPECIAL NEEDS HOUSING THROUGHOUT THE CITY AND REGION.

Policies

- 3.7.1 Promote housing strategies that address housing needs identified in the Snohomish County Countywide Planning Policies for creating affordable residences for all households.
- 3.7.2 Cooperate with Snohomish County, the Affordable Housing Alliance and other jurisdictions and housing agencies to coordinate a regional approach to funding and meeting the housing needs of Snohomish County.
- 3.7.3 Support housing legislation at the city, county, state and federal levels which promote the goals and policies of the Housing Element.



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- 3.7.4 Consider developing a comprehensive evaluation that measures the effectiveness of housing policies and regulations in meeting the housing needs for Lake Stevens.
- 3.7.5 Coordinate with Snohomish County on monitoring housing characteristics, needs and available buildable lands capacity.
- 3.7.5 Support housing goals that are consistent with Vision 2040 to accommodate needed housing and facilitate an equitable distribution of affordable housing.

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CHAPTER 4 ENVIRONMENT AND NATURAL RESOURCES

A VISION FOR THE ENVIRONMENT AND NATURAL RESOURCES

The city of Lake Stevens will provide effective and ongoing investment to ensure water quality and continued environmental stewardship for current and future generations by protecting fish and wildlife habitat, critical areas and open space corridors; conserving land, air, water and energy resources; and integrating the shoreline management of Lake Stevens into land use decisions.

INTRODUCTION

This chapter contains a basic description of the city of Lake Stevens' natural environment, its current condition, and recommendations for its protection and enhancement. This chapter also discusses current policies and regulations currently in effect to protect the local environment, including but not limited to critical areas regulations, best available science, shoreline management, tree retention and stormwater management. As part of the integrated SEPA/GMA approach to this update, this section also discusses how critical areas protection factors into the other elements of the Comprehensive Plan. Finally, this section provides a discussion related to reducing the impacts of climate change by encouraging sustainable development.

Significant habitat and green spaces remain within the city. Most recent housing developments have been required to dedicate Native Growth Protection Areas (NGPA) and other buffers around critical areas to assist in preserving their quality. The city also has tree retention regulations and innovative subdivision design regulations to protect these areas. The city also maintains a Shoreline Master Program that requires land use and environmental protections along the vast shoreline areas (Lake Stevens and portions of Catherine Creek and Little Pilchuck Creek and associated wetlands) within the city of Lake Stevens. Critical areas within shoreline jurisdiction are regulated under the Shoreline Master Program critical areas regulations.

The city adopted an updated Critical Areas Ordinance in 2008, which contains provisions for "Best Available Science" (BAS). BAS is a requirement of the GMA, and the city is using



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the Best Available Science Document prepared for the city by URS Consultants that reflects the unique environmental conditions in Lake Stevens.

PLANNING CONTEXT

State Planning

Under the Growth Management Act (GMA), jurisdictions must adopt policies to protect and enhance the environment and the quality of life. This includes protecting the quality of air and water and availability of water. This goal includes all actions made within urban and rural areas and affects all land use decisions made by the city, specifically those related to the preservation of critical areas and shoreline. The GMA also sets requirements to ensure the maintenance and enhancement of natural resource-based industries, such as fishing, forestry and agriculture. This requirement primarily affects regional and rural areas, but the city supports the position that natural resource industries should be maintained throughout Snohomish County through active stewardship and protection of resources.

Regional Planning

In addition to the GMA goals for environmental protection, enhancement and quality of life, Vision 2040 supports the protection and preservation of open spaces, natural resources, critical areas and endangered species through the implementation of regional and interdisciplinary strategies among local jurisdictions. It emphasizes establishing best management practices to preserve long-term integrity and productivity of resource lands including maintaining currently designated resources lands and ensuring compatibility with development on adjacent non-resource lands as well protecting habitats and opens spaces for ecological functions. Vision 2040 also encourages the private, public, and nonprofit sectors to incorporate environmental and social responsibility into their practices, highlighting the need for a clean and pollution free environment for all residents regardless of social or economic status. Finally, Vision 2040 sets goals for reducing climate change by promoting efficient land uses and transportation system, reducing energy consumption through conservation or efficiency. As noted above the city does not have active resource based uses within city limits, but does consider the effects of land use actions on open space and critical areas within the city limits through its development regulations. The city also coordinates with other jurisdictions and special interests group on environmental issues, facilities planning and transportation planning.

Countywide Planning

The Countywide Planning Policies (CPPs) for Snohomish County established a countywide framework for developing both county and city comprehensive plans. The role of the CPPs is to coordinate comprehensive plans of jurisdictions in the same county for issues affecting common borders. RCW 36.70A.100 requires that city and county comprehensive



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plans are consistent with each other, while also respecting the autonomy of cities to exercise their land use powers. The city will act as a steward of the natural environment by protecting natural systems, conserving habitat, improving air quality, reducing greenhouse gas emissions, and addressing climate change impacts. This environmental stewardship is balanced with a care for the economic and social needs of the community through the integration of PSRC and Commerce goals into policies designed to protect, enhance, and restore the environment.

Lake Stevens Planning

The city's Environment and Natural Resources Element considers the themes expressed in state, regional, and countywide plans. Specifically, the Environment and Natural Resource Element creates a balance between active environmental stewardship and the goals of addressing economic growth and providing a positive and vibrant development atmosphere. This balance has been achieved pursuant to a consolidation and update of the Goals and Policies section to ensure that the city is adequately protecting critical areas, implementing current NPDES regulations, protecting wildlife habitat, administering the Shoreline Master Program consistently, and providing residents of all social and economic statuses a healthy environment with minimal exposure to pollution.

DESCRIPTION OF PLANNING AREA AND NATURAL RESOURCES

The city of Lake Stevens UGA occupies a Pleistocene glacial terrace, rising east from the floodplain of the Snohomish River, in the foothills of the Cascades. Plateaus, steep ravines, wetlands, stream corridors, three drainage basins and Lake Stevens characterize the physical environment of the city. The city is located on a relatively level plateau, with minor variations in topography along the lakefront and other drainage basins. The city's central lake is the most prominent environmental feature in the community and is sensitive to the effects of urban development.

The Soil Survey conducted by the U.S. Soil Conservation Service includes detailed soil maps (Figure 4.2). Generally the resident soils in the area are suitable for urban development. Site-specific soils studies indicate many areas have relatively shallow soils above hardpan. While this may be helpful to provide a solid foundation for buildings, it limits infiltration of urban runoff.

The Lake Stevens UGA encompasses three major drainage basins: the Lake Stevens Drainage Basin, the Sunnyside Drainage Basin, and the Pilchuck Drainage Basin. All waters within the UGA eventually drain into Puget Sound, draining either directly into Ebey Slough or through the Pilchuck and Snohomish Rivers. The Lake Stevens Basin includes several streams: Kokanee (Mitchell) Creek, Stevens Creek, Lundeen Creek and the Lake Outflow Channel. Catherine Creek and the Little Pilchuck are the primary streams that flow into the



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Pilchuck system. Lands on the western side of Lake Stevens drain toward the Sunnyside system.

Surface Water – Lake Stevens, encompassing approximately 1,040 acres, is the most dominant physical feature within the city and it's UGA. The lake provides an obvious social, recreational, and aesthetic focal point for the community. It shapes the local microclimate and it is an important regional habitat for several fish, mammal, reptile, amphibian, and bird Species. The Lake and portions of Catherine Creek and the Little Pilchuck are subject to the Shoreline Management Act (SMA) and considered flood hazard zones.

Ground Water - the Snohomish County Public Utilities District No. 1 (PUD) provides drinking water to the UGA mostly from Spada Lake, however, the PUD operates a public well within the city to augment the water supply. A few residents use wells as their main source of drinking water. The aquifer for these wells is found in the northeastern corner of the city, generally under the industrially zoned area.) The depth of the aquifer is approximately 35-120 feet and most uses should not affect the water quality. The water quality is good if not overdrawn (whereupon iron may become a problem) and for most of the year does not require chlorination.

Fauna

Although much natural habitat has been lost to urbanization, the Lake Stevens area supports a variety of species of fish (salmon, trout, bass, catfish, perch, etc.), birds (waterfowl, songbirds, raptors and others), amphibians, reptiles, and insects and other invertebrates.

The state and federal governments list numerous species in the region as endangered, threatened or a candidate species including most notably different salmon species

Flora

The area supports deciduous and coniferous trees (Douglas fir, spruce, hemlock, cedar, alder, cottonwood, and maple) as well as native shrubs, herbs, grasses, and wetland plants.

Most of the habitats are disjointed and greatly impacted by urbanization, logging and agricultural activities. The city currently has a Tree Retention regulation that requires replacement trees lost to urban development at a 3:1 ratio. It also has regulations for critical areas and encourages innovative subdivision design (e.g. planned residential developments, cluster subdivisions, etc.) to protect environmental resources.

There are no areas within the city designated for resource extraction or cultivation.

Climate and Weather

Summers in Lake Stevens are mild and warm (average daytime temperature in the 70's) and winters are comparatively mild (average daytime temperature in the mid-40's). The



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frost-free period for the city generally begins in April and ends near the first of October. Precipitation is in the form of rain and snow, averaging 39 inches annually (average low of 1.1 inches in August to an average high of 5.9 inches during the winter months of November through December). Relative humidity is high due to the water influences. The prevailing wind is westerly or northwesterly most of the year.

Air Quality

The city of Lake Stevens coordinates with the Puget Sound Clean Air Agency (PSCAA) to ensure compliance with the Environmental Protection Agency's (EPA) Clean Air Act. The city requires PSCAA review of all demolition permit applications, in an effort to reduce levels of fine particulates and air toxics from construction site activity. The city also coordinates commercial building permit applications that propose emissions with PSCAA as a fellow project reviewer and (when applicable) as a SEPA lead. This public agency coordination moves the city towards its goal of improving air quality and playing an active role in reducing the impacts of climate change in the Puget Sound region.

Sustainability and Climate Change

Climate change is a global challenge, and the impacts of greenhouse gases affect every community. Many U.S. cities have adopted climate change policies in response to often inadequate federal-level action (Bushman, Peterman and Wolfram: 2007). The city of Lake Stevens is committed to addressing the central Puget Sound region's contribution to climate change by, at a minimum, complying with state initiative and directives regarding climate change and the reduction of greenhouse gases. The city will, in addition to consistent implementation of the Shoreline Master Program, the Critical Area's code in Chapter 14 LSMC, and inter-agency partnership, enact goals and policies that encourage a reduction in the use of pesticides and chemical fertilizers to improve both water and air quality. The city will take an active stewardship role in identifying and addressing the impacts of climate change by promoting the use of innovative, sustainable, and environmentally sensitive development practices, including design, materials, construction, and ongoing maintenance

Aquifer Recharge

Aquifer recharge is the movement of water from the ground surface (the unsaturated zone) to the saturated zone, and is vital for both effective water resource management and the continued functioning of the hydrologic cycle (Nimmo et. al.: 2005). Many land use actions have potential to affect both the quantity and quality of groundwater, including the application of fertilizers and pesticides, the addition of impervious surfaces, and demand from water from new residential and commercial development. A few residents in Lake Stevens draw water from wells whose aquifers are located in the northeastern corner of the city, and the quality is generally good if not overdrawn. The city will continue to



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prioritize the protection of aquifer recharge areas pursuant to application of impervious surface limitations for development, the requirement for stormwater systems that meet Department of Ecology standards, and robust protection of wetlands and other critical areas that provide invaluable functions in groundwater storage and recharge.

CRITICAL AREAS

In the city of Lake Stevens, critical areas as defined by the Growth Management Act (GMA: RCW 36.70A), include wetlands, fish and wildlife habitat conservation areas (including streams), frequently flooded areas and geologically hazardous areas. The GMA requires the city to adopt policies and implement development regulations to protect the functions and values of all identified critical areas. The city administers these regulations through Chapter 14.88 of the Lake Stevens Municipal Code (LSMC) and is charged with the responsibility to designate, classify and protect critical areas within the community.

Fish & Wildlife Conservation Area (streams and other water bodies)

Lake Stevens is the most visible and treasured water body within the city of Lake Stevens. The lake encompasses 1,040 acres, and provides not only recreational enjoyment but serves as an important regional habitat for several fish, mammal, reptile, amphibian and bird species. Stitch Lake is located in the southern part of the city, and encompasses approximately 95 acres. Lake Stevens and Stitch Lake and their shoreline-associated wetlands are subject to the Shoreline Management Act (SMA) and considered flood hazard zones. The Lake Stevens drainage basin encompasses a number of streams and creeks, including the Kokanee (Mitchell) Creek, Stevens Creek, Lundeen Creek, Catherine Creek, and the Little Pilchuck. These areas are home to priority habitats and species including Chinook, Coho Salmon, Bull Trout, Steelhead, the Northern Spotted Owl, and Marbled Murrelet.

Flood Hazard Areas

According to the Flood Insurance Rate Maps (FIRM) published by the Federal Emergency Management Agency (FEMA), areas prone to floods from a 100-year storm are limited to properties mostly fronting Catherine Creek and the lake. These areas are designated as Zone A flood hazard areas. Flooding in the downtown area has been observed when area wetlands, streams and ditches have more water than they can hold.

Geologically Hazardous Areas

The geologically recent retreat of glaciers from the Snohomish County landscape has left many steep hillsides which are susceptible to naturally occurring landslides, earthquakes, erosion, and other geological events. Steep slopes are present within the community



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adjacent to the western boundary of Lake Stevens, and within the northwestern portion of the city. Proposed developments within 200 feet of any area which is designated as geologically hazardous are subject to the requirement for a geological assessment that analyzes the potential impacts of said development on or off site.

Wetlands

Wetlands are fragile ecosystems which assist in the reduction of erosion, flooding, and ground and surface water pollution. Wetlands also provide an important habitat for wildlife, plants, and fisheries. Wetlands also provide invaluable functions in aquifer recharge and groundwater storage. Numerous wetlands have been identified in Lake Stevens and the UGA – some on a very general basis from aerial mapping; others have been precisely mapped where development has occurred over the past few years. Generally, as properties develop the wetlands are more accurately delineated and mapped. The city's local regulations must comply with both federal and state standards to encourage development that avoids or mitigates wetland impact, and discourage the alteration of land that results in significant degradation of wetlands.

Transfer of Development Rights

The City of Lake Stevens has conceptualized a Transfer of Development Rights (TDR) program to encourage density in key locations and limit development in environmentally critical areas. This program is expressed through the allowance of cluster subdivisions pursuant to Chapter 14.48 LSMC, allowing developers to take advantage of smaller lot sizes and retaining the environmentally sensitive portion of the subject parcel as a protected tract with no further development rights. LSMC 14.88.920 contains provisions for designating critical areas as sending and receiving districts.

SHORELINE MASTER PROGRAM

The city of Lake Stevens manages the shoreline environment through implementation of the Shoreline Master Program. The Washington State Shoreline Management Act (SMA), passed in 1971, provides guidance and prescribes the requirements for locally adopted Shoreline Master Programs. The SMA establishes a broad policy giving preferences to uses that:

- Protect shoreline natural resources, including water quality, vegetation, and fish and wildlife habitat;
- Depend on the proximity to the shoreline (i.e., “water-dependent uses”); and
- Preserve and enhance public access or increased recreational opportunities for the public along shorelines.



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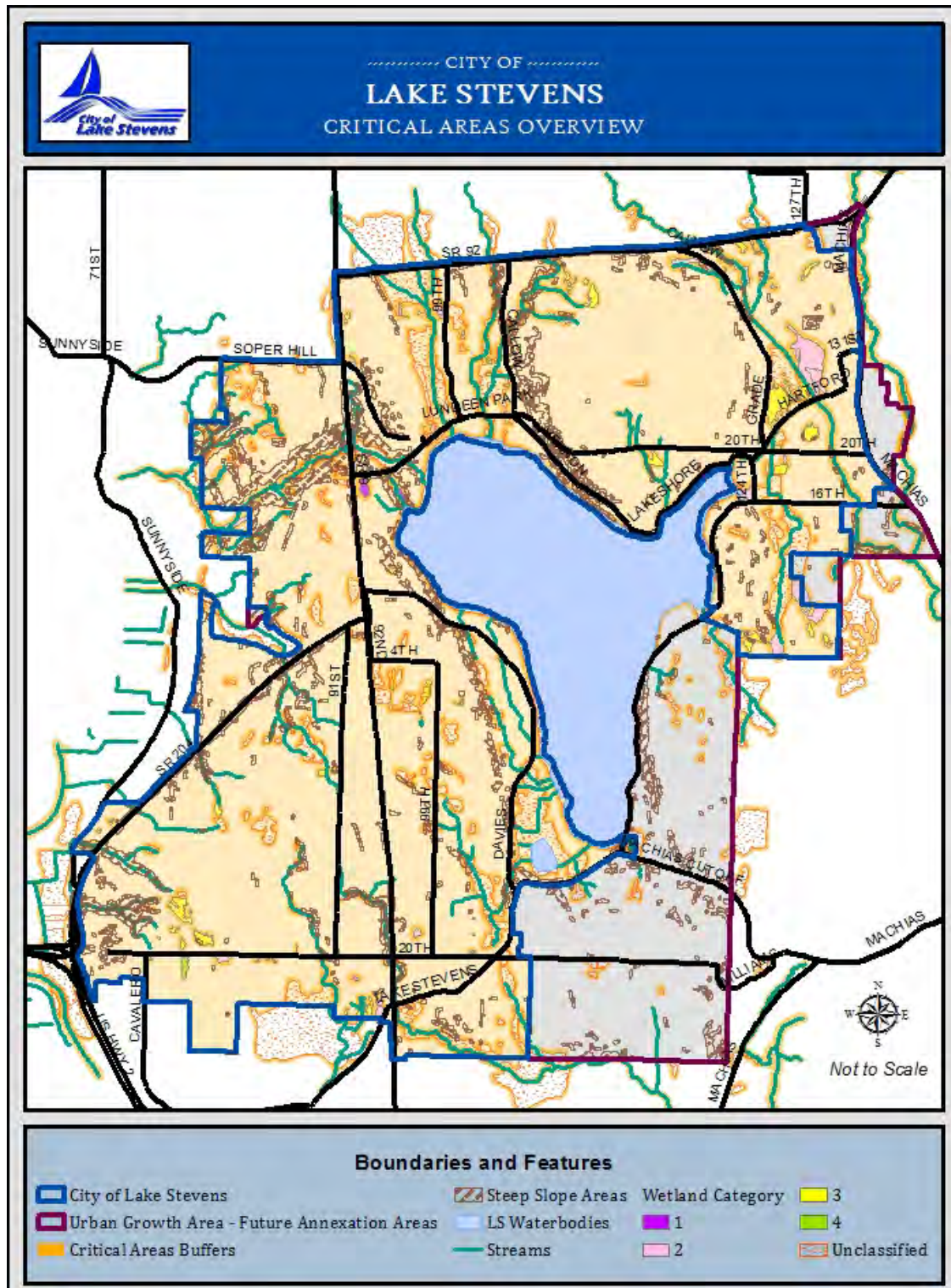


Figure 4.1 Critical Areas Overview



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The SMA establishes a balance of authority between local and state government. Under the SMA, Lake Stevens adopts a Shoreline Master Program that is based on state guidelines but tailored to the specific needs of the community. The program represents a comprehensive vision of how shoreline areas will be used and developed over time.

The city of Lake Stevens' identity is strongly influenced and defined by its setting around the lake. The lake provides varied recreational opportunities for residents and visitors. Therefore, the utilization, protection, restoration and preservation of the shoreline must be considered for all development within shoreline areas.

The city and Snohomish County share jurisdiction of Lake Stevens with the city regulating within city boundaries and the County within the southeast portion of the lake still within the Urban Growth Area. The city adopted Snohomish County's Shoreline Master Program in 1974. Over the almost four decades since the original adoption of a Shoreline Master Program, the lake front environment has substantially changed with additional single-family homes and subdivided lots, additional docks and bulkheads, and the loss of habitat along the shoreline. Impervious surfaces have increased both within the shoreline area and in adjacent watersheds, thus increasing surface water flows and impacting water quality and habitat for fish.

To address these changes, comply with the mandates of the Shoreline Management Act and enable the city to plan for emerging issues, the city initiated an extensive update of its Shoreline Master Program in 2009 with final adoption in 2014. The Program will preserve the public's opportunity to enjoy the physical and aesthetic qualities of Lake Stevens, Catherine Creek and Little Pilchuck Creek while protecting the functions of the shorelines so that at a minimum, the city achieves a "no net loss" of ecological functions as required for shorelines of the State.

GOALS AND POLICIES

GOAL 4.1: SUSTAIN ENVIRONMENTAL QUALITY THROUGH THE PRESERVATION AND CONSERVATION OF THE NATURAL ENVIRONMENT AND RESOURCES, AND REQUIRE DEVELOPMENT TO BE SENSITIVE TO SITE CHARACTERISTICS AND PROTECT NATURAL AND CULTURAL RESOURCES.

Policies

- 4.1.1 The city will continue to prioritize the protection of wetlands, streams and creeks, lakes and ponds, aquifer recharge areas, geologically hazardous areas (e.g., steep slopes and erosion areas), significant trees, fish and wildlife habitat areas and corridors, cultural resources, and frequently flooded areas through land use



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policies, regulations and decisions based on best available information and in coordination with state and regional priorities.

- 4.1.2 Promote the retention of significant trees during development.
- 4.1.3 Preserve existing vegetation as much as possible due to its vital role in maintaining wildlife habitat preventing additional storm water runoff or soil erosion from new developments.
- 4.1.4 Protect salmonid streams and natural drainage ways from adverse impacts of land development in order to maintain the stream flow regime necessary for continued life cycle activities, avoid unnatural bank or bed erosion and increased turbidity.
- 4.1.5 Allow density transfers as part of subdivisions on properties with critical areas from the critical area to the non-sensitive portions of the site.
- 4.1.6 Promote and encourage sustainable development through efficient land use, green building design, flexibility of design (Low Impact Development, cluster development) and water conservation.
- 4.1.7 Require all phases of conversion of forest lands to comply with the GMA, an issued Forest Practice Permit and be consistent with adopted critical areas regulations.
- 4.1.8 Adopt the 2012 DOE Stormwater Manual to comply with new stormwater NPDES regulations.
- 4.1.9 Use best management practices to ensure protection of water resources during and after construction, including bank stabilization techniques, site design, construction timing and practices, use of bio-engineering and current erosion and drainage control methods.
- 4.1.10 Protect native plant communities by encouraging management and control of non-native invasive plants, including aquatic plants. Environmentally sound methods of vegetation control should be used to control noxious weeds.
- 4.1.11 Encourage and support local community programs to enhance natural resources.
- 4.1.12 Minimize land clearing, soil disturbance, and non-point runoff affecting water quality, erosion, and sedimentation.
- 4.1.13 Promote retention of stormwater and encourage regional stormwater treatment solutions to maintain hydrological functions and water quality within ecosystems and watersheds.



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- 4.1.14 Minimize adverse stormwater impacts generated by the removal of vegetation and alteration of landforms.
- 4.1.15 Encourage and support the retention of natural open spaces or land uses, which maintain hydrologic function and are at low risk to property damage from floodwaters within frequently flooded areas.

GOAL 4.2: IMPLEMENT THE STATE SHORELINES MANAGEMENT ACT ALONG SHORELINES OF STATEWIDE SIGNIFICANCE IN THE CURRENT OR ULTIMATE CITY LIMITS OF LAKE STEVENS. PROTECT AND ENHANCE SHORELINE VISUAL AND PHYSICAL ACCESS CONSISTENT WITH PUBLIC TRUST DOCTRINE PRINCIPLES.

Policies

- 4.2.1 New development within shoreline jurisdiction shall meet the procedural, building and development land use requirements as consistent with the adopted Shoreline Master Program.
- 4.2.2 Promote development of convenient recreational opportunities, activities and public access to public shorelines as consistent with the adopted Shoreline Master Program.
- 4.2.3 Extend appropriate shoreline designations to areas within shoreline jurisdiction as they annex to the city.
- 4.2.5 Educate property owners within shoreline jurisdiction on the proper maintenance of docks and decks, grass and gardens, and driveways or cars to reduce the types of pollutants potentially reaching the lake or creeks as consistent with the adopted Shoreline Master Program
- 4.2.6 Recognize that the vast majority of shoreline property is in private ownership, and encourage the creation of easements to allow public access through donation or purchase, particularly in areas adjacent to publicly owned shorelines.
- 4.2.7 Acquire land for permanent public access to the water, and protect open space as consistent with the adopted Shoreline Master Program.
- 4.2.8 Consider the compatibility of proposed upland uses with those allowed in each adjacent shoreline environment as consider in RCW 90.58.340.



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- 4.2.9 Consider potential shoreline impacts from cumulative development actions of upland properties.
- 4.2.10 Provide for adequate access, utilities, and public services to meet needs for uses along the shoreline as consistent with the adopted Shoreline Master Program.

GOAL 4.3: PROTECT THE NATURAL ENVIRONMENT, SURFACE WATER AND GROUND WATER, AND AQUIFER RECHARGE AREAS, CONSERVE ALL CRITICAL AREAS, INCLUDING WETLANDS, SHORELINES, CREEKS/STREAMS, GEOLOGICAL HAZARD AREAS AND WILDLIFE HABITATS BY LOCATING DEVELOPMENT WITHIN GEOGRAPHICALLY SUITABLE AND GEOLOGICALLY STABLE AREAS, AND COORDINATE LOCAL DEVELOPMENT REGULATIONS WITH STATE AND FEDERAL POLICIES.

Policies

- 4.3.1 Review critical areas regulations which reflect the Best Available Science (BAS) pursuant to the GMA. These regulations must protect the functions and values of these areas and not unduly reduce property rights by requiring greater protection measures which offer diminishing beneficial returns.
- 4.3.2 Ensure compatibility of land uses with topography, geology, soil suitability, surface water, ground water, frequently flooded areas, wetlands, climate, and vegetation and wildlife.
- 4.3.3 Identify and protect wildlife corridors both inside and outside the UGA through crucial areas avoidance, protection, and mitigation.
- 4.3.4 Permit development, fill, or encroachments in floodways, frequently flooded areas, highly erodible areas, and other critical areas using Best Management Practices (BMP's) and Best Available Science (BAS).
- 4.3.5 Support wetlands protection through non-regulatory approaches such as the adopt-a-wetland conservation program and low impact development.
- 4.3.6 Work with the land trust and other similar organizations to protect wetlands and other critical areas.
- 4.3.7 Support the restoration of degraded shorelines and other critical areas to help minimize erosion, sedimentation and flooding.



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- 4.3.8 Protect natural drainage systems and courses associated with floodways, floodplains, or other areas subject to flooding.

GOAL 4.8: WORK WITH PUBLIC AGENCIES AND PRIVATE PARTNERS TO DEVELOP STRATEGIES TO PREPARE FOR AND MITIGATE POTENTIAL IMPACTS OF CLIMATE CHANGE, BOTH ON CITY GOVERNMENT OPERATIONS AND THE GENERAL LAKE STEVENS COMMUNITY.

Policies

- 4.8.1 Develop adaptive mitigation strategies that can be used by both the public and private sectors to help mitigate the potential impacts of new and ongoing development and operations.
- 4.8.2 Review comprehensive, strategic and specific plans to determine if city policies are appropriately targeted to prepare for and mitigate potential impacts of climate change.
- 4.9.2 Make energy efficiency a priority through retrofitting city facilities.
- 4.9.4 Conserve fossil fuels and support federal and state policies and legislation that will lead to the reduction of greenhouse gas emissions.
- 4.9.5 Develop adaptive land use and development policies that result in reduced greenhouse gas emissions for new development and redevelopment.
- 4.9.4 Monitor and evaluate opportunities to utilize state tools and resources to stay compliant with state environmental and energy strategies.

Chapter 5: Parks, Recreation & Open Space Element





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CHAPTER 5: PARKS, RECREATION, AND OPEN SPACE ELEMENT

A VISION FOR PARKS

The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens. □

INTRODUCTION

Public parks, recreational facilities and open spaces improve the quality of life for community residents by providing areas for families and friends to socialize. Parks and open spaces create natural buffers between neighborhoods and create functional corridors for humans and wildlife throughout the urban environment.

The Parks, Recreation and Open Space Element of the Comprehensive Plan “Park Plan” establishes specific goals and policies that will help guide decision-making related to acquisition, development and improvement of facilities and lands. The Park Plan contains an inventory of the city's current parks, recreation facilities and open spaces; analyzes the city's ability to provide adequate parks, open space, and recreation services; sets service standards and guidelines; and identifies implementation strategies.

PLANNING CONTEXT

State Planning

The Park Plan conforms to the Growth Management Act (GMA) (Chapter 36.70A RCW) and considers the planning criteria developed by the Washington State Recreation and Conservation Office (RCO).

The GMA includes several sections relating to parks, recreation, and open spaces:

- RCW 36.70A.020(9) establishes a planning goal to “Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.” Capital improvements are included within the definition of “Public Facilities.”



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- RCW 36.70A.030 (Mandatory Element). Cities may impose impact fees for the provision of Public Facilities (including publicly owned parks, open space and recreation facilities) (RCW 36.70A.040, RCW 82.02.050). Impact fees must be based on demands on existing facilities by new development, and additional improvements required to serve new development (RCW 82.02.090).
- RCW 36.70A.070(8) requires a park and recreation element, which is consistent with the capital facilities plan element as it relates to park and recreation facilities. Furthermore, this section states, “The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.”
- RCW 36.70A.150 states jurisdictions shall identify lands useful for public purposes and includes recreation.
- RCW 36.70A.160 requires jurisdictions to “identify open space corridors within and between urban growth areas. They shall include lands useful for recreation, wildlife habitat, trails, and connection of critical areas as defined in RCW 36.70A.030.”

Regional Planning

[The regional perspective for parks and recreation emphasizes identifying availability of lands and opportunities for parks and co-location of facilities, such as schools and parks in support of its growth strategy including links between open space and neighborhoods.](#)

Countywide Planning

[In its General Policy Plan, Snohomish County sets goals and policies for countywide parks and recreation facilities. The county’s plan emphasize the implementation of state state and regional standards and guidance. Some of the primary goals include providing access to diverse, sustainable effective and efficient services, programs and facilities; maintaining a level of service tied to growth; preserving cultural and historic resources; and coordination with other agencies.](#)

Lake Stevens Planning

The Park Plan [incorporates the state, regional and countywide perspectives and](#) includes the planning elements (listed below) as recommended by the RCO, which ensures continued eligibility for grant funds administered by that agency:

- Inventory,
- Public Involvement,
- Demand & Need Analysis,
- Goals & Objectives,
- Capital Improvement Program (six year plan for acquisition, development, renovation, & restoration projects), and
- Plan Adoption.



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FACILITY CLASSIFICATIONS, CHARACTERISTICS AND INVENTORY

There are many reasons for governments to provide parks, open space, recreational opportunities, cultural amenities, and trails for their citizens. Parks offer innumerable physical and psychological benefits by providing safe places for the community to exercise, recreate, meditate, and generally escape daily pressures. The city of Lake Stevens has a variety of parks ranging from small mini-parks serving a block or two to community parks designed to provide recreational opportunities to the city and beyond. In addition, special use and school parks, open spaces, and trails expand the variety of recreation areas available to the community. The inventory of parks, open spaces, and trails includes a mix of city and county facilities. Table 5.1 provides a brief description of the facilities, within or adjacent to the city of Lake Stevens, and describes the various park classifications; provides descriptions for each classification; and lists typical sizes, amenities and community service areas.

Table 5.1 – Park, Recreation & Open Space Classifications and Characteristics

TYPE	TYPICAL SIZE	DESCRIPTION & TYPICAL AMENITIES	TYPICAL AREA SERVED
Community Park	> 10 acres	Informal, formal, active, & passive recreation parks that serve a community with a mix of features (e.g., playgrounds, landscaping, picnic areas, trails, sports fields, structures, parking, special features, permanent restrooms, etc.)	Within 2.5 miles of residential areas
Neighborhood Park	≤ 10 acres	Informal, active, & passive recreation areas that serve adjacent residential neighborhoods that provide multi-use areas with a mix of playgrounds, landscaping, picnicking, trails, single or small sports fields, parking, restrooms, etc.	Within 1 mile of residential areas
Mini-Park	≤ 1 acre	Small public/private areas including playgrounds, landscaping, plazas, and picnic benches that serve the needs of the immediate neighborhood or commercial district	Within 1/2 mile of residential or commercial areas
School Parks	Varies	Playfields, playgrounds, sports & recreation facilities located at schools, distributed throughout the City, that may substitute for other park types and compliment the City's inventory	Varies
Special Use Parks & Facilities	Varies	Any public or private park or facility providing a unique experience or specific recreation need and/or commercial purpose distributed throughout the city	Varies



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Trails & Pedestrian Facilities	Varies	Soft surface or paved trails, walking paths, sidewalks or multi-use trails for walking, hiking, and bicycling distributed throughout the city	1 multi-use trail w/in 1 mile of residential areas
Open Space	Varies	Low intensity and passive recreation areas such as Native Growth Protection Areas, greenbelts, or undeveloped areas distributed throughout the city	Varies, based on resource availability

Inventory of Facilities

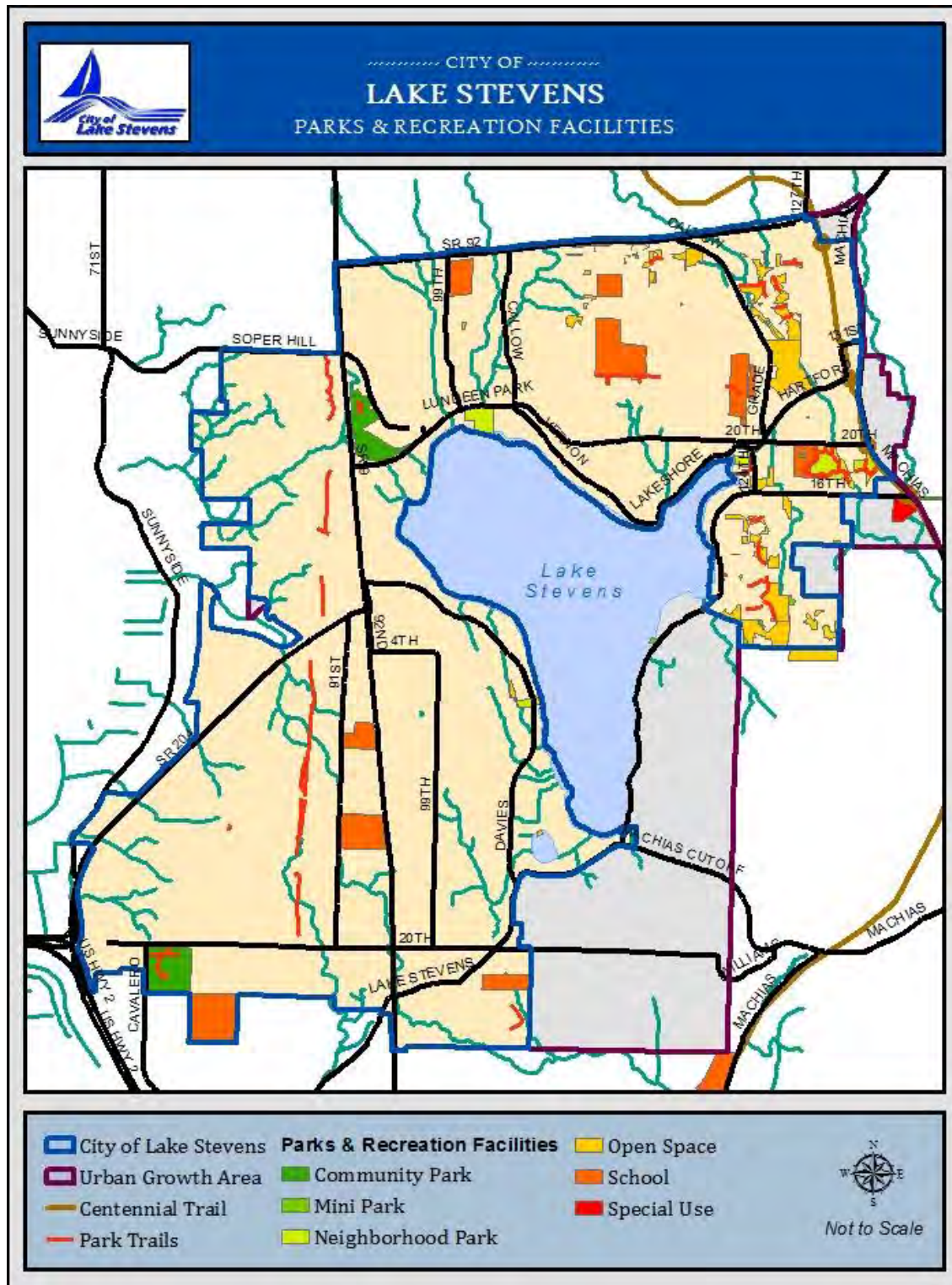
The following section includes an inventory of the parks, open space tracts, recreational facilities, and cultural programs and facilities found within or near the city. The city has approximately 146 acres of public parks, 10 acres devoted to special uses, 122 acres of open space and approximately seven miles of the Centennial trail (adjacent to or within city limits) in addition to approximately five miles of park trails. The numbers include city and county facilities (mini-parks, neighborhood parks and community parks), special use parks, trails and open space (undeveloped property and Native Growth Protection Areas). In addition to the public facilities described, there are approximately 145 acres of private parks and open spaces and an additional three miles of private trails that complement the city's inventory. Different homeowner's associations are responsible for these facilities created during the subdivision process for specific neighborhoods.

Community Parks

Community parks have the largest service area and attract citizens from across the community. A large size and variety of amenities characterize community parks. These parks provide a mix of informal, active, and passive recreation areas with permanent facilities. Community Parks are generally at least 10-acres, but must be large enough to provide room for multiple uses such as sports fields, a recreation center, and group-use shelters alongside large open areas and playgrounds. Community parks should provide easy vehicular and pedestrian access to park users from the street network, sidewalks and bike lanes with dedicated parking areas. Community parks may benefit from multijurisdictional cooperation for facility planning, development and maintenance.



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Figure

5.1 – Lake Stevens Parks & Recreation Facilities



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Cavalero Community Park – The park is located off 20th Street SE, in the southeastern part of the city. Because the park has a large undeveloped area and is located within the city of Lake Stevens, the city and Snohomish County are preparing to revise the master plan for this facility through a joint planning effort in the near future. Currently Cavalero has an off-leash dog area and undeveloped open space.



Eagle Ridge Park — City Council adopted the Eagle Ridge Park Master Plan in 2010. The plan includes a capital cost estimate and a schedule to implement the Master Plan in three phases over a 10-15 year period. The master plan includes details for park development and proposed amenities and recreational opportunities. The overall vision for the park is that of an ‘outdoor classroom’ with both passive and active recreational activities that embrace and enhance the natural beauty of this park. Eagle Ridge currently houses the Lake Stevens Senior Center, soft trails, and open spaces. This park is notable for its eagle habitat. The master plan for this park envisions picnic shelters; a community garden; amphitheater; interconnected trails and educational features such as an interpretive center, outdoor classrooms and interpretive signage. The plan promotes the use of Low Impact Development in design and construction.





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Lake Stevens Community Athletic Park

LSC Park, east of the city limits, is a 43-acre Snohomish County park. This park provides the largest athletic complex near Lake Stevens with baseball/softball fields, soccer fields and basketball courts. LSC Park also includes a picnic shelter, playground, walking path, permanent restrooms and landscaping.



Table 5.2 – Community Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER/BENCHES	PLAYGROUND	TRAIL/PATHWAY	BASKETBALL	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	VIEW CORRIDOR	RESTROOMS	COMMUNITY CENTER	OPEN SPACE	LANDSCAPING	OTHER
Cavalero Community Park	2032 79th Ave SE	Snohomish County	32.93			X				X			X		X
Eagle Ridge	2424 Soper Hill Road	City of Lake Stevens	28.20			X				X		X	X		X
Lake Stevens Community Park	1601 North Machias Rd	Snohomish County	43.24	X	X	X	X	X	X		X		X	X	
Total Acres			104.37												

As shown in Table 5.2, Lake Stevens Community Park provides the widest variety of recreational and active amenities. However, once Eagle Ridge and Cavalero parks are completed, each park will diversify the overall profile for community-level parks and contribute a unique set of amenities.



