

## ***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.*

### **WORKSHOP MEETING AGENDA**

**Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street NE, Lake Stevens**

**Monday January 22, 2018 – 6:15 p.m.**

- Potential Sewer District Unification Update Gene

### **CITY COUNCIL SPECIAL MEETING AGENDA**

**Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street NE, Lake Stevens**

**Monday, January 22, 2018 – 7:00 p.m.**

**NOTE:**

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

**CALL TO ORDER:** 7:00 P.M. Mayor

**PLEDGE OF ALLEGIANCE** Council President

**ROLL CALL**

**APPROVAL OF AGENDA** Council President

**NEW EMPLOYEE INTRODUCTIONS** A Doug Jewell, Police Department; Ameekha Boyd and Kyle Young, Public Works Teri/Eric/John D.

**CITIZEN COMMENTS**

**COUNCIL BUSINESS** Council President

**MAYOR'S BUSINESS** A Recognition of Kathy Holder Mayor  
\*B Appoint Boards & Commissions, Other Agency  
Liaisons, and Subcommittee Mayor

**CITY DEPARTMENT REPORT** Update

**CONSENT AGENDA:** \*A Approve 2017 Vouchers Barb  
\*B Approve 2018 Vouchers Barb  
\*C Approve January 9, 2018 City Council Workshop  
Meeting Minutes Kathy

**Lake Stevens City Council Special Meeting Agenda**

**January 22, 2018**

	*D Adopt Ordinance 1011 re 2017 Comprehensive Plan Amendments	Russ
	*E Second Reading and Approve Ordinance 1012 re Chapel Hill Rezone	Russ
	*F Second Reading and Approve Ordinance 1013 re Eagle Ridge Rezone	Russ
<b>PUBLIC HEARINGS:</b>	*A Public Hearing & Approval Ordinance 1016 re Code Amendment Allowing Storage Units in Business District	Dillon
<b>ACTION ITEMS:</b>	<u>Admin/Budget Subcommittee</u> *A Approve Grimm House Quit Claim Deed	<u>Councilmember McDaniel</u> Gene
	<u>Economic Development Subcommittee</u>	<u>Councilmember Tageant</u>
	<u>Public Safety Subcommittee</u>	<u>Councilmember McDaniel</u>
	<u>Public Works Subcommittee</u>	<u>Councilmember McDaniel</u>
	<u>Parks Subcommittee</u>	
<b>DISCUSSION ITEMS:</b>	*A Naming of City Parks	Russ/Jim
<b>EXECUTIVE SESSION:</b>	Pending Litigation	
<b>ACTION ITEM:</b>	Authorize Mayor to Execute Settlement Agreement re Pending Litigation	

**ADJOURN**

\* ITEMS ATTACHED

\*\* ITEMS PREVIOUSLY DISTRIBUTED

# ITEMS TO BE DISTRIBUTED

**THE PUBLIC IS INVITED TO ATTEND**

**Special Needs**

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 334-1012, 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**

LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**  
**Date:** January 22, 2018

**Subject:** Selection of City Council Liaisons to Boards, Commissions, and outside agencies; possible selection of Council Subcommittees

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<b>Contact</b>		<b>Budget</b>
<b>Person/Department:</b>	<u>John Spencer, Mayor</u>	<b>Impact:</b> <u>N/A</u>

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Discuss and select City Council Liaisons to Boards, Commissions and outside agencies, and City Council Subcommittees.

**SUMMARY/BACKGROUND:** In January each year the Council selects representatives amongst themselves to serve as liaisons to the City's various boards and commissions, to attend various meetings of outside agencies including Lake Stevens Chamber of Commerce, Department of Emergency Management, Lake Stevens Fire District #8, Snohomish Health District, and the Sewer District Board Meetings, as well as others.

Additionally, Councilmembers may select among themselves up to three representatives to comprise the Council Subcommittees, which are Finance/Budget/IT, Public Safety, Public Works, Economic Development/Chamber and Retreat.

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**APPLICABLE CITY POLICIES:** City Council Rules of Procedure, Sections 20 and 21.

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**BUDGET IMPACT:** N/A

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**ATTACHMENTS:**

Attachment A: Representatives to Boards/Commissions – 2018 (Blank Form)

## REPRESENTATIVES TO BOARDS/COMMISSIONS – 2018

UPDATED 1/18/2018

Board/Commission	Date	Time	Location	Council Representative	Alternate
Arts Commission	2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday (attend once a month)	6:30 p.m.	Visitor Information Center		
Chamber of Commerce	1 <sup>st</sup> Tuesday	11:30 a.m.-1:00 p.m.	Sewer District Board Room		
Community Transit	1 <sup>st</sup> Thursday	3:00 p.m.	CT Board Room 7100 Hardeson Rd, Everett	Daughtry	
Department of Emergency Management	2 <sup>nd</sup> Tuesday of 2 <sup>nd</sup> month of the quarter at 1pm		DEM Offices – Everett		
Economic Alliance					
Family Center	1 <sup>st</sup> Wednesday	5:30 p.m.	Visitor Information Center		
Fire District #8	1 <sup>st</sup> & 3 <sup>rd</sup> Thursday	5:30 p.m.	1825 So Lake Stevens Road		
Health District Board	2 <sup>nd</sup> Tuesday	3:00-5:00 p.m.		Hilt	
Historical Society		2:45 p.m. – 5:00 p.m.	Museum Conference Room		
Library Board	3 <sup>rd</sup> Thursday (Quarterly)	5:00 p.m.	Museum Conference Room		
Park Board	2 <sup>nd</sup> Monday each month	6:00 p.m.	Community Center		
Planning Commission	1 <sup>st</sup> Wednesday monthly and 3 <sup>rd</sup> Wednesday if needed	7:00 p.m.	Community Center		
Retreat Committee	As needed			Council President	Council Vice-President
SCCIT: CALL IN OPTION: 1-760-569-7171; Pass Code: 420-814-114#	4 <sup>th</sup> Tuesday	7:30-9:00 a.m.	EASC Office, 808 134 <sup>th</sup> St SW, Ste 101, Everett		
Senior Board	2 <sup>nd</sup> Monday	9:30 a.m.	Senior Center		
Sewer Utility Subcommittee	4 <sup>th</sup> Tuesday	4:00 p.m.	Sewer District Office		
Sewer Commission Board Meeting	2nd & 4th Thursday	9:00 a.m.	Sewer District Office		
Snohomish Co. Tomorrow	4 <sup>th</sup> Wednesday	6:00 p.m.	Robert J. Drewel Building (Snohomish County Admin)	Spencer	Council President
SCC				All	
AWC/NLC				All	

### SUBCOMMITTEES

Admin (Finance/Budget/IT) Committee:

Public Safety:

Public Works:

Parks & Recreation:

Economic Dev:



**CITY DEPARTMENT REPORT  
JANUARY 22, 2018 CITY COUNCIL MEETING**

- City Clerk

Staff (Barb Stevens, Julie Ubert and myself) travelled to Long Beach, CA during the week of January 8, 2018 to attend the Laserfiche Empower conference. Laserfiche is the Enterprise Content Management system that Council recently authorized staff to purchase to manage the City's electronic content. The conference was attended by over 3200 people representing seven different countries. Attendees included representatives from local governments, banks and other financial institutions and investment companies, school districts, airlines and manufacturing companies. Training was provided at multiple skill levels and included both sharing of information and tips, and hands on use with the software, such as building forms and managing metadata. We all came away very much impressed with the ECM software and excited to move forward in implementing the system. The software, once implemented, will provide a high quality and variety of efficiencies that will assist staff in better managing workflows, providing information to both internal and external customers, and making information readily available to the public. We are currently coordinating installation of the software. Once that occurs, we will begin bringing different departments on board, beginning with the City Clerk's office.



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**BLANKET VOUCHER APPROVAL  
2017**

Payroll Direct Deposits		
Payroll Checks		
Tax Deposit(s)		
Electronic Funds Transfers		
Claims	<b>44298-44366</b>	<b>\$180,801.58</b>
Void Checks		
Total Vouchers Approved:		<b>\$180,801.58</b>

**This 23rd day of January 2018:**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

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Finance Director/Auditing Officer

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Mayor

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby approve for payment of the above mentioned claims:

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Councilmember



January 23rd, 2018

Fiscal year: 2017

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**City Expenditures by Type on this voucher packet**

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Supplies	\$	24,560	14%
Professional Services*	\$	116,746	65%
Intergovernmental Services	\$	14,473	8%
Capital	\$	25,022	14%
<b>Total</b>	<b>\$</b>	<b>180,801.58</b>	<b>100%</b>

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**Large Purchases**

\* \$37,622 - 24th Street SE Extension Design



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$213.35
Ace Hardware	44298	12/31/2017	57475	001-010-576-80-31-00	PK-Operating Costs	Twist Lock light control	\$4.71	
				101-016-544-90-31-02	ST-Operating Cost	Twist Lock light control	\$4.72	
				410-016-531-10-31-02	SW-Operating Costs	Twist Lock light control	\$4.72	
		57481	57502	101-016-544-90-31-02	ST-Operating Cost	Poly film	\$68.59	
				001-010-576-80-31-00	PK-Operating Costs	Voltage tester/wire cutters/storage container	\$43.54	
				101-016-544-90-31-02	ST-Operating Cost	Voltage tester/wire cutters/storage container	\$43.54	
				410-016-531-10-31-02	SW-Operating Costs	Voltage tester/wire cutters/storage container	\$43.53	
Advance Auto Parts	44299	12/31/2017	2421-268713	101-016-544-90-31-02	ST-Operating Cost	Sparkplugs Weedwacker/plate compactor	\$3.89	
				410-016-531-10-31-02	SW-Operating Costs	Sparkplugs Weedwacker/plate compactor	\$3.89	
		2421-269539		101-016-544-90-31-02	ST-Operating Cost	Wire ties - PW19	\$3.66	
				410-016-531-10-31-02	SW-Operating Costs	Wire ties - PW19	\$3.65	
		2421-269550		101-016-544-90-31-02	ST-Operating Cost	Paint for PW47	\$7.20	
				410-016-531-10-31-02	SW-Operating Costs	Paint for PW47	\$7.20	
		2421-269591		101-016-544-90-31-02	ST-Operating Cost	Fuses-PW21	\$11.97	
				410-016-531-10-31-02	SW-Operating Costs	Fuses-PW21	\$11.96	
		2421-269612		101-016-544-90-31-02	ST-Operating Cost	Oil and Filter PW58	\$18.18	
				410-016-531-10-31-02	SW-Operating Costs	Oil and Filter PW58	\$18.19	
		2421-269616		101-016-544-90-31-02	ST-Operating Cost	ME-Wire Stripper-crimper/diagonal/cutter	\$22.50	
				410-016-531-10-31-02	SW-Operating Costs	ME-Wire Stripper-crimper/diagonal/cutter	\$22.50	
					SW-Operating Costs	Toggle switch PW69	\$5.16	
		2421-269638		101-016-544-90-31-02	ST-Operating Cost	Serpentine belt PW3	\$15.17	
				410-016-531-10-31-02	SW-Operating Costs	Serpentine belt PW3	\$15.16	
Advantage Building Services	44300	12/31/2017	12/27/17	001-007-558-50-41-00	PL-Professional Servic	Janitorial Services	\$30.00	
				001-007-559-30-41-00	PB-Professional Srv	Janitorial Services	\$30.00	
				001-008-521-20-41-01	LE-Proessional Serv-Fixed	Janitorial Services	\$315.00	
				001-010-576-80-41-00	PK-Professional Services	Janitorial Services	\$20.00	
				001-012-575-50-41-00	CS-Community Center - Cleaning	Janitorial Services	\$120.00	
				001-013-518-20-41-00	GG-Professional Service	Janitorial Services	\$280.00	
				101-016-542-30-41-02	ST-Professional Service	Janitorial Services	\$20.00	