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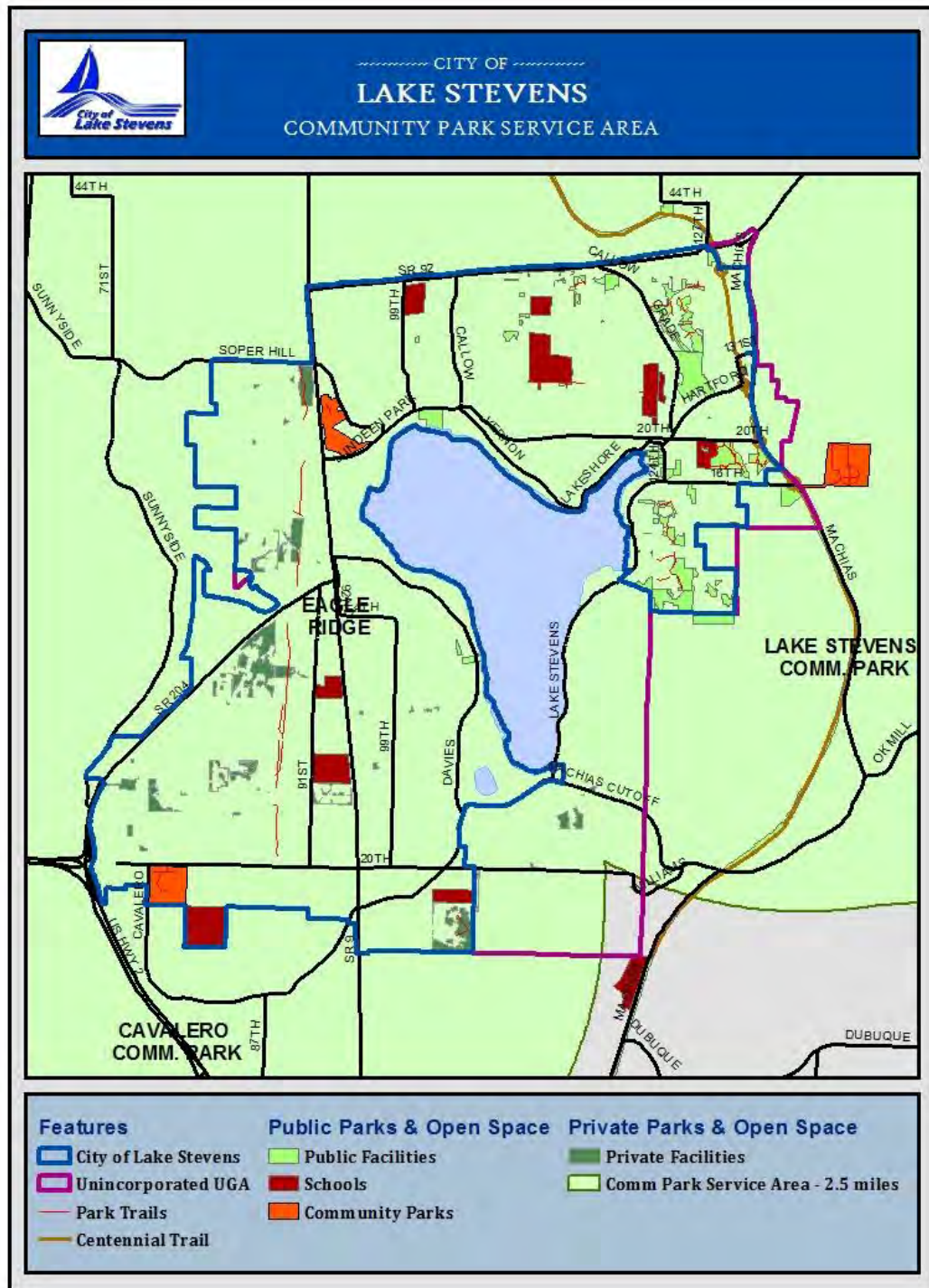


Figure 5.2 – Community Park Distribution

Planning efforts for these parks should build on the unique characteristics of the site and address underrepresented or community preferred recreational uses. Figure 5.2 illustrates the



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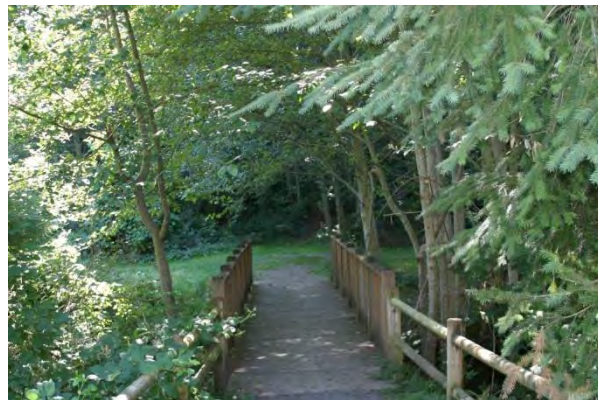
distribution of community parks within and adjacent to Lake Stevens. As shown, there is a small gap, in the service area, located in the southeastern border of the Urban Growth Area. This small gap creates a minor divergence from the service standard for community parks. This gap may need to be addressed in the future if opportunities arise to provide additional meaningful recreation lands in the vicinity. It is more important to assure that Eagle Ridge and Cavalero parks provide a mix of high-quality recreational amenities, as they develop.

Neighborhood parks

Neighborhood parks are the “backbone” of the city’s parks inventory. These parks offer common gathering sites for social interaction, physical activity and play to residents from contiguous neighborhoods or a larger service area depending on amenities provided. Neighborhood parks should be located in highly visible and centralized locations that provide convenient and safe access for vehicles, pedestrians and bicyclists.

This park type often incorporates passive and active recreational opportunities as well as provides multi-purpose facilities. Neighborhood parks should include permanent restrooms and parking areas.

Catherine Creek Park – An eight-acre community park, which the city leases from the Lake Stevens School District. This park is located adjacent to Mount Pilchuck Elementary School, between 20th Street NE and 16th Street NE. The park is maintained primarily as a “natural” park with a network of trails, access to Catherine Creek, and picnic facilities. It also includes a unique disc golf course, installed and maintained by the community in 2000.



Centennial Woods Park — A 6.3 acre passive recreation park purchased in 1997 through the Snohomish County Conservation Futures grant program. This park includes trails through the site, which connect the Centennial Trail to Catherine Creek Park (with an eye on an eventual connection to downtown).

Lundeen Park – A nine-acre multi-use park located south of Lundeen Parkway at 99th Avenue NE. Facilities include a public pier, 500 feet of shoreline, swimming area, two basketball courts, a children's playground and a tot lot (Sarita’s Playground), interpretive



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stations along a salmon-spawning creek, a caretaker's residence, public restrooms, a rinse-off shower, a covered picnic area, and 98 parking spaces. The Lake Stevens Chamber of Commerce has a Visitor Center at the park.



North Cove Park – A four-acre waterfront park located at the extreme northeast end of the lake. Access is available to downtown Lake Stevens, next to the City Hall complex. The park has a 250-foot municipal boardwalk/pier (interpretation, fishing & picnicking, but no boat access), picnic tables, and two horseshoe pits. Parking facilities are shared with the City Hall complex. The city is currently planning for future expansion and development of the park.



Wyatt County Park – A three-acre regional park, formerly known as Davies Beach, located four miles from downtown, across the lake, on Davies Road. Facilities include a public boat launch, a dock (for boats), a fishing pier, a swimming area, restrooms, picnic tables, and 80 parking spaces. This park is especially busy during summer weekends.



As shown in Table 5.3, Lundeen Park provides the widest variety of amenities, notably beach access, picnic facilities and playgrounds. Both Centennial Woods and Catherine Creek provide good locations to expand nature trails and

add permanent restrooms and parking areas. Many people consider North Cove Park the “heart of downtown”. This Park should undergo a master planning effort to complement the



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“Downtown Plan” when completed. All of the neighborhood parks could expand playground facilities and add small athletic components. North Cove and Lundeen parks should continue to promote and develop water-related activities.

Table 5.3 – Neighborhood Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER / BENCHES	PLAYGROUND	TRAIL / PATHWAY	BASKETBALL	BEACH / SWIMMING	DOCK	BOAT LAUNCH	VIEW CORRIDOR	RESTROOMS	OPEN SPACE	LANDSCAPING	OTHER
Catherine Creek	12708 20th St NE	Lake Stevens School District	16.55	X		X							X		X
Centennial Woods	131st Dr NE	City of Lake Stevens	6.02			X							X		
Lundeen Park	10108 Lundeen Parkway	City of Lake Stevens	10.05	X	X		X	X	X		X	X		X	X
North Cove	Main St & North Lane	City of Lake Stevens	2.28	X		X			X		X			X	X
Wyatt Park	20 South Davies Rd	Snohomish County	2.48	X				X	X	X	X	X		X	X
Neighborhood Parks Total Acres			37.37												

Figure 5.3 illustrates the distribution of neighborhood-level parks within Lake Stevens. As shown, there are gaps in the services area in the southern and western part of the city. To provide equity of distribution, the city should concentrate on acquiring lands in the southern part of the city for additional neighborhood parks as opportunities arise. The gap in the western part of the city is smaller and not as crucial, as two large private parks and an informal trail network provides some recreational outlets for the neighborhoods west of SR-9.



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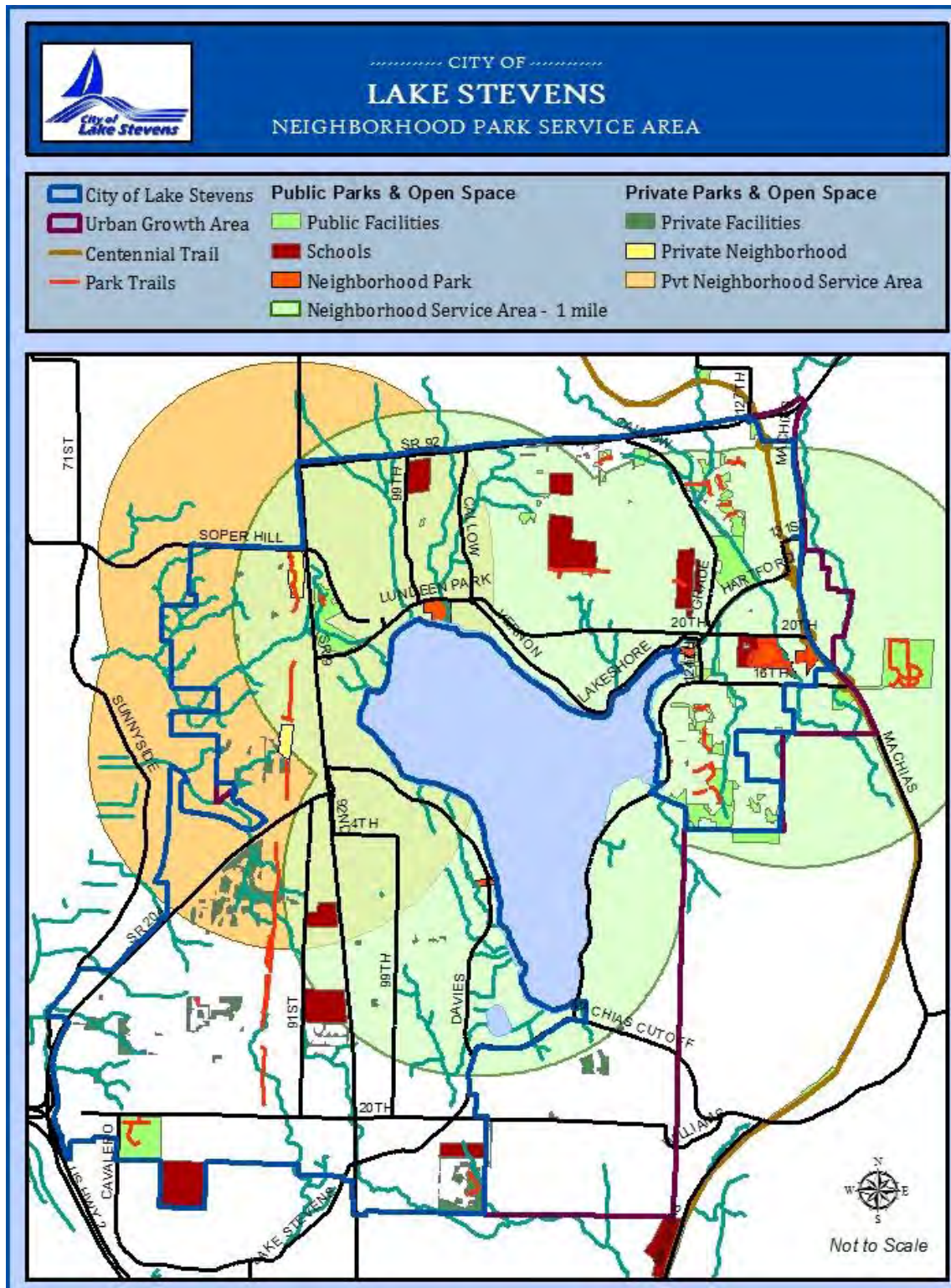


Figure 5.3 – Neighborhood Park Distribution



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Mini-Parks

Mini-parks often referred to as “pocket parks” or “tot lots” are the smallest recreation sites within the park inventory. Mini-parks may be public or private. Many were created with neighborhood subdivisions. Mini-parks should be easily accessible to surrounding neighborhoods or within commercial centers. Ideally, mini-parks connect neighborhoods or commercial centers by paths, trails, sidewalks, bikeways, or greenways.

Kid's Oasis Playground – A 0.5-acre playground located on the grounds of Mt. Pilchuck Elementary School. This park was built in 1992 as a community volunteer project, with help from individuals, businesses, the city, and the Lake Stevens School District. The playground is a "fantasy-style" wooden castle. Parking is available in the school parking lot. Children and parents use the playground throughout the year.

North Lakeshore Swim Beach – A popular 0.5-acre waterfront park providing lake access for summertime swimmers on North Cove. This park is located approximately 0.2 miles west of downtown on North Lakeshore Drive. Facilities include 560 square feet of useable beach, a 600 square foot municipal swimming dock, a portable restroom, and 10 parking spaces.



Sunset Beach – This is a 0.25-acre, County-owned, waterfront park whose primary use is water access and picnicking. It is located 0.3 mile south of downtown on East Lake Stevens Road. Facilities include a public dock, picnic tables, and six parking spaces. This park is especially busy during the summer season.

North Lakeshore and Sunset Park provide parallel amenities, while Kids Oasis provides the largest community playground, as shown in Table 5.4. In addition to the public mini-parks there are approximately 18 acres of private mini-parks.



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Table 5.4 – Mini-Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER/BENCHES	PLAYGROUND	TRAIL/PATHWAY	BEACH/SWIMMING	SOFTBALL/BASEBALL	DOCK	VIEW CORRIDOR	OPEN SPACE	LANDSCAPING
Mini-Park – Public												
Kids Oasis	12708 20th St NE	Lake Stevens School District	0.36		X							
North Lakeshore Swim Beach	North Lakeshore Dr	City of Lake Stevens	0.71				X		X	X		
Sunset Park	410 E Lake Stevens Rd	Snohomish County	0.60	X			X		X	X		X
Mini-Park – Created w/ Subdivisions Dedicated to the Public												
Semi-Public Mini-Parks			3.26		X	X					X	X
Mini-Park Parks Total Acres			4.93									

The city will continue to promote mini-parks in new neighborhoods and commercial areas as they develop, especially where gaps exist in the city, as shown in Figure 5.4.

School Parks

School parks constitute ancillary facilities, complementing the community's inventory. School parks often provide recreational needs not available at other parks or provide similar functions as other park types. For example, elementary playgrounds provide a similar benefit to residential areas commonly met by mini-parks or neighborhood parks; whereas, middle schools and high schools may provide community-level or special-use park functions depending on available amenities. Because schools are typically located within residential neighborhoods, they are easily accessible and evenly distributed throughout the community. Additionally, school campuses provide area for sports activities, informal recreation uses, and potentially special activities.



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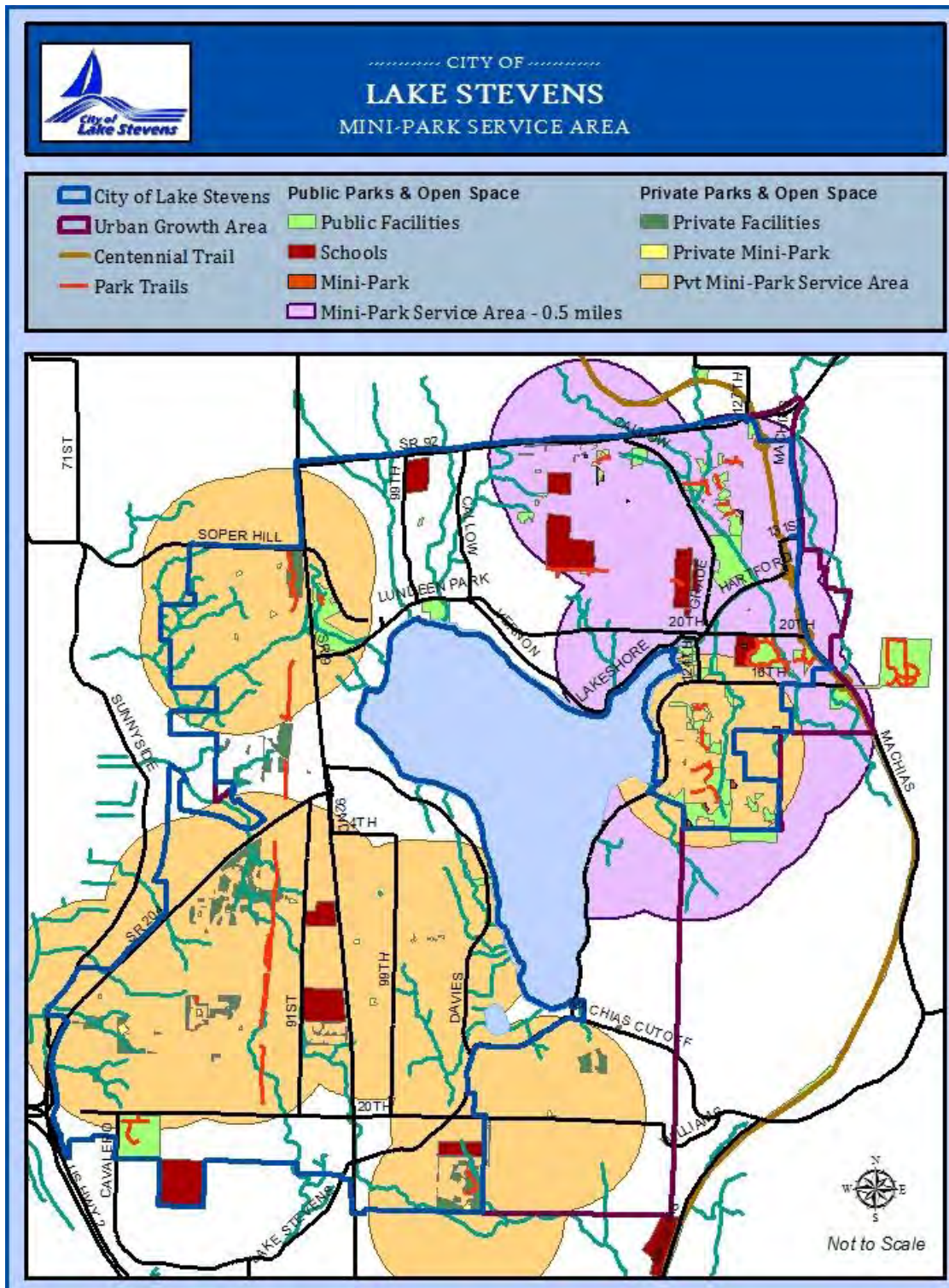


Figure 5.4 – Mini-Park Distribution



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The Lake Stevens School District (LSSD) owns the largest percentage of formal recreational/athletic facilities in the city. Many of the facilities are open to the public on a regular basis. The Park Plan promotes policies, which will allow the city to participate in jointly developing and managing parks and recreational facilities with the LSSD and other providers of leisure services to ensure efficient and effective use of the community's resources, avoiding redundant services and facilities.

As described in Table 5.5, the LSSD has six elementary schools – each has playground facilities and a mix of other amenities. There are three middle schools, one mid-high school and a single high school. Each school contains a different mix of athletic fields and play courts. The high school also houses a swimming pool, open to the public, which functions as a special use site.

Table 5.5 – School Parks Inventory (LSSD)

FACILITY	LOCATION	PLAYGROUND	TRAIL/PATHWAY	BASKETBALL	TRACK	TENNIS	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	SWIMMING POOL	GYMNASIUM	OPEN SPACE
Cavelero Mid-High	8220 24th St SE		X		X	X	X	X		X	X
Centennial Middle	3000 S Machias Rd			X	X	X		X		X	X
Glenwood Elementary	2221 103rd Ave SE	X					X	X		X	X
Highland Elementary	3220 113th Ave NE	X					X	X		X	X
Hillcrest Elementary	9315 4th St SE	X		X	X			X		X	X
Lake Stevens High	2602 115th Ave NE				X	X	X	X	X	X	
Lake Stevens Middle/ Skyline Elementary	1031 91st Ave SE	X	X	X	X			X		X	X
North Lake Middle	2226 123rd Ave NE		X		X		X	X		X	X
Pilchuck Elementary	12708 20th St NE	X	X				X	X		X	X
Sunnycrest Elementary	3411 99th Ave NE	X	X	X						X	X



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Open Spaces and Natural Resources

Open spaces consist of undeveloped lands, passive recreation areas or Native Growth Protection Areas, both public and private. Open spaces allow residents to engage in low-intensity and passive recreation activities such as hiking and bird/wildlife watching, while protecting natural areas and resources. Typical amenities include soft trails, scenic views, boardwalks, interpretive signage and scenic views. Open space may provide habitat corridors for wildlife and links between neighborhoods for humans. Open spaces frequently buffer potentially incompatible land uses. Open space should be distributed throughout the city.

Currently, the land use code requires dedication of Native Growth Protection Areas on lands with critical areas such as wetlands, streams, and steep slopes during development. The city also requires the dedication or creation of open space as a condition of approval for some subdivisions and attached housing developments. These set asides form a large portion of the open space inventory for the city that must be managed cooperatively between the city, homeowners, homeowners' associations, other agencies and even non-profit land trusts.

The city has many natural resources with the primary resource being Lake Stevens, a 1,040-acre lake and its tributaries, which provide migration, spawning, and rearing habitat for resident and anadromous fish species. The city provides a variety of habitat niches for terrestrial and aquatic wildlife and birds, notably there are many Bald Eagles that live around the lake – the most famous pair named George and Martha live in Eagle Ridge Park. Public agencies own many of these open spaces; others are dedicated through the development process or as gifts from property owners. Generally, open spaces are located in critical areas and are retained in a natural state to protect the resource. In total, the city of Lake Stevens includes nearly 124 acres of public and semi-public open space and an additional 111 acres of privately held open space. Together these areas equal approximately four percent of the city. As previously noted, much of this property is within dedicated Native Growth Protection Areas. Open spaces with the potential for passive recreation uses are listed below.

Downtown Open Spaces – Approximately five acres of open space exist between 16th Street NE and 18th Street NE, in downtown Lake Stevens. This area could be developed into a natural classroom with interpretive information, and connected by trails, sidewalks, and boardwalks.



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Mill Cove Reserve Park – A one-acre passive recreation park purchased in 1997 through the Snohomish County Conservation Futures grant program. The wooded site is at the location of the historic Rucker Mill and contains wetlands and shorelands. From the site, one can see the pilings that supported the old mill over the lake. The city will continue to seek grant opportunities to finance trails, signage, and other passive recreation amenities.

Grade Road/Hartford Open Space – A 25-acre open space originally purchased as a potential municipal campus site located between Grade Road and Hartford Drive. The city has not officially incorporated this site into the open space inventory. However, this site has the potential for an additional natural area for fish and wildlife habitat protection and passive recreation. Appropriate development could include boardwalks and interpretive signage. Additionally, this site could be linked to other natural sites near downtown Lake Stevens.

Trails and Pedestrian Facilities

Soft surface and paved trails, walking paths, sidewalks and multi-use trails for walking, hiking, and bicycling make up the category of trails and pedestrian facilities. Paths and trails enhance connectivity between neighborhoods, parks, schools, transit facilities and commercial areas throughout the community and provide opportunities for alternative transportation. Recreational paths and trails can meander away from the road network, creating a focus on interacting with the natural or built environment. Sidewalks provide safe, direct routes between points along a road network.

Approximately five miles of public or semi-public trails exist in the city. Many of the shorter trails link road segments. Some of the newer subdivisions include soft trails within the outer portions of critical area buffers or as paths between different areas. One trail circumscribes the western and southern borders of the high school property. Two miles of trails meander through Catherine Creek Park. Gravel trails leading through Centennial Woods Park connect Catherine Creek Park to the Centennial Trail. There is also a network of informal trails in the power line corridor, located in the western portion of the city. Over time, the city should look for opportunities to enhance and connect these trails into an organized network throughout the city.

The Snohomish County Centennial Trail skirts the eastern city limits, 1.7 miles of which are within the city. Nearly seven miles of the Centennial Trails is adjacent to the city between Centennial Middle School and the Rhododendron Trail Head.

CITY OF LAKE STEVENS
OPEN SPACE & TRAIL DISTRIBUTION

Legend:

- City of Lake Stevens (Blue outline)
- Urban Growth Area (Purple outline)
- Public Parks & Open Space (Light Green)
- Public Facilities (Red)
- Schools (Red)
- Public Open Space (Orange)
- Private Parks & Open Space (Dark Green)
- Private Facilities (Yellow)
- Pvt Open Space (Yellow)
- Trails (Green line)
- Private (Yellow line)
- Public (Red line)
- Centennial Trail (Brown line)

Map Labels: SUNNYSIDE, SOPER HILL, LUNDSBY PARK, LAKES FORE, CHIAS CUTOFF, MACHIAS, 71ST, 91ST, 101ST, 121ST, 14TH, 16TH, 20TH, 24TH, 28TH, 32ND, 36TH, 40TH, 44TH, 48TH, 52ND, 56TH, 60TH, 64TH, 68TH, 72ND, 76TH, 80TH, 84TH, 88TH, 92ND, 96TH, 100TH, 104TH, 108TH, 112TH, 116TH, 120TH, 124TH, 128TH, 132ND, 136TH, 140TH, 144TH, 148TH, 152ND, 156TH, 160TH, 164TH, 168TH, 172ND, 176TH, 180TH, 184TH, 188TH, 192ND, 196TH, 200TH, 204TH, 208TH, 212ND, 216TH, 220TH, 224TH, 228TH, 232ND, 236TH, 240TH, 244TH, 248TH, 252ND, 256TH, 260TH, 264TH, 268TH, 272ND, 276TH, 280TH, 284TH, 288TH, 292ND, 296TH, 300TH, 304TH, 308TH, 312ND, 316TH, 320TH, 324TH, 328TH, 332ND, 336TH, 340TH, 344TH, 348TH, 352ND, 356TH, 360TH, 364TH, 368TH, 372ND, 376TH, 380TH, 384TH, 388TH, 392ND, 396TH, 400TH, 404TH, 408TH, 412ND, 416TH, 420TH, 424TH, 428TH, 432ND, 436TH, 440TH, 444TH, 448TH, 452ND, 456TH, 460TH, 464TH, 468TH, 472ND, 476TH, 480TH, 484TH, 488TH, 492ND, 496TH, 500TH, 504TH, 508TH, 512ND, 516TH, 520TH, 524TH, 528TH, 532ND, 536TH, 540TH, 544TH, 548TH, 552ND, 556TH, 560TH, 564TH, 568TH, 572ND, 576TH, 580TH, 584TH, 588TH, 592ND, 596TH, 600TH, 604TH, 608TH, 612ND, 616TH, 620TH, 624TH, 628TH, 632ND, 636TH, 640TH, 644TH, 648TH, 652ND, 656TH, 660TH, 664TH, 668TH, 672ND, 676TH, 680TH, 684TH, 688TH, 692ND, 696TH, 700TH, 704TH, 708TH, 712ND, 716TH, 720TH, 724TH, 728TH, 732ND, 736TH, 740TH, 744TH, 748TH, 752ND, 756TH, 760TH, 764TH, 768TH, 772ND, 776TH, 780TH, 784TH, 788TH, 792ND, 796TH, 800TH, 804TH, 808TH, 812ND, 816TH, 820TH, 824TH, 828TH, 832ND, 836TH, 840TH, 844TH, 848TH, 852ND, 856TH, 860TH, 864TH, 868TH, 872ND, 876TH, 880TH, 884TH, 888TH, 892ND, 896TH, 900TH, 904TH, 908TH, 912ND, 916TH, 920TH, 924TH, 928TH, 932ND, 936TH, 940TH, 944TH, 948TH, 952ND, 956TH, 960TH, 964TH, 968TH, 972ND, 976TH, 980TH, 984TH, 988TH, 992ND, 996TH, 1000TH, 1004TH, 1008TH, 1012ND, 1016TH, 1020TH, 1024TH, 1028TH, 1032ND, 1036TH, 1040TH, 1044TH, 1048TH, 1052ND, 1056TH, 1060TH, 1064TH, 1068TH, 1072ND, 1076TH, 1080TH, 1084TH, 1088TH, 1092ND, 1096TH, 1100TH, 1104TH, 1108TH, 1112ND, 1116TH, 1120TH, 1124TH, 1128TH, 1132ND, 1136TH, 1140TH, 1144TH, 1148TH, 1152ND, 1156TH, 1160TH, 1164TH, 1168TH, 1172ND, 1176TH, 1180TH, 1184TH, 1188TH, 1192ND, 1196TH, 1200TH, 1204TH, 1208TH, 1212ND, 1216TH, 1220TH, 1224TH, 1228TH, 1232ND, 1236TH, 1240TH, 1244TH, 1248TH, 1252ND, 1256TH, 1260TH, 1264TH, 1268TH, 1272ND, 1276TH, 1280TH, 1284TH, 1288TH, 1292ND, 1296TH, 1300TH, 1304TH, 1308TH, 1312ND, 1316TH, 1320TH, 1324TH, 1328TH, 1332ND, 1336TH, 1340TH, 1344TH, 1348TH, 1352ND, 1356TH, 1360TH, 1364TH, 1368TH, 1372ND, 1376TH, 1380TH, 1384TH, 1388TH, 1392ND, 1396TH, 1400TH, 1404TH, 1408TH, 1412ND, 1416TH, 1420TH, 1424TH, 1428TH, 1432ND, 1436TH, 1440TH, 1444TH, 1448TH, 1452ND, 1456TH, 1460TH, 1464TH, 1468TH, 1472ND, 1476TH, 1480TH, 1484TH, 1488TH, 1492ND, 1496TH, 1500TH, 1504TH, 1508TH, 1512ND, 1516TH, 1520TH, 1524TH, 1528TH, 1532ND, 1536TH, 1540TH, 1544TH, 1548TH, 1552ND, 1556TH, 1560TH, 1564TH, 1568TH, 1572ND, 1576TH, 1580TH, 1584TH, 1588TH, 1592ND, 1596TH, 1600TH, 1604TH, 1608TH, 1612ND, 1616TH, 1620TH, 1624TH, 1628TH, 1632ND, 1636TH, 1640TH, 1644TH, 1648TH, 1652ND, 1656TH, 1660TH, 1664TH, 1668TH, 1672ND, 1676TH, 1680TH, 1684TH, 1688TH, 1692ND, 1696TH, 1700TH, 1704TH, 1708TH, 1712ND, 1716TH, 1720TH, 1724TH, 1728TH, 1732ND, 1736TH, 1740TH, 1744TH, 1748TH, 1752ND, 1756TH, 1760TH, 1764TH, 1768TH, 1772ND, 1776TH, 1780TH, 1784TH, 1788TH, 1792ND, 1796TH, 1800TH, 1804TH, 1808TH, 1812ND, 1816TH, 1820TH, 1824TH, 1828TH, 1832ND, 1836TH, 1840TH, 1844TH, 1848TH, 1852ND, 1856TH, 1860TH, 1864TH, 1868TH, 1872ND, 1876TH, 1880TH, 1884TH, 1888TH, 1892ND, 1896TH, 1900TH, 1904TH, 1908TH, 1912ND, 1916TH, 1920TH, 1924TH, 1928TH, 1932ND, 1936TH, 1940TH, 1944TH, 1948TH, 1952ND, 1956TH, 1960TH, 1964TH, 1968TH, 1972ND, 1976TH, 1980TH, 1984TH, 1988TH, 1992ND, 1996TH, 2000TH, 2004TH, 2008TH, 2012ND, 2016TH, 2020TH, 2024TH, 2028TH, 2032ND, 2036TH, 2040TH, 2044TH, 2048TH, 2052ND, 2056TH, 2060TH, 2064TH, 2068TH, 2072ND, 2076TH, 2080TH, 2084TH, 2088TH, 2092ND, 2096TH, 2100TH, 2104TH, 2108TH, 2112ND, 2116TH, 2120TH, 2124TH, 2128TH, 2132ND, 2136TH, 2140TH, 2144TH, 2148TH, 2152ND, 2156TH, 2160TH, 2164TH, 2168TH, 2172ND, 2176TH, 2180TH, 2184TH, 2188TH, 2192ND, 2196TH, 2200TH, 2204TH, 2208TH, 2212ND, 2216TH, 2220TH, 2224TH, 2228TH, 2232ND, 2236TH, 2240TH, 2244TH, 2248TH, 2252ND, 2256TH, 2260TH, 2264TH, 2268TH, 2272ND, 2276TH, 2280TH, 2284TH, 2288TH, 2292ND, 2296TH, 2300TH, 2304TH, 2308TH, 2312ND, 2316TH, 2320TH,

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The trail stretches between the city of Arlington to the north and the city of Snohomish to the south. The trail is planned to extend from the southern Snohomish/King County line to the northern Snohomish/ Skagit County line. The trail serves pedestrians, bicyclists, skaters, and equestrians.

Figure 5.5 provides an overview of public and private open spaces and trail locations within or near the city.

Special Use Parks & Facilities

Special use parks may be any park type or facility (private or public) with a specialized amenity that provides a unique experience, particular sport or activity and may provide a revenue income. Special use parks may include boat launches, cultural facilities, community centers, recreation centers/facilities or public art. Commercial enterprises geared toward the lake such as non-motorized uses or the Centennial Trail could complement the city's inventory of special use facilities. The size of these facilities varies depending on the proposed use and available amenities. Special use parks should be distributed throughout the city. Because demand for special use facilities is generated from within and outside the City limits, the city, County, and other recreation providers should cooperate on locating special use sites.

Bonneville Field Ball Park – A three-acre baseball field, which also provides informal trailhead parking for the Centennial Trail, is located at the intersection of 16th Street NE and Hartford-Machias Road. The Lake Stevens Junior Athletic Association operates this site. Facilities include a baseball diamond and approximately 35 parking spaces. The park is used primarily by organized little league teams during the summer.

City Boat Launch – A one-acre public boat launch and parking lot, with 30 spaces, is located on the eastern shore of North Cove. Access is from 17th Place NE, off Main Street. The Washington State Department of Fish and Wildlife owns this site and leases it to the city. Most users are boaters, anglers, and jet-skiers launching their watercraft. Use is heaviest on summer weekends.



Community Center – Within the City Hall complex is a 1,800 square foot meeting/activity hall with a small (<150 square foot) kitchen. The Center is used for public meetings, activities, and classes. The Center is available for rent by the public for specific activities.



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Grimm House – The historic Grimm House, associated with the Rucker Mill, is located next to the Historical Museum and serves as an adjunct to the museum. Through volunteer efforts, the house has been relocated and renovated.

Historic Sites – The potential for historic sites in Lake Stevens is excellent because of the city's rich past linked to logging and railroads, evident in remains around the lake. For example, the concrete footing of the water tower serving the Rucker Brothers' Saw Mill is still located in North Cove Park. There are also trestle remains from the mill operations, in the lake, dating back to the turn of the century.

Lake Stevens Historical Museum – Adjacent to the Lake Stevens branch of the Sno-Isle Regional Library is the 1,600 square foot Lake Stevens Historical museum. The museum houses permanent and rotating exhibits illuminating the town's history, the Society's office, and a 1,000-piece historical photograph collection. The Lake Stevens Historical Society, formed in 1982, operates this museum. The Lake Stevens Historical Society is a group of about 150 individuals dedicated to preserving community history through the collecting of information and artifacts and educating the public.

Lake Stevens Senior Center – The Lake Stevens Senior Center, located at Eagle Ridge Park, welcomes all older adults to share in fellowship, classes and social events in the Lake Stevens area. The Senior Center is in a 2,800 square foot building with a commercial kitchen, dining/multi-purpose room, barrier-free bathrooms, office space and additional class and meeting rooms.

Lochsloy Field – The Lake Stevens School District owns this 15-acre site, located north of SR-92, between Lake Stevens and Granite Falls. Facilities include a baseball diamond, numerous soccer fields and a large parking area. Organized league teams use the park primarily during the summer.

Sno-Isle Regional Library, Lake Stevens Branch – The city owns a 2,500 square foot building at 1804 Main Street that serves as a library. The Sno-Isle Libraries provide library services to the community here. The building's size limits the possibility of increasing the collection, adding computer access and increasing programming. Based on current activity levels and 2025 population projections for the Lake Stevens area, Sno-Isle Libraries estimates a need for a 15,000 square foot facility.





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Table 5.6 lists some well-known and popular special use sites and facilities.

Table 5.6 – Special Use Inventory

FACILITY	LOCATION	OWNER	ACRES	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	DOCK	BOAT LAUNCH	SWIMMING POOL	VIEW CORRIDOR	OTHER
Bonneville Field	1530 N Machias Road	Snohomish County	7.32		X					X
City Boat Launch	North Drive	WA Dept of Fish & Wildlife	0.89			X	X		X	X
Community Center/City Hall	1805 Main Street	City of Lake Stevens	0.58							X
Grimm House	1804 Main Street	City of Lake Stevens	0.60							X
Library / Historic Society	1804 Main Street	City of Lake Stevens	0.25							X
Lochsloy Field	6710 147th Ave NE	Lake Stevens School District	15.17	X	X					
Special Use Parks Total Acres			24.81							

Recreation Programs, Events and Special Providers

Aquafest – Lake Stevens’ annual city celebration usually held in July. It includes an aqua-run, children’s activities, fireworks, vendor booths and several parades.

Ironman Triathlon – Lake Stevens hosts an annual World Qualifying Triathlon event with competitors swimming, running and bicycling through Lake Stevens.

Lake Stevens Boys and Girls Club – A one-acre property located at the intersection of 16th Street NE and Main streets. Clubs, Inc., a non-profit organization composed of representatives of the Lake Stevens’ Lions Club and the Lake Stevens Junior Athletic Association (LSJAA), owns this property. The Boys and Girls Club includes a recently remodeled building, gymnasium and a small meeting room (50-60 person occupancy) available for rent. This room is available for no cost to service clubs and scout troops. The



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property also includes a baseball diamond (Bond field), used for youth team sports, and storage/concession area, operated and maintained by LSJAA, behind the gymnasium. Approximately 75 parking spaces are available on the property.

Lake Stevens Junior Athletic Association (LSJAA) – A non-profit youth organization, the LSJAA organizes seasonal teams for baseball, softball, soccer, football, and basketball. User fees fund LSJAA programs.

Lake Stevens School District – The LSSD offers evening and weekend classes in sports, hobbies, job skills, continuing education, and other recreational classes. The LSSD operates the indoor swimming pool. The LSSD Community Education program currently provides recreation and leisure service programming, such as summer youth recreation programs and adult programs in the fall, winter, and spring.

Rowing Clubs – Different rowing clubs use Lake Stevens frequently, hosting several large regattas on the lake, including the Washington State Games, and offer competitive rowing opportunities for juniors and adults.

Scouting, 4-H, Church Youth Programs, Other Special Interest Groups – All the scouting organizations are represented in Lake Stevens, as well as 4-H. Additionally, many of the churches have youth programs.

FUTURE NEEDS AND LEVELS OF SERVICE

Methodology and Public Process

The city has traditionally based its level of service for parks and recreation facilities on an overall population ratio. Under this model, using the 2012 population estimate of 29,104, the city provides approximately five acres of developed or planned parkland per 1,000 residents. Comparatively, this is within the level of service ranges provided by neighboring communities. As a first step to providing an adequate land supply, setting a broad population-based goal is acceptable. However, there are inherent problems with this method. The city and its UGA have a limited amount of large usable lands remaining. As the city's population grows, it is not likely that it can continue to acquire a larger inventory of new parkland. Secondly, a population-based model ignores access to different types of parks, special features and an equitable distribution throughout the community. Finally, this older method does not inform a jurisdiction on the city's satisfaction with individual facilities, the inventory as a whole or identify preferences for specific types of amenities.

The current needs assessment and proposed service standards seek to address the deficiencies of the previous model. First, the city developed a park classification system previously described in Table 5.1. Second, the city completed an updated inventory of public and private facilities. The inventory categorized the facility by its classification, included



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current acreage and identified specific amenities available at each location. Third, the city proposed new level of services standards and mapped the distribution of different park facilities throughout the community based on the defined levels of service. The maps include an overall park distribution and individual distribution of different park types to determine access to residential areas. Fourth, the city developed and distributed a parks and recreation survey. The survey contained questions related to demographics, access to facilities, facility use & preferences, community desires, satisfaction and potential funding sources. Staff distributed the survey by direct mailing to a random sample population, posted it on the city's website and circulated at city events and meetings during the summer of 2013. Fifth, the Park and Recreation Planning Board held several regular meetings throughout the year and hosted two open houses, at different venues, to reach different city residents. The first open house included a presentation focusing on the current facility inventory and proposed changes to the level of service. The second open house was an informal "meet and greet" allowing Park Board members and staff to discuss parks and recreation issues directly with the public. Staff also briefed the Planning Commission and City Council about the project throughout 2013 at open public meetings. Finally, staff refined the earlier elements based on survey responses and comments from the community and city officials to develop the proposed model.

Level of Service Standards and Goals

The level of service standard (LOS) for park facilities are based on residential access and equitable distribution of facilities to different park types and trails community wide. The LOS standard for community parks is one park within 2.5 miles of residential areas. The LOS standard for neighborhood parks is one park within one mile of residential areas. The service goal for mini-parks (public and private) is one mini-park within 0.5 miles of residential areas. The LOS standard for multi-use trails is one trail within one mile of residential areas. The LOS standard for open space is five percent of the community. Within each facility, the city will strive to maintain a mix of amenities that reflect community use preferences as defined in the most current Lake Stevens Parks and Recreation Survey.

Needs Assessment

Survey respondents suggested that community and neighborhood level parks should receive the highest priorities. Some of the most popular uses included walking/hiking, picnicking, beach/dock use, and swimming. Some of the most desired improvements include walking, hiking and multi-use trails, picnic areas, public docks, a community garden, playgrounds, a skate park, and improved restrooms. Overall respondents claim to be somewhat satisfied with the facilities and amenities. The most common complaint was a perceived lack of amenities. Respondents identified the cost of park maintenance and land for additional access as major issues to be resolved. Popular funding sources include public and private partnerships and user fees.



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Through a process of applying the adopted parks and open space LOS standards, reviewing the current inventory and analyzing the 2013 Community Survey a clear picture of the city's needs for public park and recreation facilities emerges. Four main categories comprise the current needs assessment: Planning, Acquisition, Site Development and Improvements & Maintenance. Each element provides the basis for developing a capital improvement plan. Decision-makers should prioritize the selection of capital projects based on gaps in the service for different park types, distribution of amenities throughout the park network, community preferences, opportunities, and likelihood of partnerships with other jurisdictions or private groups.

Park Planning

To improve existing recreational facilities and design new facilities, the city needs to develop master plans for specific uses and existing parks, in addition to new facilities added to the inventory. Master plans should consider the distribution of existing inventoried facilities and identify locations for improving and developing preferred uses and amenities from the community survey. Specifically, new master plans should consider opportunities to add playgrounds, picnic areas, permanent restrooms and active recreation areas including the location of a permanent skate/BMX park. Additionally master plans should identify potential locations for additional trails and shoreline acquisition and development.

The following list includes a series of proposed planning efforts, based on responses from the community survey, to implement the Park Plan.

1. Coordinate with Snohomish County to plan park facilities jointly within or adjacent to the city. A specific example for a capital project would be developing a coordinated master plan for Cavalero Community Park. This project would meet the identified preference for development of community level parks. This site should include a more formal trail network and could continue to include an off-leash dog area. A master plan for Cavalero should provide a formal parking area, restrooms, playgrounds, scenic views, picnic areas, and consider the inclusion of some type of active recreation amenity.
2. Craft a master plan for trails emphasizing formalizing the power line trail system into a multi-use trail, developing a lakefront path within the public right-of-way along Lake Stevens that provides pedestrian access to the waterfront at various locations and creating trail links between the western and eastern portions of the city, ultimately linking to downtown and the Centennial trail. Survey respondents identified walking paths and multi-use trails as preferred uses consistently throughout the community survey.
3. Develop a master plan to improve North Cove Park that addresses the need for additional beach access, playgrounds, picnicking, restrooms, etc. – all of which are community-preferred improvements. A master plan for North Cove Park should parallel downtown planning efforts.



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4. Develop a master plan for non-motorized uses of the waterfront including swimming areas, beach use, rowing/paddling and public docks/piers. Improved shoreline access and a variety of water-related activities are important identified issues by residents. This project should be coordinated with a variety of user groups and stakeholders.
5. Prepare an open space plan for the various downtown shoreline, wetland, and riparian open spaces (e.g., Mill Cove Reserve, 16th and 18th Street wetlands and Grade Road open space) with an emphasis on low impact development, interpretative education and linkages. The community identified habitat protection and development of interpretive sites as an important goal for the community parks, recreation and open space system.
6. Produce a park wayfinding program, to identify the locations of parks and recreational facilities throughout the community. A wayfinding program would be crucial to providing a uniform image and highlighting existing and proposed site improvements.

Acquisition

Based on the distribution of park facilities and survey responses, the city should identify opportunities to acquire the following lands to meet the recreational needs of city residents. Decision-makers should include one or more of these potential acquisitions as placeholders on the capital program list to act on as opportunities are identified.

1. The city should identify locations for two new public neighborhood level parks in the southern part of the city, near 20th Street SE. Acquisitions should include one park on each side of SR-9 to ensure equity of distribution. It is advisable to provide one park on the northern side of 20th Street SE that can be accessed on foot or park from the numerous developments occurring in this area.
2. The city should identify a location for a public neighborhood level park in the central part of city - west of SR-9. As noted earlier, acquisition of public property in this vicinity is important, but is secondary to acquiring lands in the southern part of the city because of the two large private parks in this area.
3. The city should identify locations for additional shoreline properties on Lake Stevens. Shoreline acquisition should consider expansion of current properties, a balance distribution of access points on all sides of the lake, lands that can provide a mix of active and passive recreation activities and linear access tracts for trails, paths and view corridors.
4. Rights-of-way/easements for multi-use trails, pedestrian paths and sidewalks throughout the city with an emphasis on a lakefront locations, the power line corridor in the western part of the city and east/west connections to the Centennial Trail and downtown.



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Site Development

Some projects are ready for immediate implementation and construction. Decision-makers should give these projects a high-priority for inclusion on the capital project list. As the city completes other master plans, Council should consider adding these as future capital projects.

1. Complete construction of Eagle Ridge Master Plan's Phase 1 improvements (e.g., roofing garage and barn, vegetation maintenance, landscaping, community garden, trail development, interpretive signs, interpretation center, etc.) and start construction of Phase 2 improvements (e.g., restroom facilities and trailhead parking area, etc.) and Phase 3 improvements (e.g. playgrounds, parking lot, picnic shelter, amphitheater, etc.
2. After acquisition of right-of-way/easements, the city should begin constructing the power line trail in phases.

Park Improvements / Maintenance

Several projects do not need significant planning, but will help implement community desires and preferences and should be included on the capital project list. Such projects involve maintenance, repairs or improvements to existing facilities. Many of these projects could be completed through cooperative efforts between the city and stakeholder groups. Specific examples for consideration as a capital project follow.

1. Repair existing soft trails at Catherine Creek Park and Centennial Woods. This may include clearing brush and installing new surface materials on trails. The city should endeavor to define trailheads and install location and wayfinding signage between the two sites. As appropriate, city staff could install additional amenities at these sites including formal seating areas and picnic facilities along with restroom facilities.
2. Coordinate with user groups to repair and improve the disc golf course in Catherine Creek Park.
3. Construct a pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE terminating at land dedicated to the city for creating a new trail connection. The project would include improvements along Hartford Drive NE such as directional signage, striping and other safety features. The new trailhead should include landscaping, a paved trail connection, signage and possibly a seating area. If space is available, the site could include parking spaces for one or two cars.
4. Coordinate with the Washington Department of Fish and Wildlife on necessary repairs and improvements to the city boat launch. Improvements may include repairs to the boat launch, parking area, and addition of non-motorized launch.



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Capital Projects

An analysis of existing conditions and projected needs in the previous section highlighted the areas of concern and opportunities for Lake Stevens. The Capital Facilities Element contains a strategy for achievement of the city's goals in light of the existing conditions in the city and identified needs. Capital projects will be prioritized based on the survey result preferences, needs assessment, levels of service, and relationship to economic development opportunities. The following list of different project types should be considered for inclusion in the Capital Facilities Element.

Planning Project No.1 – Cavalero Community Park Master Plan Joint Planning

Total Cost: \$10,000

Target Start Date: 2014

Description: Coordinate with Snohomish County on its planning efforts for Cavalero Community Park to ensure it provides city preferred recreation amenities. Park master planning to be completed in 2015. Development of initial phases to begin in 2016.

Proposed Funding Sources: Local Contributions, Impact fees

Location: 20th Street SE and 79th Ave SE

Justification: This project would meet the identified preference for developing community level parks.

Planning Project No.2 Wayfinding Plan

Total Cost: \$20,000

Target Start Date: 2015

Description: Produce a park wayfinding program in conjunction with economic development efforts to create a standard package for locating parks and recreational facilities and identifying amenities throughout the community.

Proposed Funding Sources: Impact fees

Location: Citywide

Justification: A wayfinding program would be crucial to providing a uniform image and highlighting existing and proposed site improvements to support economic development.

Planning Project No.3 Trails, Paths and Pedestrian Facilities Master Plan

Total Cost: \$15,000

Target Start Date: 2015

Description: Master plan for trails, paths, and pedestrian facilities identifying appropriate connections and engineered details for various trail types with an emphasis on trail connections, the power line trail, and a path around the lake.



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Proposed Funding Sources: Impact fees, Development

Location: Citywide

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Planning Project No.4 Downtown Open Space Master Plan

Total Cost: \$30,000

Target Start Date: 2015

Description: Open space plan for various downtown open spaces including shoreline, wetland, and riparian areas. The plan would include environmental analysis, identify appropriate connections between areas, develop interpretive information and provide engineered details for boardwalks, viewing areas and signage.

Proposed Funding Sources: Impact fees, Grants

Location: Mill Cove Reserve, Grade Road Open Space, Wetlands between 16th Ave NE and 18th Ave NE

Justification: This project would meet the identified preference for balanced habitat protection and development of interpretive sites as an important component in the community parks, recreation and open space system.

Acquisition Project No.1 Lakeside Path Right-of-Way/Easement Acquisition

Total Cost: \$1,610,066

Phase 1 (Northern Section approximately 3,800 linear feet) – \$237,382

Phase 2 (Eastern Section approximately 3,600 linear feet) – \$222,684

Phase 3 (Western/Southern approximately 18,000 linear feet) – \$1,150,000

Target Start Date: 2015-2034

Description: Purchase rights-of-way/easements for walking paths around the lake.

Proposed Funding Sources: Local Contributions, Impact fees, Grants

Location: Road network around Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Acquisition Project No.2 Neighborhood Park Acquisition

Total Cost: \$317,671

Phase 1 (Southwest Lake Stevens between 5 – 10 acres) – \$158,835

Phase 2 (Southeast Lake Stevens between 5 – 10 acres) – \$158,835



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Target Start Date: 2019 - 2024

Description: Identify locations for and acquire lands for two neighborhood level parks in the southern part of the city. Acquisitions should include one park on each side of SR-9 to ensure equity of distribution.

Proposed Funding Sources: Impact fees

Location: Southern part of the city, near 20th Street SE

Justification: This project would meet the Level of Service standard for access and distribution of neighborhood level parks.

Acquisition Project No.3 Shoreline Acquisition

Total Cost: \$1 – 1.5 million

Target Start Date: 2014-2019

Description: Identify locations for and acquire shoreline property that can provide a balance mix of water related activities around Lake Stevens.

Proposed Funding Sources: Impact fees, Grants

Location: Lake Stevens

Justification: This project would meet the identified preference for acquisition and development of additional shoreline properties as an important part of the community parks, recreation and open space system.

Acquisition Project No.4 – Power Line Trail Right-of-Way/Easement Acquisition

Total Cost: \$838,200

Phase 1 (Northern Portion approximately 6,350 linear feet) – \$419,100

Phase 2 (Southern Portion approximately 6,350 linear feet) – \$419,100

Target Start Date: 2020-2025

Description: Purchase rights-of-way/easements for multi-use trails in the power line corridor.

Proposed Funding Sources: Impact fees, Grants

Location: Power line corridor in the western part of Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Development Project No.1 – Complete Phases 1 and 2 of the Eagle Ridge Master Plan

Total Cost: \$911,922

Phase 1 – \$80,712



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Phase 2 – \$271,205

Phase 3 – \$560,005

Target Start Date: 2015-2020

Description: Construct remaining improvements identified as Phase 1 improvements and then begin construction of Phase 2 and Phase 3 improvements identified in the Eagle Ridge Master Plan.

Proposed Funding Sources: Impact fees, Development

Location: Eagle Ridge Park

Justification: This project would meet the identified preference for developing community level parks.

Development Project No.2 Power Line Trail Construction

Total Cost: \$1,341,660

Phase 1 (Northern Segment construct approximately 6,350 linear feet) – \$699,960

Phase 2 (Southern Segment construct approximately 6,350 linear feet) – \$641,700

Target Start Date: 2025-2034

Description: Construct multi-use trail along utility corridor.

Proposed Funding Sources: Impact fees

Location: Power line corridor in the western part of Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Improvement Project No.1 Hartford Road Walking Path/Trail Head

Total Cost: \$41,173

Target Start Date: 2014

Description: Improve the pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE and construct a new trailhead at the intersection of Hartford Road and 131st Ave NE.

Proposed Funding Sources: Mitigation, Grants

Location: Hartford Drive NE between 20th Street NE and 131st Ave NE

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Improvement Project No.2 – Catherine Creek and Centennial Woods Trail Improvements



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Total Cost: \$15,206

Phase 1 (Catherine Creek approximately 4,460 linear feet) – \$11,097

Phase 2 (Centennial Woods approximately 1,127 linear feet) – \$4,110

Target Start Date: 2020

Description: Improve existing soft trails at Catherine Creek and Centennial Woods.

Proposed Funding Sources: Impact fees, Local Contribution

Location: Catherine Creek and Centennial Woods Parks

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Improvement Project No.3 – City Boat Launch Improvement

Total Cost: \$527,000

Target Start Date: 2016

Description: Construction of a fully renovated boat launch along with development of associated amenities to modernize the site, improve public safety and enhance access for all users.

Proposed Funding Sources: Washington State Recreation and Conservation Office Grant and park mitigation

Location: Lake Stevens Town Center on the lake's North Cove off 17th Place NE

Justification: This project would meet the identified preference for improved boat launching facilities and increased site usability and safety for all boaters.

Financing

Parks and recreation facilities users do not necessarily recognize political boundaries; therefore, it is imperative that jurisdictions plan for and provide recreation facilities to meet the needs of the community jointly. Recognizing this fact also allows a more efficient system to be established using scarce tax dollars to provide for the recreational needs of regional populations. For example, it is more efficient to build a swimming pool between two jurisdictions where demand exists than to build two separate pools three blocks from each other simply because each city feels that tax dollars should be spent in individual communities. The city should continue to place emphasis on a balanced, cooperative approach to parks and recreation planning.

In accordance with the Revised Code of Washington 82.02.050 and 82.02.060, the city is to provide a balance between impact fees and other sources of public funds to meet its capital project needs. Revenues from property taxes, user fees (if imposed), sales taxes, real estate taxes, grants, and other revenue sources need to be used to pay the proportionate share of



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the growth-generated capital facilities costs. Therefore, the city's commitment to improving the parks system is not solely reliant on impact fees.

Impact Fees

Once an LOS is adopted, impact fees may be assessed under GMA to ensure that levels of services are maintained as the population grows. It is required that impact fees be based on the LOS in place at the time of development. It is in the city's interest to ensure impact fees are current as allowed under GMA based upon the level of service established in this element. The amount that could be charged new development would be determined through a separate fee study.

General Revenues

Unlimited General obligation bonds may be submitted to voters for park and recreation purposes. These bonds require approval by at least 60% of the resident voters during an election, which has a turnout of at least 40% of those who voted in the last state general election. The bond must be repaid from a special levy, which is not governed by the six percent statutory limitation on the property tax growth rate.

Grants

While the city has been successful in obtaining grants for parks, the lack of match has proved to be a constraint on obtaining even more grants. With a larger community, it is anticipated that the city's resources could be better leveraged with more and larger grants.

Special Revenue Funds

Conservation Futures: By state law, counties can elect to levy up to \$0.065 per \$1,000 of assess valuation for all County properties to acquire shoreline or other open space lands. In 1997, the city obtained conservation future funds to purchase about 21 acres of open space lands, contained in three parks.

Real Estate Excise Tax (REET): State law allows counties the option of imposing excise taxes on the sale of real estate. The tax may be imposed in \$0.25 per \$1,000 in sale value to be used to finance capital facility developments, including the acquisition and development of park and recreational facilities.

Foundations

As another source of revenue the establishment of a foundation is being explored. The Parks Board and Arts Commission have agreed to look at developing a non-profit 501C Foundation that would provide the ability for people to make tax-exempt contributions that directly support parks and art activities.



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GOALS AND POLICIES

An analysis of existing park, recreation, and open space facilities along with community input provide the basis for establishing goals and policies within the Park Plan. The goals and policies provide guidelines and actions for achieving that Plan. Goals are broad intent statements that describe a desired outcome. Policies provide the framework for developing specific measurable actions.

GOAL 5.1 PROVIDE A HIGH-QUALITY, DIVERSIFIED PARKS, RECREATION AND OPEN SPACE SYSTEM THAT PROVIDES RECREATIONAL AND CULTURAL OPPORTUNITIES FOR ALL AGES AND INTEREST GROUPS.

Policies

- 5.1.1 Provide a system of multi-purpose neighborhood and community parks, throughout the community, accessible to all residents that meet the following levels of service:
 - a. Neighborhood Parks – one park within a one-mile radius of all residential areas and
 - b. Community Parks – one park within a 2.5-mile radius of all residential areas.
- 5.1.2 Provide a park, recreation and open space system with activities for all age groups and abilities, equally distributed throughout the community, with an emphasis on youth-oriented activities.
- 5.1.3 Provide a balanced mix of active recreational facilities including but not limited to court and field activities, skateboard/BMX areas, and multi-use trails and passive recreations facilities including but not limited to hiking/walking, shoreline access, and picnicking accessible to the largest number of participants.
- 5.1.4 Promote balanced lake access for pedestrians and motorized and non-motorized watercraft so all segments of the population can enjoy the lake and have access to its recreational opportunities.
- 5.1.5 Encourage the inclusion of performing art facilities in public parks and recreation areas and incorporate visual arts into the design of park features, such as railings, benches, buildings and other amenities.
- 5.1.6 Support the use of indoor community spaces for arts and crafts, music, video, classroom instruction, meeting facilities and other spaces for all age groups on a year-round basis.
- 5.1.7 When appropriate and economically feasible, participate in the development of special interest recreational facilities.
- 5.1.8 Continue to participate in the annual Aquafest community celebration.
- 5.1.9 Identify recreational and cultural needs opportunities for special needs populations.



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- 5.1.10 Support the Lake Stevens Historical Society in their efforts to inventory significant historical and archaeological resources and to provide information to the community on its history.

GOAL 5.2 PROVIDE AN INTERCONNECTED SYSTEM OF HIGH-QUALITY, ACCESSIBLE TRAILS AND GREENWAY CORRIDORS THAT OFFER DIVERSE, HEALTHY OUTDOOR EXPERIENCES WITHIN A VARIETY OF LANDSCAPES AND NATURAL HABITATS, PUBLIC FACILITIES, LOCAL NEIGHBORHOODS, BUSINESS DISTRICTS AND REGIONAL TRAILS.

Policies

- 5.2.1 Provide a comprehensive network of multi-use trails for pedestrians, bicycles, and skating using alignments along the public rights-of-way, through public landholdings as well as across cooperating private properties, which link residential neighborhoods to community facilities, parks, special use areas, commercial areas and the waterfront that meets the following level of service: one trail within one mile of residential areas.
- 5.2.2 Provide for a comprehensive inter-city trail system linking the downtown area, schools, parks, and the Centennial Trail.
- 5.2.3 Establish a multi-use trail around the lake, choosing a route that best provides lake access and/or views.
- 5.2.4 Establish a north/south trail under the power lines as identified in the Lake Stevens Center and 20th Street SE Corridor subarea plans.
- 5.2.5 Establish an east/west sidewalk trail along 24th Street SE and South Lake Stevens Road that will eventually connect to the Centennial Trail as identified in the 20th Street SE Corridor subarea plan.
- 5.2.6 Establish, expand, and/or improve nature trails and boardwalks through open spaces with an emphasis on Eagle Ridge Park, Catherine Creek Park, Centennial Woods, Mill Cove Reserve, and the Grade Road Open Space.

GOAL 5.3 PRESERVE AND ENHANCE OPEN SPACE AND NATURAL RESOURCES AREAS INCLUDING FISH AND WILDLIFE HABITAT, MIGRATION CORRIDORS, NATURAL MEADOWS, AND WATER RESOURCES.

Policies

- 5.3.1 Preserve open space corridors and buffers to provide separation between natural areas and urban land uses with a goal of maintaining five percent of city as open space.
- 5.3.2 Plan, locate and manage park and recreation facilities so that they enhance wildlife habitat, minimize erosion, complement natural site features, and create linkages within the developed area.



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- 5.3.3 Balance the desire for public access and interpretive education with preservation of environmentally sensitive areas and other natural sites
- 5.3.4 Maintain and enforce leash laws and animal at-large laws to stem wildlife predation.
- 5.3.5 Preserve lake and other scenic views for the public when considering land use decisions and when siting park and recreation facilities.
- 5.3.6 Plan for an open space system that may include:
 - a. Natural or scenic areas,
 - b. Water bodies and drainage easements,
 - c. Public/private passive park and recreation sites,
 - d. Cultural, archaeological, geological and historical sites,
 - e. Large reserve tracts, private parks, common ground, and buffer areas from residential development,
 - f. Utility corridors, and
 - g. Trail corridors that may function as wildlife corridors

GOAL 5.4 MAXIMIZE PARK FACILITIES BY LEVERAGING, SHARING AND EFFICIENTLY USING RESOURCES.

Policies

- 5.4.1 Cooperatively plan for joint-use facilities, meeting and classrooms, athletic fields, and other facilities with the Lake Stevens School District, Lake Stevens Junior Athletic Association, Snohomish County Parks Department and other public or private providers of recreation services and facilities that are of mutual benefit to each agency and the users/participants in the city and its Urban Growth Area.
- 5.4.2 Create a comprehensive, balanced park, recreation, and open space system that integrates city facilities and services with resources available from the Lake Stevens School District, Snohomish County and other state, federal, and private park and recreational lands and facilities in a manner that will best serve and provide for area residents' interests.
- 5.4.3 Support continued cooperation between the city, non-profit organizations, the Lake Stevens School District, and other agencies for continuation and development of recreation programming for youths, senior citizens, and other segments of the population and to avoid duplication, improve facility quality and availability, which reduce costs, and represent area resident's interests through joint planning and development efforts.
- 5.4.4 Establish inter-local agreements between the city, County, School District and private non-profit organizations, and other agencies to provide for athletic facilities to serve the needs of the city and the Urban Growth Area.



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GOAL 5.5 MAINTAIN PARK FACILITIES TO MAXIMIZE LIFE OF THE FACILITIES AND TO PROVIDE AN ATTRACTIVE AND PLEASING ENVIRONMENT FOR USERS.

Policies

- 5.5.1 Design and develop facilities, which reduce overall facility maintenance and operation requirements and costs. Where appropriate, use low maintenance materials, settings or other value engineering considerations that reduce care and security requirements, and retain natural conditions and experiences.
- 5.5.2 Develop a maintenance management system to estimate and plan for life cycle maintenance in addition to replacement costs.
- 5.5.3 Provide operation and maintenance to insure safe, serviceable, and functional parks and facilities. Provide adequate funding to operate and maintain existing and new special use sites.
- 5.5.4 The city shall establish creative methods to efficiently expand park and trail maintenance services such as encouraging volunteer efforts, continued use of the State Department of Corrections crews, and mutual coordination with other local agencies.
- 5.5.5 Where appropriate, the city should initiate joint planning and operating programs with other public and private agencies to provide for special activities like shoreline access, aquatic facilities, marinas, and community festivals.
- 5.5.6 In the design of parks, encourage the use of materials and designs to reduce the occurrence and impacts of vandalism. Parks design which provides for easily surveillance of facilities by residents and by police can reduce the incidence. Use of materials such as graffiti resistant coatings can reduce the impacts.
- 5.5.7 Repair acts of vandalism immediately to discourage park property and city recreation facilities from becoming targets for further such acts.
- 5.5.8 Ensure that all park and recreation facilities owned and operated by the city comply with ADA accessibility requirements.
- 5.5.9 Establish a formal volunteer network as volunteerism is a significant source of energy and ideas. The city must continue to tap and improve existing opportunities to involve the community in its own programs. The city shall formalize a volunteer program that include "adopt a park," and "adopt a trail," and similar programs.

GOAL 5.6 THE CITY RECOGNIZES THAT LAND IS IN HIGH DEMAND AND THAT ACQUISITIONS MUST BE PURSUED AS QUICKLY AS POSSIBLE TO IMPLEMENT THE COMMUNITY'S VISION CONCURRENTLY WITH DEVELOPING AND IMPROVING EXISTING FACILITIES TO ACHIEVE A HIGH-QUALITY AND BALANCED PARK AND RECREATION SYSTEM.

Policies



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- 5.6.1 Add capacity at existing parks by expanding or improving facilities to accommodate current and future populations and desired uses including walking/hiking trails, active recreation, and passive recreation.
- 5.6.2 Acquire additional shoreline lands for trails, public docks, waterfront fishing, wading, swimming, boating and other water related recreational activities.
- 5.6.3 Cooperate with public and private agencies, and with private landowners to set aside land and resources necessary to provide high-quality, convenient park and recreation facilities before the most suitable sites are lost to development.
- 5.6.4 Work with developers to identify additional parks, recreation and open space opportunities in redeveloping areas.
- 5.6.5 Prioritization for new park and recreation facilities shall take into consideration areas within the community, which are under-represented by parks, types of desired facilities not presently available, availability of properties appropriate for a particular type of park, and availability and opportunities for grants and other funding sources.
- 5.6.6 With a developer requirement of paying GMA based park mitigation fees, developers are still encouraged to install mini-parks voluntarily for the benefit of their developments, however such mini-parks shall not be credited against meeting the developer's mitigation obligation. The city has not defined an LOS for mini-parks, but encourages one park within a half-mile radius of all residential areas

GOAL 5.7 DEVELOP PARK AND TRAIL DESIGN STANDARDS.

Policies

- 5.7.1 Standardize facility design to ensure consistency and quality in the Lake Stevens park system, and establish a standard for trail signage including interpretive, safety, and regulatory signs.
- 5.7.2 Develop trail improvements to a design and development standard that facilitates maintenance, security, and other appropriate personnel, equipment, and vehicles and includes:
 - a. Trail systems with appropriate supporting trailhead improvements that include interpretive, directory and mileage signage as well as rules and regulations for trail use.
 - b. Provide site furnishings such as benches, bike racks, dog waste stations, and trash containers.
 - c. Locate trails in conjunction with park sites, schools, and other community facilities to increase local area access to the trail system and to take advantage of access to existing restrooms and drinking water thereby reducing duplication of supporting improvements.



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- d. Design outdoor picnic areas, trails, playgrounds, courts, fields, parking lots, restrooms, and other active and supporting facilities to be accessible to individuals and organized groups of all physical capabilities, skill levels, age groups, income and activity interests.
- 5.7.4 Implement the provisions and requirements of the Americans with Disabilities Act (ADA) and other design and development standards that will improve park facility safety and security features for park users, department personnel, and the public-at-large.
- 5.7.5 Promote sustainable landscapes to increase the ecological functions of natural areas and utilize native vegetation in planted areas, where possible.
- 5.7.6 Choose durable products to promote human health in a safe environment and consider life-cycle analysis of material options. Incorporate green building technology including nontoxic materials and sustainable development practices. Select local products where feasible. Consider environmental as well as economic impacts

GOAL 5.8 INCREASE AWARENESS OF PARK AND RECREATION ACTIVITIES.

Policies

- 5.8.1 Promote the use of local parks through the media, Aquafest, other festivals and by providing information as to their availability such as publishing maps showing park locations and their available facilities.
- 5.8.2 Promote and provide volunteer opportunities.
- 5.8.3 Facilitate community involvement and stewardship.
 - a. Continue and expand the volunteer work party program.
 - b. Continue and expand the Adopt-a-trail program.
 - c. Develop interlocal management agreements.
 - d. Encourage participation in community trail events.
 - e. Expand on existing relationships with schools, business and non-profit organizations.
- 5.8.4 Promote environmental protection as part of providing a successful park and recreation program by establishing a permanent celebration promoting Earth Day activities
- 5.8.5 Where appropriate, use adopt-a-park programs, neighborhood park watches, park police patrols, and other innovative programs that will increase safety and security awareness and visibility.



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- 5.8.6 Provide historic and natural interpretation opportunities throughout the city's park system.
- 5.8.7 Promote commercial recreation opportunities along the Centennial Trail and on and near the lake.
- 5.8.8 Utilize interpretive materials to highlight features such as native flora and historic points of interest

GOAL 5.9 CREATE EFFECTIVE AND EFFICIENT METHODS OF ACQUIRING, DEVELOPING, OPERATING AND MAINTAINING FACILITIES AND PROGRAMS THAT ACCURATELY DISTRIBUTE COSTS AND BENEFITS TO PUBLIC AND PRIVATE INTERESTS.

Policies

- 5.9.1 Establish financing mechanisms to ensure that adequate parks, open space, and recreation facilities are available to the community.
- 5.9.2 Investigate innovative available methods or the financing of maintenance and operating needs in order to reduce costs, retain financial flexibility, match user benefits and interests, and increase facility services.
- 5.9.3 The city shall explore and where appropriate adopt a creative funding strategy which takes advantage of traditional sources, such as capital budgeting, grants, and developer contributions, but also non-traditional sources including, but not limited to volunteers, interlocal agreements, donations, foundations, interjurisdictional partnerships, and other appropriate mechanisms.
- 5.9.4 In developing the park system, encourage donations and dedications, conservation easements, innovative land use contractual agreements and other methods involving foundations, organizations, associations, trusts, developers, landowners, others from the private sector and neighboring and regional governments.
- 5.9.5 Allow fee stewardship programs to be established in conjunction with recognized land conservancies to maintain dedicated natural areas in lieu of permitting homeowner associations to assume such responsibilities (assuming the city does not wish to assume such responsibility).

Chapter 6: Economic Development Element





CHAPTER 6: ECONOMIC DEVELOPMENT

A VISION FOR ECONOMIC DEVELOPMENT

Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.

INTRODUCTION

Prior to 2006, the Lake Stevens city limits contained only the downtown commercial area and the Hartford industrial area as its retail service and employment centers. Implementation of the annexation strategy afforded the city with greater economic opportunities including the addition of the Lake Stevens Center along SR9 and the 20th Street SE regional transportation corridor. After annexation, the city adopted subarea plans and planned actions for these two new areas increasing retail, service, and employment opportunities while supporting the city's financial sustainability.

The city monitors its long-term financial position using a 6-year forecast to ensure fiscal responsibility. Economic Development is a priority and budget decisions are made based on benefit and viability. In 2015 the city created a staff position solely devoted to business recruitment, tourism, and strategy analysis.

The city's economic strengths and attractions are the beautiful lake and the special events that take place because of the unique venue; a family-friendly environment; a schooled district with a great reputation; and a community grounded in civic involvement.

PLANNING CONTEXT

State Planning

In accordance with RCW 36.70A.070, each comprehensive plan shall include a plan, scheme, or design for an economic development element establishing local goals, policies, objectives, and provisions for economic growth and vitality and a high quality of life. The element shall include: (a) A summary of the local economy such as population, employment, payroll, sectors, businesses, sales, and other information as appropriate; (b) a summary of the strengths and weaknesses of the local economy defined as the commercial and industrial sectors and supporting factors such as land use, transportation, utilities, education,



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workforce, housing, and natural/cultural resources; and (c) an identification of policies, programs, and projects to foster economic growth and development and to address future needs. A city that has chosen to be a residential community is exempt from the economic development element requirement of this subsection.

Regional Planning

Puget Sound Regional Council houses an Economic Development Board that addresses Economic Development on a regional scale. The city of Lake Stevens has a smaller role to play in the region as it relates to large-scale employment however, provides other unique opportunities that will support the region and Snohomish County economic condition. Mutli-County Planning Policies directly relate to economic development and recognizes the need of each jurisdiction to attain fiscal responsibility in Washington State and the PSRC four county regional context.

County Planning

Countywide planning policies support economic development while balancing other land use and growth objectives. Often because jurisdiction are directly adjacent to each other, there is competition for retail and employment recruitment. Each jurisdiction including Lake Stevens has a vital role to fill to support the Snohomish county economic growth. The city is engaged with organizations such as Economic Alliance of Snohomish County to ensure it fill its economic role.

Lake Stevens Planning

Over the past five years, the city of Lake Stevens has invested in strategies and programs to support economic growth including the subarea planning and planned actions and will continue these planning efforts. The city has also taken on a leadership role in efforts to coordinate utility and other service provider investment so that public dollars are spent judiciously and wisely for the benefit of the community.

ECONOMIC DEVELOPMENT STRATEGY

In 2010, the city completed a Citywide Economic Development Plan. The plan assessed the entire city (including the urban growth area) to better understand the economic conditions, characteristics, qualities, and drivers affecting the city and each of its major commercial and mixed-use subareas (Downtown, 20th Street SE Corridor, Lake Stevens Center, Hartford Industrial District) also referred to as Growth Centers. The plan provided a base of economic information and collected the visions for the Growth Centers. The plan analyzed the fiscal realities of the city in order to help prioritize where the biggest effect would likely be found in terms of stabilizing and enhancing revenues. The plan also assessed the strategic value of each Growth Center and how they interrelate to each other and the city as a whole. The



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reports include a retail forecast, fiscal outlook, market profiles, an economic assessment, and action plan.

Fiscal Conditions and Relation to Land Use

The city commissioned an Economic Development Strategy and a market trends report described the level of employment and residential growth that would be expected in the Lake Stevens area based on current trends. Because it is based on existing data and trends, it addressed a market area that includes Lake Stevens and made some comparisons to surrounding communities. Residential forecasts by the Puget Sound Regional Council (PSRC) suggest 11,585 households will be added to the market area by 2035. Demand for single-family residential growth in the area is strong; however, this type of land use provides limited fiscal benefit. Employment forecasts by the PSRC suggest that this market area will add 7,300 more jobs by 2035.

The Memo on Strategic Considerations of Local Economic and Fiscal Growth provided analysis of the city's fiscal needs (based on fiscal information provided by the city). The analysis examined the potential for new revenue sources, including from new land uses, which could offset the expected deficit.

Current Conditions

Lake Stevens is currently one of the many "bedroom communities" in the central Puget Sound region. In 2006, the most recent year for which local employment data are available, the city had just over 1,500 jobs and 3,500 housing units, for a jobs-to-housing unit ratio of less than 0.5. Since then, annexations have added more housing units than jobs, and in 2007 the city's jobs-to-housing unit ratio was probably closer to 0.3.

The jobs-to-housing ratio for Snohomish County was 0.9 in 2006, and the regional average was closer to 1.2 jobs for every housing unit in the central Puget Sound region overall (King, Kitsap, Pierce and Snohomish counties). A community like Lake Stevens, with a jobs-to-housing ratio less than 1.0, typically sees labor exported to other cities where greater employment opportunities exist. The ratio demonstrates that the city has a local labor force that new or growing businesses in the city could tap into for expansion.

Annexations have added a significant number of housing units to the city, adding more than 1,000 in 2005, nearly 1,500 housing units in 2006, and approximately 470 in 2007. Housing construction contributed to housing growth as well, bringing the number of housing units in the city up to 5,009 in 2007, with total population of 14,554. The number of jobs located in city limits grew during this period as well, increasing by 23 percent from 2005 to 2006, from 1,254 in 2005 to 1,548 in 2006. Additionally, there has been steady growth of new single-family construction.



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Need for Economic Diversification

Employment in Lake Stevens is less diversified across job sectors than in neighboring communities of similar size, such as Snohomish, Arlington, or Monroe. Lake Stevens has a high concentration of education-sector jobs, comprising nearly half (45%) of the city's employment base. Services comprise 20 percent of the job base and Construction/Resource jobs 16 percent. Each of the remaining five sectors average around four percent of the total. The city's current concentration of jobs in Construction and Education reflects the city's residential orientation. If Lake Stevens grows into more of an employment center, then jobs would be expected to increase among Services and Manufacturing jobs.

Employment Uses Associated with Fiscal Benefit

Specific employment land uses that should be considered for their fiscal benefit are discussed below. A diversity of housing types should also be considered.

- **Offices and flex-space**, particularly larger uses. Office businesses contribute sales and utility taxes through their operation, B&O taxes, and generate spillover sales or other activity driven by their employees. In addition offices typically impose lower demands on city infrastructure and services than other use types. Smaller office-type businesses serving local needs will typically generate relatively lower net fiscal benefits than would larger companies. Large companies generally look for large blocks of office space that can allow employees to be in close proximity and can be reconfigured to suit changing needs. Buildings with large floor plates are the most common approach to this need.
- **Retail and general commercial, particularly retailers focusing on high-value items, unique items, or high volumes.** Retailers that sell high-value items can produce large sales tax revenues while requiring relatively less service costs. Similarly, businesses that sell more unique products can attract customers from a broader region, effectively expanding the tax base the city is able to draw upon. Certain larger businesses such as big-box stores can generate significant levels of sales as well. However such volume-oriented retailers involve higher numbers of trips, with commensurately higher infrastructure and city service costs per dollar of tax revenue generated. Large retailers prefer locations with high visibility and high traffic volumes. Large retail businesses require large land areas with good access and visibility from major roads, and traditionally demand extensive parking, generally making them incompatible with denser, walkable mixed-use environments. Pedestrian access is of primary importance.



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- **Entertainment-oriented commercial uses.** Entertainment-oriented commercial uses, such as restaurants, theaters, and the like can generate substantial direct revenue for the city and also spur greater visitation and activity in the area, producing a synergistic effect that benefits other nearby businesses as well. A well-designed and well-planned entertainment or mixed-use center can maximize this potential for such positive spillover effects. Entertainment-oriented commercial developments require relatively large areas within which to arrange a mix of complementary uses and activities that give such areas their energy.
- **Educational Facilities, such as a ~~branch University of Washington Campus or a technical college.~~** Higher education facilities, such as community colleges or small, local four-year colleges, can have spillover effects that generate fiscal benefits. The siting of higher education facilities is typically not market driven. Rather, sites tend to be selected based on criteria specific to the educational facilities needs. Small campuses tend to support on-site multi-family housing and a small amount of retail, such as a campus bookstore and student-based food service. Depending on the size of the campus and the number of students, additional off-site multi-family housing may be necessary to fill demand. The amount that students and faculty contribute to the local economy depends on the number and type of amenities provided on campus as well as existing shopping facilities within a short drive. Technical colleges are one alternative that may leverage nearby technical business needs and may work well within a light-industrial development as a supportive use. The city should coordination with high education providers to collaborate on mutually beneficial actions.
- **To some extent, industrial uses.** Industrial businesses typically generate lower direct fiscal benefits than do residential and retail uses that provide property and sales taxes. In addition, to the extent that industrial businesses ‘export’ products beyond the city itself, the shift to a destination-based sales tax system will reduce local sales tax revenues. However industrial businesses can bring countervailing advantages: for example, value-adding manufacturing companies may pay relatively high wages that spill over into other areas of the city such as higher retail spending or higher residential property values. The ultimate net fiscal impact of industrial development thus depends on the specifics of what businesses can be grown or induced to locate in the city. Light industrial users will need larger plots with good transportation connectivity. Common to all industrial uses is a need for good transportation access and a need to be somewhat remote from residential and even other commercial users, which may complain about the noise and traffic impacts industrial businesses may generate. Because of this, industrial users often cluster together where they not only do not experience such potential complaints but can



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also benefit from potential synergies among different companies. These characteristics can make industrial uses well suited for locations located on the fringe of an urban core and adjacent to major transportation corridors. Medical facilities often cluster together in a campus like setting, providing a benefit by sharing specialized resources and equipment. Medical facilities can also provide a wide range of high quality employment and educational opportunities.

Feasibility of Development with Fiscal Benefit

Four basic conditions must be satisfied for development to occur in a city:

- Available, suitable land for development – is there space where development can happen?
- Market demand for that development – do people or businesses want to locate there?
- Fiscal capacity of the host city to serve new developments and necessary infrastructure
- Land use regulations – do local regulations allow the development?

Available, suitable land is the key issue limiting the potential for the city to meet its fiscal needs through land in the existing UGA. Based on the locational requirements of the land use types discussed above and the city's growth strategy, only limited land within city limits is available or well positioned to accommodate the types of growth in new land uses needed to achieve the city's fiscal objectives. The Lake Stevens Center and 20th Street SE Retail and Business Corridor provide the greatest opportunity.

Based on the analysis of the city's existing growth, the city may need to look to land outside its UGA sometime in the future to generate revenues needed to meet its fiscal goals. Two attributes that increase the potential attractiveness and efficacy as a location for economically-stimulating development, to make Lake Stevens a contender for needed commercial and employment opportunities already enjoyed by its neighboring jurisdictions:

- Good highway access with convenient connections to Interstate 5 as well as to US Highway 2 across the Cascades to eastern Washington.
- Potential for large contiguous parcels. Large land parcels greatly simplify the development of uses for which land is a significant required resource.

GOALS AND POLICIES

GOAL 6.1: IMPROVE THE CITY'S ECONOMIC CONDITIONS FOR A HEALTHY VIBRANT, AND SUSTAINABLE COMMUNITY FOR A HIGH QUALITY OF LIFE.



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Policies

- 6.1.1 Maintain responsible financial stewardship.
- 6.1.2 Invest in and promote public infrastructure and services that are cost effective and efficient that supports Economic Development goals.
- 6.1.3 Preserve and protect the natural beauty including the Lake, spectacular mountain and scenic views.
- 6.1.4 Seek grant opportunities when possible.

GOAL 6.2: MANAGE COMMERCIAL GROWTH IN CENTERS

Policies

- 6.2.1 Direct non-residential growth to the city's centers, Downtown, 20th Street SE Business Corridor, Lake Stevens Center, and Hartford Industrial.
- 6.2.2 Establish a vision and implementation plan for each of the centers through subarea planning.
- 6.2.3 Identify the role each center has in the city's economic balance.

GOAL 6.3: ENHANCE RETAIL AND PERSONAL SERVICES GROWTH TO ADDRESS THE COMMUNITY'S NEEDS AND EXPAND THE CITY'S RETAIL SALES TAX BASE.

Policies

- 6.3.1 Focus business recruitment efforts towards the needs of the Lake Stevens community demographic.
- 6.3.2 Use available retail recapture data for advancing recruitment targets.
- 6.3.3 Develop a Business Retention and Expansion program to foster and grow local business.
- 6.3.4 Create destination shopping experiences where feasible such as downtown and that take advantage of the community assets.
- 6.3.5 Develop incentives to entice businesses to located in Lake Stevens



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GOAL 6.4: SUPPORT EMPLOYMENT GROWTH IN THE CITY.

Policies

- 6.4.1 Develop zoning for employment/business areas that is flexible to support employment growth and large employers.
- 6.4.2 Cultivate relationships with executives living in the community that may be looking to move business into the area.
- 6.4.3 Allow for an appropriate amount of industrial/business zoned land capacity to improve the city's jobs to household balance

GOAL 6.5: ENHANCE AND SUPPORT TOURISM IN LAKE STEVENS.

Policies

- 6.5.1 Grow the city's tourism through special events that are consistent with the community's values.
- 6.5.2 Promote tourism using multiple media outlets and highlight the community assets.

GOAL 6.6: PARTICIPATE AND FOSTER PUBLIC AND PRIVATE PARTNERSHIPS

Policies

- 6.6.1 Engage with other public agencies to partner in projects that would benefit the public and support.
- 6.6.2 Allow for opportunities to create public/private partnerships when feasible.

GOAL 6.7: PROVIDE A PREDICTABLE DEVELOPMENT ATMOSHPHERE.

- 6.7.1 Create streamlined process for development projects that meet the city's land use goals.

Goal 6.8 SUPPORT BUSINESSES AND JOB CREATION, INVESTING IN ALL PEOPLE, SUSTAINING ENVIRONMENTAL QUALITY, AND CREATING GREAT CENTRAL PLACES, DIVERSE COMMUNITIES, AND HIGH QUALITY OF LIFE.



Chapter 6 – Economic Development Element

Policies

- 6.8.1 Promote economic activity and employment growth that creates widely shared prosperity and sustains a diversity of family-wage jobs for the city's residents.
- 6.8.2 Support business startups, small businesses, and locally owned businesses to help them continue to prosper.
- 6.8.2 Address unique obstacles and special needs – as well as recognize the special assets – of disadvantaged populations in improving the region's shared economic future.
- 6.8.3 Foster appropriate and targeted economic growth in distressed areas to create economic opportunity for residents of these areas.



Chapter 6 – Economic Development Element

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Chapter 7 – Public Services and Utilities Element

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CHAPTER 7: PUBLIC SERVICES AND UTILITIES ELEMENT

A VISION FOR PLANNING

Lake Stevens will strive to provide excellent public utilities & services to meet the health and safety needs of the community in proportion to future population growth and will continue to coordinate with local service providers such as the Lake Steven Sewer District, Lake Stevens Fire, and the Lake Stevens School District to ensure service continuity as the community grows.

INTRODUCTION

This element addresses public utilities and services available in the city of Lake Stevens. It specifically considers the general location, proposed location, and capacity of all existing and proposed utilities and public facilities, including public structures and utility lines. It also discusses levels of services for current and future residents and businesses. The discussion in this section relates to other elements including Parks, Transportation and Capital Financing.

Much of the planning for utilities in the Urban Growth Area (UGA) is the responsibility of various service providers and special purpose districts. The city and utility plans are often interrelated, as the utilities provide service to the city and activities in the city affect the demands upon the utilities.