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Advantage Building Services	44300	12/31/2017	12/27/17	410-016-531-10-41-01	SW-Professional Services	Janitorial Services	\$20.00	
				621-000-389-20-00-05	Retainage -Public Bldg Maint	Retainage-Advantage svcs	(\$41.75)	
Alpine Fire and Safety Sys Inc	44301						Check Total \$119.90	
		12/31/2017	12061	001-008-521-20-31-02	LE-Minor Equipment	First Aid supplies	\$119.90	
Michelle Bennett	44302						Check Total \$1,200.00	
		12/31/2017	092217	001-013-518-20-41-00	GG-Professional Service	Workplace Civility/Bullying Training-Sept 2017	\$1,200.00	
Bickford Motors Inc	44303						Check Total \$681.78	
		12/31/2017	1129171	101-016-544-90-31-02	ST-Operating Cost	Driver seat pad/cover PW3	\$329.75	
				410-016-531-10-31-02	SW-Operating Costs	Driver seat pad/cover PW3	\$329.75	
			1129404	101-016-544-90-31-02	ST-Operating Cost	Power steering receiver cap PW3	\$11.14	
				410-016-531-10-31-02	SW-Operating Costs	Power steering receiver cap PW3	\$11.14	
Business Card	44304						Check Total \$18,629.85	
		12/31/2017	0597 0118	001-008-521-20-43-01	LE-Business Meetings	LSPD Entry level Oral Boards supplies	\$39.47	
				001-006-518-80-48-00	IT-Repair & Maintenance	Western Digital Internal Hard Drive	\$90.02	
			1923 0118	001-008-521-20-31-01	IT-Repair & Maintenance	Phone technical support-StoneFly	\$150.00	
		2956 0118		LE-Fixed Minor Equipment	Office Chairs Patrol room		\$783.99	
				LE-Fixed Minor Equipment	Flares		\$1,120.75	
				001-008-521-20-31-02	LE-Minor Equipment	Plasticware	\$72.74	
				001-008-521-20-31-04	LE - Donation Exp - Other	Plasticware	\$105.68	
				LE - Donation Exp - Other	Trauma first aid supplies		\$777.36	
				001-008-521-20-32-00	LE-Fuel	Fuel	\$43.78	
				001-008-521-20-43-01	LE-Business Meetings	Coffee with the Chief	\$1.09	
		4396 0118	001-003-514-20-49-02	CC-Staff Development	Pacific NW Clerks Institute-Pugh		\$875.00	
				CC-Staff Development	WMCA Conference-Pasco WA-Pugh		\$500.00	
			001-008-521-20-43-00	LE-Travel & Per Diem	Toll on PT41-Training		\$16.75	
				LE-Travel & Per Diem	Toll fee 44849D		\$22.25	
		4517 0118	001-001-513-10-49-05	Executive - Board/Staff Apprec	Certificate frame		\$32.72	
			001-002-513-11-31-00	AD-Office Supply	Standing mat		\$58.99	
			001-004-514-23-31-00	FI-Office Supplies	Standing mat		\$58.99	
			001-005-517-60-31-00	HR-Safety Program	Electrode Cartridge for OnSite AED		\$117.61	
			001-005-518-10-31-01	HR-Operating Cost	Federal/State Labor Law Posters		\$138.59	
				HR-Operating Cost	Electronic Labor Law Posters		\$41.33	



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Business Card	44304	12/31/2017	4517 0118	101-016-544-90-31-01	ST-Office Supplies	Standing mat	\$58.99
			5187 0118	001-007-558-50-43-00	PL-Travel & Mtgs	Reg-State of Everett-Ashe	\$35.00
			5428 0118	001-008-521-20-31-01	LE-Fixed Minor Equipment	Business Cards Emergency management	\$36.43
					LE-Fixed Minor Equipment	Emergency management equipment	\$158.76
			6863 0118	001-008-521-20-31-02	LE-Minor Equipment	Adapter cord for projector	\$32.72
					LE-Minor Equipment	Bluetooth speaker/Dyson Vacuum	\$446.47
					LE-Minor Equipment	Search & Seizure survival guide	\$16.99
				001-008-521-21-31-00	LE-Boating Minor Equipment	Inflatable Personal Flotation devices	\$971.73
			7280 0118	001-008-521-20-31-02	LE-Minor Equipment	Ceramic Space Heater	\$34.90
					LE-Minor Equipment	Epson Cartridge Ink	\$119.76
				001-008-521-20-31-04	LE - Donation Exp - Other	Awards Banquet supplies	\$4.36
				001-008-521-20-41-00	LE-Professional Services	Uniform cleaning	\$32.67
			7638 0118	001-008-521-20-41-00	LE-Professional Services	Uniform cleaning	\$27.77
				001-008-521-20-41-01	LE-Professional Serv-Fixed	Transcription services	\$232.00
			7988 0118	101-016-542-30-49-01	ST-Staff Development	2018 Waterworks Renewal-Durpos	\$42.00
				101-016-544-90-31-02	ST-Operating Cost	Sterilite tote	\$54.14
				410-016-531-10-31-02	SW-Operating Costs	Recording fee TCE easement	\$77.00
					SW-Operating Costs	Sterilite tote	\$54.13
			8232 0118	001-001-511-60-49-01	Legislative - Prof. Developmen	City Action Days reg-Daughtry/Hilt/McDaniel/Petershagen/Tageant	\$1,000.00
					Legislative - Prof. Developmen	City Action Days reg-Welch	\$200.00
					Legislative - Prof. Developmen	NLC registration-Gailey/Tageant/Daughtry/Hilt/McDaniel	\$3,190.00
				001-001-513-10-49-01	Executive - Prof. Development	City Action Days registration-Spencer	\$200.00
					Executive - Prof. Development	NLC registration-Spencer	\$605.00
			001-002-513-11-43-00	AD-Travel & Meetings	MAG Meeting		\$20.28
					AD-Travel & Meetings	Parking Sno County Pkg US2 Trestle mtg	\$12.00
			001-002-513-11-49-00	AD-Staff Development	City Action Days registration-Brazel		\$140.00
			001-003-514-20-49-02	CC-Staff Development	PRA Case Law Webinar-Pugh		\$35.00
			001-013-518-20-31-00	GG-Operating	Background check for solicitors License		\$12.00
			001-013-518-20-32-00	GG-Fuel	Fuel for PW41		\$33.26
			001-013-518-20-49-00	GG-Miscellaneous	Membership 2018		\$200.00
			8877 0118	001-008-521-20-31-00	LE-Office Supplies	Portable My Passport	\$63.99



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Business Card	44304	12/31/2017	8877 0118	001-008-521-20-31-01	LE-Fixed Minor Equipment	Adobe portfolio licenses for HR Director/City Clerk	\$398.00
					LE-Fixed Minor Equipment	Adobe portfolio licenses for records staff	\$799.00
				001-008-521-20-31-02	LE-Minor Equipment	Dishsoap for Lunch room	\$11.85
				001-008-521-20-31-04	LE - Donation Exp - Other	Awards Banquet supplies	\$219.71
				001-008-521-20-41-00	LE-Professional Services	Database searches	\$54.45
				001-008-521-20-43-00	LE-Travel & Per Diem	Airfare-Laserfische conf-LA CA-J Ubert	\$217.41
				001-008-521-21-31-00	LE-Boating Minor Equipment	Postage for boat part return	\$11.30
				001-008-521-30-31-00	LE-Community Outreach Supplies	Blinky lights for Haloween giveaways	\$1,039.07
				001-008-521-40-49-01	LE-Registration Fees	Camp Rilea SWAT training-Lake Stevens portion	\$344.46
			9438 0118	001-008-521-20-43-00	LE-Travel & Per Diem	Parking-FBINAA Training-Minneapolis-Barnes	\$11.00
			9455 0118	001-008-521-20-31-01	LE-Fixed Minor Equipment	Bluetooth and Vacuum	\$490.03
					LE-Fixed Minor Equipment	Handheld Radio - Wouxun KG-UV6X	\$337.36
				001-008-521-20-31-02	LE-Minor Equipment	SWAT gear - Heinemann	\$276.23
					LE-Minor Equipment	Battery Stick	\$37.00
					LE-Minor Equipment	SWAT team equipment	\$31.35
					LE-Minor Equipment	SWAT protective glasses - Heinemann	\$134.60
					LE-Minor Equipment	USB cable	\$21.72
					LE-Minor Equipment	SWAT jacket - Heinemann	\$552.77
				001-008-521-20-31-04	LE - Donation Exp - Other	LSPD mugs for giveaways	\$438.09
				001-008-521-20-41-01	LE-Proessional Serv-Fixed	Service monitoring for Game Camera	\$9.99
Central Welding Supply	44305					<b>Check Total</b>	<b>\$110.58</b>
		12/31/2017	EV247957	101-016-544-90-31-02	ST-Operating Cost	Gas & Wire for Welder	\$55.29
				410-016-531-10-31-02	SW-Operating Costs	Gas & Wire for Welder	\$55.29
CIC Valuation Group Inc	44306					<b>Check Total</b>	<b>\$14,726.10</b>
		12/31/2017	17-3098	001-013-518-20-41-00	GG-Professional Service	Old Town Center project	\$14,726.10
City of Everett	44307					<b>Check Total</b>	<b>\$1,110.00</b>
		12/31/2017	I17003140	001-008-554-30-51-00	LE-Animal Control	Animal shelter services Nov 2017	\$1,110.00
	44308					<b>Check Total</b>	<b>\$25.34</b>
		12/31/2017	010340 1217	101-016-543-50-47-00	ST-Utilities	Water services 9306 20th St SE	\$25.34
City of Marysville	44309					<b>Check Total</b>	<b>\$23,599.63</b>
		12/31/2017	17-023	001-013-512-50-41-00	GG-Municipal Court Fees	Municipal Court fees	\$12,548.97
			POLIN11-0894	001-008-523-60-51-00	LE-Jail	Prisoner Housing SCORE Oct 2017	\$2,393.16



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
City of Marysville	44309	12/31/2017	POLIN11-0896	001-008-523-60-51-00	LE-Jail	Prisoner Housing Transport fees Oct 2017	\$255.00
			POLIN11-0898	001-008-523-60-51-00	LE-Jail	Prisoner Housing Oct 2017	\$8,402.50
Co Op Supply	44310					Check Total	\$78.34
		12/31/2017	616091/4	410-016-531-10-31-02	SW-Operating Costs	Straw bales for erosion control	\$78.34
Code Publishing Co Inc	44311					Check Total	\$299.91
		12/31/2017	58669	001-003-514-20-41-00	CC-Professional Services	Ordinances 1000 1005 1008 1009	\$299.91
Comcast	44312					Check Total	\$86.18
		12/31/2017	0808840 1217	001-010-576-80-42-00	PK-Communication	Internet services - City Shop	\$28.72
				101-016-543-30-42-00	ST-Communications	Internet services - City Shop	\$28.73
				410-016-531-10-42-00	SW-Communications	Internet services - City Shop	\$28.73
	44313					Check Total	\$146.18
		12/31/2017	0991976 1217	001-010-576-80-42-00	PK-Communication	Internet services - Park & Rec office	\$146.18
	44314					Check Total	\$151.18
		12/31/2017	1012996 1217	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic Signal Control	\$151.18
Comdata Corporation	44315					Check Total	\$821.96
		12/31/2017	20289985	101-016-542-30-32-00	ST-Fuel	Fuel	\$78.10
				410-016-531-10-32-00	SW-Fuel	Fuel	\$78.09
			20290006	001-008-521-20-32-00	LE-Fuel	Fuel	\$665.77
Crystal Springs	44316					Check Total	\$272.50
		12/31/2017	5249844010118	001-007-558-50-31-01	PL-Operating Costs	Bottled Water	\$58.24
				001-007-559-30-31-01	PB-Operating Cost	Bottled Water	\$37.19
				001-013-518-20-31-00	GG-Operating	Bottled Water	\$37.19
				101-016-544-90-31-02	ST-Operating Cost	Bottled Water	\$69.94
				410-016-531-10-31-02	SW-Operating Costs	Bottled Water	\$69.94
Day Wireless Systems	44317					Check Total	\$966.65
		12/31/2017	447669	001-008-521-20-31-05	LE-Equipment - New Officers	Encryption Boards - Radios	\$644.70
			451508	001-008-521-20-31-05	LE-Equipment - New Officers	Flexible ear inserts	\$321.95
Dicks Towing Inc	44318					Check Total	\$723.42
		12/31/2017	170731	001-008-521-20-41-00	LE-Professional Services	Towing services case 2017-27454	\$126.16
			175981	001-007-559-30-41-00	PB-Professional Srv	Towing PW22	\$115.19
			176021	001-008-521-20-41-00	LE-Professional Services	Towing services case 2017-27933	\$126.16