The city cooperates with other cities and service providers in the joint delivery of utilities and services. The city is open to all opportunities to coordinate and cooperate with neighboring service providers.

The Planned Action EIS documents for the 20th Street SE Corridor and Lake Stevens Center subarea plans included updated information on utilities and public services and facilities. The city met with service and utility providers to determine the availability of service for future development within the subareas. The EIS documents provide details for each subarea plan including mitigation measures, if required.



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PLANNING CONTEXT

State Planning

Following the Growth Management Act (GMA), local jurisdictions must plan for the public service and facility needs in their communities based on projected growth. Planning for public services and utility facilities is imperative to guarantee sufficient local amenities for current and future residents within a defined level of service. Local public services and facilities range from municipal services, police, sewer and water infrastructure, schools, parks, etc. Regional services and facilities may include fire protection, telecommunications, transportation and electrical infrastructure. Communities must also incorporate policies to consider the location of essential public facilities such as education facilities, transportation facilities, correctional facilities, solid waste facilities, mental health / substance abuse facilities. Local jurisdictions must also develop a financing plan for public services and facilities, which is described in the Capital Facilities Plan.

The Washington Utilities and Transportation Commission (WUTC) regulate utilities and transportation. The WUTC is empowered to regulate utilities such as electrical, gas, irrigation, telecommunication, and water companies. The WUTC has jurisdiction over rates and charges, services, facilities and practices of utilities. Any change in customer charges or service provision policy requires WUTC approval. The WUTC also requires gas providers to demonstrate that existing ratepayers will not subsidize new customers.

Regional Planning

The Puget Sound Regional Council (PSRC) Vision 2040 plan reiterates GMA goals and emphasizes providing adequate public services and facilities in a coordinated and cost-effective manner to support development. Vision 2040 also promotes a central theme of efficient use and conservation of resources and facilities across the region. In Lake Stevens, most utility providers are independent local or regional providers. The city will continue to coordinate with utility providers and special purpose districts on the local and regional delivery of services and facilities.

Countywide Planning

The Snohomish County Countywide Goal for Public Services and Facilities states,

“Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities.”

The specific policies draw distinctions between services and facilities in urban and rural areas. Of note, the policies identify cities as the preferred urban service providers. As such, cities determine appropriate levels of service in incorporated areas or coordinate with the



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county through interlocal agreements for unincorporated areas to address services and facilities. Countywide, the cities and county should coordinate together and with service providers to determine the location and extent of public services and facilities to support jobs and housing. The countywide goals also emphasize conservation of public services, resources and facilities. Countywide planning policies identify standards for establishing and mitigating local, regional, statewide, and federal essential public facilities. It also recommends the cities and county collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.

Lake Stevens Planning

The city provides the majority of municipal services, including governance, administration, planning and community development, building permits, public works and projects, governmental financing, grant development and management, fire inspection, and police services. Planning and provision of other services and utilities in the UGA is the responsibility of special purpose districts and utility providers. Future staffing levels are directly related to the degree to which annexations occur. With the present size of the city, existing 2015 staffing levels are found generally to be adequate. When annexations occur, staffing levels will need to be re-evaluated.

The city does not currently have a central municipal campus. Services are spread out at different locations in the downtown area including City Hall, the Permit Center, Public Works Maintenance and Equipment yard, Shop and Police Station. The city desires to create a centralized municipal campus in the future to combine many city services in one location.

The city cooperates with other cities and service providers in the joint planning and delivery of services within its UGA based on current and future growth projections, adopted levels of service and concurrency requirements. The Comprehensive Plan provides policy guidance on how utilities and services shall be planned and provided to ensure consistency city and county planning documents. Services provided directly by special purpose districts include health, school, fire, power, judicial, and library services. Lake Stevens Fire (Fire District) provides fire protection services within the city and UGA.

The city asserts its interest to participate in the planning of rural areas outside of the UGA where future UGA expansions could occur. Utility and service planning requires that the city be involved in the planning and decision-making of these areas both to comment on future service impacts and to do its own service planning.

The following section provides specific descriptions of public services and utilities within the city and its UGA.



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INVENTORY AND DESCRIPTION OF PUBLIC SERVICES AND UTILITIES

Police Services

The Lake Stevens Police Department (Police Department) currently provides a variety of services to its citizens. These services include marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping, and animal control. The Police Department also contracts some of its services, including dispatch, jail, court services and vehicle maintenance. The Police Department currently responds to approximately 25,000 incidents annually. The average response time for the Police Department is three to four minutes for emergency calls and six to 10 minutes for all other calls.

Stormwater

The city of Lake Stevens provides stormwater services for the entire city. The system consists of surface runoff from roadways, inlets, pipes and ditch conveyance, water quality devices, storm ponds and outfalls. Within the system are two lakes, Stitch Lake and Lake Stevens. The stormwater system covers an area of approximately 5,700 acres (8.9 square miles) and is broken into 18 basins. Within the stormwater system there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of roads side ditches, 66.2 miles of pipe and 22,942 feet of culverts.

The city has numerous older developments approved and constructed to rural standards. In some cases, stormwater detention/retention, water quality, and conveyance and storm drainage facilities may not have been required at the time of construction. While new projects provide facilities to urban standards, the older developments continually affect neighborhoods, streets, and the lake by conveying runoff that is not channeled and not treated. As part of a citywide stormwater inventory, opportunities for regional stormwater treatment systems should be developed.

Some of the detention systems and ditches within subdivisions and commercial developments are privately owned and maintenance is the responsibility of the individual property owner/s, which is often under a homeowners' association or property management service. As the city approves new projects, they must meet the requirements of the Department of Ecology (DOE) stormwater manual and include maintenance provisions for the owner(s).

Lake Stevens is the largest stormwater feature in the city. The lake has multiple inflow areas and one outfall monitored by the city. A weir system located at the outfall of the lake controls the lake level. In 2010, the city adopted a Lake Level Management Plan to provide guidance and policy to perform this service.



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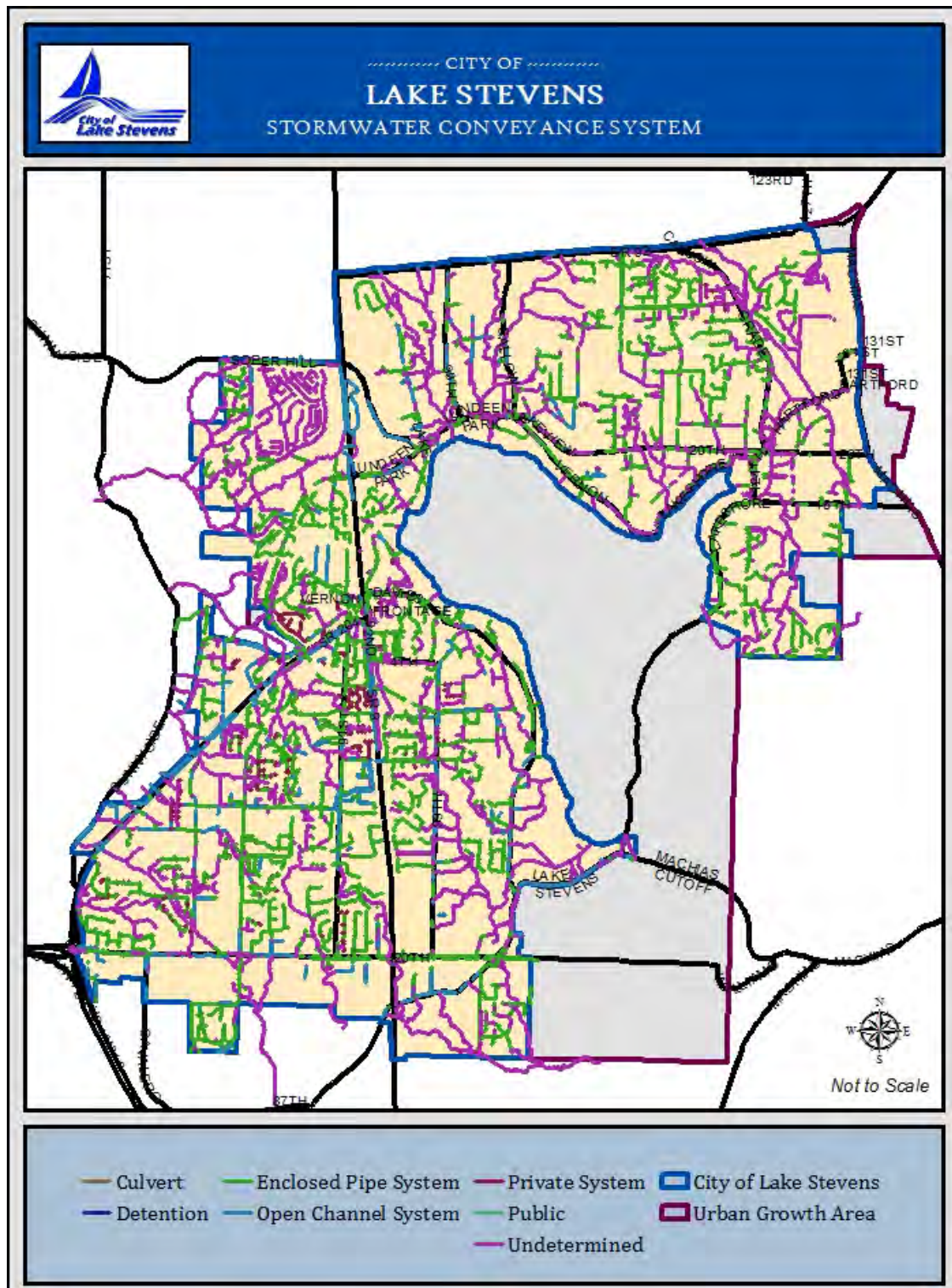


Figure 7.1 - Lake Stevens Stormwater ~~Inventory~~Conveyance System



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Between April and through September, the city manages the level of the lake. This serves three purposes:

- 1) Maintain the lake at a level to sustain downstream channel flows for aquatic habitat;
- 2) Protect downstream channel/flood from flash surges during heavy rainfall events; and
- 3) Maintain recreational usage of the lake in the historical shallow areas on the northwest side of the lake.

In January of 2007, the Washington State Department of Ecology (DOE) issued two new “NPDES Phase II” municipal stormwater permits that affect Lake Stevens. These permits were issued under the authority delegated to Ecology to implement requirements of the Federal Clean Water Act. The stormwater permits cover municipal storm sewer systems that discharge to surface waters, which are not part of a combined sewer system. The city is currently operating under the requirement of this permit. The city updates its Stormwater Management plan yearly per the requirement of its National Pollutant Discharge Elimination System (NPDES) permit. The NPDES program regulates discharges of water to ensure pollutants do not enter waters of the United States. The service area and drainage basins of the city are shown on Figure 7.1.

Sewer Service

In May of 2005, the city of Lake Stevens and the Lake Stevens Sewer District (Sewer District) entered into an interlocal agreement (ILA) entitled “Unified Sewer Services and Annexation Agreement.” Under the ILA, the Sewer District provides, maintains and operates sewer facilities throughout its district boundaries. The service area includes current city limits, Lake Stevens UGA and a small area of overlap into the Marysville UGA. The entire boundary is shown in Figure 7.2. The agreement also lays the groundwork for the eventual assumption of the Sewer District and its facilities, by the city in the future. The Sewer District will continue collecting and treating wastewater in the city and its UGA until this responsibility is transferred to the city per provisions of the ILA. As of the end of 2014, the District provided sewer service to 11,026 residential connections with an estimated population of 31,645 people. These connections are largely in the Lake Stevens UGA, with about 108 connections in plats either in the rural area or in the Marysville UGA. The District served an additional 162 commercial connections, representing approximately 854 equivalent residential units (ERUs).

The Lake Stevens Sewer District sewer system consists of a new wastewater treatment facility (WWTF, membrane bioreactor process, 2012), a former wastewater treatment plant site, 29 lift stations, over nine miles of force mains (4” to 19” diameter), over 112 miles of gravity sewer collection, trunk and interceptor pipes (6” to 36” diameter) and one gravity sewer dosing station. The collection system is a “separate” sewer system, designed to receive domestic, commercial and industrial pre-treated wastewater. The Sunnyside WWTF has a current permitted maximum month average daily flow capacity of 5.01 million gallons per day.



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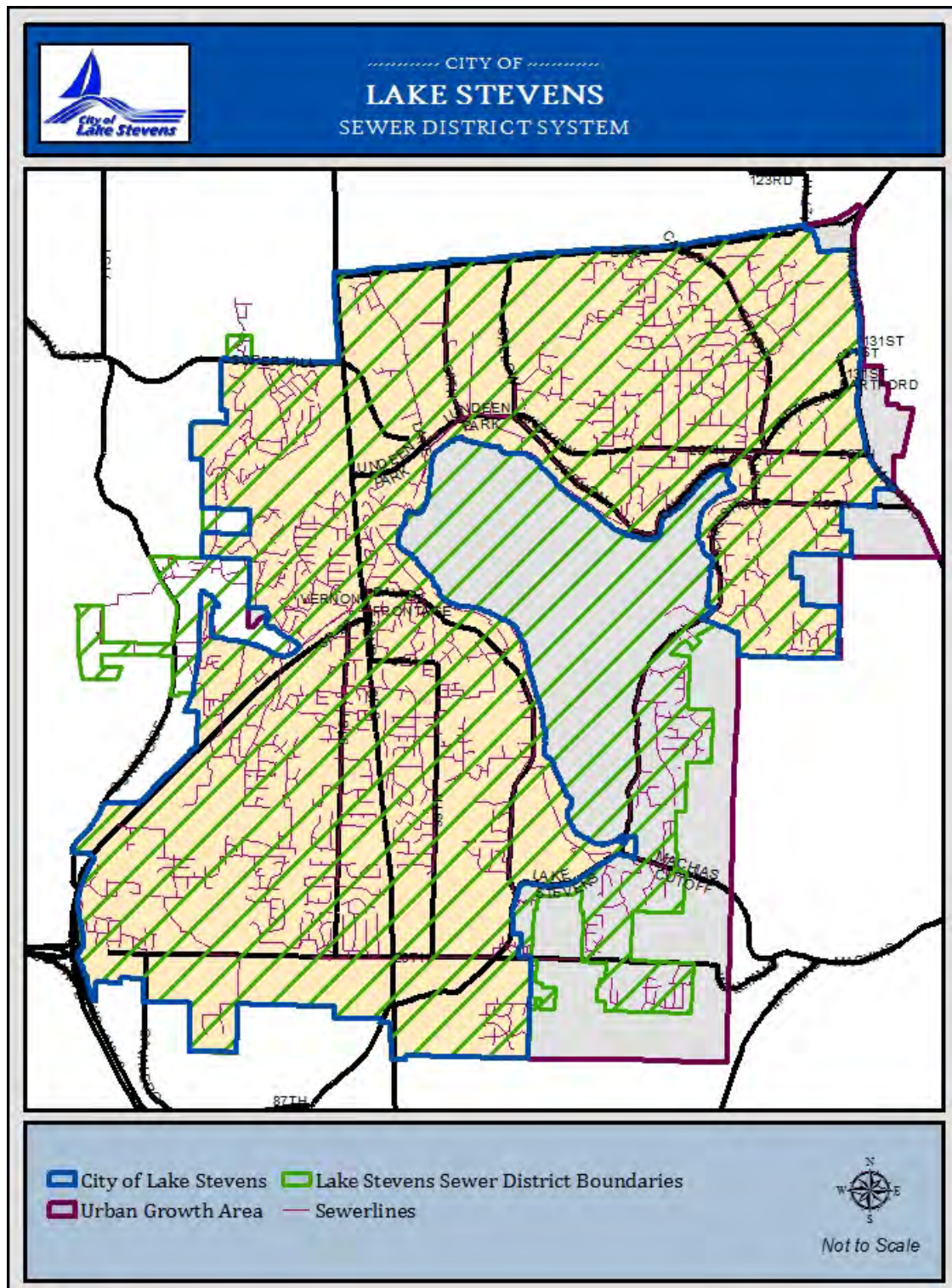


Figure 7.2 - Lake Stevens Sewer District Boundary Map



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The existing plant is in the process of decommissioning, with some work planned for 2015 (equipment and biosolids removal). The final disposition of the site is yet to be determined.

On October 24, 2007, the Lake Stevens Sewer District adopted a new Sanitary Sewer Comprehensive Plan. In 2010, the Lake Stevens Sewer District adopted Amendment No. 1-2010 to the 2007 Sanitary Sewer Comprehensive Plan. The city has adopted these plans by reference into city of Lake Stevens Comprehensive Plan. The District is preparing a 2015 Sanitary Sewer Comprehensive Plan, based on the current planning work by Snohomish County and the city of Lake Stevens. The 2015 Sewer Plan will consider capacity needs for the current service area and consider the potential sewer system needs if service were extended to the rural urban transition area around the Lake Stevens UGA. The sewer service and planning area is the Lake Stevens UGA, and the two presently served plats referenced above. The main planning criteria is 70 gallons per capita per day of wastewater flow, and an average of 2.87 persons per dwelling unit or ERU. Additional allowances are made for extraneous flows in the wastewater system due to inflow and infiltration. ERUs for commercial connections are determined based on water consumption of 900 cubic feet per month, per ERU.

Additionally, the city and the Sewer District coordinate on capital facilities planning to benefit the community and its economic development. During the environmental impact process for the 20th Street SE Corridor and Lake Stevens Center subarea plans in 2012, the city and Sewer District reviewed projects and capital improvements required for development of the two subareas over the next 20 years. The city and Sewer District continue to plan jointly for the city's Growth Centers including Downtown Lake Stevens.

This plan asserts a goal of eliminating all septic systems over time as the sewer system and the city limits expand. New developments, re-built structures, new industrial development in the Hartford Road and other non-residential areas would all be required to provide sewers to the extent the existing system is available or can be extended.

Lake Stevens Fire District

Lake Stevens Fire serves an area of about 46 square miles (Figure 7.3). To the city it provides fire prevention and suppression services, emergency medical services (EMS) including Advanced Life Support (ALS), technical rescue and fire marshal services. The District has three fire stations, administrative offices and conference center:

- Station 81 (12409 21st Street NE, Lake Stevens 98258)
- Station 82 (9811 Chapel Hill Road, Lake Stevens 98258)
- Station 83 (13717 Division Street, Snohomish 98290)
- Administration Office and Conference Center (1825 S. Lake Stevens Rd, Lake Stevens)



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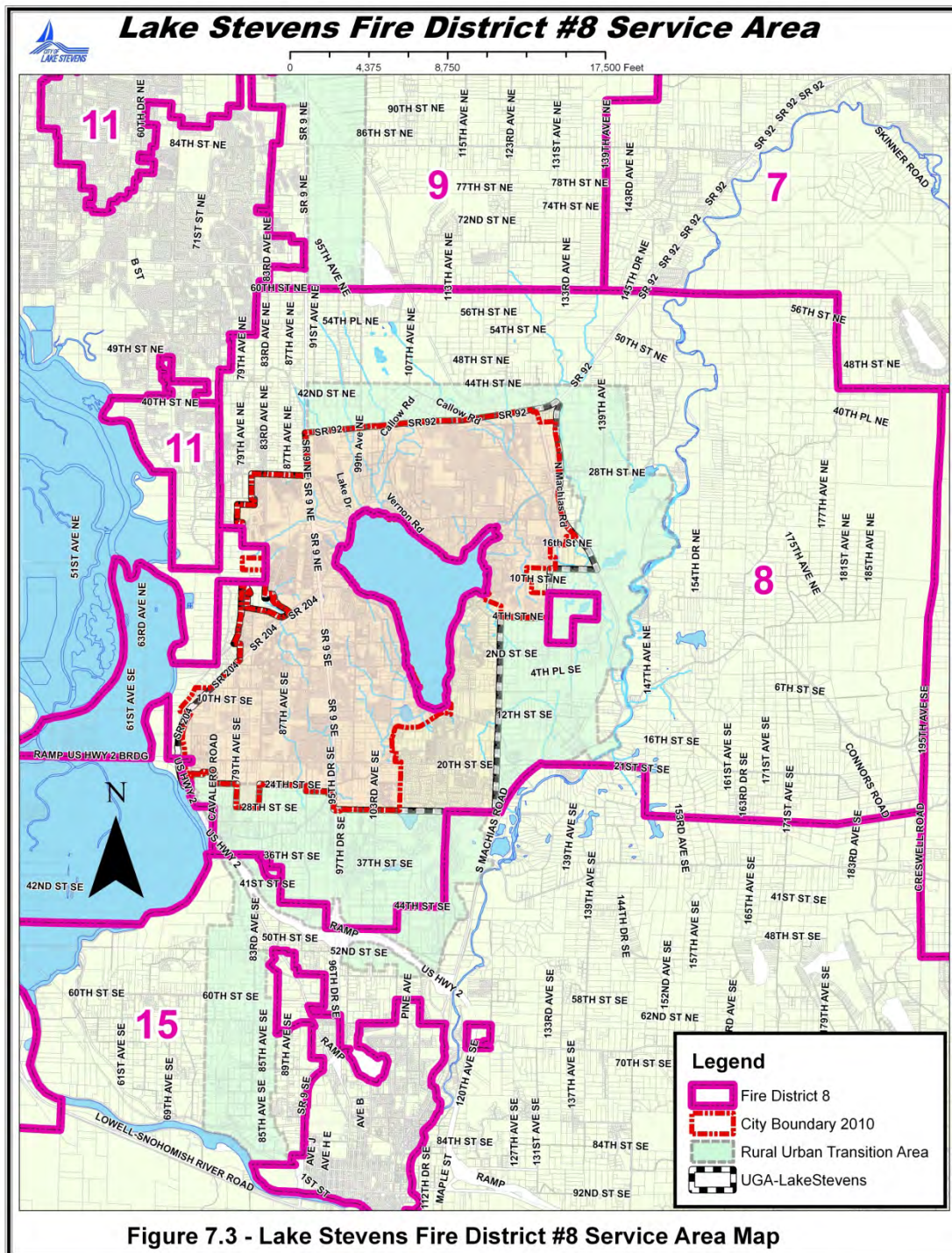


Figure 7.3 – Lake Stevens Fire District #8 Service Area



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The conference center provides a venue for conferences, retreats, and meetings for local government. It is also available as a rental for the public.

Lake Stevens Fire is the seventh busiest fire department in Snohomish County. In 2013, the Lake Stevens Fire responded to 4,659 calls. Over the past five years, the Fire District has experienced an average annual increase in call volume of 1.5 percent. The Fire District currently maintains a minimum on-duty staffing of 11 firefighters 24 hours a day-365 days a year.

Through strategic planning the fire department is on course to increase the daily staffing level to 14 firefighters by year 2017. Lake Stevens Fire plans to construct an additional fire station for the year 2022.

In 2013, the Washington Surveying and Rating Bureau completed its evaluation of the fire protection capabilities for the city of Lake Stevens. This evaluation resulted in an improved protection class rating from Protection Class 5 to Protection Class 4.

Annually the Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens (381 in 2013) and reviews land use and building permits through the Fire Marshal's office.

Lake Stevens Fire and the city will continue to partner together to meet the fire protection and emergency medical services needs of the community. The city has adopted by reference the Lake Stevens Fire Capital Facilities Plan.

Lake Stevens School District

The Lake Stevens School District covers approximately 37 square miles, roughly following the boundaries of the Urban Growth Area, as well as areas outside the UGA and a small portion of the city of Marysville (see Figure 7.4).

Within the Lake Stevens School District there are six elementary schools grades K-5 (Mt. Pilchuck, Hillcrest, Sunnycrest, Glenwood, Highland and Skyline), two middle schools grades 6-7 (Lake Stevens and North Lake), one mid-high school grades 8-9 (Cavelero), one high school grades 10-12 (Lake Stevens) and an alternative K-12 school (HomeLink). It also owns approximately 76 acres of vacant land.

The Lake Stevens School District has experienced steady upward growth in enrollment for the past four decades. Student enrollment in the School District remained relatively constant between 1973 and 1985 (15%) and then grew significantly from 1985 through 2005 (approximately 120%). Between October 2008 and October 2013, student enrollment increased by seven percent.



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Overall, there was a two percent decline countywide during this period. The October 2013 enrollment was 7,759 students, an increase of 1.6 percent over October of 2011. The School District has been, and is projected to continue to be, one of the fastest growing districts in Snohomish County, based on the Office of Financial Management-based population forecast. Population forecasts estimate the Lake Stevens UGA population will increase to 46,380 people in 2035. Likewise, the population within the Lake Stevens School District boundaries will rise from 41,238 in 2013 to over 61,000 in 2035.

The city has adopted by reference the current Lake Stevens School District No. 4 2014-2019 Capital Facilities Plan. This Plan provides the basis for charging GMA based impact fees, as implemented in the city's Land Use Code. The District participates in the school impact mitigation fee program and issues an updated Capital Facilities Plan every two years. The city applies a discount to the calculated rate, as do most other cities in Snohomish County.

Snohomish School District.

The Snohomish School District covers a small corner of the southeastern portion of the UGA, south of 4th Street NE and east of 115th Avenue SE, and serves residents south of the Lake Stevens School District. No Snohomish School District schools are currently located within the Lake Stevens UGA. The city will adopt the Snohomish School District's Capital Facilities Plan by reference into the Comprehensive Plan when the area served by the Snohomish School District is annexed into the city.

Snohomish County Health District

The city contracts with the Snohomish County Health District for public health services. The most common task the Health District performs in the Lake Stevens area is approving septic systems. Other responsibilities include food service inspections and issuing state permits for certain (potentially noxious) activities (e.g., septic sludge recycling, soil processing, etc.).

Solid Waste

Waste Management Northwest, Incorporated and Republic Services provide solid waste services within the city. Solid waste service is contracted out for a three-year period. Recycling is provided by East Snohomish County Association of Recycling Cities (ESCARC), contracting with Fiber International. ESCARC consists of Monroe, Snohomish, Lake Stevens, Sultan, Granite Falls and Gold Bar. These cities pool resources to provide the capital facilities for lower cost recycling. The city receives curbside service from Bill's Disposal service, which is a division of Fiber International.

Natural Gas

Puget Sound Energy (PSE) provides natural gas service through a city franchise. PSE is the largest natural gas company in Washington serving approximately 770,000 customers in six



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counties and 64 cities. It is a demand-driven utility, meaning that no service is initiated until requested by a specific customer. As natural gas is a competitive energy source, it can be assumed that the demand for it will continue to grow, particularly if substantial savings over other fuels can be effectively demonstrated (Acme, 1993).

The U.S. Department of Energy estimates a 60-year supply of conventional natural gas reserves exists. Unconventional reserves requiring advanced technology are estimated at a 150-200 year supply.

Telecommunications

Telecommunication facilities are private utilities that provide services such as television (broadcast, cable and satellite), phone (direct lines and cellular) and internet. Content is transmitted by a variety of methods that may include cable lines, electrical wires or fiber optical fibers. Wireless technology includes traditional broadcasting, radio transmission and cellular networks. Telecommunication services often use existing infrastructure along utility corridors and public rights-of-way.

The telecommunication industry is evolving and will continue changing over the next 20 years. Telecommunications services are integral to the modern world and economy. For example, the telecommunication industry is the primary conduit for information exchange between individuals, corporations and public service providers. As this industry changes, there may be unknown impacts on land use planning, existing facilities and regulatory oversight. The city should coordinate with service providers to plan for the construction and reconstruction of facilities and provide feedback on capacity, design and equipment.

Electrical Utilities

The Public Utility District No. 1 of Snohomish County (PUD), which purchases 80 percent of its power from the Bonneville Power Administration (BPA), serves the city of Lake Stevens. The remainder of the PUD's power is provided by a mix of renewable resources that include output from the PUD's Jackson, Youngs Creek and Woods Creek hydroelectric projects, and several long-term contracts for wind, landfill gas, biogas, and biomass.

The PUD uses an 115,000-volt transmission system to distribute electricity from three major BPA delivery points in Snohomish County to distribution substations. These substations transform the transmission voltage to 12,500-volt distribution voltage. PUD electrical facilities of less than 55,000 volts (55 kV) are referred to as distribution facilities. Facilities of more than 55,000 volts (55 kV) are referred to as transmission facilities.

There are three distribution substations, Hartford, Lake Stevens and Frontier, within the city limits of city of Lake Stevens. The city is fully served by these substations with distribution lines that extend service to all residential, commercial, and public customers. According to



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the PUD, there is ample capacity to meet existing demand for both the incorporated city limits as well as the UGA.

In addition to PUD facilities, there are Bonneville Power Administration and Seattle City Light Transmission lines that pass through the city that constitute regional power transmission facilities.

Water Utilities

Except for a few homes on wells, the Public Utility District No. 1 of Snohomish County (PUD) provides water service. The PUD currently owns and operates nine water systems. PUD's Lake Stevens Water System serves the city. The service area is bounded on the west by Ebey Slough and the Snohomish River; on the north by Marysville and Arlington; on the east by the Snohomish County Commercial Forest-Forest Transition Area (CF-FTA); and on the south by the boundaries of other water systems.

The city of Everett's transmission lines from Spada Lake pass through the water service area, delivering water to Everett and to many water customers. In 2012, PUD converted its emergency wells, in the northeast corner of the city, to full-time use to supplement the water supply purchased from Everett. The PUD's Walker Hill storage reservoirs (4 million gallons capacity) and Hillcrest reservoirs (6 million gallons capacity) serve both the city and the UGA. The distribution system within the city is shown in Figure 7.5. In 2012, PUD constructed water main extensions to merge its Lake Roesiger water system into the Lake Stevens system. In 2014, PUD constructed water main extensions to merge its Dubuque water system into the Lake Stevens system.

The following is an overview of the Lake Stevens water system and its major facilities, including updates provided by the PUD since its *2011 Water System Plan*:

Source – Eleven connections to the city of Everett's Transmission Pipeline Nos. 2, 3 and 5 provide the primary water supply to the Lake Stevens Water System. Water from five of these connections flows by gravity into the water system, while the remaining six have pump stations to deliver the water. Four connections are inside the city limits, including one connection shared with the city of Marysville. As stated earlier, two wells supplement the primary water supply.

Storage – The PUD Lake Stevens water system contains eight storage reservoirs, with a combined capacity of over 14 million gallons. Four of these reservoirs are located in the city at the Walker Hill and Hillcrest tank sites. The water storage capacity in the city is 10 million gallons.



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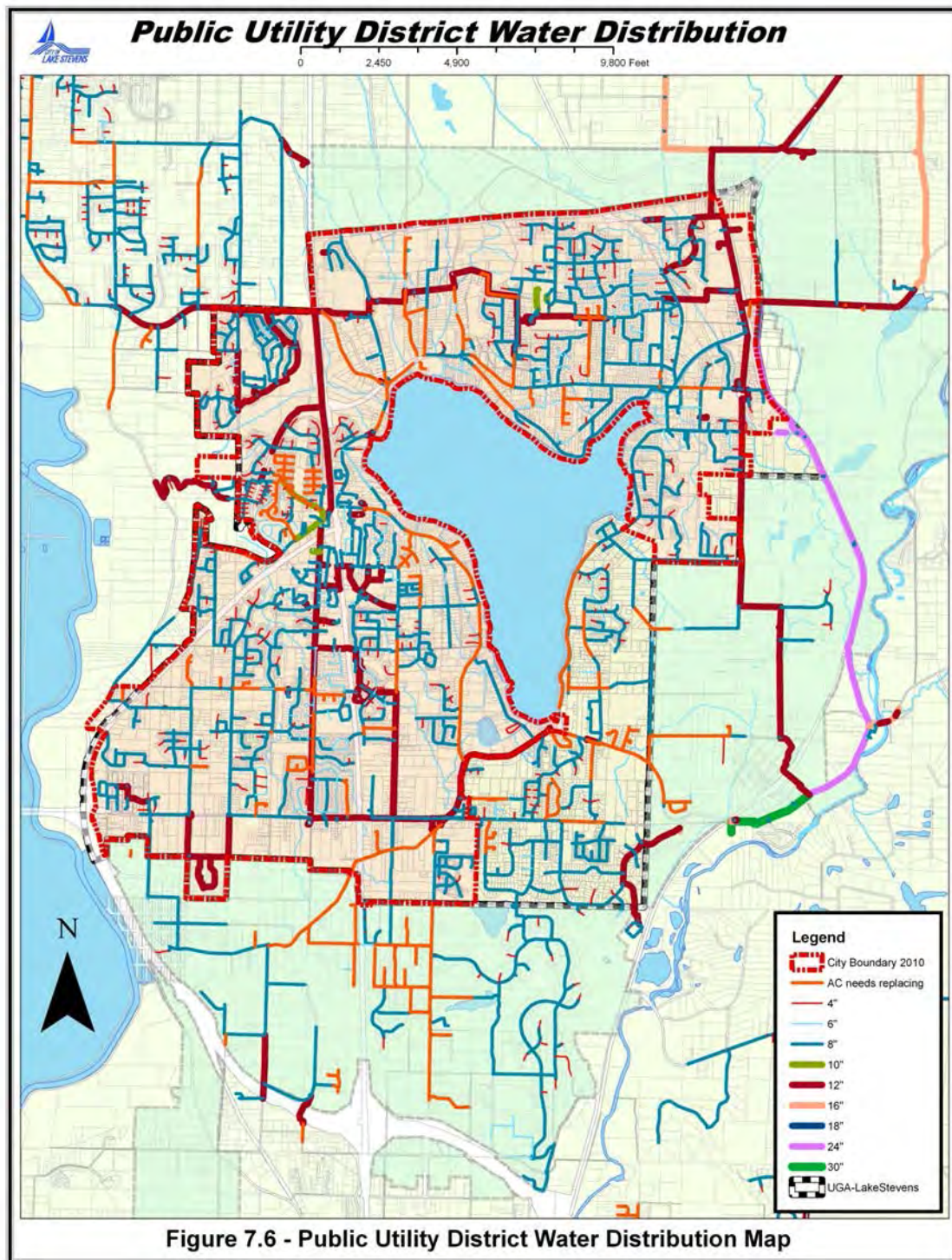


Figure 7.5 – Map of Water Facilities



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Transmission and Distribution Pipelines – There are over 330 miles of pipe in the PUD’s Lake Stevens water system. Pipeline sizes range from 3/4 to 40 inches and materials include cast iron, asbestos cement, ductile iron, galvanized, and steel

Booster Pump Stations – At higher elevations, booster pump stations provide additional pressure. In the city, there are two booster pump stations serving the Walker Hill and Hillcrest areas.

Pressure Reducing Stations – There are 35 pressure-reducing stations throughout the Lake Stevens Water System that help regulate pressure and define the separate pressure zones. Inside the city limits, there are six pressure zones served by seven pressure-reducing stations, which provide reasonable pressure to all city consumers.

The PUD normally designs its water facilities to provide fire flow capacity of at least 1,000 gallons per minute (gpm). In some areas, flows up to 3,000 gpm are available. Developers must fund and construct any improvements necessary to bring water to their projects and to achieve fire flow required by the Fire Marshal. The PUD’s water source and storage are adequate for projected growth within its water service area.

Essential Public Facilities

Under GMA provisions (RCW 36.70A.200) jurisdictions shall include a process for identifying and siting essential public facilities. An essential public facility can be any facility owned or operated by a federal, state or local government, public utility, transportation authorities or other entities that provide public services. Essential public facilities are typically difficult to site such as education facilities, regional transportation facilities (e.g. airports), solid waste-handling facilities, regional transit authority facilities, state or local correctional facilities and in-patient facilities including substance abuse, mental health and group homes. The GMA provides that no comprehensive plan or development regulations may preclude the siting of essential public facilities. However, jurisdictions can impose reasonable conditions or mitigations on essential public facilities through its comprehensive plan or development regulations, provided these do not preclude the siting of the facility. The city has adopted essential public facilities standards within the municipal code.

GOALS AND POLICIES

GOAL 7.1 COORDINATE WITH CITY DEPARTMENTS, SPECIAL PURPOSE DISTRICTS, UTILITY COMPANIES AND OTHER SERVICE PROVIDERS TO ENSURE THE ADEQUATE DISTRIBUTION OF PUBLIC SERVICES AND FACILITIES THROUGHOUT THE CITY AND CONSISTENCY WITH THE LAND USE ELEMENT.



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Policies

- 7.1.1 Coordinate with city departments including the Administration, Finance, Planning and Community Development, Police Department and Public Works to ensure public facilities are adequately maintained and distributed to support the community's needs and that each department's planning documents are consistent.
- 7.1.2 Coordinate with special purpose districts including the Lake Stevens Sewer District and Snohomish County PUD and utility providers (e.g., gas, electrical, phone, etc.) to ensure public facilities are adequately maintained and distributed to support the community's needs and that each agencies' planning documents are consistent.
- 7.1.2 Coordinate with local and regional service providers including the Lake Stevens School District, Lake Stevens Fire, Sno-Isle library, etc. to ensure public services are adequately maintained and distributed to support the community's needs and that each agencies' planning documents are consistent.
- 7.2.1 Prepare and adopt a detailed master storm drainage plan for the city to coordinate storm drainage and detention/retention consistent with the concept plan adopted as part of this element to include cumulative watershed effects.
- 7.2.2 Prepare and adopt a detailed master sewer plan for the city to coordinate sewer and detention/retention consistent with the concept plan adopted as part of this element.
- 7.2.3 Protect existing regional transmission facilities for Snohomish County PUD, Lake Stevens Sewer District and Puget Sound Energy from encroachment by incompatible urban development.

GOAL 7.2 PROVIDE THE BEST CITY HALL SERVICE ATTAINABLE WITHIN BUDGET PARAMETERS AND MINIMIZE GOVERNMENTAL EXPENDITURES BY REDUCING DUPLICATION OF SERVICES.

Policies

- 7.2.1 Strive to maintain efficiency in the provision of city government services through continual evaluation and improvement of administrative, technical, and personnel procedures and practices, as well as the Lake Stevens Municipal Code.
- 7.2.2 Devote adequate funds to ensure quality staffing.
- 7.2.3 Ensure that elected officials, appointed commissioners, and staff maintain and/or improve their levels of expertise through continued education, development, and peer consultation.



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- 7.2.4 Take advantage of affordable technological advances where it results in better and more efficient levels of service.
- 7.2.5 In order to expand services to the citizens of Lake Stevens in a fiscally responsible manner, continue and expand the practice of interagency cooperation by sharing personnel and facilities wherever possible.
- 7.2.6 Provide adequate public facilities to support the city's administrative and field operations.

7.2.7 Assure private property is not taken for public use without just compensation.

GOAL 7.3 PROVIDE FOR ADEQUATE POLICE AND FIRE PROTECTION SERVICES.

Policies

- 7.3.1 Periodically review and update police staffing analysis based on national practices using a work-load based model.
- 7.3.2 Maintain and update the Police Department Strategic Plan including goals to reduce crime and addressing conditions affecting the quality of life of the community.
- 7.3.3 Coordinate police services with fire protection services and other local, state and federal agencies to develop a disaster preparedness program for Lake Stevens.
- 7.3.4 Support the Snohomish County Fire Prevention District #8 to maintain its adopted level of service.
- 7.3.5 Coordinate with the Fire District on review of submitted site and building plans.
- 7.3.6 Coordinate land use density and intensity with the Fire District's capital budget in order to provide services within the city.
- 7.3.7 Consider the disaster response implications in prioritizing Fire District capital improvement and public service planning.

GOAL 7.4 PROVIDE ADEQUATE SCHOOL FACILITIES.

Policies

- 7.4.1 Support the Lake Stevens School District to maintain its adopted level of service.



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- 7.4.2 Coordinate land use density and intensity with the School District's capital budget in order to provide services within the city.
- 7.4.3 The city will adopt by reference the Lake Stevens School District Capital Facilities Plan. The city Council shall review the CFP every two years to ensure that it is consistent with the requirements of the GMA; the impact fee calculation is consistent with the city's adopted formula and the CFP has been adopted by the District's Board of Directors.

GOAL 7.5 PROVIDE ADEQUATE STORMWATER FACILITIES AND SERVICES.

Policies

- 7.5.1 Continue to implement programs and projects designed to meet the goals and requirements of Department of Ecology's NPDES permit.
- 7.5.2 Maintain and enforce land-use plans and ordinances requiring stormwater controls for new development and re-development.
- 7.5.3 Actively promote and support education efforts focusing on all facets of stormwater management.
- 7.5.4 Develop and maintain a comprehensive stormwater inventory and identify needs to ensure a functioning stormwater system.
- 7.5.5 Integrate distributed, small-scale stormwater controls and prevent measurable harm to streams, lakes, wetlands and other natural aquatic systems from commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape.
- 7.5.6 Promote education of controlling the release of chemicals from residential fertilizing and weed/insect control on Lake Stevens and its watershed.

GOAL 7.6 STRIVE TO PROVIDE ADEQUATE SEWER SERVICES TO EVERY RESIDENCE AND BUSINESS IN THE CITY.

Policies

- 7.6.1 Support the Lake Stevens Sewer District to maintain its adopted level of service.
- 7.6.2 Support the implementation of the Lake Stevens Sewer District capital facilities plan. Coordinate land use density and intensity with the Sewer District's capital planning work and budget in order to provide services within the city.



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- 7.6.3 As needed to further the purposes and goals of the Unified Sewer Service and Annexation Agreement, the city will continue to work with the Lake Stevens Sewer District to review and amend existing regulations to provide commonality, consistency, predictability and concurrent levels of sewer permits and regulation.
- 7.6.4 Coordinate city-sponsored capital improvements with the Lake Stevens Sewer District, Snohomish County Health District and neighboring jurisdictions to ensure effective and cost efficient provision of sewer service.
- 7.6.5 Support the Lake Stevens Sewer District in accomplishing sewer expansions in future expanded urban growth boundaries and high priority development areas within the city as well as priority development areas such as Downtown Lake Stevens.
- 7.6.6 Replace failing septic systems within the urban growth area with sanitary sewers and Use innovative and state-of-the-art design and techniques when replacing septic tanks to restore and improve environmental quality.
- 7.6.7 Support efforts to require new development within the urban growth area to obtain sanitary sewer systems or fit it with dry sewers in anticipation of connection to the sewer system. Alternative technology to sewers should only be considered when it can be shown to produce treatment at standards that are equal to or better than the sewer system and where a long-term maintenance plan is in place.

GOAL 7.7 PROCESS PERMITS FOR UTILITY FACILITIES AND OTHER SERVICE PROVIDERS IN A FAIR AND TIMELY MANNER AND IN ACCORD WITH THE DEVELOPMENT REGULATIONS, WHICH ENCOURAGE PREDICTABILITY.

Policies

- 7.7.1 Promote co-location of new public and private utility distribution facilities and coordination of construction timing to minimize construction-related disruptions and reduce the cost to the public of utility delivery.
- 7.7.2 Provide timely and effective notice to utilities to encourage coordination of public and private utility trenching activities for new construction and maintenance and repair of existing roads.
- 7.7.3 The city shall encourage provision of an efficient, cost effective and reliable utility service by ensuring land will be made available for the location of utility lines or other utilities.



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- 7.7.4 The city will promote the extension of distribution lines to and within the urban growth area. Coordinate land use and facility planning to allow eventual siting and construction of any utility distribution lines within or adjacent to rights-of-way which are being dedicated or within roads which are being constructed or reconstructed.
- 7.7.5 The city shall encourage system design practices intended to minimize the number and duration of interruptions to customer service.
- 7.7.6 The city will formulate, interpret, and apply the land development regulations so as to allow the timely development of utility facility additions and improvements.

GOAL 7.8 ENSURE THAT UTILITIES PROVIDE SERVICE IN A MANNER THAT IS ENVIRONMENTALLY SENSITIVE, SAFE, RELIABLE AND COMPATIBLE WITH THE SURROUNDING PROPERTIES.

Policies

- 7.8.1 Proposals for electricity generation facilities should be scrutinized carefully to avoid impacts on local air and water quality.
- 7.8.2 The city will consider public utility substations, transmission facilities and other regional facilities as “necessary public facilities” for purposes of permit review, provided that utility providers can prove locational need and significant mitigation of impacts.

GOAL 7.9 PROMOTE CONSERVATION AND ENERGY EFFICIENCY, AND ALLOW FOR ALTERNATIVE DESIGN STANDARDS AND/OR MATERIALS.

Policies

- 7.9.1 Encourage conservation of resources and reduction of energy consumption to extend the life of existing electrical energy and infrastructure.
- 7.9.2 Promote the reduction of water consumption through conservation, efficiency, reclamation, and reuse to reduce wastewater generation and ensure continued water availability.
- 7.9.3 Coordinate with water purveyors and local and tribal governments to identify and develop additional water supply sources to meet the region’s long-term water needs and growth strategy, recognizing the potential impacts on water supply from climate change and fisheries protection.
- 7.9.4 Consider the needs for both human consumption and for environmental balance including potential impacts of climate change on regional water sources.



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- 7.9.5 Support renewable energy resources, energy management technology and the conversion to cost-effective and environmentally sensitive alternative technologies to meet the region's energy needs.
- 7.9.4 Promote low impact development projects and techniques on non-LID projects to conserve and use existing natural site features
- 7.9.5 The city should support development of a bio fuel technology to provide more options to reduce vehicular pollution (city fleet to cleaner fuels). The city will move toward bio fuel technology as fleet replacement occurs and as the technology is developed and proven.
- 7.9.6 Reduce the rate of energy use per capita, both in building use and in transportation activities.
- 7.9.7 Reduce greenhouse gases by expanding the use of conservation and alternative energy sources and by reducing vehicle miles traveled by increasing alternatives to driving alone.

GOAL 7.10 SUPPORT LESS RESOURCE CONSUMPTION THROUGH PROGRAMS AIMED TOWARD REDUCING, REUSING, AND RECYCLING OF RESOURCES.

Policies

- 7.10.1 Promote demand management and the conservation of services and facilities prior to developing new facilities.
- 7.10.2 Maintain and expand reduction, re-use, and recycling programs in the city.
- 7.10.3 Support local, regional, state, federal, and private programs aimed at reduction, re-use, and recycling of natural resources.
- 7.10.4 Allow zoning for businesses aimed at recycling materials when it does not pose a threat to the community's health and welfare.
- 7.10.5 Examine the feasibility of requiring, through zoning or other legislative mechanisms, that distributors of hazardous, noxious, or toxic materials accept those materials for recycling.

GOAL 7.11 ESTABLISH A PROCESS AND IMPLEMENTING DEVELOPMENT REGULATIONS TO IDENTIFY AND SITE LOCAL ESSENTIAL PUBLIC FACILITIES, CONSISTENT WITH THE PROVISIONS OF THE GMA.



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Policies

- 7.11.1 The city will not preclude the siting of essential public facilities; however, it shall enforce its Comprehensive Plan and development regulations to ensure reasonable compatibility with other land uses when considering location and intensity of development.
- 7.11.2 Local essential public facilities should be sited to support the countywide land use pattern, support economic activities, reduce environmental impacts, provide amenities or incentives, and minimize public costs. This siting process should include:
- a. A definition of these facilities;
 - b. An inventory of existing and future facilities;
 - d. A public involvement strategy;
 - e. Assurance that the environment and public health and safety are protected; and
 - f. A consideration of alternatives to the facility.
- 7.11.3 Collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.
- 7.11.4 Consider the location of local essential public facilities inside Urban Growth Areas unless it is demonstrated that a non-urban site is the most appropriate location for such a facility. Local essential public facilities located outside of an Urban Growth Area shall be self-contained or be served by urban governmental services in a manner that shall not promote sprawl.
- 7.11.5 Develop reasonable conditions, alternatives and/or mitigation requirements to address the potential adverse impacts of siting local, regional, statewide, or federal essential public facilities.

GOAL 7.12 AS THE CITY ANNEXES NEW AREAS STRIVE FOR A SMOOTH TRANSITION OF SERVICE PROVIDERS TO MINIMIZE FINANCIAL AND LOGISTICAL IMPACTS ON CITIZENS.

Policies

- 7.12.1 Under the Growth Management Act and Lake Stevens Comprehensive Plan, the city is likely to be the provider of general government services within the Urban Growth Area. For potential annexation it is the city's policy to have interlocal agreements achieving the orderly transition of services during annexation.



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- 7.12.2 Establish an interlocal agreement model with Snohomish County and other service provider agencies to facilitate the transfer of governance within the city's UGA in an expeditious and consistent manner.
- 7.12.3 The city asserts its interest in areas outside the UGA where it is possible that future UGA expansions could occur. The city will become involved in these areas' planning and decision making, both to comment on future service impacts and to assist its own service planning.

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CHAPTER 8: TRANSPORTATION ELEMENT

A VISION FOR TRANSPORTATION

The city will develop an effective multimodal transportation system that emphasizes access, direct circulation and safety for vehicles, freight, public transportation, cyclists and pedestrians locally and to the region.

INTRODUCTION

The city of Lake Stevens and its UGA connect to the greater region by several regional highways. The local transportation system consists of a dispersed network of roads. This type of road network is reflective of the suburban development pattern within the city and its surrounding area. SR-9 is the major north-south highway that transects the Lake Stevens UGA. It connects to major east-west routes, including US-2, SR-92, SR-204, and 20th St SE/Hewitt Ave. US-2 is a major route that connects Lake Stevens with the I-5 corridor and Everett. SR-92 defines the northern boundary of the city and provides an east-west route that extends from SR-9 eastward to Granite Falls. SR-204 serves as a connector between US-2 and SR-9. Machias Road is a major north-south collector extending north to S- 92 and south to US-2, and defines the city's eastern boundary and the eastern boundary of the RUTA south of the city. With the exception of these major routes and a limited number of arterial type streets, the street pattern within the Lake Stevens UGA is largely discontinuous. This street pattern tends to concentrate traffic flows onto collector and arterial roads.

PLANNING CONTEXT

State Planning

The Transportation Element's objective is to guide development of the city's transportation system in a manner that supports the city's vision and goals. The city has developed this chapter in accordance with RCW 36.70A.070(6)(a) to address motorized and non-motorized transportation needs of the city of Lake Stevens. It represents the community's policy plan for the next twenty years. GMA encourages jurisdictions to develop efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans. The GMA also directs jurisdictions to incorporate the following items into their local comprehensive plans:



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- Level of Service Standards that are consistent with state and regional transportation plans that reflect community goals for multimodal transportation facilities;
- 10-year forecast that reflects capacity needs based on land use assumptions;
- Needs projection consistent with state and local system needs to meet current and future demands;
- Pedestrian & Bicycle component that addresses pedestrian and bicycle facilities and corridors and promotes healthy lifestyles;
- Transportation Demand Management (TDM) strategies including ridesharing, vanpooling, bicycling, walking and use of public transportation, efficient parking and land use policies;
- Future funding analysis for new facilities and maintenance based projected revenues;
- Multi-year financing plan based on the needs identified in the comprehensive plan;
- Shortfall strategy to fund adopted levels of service; and
- Intergovernmental coordination based on countywide planning policies.

Regional Planning

Vision 2040 provides a structure for consider transportation issues for freight, roads, transit bicycles and walking across the Puget Sound to support the regional growth strategy. A key concept revolves around linking regional and local growth centers into the decision-making process. Vision 2040 also recognizes the environmental and climate challenges created by the state's transportation infrastructure and supports energy-efficient, sustainable and safe transportation options. Finally, it emphasizes a range of funding option to address transportation needs and promotes prioritization criteria for funding.

Countywide Planning

The County and cities will work proactively with transportation planning agencies and service providers to plan, finance, and implement an efficient multi-modal transportation system that supports state-level planning, the Regional Growth Strategy, and local comprehensive plans.

The countywide planning policies emphasize a coordinated, efficient transportation system that minimizes impact to the climate and employs adaptive management strategies to meet growth patterns throughout the county. The countywide planning goals also echo the state and regional perspective of establishing multimodal transportation linkages between growth centers and residential areas. Snohomish County suggest the countywide planning policies “are intended to guide transportation planning by the County and cities in Snohomish County and to provide the basis for regional coordination with the Washington



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State Department of Transportation (WSDOT), the Puget Sound Regional Council (PSRC), and transportation operating agencies.” (Source Countywide Planning Policies: Effective June 24, 2011)

Lake Stevens Planning

The Transportation Element considers the location and condition of the transportation system; the cause, scope and nature of transportation problems; future needs; and addresses Level of Service (LOS) Standards. The type and availability of transportation resources are major factors in development of land use patterns, while conversely, the way land is used greatly influences the need and location for new transportation facilities. The relationship between transportation and land use is one of continuous interaction and must be coordinated. The city’s transportation plan integrates the assumptions from the Land Use Element and incorporates the state, regional and countywide principles for an effective transportation system.

Transportation Element information was initially derived from the Lake Stevens’ Transportation Plan (July 19, 2005) and Snohomish County’s Transportation Element (February 1, 2006) to update the street inventory, roadway classification map and the transportation improvement plan. In 2009, the “Southwest Annexation” was enacted and approximately 2,400 acres were annexed into the city. The annexation was roughly bound by Market Street to the north, by Lake Stevens to the east, by SR-204 to the west, and by 20th Street SE to the south. At the time of annexation, the County had identified 20th Street SE as a regionally significant transportation route and completed engineering design for the remainder of the corridor. Following the annexation, the County continued as the lead but the emphasis on the importance had diminished. In August 2011, the Lake Stevens City Council approved an agreement with Snohomish County where the city assumed the lead role.

INVENTORY AND ANALYSIS

The inventory presented in **Appendix B** provides information useful in the planning process. This Transportation Element addresses all arterial (major and minor) and collector roads located within the city of Lake Stevens and the Lake Stevens Urban Growth Area including those which are the responsibility of the Washington State Department of Transportation (State highway system), the county or the city. The city compiled existing roadway functional classifications, the most recently available traffic volume counts and accident frequency data. The analysis of this information is included in this section.

Traffic Circulation within the City

Roadways are classified by their intended function and desired service. The roadway functional classification is presented in the Roadway Classification section of this Element.



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The backbone of the city's transportation system is its highway and major arterial system. These streets provide mobility and access for a range of travel modes and users. Lake Stevens' major regional arterials are SR-9, SR-92, SR-204 and 20th Street SE.

Minor arterials generally provide circulation for local traffic movement. These include Lundeen Parkway, 20th Street NE, Grade Road, 91st Avenue NE/SE and Soper Hill Road (west of SR-9). The traffic circulation system within downtown Lake Stevens is limited to north-south travel along Main Street (East Lake Shore Drive to the south and Grade Road to the north) and east-west on 20th Street NE. With the exception of Lundeen Parkway and Soper Hill Road, these roadways are two lane roads with limited pedestrian facilities and the appearance of a local residential street.

The city's truck routes are along SR-9, SR-204, SR-92 and 20th Street SE. Access to the city's industrial area in the northeast portion of the city is along collector roadways which are not considered truck routes.

Subarea Plans

In September 2012, the city adopted subarea plans for Lake Stevens Center and the 20th Street SE Corridor. As part of the environmental impact statement, the city determined transportation projects required for development of both subareas. The city also adopted a Planned Action Ordinance setting development thresholds for land use, developing available maximum trip thresholds for each subarea and identifying mitigation measures for development. The need to implement any of the identified transportation projects depends upon the pace of development within the two subareas.

As part of the subarea plans, the city modified existing Levels of Service (LOS) from an intersection LOS Standard "C" to a system LOS Standard "E" in each subarea. The system consists of key intersections and connecting roads servicing each subarea. Under this approach, the LOS analysis provides an accumulative average LOS from intersections within the transportation network, while excluding intersections on State Routes. For the 20th Street SE Corridor Subarea, this includes all intersections within the defined subarea boundaries with the exception of SR-9 intersections. For the Lake Stevens Center Subarea, this includes all intersections within the defined subarea boundaries excluding SR-9 and SR-204 intersections.

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

SR-9 at SR-204 System – The city identified this system as one of the city's major transportation needs in the Lake Stevens Center Subarea Plan. WSDOT completed a



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preliminary study and issued a design report in 2012. Lake Stevens is current seeking funding based upon those findings. This system consists of three intersections including:

1. SR-9/SR-204 – An improvement intended to promote safety and increase capacity. The currently proposed solution calls for a roundabout with improved egress from to Lake Stevens Center, a shopping complex, directly onto SR-9 and SR-204. Entering weekday PM Peak volume is 4,000 (2014).
2. SR-9/4th Street NE – An improvement intended to promote safety and support circulation for commercial areas east of SR-9. The project will add a new right turn pocket on SR-9. Entering weekday PM Peak volume is 1,800 (2014).
3. SR-204/91st Avenue NE – An improvement intended to promote safety, increase capacity and support circulation for future development in the area. A roundabout has been proposed as a solution to safety problems at this intersection. Entering weekday PM Peak volume is 2,640 (2014).

SR-9 at 24th Street SE (aka South Lake Stevens) – This project is identified in the Lake Stevens' 20th Street SE Subarea Plan. The city has proposed full intersection improvements to provide ingress/egress to a planned roadway arterial (24th Street SE). The city has coordinated with WSDOT on this intersection to ensure that a full access intersection can be developed when future development occurs to the east and west of SR-9.

SR-92 at Grade Road – Identified in the 2012 draft city of Lake Stevens Downtown Framework Plan. This is proposed to be a roundabout to improvement safety and operations.

Natural Traffic Barriers

The city has three common features that create natural barriers to the traffic circulation system: 1) critical slopes; 2) wetlands; and 3) the lake, which is considered the largest natural barrier within the city. The Lake is the largest single barrier within city limits.

On-Street Parking Facilities

On-street parking is typically limited with availability found primarily on local access and collector classification roadways. Along older street corridors, such as 20th Street NE, availability of parking is limited and the quality of the available parking spaces is low (typically graveled shoulder).

Generally the demand for on-street parking does not exceed the available parking areas within the city. On-street parking in residential areas is typically sufficient to handle vehicles that cannot be accommodated on private property. The primary exception is during special events and around Lake Stevens High School.



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Mass Transit

Community Transit provides regional bus service with routes to Seattle, Granite Falls, Marysville and Everett. The Lake Stevens Transit Center, located at 9600 Market Place in the Lake Stevens Center subarea, provides for three bus routes (221/280/425). Consideration for a future Park and Ride in the 20th Street SE Corridor Subarea, near the intersection of SR-9 and 20th Street SE, is being discussed with Community Transit and Snohomish County. Community Transit has designated two park and rides for vanpools and carpools at Ebenezer Lutheran Church (2111 - 117th Avenue NE) and Holy Cross Lutheran Church (9613 - 20th Street SE).

Pedestrian/Bicycle Trails

Bicycle and pedestrian routes are discontinuous throughout the city having been constructed in a piecemeal manner over the years and include bicycle lanes, paved shoulders and shared-use paths. The Centennial Trail, a multi-mode (pedestrian, bicycle, horse, etc.) facility was built by Snohomish County and runs along the eastern border of the city. Picnic areas, bicycle racks, and other amenities are provided. A trail head has been built in the northeast corner of the city by Snohomish County. Many of the older residential areas are not yet connected by trail to recreational areas, schools, or shopping areas. Chapter 5 presents a discussion of the trail system in Lake Stevens as part of the Parks and Recreation Plan. The Land Use Section discusses how the Centennial Trail can assist in bringing pedestrian and bicycle traffic to the downtown.

In 2000, a pedestrian/bike trail was dedicated along Hartford Road between 20th Street NE and Old Hartford Road. This was made possible by changing Hartford Road to a one-way street. This is a good example of how decisions have been made that blend land use, transportation and recreation. It represents a standard that the city intends to pursue in the future.

As a unifying road feature, bicycle facilities included dedicated lanes and shared laneds (e.g., sharerows) are proposed along several streets connecting the city's growth centers and adjacent neighborhoods.

Curbs, Sidewalks, Landscaping, and Street Lighting

City code requires new development projects to construct frontage improvements including non-motorized facilities, landscaping, and lighting improvements in public right of way and internally as a part of the development approval. In 2014, the city performed an update to its Sidewalk Connectivity Plan (originally adopted in 2011). The Sidewalk Connectivity Plan is intended to identify gaps in pedestrian facilities for setting project priority needs and long term funding strategy. It estimated the city's provides 119 miles of some type of pedestrian feature. The Sidewalk Inventory is shown on Figure 8.1.

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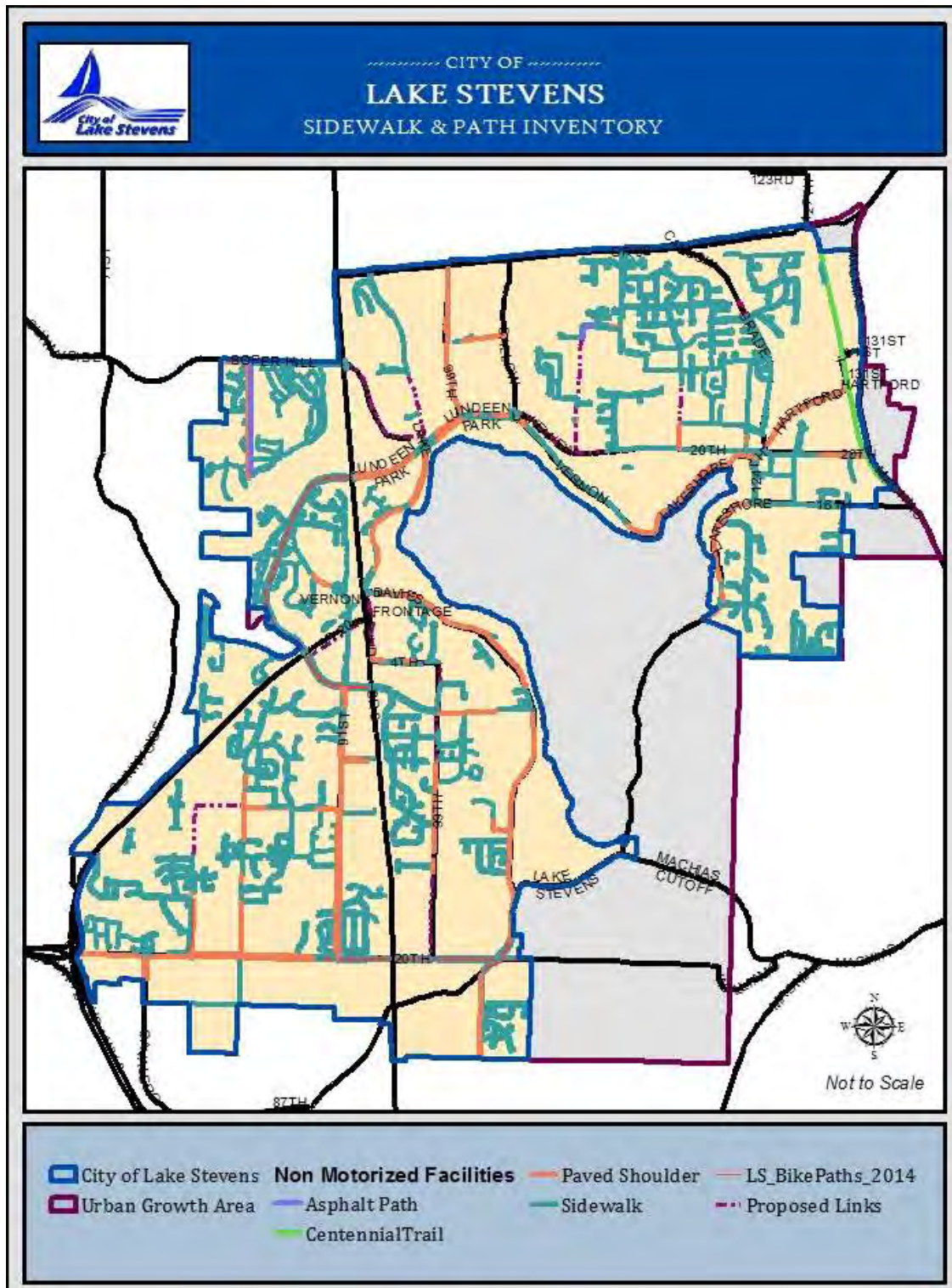


Figure 8.1 Sidewalk & Path Inventory



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The pedestrian features include concrete sidewalk, paved shoulder, asphalt path, and dedicated gravel shoulders. It is estimated that approximately 63 percent of the frontage has some type of walkable pedestrian feature. Funding opportunities are sought in the form of grants from State and Federal agencies to augment budget dollars for construction of improvements.

State Routes

The Washington State Department of Transportation (WSDOT) coordinates with the city of Lake Stevens on projects within the UGA and city limits.

SR-9 is a highway of statewide significance (HSS) running north-south parallel to Interstate 5 from Snohomish County/King County to the Arlington area.

SR-9 within the city, begins approximately 0.1 miles south of 20th Street SE and ends on the north side of the SR-92 intersection. Approximately 3.6 miles lie within city limits. This is a limited access roadway. The approximate weekday peak hour traffic volume is 2,900 (north of SR-204).

SR-204 is a regional connector route between US-2 and SR-9. Within the city, SR-204 begins at 71st Avenue SE and ends at SR-9. Approximately 1.8 miles are within city limits. This is a limited access roadway. The approximate weekday peak hour traffic volume is 1,970 (between Market Street and SR-9).

SR-92 is a regional connector between SR-9 and the city of Granite Falls. Within the city, SR-92 begins at the SR-9 intersection and ends approximately 250 feet east of 127th Drive NE. This is not a limited access roadway and is under the right of way jurisdiction of the city. Approximately 2.4 miles are within the city limits. The approximate weekday peak hour traffic volume is 1,540 (between SR-9 and Lake Drive NE).

ASSESSING ROADWAY CAPACITY

Roadway Functional Classification

Roads in Lake Stevens are classified according to a hierarchy of function as follows:

1. Freeway/Expressway – state designated route, typically with limited access control. Road considered to have regional significance. Speeds range from 35 to 55 mph (typical).
2. Major Arterial – city designated route, typically highways and arterials with limited access and left turn movement controlled. Roads considered to have regional significance. Speeds range from 30 to 35 mph (typical).



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3. Minor Arterial – city designated route, typically connecting to highways, arterials, and collectors. Limited access is preferred. Roads considered to have local with some minor regional significance. Speeds range from 25 to 35 mph (typical).
4. Collector – city designated route, typically connecting neighborhoods to arterial roadways. Collectors may have direct access if no other alternative exists. These roads are considered to have local significance. Speeds range from 25 to 30 mph (typical).
5. +Local Access – city designated route, typically connecting neighborhoods to collectors. There is no access control. Roads considered to provide direct access to residences. Typical speed is 25 mph.

Functional Classification Designation

The city's functional classification designations have been determined based on each route's regional significance and operational characteristics. The functional classification designations are shown on the map in Figure 8.2.

This information is used in determining access control, frontage improvements required for development, guides programming of roadway improvements, and determines maintenance service priority levels for emergency events such as snow and ice control.

For the Lake Stevens UGA, all roadways were classified by Snohomish County using the federal functional classification system. The major classifications of County roadways are principal arterial, minor arterial, collector, and local access street.

LEVEL OF SERVICE (LOS) STANDARDS

The following table defines intersection LOS. The time shown is in seconds and is calculated for a specific intersection based on the average delay from all approaches over a one hour P.M. peak hour period.

The city of Lake Stevens has set a citywide standard of LOS E for major and minor arterials and collector roadways. Along the 20th Street SE corridor, LOS is determined as an average of all intersections from South Lake Stevens Roadway to Cavaleros Road. On local access roadways the standard is LOS C. Figure 8.3 illustrates the pm peak hour traffic model for the city along major road and intersections.

Roadway Design Standards

The city adopted roadway design standards are depicted in the most current edition of the Engineering Design and Development Standards (EDDS - 2009).

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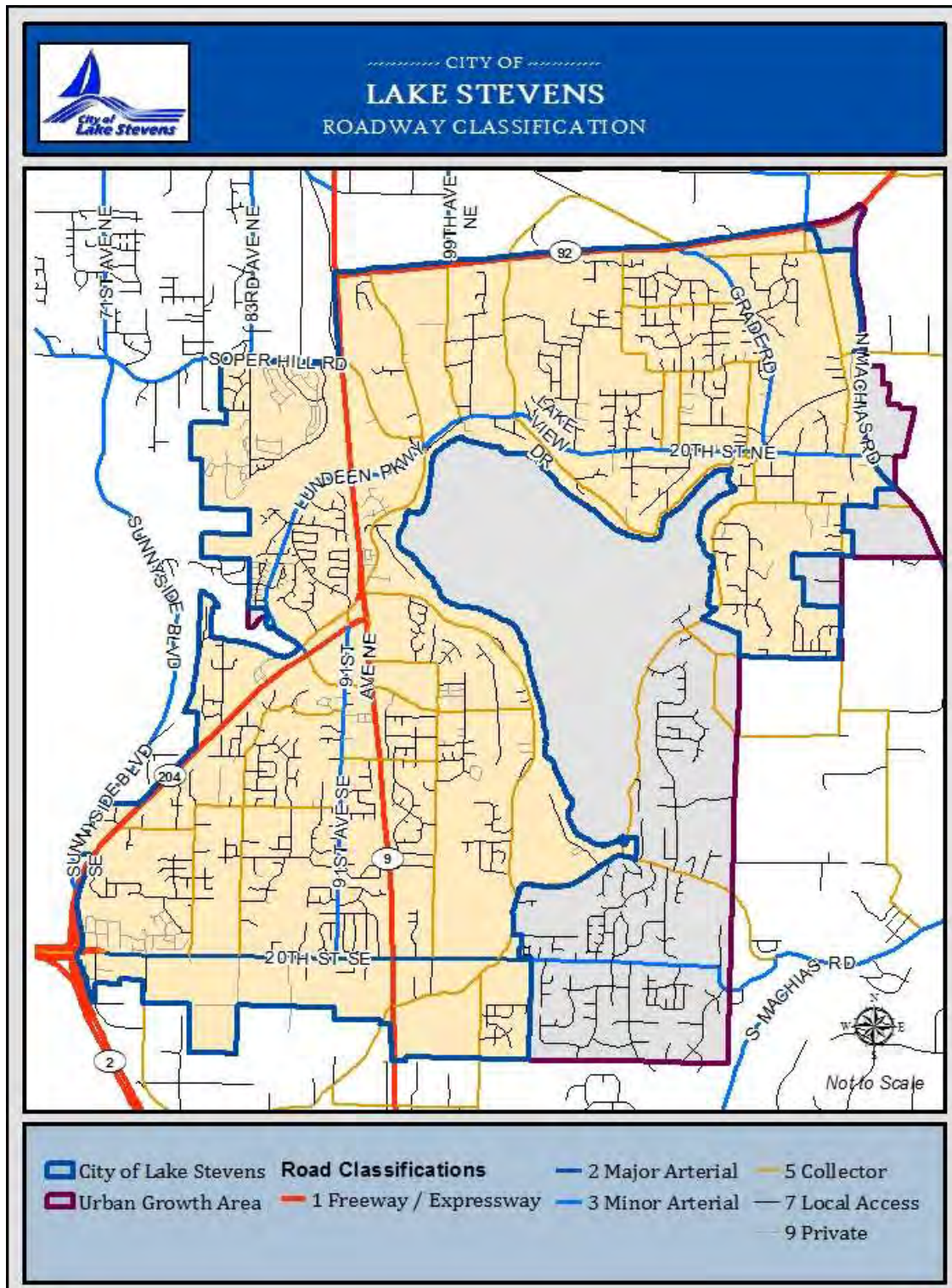


Figure 8.2 - Roadway Classifications



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LEVEL OF SERVICE	SIGNALIZED INTERSECTION	UNSIGNALIZED INTERSECTION
A	≤10 sec	≤10 sec
B	10–20 sec	10–15 sec
C	20–35 sec	15–25 sec
D	35–55 sec	25–35 sec
E	55–80 sec	35–50 sec
F	≥80 sec	≥50 sec

Table 8.1 Intersection Level of Service

Traffic Calming

Variations in roadway standards are often used for the purpose of calming or slowing traffic. Traffic calming consists of physical design and other measures installed on roadways for the purpose of reducing motor-vehicle traffic speeds as well as to improve safety for pedestrians and cyclists. Possible techniques include traffic circles, mini roundabouts, streetscaping, chicanes (roadway barriers) or road diets (reduction in lanes).

Truck Routes

In 2011, the city adopted, through Ordinance 863, a designated truck route system and established weight limits on all streets. The designated truck routes within the city are:

- State Route 9
- State Route 92
- State Route 204
- 20th Street SE between US 2 and the east city limits.

Truck route exceptions are provided for repair, pickup, delivery and for businesses that operate trucks from within (this does not apply where a residence is also a place of business).

State Route LOS Standards

SR-9 and US-2 are considered highways of statewide significance, while SR-92 and SR-204 are considered highways of regional significance in the transportation inventory. SR-9, 92, and 204 are considered Regional State Highways. The Level of Service set for these roadways are adopted by the Puget Sound Regional Council. State routes will use the LOS standards, defined in the Highway Capacity Manual to determine concurrency. WSDOT sets the LOS standards for Highways of Statewide Significance based on a congestion index that is calibrated as LOS "C" or "D" in urban areas. The Puget Sound Regional Council measures the LOS standards for Regionally Significant State Highways based on a one-hour p.m. peak period. These are further divided into tiers based on proximity to urban areas. The LOS standards for state routes are shown in Table 8.2.



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<u>STATE ROUTE</u>	<u>HIGHWAY CATEGORY</u>	<u>LEVEL OF SERVICE</u>
<u>US-2</u>	<u>Highways of Statewide Significance</u>	<u>Urban LOS D</u>
<u>SR-9</u>	<u>Highways of Statewide Significance</u>	<u>Urban LOS D</u>
<u>SR-92</u>	<u>Highways of Regional Significance</u>	<u>Tier 2 LOS D</u>
<u>SR-204</u>	<u>Highways of Regional Significance</u>	<u>Tier 1 LOS E Mitigated</u>

Table 8.2 Level of Service Standards for State Routes

Snohomish County LOS Standards

The city is surrounded by County roads and there are County roads which traverse through the city. The County's LOS standards are based upon travel times on arterial segments, which form corridors throughout unincorporated Snohomish County. The LOS for urban areas is LOS E to maintain an average speed of 10 miles per hour.

Transit LOS Standards

While the city has not adopted a LOS standard for transit, the city has coordinated land use and transportation goals and policies with Community Transit's standards to ensure that the community can be supplied with adequate transit services. Goals and policies requiring specific design, density, and review for transit-friendly development have been included in the Land Use Element Goals and Policies. Community Transit has designated 20th Street SE and State Route 9 as "transit emphasis corridors" in Community Transit's Long Range Transit Plan for consistency with Countywide Planning Policy TR-12. The city is also designating 20th Street SE and State Route 9 through the city as "transit emphasis corridors" for consistency with Community Transit's plan and the Countywide Planning Policies.

Capacity of the Circulation System

Capacity of the roadway network is determined by LOS at collector and higher functional classification intersections.

FUTURE NEEDS AND ALTERNATIVES

Analysis of Needed Roadway Capacity Improvements

A citywide transportation needs analysis was performed in 2011 and 2012. This was performed as part of the city's development of its GMA base Traffic Impact Fee program, the

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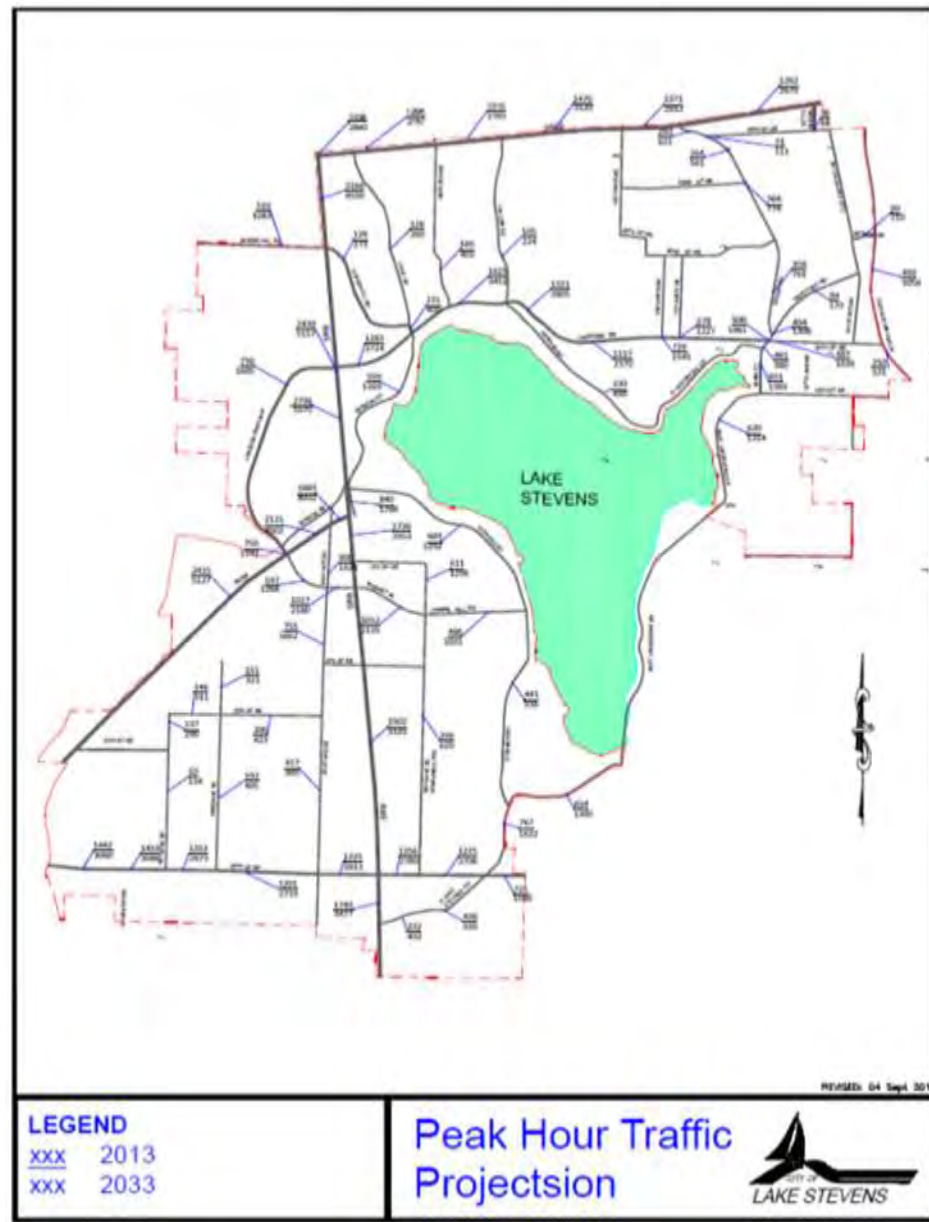


Figure 8.3 – PM Peak Hour Traffic Model



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Lake Stevens Center and 20th Street SE Corridor Subarea plans and the Downtown Framework plan. A 20 year projection was developed for this analysis using the city's adopted LOS standards. The 20 year Peak Hour Traffic Projection Map is shown on Figure 8.3.

The findings were that the city's transportation system currently meets or exceeds the adopted LOS standards. However, the 20 year projected analysis indicated a need for system improvements to meet future land use growth demands. These projects have been identified and are included in the 20 year Capital Facility Plan.

Analysis of Needed Roadway Safety Improvements

The intersection of SR-9/SR-204 had been identified by WSDOT as the highest accident location in the SR-9 Route Development (Corridor) Plan. The city and WSDOT have worked together on the development of alternatives to improve this condition with system improvements that include the SR-9/SR-204, SR-204/91st Ave NE, and SR-9/4th Street intersections. In 2012, a Final Pre-design Report was released. The city is currently seeking funds for design and construction based upon the findings of this report.

No other high accident frequency areas were identified within the city. When a safety concern is identified, the area of concern is investigated and action may be taken if an engineering analysis determines that an action is warranted and resources are available.

Analysis of ~~Needed Pedestrian Improvements~~Multimodal Improvements

Pedestrian Facilities – Pedestrian connectivity between residential areas and schools, commercial centers, trail systems and public parks is a high priority for the city, specifically in the city's growth centers and subareas. In 2011 the city adopted a Sidewalk Connectivity Plan. This plan's intent was to identify the needs for pedestrian improvements to fill gaps in the existing sidewalk system to provide for a contiguous pedestrian system outside of residential neighborhoods. The final plan resulted in a comprehensive list of pedestrian projects that are included in the 20 year Capital Facility Plan. This plan was most recently updated in 2014 to include both completed and active projects while updating the proposed project list.

The Lake Stevens Center Subarea Plan and the 20th Street SE Corridor Subarea Plan both include the inclusion of sidewalks on many existing and future streets, some trail streets with a large paved trail on one side of the street, and the development of a trail along the power lines between the two subareas. –These identified projects are also included in the 20 year Capital Facility Plan. Additional pedestrian improvements will be defined for Downtown Lake Stevens.

Analysis of Needed Bicycle Improvements



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Bicycle Facilities – Providing continuity in a pedestrian and bicycle system can result in greater comfort and ease for its users. The city is striving to create a fully integrated system for non-motorized transportation, yet recognizes the need to prioritize locations where it expects heavy use, such as routes connecting residential areas to recreational facilities (including the Centennial Trail) and schools.

The city is in process of developing a Bicycle Route Development Plan which is expected to identify key bicycle routes that will connect residential areas with centers, parks, and trails. The Plan is expected to be adopted in 2016.

As mentioned earlier, it is a priority of the city to develop a multimodal infrastructure for pedestrian and bicyclists citywide to meet safety and mobility needs in addition to creating healthy communities. At this point, the city has not adopted a specific service level to require expansion of non-motorized facilities. However, as new commercial and residential development occur, non-motorized facilities are typically constructed with the project to meet general concurrency and zoning code requirements based on adopted engineering and design standards. In addition, the Parks and Recreation Element identifies citywide trail connections that serve a dual purpose to provide recreation and non-motorized transportation. The Pedestrian Plan supplements development activity to provide connections between existing non-motorized facilities prioritized by need, cost, route-directness and opportunity.

Transportation Improvement Plan

The Transportation Improvement Plan (TIP) is the result of an iterative process that balances the goals of all comprehensive plan elements. The TIP contains both funded and unfunded projects. Maintaining a list of priority projects helps the city monitor needs and pursue funding sources.

The policies in the Transportation Element have been prepared recognizing that not all projects in the TIP can be considered in the Capital Facilities Element at this time. Financial planning for transportation must use the same process as the financial planning for other capital facilities. However, the timing and funding for transportation are restricted by the concurrency requirement and the binding nature of LOS standards. The city is required to create a six-year financing plan for both transportation and capital facilities with reviews and amendments annually. In addition, the city is required to provide such transportation services concurrently with new development.

The city will use the annually updated Six-Year TIP to re-evaluate the priorities and timing of all transportation projects. Projects are completed and priorities change throughout the planning period. It may be necessary to update the TIP more than once a year. Also, the TIP update process may not coincide with the yearly comprehensive plan update process. Therefore, the TIP is not included in the Comprehensive Plan, but is an important associated



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document. The most recently approved TIP is included in the Appendix; however it is not adopted as part of this Comprehensive Plan.

Maintenance, Preservation, and Operation

The multicounty planning policies and Transportation 2040 emphasize efficient maintenance, preservation, and operation of the transportation system as a cost-effective means to ensure current assets continue to function and sustain regional mobility. Following this regional strategy, the city will continue to look at options for maintenance, preservation and operational improvements to the existing road network as an essential component of the transportation plan and capital facilities decision-making process.

Safety and Emergency Managment

Safety issues address the design and operation of the system, as well as threats from harmful acts and natural disasters. Areas of primary concern are vehicle-related deaths and injuries, as well as pedestrian and bicyclist deaths and injuries. A safe and secure regional transportation system pays careful attention to design and operation of facilities, as well as multiagency coordination and communication. The city coordinates regionally on transportation issues with partner agencies. It also coordinates locally with the Fire Department, School District, and Police to ensure a safe and effective street network for motorists, cyclists, pedestrians, and emergency service providers.

Air/Water Quality and Transportation

Air quality in Lake Stevens is considered relatively clean with no major freeway running in close proximity. However, during peak hours in the vicinity of SR-9 and SR-204 and 20th

Street SE, congestion can result in high vehicle emissions. In addition, US-2 is located to the south and west of the current UGA.

As population growth continues to increase so does traffic congestion and the associated vehicle emissions. The city's focus is to help counter this air quality impact through the reduction in automobile use and the increase in mass transit use.

Planned methods to reduce vehicle trips are to provide more living wages jobs within the city; provide high density housing near employment centers; and utilize mixed use facilities. This will allow for fewer miles traveled, opportunities for non-motorized travel to places of employment and shopping, and provide the density necessary to support transit services.

Another method that the city has incorporated is to provide lower emission roadway design standards. Roundabouts have been used at several locations within the city which have resulted in less congestion. This, in turn, results in lower vehicle emissions from start and stop and idling at intersections. More roundabouts are in future plans.



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Air pollution contributes to water pollution when rainwater picks up air pollutants and runs off into local creeks, streams and Lake Stevens. Tree preservation is an integral part of protecting air quality. Trees improve air quality by intercepting particles and removing gaseous pollutants. These pollutants include nitrogen dioxide (NO₂), sulfur dioxide (SO₂), carbon monoxide (CO), and particulate matter. Therefore, the city should take a lead role in reducing transportation-related air quality impacts to protect Lake Stevens' water quality.