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Dicks Towing Inc	44318	12/31/2017	176500	001-008-521-20-41-00	LE-Professional Services	Towing services case 2017-26834	\$126.16
			177401	001-008-521-20-41-00	LE-Professional Services	Towing PT57	\$115.19
			59204	001-008-521-20-41-00	LE-Professional Services	Towing 2015 Dodge Charger	\$114.56
Duckys Office Furniture	44319						Check Total \$24,514.48
		12/31/2017	00008273	001-013-594-18-60-02	GG - City Hall Demo	Office Furniture for New City Hall	\$24,514.48
Dunlap Industrial Hardware	44320						Check Total \$43.87
		12/31/2017	1399583-01	101-016-544-90-31-02	ST-Operating Cost	20v LED Handheld Work Light	\$21.94
				410-016-531-10-31-02	SW-Operating Costs	20v LED Handheld Work Light	\$21.93
Electronic Business Machines	44321						Check Total \$636.39
		12/31/2017	AR88407	001-008-521-50-48-00	LE-Facility Repair & Maint	Copier Repair & Maintenance	\$223.20
			AR89203	101-016-542-30-48-00	ST-Repair & Maintenance	Copier Repair & Maintenance	\$16.04
				410-016-531-10-48-00	SW-Repairs & Maintenance	Copier Repair & Maintenance	\$16.04
			AR89518	001-013-518-20-48-00	GG-Repair & Maintenance	Copier Repair & Maintenance	\$381.11
Employment Security Department	44322						Check Total \$52.19
		12/31/2017	DEC2017	501-000-517-60-49-00	Payment to Claimants	December Payments to Claimants	\$52.19
Engineering Innovation	44323						Check Total \$230.13
		12/31/2017	17202	001-008-521-20-31-00	LE-Office Supplies	Parcelpaks for passport mailing	\$230.13
Everett Stamp Works	44324						Check Total \$157.30
		12/31/2017	23260	001-001-511-60-31-00	Legislative - Operating Costs	Nameplate - Gailey	\$17.18
				001-003-514-20-31-00	CC-Office Supply	Nameplates - Pugh	\$37.64
				001-007-558-50-31-01	PL-Operating Costs	Nameplates - Pugh	\$17.18
				001-012-573-20-31-00	CS-Arts Commission	Nameplates - Wyant/Brown	\$31.07
		23309		001-012-573-20-31-00	CS-Arts Commission	Nameplate - Brown	\$14.10
				23342	001-010-576-80-31-00	Nameplate - Haugen	\$20.06
					001-012-565-20-40-00	Nameplate - McCurdy	\$20.07
Gall LLC	44325						Check Total \$189.00
		12/31/2017	008037877	001-008-521-20-31-02	LE-Minor Equipment	1 1/2 in leather garrison belt	\$24.99
			008069983	001-008-521-20-31-02	LE-Minor Equipment	1 1/2 in leather garrison belt	\$24.99
			008079580	001-008-521-20-31-02	LE-Minor Equipment	1 in 2 stars insignia	\$28.58
			008084208	001-008-521-20-31-02	LE-Minor Equipment	1 1/2 in leather garrison belt returned	(\$24.99)
			008103928	001-008-521-20-31-02	LE-Minor Equipment	Blauer super shirt-Beazizo	(\$160.63)



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Gall LLC	44325	12/31/2017	008149959	001-008-521-20-31-02	LE-Minor Equipment	1 1/2 in leather garrison belt returned	(\$24.99)
			008769918	001-008-521-20-31-02	LE-Minor Equipment	USA Flag commendation bar	\$76.18
			008942189	001-008-521-20-31-02	LE-Minor Equipment	Anchor on shield collar brass	\$97.96
			008975991	001-008-521-20-31-02	LE-Minor Equipment	3 color commendation bars/2 color center star bars	\$146.91
Grainger	44326	12/31/2017	9643932339	101-016-544-90-31-02	ST-Operating Cost	LED mini lightbar	\$162.29
				410-016-531-10-31-02	SW-Operating Costs	LED mini lightbar	\$162.30
			9650795835	410-016-531-10-31-02	SW-Operating Costs	Headlamp	\$284.23
				001-007-558-50-31-01	PL-Operating Costs	Janitorial Supplies	\$84.54
				001-008-521-20-31-01	LE-Fixed Minor Equipment	Janitorial Supplies	\$369.85
				001-010-576-80-31-00	PK-Operating Costs	Janitorial Supplies	\$190.21
				001-012-575-50-41-00	CS-Community Center - Cleaning	Janitorial Supplies	\$116.24
				001-013-518-20-31-00	GG-Operating	Janitorial Supplies	\$105.67
				101-016-544-90-31-02	ST-Operating Cost	Janitorial Supplies	\$95.10
				410-016-531-10-31-02	SW-Operating Costs	Janitorial Supplies	\$95.10
Granite Construction Supply	44327	12/31/2017	262_00070509	001-010-576-80-31-01	PK-Ops-Clothing	Beanies	\$78.98
				101-016-542-90-31-01	ST-Clothing	Beanies	\$78.99
				262_00070513	101-016-542-64-31-00	ST-Traffic Control - Supply	\$526.56
Chris L Griffen	44328	12/31/2017	7Z0766805	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00
Honey Bucket	44329	12/31/2017	0550525592	001-010-576-80-45-00	PK-Equipment Rental	Honey Bucket Rental - Boat Launch	\$218.00
				0550525593	001-010-576-80-45-00	PK-Equipment Rental	\$117.50
Theodore Hunter	44330	12/31/2017	2044	001-007-558-60-41-02	PL-Prof Serv-Hearing E	Hearing examiner services LUA2017-0082 & 0098	\$5,200.00
HW Lochner Inc	44331	12/31/2017	6	301-016-544-40-41-02	TIZ3 - 24th St Design	24th Street SE Extension project	\$37,622.11
International Council of Shopping Centers	44332	12/31/2017	2018	001-007-558-70-41-00	PL-Economic Devel	2018 membership - Ashe	\$100.00



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
ISOOutsource	44333						Check Total	\$1,487.50
		12/31/2017	CW209678	001-006-518-80-41-00	IT-Professional Services	IT Consulting		\$1,487.50
J Thayer Company Inc	44334						Check Total	\$174.64
		12/31/2017	1197648-0	001-002-513-11-31-00	AD-Office Supply	Tape dispenser		\$4.67
				001-007-558-50-31-00	PL-Office Supplies	Labeler tape		\$42.44
				001-013-518-20-31-00	GG-Operating	Tissue		\$36.43
		1206678-0		001-003-514-20-31-00	CC-Office Supply	Mailing labels		\$32.62
				001-007-558-50-31-00	PL-Office Supplies	Calendar/desk pad		\$31.78
				001-007-559-30-31-00	PB-Office Supplies	Paper		\$17.37
				001-013-518-20-31-00	GG-Operating	Binder clips		\$9.33
Kaiser Permanente	44335						Check Total	\$851.00
		12/31/2017	66574492	001-008-521-20-41-00	LE-Professional Services	Medical exams - new employee		\$671.00
				001-010-576-80-41-00	PK-Professional Services	Medical exams - new employee		\$60.00
				101-016-542-30-41-02	ST-Professional Service	Medical exams - new employee		\$60.00
				410-016-531-10-41-01	SW-Professional Services	Medical exams - new employee		\$60.00
Lake Stevens Explorers	44336						Check Total	\$18.00
		12/31/2017	Dec2017	001-008-521-40-49-01	LE-Registration Fees	Registration Dec 2017 Winter Academy		\$18.00
Lemay Mobile Shredding	44337						Check Total	\$14.82
		12/31/2017	4549271	001-008-521-20-41-01	LE-Proessional Serv-Fixed	Shredding services		\$9.88
				001-013-518-20-41-00	GG-Professional Service	Shredding services		\$4.94
LN Curtis & Sons	44338						Check Total	\$2,742.03
		12/31/2017	INV141004	001-008-521-20-31-02	LE-Minor Equipment	Tactical Pants-Barnes		\$176.31
			INV147256	001-008-521-20-31-02	LE-Minor Equipment	Nik Test kit		\$86.91
			INV148001	001-008-521-20-31-02	LE-Minor Equipment	Flexfit Hat - Barnes		\$27.23
			INV148047	001-008-521-20-31-02	LE-Minor Equipment	Flexfit Hats - Miner		\$54.45
			INV148077	001-008-521-20-31-05	LE-Equipment - New Officers	New uniform items - Jewell		\$1,394.95
			INV148413	001-008-521-20-31-02	LE-Minor Equipment	Swat gear - Heinemann		\$154.92
			INV148419	001-008-521-20-31-05	LE-Equipment - New Officers	New gear - Jewell		\$279.51
			INV148654	001-008-521-20-31-05	LE-Equipment - New Officers	New uniform items - Beazizo		\$185.02
			INV149038	001-008-521-20-31-05	LE-Equipment - New Officers	Uniform items - Schwittay		\$127.36
			INV149116	001-008-521-20-31-02	LE-Minor Equipment	Pants/Hats - J Uber/Beazizo		\$202.50
			INV149120	001-008-521-20-31-02	LE-Minor Equipment	Wallet/holster - R Brooks		\$52.87



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
Abraham Martinez	44339						Check Total	\$3,985.74
		12/31/2017	2017	001-013-518-20-31-00	GG-Operating	Video productions for 2017		\$3,985.74
Marysville Printing	44340						Check Total	\$116.19
		12/31/2017	22838	001-008-521-20-31-00	LE-Office Supplies	Field Release forms		\$116.19
North Sound Hose Fittings Inc	44341						Check Total	\$245.85
		12/31/2017	N000487	101-016-544-90-31-02	ST-Operating Cost	Hydraulic Hoses		\$110.84
				410-016-531-10-31-02	SW-Operating Costs	Hydraulic Hoses		\$110.84
			N000513	101-016-544-90-31-02	ST-Operating Cost	Hydraulic Hose PW19		\$12.08
				410-016-531-10-31-02	SW-Operating Costs	Hydraulic Hose PW19		\$12.09
Outcomes by Levy LLC	44342						Check Total	\$4,599.30
		12/31/2017	2017-12-LS	001-013-511-70-40-00	Lobbying Services	Legislative Regulartory Consulting - Dec 2017		\$4,599.30
Pacific Logging LLC	44343						Check Total	\$300.00
		12/31/2017	22371	410-016-531-10-31-02	SW-Operating Costs	Transport Excavator to City Shop		\$300.00
Pilchuck Rentals	44344						Check Total	\$1,003.63
		12/31/2017	59668	001-013-518-20-45-00	GG-Equipment Rental	Boom and safety harness rental for Winterfest		\$1,003.63
Platt Electric Supply	44345						Check Total	\$37.94
		12/31/2017	P364997	101-016-544-90-31-02	ST-Operating Cost	Light bulbs		\$18.97
				410-016-531-10-31-02	SW-Operating Costs	Light bulbs		\$18.97
Public Safety Testing Inc	44346						Check Total	\$425.00
		12/31/2017	2017-8005	001-008-521-20-41-00	LE-Professional Services	Q4 2017 Recruiting Assistance		\$425.00
Kathleen Pugh	44347						Check Total	\$168.40
		12/31/2017	011618	001-003-514-20-43-00	CC-Travel & Meetings	Airfare-Laserfishe Training-Long Beach CA-Pugh		\$168.40
Rairdons	44348						Check Total	\$421.94
		12/31/2017	228443C	001-008-521-20-48-00	LE-Repair & Maintenance Equip	Repair PT63		\$421.94
SirennetCom	44349						Check Total	\$507.74
		12/31/2017	0223466-IN	001-008-594-21-63-00	LE-Capital Outlays Equipment	Equipment for PT76		\$507.74
Six Robblees Inc	44350						Check Total	\$100.80
		12/31/2017	14-361408	101-016-544-90-31-02	ST-Operating Cost	LED worklamp PW19		\$50.40
				410-016-531-10-31-02	SW-Operating Costs	LED worklamp PW19		\$50.40
Smarsh Inc	44351						Check Total	\$1,198.50
		12/31/2017	INV00326228	510-006-518-80-49-00	License Renewal - Annual Maint	Archiving Platform Content Usage-NetGuard Cloud		\$1,198.50



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
Snohomish County PUD	44352	12/31/2017	134597455	101-016-542-63-47-00	ST-Lighting - Utilities	202013249 Traffic Signal	\$112.95	
			137816565	001-010-576-80-47-00	PK-Utilities	202340527 Yard	\$8.95	
				101-016-542-63-47-00	ST-Lighting - Utilities	202340527 Yard	\$8.95	
				410-016-531-10-47-00	SW-Utilities	202340527 Yard	\$8.96	
			141121588	101-016-542-63-47-00	ST-Lighting - Utilities	203582010 Street Lights	\$116.58	
			151040755	101-016-542-63-47-00	ST-Lighting - Utilities	203728159 Traffic Signal	\$68.45	
			154293724	101-016-542-64-47-00	ST-Traffic Control -Utility	221128085 Traffic Signal 7441 20th St SE	\$94.35	
			157493870	001-012-557-30-40-01	CS - VIC Utilities	205395999 Visitor Center	\$312.32	
			160683995	001-010-576-80-47-00	PK-Utilities	203203245 Lundeen Restrooms	\$538.09	
			167154743	101-016-542-63-47-00	ST-Lighting - Utilities	203730189 Traffic Signal	\$81.23	
			167154747	101-016-542-63-47-00	ST-Lighting - Utilities	203731153 Traffic Signal	\$104.11	
Snohomish County PW S	44353						Check Total	\$354.71
		12/31/2017	1000462870	101-016-542-30-48-00	ST-Repair & Maintenance	Sign & Signal repair		\$354.71
Snohomish County Sheriffs Office	44354						Check Total	\$1,988.00
		12/31/2017	1000462834	001-008-521-30-51-00	LE-Drug Task Force	2017 Bridge SRDTF JAG grant contribution		\$1,988.00
Sound Publishing Inc	44355	12/31/2017	EDH787841	001-007-558-50-41-03	PL-Advertising	LUA2017-0010 Storage Code Amendment	\$94.72	
			EDH789468	001-007-558-50-41-03	PL-Advertising	2017 Comprehensive Plan Docket PC meeting	\$89.56	
			EDH789627	001-013-518-30-41-01	GG-Advertising	City Council mtg cancelled	\$34.52	
			EDH789798	001-007-558-50-41-03	PL-Advertising	2017 Comprehensive Plan Docket Public Hearing	\$72.36	
			EDH789963	001-007-558-50-41-03	PL-Advertising	LUA2017-0018 Chapel Hill Properties	\$155.04	
			EDH789969	001-007-558-50-41-03	PL-Advertising	LUA2017-0018 Chapel Hill Properties	\$172.24	
			EDH789971	001-007-558-50-41-03	PL-Advertising	LUA2017-0051 Eagle Ridge Park	\$155.04	
			EDH789982	001-007-558-50-41-03	PL-Advertising	LUA2017-0051 Eagle Ridge Park	\$168.80	
			EDH790027	001-007-558-50-41-03	PL-Advertising	LUA2017-0010 Storage Code Amendment	\$74.08	
			EDH790396	001-007-558-50-41-03	PL-Advertising	LUA2016-0171 Stormwater Regulations	\$113.76	
			EDH790398	001-007-558-50-41-03	PL-Advertising	LUA2016-0171 Land Modifications	\$127.52	
			EDH790426	001-013-518-30-41-01	GG-Advertising	Veterans Commission Mtg cancelled	\$29.36	
Staples	44356						Check Total	\$130.89
		12/31/2017	3363893533	001-008-521-20-31-02	LE-Minor Equipment	Receptionist Chair		\$130.89