GOALS AND POLICIES

GOAL 8.1 UPDATE TRANSPORTATION ELEMENT OF THE COMPREHENSIVE PLAN TO VERIFY THE EXISTING ROAD INVENTORY AND UPDATE WITH NEW INVENTORY GENERATED FROM ANNEXED AREAS.

Policies

8.1.1 The city will perform a review of the existing Street Inventory in the **Appendix**. Corrections and additions regarding the names and locations will be made to make the inventory current.

~~8.1.2 The Street Inventory will be updated with the newly acquired roads from Snohomish County resulting from the Frontier Village, Soper Hill, Chapel Hill Fire District, and other annexations occurring before the next comprehensive plan docket cycle.~~

8.1.~~3~~² The city will perform a field evaluation to update and verify the classifications and conditions for all the roads in the Street Inventory in an effort to obtain current and accurate information.

GOAL 8.2 PROVIDE A ROADWAY NETWORK WHICH MEETS ADOPTED LEVEL OF SERVICE STANDARDS.

Policies

8.2.1 For traffic levels of service, the city adopts LOS C or better at peak hour traffic for residential areas and LOS E along arterials and collectors in other areas at peak hour. As part of the subarea plans, the Level of Service for the subareas has been modified from an intersection LOS Standard "C" or "E" to a system LOS Standard "E" for each subarea. The system would consist of key intersections and connecting roads servicing each subarea. Under this approach, the LOS analysis would take the accumulative average LOS from intersections within the transportation network, while excluding intersections with State Route facilities.

8.2.2 Provide a safe, convenient and efficient transportation system.

8.2.3 Manage truck traffic with a Truck Route Ordinance and appropriate signage.



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~~8.2.4 — Revise the sidewalk design criteria to be consistent with the “Recreating Main Street: Lake Stevens’ Downtown Park and Public Facilities Plan,” as may be adopted.~~

8.2.4 Consider developing a level of service standard for pedestrian and bicycle facilities to measure safety, availability, connectivity and service quality of facilities.

8.2.5 The creation of private streets is discouraged. Existing private streets will be accepted by the city for ownership and maintenance only if they are consistent with current design standards or can be brought to current design standards for new streets, and they can be shown to be a benefit to the city.

8.2.6 Develop criteria for the signing of streets, with the goal of providing a smooth, efficient transportation system.

8.2.7 Adopt the transit levels of service used by Community Transit.

8.2.8 The city shall adopt the same Level of Service standards for Highways of Statewide Significance and Highways of Regional Significance for SR-92 as adopted by the Puget Sound Regional Council and the Washington State Department of Transportation, as the Regional Transportation Planning Organization (RTPO). SR-92 shall not be subject to concurrency requirements.

GOAL 8.3 PROVIDE AN AFFORDABLE LEVEL OF SERVICE FOR THE ROADWAY NETWORK.

Policies

8.3.1 The city will maintain a list of annually updated road improvement priorities.

8.3.2 Upon the annual date of adoption, the city's concurrency management system may be revised as part of the annual review and amendment of the Comprehensive Plan.

8.3.3 The city will coordinate with the PSRC Regional Transportation Planning Organization to ensure consistency and compatibility between transportation plans.

8.3.4 In order to preserve the character of neighborhoods, City Council may adopt reduced road standards for built neighborhoods where necessary for the provision of safer pedestrian access.

8.3.5 In city road projects, the City Council may choose to install temporary safety improvements (such as widened asphalt shoulders, etc.) in lieu of full improvements where they are able to make at least the following findings:

- a. There is a significant overwhelming public need to improve pedestrian safety along the road on which the project is proposed, and the project will substantially do so.



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- b. The project is intended to be a temporary solution until a full street improvement project can be funded.
- c. The project is designed in such a way as to not preclude eventual full-standard development.
- d. If the full street improvement project is listed on the **city's 6-year** Transportation Improvement Plan, it will not be removed from the TIP because of the temporary improvements.

GOAL 8.4 PROVIDE A TRANSPORTATION SYSTEM THAT SUPPORTS EXISTING LAND USES AND ACCOMMODATES ANTICIPATED GROWTH.

- 8.4.1 Modeling of the city's transportation system shall be at an arterial and collector level and be updated at least on even years (i.e., 2018, ~~2018~~2020, etc.)
- 8.4.1 Except in cases of overriding public interest or physical constraints, new roads shall be routed to avoid traversing publicly-owned natural preserves, parks/recreation areas, and areas identified as wildlife habitat.
- 8.4.1 The city will coordinate with its' metropolitan organization, state and county on projects of regional significance to help ensure that outside city traffic impacts are considered in project planning and design.
- 8.4.1 Traffic impact fee plan shall be maintained to address growth and concurrency needs.

GOAL 8.5 ENSURE THAT THE TRANSPORTATION SYSTEM IS ADEQUATE TO SERVE ALL EXISTING AND FUTURE LAND USES. IN ADDITION, THE CITY WILL DEVELOP A CONCURRENCY MANAGEMENT SYSTEM, EXPLORE ALTERNATIVES FOR DEMAND MANAGEMENT, AND SECURE ADEQUATE FINANCING FOR TRANSPORTATION.

Policies

- ~~8.5.1 New roads shall be routed so as to avoid traversing publicly-owned natural preserves, parks and recreation area, and areas identified as critical wildlife habitat, except in cases overriding public interest.~~
- 8.5.~~21~~ The city coordinate with the Washington Department of Transportation in the selection of the criteria used to establish future right-of-way cross sections of the state highway system.
- 8.5.~~32~~ Traffic impacts fees shall be ~~determined-assessed~~ through ~~project-specific~~areawide GMA based impact ~~assessment-reports~~fee program, which shall be



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~~required or evaluated for every project for which the to determine concurrency test must be applied.~~

GOAL 8.6 STRIVE FOR CONTINUOUS AND LONG TERM EXPANSIONS TO THE TRAIL AND PEDESTRIAN SYSTEM.

Policies

- 8.6.1 In most cases, private property owners shall be required to install new right-of-way improvements, including curbs, gutters, sidewalks, and planting strips, for all new development projects.
- 8.6.2 Adopt sidewalk regulations consistent with state guidelines for the maintenance responsibility of sidewalks and planting strips by adjacent property owners.
- 8.6.3 The city will continue to incorporate regular and routine consideration of bicycles in accordance with the Washington Department of Transportation, and the American Association of State Highway and Transportation Officials (AASHTO) standards in all transportation improvements.
- 8.6.4 Where appropriate, the city will install or cause to be installed, budget permitting, new sidewalks on existing city streets considered by the city to be high priority areas generally within two years of identification.

GOAL 8.7 PROMOTE PEDESTRIAN AND BICYCLE ACCESS TO PUBLIC FACILITIES AND CENTERS.

Policies

- 8.7.1 Pedestrian connections take first priority over other means of non-motorized connection.
- 8.7.2 Pedestrian and bicycle routes will be designated on arterial and collector roadways except for designated school access routes.
- 8.7.3 Land under transmission lines should be used for multi-use, non-motorized pathways.
- 8.7.4 Pedestrian route priority must take transit connections into consideration.
- 8.7.5 Bicycle facilities should be considered when roadway improvements are performed on arterial and collector roadways.
- 8.7.6 Widened outside travel lanes of 14 feet should be considered where possible to provide a shared bicycle and vehicle lane.



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- 8.7.7 Share use path links located on steep slopes should be avoided when possible.
- 8.7.8 A comprehensive sidewalk/walkway/trail plan should be developed to provide alternative routes to employment centers, shopping areas, transit stops schools and public and recreational facilities.

GOAL 8.8 ESTABLISH MECHANISMS TO REDUCE THE DEMAND FOR TRANSPORTATION FACILITIES SUCH AS CAR/VAN POOL, AND STAGGERED WORK HOURS.

Policies

- 8.8.1 In the central business district, integrate both the access and movement within the district for motorized and non-motorized traffic.
- 8.8.2 Land use and density of development will be coordinated with transportation centers within the city to support and encourage the use of transit. Clustering and other development techniques will be encouraged near transit access area.
- 8.8.3 Work with Community Transit to identify the best routes, stops and scheduling to best serve the community, encourage use and maximize the efficiency of public transportation.
- 8.8.4 Encourage developers to consider public transportation in transportation plans submitted as part of preliminary plat consideration.
- 8.8.5 Coordinate public transportation corridors with Community Transit and neighboring communities.
- 8.8.6 Encourage and plan for "pedestrian-scale" neighborhoods and centers to enhance access and mobility for public transportation users.
- 8.8.7 Continue to coordinate with all agencies and neighboring jurisdictions involved with public transportation, whether they be bus, HOV lanes, light rail, heavy rail, ride sharing, van pooling, or other forms, to identify what is of best use to the citizens of the city and participate in those ventures and proposals which are of general, and/or specific, benefit to the citizens of the city.

GOAL 8.9 DEVELOP ALTERNATIVE TRANSPORTATION SOLUTIONS TO REDUCE CONGESTION WITH MINIMUM INFRASTRUCTURE INVESTMENT.

Policies

- 8.9.1 Pursue the use of TDM strategies as a means to reducing traffic congestion.



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- 8.9.2 Support land use patterns that reduce the quantity and length of trips by single occupant vehicles.
- 8.9.3 Pursue the use of TDM strategies as an alternative or supplement to roadway capacity improvements.
- 8.9.4 Work with Community Transit to implement employer outreach programs to promote the use of alternative transportation modes and other worksite-based strategies such as alternative work schedules.
- 8.9.5 In the activity and regional employment centers, encourage compact and mixed use development to reduce vehicle trips and to encourage transit use.
- 8.9.6 Encourage new employers locating to the city to have or develop TDM plans to help reduce demand on the transportation system.

8.9.7 Consider mobility choices for people with special transportation needs, including persons with disabilities, the elderly, the young, and low-income populations when considering new projects, maintenance and modification to the street network.

~~GOAL 8.10 PROVIDE AN AFFORDABLE LEVEL OF SERVICE FOR THE ROADWAY NETWORK.~~

~~Policies~~

- ~~8.10.1 The city will maintain a list of annually updated road improvement priorities.~~
- ~~8.10.2 Upon the annual date of adoption, the city's concurrency management system may be revised as part of the annual review and amendment of the Comprehensive Plan.~~
- ~~8.10.3 The city will coordinate with the PSRC Regional Transportation Planning Organization to ensure consistency and compatibility between transportation plans.~~8.10.4

GOAL 8.1110 TRANSPORTATION IMPROVEMENTS SHALL BE PRIORITIZED AND FINANCED CONSISTENT WITH THE CAPITAL FACILITIES ELEMENT, AND ALL POSSIBLE AVENUES OF PAYING FOR THE IMPROVEMENTS SHOULD BE EVALUATED FOR AVAILABILITY AND FAIRNESS.

Policies

- ~~8.1110.1~~ The city may investigate and consider creating a street utility district to share the cost of capital street improvements over all users.
- ~~8.1110.2~~ Continue to require developers to pay for improvements related to the impacts of their developments.



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8.1210.3 Keep transportation improvement cost estimates current to collect appropriate shares from developers and users as established.

8.1210.4 The city will investigate alternative methods of obtaining financing for transportation improvements, including: local option taxes, bonding, Local Improvement Districts, combining efforts with other agencies, investigate all possible grant and loan opportunities such as the Public Works Trust Fund, Intermodal Surface Transportation Efficiency Act funding, and interlocal agreements for mitigation costs with Snohomish County.

GOAL 8.1211 ENSURE NEW DEVELOPMENT PAYS PROPORTIONATE SHARE OF TRAFFIC IMPACT FEES TOWARD TRANSPORTATION CAPACITY NEEDS OUTSIDE THE BOUNDARIES OF THE NEW DEVELOPMENT THAT BENEFIT THE CONTRIBUTING DEVELOPMENT.

Policies

8.1211.1 Offsite improvements (non-frontage) performed by a developer on identified Capital Facilities Plan projects that are part of the impact fee cost basis are eligible for offsets, but offsets cannot exceed the amount of the impact fee the development activity is required to pay.

8.1211.2 Traffic impact fees shall be pooled to ensure that the fees are expended or encumbered for permissible uses within ten years of receipt.

8.1211.3 Collected traffic impact fees shall only be spent for costs associated with city street system capacity improvements within the traffic impact zone or combined traffic impact zone where they are collected.

8.1211.4 Any interest earned on impact fee payments or on invested monies in the traffic impact fee fund, may be pooled and expended on any one or more of the transportation improvements for which the impact fees have been collected.

8.1211.5 Fees may be collected for system improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed improvements, provided such fee shall be imposed to make up for any system improvement deficiencies.

8.1211.6 If a development does not fit into any of the categories specific in the transportation impact fee schedule, the developer's traffic engineer shall use the impact fee applicable to the most directly comparable type of land use specified in the impact fee schedule, with final approval by the Public Works Director or designee.



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8.~~12~~11.7 If a development includes a mixed uses, the fee shall be determined by apportioning the space committed to the different uses specified in the impact fee schedule.

8.~~12~~11.8 The Public Works Director shall be authorized to adjust the impact fees for development based on analysis of specific trip generating characteristics of the development. Such adjustments may consider mixed-use characteristics and/or expected levels of ridesharing and transit usage of the development.

GOAL 8.~~13~~12 TRANSPORTATION IMPROVEMENT PROGRAM

Policies

8.~~13~~12.1 The city will develop an annual Six Year Transportation Improvement Program (TIP) to correlate with improvements identified in the Transportation Element and the Capital Facilities Element (consistent with GMA, only funded TIP projects will be included in the Capital Facilities Element).

8.~~13~~12.2 The city Council shall adopt a six-year transportation improvement plan (STIP) establishing the priority of projects where the city intends to expend collected fees. Any changes to the priority or addition of a project to the six-year plan shall be authorized through Council Action

GOAL 8.~~14~~13 COMMIT TO MEETING FEDERAL AND STATE AIR QUALITY REQUIREMENTS AND WORK WITH STATE, REGIONAL, AND LOCAL AGENCIES AND JURISDICTIONS TO DEVELOP TRANSPORTATION CONTROL MEASURES AND/OR SIMILAR MOBILE SOURCE EMISSION REDUCTION PROGRAMS THAT MAY BE WARRANTED TO ATTAIN OR MAINTAIN AIR QUALITY REQUIREMENTS.

Policies

8.~~14~~13.1 Encourage residents and businesses to maintain or improve air quality by completing emissions testing, using alternative transportation, discouraging burning of yard wastes and slash, and discouraging the use of uncertified wood stoves and fireplaces.

8.~~14~~13.2 Take a lead role in encouraging other modes of transportation by using more efficient vehicles and alternative-fueled vehicles in the city fleet and by encouraging employees use alternative transportation by work.

8.~~14~~13.3 Encourage alternatives to automobile transportation by promoting improvements to the public transit system, increasing availability of bicycling and



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walking facilities, and limiting the amount of parking that may be included in some new developments.

8.1413.4 Consider alternative transportation options when considering land use decisions and designations to support increased use of walking, biking, carpooling, and bus riding.

8.1413.5 Encourage conservation of trees and vegetation through development regulations and incentive mechanisms.

8.1413.6 Advocate with Community Transit in designating a public transportation system compatible with the city's centers growth strategy.

8.1413.7 Establish information to educate citizens on the importance of clean air.

GOAL 8.1514 PLAN AND DEVELOP A TRANSPORTATION SYSTEM THROUGH INTERGOVERNMENTAL COORDINATION.

Policies

8.1514.1 Coordinate on a regular basis with neighboring jurisdictions, regional transportation agencies and the Washington State Department of Transportation to address shared transportation needs and concerns.

8.1514.2 Work with Snohomish County and neighboring cities to ensure that projects outside of the city do not adversely impact the city's transportation system and do not result in a diversion or traffic through city neighborhoods.

8.1514.3 Pursue partnerships with Snohomish County and Washington State Department of Transportation on planning, funding, and implementation of transportation improvements with multi-jurisdictional benefits.

8.1514.4 Continue coordination with the Washington State Department of Transportation on State Route corridor improvements with an emphasis on SR-9 and SR-204 vicinity safety and capacity improvements.

8.1514.5 Work with Puget Sound Regional Council on the planning, funding, and implementation of transportation improvements of regional and local significance.

GOAL 8.1615 ALLOW FOR ALTERNATIVE DESIGN STANDARDS, AND/OR MATERIALS FOR STREET AND PARKING AREAS.

Policies

8.1615.1 Explore the feasibility of reducing right-of-way widths by using new materials (e.g., grasscrete (grass concrete) for emergency vehicle turn-around.



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8.1615.2 Encourage increased levels of pervious surfaces in parking lots by using new designs and/or materials (e.g., grasscrete).

8.1615.3 Study the feasibility of adopting increased design standards for certain arterial “entryways” into the community.

8.1615.4 Encourage low impact development projects and low impact development techniques on non-LID projects to conserve and use existing natural site features; integrate distributed, small-scale stormwater controls; and prevent measurable harm to streams, lakes, wetlands, and other natural aquatic systems from commercial, residential, or industrial development sites by maintaining a more hydrologically functional landscape.

GOAL 8.1716 SUPPORT NEIGHBORHOOD EFFORTS TO IMPLEMENT APPROPRIATE TRAFFIC CALMING DEVICES AND STRATEGIES.

Policies

8.1716.1 Traffic calming devices may be implemented in neighborhoods, subject to city approval, in order to improve pedestrian and vehicular safety. The type of devices used should be appropriate to the context in which they are installed.

8.1716.2 Except when the city chooses to sponsor a demonstration project, a pre-requirement for implementation of traffic calming devices on existing will require initiation and financial commitment from the petitioning neighborhood. To ensure the whole neighborhood has an opportunity to provide input, the city shall hold neighborhood meetings before approving any such device.

8.1716.3 The city may approve a variation from the adopted road standards of Title 14 when such variation substantially contributes to the implementation of traffic calming devices.

8.1716.4 The city will not directly finance the implementation of traffic calming devices, but will provide technical and grant writing support to neighborhoods. The neighborhood proponents shall be responsible for assuring the necessary funding is available to complete the project.

8.1716.5 Developers are encouraged to incorporate creative, low impact, storm water facilities in conjunction with constructing streets, which implement traffic calming goals.

GOAL 8.17 MAINTAIN, PRESERVE, AND OPERATE THE EXISTING TRANSPORTATION SYSTEM IN A SAFE AND USABLE STATE

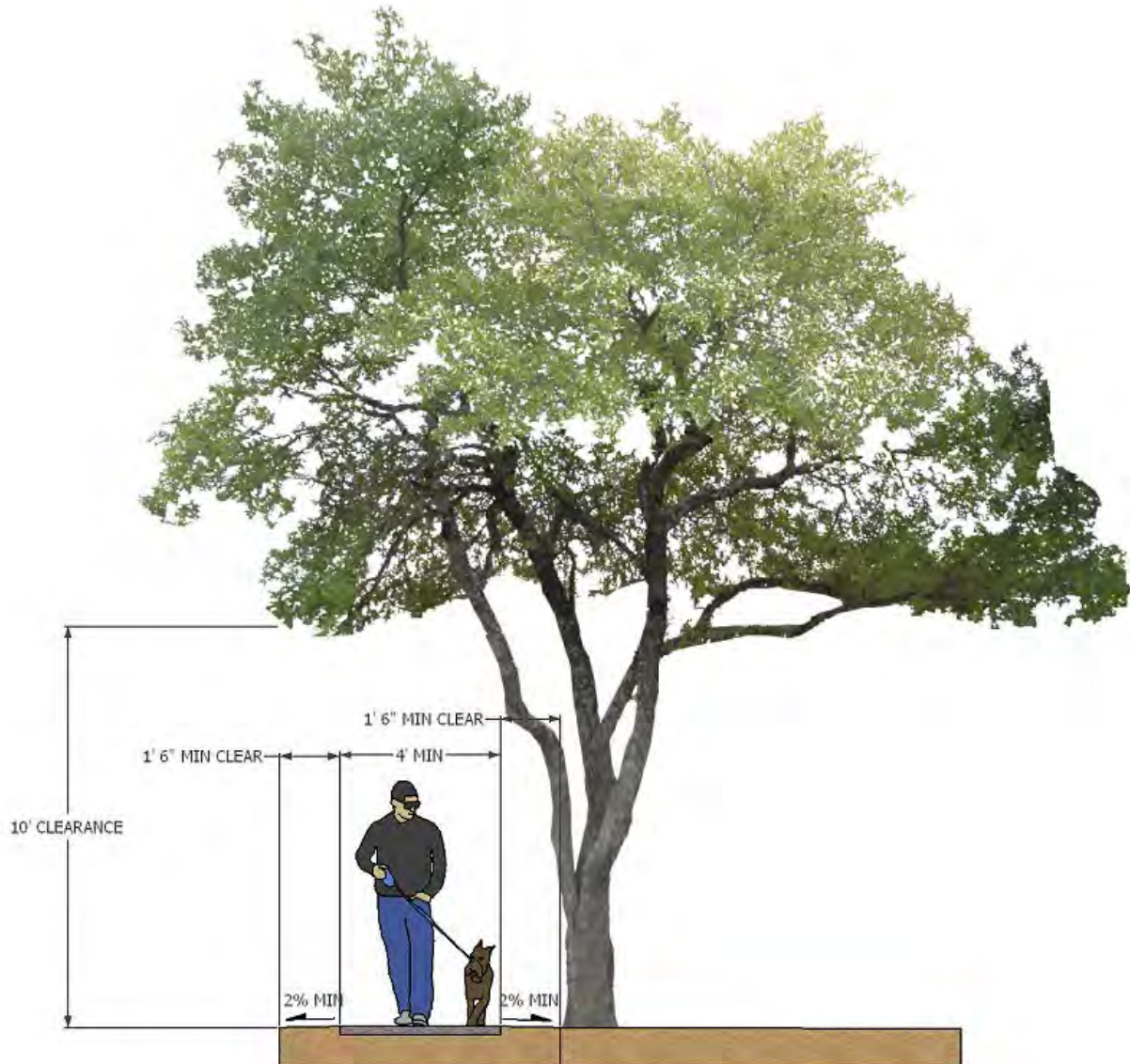
Policies



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- 8.17.1 Maintain and operate transportation systems to provide safe, efficient, and reliable movement of people, goods, and services.
- 8.17.2 Protect the investment in the existing system and lower overall life-cycle costs through effective maintenance and preservation programs.
- 8.17.3 Reduce the need for new capital improvements through investments in operations, pricing programs, demand management strategies, and system management activities that improve the efficiency of the current system.
- 8.17.4 Improve safety of the transportation system and, in the long term, achieve the state's goal of zero deaths and disabling injuries.
- 8.17.5 Protect the transportation system against disaster, develop prevention and recovery strategies, and plan for coordinated responses.

Chapter 9: Capital Facilities Element





Chapter 9 – Capital Facilities

CHAPTER 9: CAPITAL FACILITIES ELEMENT

A VISION FOR CAPITAL FACILITIES

The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service; responds to project urgency and feasibility; is consistent with the city's growth strategy; and, provides a clear community benefit.

INTRODUCTION

The Comprehensive Plan is a tool for helping government officials think strategically about all aspects of the community and the way the elements interact. The Capital Facilities Element is used to guide public decision on the use of capital funds. It will also indirectly guide private development decisions by providing strategically planned public capital expenditures which affects the timing and scale of development. Strategic provision of capital infrastructure also helps to mitigate the impacts of growth.

Capital facilities planning requires ongoing communication and cooperation between various disciplines, including engineering, finance and planning. The Comprehensive Plan is the common basis relied upon by these disciplines and is intended to provide a realistic and achievable plan. It also requires close communication between the many service providers in Lake Stevens to ensure a coordination of capital improvements and effective use of taxpayer and rate payer dollars.

The Capital Facilities Element promotes effectiveness and efficiency by requiring the city to plan in advance for capital improvements rather than relying on a mechanism with a shorter horizon such as the annual budget. Long range financial planning presents the opportunity to schedule projects so that the various steps in development logically follow one another, with regard to relative urgency, economic desirability and community benefit. In addition, the identification of funding sources results in the prioritization of needs and allows the trade-off between projects to be evaluated.



Chapter 9 – Capital Facilities

PLANNING CONTEXT

State Planning

The Washington State Growth Management Act (GMA) requires that the city of Lake Stevens prepare and maintain a comprehensive plan capital facility element. This element is required “in order to assure that public facilities will be reasonably available to accommodate planned growth over the next twenty years.” This requirement is referred to as concurrency and specifically means:

- Public facilities that are needed to serve new development and population within a jurisdiction or service area must be in place at the time of development.
- Such facilities must be sized to adequately serve the area without decreasing the services levels established by the jurisdiction.

The GMA also requires that the comprehensive plan be of at least a twenty year planning horizon and be based on population projection supplied by the Office of Financial Management (OFM) and include a capital facilities element, with a six-year plan for financing identified capital needs.

WAC 365-195-315 requires that the capital facilities plan address the following:

- An inventory of existing capital facilities owned by the public entity;
- At least a six year plan that will finance such capital facilities, within project funding capacities and clearly identifies sources of public money for such purposes;
- Provide or finance capital facilities in manner that meets concurrency and level-of-service requirements.

Regional Planning

The Puget Sound Regional Council Vision 2040 specifies the Regional Growth Strategy and directions growth primarily into urban growth areas where public services and facilities are better served. The Regional Growth Strategy highlights the need for strategic investments in services and facilities, especially to support growth and development in centers and compact urban communities.

Countywide Planning

The Snohomish Countywide Planning Policies include provisions to ensure the orderly transition of unincorporated areas to city governance, including the provision of services and infrastructure financing. These policies also address the need for consistency of capital improvement programming with local comprehensive plans, countywide planning policies and VISION 2040.



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Many policies give guidance for counties (and, where appropriate, cities) to review special district plans for consistency with local comprehensive plans and VISION 2040; also, provide guidance for the review of special district criteria for location and design of schools and other public facilities. And finally, the policies direct jurisdictions to develop strategies to reduce the number of special districts where appropriate.

Lake Stevens Planning

The city of Lake Stevens is somewhat unique to its neighboring jurisdictions because it is responsible for general government services, police services, roads, stormwater and parks while special purpose districts provide all other services and utilities as identified in Chapter 7, Public Utilities and Services Comprehensive Plan Element. These include schools, wastewater, potable water, library, fire prevention, suppression and emergency medical services and all other utility services.

Lake Stevens has established level of services standards (LOS) for the city's responsibilities detailed in these following Comprehensive Plan Chapters and summarized later in this Chapter:

Table 9.1: City Level of Service Standards

SERVICE	LOCATION IN COMPREHENSIVE PLAN
General Government Services:	Chapter 7- Utilities & Public Services
Police Services	Chapter 7- Utilities & Public Services
Roads and Transportation	Chapter 8 – Transportation
Stormwater	Chapter 7- Utilities & Public Services
Parks	Chapter 5 – Parks, Recreation & Open Space

The city therefore coordinates closely with community service providers to plan appropriate capital investments.

REVENUE SOURCES

Municipal Revenues

Lake Stevens faces continuing fiscal challenges common to most cities. These are driven in large part by increased costs of doing business, increased service requirements mandated by legislation and restriction or elimination of certain tax revenue streams as a result of prior voter initiatives.



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A diverse mix of municipal revenue sources is important, including property taxes, utility taxes, sales taxes and others. Fiscal diversity, like economic diversity, limits risk of over-reliance on a single revenue source. Lake Stevens' General Fund, which supports citizen services and the operations of the city government itself, is heavily dependent on tax revenues and especially property tax and sales and use taxes, for its funding. Property taxes account for 30 percent of General Fund revenues and sales and use taxes account for 25 percent. Other sources are utility and other taxes; licenses and permits; intergovernmental transfers; charges for services; and other minor revenue sources.

Potential New Revenue Sources

Long-term economic sustainability for the city of Lake Stevens requires one or more of the following: increased local jobs, increased municipal revenues derived from business and industry, use of additional land to support community develop and retention of current jobs and revenue sources. Increasing municipal revenues from commercial sources is generally seen as one of the few ways that cities can improve their fiscal situation, recognizing the perception that housing and residents increase demands for services. Cities frequently look toward business attraction and creation to increase local revenues from utility taxes and sales taxes.

Taxes and Fees

There are limited additional sources of revenue that the city could use to meet its fiscal needs. These potential taxes and fees increase the cost of doing business, or creating development, in the city and therefore may not be the solution to Lake Stevens' projected fiscal deficit with annexation.

- B&O taxes could potentially generate more revenue; however, ~~at~~ at this stage, the city has elected to remain economically competitive by not enacting a B&O tax as a strategy to attract businesses considering locating in the city.
- Impact mitigation fees from new development is used as a means of funding portions of parks or traffic capital projects.

LAND USE PLANNING CONSIDERATIONS

All land uses generate fiscal impacts on the city by changing revenue collections and the cost of providing services. Costs stem from impacts on city capital facilities and services as well as internal city operations. Revenues come from collection of taxes and fees.

Land use planning can incorporate several considerations related to the city's fiscal position: the anticipated revenues from new development; necessary infrastructure investments and on-going expenses to support future uses; and the current and future market feasibility of each use type.



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Diversity of land uses is an important consideration. For example, multifamily housing can play a necessary and critical role in supporting local retail and other businesses by providing housing that workers can afford (keeping the cost of labor and prices down at local retail). Growth in population or business activity creates increased local demand for goods or services, by introducing new consumers or producers. New property generates property tax revenues, while consumer spending by additional residents and businesses generates sales tax revenues. Similarly, attracting or growing businesses that draw traffic and spending from elsewhere in the region increases local economic activity and revenue.

Infrastructure investments must also be considered in land use planning. While such investments can be costly to build and support over time, those costs may be outweighed by the increase in property values and spillover effects that such investments can lead to.

INVENTORY AND ANALYSIS

Capital Improvement Plan

This Capital Facilities Element identifies needed improvements, which are of relatively large scale, are generally non-recurring high cost and may require multi-year financing. The list of improvements focuses on major projects, leaving smaller improvements (less than \$10,000) to be addressed in the annual budget. Figure [9-19.1](#) identifies the location of publically-owned facilities, which may be included in the capital facilities plan. Smaller facilities such as traffic signals and drainage ponds are not included on the map.

The Capital Improvement Plan is a six-year financing plan for capital expenditures to be incurred on a year-by-year basis. It is based on priority improvements taking into account, the forecasted revenue over the next six years from various sources. The six-year plan uses the long range 2035 Plan as a key factor to set priorities for capital projects, which the jurisdiction plans to undertake and presents estimates of the resources needed to finance them. The first year of the Capital Facilities Program will be converted to the annual capital budget, while the remaining five-year program will provide for long term planning. Only the expenditures and appropriations in the annual budget represent financial commitments.

Definition of Capital Improvement

For the purposes of capital facility planning, “capital improvements” are major projects, activities, or maintenance, costing over \$10,000, requiring the expenditure of public funds over and above annual operating expenses. They have a life expectancy of more than ten years and result in an addition to the city's fixed assets and/or extend the life of the existing capital infrastructure. The cost estimates may include design, engineering efforts, permitting, environmental analysis, land acquisition, construction, major maintenance, site improvements, energy conservation projects, landscaping, initial furnishings and equipment. Capital improvements do not include equipment or the



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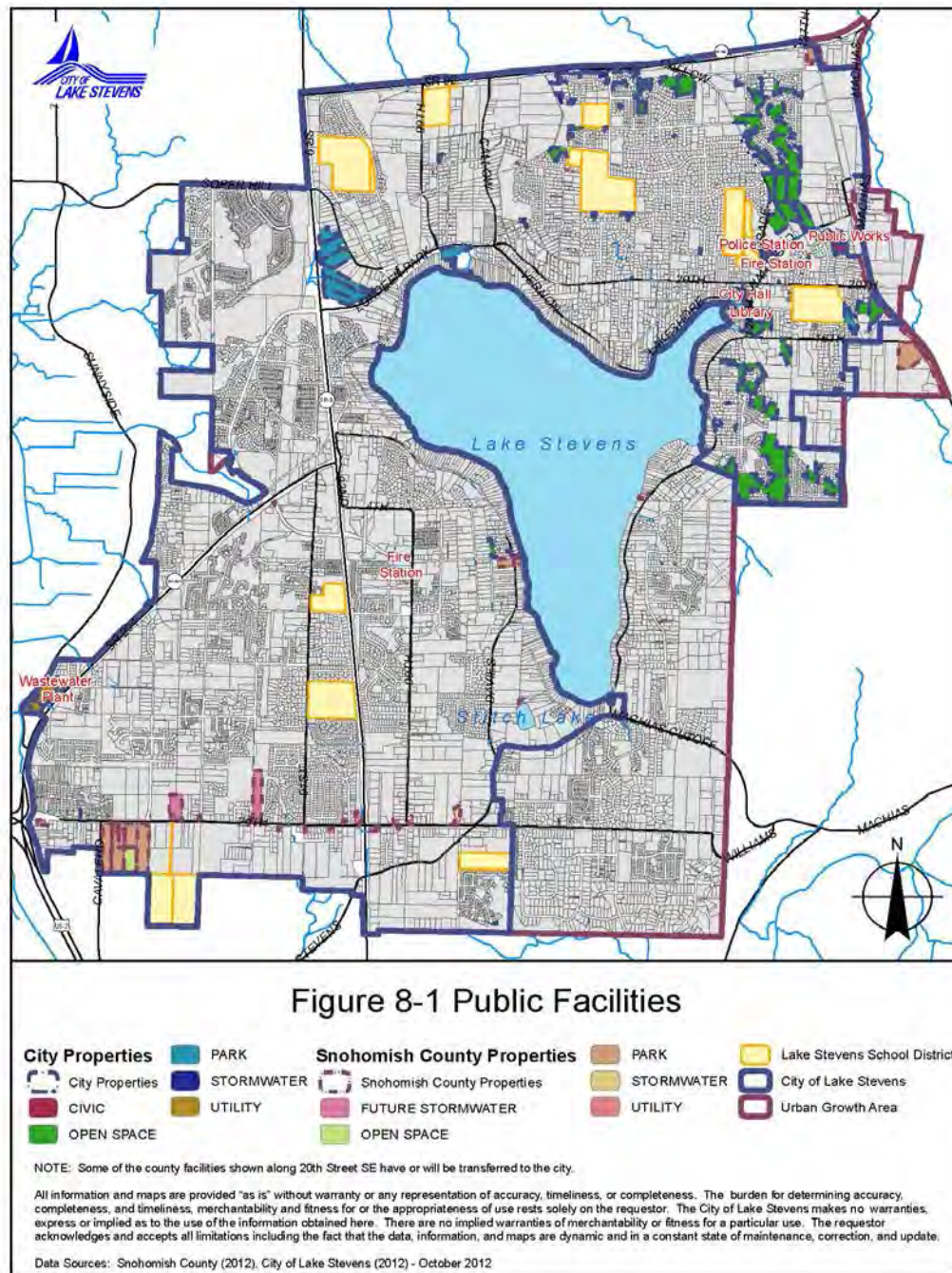


Figure 9.1 – Public Facilities Map (DRAFT)



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city's rolling stock, nor does it include the capital expenditures of private or non-public organizations.

Subarea ~~Planning~~ Capital Facility Planning

The city has embarked on subarea planning over the past few years. As part of these subarea plans, the city adopted a Subareas Capital Facilities Plan, which is an important associated document to this Element. The study describes utility infrastructure required for redevelopment of the Lake Stevens Center and development of the 20th Street SE Corridor including transportation, sewer, water and stormwater. The city is currently responsible for transportation outside of state routes, except that the city is responsible for maintenance of state routes within city limits and stormwater facilities. Special purpose districts provide sewer and water infrastructure and services.

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

PROJECTION OF CAPITAL FACILITY NEEDS

Identified Needs

All public facility needs have been identified in the other elements of the Comprehensive Plan. Through the process of developing this Capital Facilities Element the financial feasibility of the other elements has been ensured. The other Plan elements describe the location and capacity of any facilities available through December 31, 2014 and analyze the need for increased capacity from 2015-~~2025~~2035. The capital improvements needed to satisfy future and existing substandard development and maintain adopted level of service standards are identified and listed in Table ~~9-19.4~~ and includes projects from the adopted Subarea Capital Facilities Plan, adopted by Council on September 24, 2012, which provides a detailed discussion and list of infrastructure needs and projects in the subareas.

Tables ~~9.1~~, which includes the adopted Subarea Capital Facilities Plan, provides a brief description of each of the capital improvement projects with an estimate of the total project costs. The year indicates when the projects must be completed in order to maintain the adopted level of service standards for the respective facilities. Capital improvement projects have been identified for transportation, parks and recreation, government and stormwater



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drainage facility improvements. Facilities for wastewater, potable water, fire protection, schools and solid waste are contained in district and agency plans, coordinated with, but independent of the city's Comprehensive Plan.

Prioritization of Capital Facilities

The capital improvement needs listed in Tables ~~9.29~~9.1 (attached at the end of the chapter) that includes the projects found in the adopted Subarea Capital Facilities Plan were developed by the city staff based on community-wide input and the other elements of this Comprehensive Plan. The following criteria were applied in developing the final listing of proposed projects.

- Service Considerations: Safety, Health and Welfare Factors, Environmental Impact, Effect on Quality of Service
- Economic Considerations: Potential for Financing, Impact on Future Operating Budgets, Timeliness of Opportunity, Benefit to Economy and Tax Base
- Feasibility Considerations: Legal Mandates, Citizen Support, Staff Availability
- Consistency Considerations: Goals and Objectives in Other Elements of this Plan, Linkage to Other Planned Projects, Plans of Other Jurisdictions, County-Wide Planning Policies

Cost estimates in this element are presented in 2016 dollars and were derived from various federal and state documents, published cost estimates, records of past expenditures and information from private contractors.

FUTURE NEEDS AND ALTERNATIVES

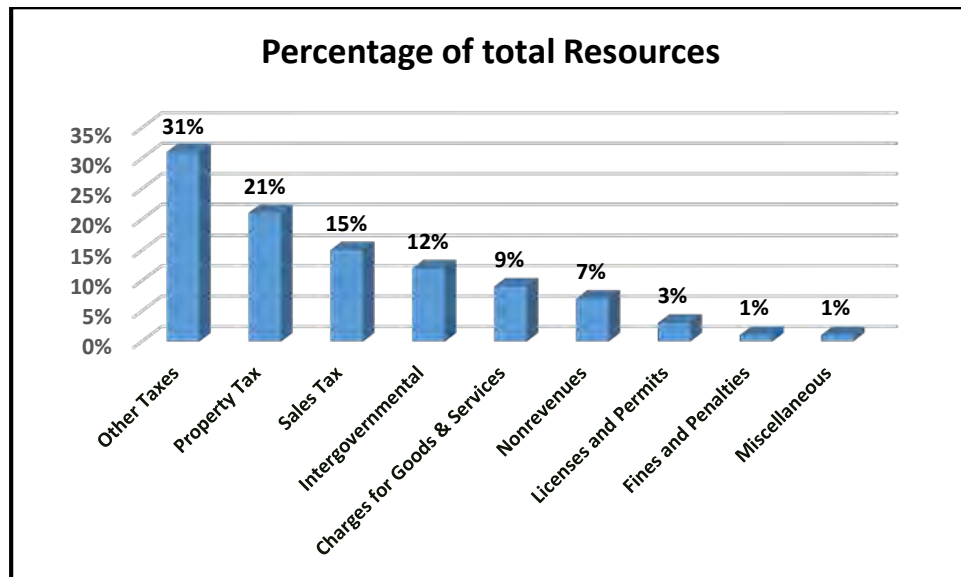
Current Revenue Sources

The largest single source of non-restricted revenue for the city is the *ad valorem* property tax, which generally accounts for ~~10 to 18~~20 percent of city revenue. The city's assessment for this tax is usually set at the maximum rate. Figure 9.2 depicts the distribution of revenue sources for the city.



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FIGURE 9.2 – Source of Existing City Resources, Average 2014



FINANCIAL RESOURCES

To ensure that the city is using the most effective means of collecting revenue, the city inventoried the various sources of funding currently available. Financial regulations and available mechanisms are subject to change, furthermore, changing market conditions influence the city's choice of financial mechanism. Therefore, the city should periodically review the impact and appropriateness of their financing system. The following list of sources includes all major financial resources available and is not limited to those sources which are currently in use or will be used in the six-year schedule of improvements.

Debt Financing

Short-Term Borrowing: The high cost of many capital improvements requires local governments to occasionally use short-term financing through local banks.

Revenue Bonds: These bonds are financed by those benefiting from the capital improvement. The debt is retired using charges collected from the users of public facilities such as sewer systems and electrical power plants. Interest rates tend to be higher than for general obligation bonds and issuance of the bonds may be approved without the voter referendum.



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Industrial Revenue Bonds: Bonds issued by a local government, but actually assumed by companies or industries that use the revenue for construction of plants or facilities. The attractiveness of these bonds to industry is they carry comparatively low interest rates due to their tax-exempt status. The advantage to the jurisdiction is the private sector is responsible for retirement of the debt.

General Obligation Bonds: Bonds backed by the value of the property within the jurisdiction. Voter-approved bonds increase property tax rate and dedicate the increased revenue to repay bondholders. Councilmanic bonds do not increase taxes and are repaid with general revenues. Revenue may be used for new capital facilities, or maintenance and operations at existing facilities. This debt should be used for projects that benefit city as a whole.

Local Multi-Purposes Levies

Ad Valorem Property Taxes: Tax rate in millions (1/10 cent per dollars of taxable value). The maximum rate is \$3.60 per \$1,000 assessed valuation. The city is prohibited from raising its levy more than 1 percent of the previous year's amount levied before adjustments new construction and annexation. A temporary or permanent access levy may be assessed with voter approval. Revenue may be used for new capital facilities, or maintenance and operations at existing facilities.

Local Single Purpose Levies

Emergency Medical Services Tax: The EMS tax is a property tax levy of \$0.50 for emergency medical services. Revenue may be used for new capital facilities, or maintenance and operations at existing facilities. The city's EMS service are currently provided by the Lake Stevens Fire District.

Motor Vehicle Fuel Tax: This tax is paid by gasoline distributors and distributed by the Department of Licensing. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance, or operation; policing of local roads; or related activities.

Local Option Fuel Tax: This is a countywide voter approved tax equivalent to 10 percent of Statewide Motor Vehicle Fuel Tax and a special fuel tax of 2.3 cents per gallon. Revenue is distributed to the city on a weighed per capita basis. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance, or operation; policing of local roads; or highway related activities.



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Local Non-Levy Financing Mechanisms

Reserve Funds: Revenue that is accumulated in advance and earmarked for capital improvements. Sources of funds can be surplus revenues, funds in depreciation reserves, or funds resulting from the sale of capital assets.

Fines, Forfeitures and Charges for Services: This includes various administrative fees and user charges for services and facilities operated by the jurisdiction. Examples are franchise fees, sales of public documents, property appraisal fees, fines, forfeitures, licenses, permits, income received as interest from various funds, sale of public property, rental income and all private contributions to the jurisdiction. Revenue from these sources may be restricted in use.

User Fees, Program Fees and Tipping Fees: Fees or charges for using park and recreational facilities, solid waste disposal facilities, sewer services, water services, surface water drainage facilities. Fee may be based on measure of usage, a flat rate, or design features. Revenues may be used for new capital facilities, or maintenance and operations at existing facilities.

Street Utility Charge: Fee up to 50 percent of actual costs of street construction, maintenance and operations charged to businesses and households. The tax requires local referendum. The fee charged to businesses is based on the number of employees and cannot exceed \$2.00 per employee per month. Owners or occupants of residential property are charged a fee per household that cannot exceed \$2.00 per month. Both businesses and households must be charged. Revenue may be used for activities such as street lighting, traffic control devices, sidewalks, curbs, gutters, parking facilities and drainage facilities.

Special Assessment District: District created to service entities completely or partially outside of the jurisdiction. Special assessments are levied against those who directly benefit from the new service or facility. This includes Local Improvement Districts, Road Improvement Districts, Utility Improvement Districts and the collection of development fees. Funds must be used solely to finance the purpose for which the special assessment district was created.

Special Purpose District: District created to provide a specified service. Often the district will encompass more than one jurisdiction. Includes districts for fire facilities, hospitals, libraries, metropolitan parks, airports, ferries, parks and recreation facilities, cultural arts, stadiums and convention centers, sewers, water flood controls, irrigation and cemeteries. Voter approval required for airport, parks and recreation and cultural arts, stadium and convention districts. District has authority to impose levies or charges.

Funds must be used solely to finance the purpose for which the special purpose district was created.



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Transportation Benefit Districts: Chapter 36.73 RCW enables cities and counties to create transportation benefit districts in order to finance and carry out transportation improvements necessitated by economic development and to improve the performance of the transportation system.

Lease Agreements: Agreement allowing the procurement of a capital facility through lease payments to the owner of the facility. Several lease packaging methods can be used. Under the lease-purchase method the capital facility is built by the private sector and leased back to the local government. At the end of the lease, the facility may be turned over to the municipality without any future payment. At that point, the lease payments will have paid the construction cost plus interest.

Privatization: Privatization is generally defined as the provision of a public service by the private sector. Many arrangements are possible under this method ranging from a totally private venture to systems of public/private arrangements, including industrial revenue bonds.

Impact Fees: These fees are paid by new development based upon its impact to the delivery of services. Impact fees must be used for capital facilities needed by growth, not for current deficiencies in levels of service and cannot be used for operating expenses. These fees must be equitably allocated to the specific entities which will directly benefit from the capital improvement and the assessment levied must fairly reflect the true costs of these improvements. Impact fees may be imposed for public streets and roads, publicly owned parks, open space and recreational facilities, school facilities and fire protection facilities (in jurisdictions that are not part of a fire district).

Storm Drainage Utility Charge: Utility district created to specifically provide storm and drainage management, maintenance and operation. Fees would be levied against properties receiving benefit of storm water management.

State Grants and Loans

Community Development Block Grant (CDBG): Grant funds available for public facilities, economic development, housing and infrastructure projects which benefit low and moderate income households. Grants distributed by the Department of Community Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

Community Economic Revitalization Board: Low-interest loans (rate fluctuates with State bond rate) and occasional grants to finance infrastructure projects for a specific private sector development. Funding is available only for projects which will result in specific private developments or expansions in manufacturing and businesses that support the trading of goods and services outside of the State's borders. Projects must create or retain



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jobs. Funds are distributed by the Department of Trade and Economic Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

Public Works Trust Fund (PWTF): Low interest loans to finance capital facility construction, public works emergency planning and capital improvement planning. To apply for the loans the city must have a capital facilities plan in place and must be levying the original 1/4 real estate excise tax. Funds are distributed by the Department of Community Development. Loans for construction projects require matching funds generated only from local revenues or state shared entitlement revenues. PWTF revenues may be used to finance new capital facilities, or maintenance and operations at existing facilities.

Federal Project Grants (LWCF): Federal monies are available for the acquisition and construction of outdoor park facilities from the National Park Service's (NPS) Land and Water Conservation Fund (LWCF). The grants are administered by the Washington State Recreation and Conservation Office (RCO).

NPS grants usually do not exceed \$150,000 per project and must be matched on an equal basis by the local jurisdiction. The ~~IAC-RCO~~ assigns each project application a priority on a competitive statewide basis according to each jurisdiction's need, population benefit, natural resource enhancements and a number of other factors. In the past few years, project awards have become extremely competitive as the federal government has significantly reduced the amount of federal monies available under the NPS program. The state has increased contributions to the program over the last few years using a variety of special funds, but the overall program could be severely affected by pending federal deficit- cutting legislation.

Applicants must submit a detailed comprehensive park and recreation plan to be eligible for NPS funding. The plan must demonstrate facility need and prove that the city's project proposal will adequately satisfy local park and recreation needs and interests. This Comprehensive Plan functions as the city's detailed park and recreation plan for such grant purposes (See Chapter 5).

State Project Grants (ALEA): Washington State created a number of new programs in recent years for park and recreation development purposes using special state revenue programs. Recently enacted programs include the 1985 Aquatic Lands Enhancement Act (ALEA) using revenues obtained by the Washington Department of Natural Resources from the lease of state owned tidal lands. The ALEA program is administered by the IAC for the development of shoreline related trail improvements and may be applied for the full cost of the proposal.

Urban Arterial Trust Account (UATA): Revenue available for projects to alleviate and prevent traffic congestion. Entitlement funds are distributed by the State Transportation Improvement Board (STIB) subject to UATA guidelines and with a 20 percent local matching requirement. Revenue may be used for capital facility projects to alleviate roads that are



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structurally deficient, congested with traffic, or have accident problems.

Transportation Improvement Account: Revenue available for projects to alleviate and prevent traffic congestion caused by economic development or growth. Entitlement funds are distributed by the State Transportation Improvement Board with a 20 percent local match requirement. For cities with a population of less than 500 the entitlement requires only a 5 percent local match. Revenue may be used for capital facility projects that are multi-modal and involve more than one agency.

Centennial Clean Water Fund: Grants and loans for the design, acquisition, construction and improvement of Water Pollution Control Facilities and related activities to meet state and federal water pollution control requirements. Grants and loans distributed by the Department of Ecology with a 50-25 percent matching share. Use of funds limited to planning, design and construction of Water Pollution Control Facilities, storm water management, ground water protection and related projects.

Water Pollution Control State Revolving Fund: Low interest loans and loan guarantees for water pollution control projects. Loans distributed by the Department of Ecology. Applicant must show water quality need, have a facility plan for treatment works and show a dedicated source of funding for repayment.

Washington State Recreation and Conservation Office: Provides leadership, grant funding and technical assistance for the building of trails, parks, boating facilities, water access and more. Office administers 12 grant programs for providing recreation, conserving habitat, measuring farmland and recovering salmon. Applicants must complete a planning process before applying for funding. Most grants require either a cash or in-kind contribution up to 50 percent of the cost of the project.

Federal Grants and Loans

Federal Aid Bridge Replacement Program: Funds available with a 20 percent local matching requirement for replacement of structurally deficient or obsolete bridges. Funds are distributed by the Washington State Department of Transportation on a statewide priority basis. Therefore, the bridge must be on the State of Washington Inventory of Bridges.

Federal Aid Safety Programs: Revenue available for improvements at specific locations which constitute a danger to vehicles or pedestrians as shown by frequency of accidents. Funds are distributed by Washington State Department of Transportation from a statewide priority formula and with a 10 percent local match requirement.

Federal Aid Emergency Relief: Revenue available for restoration of roads and bridges on the federal aid system which are damaged by extraordinary natural disasters or catastrophic



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failures. Local agency declares an emergency and notifies Division of Emergency Management (WSDOT), upon approval entitlement funds are available with a 16.87 percent local matching requirement.

Department of Health Water Systems Support: Revolving, low-interest loans for upgrading existing small water systems, ensuring effective management and achieving maximum conservation of safe drinking water. Grants distributed by the State Department of Health through intergovernmental review.

Intermodal Surface Transportation Efficiency Act (ISTEA): ISTEA (referred to as "ice tea") provides funding to the State for transportation oriented projects. Several federal programs were combined to create one umbrella program. Separate areas of funding are made available through Washington State Department of Transportation (WSDOT) or the Puget Sound Regional Council (PSRC) focusing on motor vehicles, bicycles, pedestrians, carpooling, HOV lanes, commuter trains, bridges, highway safety, environmental and "enhancement" projects. Grants are generally awarded on a competitive basis within the County, Puget Sound region, or the State.

CAPITAL FACILITY STRATEGIES

In order to realistically project available revenues and expected expenditures on capital facilities, the city must consider all current policies that influence decisions about the funding mechanisms as well as policies affecting the city's obligation for public facilities. The most relevant of these are described below. These policies along with the goals and policies articulated in the other elements were the basis for the development of various funding scenarios. Any variations from the current policies in the development of the six-year Capital Improvement Plan Table [9.39.2](#) were incorporated into the goals and policies of the Comprehensive Plan.

Mechanisms to Provide Capital Facilities

Increase Local Government Appropriations: The city will investigate the impact of increasing current taxing rates and will actively seek new revenue sources. In addition, on an annual basis the city will review the implications of the current tax system as a whole.

Analysis of Debt Capacity: Generally, Washington State law permits a city to ensure a general obligation bonded debt equal to 1.5 percent of its property valuation without voter approval. By a 60 percent majority vote of its citizens, a city may assume an additional general obligation bonded debt of 1 percent, bringing the total for general purposes up to 2.5 percent of the value of taxable property. The value of taxable property is defined by law as being equal to 100 percent of the value of assessed valuation. For the purpose of supplying municipally-owned electric, water, or sewer service and with voter approval, a city may incur another general obligation bonded debt equal to 2.5 percent of the value of taxable



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property. At the current time, the city of Lake Stevens does not supply these services however has an interest in where the utility purveyors invest in infrastructure. With voter approval, cities may also incur an additional general obligation bonded debt equal to 2.5 percent of the value of taxable property for parks and open space. Thus, under State law, the maximum general obligation bonded debt which a city may incur cannot exceed 7.5 percent of the assessed property valuation.

Municipal revenue bonds are not subject to a limitation on the maximum amount of debt which can be incurred. These bonds have no effect on the city's tax revenues because they are repaid from revenues derived from the sale of service.

The city of Lake Stevens has used general obligation bonds and municipal revenue bonds very infrequently. Therefore, under state debt limitations, it has ample debt capacity to issue bonds for new capital improvement projects as shown in Table 9-49.3. However, the city does not currently have policies in place regarding the acceptable level of debt and how that debt will be measured.

The city has developed the 20-year Capital Facilities Program to address future growth plans and anticipates new development pays a proportionate share of impacts to meet concurrency.

User Charges and Connection Fees: User charges are designed to recoup the costs of public facilities or services by charging those who benefit from such services. As a tool for affecting the pace and pattern of development, user fees may be designed to vary for the quantity and location of the service provided. Thus, charges could be greater for providing services further distances from centers.

Mandatory Dedications or Fees in Lieu of: The jurisdiction may require, as a condition of plat approval, that subdivision developers dedicate a certain portion of the land in the development to be used for public purposes, such as roads, parks, or schools. Dedication may be made to the local government or to a private group. When a subdivision is too small or because of topographical conditions a land dedication cannot reasonably be required, the jurisdiction may require the developer to pay an equivalent fee in lieu of dedication.

The provision of public services through subdivision dedications not only makes it more feasible to serve the subdivision, but may make it more feasible to provide public facilities and services to adjacent areas. This tool may be used to direct growth into certain areas.

Negotiated Agreement: Agreement whereby a developer studies impact of development and proposes mitigation for city's approval. These agreements rely on the expertise of the developer to assess the impacts and costs of development. Such agreements are enforceable by the jurisdiction. The negotiated agreement will require lower administrative and enforcement costs than impact fees.



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Table 9-39.3 – Limitation of Indebtedness

I. INDEBTEDNESS FOR GENERAL PURPOSES WITHOUT A VOICE OF THE PEOPLE					
Councilmanic: Legal Limit 1.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
1.5% times 2,375,391,203 equals			35,630,868	4,607,704	31,023,164
II. INDEBTEDNESS FOR GENERAL PURPOSES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals			59,384,780	0	59,384,780
I & II. TOTAL INDEBTEDNESS FOR GENERAL PURPOSES					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals			59,384,780	4,607,704	54,777,076
III. INDEBTEDNESS FOR CITY UTILITY PURPOSES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals			59,384,780	0	59,384,780
IV. INDEBTEDNESS FOR OPEN SPACE AND PARK FACILITIES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals			59,384,780	0	59,384,780
TOTAL	7.50%		TOTAL CAPACITY	TOTAL LESS OUTSTANDING	TOTAL REMAINING DEBT CAPACITY
			178,154,340	4,607,704	173,546,636

Impact Fees: Impact fees may be particularly useful for a community that is facing rapid growth and with existing residents desiring to minimize the impacts to the existing levels of service.



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Obligation to Provide Capital Facilities

Coordination with Other Public Service Providers: Local goals and policies as described in the other Comprehensive Plan elements are used to guide the location and timing of development. However, many local decisions are influenced by state agencies, special purpose districts and utilities that provide public facilities within the city of Lake Stevens. The planned capacity of public facilities operated by other entities is essential not only for the location and timing of public services, but also in the financing of such services and for the community to realize infrastructure and growth sustainability.

The city's plan for working with the natural gas, electric and telecommunication providers is detailed in the Public Services and Utilities Element Chapter 8. This Plan includes policies for sharing information and a procedure for negotiating agreements for provision of new services in a timely manner.

The Level of Service Standards for other public service providers such as school districts, sewer provider and private water providers are addressed in their respective Capital Facility programs. The city's policy is to exchange information with these entities and to provide them with the assistance they need to ensure that public services are available and that the quality of the service is maintained.

Level of Service Standards: Level of service standards are an indicator of the extent or quality of service provided by a facility that are related to the operational characteristics of the facility. They are a summary of existing or desired public service conditions. The process of establishing level of service standards requires the city to make quality of service decisions explicit. The types of public services for which the city has adopted level of service standards will be improved to accommodate the impacts of development and maintain existing service in a timely manner with new development.

Level of service standards will influence the timing and location of development, by clarifying which locations have excess capacity that may easily support new development and by delaying new development until it is feasible to provide the needed public facilities. In addition, to avoid over extending public facilities, the provision of public services may be phased over time to ensure that new development and projected public revenues keep pace with public planning. The city has adopted a level of service standard for six public services. The specific standards are identified in Chapters 5, 7 and 8 and summarized in Table 9.4 below.



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TABLE 9.4 – LEVEL OF SERVICE STANDARDS

FACILITY	ADOPTED LOS
Streets and Roads	
Major and Minor Arterials	LOS E
Collector Roadways	LOS E
Local Access Roadways	LOS C
SR9, SR204 and SR92*	LOS set by Puget Sound Region Council
Transit*	Coordination with Community Transit
Domestic Water*	
Domestic Supply	100 per capita per day - Adopted by Snohomish County PUD
Commercial	Adopted by Snohomish County PUD
Fire Flow	
Domestic and Commercial	Per IFC
Sewer	
Residential & Equivalent Commercial*	70 gallons per capita per day
Schools*	
Early Learning	State mandated LOS
K-5	State mandated LOS
6-8	State mandated LOS
9-12	State mandated LOS
Home School Program	State mandated LOS
Fire Protection*	
Fire Response	COORDINATE WITH Lake Stevens FD
Medical Response	COORDINATE WITH Lake Stevens FD
Law Enforcement	
Emergency Response	3 – 4 minutes
Non-emergency Response	6 – 10 minutes
Parks, Recreation and Open Space	
Community Parks	> 10 acres, within 2.5 miles
Neighborhood Parks	≤ 10 acres, within 1 mile
Mini-Parks	≤ 1 acre, within ½ mile residential or commercial
School Parks	Varies
Special Use Parks & Facilities	Varies
Trails & Pedestrian Facilities	Varies, within 1 mile of residential
Open space	Varies
Libraries*	
Building	Coordinated with Sno-Isle Library District
Solid Waste*	
Residential	3.3 pounds per capita per day
Other Government Services	
Building	Varies

*City considers and adopts special purpose district Capital Planning Document



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Concurrency Management System Ordinance: The city adopted a concurrency implementation ordinance which contains procedures for reviewing proposed development within the city based on the available capacity of public facilities coupled with the adopted Level of Service standard for them.

Methods for Addressing Shortfalls

The city will not be able to finance all proposed capital facility projects, therefore, it has clearly identified the options available for addressing shortfalls and how these options will be exercised. The city evaluates capital facility projects on both an individual basis and a system wide basis. In deciding how to address a particular shortfall the city will balance the equity and efficiency considerations associated between each of these options.

When the city identifies a potential shortfall, the city may address it by increasing revenue, examining and adjusting levels of service as appropriate, look for additional creative, cost effective solutions for constructing the facility, use phasing solution to implement the facility construction and/or other methods as appropriate.

Six-Year Capital Improvement Plan

Financial Assumptions

The following assumptions about future operating conditions in the local government and market conditions were used in the development of the six-year Capital Improvement Plan Table 9.2:

- The city will maintain its current fund accounting system to handle its financial affairs.
- The cost of running the local government will continue to increase due to inflation and other factors, while revenues will decrease.
- New revenue sources, including new taxes, may be necessary to maintain and improve city services and facilities.
- Significant capital investment is needed to maintain, repair and rehabilitate the city's aging infrastructure and to accommodate future growth.
- Public investment in capital facilities is the primary tool of local government to support and encourage economic growth.
- A comprehensive approach to review, consider and evaluate capital funding requests is needed to aid decision-makers and citizenry in understanding the capital needs of the city.
- Special purpose districts will cooperate and coordinate in the city's approach to capital facility planning to ensure growth is guided as directed.



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In accordance with the existing accounting system, financial transactions are recorded in individual "fund" accounts. Capital improvements will be financed through the following funds:

- General Fund
- Capital Improvement Fund
- Transportation Improvement Fund
- Enterprise Fund

PROJECTED REVENUES

Projected Tax Base

The city's tax base was projected to increase at a 1 percent annual rate of growth for the adjusted taxable value of property (including new construction). The assessment ratio is projected to remain stable at 100 percent. This is important to the overall fiscal health of the city; however, capital improvements are also funded through non-tax resources.

Revenue by Fund

General Fund: This is the basic operating fund for the city, however, historically a number of capital improvements have been financed through this fund. Ad valorem tax yields were projected using the current tax rate and the projected 1 percent annual rate of growth for the city's assessed valuation. The General Fund will be generally be allocated 72 percent of the annual tax yield from ad valorem property taxes. Sales tax projection estimates are based on historical trend data and increase approximately 1 percent per year.

Transportation Funds: Expenditures from these funds include direct annual outlays for capital improvement projects as well as the operating expenditures of the Street Fund. The revenues in this fund represent total receipts from state and local gas taxes. The projection estimates are based on state projections for gasoline consumption, current state gas tax revenue sharing methodologies and continued utilization of local option gas taxes at current levels. This fund also includes state and federal grant monies dedicated to transportation improvements.

Capital Improvement Funds: These revenues are committed to annual debt service and capital projects. The revenues in this fund represent continued capture of the real estate excise tax revenues necessary to meet annual debt service obligations on outstanding general obligation bonds.



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Enterprise Fund: The revenue in this fund is used for the annual capital, debt service and operating expenditures for services that are operated and financed similar to private business enterprises. The projected revenues depend upon income from user charges, bond issues, state or federal grants and carry-over reserves.

Table 9.5 indicates the expected revenue available to the city to finance capital improvements and related operation and maintenance costs for the years 2015-2020.

Revenue amounts projected are based on past trends.

**Table 9.5 – Revenue Projections Affecting Capital Improvements (Thousands)
- 2015**

FUNDS	2015	2016	2017	2018	2019	2020
General Fund	9,229	8,741	8,696	8,789	8,878	8,985
Total General	9,229	8,741	8,696	8,789	8,878	8,985
Street Fund	2,155	2,209	2,264	2,321	2,379	2,438
Total Transportation	2,155	2,209	2,264	2,321	2,379	2,438
Storm Water Management	1,545	1,560	1,576	1,592	1,608	1,624
Total Proprietary	1,545	1,560	1,576	1,592	1,608	1,624
CIP - Development Contributions	315	99	28	28	28	28
REET	804	614	620	626	633	639
Sidewalk Capital Project	-	-	-	-	-	-
Total Capital Project	1,119	713	648	654	661	667

Plan Implementation and Monitoring

Projected Expenditures

For the purpose of this fiscal assessment, projected capital expenditures have been aggregated to include:

- The direct cost of scheduled capital improvement projects presently underway;
- Capital improvement debt service expenditures for outstanding and planned bond issues; and
- The direct cost of capital improvements in Table 9.1.



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These expenditures represent additional costs to maintain adopted level of service standards under projected growth conditions.

The Six-Year Schedule of Funded Improvements referred to at the 6-Year CIP (Table [9.69.2](#)) is the mechanism by which the city can stage the timing, location, projected cost and revenue sources for the capital improvements identified for implementation in the other Comprehensive Plan Elements. The Six-Year Schedule of Funded Improvements is economically feasible within the target revenues discussed in the preceding sections of this element entitled Inventory and Analysis.

~~TABLE 9.6 – SIX-YEAR CAPITAL IMPROVEMENT PLAN~~

Table 9.1 lists the capital improvement project by facility type and provides estimates of project costs by year. The distribution among years matches the years in which capital improvement work is planned in order to achieve or maintain the adopted Level of Service standards and measurable objectives for various public facilities.

The capital improvement projects listed in Table [9.69.2](#) are inclusive of all anticipated capital improvements as assessed by city departments for the six year planning period.

Monitoring and Evaluation

Monitoring and evaluation are essential in ensuring the effectiveness of the Capital Facilities Program Element. This element will be regularly reviewed and amended to verify that fiscal resources are available to provide public facilities needed to support adopted LOS standards and measurable objectives. The review will reevaluate the following considerations in order to determine their continued appropriateness:

1. Any needed changes to costs, revenue sources, acceptance of dedicated facilities, or the date of construction of any facility enumerated in the element.
2. The Capital Facilities Element's continued consistency with the other elements and its support of the Land Use Element.
3. The priority assignment for addressing public facility deficiencies.
4. The city's progress in reducing or eliminating deficiencies.
5. The criteria used to prioritize capital improvement projects.
6. The city's effectiveness in maintaining the adopted LOS standards and achieving measurable objectives.
7. The city's effectiveness in reviewing the impacts of plans and programs of state agencies that provide public facilities with the city's jurisdiction.



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8. The effectiveness of impact fees and dedications for assessing the degree to which new development pays for its impacts.
9. The impacts of special districts and any regional facility and service provision upon the city's ability to maintain its adopted LOS standards or to achieve its measurable objectives.
10. Success of securing grants or private funds to finance capital improvements.
11. Capital improvements needed for the latter part of the planning period, for update of the Six-Year Schedule of Improvements.
12. Concurrency status.

Analysis of Infrastructure

Capacity of Infrastructure

City Hall Facilities/Library Building: As the city organization has grown through annexation, so has the need for larger, updated facilities. In 2008, the city purchased property at the edge of downtown on Grade Road north of the current Police Station for the purposes of a civic campus. Sno-Isle and the city are coordinating the opportunity to jointly locate on this property and seek funding for new facilities.

Water System: The quality of the water provided by the P.U.D. is good and the service meets present needs, with each household using approximately 300 gallons of water per day. Relying on standards developed for previous water supply plans, the city has decided to adopt 100 gallons of water per capita per day as a level of service standard.

Provision of water to future development not only depends on capacity, but also on design considerations. The P.U.D. anticipates having enough capacity to serve the projected population, however the costs of providing this service will vary significantly due to design. The P.U.D. will also need to carefully consider the impact of very large industrial developments.

Wastewater Disposal Facilities: The city of Lake Stevens and the Lake Stevens Sewer District have a combined sewer system currently operated by the Sewer District. The Sewer District completed construction of a new wastewater treatment plant to serve the larger population in the city and the urban growth boundary for the planning period. The plant is capable of expansion to service additional needs beyond 2035.

There are few homes still on septic within the city and most of these do not pose a health threat. If such a threat becomes imminent, city ordinance does allow the city to mandate that a home with a failing septic system and within 300 feet of a sewer line be hooked up to the system. Most new homes being built are on the sewer system, as the minimum parcel size of a septic system is being used is 12,500 square feet.



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Solid Waste Disposal: The County anticipates that it will have adequate landfill capacity during this planning period, especially since most jurisdictions have or are initiating a curbside recycling program. The city has a mandatory garbage and recycling program.

Medical and Emergency Facilities: The city is adequately served by Providence Hospitals. EMS services are provided by the Lake Stevens Fire Prevention District No.8.

Police and Fire Protection: The provision of safe, commercial and industrial areas improves the quality of life for current residents and makes the city more attractive for new residents and businesses. As specified in Public Services and Utilities Element Chapter 7, the Police Department will strive for a level of service that maintains an Emergency Response Time of 3 to 4 minutes and a non-emergency response time of 6 to 10 minutes. Periodic staffing review will ensure the level of service is being met.

Public Education Facilities: To meet the demand generated by the growth, the Lake Stevens School Districts' capital facilities plan calls for construction of two new elementary schools and middle school in that time frame.

Library: Current library space is undersized to serve existing library service area. The city is currently working with Sno-Isle Regional Library on a joint location for a new facility.

Transportation Facilities: Various types of land uses will need different types of transportation and will place different demands on the transportation system. Residential areas need access to centers of employment; commercial and industrial enterprises need access to supplier and consumer markets; and transportation corridors are often used to extend public services and utilities. This plan projects future transportation needs according to the Land Use Plan and recent annexations.

Parks: Chapter 5 is the Parks, Recreation and Open Space Element, which establishes specific goals and policies to guide decision-making and contains a detailed needs assessment for planning, acquisition, development and improvement of facilities and lands. The needs assessment provides the framework for the capital parks and recreation projects identified in Table [9-19.1](#).

GOALS AND POLICIES

GOAL 9.1: THE CITY WILL STRIVE TO BE A SUSTAINABLE COMMUNITY AROUND THE LAKE WITH UNSURPASSED INFRASTRUCTURE FOR AN EXCEPTIONAL QUALITY OF LIFE.

Policies

9.1.1 Ensuring good fiscal stewardship.



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- 9.1.2 Using smart growth principles to understanding how the city's planned growth pattern affects the investments that will be need and investing in where new growth should occur.
- 9.1.3 Expertly planning for the short and long term costs to support infrastructure expenditures and leave a quality legacy.

GOAL 9.2 PROVIDE PUBLIC FACILITIES IN A MANNER WHICH PROTECTS INVESTMENTS IN, AND MAXIMIZES USE OF, EXISTING FACILITIES AND PROMOTES ORDERLY COMPACT URBAN GROWTH.

Policies

- 9.2.1 Capital improvements shall be provided to correct existing deficiencies, to replace worn out or obsolete facilities and to accommodate desired future growth.
- 9.2.2 Capital improvement projects identified for implementation in this Plan and at a cost of at least \$10,000 shall be included in the Six-Year Schedule of Improvement. Capital improvements with cost of less than \$10,000 should be reviewed for inclusion in the six-year Capital Improvement Program and the annual capital budget.
- 9.2.3 Proposed capital improvement projects shall be evaluated and prioritized in consideration of the following criteria:
- a. Need exists to correct existing deficiencies, replace facilities, or to provide for growth;
 - b. Elimination of public hazards;
 - c. Elimination of capacity deficits;
 - d. Financial feasibility;
 - e. Site needs based on projected growth patterns;
 - f. Environmental impacts;
 - g. New development and redevelopment;
 - h. Plans of state agencies; and
 - i. Local budget impact including costs for operation and maintenance.

GOAL 9.3 DEVELOPMENT SHALL BEAR ITS' FAIR SHARE OF COSTS OF PROVIDING PUBLIC FACILITIES AT THE ADOPTED LEVELS OF SERVICE.

Policies

- 9.3.1 Transportation and park impact fees shall be sufficient to pay the fair share of improvement costs necessitated by new development.



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- 9.3.2 Appropriate funding mechanisms for developments' contribution of a fair share of other public facility improvements [such as recreation, drainage and solid waste] will be considered for implementation as the city develops them.

GOAL 9.4 PROVIDE NEEDED CAPITAL IMPROVEMENTS TO MAINTAIN ADOPTED LEVELS OF SERVICE.

Policies

- 9.4.1 The city shall continue to adopt an annual capital budget and a six-year capital improvement program as part of its budgeting process.
- 9.4.2 Debt shall be managed so that city general obligation debt will not exceed debt limitations set by state law and the city's ability to pay. There are no limits placed on revenue bonds other than the ability to pay.
- 9.4.3 Efforts shall be made to secure grants or private funds whenever available to finance the provision of capital improvements.
- 9.4.4 Fiscal policies to direct expenditures for capital improvements will be consistent with other Comprehensive Plan Elements.

GOAL 9.5 COORDINATE LAND USE DECISIONS AND FINANCIAL RESOURCES WITH A SCHEDULE OF CAPITAL IMPROVEMENTS TO MEET ADOPTED LEVEL OF SERVICE STANDARDS, MEASURABLE OBJECTIVES.

Policies

- 9.5.1 Certain public facilities and services needed to support development shall be available concurrent with the development. The city shall adopt a concurrency program Facilities subject to concurrency requirements shall include transportation, parks and sanitary sewer. The city will consider in the future the feasibility of implementing concurrency for stormwater and potable water.
- 9.5.2 The city will support and encourage the joint development and use of cultural and community facilities with other governmental or community organizations in areas of mutual concern and benefit.
- 9.5.3 The city will emphasize capital improvement projects, which promote the conservation, preservation or revitalization of commercial, industrial and residential areas in Lake Stevens.
- 9.5.4 Proposed Plan amendments and request for new development or redevelopment shall be evaluated according to the following guidelines as to whether the proposed action would:



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- a. Contribute to a condition of public hazards;
- b. Exacerbate any existing condition of public facility capacity deficits;
- c. Generate public facility demands that exceed capacity increase planning in the Six-Year Schedule of Improvements;
- d. Conform to future land uses as shown on the future land use map of the Land Use Element;
- e. Accommodate public facility demands based upon adopted LOS standards and attempts meet specified measurable objectives, when public facilities are developer-provided;
- f. Demonstrate financial feasibility, subject to this element, when public facilities are provided, in part or whole, by the city; and
- g. Affect state agencies' facilities plans and siting of essential public facilities.

9.5.5 Continue to update prioritizations on Table [9.69.2](#) as needs are identified; and move projects/facilities to from Table [9.29.1](#) to [9.69.2](#) as funding becomes available.



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Table 9-19.1 – Capital Facilities Program, 2015-2035
TRANSPORTATION

ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
91st Ave NE/SR 204 - RTP	SR 204	200' north	\$337,000	>2022	X	X	X	X
91st Ave NE/SR 204 - RTP	SR 204	300' south	\$454,100	>2022	X	X	X	X
SR 9/4th NE - Intersection	4th St NE	-	\$3,000,000	2016-17	X	X	X	X
Frontier Village Internal Access Rd	No Davies	4th St NE	\$6,265,000	>2021	X		X	X
N Davies/Vernon - RAB	Vernon Rd	-	\$150,000	>2021			X	X
N Davies/FV - RAB	north Frontier Village	-	\$150,000	>2021			X	X
93rd Ave NE (new)	Market	4th St NE	\$3,840,000	>2021	X	X	X	X
93rd Ave NE (existing)	Market	1st St SE	\$3,597,000	>2021	X	X	X	X
91st Ave NE/4th NE - Intersection	4th St NE	-	\$400,000	>2022	X	X	X	X
91st Ave NE	4th St NE	SR 204	\$751,500	>2021	X		X	X
91st Ave NE	SR 204	Vernon	\$351,000	2018-2019	X		X	X
91st Ave NE - Intersection	Vernon Rd	-	\$200,000	2018	X		X	X
Frontier Circle E	91st Ave NE	13th St NE	\$750,000	>2021	X		X	X
4th St NE	SR 9	93rd Ave NE (new)	\$315,000	>2021	X		X	X



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Table 9-19.1 – Capital Facilities Program, 2015-2035

TRANSPORTATION

ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
4th St NE	93rd Ave NE (new)	94th Ave NE (Target)	\$522,000	>2021			X	X
4th St NE	94th Ave NE (Target)	99th Ave NE	\$864,000	>2021	X		X	X
99th Ave NE	Market	4th St NE	\$1,170,000	2019>2020	X		X	X
4th St NE	91st Ave NE	SR 204	\$7,578,460	>2021			X	X
90th Ave NE shop center road	4th Ave NE	Market	\$4,648,540	>2021			X	X
13th St NE (SR 204)	SR 9	93rd Ave NE (new)	\$195,500	>2021	X		X	X
Vernon Road	91st Ave NE	SR 9	\$935,000	2020	X		X	X
Lundeen/Vernon - Intersection	Vernon Rd	-	\$400,000	2021	X	X	X	X
91st Ave NE	4th St SE	Market	\$1,710,000	>2021	X	X	X	X
94th Ave NE (Target)	Market	4th St NE	\$2,937,000	>2021	X		X	X
2nd St NE Connector (Target)	94th Ave NE (Target)	99th Ave NE	\$191,000	>2021	X		X	X
20th St SE	83rd Ave SE	88th Ave SE	\$4,051,080	2015-2020	X	X	X	X
20th St SE/83rd SE - Intersection	83rd Ave SE	-	\$400,000	2015-2020	X	X	X	X
20th St SE	79th Ave SE	83rd Ave SE	\$2,864,400	2021-2026	X		X	X



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Table ~~9-19~~ 9.1 – Capital Facilities Program, 2015-2035
TRANSPORTATION

ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
20th St SE/79th SE - Intersection	79th Ave SE	-	\$300,000	>2021	X	X	X	X
20th St SE	73rd Ave SE	79th Ave SE	\$2,455,200	>2021	X	X	X	X
20th St SE/73rd SE - Intersection	73rd Ave SE	-	\$500,000	2015>2021			X	X
20th St SE	US 2	73rd Ave SE	\$2,557,500	>2021	X	X	X	X
24th St SE/73rd SE - Intersection	73rd Ave SE	-	\$800,000	2021-2022			X	X
24th St SE	73rd Ave SE	79th Ave SE	\$3,653,000	2021-2022			X	X
24th St SE/79th SE - Intersection	79th Ave SE	-	\$800,000	2021-2022			X	X
24th St SE	83rd Ave SE	87th Ave SE	\$5,278,000	>2021			X	X
24th St SE/83rd SE - Intersection	83rd Ave SE	-	\$800,000	>2021			X	X
24th St SE	SR 9	91st Ave SE	\$2,970,000	2016-2017			X	X
24th St SE/SR 9 - Intersection			\$3,500,000	>2021	X		X	X
20th St SE/SR 9 - Intersection			\$4,327,000	>2021	X		X	X
91st Ave SE	20th St SE	4th St SE	\$4,770,000	2019-2020	X	X	X	X
91st Ave SE	20th St SE	24th St SE	\$5,499,800	2019-2020			X	X
99th Ave SE	20th St SE	4th St SE	\$4,763,800	2021-2024	X	X	X	X



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Table 9-19.1 – Capital Facilities Program, 2015-2035
TRANSPORTATION

ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
99th Ave SE	20th St SE	Lake Stevens Rd	\$5,507,800	2021-2024			X	X
83rd Ave SE	20th St SE	24th St SE	\$2,369,500	>2021			X	X
79th Ave SE	20th St SE	24th St SE	\$2,369,500	>2021			X	X
24th St SE	83rd Ave SE	79th Ave SE	\$1,728,300	>2021			X	X
S Lake Stevens	SR 9	18th Street SE	\$7,382,000	>2021			X	X
City Campus Rd (26th NE)	Intersection		\$4,105,221	>2021	X		X	X
20th St NE	Grade Rd	500' w of 123rd SE	\$1,500,257	>2021	X		X	X
123rd Ave NE	20th St NE	N Lakeshore Dr	\$1,263,630	>2021	X		X	X
20th St NE & Main Intersection	Intersection		\$1,112,004	2021-2024	X	X	X	X
North Lakeshore Dr	123rd Ave NE	550 west of 123rd NE	\$788,739	>2021	X	X	X	X
North Lakeshore Dr	123rd Ave NE	Main St NE	\$282,920	>2021	X		X	X
123rd Ave NE	N Lakeshore Dr	18th St NE	\$4,040,621	>2021			X	X
Main Street	20th St NE	17th St NE	\$1,274,558	>2021	X		X	X
19th St NE	Main St	125th Ave NE	\$2,649,804	>2021			X	X
18th St NE	123rd Ave NE	Main St NE	\$1,287,281	>2021			X	X



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Table 9-19.1 – Capital Facilities Program, 2015-2035
TRANSPORTATION

ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
18th St NE	Main St	125th Ave NE	\$428,820	>2021	X		X	X
123rd Ave NE	18th St NE	17th St NE	\$1,094,300	>2021	X		X	X
18th Pl NE	123rd Ave NE	Main St NE	\$808,375	>2021	X		X	X
17th Pl NE	123rd Ave NE	180' west of 123rd NE	\$899,614	>2021	X		X	X
17th Pl NE	123rd Ave NE	Main St NE	\$938,474	>2021	X		X	X
Grade Road	20th St NE	SR 92	\$15,607,836	2021>2024	X	X	X	X
20th Street NE	east of Main St	Centennial Trail	\$1,284,475	>2021	X	X	X	X
SR 92 & Grade Rd RAB	Intersection		\$4,105,221	2020>2022	X	X	X	X
Lundeen Pkwy Corridor Ped Imp	Vernon Rd	99 th Ave NE	\$900,000	>2021	X		X	
Hartford Rd & Drainage Imp	Catherine Creek Crossing		\$700,000	>2021	X	X	X	
20 th Street NE Widening	Main St	111 th Dr NE	\$1,668,000	>2021	X		X	
30 th Street NE non-motorized	113rd Ave NE	Cedar Rd NE	\$540,000	>2021	X	X	X	
Mitchell Ro/Manning Road	200ft W of 116 th Dr NE	600 ft. E of 116 th Dr NE	\$360,000	>2021	X		X	X
117 th Avenue NE	20 th St NE	150 ft. S of 28 th St NE	\$1,932,000	>2021	X		X	X



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Table ~~9-19.1~~ – Capital Facilities Program, 2015-2035
TRANSPORTATION

ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
116 th Avenue NE	20 th St NE	26 th St NE	\$1,900,000	>2021	X		X	
26 th Street NE	115 th Ave NE	117 th Ave NE	\$280,000	>2021	X		X	
Mitchell Dr/118 th Ave NE	N. Lakeshore Dr	20 th St NE	\$1,400,000	>2021	X		X	
131 st Avenue NE	20 th St NE	Hartford Rd	\$1,489,000	>2021	X		X	
22 nd Street NE	117 th Ave NE	123 rd Ave NE	\$768,000	>2021	X		X	
28 th Street NE	Old Hartford Rd	N. Machias Rd	\$470,000	>2021	X		X	
32 nd Street NE	118 th St NE	Grade Rd	\$545,000	>2021	X		X	X
East Lakeshore Drive – non motorized	Main St	7 th St NE	\$1,450,000	>2021	X	X	X	
Old Hartford Road	36 th St NE	Hartford Road	\$2,323,000	>2021	X		X	
36 th Street NE	Grade Road	Old Hartford Road	\$2,340,000	>2021	X		X	
16 th Street NE	Main St	134 th Ave NE	\$1,737,000	>2021	X		X	
SR 92 and 127 th Ave NE RAB	Intersection		\$1,750,000	>2021		X		
SR 92 and Lake Dr Rechannelization	Intersection		\$200,000	2016		X		
S. Davies Rd and S Lake Stevens Rd	Intersection		\$800,000	>2021	X		X	X



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Table 9-19.1 – Capital Facilities Program, 2015-2035								
TRANSPORTATION								
ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
91 st Street SE Pedestrian Improvements	8th Street NE	12 Street NE	\$610,000	2016-2018		X	X	
	12 Street NE	20 th Street SE	\$1,100,000	2016				
Table 8-1 – Capital Improvements, 2012 – 2032								
FACILITIES								
FACILITIES	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
City Hall/Civic Center			20,000,000	2018	X			



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Table 8-1 – Capital Facilities Program, 2015-2035 <u>PARKS*</u>								
PROJECT	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
Planning								
Cavalero Community Park Phase I Development (Partnership with Snohomish County)			250,000	2016-2017		X	X	
Wayfinding Plan			20,000	2017			X	
Trails, Paths and Pedestrian Facilities Master Plan			15,000	2015-2016			X	X
Downtown Open Space Master Plan			30,000	2020		X	X	
Acquisition								
Neighborhood Park Acquisition (near 20th Street SE)			317,671	>2021			X	
Lakeside Path Right-of-Way/Easement Acquisition (northern section)			237,382	>2021	X	X	X	
Lakeside Path Right-of-Way/Easement Acquisition (eastern section)			222,684	>2021	X	X		
Lakeside Path Right-of-Way/Easement Acquisition (southern portion)			1.15 million	>2021	X	X		



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Shoreline Acquisition			1 – 1.5 million	>2021		X	X	
Power Line Trail Right-of-Way/Easement Acquisition			838,200	>2021		X	X	
Development								
Complete Phase 1 of the Eagle Ridge Master Plan			72712	2016-2018			X	X
Complete Phase 2 of the Eagle Ridge Master Plan			271,205	>2021			X	X
Complete Phase 3 of the Eagle Ridge Master Plan			560,005	>2021			X	X
Power Line Trail Construction (northern segment)			699,600	>2021			X	
Power Line Trail Construction (southern segment)			641,700	>2021			X	
Improvements								
Hartford Road Walking Path/Trail Head			41,173	2016		X	X	
Catherine Creek and Centennial Woods Trail Improvements			15,206	2020	X		X	
Boat Launch North Cove Park			527,000	2017		X	X	



Chapter 9 – Capital Facilities

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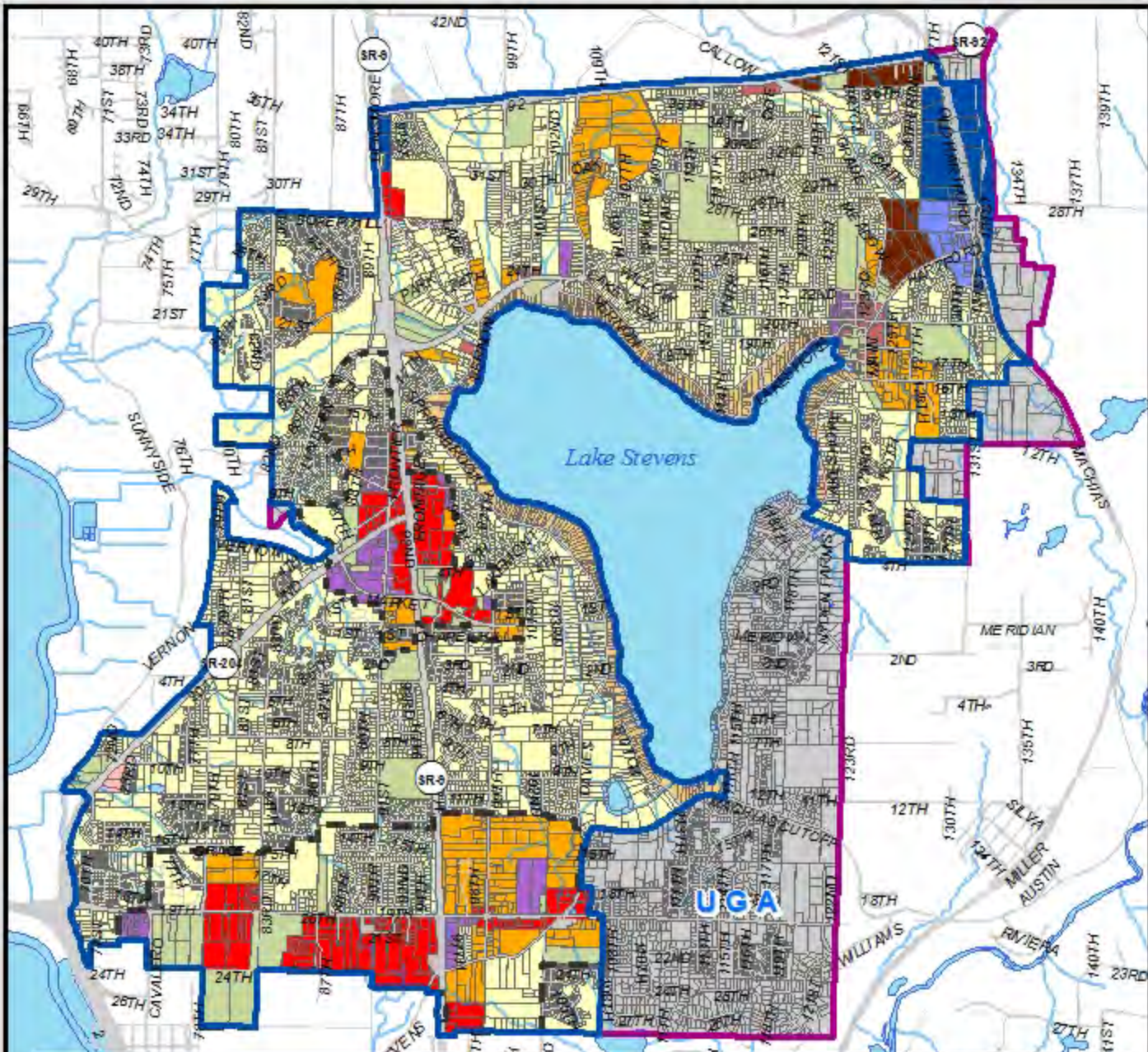
EXHIBIT B

Lake Stevens Comprehensive Plan Land Use Map

DRAFT



CITY OF
LAKE STEVENS
COMPREHENSIVE PLAN - LAND USE



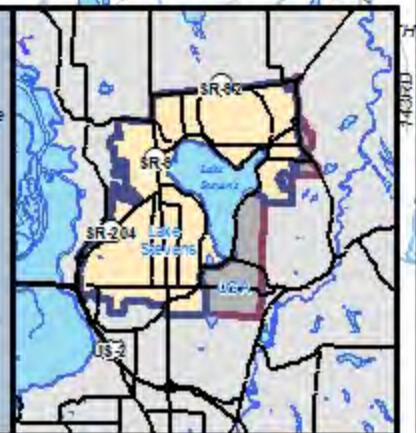
Comprehensive Plan - 2015 Land Use Map

- Land Use Designations**
- Local Commercial (LC)
 - Mixed Use (MU)
 - Light Industrial (LI)
 - General Industrial (GI)
 - GI Development Agreement (GIDA)
 - Public / Semi-Public (P/SP)
 - Planned Business Districts (PBD)
- Boundary**
- City of Lake Stevens
 - Unincorporated UGA
- Subarea Boundaries**
- SR-6
 - SR-204
 - SR-92
- Features**
- Waterbody
 - Stream

- Boundary**
- City of Lake Stevens
 - Unincorporated UGA
- Subarea Boundaries**
- SR-6
 - SR-204
 - SR-92
- Features**
- Waterbody
 - Stream

Adopted October 13, 2014

Ordinance No. 073
Ordinance No. 084
Ordinance No. 092
Ordinance No. 095
Ordinance No. 099





LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: August 10, 2015

Subject: TASER Purchase/Taser Assurance Program (TAP)

Contact Person/Department: Chief Daniel Lorentzen

Budget Impact: \$0, for 2015 budget.