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$
Stericycle Inc	44357	12/31/2017	3004110729	001-008-521-20-41-01	LE-Proessional Serv-Fixed	Hazardous waste disposal	\$10.36	\$10.36
Barbara Stevens	44358	12/31/2017	011618	001-004-514-23-43-00	FI-Travel & Meetings	Airfare-Laserfishe Training-Long Beach CA-B Stevens	\$248.39	\$248.39
Summit Law Group	44359	12/31/2017	89422	001-005-518-10-41-00	HR-Professional Services	Legal services - Labor	\$408.00	\$408.00
The Watershed Co	44360	12/31/2017	2017-1351	410-016-531-10-41-01	SW-Professional Services	Environmental consulting - Monte Cristo Square	\$871.65	\$871.65
UPS	44361	12/31/2017	74Y42527	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$3.53	\$3.53
Washington State Criminal Justice	44362	12/31/2017	201129543	001-008-521-40-49-01	LE-Registration Fees	Training-LE Records-A Fox	\$85.00	\$85.00
Washington State Dept of Enterprise Svcs	44363	12/31/2017	73170905	001-008-521-20-31-00	LE-Office Supplies	Business cards - C Brooks/Jewell/Smith/Christensen	\$163.35	\$163.35
Washington State Patrol	44364	12/31/2017	I18004429	633-000-589-30-00-10	Gun Permit - FBI Remittance	Background checks for weapons permits	\$324.00	\$324.00
Wave Broadband	44365	12/31/2017	04164079	001-002-513-11-42-00	AD-Communications	Telephone Service	\$12.97	\$12.97
				001-003-514-20-42-00	CC-Communications	Telephone Service	\$25.94	\$25.94
				001-004-514-23-42-00	FI-Communications	Telephone Service	\$25.94	\$25.94
				001-005-518-10-42-00	HR-Communications	Telephone Service	\$12.97	\$12.97
				001-006-518-80-42-00	IT-Communications	Telephone Service	\$38.91	\$38.91
				001-007-558-50-42-00	PL-Communication	Telephone Service	\$84.35	\$84.35
				001-007-559-30-42-00	PB-Communication	Telephone Service	\$12.97	\$12.97
				001-008-521-20-42-00	LE-Communication	Telephone Service	\$441.17	\$441.17
				001-012-575-30-42-00	CS-Historical-Communications	Telephone Service Museum	\$12.97	\$12.97
				001-012-575-50-42-00	CS-Community Center - Comm	Telephone Service Senior Ctr	\$12.97	\$12.97
				001-013-518-20-42-00	GG-Communication	Telephone Service	\$51.88	\$51.88
				101-016-543-30-42-00	ST-Communications	Telephone Service Shop	\$74.64	\$74.64
				410-016-531-10-42-00	SW-Communications	Telephone Service Shop	\$74.65	\$74.65



## Checks to be Approved for 12/31/2017 to 12/31/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$17,533.00
Weed Graafstra & Associates Inc	44366	12/31/2017	171	001-011-515-30-41-00	LG-Professional Service	Legal Services - General Matters		\$17,533.00
<b>Total</b>								<b>\$180,801.58</b>

**BLANKET VOUCHER APPROVAL  
2018**

Payroll Direct Deposits	1/12/2018	\$200,386.37
Payroll Checks	44295-44297	\$6,405.48
Tax Deposit(s)	1/12/2018	\$85,588.73
Electronic Funds Transfers	ACH	\$131,298.77
Claims	44367-44401	\$46,930.77
Void Checks		
Total Vouchers Approved:		\$470,610.12

**This 23rd day of January 2018:**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

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Finance Director/Auditing Officer

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Mayor

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby approve for payment of the above mentioned claims:

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Councilmember



January 23rd, 2018

Fiscal year: 2018

**City Expenditures by Type on this voucher packet**

Personnel Costs	\$ 206,792	44%
Payroll Federal Taxes	\$ 85,589	18%
Medical Benefits - Employer	\$ 122,999	26%
Employer paid Benefits - By Check	\$ 353	0%
Employee paid benefits - By Payroll	\$ 10,185	2%
Supplies	\$ 4,679	1%
Professional Services	\$ 7,939	2%
Intergovernmental Services	\$ 32,075	7%
<b>Total</b>	<b>\$470,610.12</b>	<b>100%</b>



## Checks to be Approved for 1/5/2018 to 1/18/2018

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$143.48
Ace Hardware	44367	1/18/2018	57537	101-016-544-90-31-02	ST-Operating Cost	Buckets/lids	\$30.40	
			57555	001-010-576-80-31-00	PK-Operating Costs	Multimeter	\$10.88	
				101-016-544-90-31-02	ST-Operating Cost	Multimeter	\$10.89	
				410-016-531-10-31-02	SW-Operating Costs	Multimeter	\$10.89	
			57560	001-008-521-20-31-02	LE-Minor Equipment	Keys	\$15.20	
			57561	001-013-518-20-31-00	GG-Operating	Moss Out to clean City Hall Annex roof	\$65.22	
Assoc of Washington Cities EFT	0						Check Total	\$122,998.66
		1/18/2018	012018	001-000-283-00-00-00	Payroll Liability Medical	Medical Insurance Premium	\$120,786.28	
				001-008-521-20-20-00	LE-Benefits	Medical Insurance Premium	(\$115.30)	
				001-010-576-80-20-00	PK-Benefits	Medical Insurance Premium	\$232.85	
				001-013-518-30-20-00	GG-Benefits	Medical Insurance Premium	\$115.60	
				101-016-542-30-20-00	ST-Benefits	Medical Insurance Premium	\$1,047.83	
				410-016-531-10-20-00	SW-Benefits	Medical Insurance Premium	\$931.40	
Boy Scouts of America	44368						Check Total	\$590.00
		1/18/2018	2018	001-008-521-20-41-01	LE-Proessional Serv-Fixed	2018 Charter Renewal		\$590.00
Gene Brazel	44369						Check Total	\$23.00
		1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Brazel		\$23.00
Kim Daughtry	44370						Check Total	\$23.00
		1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Daughtry		\$23.00
Dept of Retirement (Deferred Comp)	0						Check Total	\$2,745.00
		1/18/2018	011218	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre		\$2,745.00
Dicks Towing Inc	44371						Check Total	\$126.16
		1/18/2018	176029	001-008-521-20-41-00	LE-Professional Services	Evidence towing-case 2018-0187		\$126.16
Eric Durpos	44372						Check Total	\$23.00
		1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Durpos		\$23.00
Electronic Federal Tax Pmt System EFTPS	0						Check Total	\$85,588.73
		1/18/2018	011218	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes		\$85,588.73
Brett Gailey	44373						Check Total	\$23.00
		1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Gailey		\$23.00



## Checks to be Approved for 1/5/2018 to 1/18/2018

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total		
Grainger	44374	1/18/2018	9656916682	001-010-576-80-31-00	PK-Operating Costs	Axes	\$51.30		
				101-016-544-90-31-02	ST-Operating Cost	Axes	\$51.30		
				410-016-531-10-31-02	SW-Operating Costs	Axes	\$51.30		
			9656966851	001-010-576-80-31-00	PK-Operating Costs	Axes/Machetes/hand warmers	\$105.93		
		1/18/2018		101-016-544-90-31-02	ST-Operating Cost	Axes/Machetes/hand warmers	\$105.93		
				410-016-531-10-31-02	SW-Operating Costs	Axes/Machetes/hand warmers	\$105.93		
								Check Total \$471.69	
Kurt Hilt	44375							Check Total \$23.00	
		1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Hilt	\$23.00		
J Thayer Company Inc	44376							Check Total \$2,011.46	
		1/18/2018	1210578-0	001-008-521-20-31-00	LE-Office Supplies	Paper/envelopes/clock/postits/toner/pens/notebooks/calendars/cds	\$1,274.76		
			1211956-0	001-008-521-20-31-00	LE-Office Supplies	Index tabs/stapler/wall pockets	\$103.63		
			1212262-0	001-008-521-20-31-00	LE-Office Supplies	Stapler	\$14.58		
			1212771-0	001-008-521-20-31-00	LE-Office Supplies	Label tape	\$68.08		
			1213433-0	001-007-558-50-31-00	PL-Office Supplies	Folders/pens/Postits	\$170.51		
			1213840-0	001-004-514-23-31-00	FI-Office Supplies	File folders/labels	\$90.53		
				001-005-518-10-31-00	HR-Office Supplies	File folders/ink cartridges	\$146.21		
				001-013-518-20-31-00	GG-Operating	File boxes/paper	\$205.75		
			C1204196-0	001-005-518-10-31-00	HR-Office Supplies	Pocket folders returned	(\$39.66)		
			C1210578-0	001-008-521-20-31-00	LE-Office Supplies	Calendar returned	(\$22.93)		
Lake Stevens Chamber of Commerce	44377							Check Total \$1,500.00	
		1/18/2018	FEB2018	001-013-518-90-49-01	GG-Chamber of Commerce	February 2018 Contribution for VIC	\$1,500.00		
Lake Stevens Police Guild	44378							Check Total \$1,118.00	
		1/18/2018	011218	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$1,118.00		
Rauchel McDaniel	44379							Check Total \$23.00	
		1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-McDaniel	\$23.00		
Modern Marketing	44380							Check Total \$414.57	
		1/18/2018	MMI125539	001-008-521-30-31-00	LE-Community Outreach Supplies	Pencils giveaways	\$414.57		
Nationwide Retirement Solution	0							Check Total \$2,919.81	
		1/18/2018	011218	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$2,919.81		



## Checks to be Approved for 1/5/2018 to 1/18/2018

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$
O Reilly Auto Parts	44381	1/18/2018	2960-397743	001-007-559-30-31-01	PB-Operating Cost	Wiper blade	\$18.04	\$18.04
Pakor Inc NW8935	44382	1/18/2018	8027318	001-008-521-20-31-02	LE-Minor Equipment	Media for passports	\$313.26	\$313.26
Gary Petershagen	44383	1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Petershagen	\$23.00	\$23.00
Kathleen Pugh	44384	1/18/2018	011618	001-003-514-20-43-00	CC-Travel & Meetings	PerDiem/Mileage/parking-Laserfiche training-Pugh	\$237.80	\$237.80
SCCFOA	44385	1/18/2018	01/25/18 Mtg	001-003-514-20-43-00	CC-Travel & Meetings	SCCFOA meeting 01/25/18	\$20.00	\$20.00
			001-004-514-23-43-00	FI-Travel & Meetings	SCCFOA meeting 01/25/18	\$40.00	\$40.00	
	44386	1/18/2018	2018	001-003-514-20-49-00	CC-Miscellaneous	2018 Annual Dues SCCFOA	\$25.00	\$25.00
			001-004-514-23-49-00	FI-Miscellaneous	2018 Annual Dues SCCFOA	\$50.00	\$50.00	
Sirchie Acquisition Company LLC	44387	1/18/2018	0330751-IN	001-008-521-20-31-02	LE-Minor Equipment	Fingerprint supplies	\$134.34	\$134.34
Marian T Smith	44388	1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-T Smith	\$23.00	\$23.00
Snohomish County 911	44389	1/18/2018	29	001-008-528-00-51-00	LE-Snopac Dispatch	Dispatch services	\$29,799.49	\$29,799.49
Snohomish County PUD	44390		48	001-008-528-00-51-00	LE-Snopac Dispatch	Quarterly Access	\$2,275.14	\$2,275.14
Sound Publishing Inc	44391	1/18/2018	1900037465	101-016-544-90-31-02	ST-Operating Cost	2018 Bulk Water Permit	\$600.00	\$600.00
Sound Security Inc	44392	1/18/2018	874795	001-013-518-20-41-00	GG-Advertising	Council Workshop	\$120.64	\$34.52
John Spencer	44393		EDH791410	001-007-558-50-41-03	PL-Advertising	Subarea plan-Downtown Lake Stevens	\$86.12	\$86.12
		1/18/2018				Access/Hold up monitoring Jan 2018	\$570.87	\$570.87
		1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Spencer	\$23.00	\$23.00



## Checks to be Approved for 1/5/2018 to 1/18/2018

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$382.71
Barbara Stevens	44394	1/18/2018	011618	001-004-514-23-43-00	Fl-Travel & Meetings	PerDiem/Mileage/Parking-Laserfishe training-B Stevens	\$256.92	
			011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem/Mileage-Council Retreat-Blaine WA-B Stevens	\$125.79	
Strategies 360	44395	1/18/2018	772-27472	001-013-511-70-40-00	Lobbying Services	Federal Lobbying services-January 2018	\$4,000.00	
Tacoma Screw Products Inc	44396	1/18/2018	18185139	001-010-576-80-31-00	PK-Operating Costs	Bruke bar	\$190.77	
				101-016-544-90-31-02	ST-Operating Cost	Bruke bar	\$190.77	
				410-016-531-10-31-02	SW-Operating Costs	Bruke bar	\$190.77	
Marcus Tageant	44397	1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Tageant	\$23.00	
Vantagepoint Transfer Agents - 108991	44398	1/18/2018	011218	001-000-282-00-00-00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$352.81	
Vantagepoint Transfer Agents - 307428	44399	1/18/2018	011218	001-000-282-00-00-00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$767.00	
Washington State Support Registry	0	1/18/2018	011218	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$163.50	
Washington Teamsters Welfare Trust EFT	0	1/18/2018	011218	001-000-283-00-00-00	Payroll Liability Medical	Teamsters Dental Ins Premiums	\$2,471.80	
Todd Welch	44400	1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Welch	\$23.00	
Russel Wright	44401	1/18/2018	011718	001-001-511-60-49-02	Legislative-C.C.Retreat	PerDiem-Council Retreat-Blaine WA-Wright	\$23.00	
<b>Total</b>							<b>\$263,818.27</b>	

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

Tuesday, January 9, 2018

Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street N.E. Lake Stevens

**CALL TO ORDER:** 6:00 p.m. by Council President Hilt

**ELECTED OFFICIALS PRESENT:** Councilmembers Kim Daughtry, Gary Petershagen, Kurt Hilt, Todd Welch, Rauchel McDaniel, Brett Gailey (6:06 p.m.) and Marcus Tageant

**ELECTED OFFICIALS ABSENT:** Mayor John Spencer

**STAFF MEMBERS PRESENT:** City Administrator Gene Brazel, Community Development Public Works Director Eric Durpos, Human Resources Director Teri Wright, City Clerk Kathy Pugh, City Attorney Grant Weed, Police Commander Ron Brooks (6:12 p.m.)

**OTHERS:** Ralph Krusey, SERS Director and Craig Boyd, SERS Technical Supervisor

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Mr. Krusey introduced Craig Boyd, SERS Line Supervisor, and said that he and Mr. Boyd are here this evening to present an overview of the past, present and future of SERS. Before beginning, Mr. Krusey distributed a resolution passed on January 4, 2018 by the SERS Board regarding merging with the newly formed Snohomish County 911. The Board has resolved to actively look at changing its governance model from what it currently is to the governance model of Snohomish County 911. This will provide a better representation for the entire county on the SERS Board. If SERS is not acquired by Snohomish County 911, SERS will still move to a governance model that mirrors Snohomish County 911.

Mr. Krusey provided a history of the SERS system, including that it was built in the early 1990's, and he reviewed the system's expansion. The system provides 95% coverage in the suburban/urban area of Snohomish County. Mr. Krusey provided examples of how the SERS system works, including managing critical incidents such as the Oso Mudslide, and other less critical incidents. Currently the system is at capacity and the technology used is now obsolete; the system will not be supported by the manufacturer after 2020. SERS is looking for a way to increase capacity without buying additional 800 MHz frequencies. He said that a new system will provide the benefit of having current technology and being upgradable over time.

Mr. Krusey next reviewed the use of cell phones vs. radio systems for public safety communications. He noted that cell phone communications are not reliable in emergency situations, and in emergencies they are overwhelmed by users. Also, cell phone systems are not as robust as a radio system, and do not have the redundancies that a radio system has that make the radio system reliable in all situations. Additionally, cell phone systems do not have a reliable backup, where the radio towers do have backup power and rerouting capabilities in the case of an emergency. Finally, cell phone coverage is not as broad and consistent as radio coverage.

The current system provides communication with other emergency responders outside the county, and a new system will continue and enhance that communication. Without a new system, SERS will lose that communication ability.

SERS began researching a new system in 2014 by working with a consulting company to determine what is needed and how the current system is working. The conclusion was that the SERS system needs to be upgraded to P25 and that SERS is probably about a couple of years behind other area agencies in upgrading. SERS is one of the last counties to move to a P25 system.

Mr. Krusey said SERS has been working with Snohomish County to do a Request for Proposal (RFP), with all stakeholders involved. He reviewed the RFP process and said proposals are due mid-February. A decision on a vendor will be made in mid-2018, and once funding is secured, SERS will enter into a contract for the design and buildout, with buildout tentatively set for 2020. Mr. Krusey reviewed the timeline for the buildout, saying it will take three to five years to complete.

Responding to Councilmember Gailey's question, Mr. Krusey said he is requesting a resolution of Council for the County to fund this project, most likely through a tax. SERS' goal is to get each community to support Snohomish County as the taxing entity for the revenue for a new system. The initial cost of the system is estimated at \$70-75,000,000, but the cost will not be known until the responses to the RFP are received. Federal grant money is not available for this project.

Councilmember Hilt clarified the cost and payment options of either a property tax or a sales tax. Mr. Krusey believes those decisions should be made by Snohomish County and reviewed some of the possible funding sources. Councilmember Hilt noted that a property tax would end after nine years, versus a sales tax which would continue. Councilmember Hilt expressed concerns including that citizens will continue to be paying on this debt into the future, and more funding will be necessary. Councilmember Hilt commented a new system is necessary, but that he is reluctant to support a resolution until the funding and representation issues are worked out county-wide. Mr. Krusey responded there is no way to guaranty the representation, but reminded there is a resolution pending before Snohomish County 911 that would provide that governance structure.

Discussion ensued as to which cities currently have seats on the board, and which cities are not represented. The discussion next turned to how counties are paying for new radio systems, and Mr. Krusey said that King County is using a property tax and Pierce County is using a sales tax.

**Adjourn:**

There being no further business, the meeting was adjourned at 6:40 p.m.

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John Spencer, Mayor

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Kathy Pugh, City Clerk



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Date:** January 22, 2018

**Subject:** 2017 Comprehensive Plan Amendments (LUA2017-0016, LUA2017-0017 and LUA2017-0050)

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<b>Contact Person/Department:</b>	Russ Wright, Community Development Director Melissa Place, Senior Planner	<b>Budget Impact:</b> None
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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

1. **Second reading for Ordinance No. 1011** for the 2017 Comprehensive Plan Docket.
2. **Approve the second reading and adoption of Ordinance No. 1011**, amending the Lake Stevens Comprehensive Plan; Approving city-initiated text amendments T-1 through T-6; Amending the Official Comprehensive Plan Land Use Map; Approving a City-Initiated Map Amendment (M1-Chapel Hill Properties; LUA2017-0017; and Approving a City-Initiated Map Amendment (M2 – Eagle Ridge Park; LUA2017-0050).

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**SUMMARY:** Second reading of Ordinance No. 1011 related to city-initiated amendments including text amendments, other minor administrative amendments to the Comprehensive Plan and two city-initiated amendments to the land use map (LUA2017-0017 and LUA2017-0050).

**BACKGROUND/ HISTORY:**

Under the Growth Management Act, 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 city is proposing two city-initiated map amendments, text amendments to the land use element, parks element and capital facility element, and other minor administrative amendments to the Comprehensive Plan (LUA2017-0016) as summarized below and included in Ordinance 1011 (**Exhibit 1**).

1. T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element, which would revise the narrative for downtown, update the land use map, update development trends (and the associated map) for residential development, and update the development trends for industrial development.
2. T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would add park projects to the Capital Project List for improvements to North Cove Park, Lundein Park among others. The amendments would also revise narratives throughout the Element, update figures, and add/update park planning descriptions.
3. T-3 - The city is proposing a text amendment to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element. The amendments would also update the public facilities map and project tables in the chapter.
4. T-4 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including updating the dates on the cover, the Executive Summary and Title Page, Appendices (including SEPA Addendums), and Table of Contents as needed.

The two city-initiated map amendments and concurrent rezone applications include:

1. M-1 – Chapel Hill Properties Map Amendment - A city request (LUA2017-0017) to change the land use designation of four (4) parcels off 99th Avenue and Chapel Hill Road from Commercial and Mixed-Use Neighborhood to Public / Semi-Public to support new civic buildings. The city will process a concurrent rezone to change the zoning designation of the subject parcels to Public / Semi-Public. The subject properties are located within the city's Lake Stevens Center Subarea.
2. M-2 – Eagle Ridge Park Map Amendment - The second city request (LUA2017-0050) is to change the land use designation for two (2) parcels off Soper Hill Road from Medium Density Residential to Public/Semi-Public to support park activities. The city will process a concurrent rezone to change the zoning designation of the two (2) subject parcels to the Public/Semi-Public zoning district.

The proposed amendments were sent to the Washington Department of Commerce on November 9, 2017 for the required 60-day review by State agencies. The City received documentation on November 13, 2017 of completion of the procedural requirement from Commerce. A SEPA Addendum and Adoption of Existing Documents was issued for the overall Docket on November 9, 2017. A SEPA Addendum and Adoption of Existing Documents to the Final Environmental Impact Statement (FEIS) for the Lake Stevens Center Subarea Plan was issued on November 9, 2017.

#### **FINDINGS AND CONCLUSIONS:**

The items on the ratified docket have been analyzed against the criteria to grant or deny an amendment. The Planning Commission packet from the January 3, 2018 Public Hearing is attached to this document (**Exhibit 2**) and includes individual staff reports for each of the proposed land use amendments, the above-referenced SEPA checklists and amendments, supporting reports and documentation of public outreach efforts, public comments and GIS maps. Staff concludes that each of the items on the ratified docket meet the applicable criteria for approval and adoption. The Planning Commission held a public hearing for the 2017 Comprehensive Plan Docket on January 3, 2018 and recommended approval of the 2017 docket (**Exhibit 3**).

The City Council held a public hearing and first reading of the ordinance at their January 9, 2018 meeting. This is a second reading as adoption may not occur prior to the end of the 60-day review by State agencies. City Council closed the public hearing on January 9<sup>th</sup> and there was consensus, to place the second reading and consideration of the ordinance on the consent agenda. There will be minor nonsubstantive changes made including updates to the Table of Contents and Executive Summary that cannot be completed until Ordinance No. 1011 is adopted.

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**APPLICABLE CITY POLICIES:** Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code and the Lake Stevens Comprehensive Plan.

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**BUDGET IMPACT:** There is not a budget impact.