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to sign the TASER Purchase Agreement with TAP Program.

SUMMARY/BACKGROUND: The Police Department budgeted to replace the department's Tasers in 2015. The line item was approved during the budget process and \$36,600.00 was allocated to replace the equipment.

The department is ready to purchase 26 new Tasers and we have learned that we can buy an additional Taser Assurance Program (TAP). This plan provides an extended warranty for each Taser and replaces it with a new one at the end of the service agreement. The cost for each Taser to be in the program is \$211.15 a year (\$5962.03) and over the lifespan of the agreement it will be \$23,848.12.

This program is an ideal way for the department to plan its capital replacement needs and budget accordingly. Tasers are an item that have a five year lifespan and this purchase with the extended warranty will help with the costly replacement of items that inherently fail before the replacement schedule.

The department is asking the City Council to authorize the Mayor to enter into the service agreement to purchase the TASER equipment and replacement program from TASER International.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: 2016-\$5962.03
2017-\$5962.03
2018-\$5962.03
2019-\$5962.03

Total: \$23,848.12

ATTACHMENTS:

- Exhibit A: TASER Purchase Agreement with TAP

TASER International

Protect Truth

17800 N 85th St.
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737
Fax: 480.658.0734

Dan Lorentzen
(425) 334-9537
dlorentzen@lakestevenswa.gov



Quotation

Quote: Q-23237-10
Date: 7/22/2015 1:29 PM
Quote Expiration: 8/31/2015
Contract Start Date*: 9/1/2015
Contract Term: 5 years

Bill To:
Lake Stevens Police Department - WA
2211 Grade Road
Lake Stevens, WA 98258
US

Ship To:
Dan Lorentzen
Lake Stevens Police Department - WA
2211 Grade Road
Lake Stevens, WA 98258
US

SALESPERSON	PHONE	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Bob Dillon	480.905.2012	rdillon@taser.com	Fedex - Ground	Net 30

*Note this will vary based on the shipment date of the product.

X2 TAP Purchase Due: Net 30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
26	85047	TASER ASSURANCE PLAN CEW, X2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
26	22003	HANDLE, YELLOW, CLASS III, X2	USD 1,042.31	USD 27,100.06	USD 0.00	USD 27,100.06
26	85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	USD 211.15	USD 5,489.90	USD 5,200.00	USD 289.90
X2 TAP Purchase Due: Net 30 Tax Amount:						USD 2,355.53
X2 TAP Purchase Due: Net 30 Net Amount Due Including Taxes:						USD 29,745.49

Annual TAP Installment Due: 2016

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
26	85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	USD 211.15	USD 5,489.90	USD 0.00	USD 5,489.90
Annual TAP Installment Due: 2016 Tax Amount:						USD 472.13
Annual TAP Installment Due: 2016 Net Amount Due Including Taxes:						USD 5,962.03

Annual TAP Installment Due: 2017

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
26	85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	USD 211.15	USD 5,489.90	USD 0.00	USD 5,489.90
Annual TAP Installment Due: 2017 Tax Amount:						USD 472.13
Annual TAP Installment Due: 2017 Net Amount Due Including Taxes:						USD 5,962.03

Annual TAP Installment Due: 2018

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
26	85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	USD 211.15	USD 5,489.90	USD 0.00	USD 5,489.90
Annual TAP Installment Due: 2018 Tax Amount:						USD 472.13
Annual TAP Installment Due: 2018 Net Amount Due Including Taxes:						USD 5,962.03

Annual TAP Installment Due: 2019

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
26	85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	USD 211.15	USD 5,489.90	USD 0.00	USD 5,489.90
Annual TAP Installment Due: 2019 Tax Amount:						USD 472.13
Annual TAP Installment Due: 2019 Net Amount Due Including Taxes:						USD 5,962.03

Subtotal	USD 49,349.56
Estimated Tax	USD 4,244.05
Grand Total	USD 53,593.61

WA State Contract 02315
Standard Issue Initiative (X2 TAP, full deployment, \$200)

TASER International, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and TASER's current Sales Terms and Conditions for Direct Sales to End User Purchasers or, in the alternative, TASER's current Sales Terms and Conditions for Direct Sales to End User Purchasers for Sales with Financing if your purchase involves financing with TASER. If your purchase includes the TASER Assurance Plan (TAP), then you are also agreeing to TASER's current Sales Terms and Conditions for the AXON Flex™ and AXON Body™ Cameras TASER Assurance Plan (U.S. Only) and/or Sales Terms and Conditions for the X2/X26P and TASER CAM HD Recorder TASER Assurance Plan (U.S. Only), as applicable to your product purchase. All of the sales terms and conditions, as well as, the TAP terms and conditions are posted at <http://www.taser.com/sales-terms-and-conditions>. If your purchase includes AXON hardware and/or EVIDENCE.com services you are also agreeing to the terms in the EVIDENCE.com Master Service Agreement posted at <https://www.taser.com/serviceagreement14>. If your purchase includes Professional Services, you are also agreeing to the terms in the Professional Service Agreement posted at <https://www.taser.com/professional-services-agreement>. If your purchase includes Integration Services, you are also agreeing to the terms in the SOW posted at <https://www.taser.com/integrationstatementofwork14>. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to TASER that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Signature: _____

Date: _____

Name (Print): _____

Title: _____

PO# (if needed): _____

Please sign and email to Bob Dillon at rdillon@taser.com or fax to 480.658.0734

THANK YOU FOR YOUR BUSINESS!

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**TASER International, Inc.'s Sales Terms and Conditions for the
X2/X26P and TASER CAM HD Recorder TASER Assurance Plan (U.S. Only)
(Effective May 20, 2015)**

These Sales Terms and Conditions ("Terms") apply to your purchase of the TASER® X2™ or X26P™ conducted electrical weapon (CEW), TASER CAM™ HD recorder, related accessories, and the TASER Assurance Plan ("TAP"). The Covered Products and TAP are expressly subject to and conditioned upon the terms set forth below. By signing a quote, issuing a purchase order, or accepting delivery of the products, you accept and are bound to these Terms. Any different or additional terms set forth by you, whether in your purchase order or another communication, are expressly objected to and will not be binding on TASER.

TASER Assurance Plan (TAP). TAP provides you with hardware extended warranty coverage, Spare Products, and Upgrade Models at the end of the TAP term. TAP only applies to the X2 CEW, X26P CEW, and the TASER CAM HD recorder; depending on the product you purchase ("Covered Product"). TAP's purchase price does not include the cost of the Covered Product or any other hardware accessories or software services. TAP does not apply to software or services offered for, by, on, or through the TASER.com or Evidence.com websites. You may not buy more than one TAP for any one Covered Product.

TAP Warranty Coverage. See TASER's current *Hardware Warranty, Limitations and Release for Law Enforcement CEW Products and On-Officer Cameras* at www.TASER.com ("Hardware Warranty"). TAP includes the extended warranty coverage as described in the current Hardware Warranty, starting on the date of initial receipt of the Covered Product. TAP warranty coverage starts at the beginning of the TAP term and continues as long as you continue to pay the required annual fees for TAP. You may not have both an optional extended warranty and TAP on the Covered Product.

Spare Products. TASER will provide a predetermined number of spare CEWs or TASER CAM HD recorders, whichever is applicable, (collectively "Spare Products") to you to keep at your agency location to replace broken or non-functioning units in order to improve the availability of the units to officers in the field. You must return to TASER, through TASER's RMA process, any broken or non-functioning units for which a Spare Product is utilized, and TASER will repair or replace the non-functioning unit with a replacement product. TASER warrants it will repair or replace the unit which fails to function for any reason not excluded by the TAP warranty coverage, during the TAP term with the same product or a like product, at TASER's sole option. You may not buy a new TAP for the

replacement product or the Spare Product.

Within 30 days of the end of the TAP term you must return to TASER all Spare Products. You will be invoiced for and are obligated to pay to TASER the MSRP then in effect for all Spare Products not returned to TASER. If all the Spare Products are returned to TASER, then TASER will refresh your allotted number of Spare Products with Upgraded Models if you purchase a new TAP for the Upgraded Models.

TAP Upgrade Models. After final payment for the 5th year of the TAP term, you must contact TASER at sales@taser.com to arrange return of the Covered Products to TASER. TASER will upgrade those Covered Products, free of charge, with a new unit that is the same product or a like product, in the same weapon class ("Upgrade Model"). For example: (a) if the Covered Product is a single bay CEW, then you may choose any single bay CEW model as your Upgrade Model; (b) if the Covered Product is a multi-bay CEW, then you may choose any multi-bay CEW model as your Upgrade Model; and (c) if the Covered Product is a TASER CAM recorder, then you may choose any TASER CAM model as your Upgrade Model. To continue TAP coverage for the Upgrade Model, you must elect TAP and will be invoiced for the first year payment at the time the upgrade is processed. The TAP payment amount will be the rate then in effect for TAP.

You may elect to receive the Upgrade Model anytime in the 5th year of the TAP term as long as you have made the final TAP payment.

TAP Contract Start Date. The TAP term start date is based upon the shipment date of the Covered Product. If the shipment of the Covered Product occurred in the first half of the month, then the TAP term starts on the 1st of the following month. If the shipment of the Covered Product occurred in the second half of the month, then the TAP term starts on the 15th of the following month.

TAP Early Cancellation or Termination. If written notification of cancellation is received by TASER or an invoice for TAP is more than 30 days past due, then TASER may terminate TAP and all outstanding TAPs for Covered Products with your agency. TASER will provide notification to you that coverage is terminated. Once TAP coverage is terminated, then:

1. TAP coverage will terminate as of the date of cancellation/termination.

**TASER International, Inc.'s Sales Terms and Conditions for the
X2/X26P and TASER CAM HD Recorder TASER Assurance Plan (U.S. Only)
(Effective May 20, 2015)**


2. You will not be eligible to receive TAP coverage in the future for CEW or TASER CAM products.
3. TASER will not and has no obligation to provide the free Upgrade Models at the end of the TAP term.
4. If you made two or more TAP payments, then you will: retain the extended warranty coverage; receive a 50% credit for the difference between TAP payments paid prior to termination and the extended warranty price then in effect for each CEW covered under TAP; and have until the date listed on the termination notification to apply that credit toward the purchase of any TASER products. The credit amount available and expiration date of the credit will be provided to you as part of the termination notification.
5. If you made only one TAP payment, then you may elect to pay the difference between the price for the extended warranty then in effect and the payments made under TAP to continue extended warranty coverage. This election must be made when written notice of cancellation is submitted by you. If you do not elect to continue with an extended warranty, then warranty coverage will terminate as of the date of cancellation/termination.
6. If you received a credit towards your first TAP payment as part of a trade-in promotion, then upon cancellation/termination you will be assessed a \$100 cancellation fee for each Covered Product.
7. You will be invoiced for and are obligated to pay to TASER the MSRP then in effect for all Spare Products provided to you under TAP. If the Spare Products are returned within 30 days of the Spare Product invoice date, credit will be issued and applied against the Spare Product invoice.

TAP Payment Terms. TAP may only be purchased at the point of sale and at time of upgrade under TAP. TASER will separately invoice you on an annual basis for the cost of TAP and you are responsible for payment within 30 days of the invoice (even if TASER does not receive an annual purchase order from you prior to issuing the invoice). The payment due date is based upon the TAP term start date. If multiple purchases of the Covered Products have been made, each purchase may have a separate TAP payment due date. Payment will be considered past due if not paid in full or if not received within 30 days of the invoice date.

Sales Terms. TASER's current *Sales Terms and Conditions for Direct Sales to End User Purchasers*, located at <https://www.taser.com/legal>, are also applicable to your purchase.

No Assignment. You may not assign TAP or any related order and you may not delegate your duties under these Terms without TASER's prior written consent, which will not be unreasonably withheld.

Entire Agreement. These Terms, along with the quote, sales order acknowledgement, *Sales Terms and Conditions for Direct Sales to End User Purchasers*, Hardware Warranty, license and service agreement(s), constitute the entire agreement between the parties for the purchase of the Covered Products and TAP. These Terms supersede and replace any prior agreement or understanding between the parties, including any oral representations concerning the subject matter of this agreement.

TASER CAM, X2, and X26P are trademarks of TASER International, Inc., and TASER and  are trademarks of TASER International, Inc., registered in the U.S. All rights reserved. © 2015 TASER International, Inc.



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: August 10, 2015

Subject: Intergovernmental Services Agreement with Snohomish County for Ironman Law Enforcement Services

Contact Person/Department: Chief Daniel Lorentzen **Budget Impact:** N/A

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

SUMMARY/BACKGROUND: The City of Lake Stevens hosts the annual Ironman event in August. While the city and the county generally enter into agreements with Ironman Inc. for their respective law enforcement services, Snohomish County has requested an Intergovernmental Services Agreement to streamline the request process for the Sheriff's Office to participate in the unincorporated portions of Snohomish County.

The services agreement has no budget impact to the city and monies collected from Ironman will be paid to Snohomish County for the services provided by the Sheriff's Office. This agreement has been reviewed by legal with each jurisdiction and approved.

Request is for the City Council to authorize Mayor to sign Intergovernmental Services Agreement with Snohomish County for Law Enforcement services for Ironman.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: N/A

ATTACHMENTS:

- Exhibit A: Intergovernmental Services Agreement between the City of Lake Stevens and Snohomish County.

**INTERGOVERNMENTAL SERVICES AGREEMENT
BETWEEN THE CITY OF LAKE STEVENS AND SNOHOMISH COUNTY
FOR ADDITIONAL LAW ENFORCEMENT SERVICES**

This Interlocal Agreement for Additional Law Enforcement Services is entered into by and between the City of Lake Stevens, a municipal corporation of the State of Washington (the City), and Snohomish County, a political subdivision of the State of Washington (the County), for the purpose of providing additional law enforcement presence at the 2015 IRONMAN event.

RECITALS

- A. The 2015 IRONMAN event will be hosted in Lake Stevens, Washington and surrounding unincorporated areas from August 15, 2015 to August 17, 2015 ("IRONMAN event"); and
- B. The IRONMAN event requires a dedicated law enforcement presence; and
- C. The City entered into a contract with IRONMAN International to provide law enforcement presence for the IRONMAN event (City Contract); and
- D. The City has requested, and the County, through its Sheriff's Office, has agreed to provide additional law enforcement resources (Deputy Sheriff's and related supplies and equipment) to enhance the law enforcement presence at the IRONMAN event.

NOW, THEREFORE, in consideration of the agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the County agree as follows:

1. **Term.** The term of this Agreement shall be from August 15, 2015 to August 17, 2015.
2. **Scope of Services.** The City desires to utilize the law enforcement personnel of the County to enhance the law enforcement presence during the 2015 IRONMAN event (Services). The County will assign Deputy Sheriff's to perform law enforcement services as described in Attachment A which is incorporated by this reference. Deputy Sheriffs shall only be permitted to provide law enforcement related services during the performance of the Services called for herein. Neither the City nor IRONMAN shall ask or solicit such Deputy Sheriffs to perform work that is not law enforcement related.
3. **Emergency Interruption in Services.** The City, and IRONMAN, understands that Deputy Sheriffs performing Services pursuant to this Agreement may, from time to time, be required to perform traditional law enforcement duties for the benefit of the greater public. Therefore, from time to time, officers performing Services for the City may be required to respond to emergencies and abandon the services being called for under this Agreement. In the event of this occurrence, if the time associated with responding to such

emergency exceeds 30 minutes, the County will reduce an amount in its invoice to account for the Deputy Sheriffs time not performing the services.

4. **Command and Control.** Deputy Sheriffs performing services called for in this Agreement shall at all times be employees of the County under the direction and control of the County, and subject to the rules, regulations, and policies of the County and the Snohomish County Sheriff's Office, and shall be required to follow the orders of County supervisors and command staff.
5. **Cost of Services.**
 - a. The County shall, within a reasonable time, submit an invoice to the City for each hour of work performed by a Snohomish County commissioned deputy. The Hourly rates are specified in Attachment A.
 - b. The City shall, within thirty (30) days of receipt of such invoice, seek reimbursement for County services from IRONMAN through the City Contract.
 - c. Within thirty (30) days of receiving payment for the County's invoice from IRONMAN, the City will remit such payment to the County.
6. **Legal Requirements.** Both parties shall comply with all applicable federal, state and local laws in performing this Agreement.
7. **Public disclosure laws.** The City and the County each acknowledge, agree and understand that the other party is a public agency subject to certain disclosure laws, including, but not limited to Washington's Public Records Act, chapter 42.56 RCW. Each party understands that records related to this Agreement and the County's performance of services under this Agreement may be subject to disclosure pursuant to the Public Records Act or other similar law.
8. **Insurance.** Each party shall maintain its own insurance and/or self-insurance for its liabilities from damage to property and /or injuries to persons arising out of its activities associated with this Agreement as it deems reasonably appropriate and prudent. The maintenance of, or lack thereof of insurance and/or self-insurance shall not limit the liability of the indemnifying party to the indemnified party(s). Each party shall provide the other with a certificate of insurance or letter of self-insurance as the case may be upon request.
9. **Indemnification.**
 - a. The County shall protect, save harmless, indemnify and defend the City its elected officials, officers, employees and agents, from and against any loss or claim for damages of any nature whatsoever, including claims by third parties or 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 officials, officers, employees or agents.

- b. 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 the 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.

10. Notices

- a. Any notice/payment to be given to the County under this Agreement shall be either mailed or personally delivered to:

Snohomish County Sheriff's Office
Attn: Joanie Fadden
3000 Rockefeller Ave M/S 606
Everett, WA 98201

- b. Any notice/invoice to the City shall be mailed or hand delivered to:

Barb Stevens, Finance Director/City Clerk
City of Lake Stevens
1820 Main Street
PO Box 257
Lake Stevens, WA 98258

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

- 11. Termination.** Either party may terminate this Agreement upon fifteen (15) days written notification to the other party. If this Agreement is so terminated, the terminating party shall be liable only for performance in accordance with the terms of this Agreement for performance prior to the effective date of termination. The terms and conditions

contained in Sections 5, 8 and 9 of this Agreement shall survive the expiration or termination of this Agreement.

- 12. 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.
- 13. Disputes.** The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.
- 14. No third party beneficiaries; no joint venture.** This Agreement is for the sole benefit of the City and County and shall not confer third-party beneficiary status on any non-party to this Agreement. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the parties. County employees who provide services under this Agreement shall at all times be acting in their official capacities as employees of Snohomish County.
- 15. Entire Agreement.** This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes any and all prior oral or written agreements between the parties regarding the subject matter contained herein. This Agreement may not be modified or amended in any manner except by written agreement executed by both parties. Both parties recognize that time is of the essence in the performance and the provisions of this Agreement.
- 16. Severability.**
 - a. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
 - b. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.
- 17. Execution in Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement

18. Effective Date. July 10, 2015

City of Lake Stevens

Vern Little, Lake Stevens Mayor Date

ATTEST:

City Clerk Date

Approved as to Form:

Grant K. Weed, City Attorney Date

Snohomish County

Snohomish County Executive Date 8/4/15
LEND A CRAWFORD
Executive Director
Recommended for Approval:

Snohomish County Sheriff Date 7-20-15

Approved as to Form:

Deputy Prosecuting Attorney Date 7/17/15

Attachment A
Bike Course and Swim Course Routes
Staffing Numbers and Assignments

2015 LAKE STEVENS IRON MAN DEPUTY ASSIGNMENT ROSTER							
TRAFFIC CONTROL							
LOCATION	#of Dep.	NAME	Start	End	Hours	Hourly Rate	Total
Zone 1	1	Sergeant	6:00	10:15	4.25	\$103.15	\$438.39
Rover	1	Deputy	6:15	1:15	7.00	\$83.30	\$583.10
131 Ave NE / 16 St NE (Lake Stevens)	1	Deputy	6:15	10:15	4.00	\$83.30	\$333.20
16th/N. Machais Rd.	1	Deputy	6:15	11:45	5.50	\$83.30	\$458.15
N. Machias Rd./20th St.	1	Deputy	6:15	10:15	4.00	\$83.30	\$333.20
N. Machias Rd./28th St.	1	Deputy	6:15	10:15	4.00	\$83.30	\$333.20
28th St./ Russell	1	Deputy	6:15	10:15	4.00	\$83.30	\$333.20
Russell/ OK Mill	2	Deputy	6:15	10:15	4.00	\$83.30	\$333.20
		Deputy	6:15	11:15	5.00	\$83.30	\$416.50
OK Mill / Creswell Rd.	1	Deputy	6:15	10:15	4.00	\$83.30	\$333.20
Carpenter/Robe Menzel	2	Deputy	6:15	10:15	4.00	\$83.30	\$333.20
		Deputy	6:15	10:15	4.00	\$83.30	\$333.20
Zone 2	1	Sergeant	6:15	12:15	6.00	\$103.15	\$618.90
Rover	1	Deputy	6:45	11:15	4.50	\$83.30	\$374.85
S. Pioneer / E. Grand (Granite Falls)	1	Deputy	6:45	10:45	4.00	\$83.30	\$333.20
E. Pioneer / E. Kentucky (Granite Falls)	1	Deputy	6:45	10:45	4.00	\$83.30	\$333.20
Menzel Lake/ N. Carpenter	1	Deputy	6:45	11:15	4.50	\$83.30	\$374.85
Lake Roesiger Rd./ S. Tullock/ Monroe Camp	1	Deputy	6:45	11:15	4.50	\$83.30	\$374.85
S. Lake Roesiger Rd./Woods Creek Rd./ Dubuque	2	Deputy	6:45	11:15	4.50	\$83.30	\$374.85
		Deputy	6:45	11:15	4.50	\$83.30	\$374.85
Zone 3	1	Sergeant	6:45	12:15	5.50	\$103.15	\$567.33
Rover	1	Deputy	7:15	12:15	5.00	\$83.30	\$416.50
Woods Creek/ Yeager Rd. / Bollenbaugh Hill Rd.	1	Deputy	7:15	11:15	4.00	\$83.30	\$333.20
Woods Creek/ North Yeager Rd.	1	Deputy	7:15	11:15	4.00	\$83.30	\$333.20
Woods Creek/ South Yeager Rd.	1	Deputy	7:15	11:45	4.50	\$83.30	\$374.85
Woods Creek/ Ingraham	1	Deputy	7:15	11:45	4.50	\$83.30	\$374.85
Ingraham/ Brown (128th St.)	1	Deputy	7:15	11:45	4.50	\$83.30	\$374.85
Brown/ Chain Lake Rd.	1	Deputy	7:15	11:45	4.50	\$83.30	\$374.85
Chain Lake/ Trombley Rd.	1	Deputy	7:15	12:15	5.00	\$83.30	\$416.50
Zone 4	1	Sergeant	7:15	12:15	5.00	\$103.15	\$515.75
Rover	1	Deputy	7:45	12:15	4.50	\$83.30	\$374.85
Trombley / Meadow Lake Rd.	1	Deputy	7:45	12:15	4.50	\$83.30	\$374.85
Trombley /Spada	2	Deputy	7:45	12:15	4.50	\$83.30	\$374.85
Trombley/Spada		Deputy	7:45	12:15	4.50	\$83.30	\$374.85
Spada Rd. / 171 St SE	1	Deputy	7:45	12:15	4.50	\$83.30	\$374.85
S. Spada/ 171 St SE	1	Deputy	7:45	12:15	4.50	\$83.30	\$374.85
171st/ Dubuque	1	Deputy	7:45	12:15	4.50	\$83.30	\$374.85
Dubuque @ Community Church	1	Deputy	7:45	12:15	4.50	\$83.30	\$374.85
Zone 5	1	Sergeant	7:30	1:00	5.50	\$103.15	\$567.33
Rover	1	Deputy	8:00	12:30	4.50	\$83.30	\$374.85
Dubuque/ S. Machias Rd.	3	Deputy	8:00	12:30	4.50	\$83.30	\$374.85
		Deputy	8:00	12:30	4.50	\$83.30	\$374.85
		Deputy	8:00	12:30	4.50	\$83.30	\$374.85
S. Machias Rd./ Machias Cutoff Rd.	3	Deputy	8:00	12:30	4.50	\$83.30	\$374.85
		Deputy	8:00	12:30	4.50	\$83.30	\$374.85
		Deputy	8:00	12:30	4.50	\$83.30	\$374.85
S. Machias Rd./ Division	2	Deputy	8:00	1:00	5.00	\$83.30	\$416.50
		Deputy	8:00	1:00	5.00	\$83.30	\$416.50
MARINE SERVICES							
Boat Operator (Provided by Snohomish Co)	1	Deputy	5:00	1:00	8.00	\$83.30	\$666.40

2015 LAKE STEVENS IRON MAN DEPUTY ASSIGNMENT ROSTER							
TRAFFIC CONTROL							
LOCATION	#of Dep.	NAME	Start	End	Hours	Hourly Rate	Total
Divers	2	Deputy	5:00	1:00	8.00	\$83.30	\$666.40
		Deputy	5:00	10:00	5.00	\$83.30	\$416.50
Personal Watercraft Operator	2	Deputy	5:00	10:00	5.00	\$83.30	\$416.50
		Deputy	5:00	10:00	5.00	\$83.30	\$416.50
COMMAND / ADMIN							
Incident Commander	1	Lieutenant	5:30	1:30	8.00	\$122.15	\$977.20
Course Coordinator	1	Lieutenant	5:30	1:30	8.00	\$122.15	\$977.20
TOTAL	55						\$23,362.94



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 10 August 2015

Subject: Transportation Improvement Board Grant Application – North Lakeshore Drive Sidewalk

Contact	Mick Monken	Budget	\$85,208
Person/Department:	Public Works	Impact:	

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the commitment of \$82,222 for the City's match share for a Transportation Improvement Board (TIB) grant for a sidewalk placement on North Lakeshore Drive and 123rd Ave NE.

SUMMARY/BACKGROUND: TIB did a call for projects last month for 2016 projects. As part of the application process the City requested a TIB staff person to perform a pre-application site review of potential projects. One project that stood out as a good candidate was the completion of a sidewalk connection along the north side of North Lakeshore Drive and east side of 123rd Avenue NE to fill a gap in the sidewalk between Main Street and 20th Street NE. This is a heavily travel pedestrian corridor, especially with school age children. This project is also rated priority 1 in the City's 2011 Pedestrian Connection Plan (rating worksheet).

Staff has prepared a planning level design and an Engineer's Estimate for this potential project. A copy of the concept layout design and estimate are included in Exhibits A and B. The total project estimated cost, including survey and construction is \$340,834. Design of this project would be performed in-house. Staff is proposing a match level at 25% (\$85,208) which would help to give the City additional points during the evaluation process. The match funding will come from the Sidewalk Reserve fund but with two currently active sidewalk projects, North Davies and 91st Avenue SE (Safer Routes to Schools), a short term interfund loan may be necessary to cover upfront payments to the contractor. Once the grant reimbursements are received, this would be used to repay any interfund loan dollars. An estimated Sidewalk Fund revenue projection is shown in Exhibit C.

The submittal date is 17th August and the City should know whether our project was selected by November this year. If selected, the City would need to complete the project design and construction in 2016. Once the project is submitted, staff will perform an early action notification to the adjacent property owners to alert them of the potential project. This is to allow more time should there be any issues.

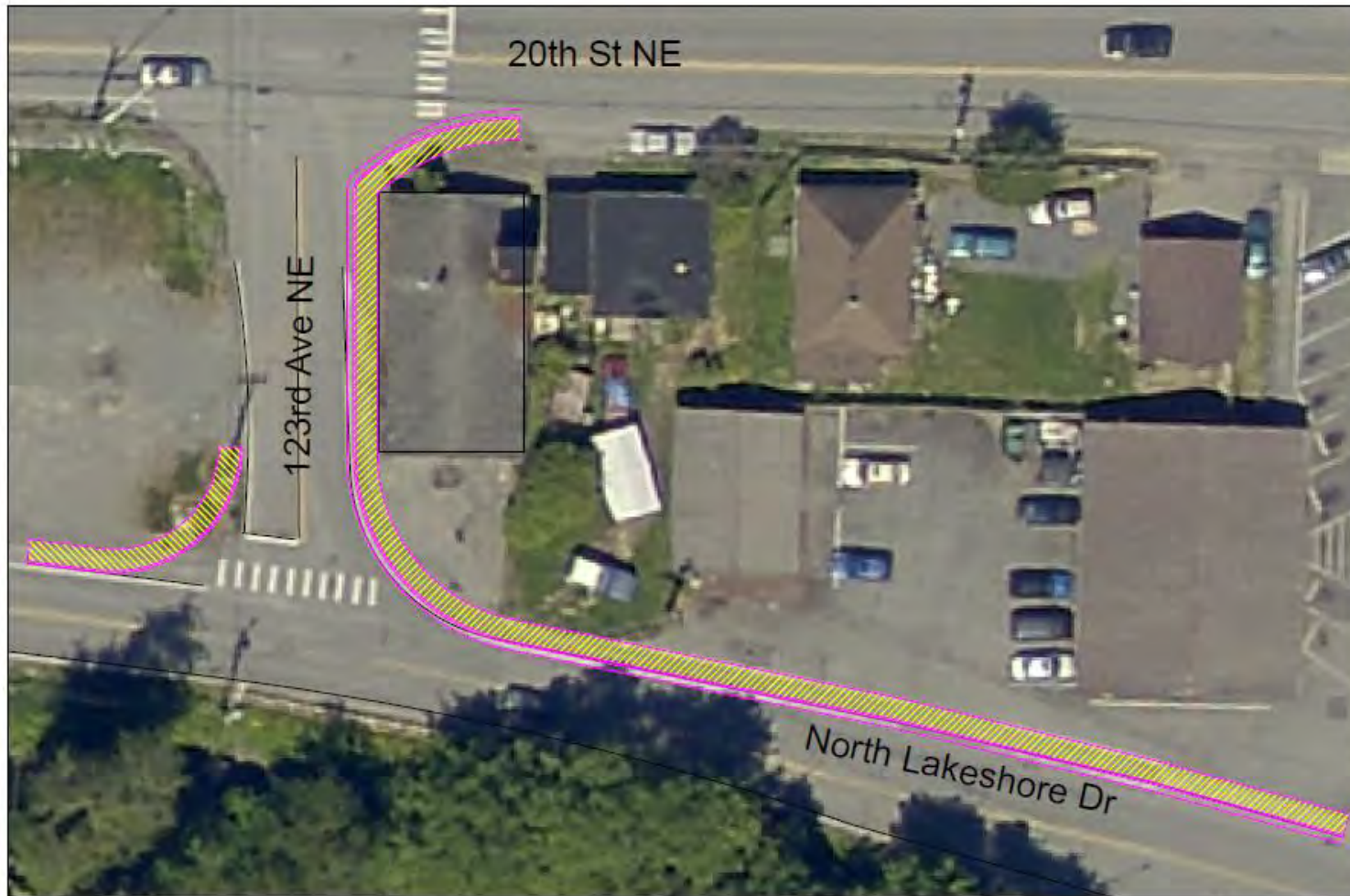
APPLICABLE CITY POLICIES: None.

BUDGET IMPACT: City Match funding would come from the sidewalk reserved fund

ATTACHMENTS:

- ▶ Exhibit A: Planning Level Design
- ▶ Exhibit B: Engineer's Estimate
- ▶ Exhibit C: Sidewalk Fund Projections

EXHIBIT A – Planning level layout – proposed sidewalk shown in yellow hatching



Lake Stevens
North Lakeshore Drive Downtown Connector Sidewalk

3 Aug 15

Scale 1:30



EXHIBIT B – Cost Estimate

North Lakeshore Drive Downtown Sidewalk Connector

Engineer's Estimate

Revision: 4 August 2015

Prepared by: M. Monken, P.E.

Checked by: A. Emerson, EIT



BI #	Item	Est Qty	Unit	Unit \$	Total
1	Mobilization	1	LS	\$ 30,000	\$ 30,000
2	Project Temporary Traffic Control	1	LS	\$ 20,000	\$ 20,000
3	Inlet Protection	1	LS	\$ 2,000	\$ 2,000
4	Clearing and Grubbing	1	LS	\$ 5,000	\$ 5,000
5	Pavement Sawcut	740	LF	\$ 8	\$ 5,920
6	Removal of Structure and Obstruction	1	LS	\$ 5,000	\$ 5,000
7	Removal of Existing Concrete (Asphalt/Cement)	293	SY	\$ 50	\$ 14,667
8	Crush Surfacing Base Course (1 1/2" minus)	112	TON	\$ 50	\$ 5,583
9	HMA CI 1/2 PG 64-22 (includes driveways, ramps, approaches)	65	TON	\$ 250	\$ 16,296
10	High-Density Polyethylene (HDPE) Pipe 12 In. Diameter	220	LF	\$ 120	\$ 26,400
11	Solid Wall PVC Storm Sewer 6"	20	LF	\$ 80	\$ 1,600
12	Cast Iron Storm Cleanout 6"	2	EA	\$ 200	\$ 400
13	Catch Basin Type 1	3	EA	\$ 2,500	\$ 7,500
14	Filterra Internal Water Quality	1	LS	\$ 25,000	\$ 25,000
15	Metal Frame and Vane Grate (CB Type 1)	3	EA	\$ 800	\$ 2,400
16	Commercial Grade Trench Drain	60	LF	\$ 200	\$ 12,000
17	Cement Conc. Traffic Curb and Gutter	440	LF	\$ 35	\$ 15,400
18	Cement Conc. Sidewalk	244	SY	\$ 60	\$ 14,667
19	Thicken Conc. Sidewalk Edge	30	SF	\$ 110	\$ 3,300
20	Cement Conc. Curb Ramp	3	EA	\$ 5,000	\$ 15,000
21	Cement Conc. Driveways	56	SY	\$ 90	\$ 5,000
22	Plastic Bicycle (Sharrow) Lane Symbol	6	EA	\$ 600	\$ 3,600
23	Plastic Crosswalk Line	200	SF	\$ 10	\$ 2,000
24	Dual Faced Curb	80	LF	\$ 40	\$ 3,200
25	Solar Power Pedestrian Crossing Lights	2	EA	\$ 5,000	\$ 10,000
26	4" Paint Line	440	LF	\$ 2	\$ 880
27	Relocation of Signs	1	LS	\$ 2,000	\$ 2,000
28	New Signage	1	EA	\$ 1,500	\$ 1,500
29	Restoration	1	LS	\$ 4,000	\$ 4,000
30	Force Account	1	FA	\$ 25,000	\$ 25,000
Subtotal - Construction					\$ 285,312
Sales Tax (8.6%)					\$ 24,537
Construction Total					\$ 309,849
Survey (10%)					\$ 30,985
TOTAL					\$ 340,834

EXHIBIT C – Sidewalk Fund Projections

Description	Balance/Match	
Current Sidewalk Fund Balance	\$	492,000
North Davies Match (TIB)	\$	83,000 Allocated
91st Avenue SE (Safer Routes)	\$	100,000 Allocated
Available Match Dollars	\$	309,000 Unallocated
Balance North Lakeshore Match (TIB)	\$	85,208 Grant being sought



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 10 August 2015

Subject: Police/Server Emergency Generator

Contact	Mick Monken	Budget	\$50,000
Person/Department:	<u>Public Works</u>	Impact:	<u>(2015-16)</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the City to purchase a surplus Generator Set from Lake Stevens Sewer District, and approve a contingency for transporting, and possible enclosure purchase in 2015 for a total budget not to exceed \$20,000 in 2015.

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

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

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

APPLICABLE CITY POLICIES: NA

BUDGET IMPACT: \$50,000 General Fund

ATTACHMENTS:

- Exhibit A: Cost Estimate

EXHIBIT A

**Police Department Power Generator Set
Cost Estimate**

Revision: 27 July 2015

Prepared: Monken

Item	Description	Qty	Unit	Unit \$	Total
1	Generator Set with Transfer box	1	EA	\$12,000	\$12,000
2	Transporting Gen to shop	1	EA	\$800	\$800
3	Sound/Weather Enclosure	1	EA	\$10,000	\$10,000
4	Concrete Pad (incl site prep)	1	EA	\$5,000	\$5,000
5	Transport/Mounting	1	EA	\$1,000	\$1,000
6	Electrical hook up (conduit, wire, connection, testing)	1	LS	\$8,000	\$8,000
7	Auto Exerciser	1	LS	\$2,000	\$2,000
8	Fence Enclosure	72	LF	\$40	\$2,880
Sub Total					\$41,680
Contingency (Permits, unexpected)					\$4,168
WSST					\$3,584
TOTAL					\$49,432



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda August 10, 2015
Date: _____

Subject: City Council Meeting – August 24, 2015

Contact Barb Stevens
Person/Department: _____ **Budget Impact:** -0- _____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Provide direction on location and scheduling for August 24, 2015 Council meeting.

SUMMARY/BACKGROUND: At the time facility reservations were made with the School District for City Council meetings in 2015, the School District advised August 24th was not available. Staff has consulted with MRSC and been advised that possible options are:

1. Hold the Council meeting on August 24, 2015 in the Community Center.
2. Cancel the August 24, 2015 meeting and hold a special meeting Monday, August 31 at the Lake Stevens School District Educational Service Center (Admin. Bldg.), which is already reserved by the City for use on that date.
3. Other.

APPLICABLE CITY POLICIES: RCW 42.30

BUDGET IMPACT:

ATTACHMENTS: None