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#### **EXHIBITS (attached):**

**Exhibit 1 – DRAFT Ordinance 1011**

**Exhibit 2 – January 3, 2018 Planning Commission Packet**

**Exhibit 3 – Planning Commission Recommendation Letter**

Exhibit 1

**CITY OF LAKE STEVENS  
Lake Stevens, Washington**

**ORDINANCE NO. 1011**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON AMENDING THE LAKE STEVENS COMPREHENSIVE PLAN; APPROVING CITY-INITIATED TEXT AMENDMENTS T-1 (CHAPTER 2 THE LAND USE ELEMENT), T-2 (CHAPTER 5 PARKS, RECREATION AND OPEN SPACE ELEMENT), T-3 (CHAPTER 9 CAPITAL FACILITIES ELEMENT), T-4 - T6 (APPENDICES, COVER, FOOTERS, TABLE OF CONTENTS, INTRODUCTION) AND TWO CITY-INITIATED LAND USE MAP AMENDMENTS (M1 - CHAPEL HILL PROPERTIES LUA2017-0017 - TO CHANGE THE LAND USE DESIGNATION OF FOUR PARCELS ADJACENT TO 99<sup>TH</sup> AVENUE NE AND CHAPEL HILL ROAD FROM COMMERCIAL AND MIXED USE TO PUBLIC/SEMI-PUBLIC) AND (M2 - EAGLE RIDGE PARK LUA2017-0050 - TO CHANGE THE LAND USE DESIGNATION OF TWO PARCELS ADJACENT TO SOPER HILL ROAD FROM MEDIUM DENSITY RESIDENTIAL TO PUBLIC/SEMI-PUBLIC) AS PART OF THE CITY'S ANNUAL COMPREHENSIVE PLAN AMENDMENT AND UPDATE PROCESS; 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 are consistent with and comply with the Growth Management Act, Chapter 36.70A RCW; 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**, on December 13, 2016, the Lake Stevens City Council enacted Ordinance No. 980 adopting an updated Official Comprehensive Plan Land Use Map; and

**WHEREAS**, the 2017 Comprehensive Plan Docket, ratified by Resolution No. 2017-07, includes text amendments T1 through T6 and two city-initiated map amendments (M1 and M2) with concurrent rezones. All the described actions propose to revise the Comprehensive Plan land use map, text and figures; and

**WHEREAS**, on November 9, 2017, the City submitted the proposed 2017 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation on November 13, 2017 of completion of the procedural requirement; and

**WHEREAS**, on November 9, 2017, the City issued a State Environmental Policy Act (SEPA) Addendum No. 10 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the School District DNS by reference; and

**WHEREAS**, on November 9, 2017, the City issued a State Environmental Policy Act (SEPA) Addendum No. 3 to the Lake Stevens Center Subarea Plan Final Environmental Impact Statement;

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

**WHEREAS**, the Lake Stevens Planning Commission, after review of the proposed 2017 Comprehensive Plan land use map, text and figure amendments, held a duly noticed public hearing on January 3, 2018, and all public testimony was given full consideration; and

**WHEREAS**, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2017 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on January 9, 2018; 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

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

**Section 1.** The City Council hereby adopts and incorporates by reference the findings and conclusions for approving the 2017 Comprehensive Plan Docket set forth in the Planning Commission's recommendation letter, dated **January** 3, 2018 and the staff report dated January 3, 2018 (**Exhibit A**).

**Section 2.** The City Council hereby finds the city-initiated map amendments and text amendments meet the approval criteria as set forth in LSMC 14.16C.040 for amendments to the Comprehensive Plan.

1. The Amendments are consistent with the Growth Management Act and other applicable State laws;
2. The Amendments are consistent with the applicable Countywide Planning Policies;
3. The Amendments are consistent with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan;
4. The Amendments can be accommodated by all applicable and available public services and facilities, including transportation;
5. The Amendments will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, and/or residents; and
6. The Amendments will result in long-term benefits to the community as a whole, and are in the best interest of the community.

**Section 2.** The amendments shall be included with the Comprehensive Plan filed in the office of the Planning and Community Development Department and shall be available for public inspection.

**Section 3.** The City Council hereby amends the Comprehensive Plan and Ordinance No. 980 by adopting the 2017 city-initiated as referenced in **Exhibit B**.

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

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

**PASSED** by the City Council of the City of Lake Stevens this 9th day of January 2018.

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John Spencer, Mayor

ATTEST/AUTHENTICATION:

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Kathy Pugh, City Clerk

APPROVED AS TO FORM:

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Grant K. Weed, City Attorney

First Reading: January 9, 2018

Second Reading: January 22, 2018

Published:

Effective Date:

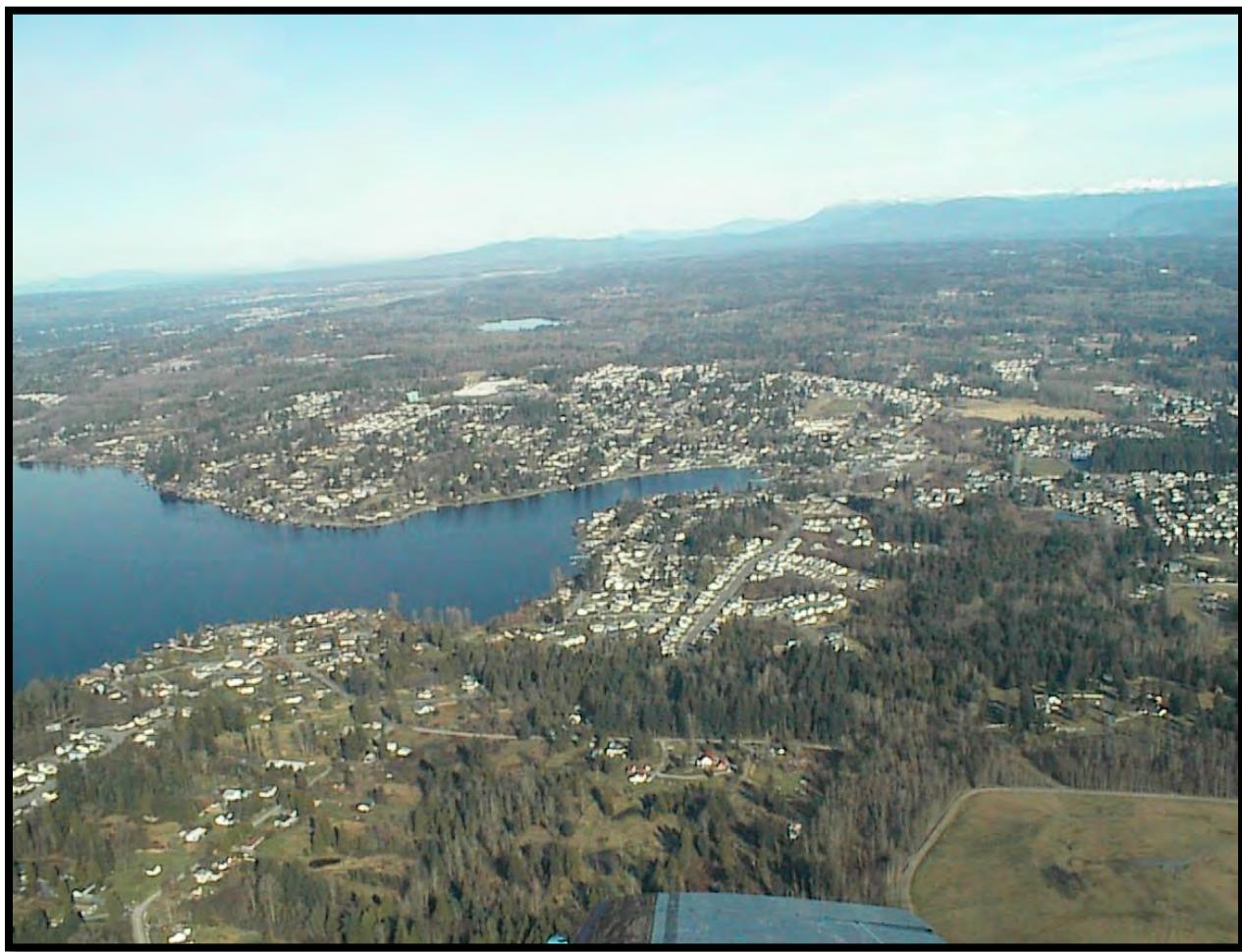
## **EXHIBIT A**

### **Recommendation Letter**

## **EXHIBIT B**

**Comprehensive Plan Amendments**  
**Final formatting, Table of  
Contents, Repagination and final  
clean copy will be included in the  
final ordinance.**

# 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 between 2000 and 2009, 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 banks 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 with 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
- Consider 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 the 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 the 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

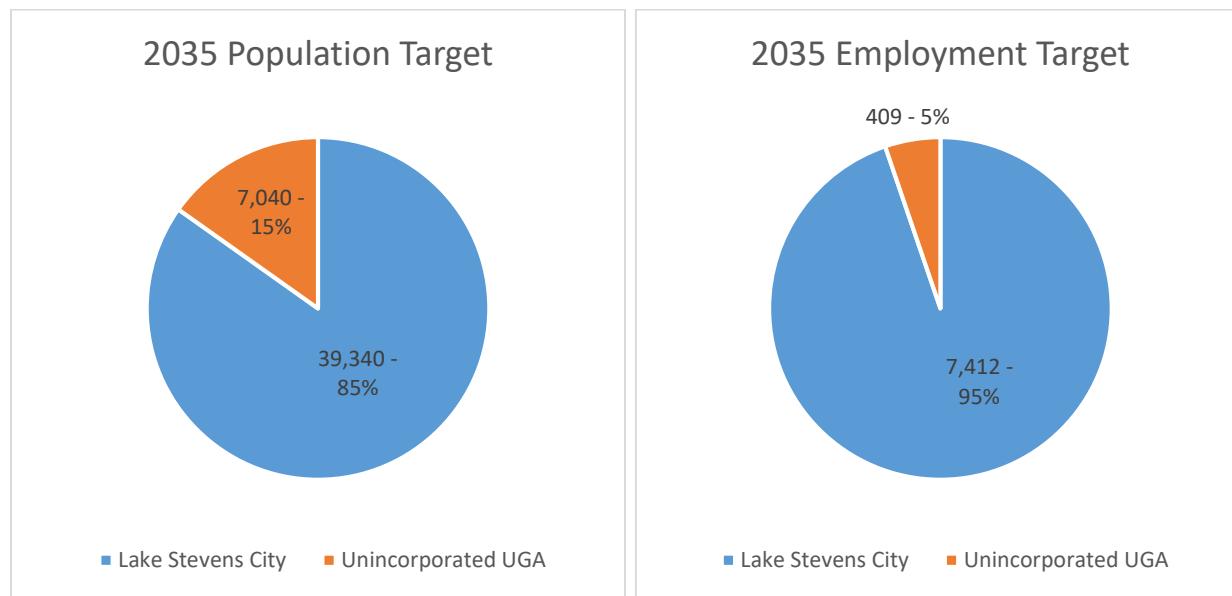


existing growth strategy is reflective of the policies and vision within the County's Comprehensive Plan and Countywide Planning Policies.

### 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 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 both the city's and the unincorporated UGA's 2035 population and employment growth targets.



**Figure 2.1 – 2035 Growth Targets**



## LAKE STEVENS GROWTH STRATEGY

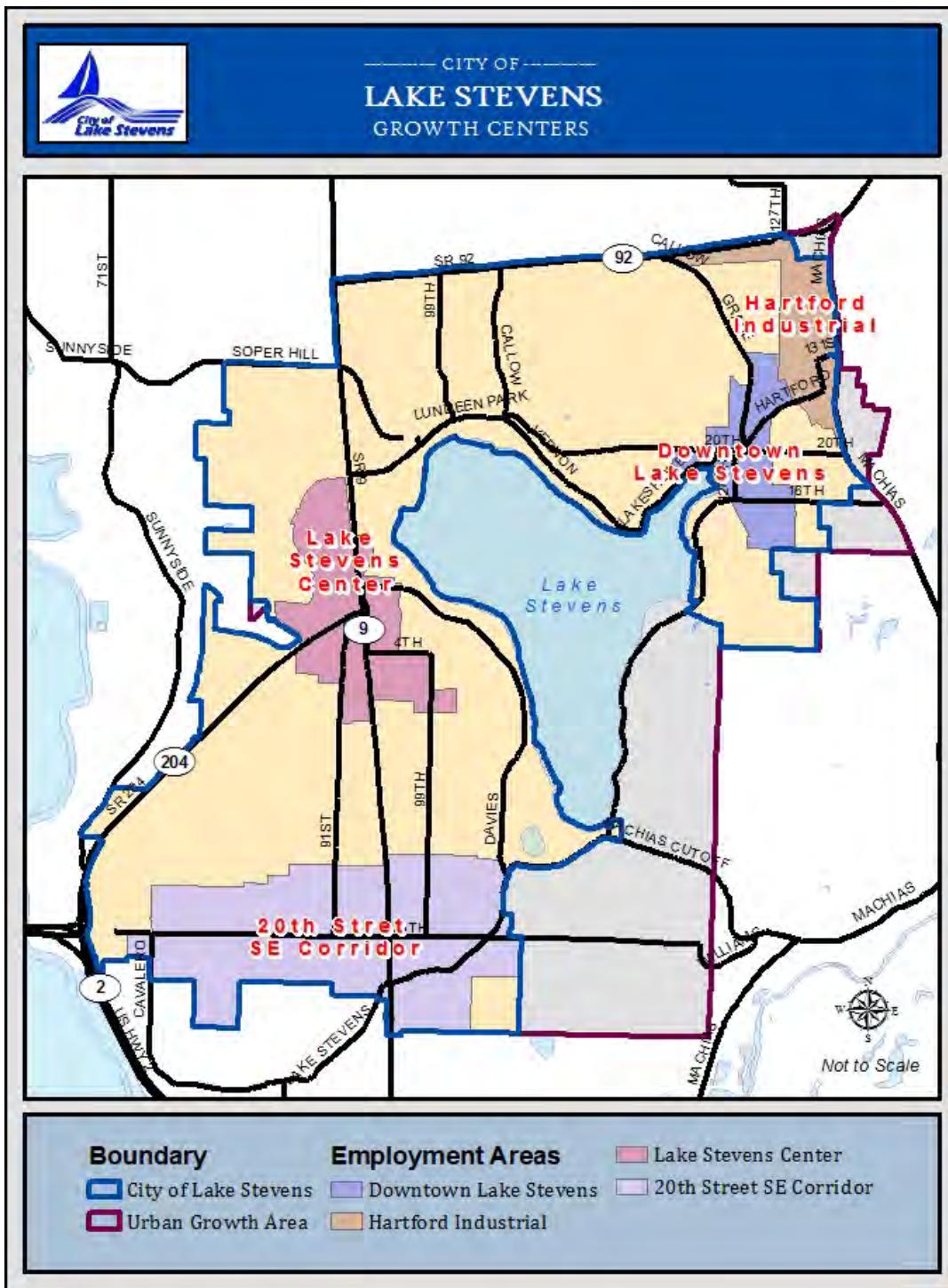
The Snohomish County Growth Monitoring Report indicates the population of the city grew by over 341 percent between 2000 and 2010 adding 21,708 people. Annexation and steady residential development fueled this rapid growth. Since 2010, the city population has continued to grow annually by approximately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



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

## Chapter 2 – Land Use



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



## DOWNTOWN LAKE STEVENS

Downtown Lake Stevens includes an area of more than 200 acres near 20<sup>th</sup> 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, to that will~~ identify uses, development intensity, parking requirements, public improvements, 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 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 Downtown 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 restricts 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.

## **20<sup>TH</sup> STREET SE CORRIDOR (FORMERLY SOUTH LAKE GROWTH CENTER)**

The 20<sup>th</sup> 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 the 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.

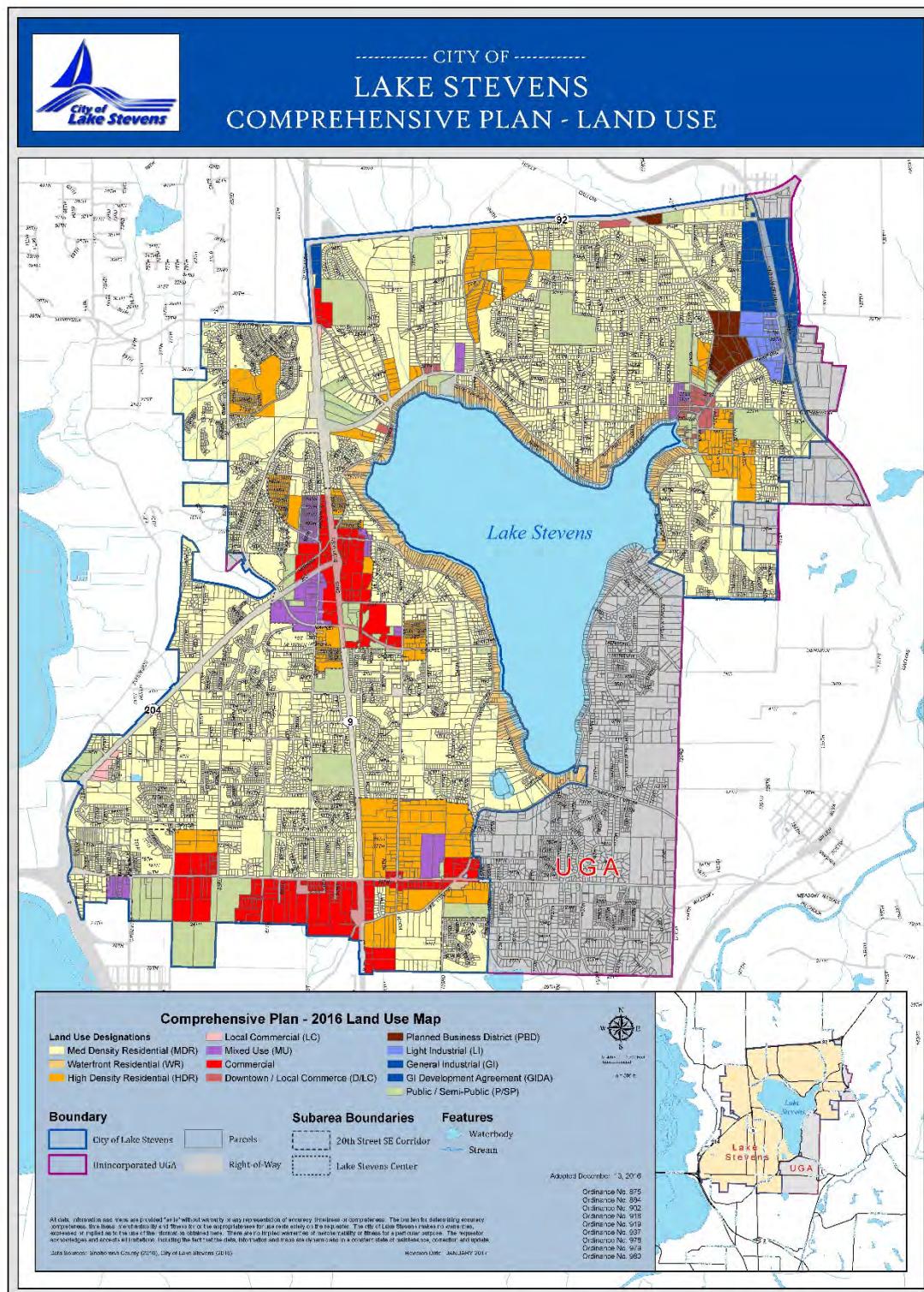
For the purposes of defining a Framework Plan that includes the Rural Urban Transition Area (RUTA) as an area for long-term employment growth, the city's existing strategy for growth within the UGA has been reviewed and analyzed. Related documents such as County plans and Buildable Lands Report are discussed further below, together 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.

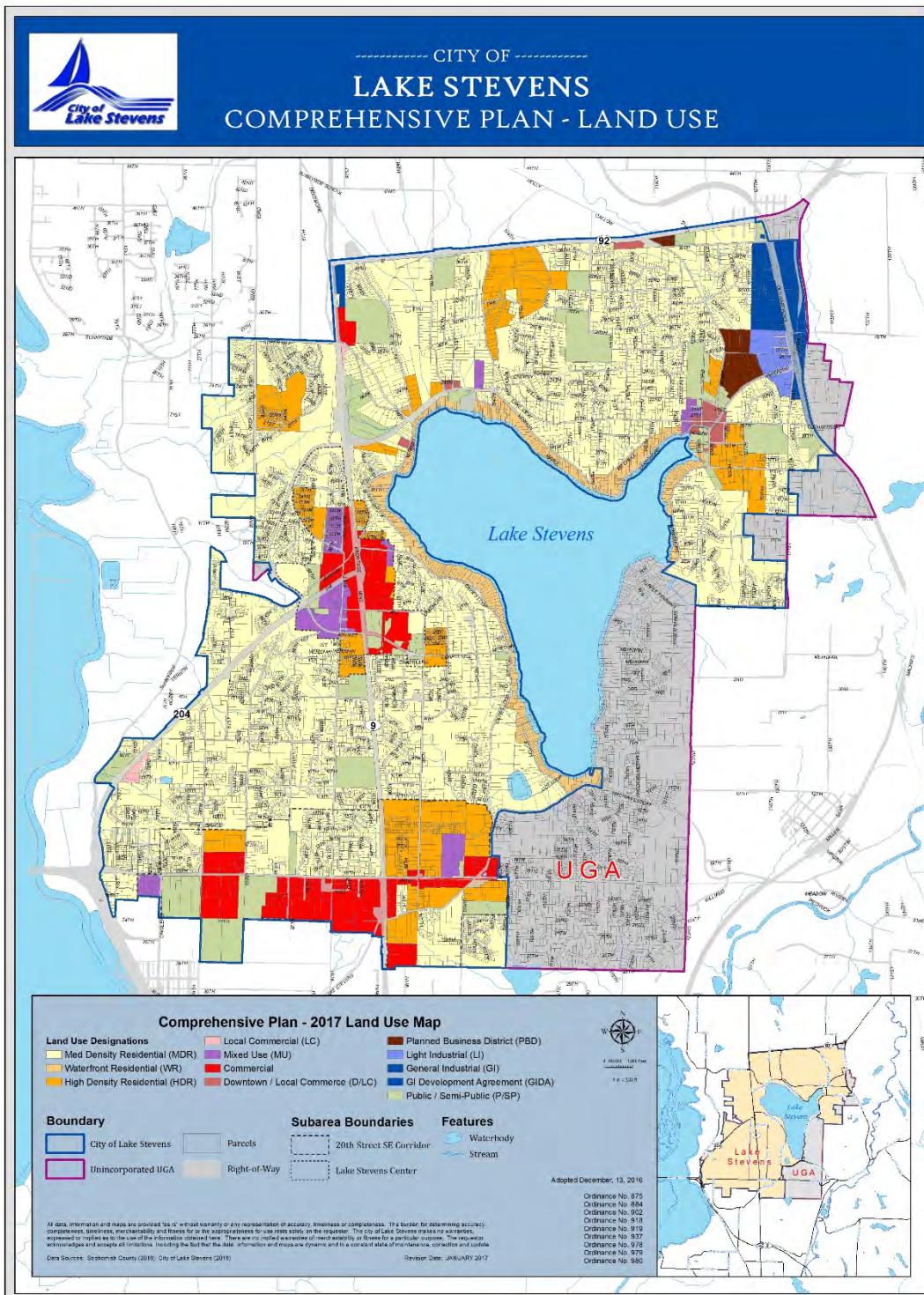
The city of Lake Stevens recognizes that the UGA is bordered by areas labeled by the County as "transitional". The city also recognizes that development policies within these areas and beyond will have direct and indirect impacts on the Lake Stevens community, its quality of life, infrastructure, transportation, 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 include all single-family development and multifamily uses including, apartments, condominiums, manufactured housing, foster care facilities, group quarters, and cooperative housing.





**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 areas 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 the 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 that 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 between 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, 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, 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 the 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 <sup>1</sup>
General Industrial	94.39	1.64%	1.19%
General Industrial w/Development Agreement	7.02	0.12%	0.09%
Light Industrial	40.19	0.70%	0.51%
Central Business District	21.78	0.38%	0.27%
Planned Business District	43.83	0.76%	0.55%
Local Business	18.88	0.33%	0.24%
Mixed Use	14.98	0.26%	0.19%
Business District	104.07	1.81%	1.31%
Commercial District	196.96	3.42%	2.48%
Main Street District	32.78	0.57%	0.41%
Neighborhood Business	50.10	0.87%	0.63%
Mixed-Use Neighborhood	58.89	1.02%	0.74%
Heavy Industrial (Snohomish County Code)	62.35	1.08%	0.78%
Business Park (Snohomish County Code)	23.62	0.41%	0.30%
<b>Total</b>	<b>769.84</b>	<b>13.37%</b>	<b>9.68%</b>

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.

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



Other employment zones include Planned Business District (PBD), Local Business (LB), Central Business District (CBD), Mixed Use (MU), and Public/Semi-Public (P/SP). These zones allow a wide range of employment uses including sales and rental of goods, office, some manufacturing uses, and retail uses. 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 toward 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 13 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 into 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, Compact 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	791.63	13.74%	9.8	0.12%
Single-family Zoning	3733.38	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 Lundein 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 that 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 ensure 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 address 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 Capacity<sup>2</sup> (2012)**

ZONING DISTRICT – RESIDENTIAL	TOTAL ACRES <sup>3</sup>	BUILDABLE ACRES <sup>4</sup>	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
<b>City Totals</b>		<b>716.63</b>	<b>3,784</b>	<b>8,909</b>
<b>Unincorporated UGA Residential</b>		<b>385.923</b>	<b>1,211</b>	<b>3,372</b>
<b>Lake Stevens UGA Total</b>		<b>1,212.016</b>	<b>5,465</b>	<b>13,416</b>

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.

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

<sup>3</sup> Approximate zone area that includes rights-of-way.

<sup>4</sup> 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.



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 Capacity<sup>5</sup> (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
<b>City Totals</b>		<b>161.43</b>	<b>1,954</b>
<b>Unincorporated UGA Employment</b>		<b>56.74</b>	<b>455</b>
<b>Lake Stevens UGA Total</b>		<b>218.17</b>	<b>2,410</b>

## DEVELOPMENT TRENDS

A look at development trends inside city limits is helpful to understand how current zoning affects 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.

<sup>5</sup> 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.

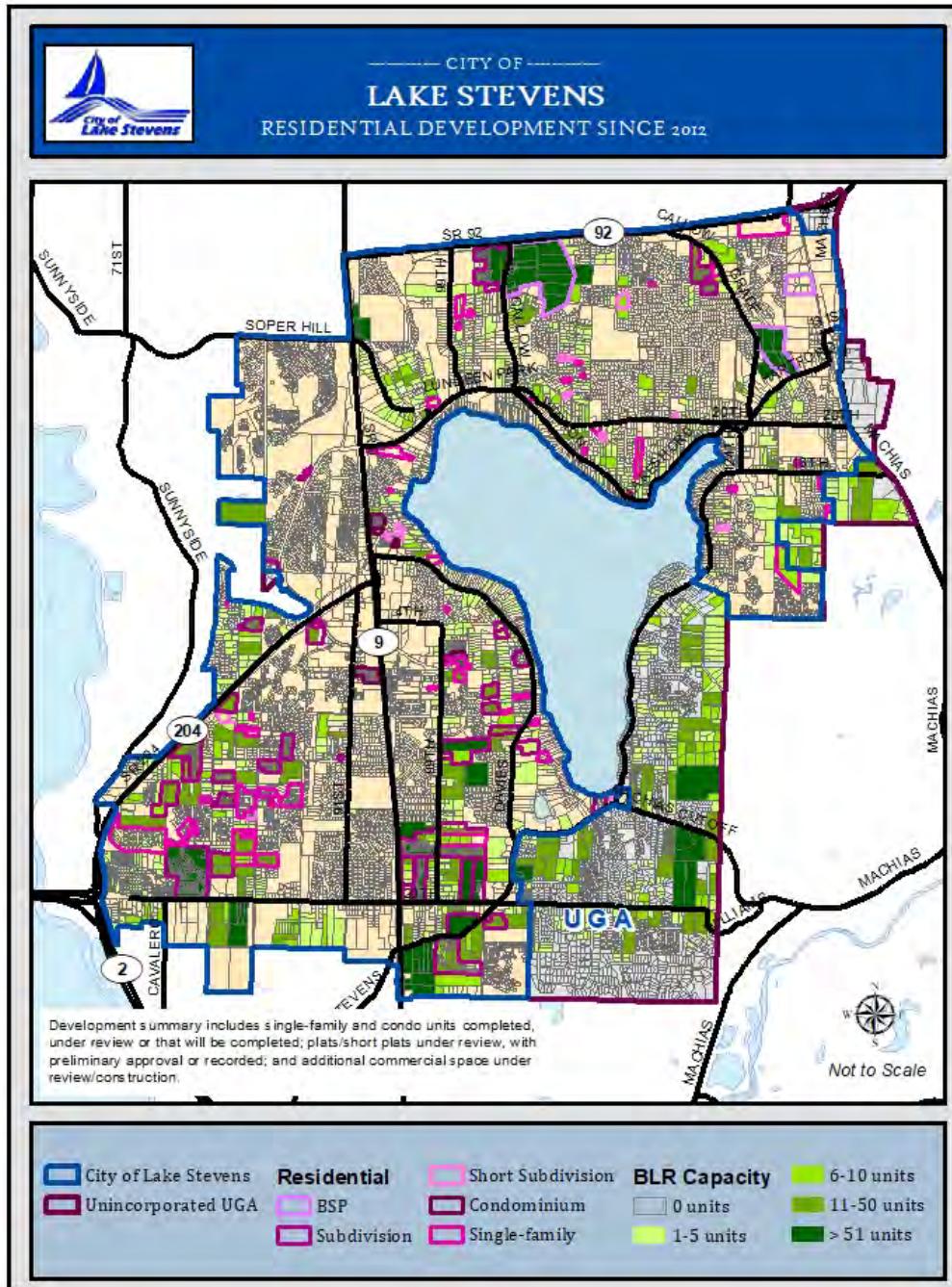
The city has also designated several commercial and mixed-use zones that allow multifamily development associated with the underlying commercial use.

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

- Between 2012 and mid-20162017, approximately 739926 new single-family dwellings were constructed. ~~Almost half of these occurred in 2016 (320 single family permits were issued). Approximately 450 new lots are pending through subdivision.~~

These growth numbers equate to the city achieving over 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 an employment growth target of 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 in the city's commercially zoned districts. Downtown Lake Stevens and Lake Stevens Center continue to redevelop.

Between 2012 and mid-2016, the city has approved 43 new commercial/industrial projects, with roughly half of those approved in 2016. The city has also approved a new elementary school and early learning center off of Soper Hill Road and a new shopping center in Lake Stevens Center. 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 20<sup>th</sup> 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 ~~is reviewing a current approved an~~ industrial land segregation ~~in 2017~~ that will add additional industrial employment capacity ~~in 2017~~.

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 toward high-tech employment, manufacturing and professional offices and medical as principal uses. This zone should attract employers as the city continues to grow because of its central locations and availability of infrastructure.



## REASONABLE MEASURES

The Growth Management Act requires that cities consider “reasonable measures” to allow growth to meet the 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.



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 <sup>th</sup> 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 <sup>th</sup> Street SE as a transit emphasis corridor for future frequent service.

## Chapter 2 – Land Use



<b>Downtown Revitalization</b>	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.
<b>Adequate Public Facilities</b>	Yes	Concurrency standards for infrastructure.	The city has adopted concurrency standards and GMA-based traffic impact, school and park mitigation fees.
<b>Transportation Efficient Land Use</b>	Yes	Mixed-use zoning	No specific measures for transit oriented development.
<b>Urban Growth Management Agreements</b>	Yes		Annexation interlocal agreement with Snohomish County; Traffic interlocal agreement with Snohomish County.
<b>Annexation plans</b>	Yes		Annexation plan adopted for eventual “One Community Around the Lake” in the future.
<b>Reduce off-street surface</b>	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.
<b>Identify and redevelop vacant buildings</b>	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.
<b>Concentrate critical services near homes, jobs and transit</b>	Yes	Subareas	Subarea plans should bring much needed services to the city at Lake Stevens Center and along 20 <sup>th</sup> Street SE and additional planning to Downtown.
<b>Locate civic buildings in existing communities rather than in greenfield areas</b>	Yes		City campus, library and post office are located in historic downtown. Plans for new Civic Center north of historic downtown.
<b>Implement permit expedition</b>	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.



MEASURES TO MITIGATE IMPACTS OF DENSITY			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
<b>Design Standards</b>	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.
<b>Urban Amenities for Increased Densities</b>	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.
<b>Community Visioning</b>	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
<b>Low Densities in Rural and Resource Lands</b>	N/A		
<b>Urban Holding Zones</b>	Yes	Does not apply to areas within the city	None
<b>Capital Facilities Investment</b>	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.
<b>Environmental review and mitigation built into subarea planning process</b>	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.
<b>Partner with non-governmental organizations to preserve natural resource lands</b>	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.



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 have 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. This designation 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 that provide adequate public services and traffic capacity, in addition to transit facilities.

**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 that provide 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 that provide 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.
- 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 a 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 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, and is 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 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 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 A 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.
- c. To provide an accessible and open forum in which citizens may participate in their 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's or county's service provision responsibilities and acquiring the necessary assets at the appropriate stage (set by state law); and
- c. Impacts on the district's or county's operations and personnel.

2.9.5 The city's intent is to minimize disruption to residents, businesses and property owners in 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 it meets 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 two years in which the annexed area 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 community members 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 a 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 area 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.

2.11.3 Recognize that storm drainage problems cross jurisdictional lines and therefore create 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. This 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 to 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 Provide opportunities for people to be physically active and socially engaged as part of their daily routine, improving the physical and mental health of 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 Allow 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.

# Chapter 5: Parks, Recreation & Open Space Element





## ***Chapter 5 – Parks, Recreation and Open Space Element***

# **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.”



## ***Chapter 5 – Parks, Recreation and Open Space Element***

- 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 that 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 emphasizes the implementation of 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:



## Chapter 5 – Parks, Recreation and Open Space Element

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

### 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.

#### 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 146-158 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 145-139 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.



## **Chapter 5 – Parks, Recreation and Open Space Element**

**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
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

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.



## Chapter 5 – Parks, Recreation and Open Space Element

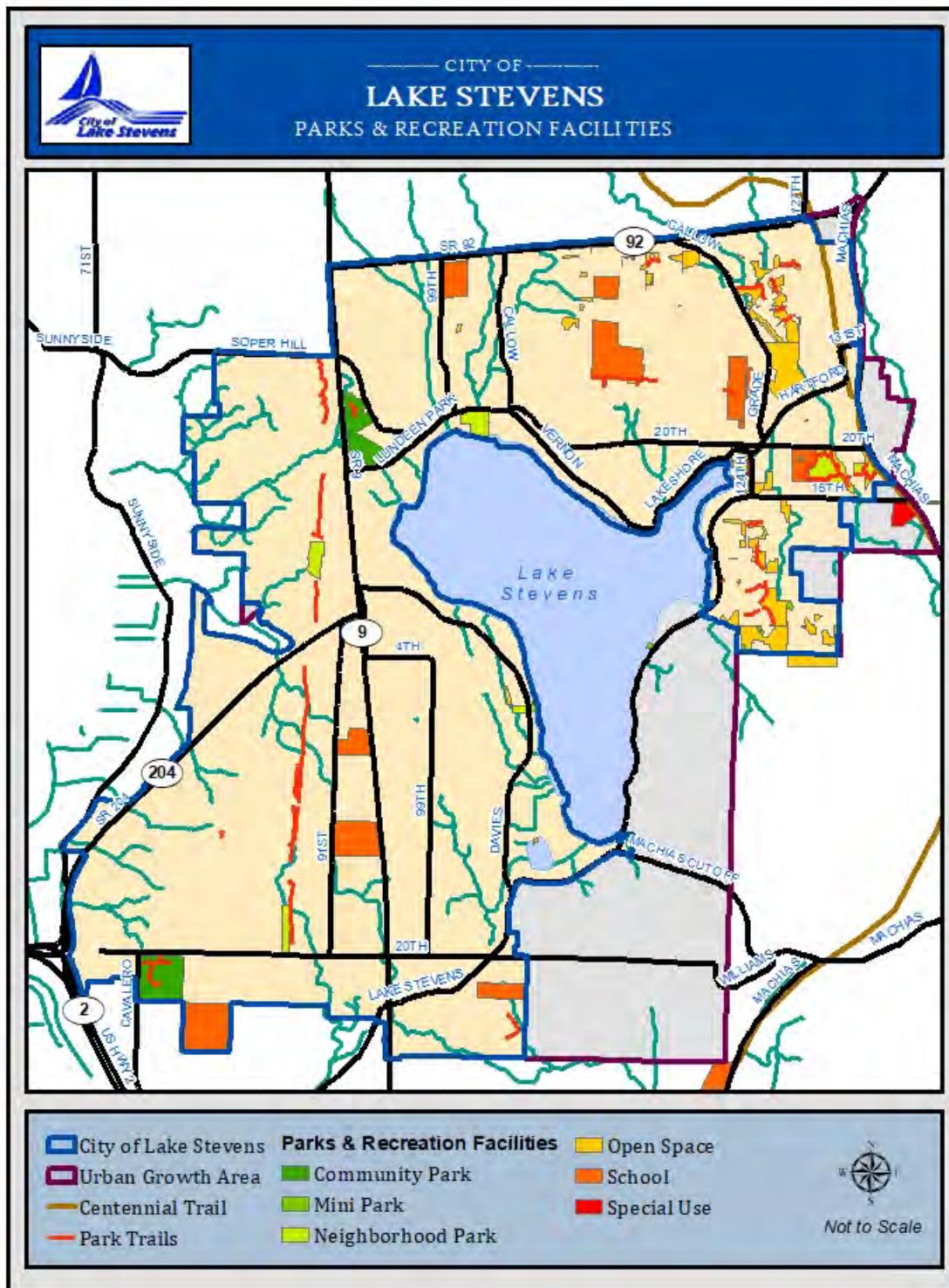


Figure 5.1 – Lake Stevens Parks & Recreation Facilities

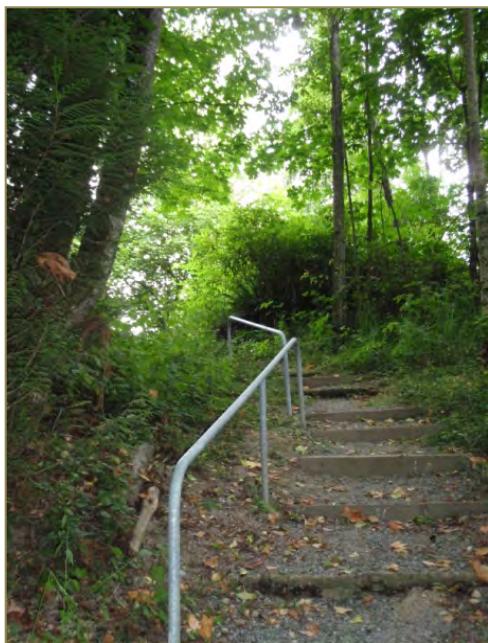


## Chapter 5 – Parks, Recreation and Open Space Element

**Cavelero Community Park** – The park is located off 20<sup>th</sup> Street SE, in the southwestern 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 revising the master plan for this facility through a joint planning effort to include a skatepark, basketball court, playground, parking and a continuation of the 79<sup>th</sup> Avenue SE. in the near future. Currently Cavelero 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-to 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, community garden 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.





## Chapter 5 – Parks, Recreation and Open Space Element

### 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.



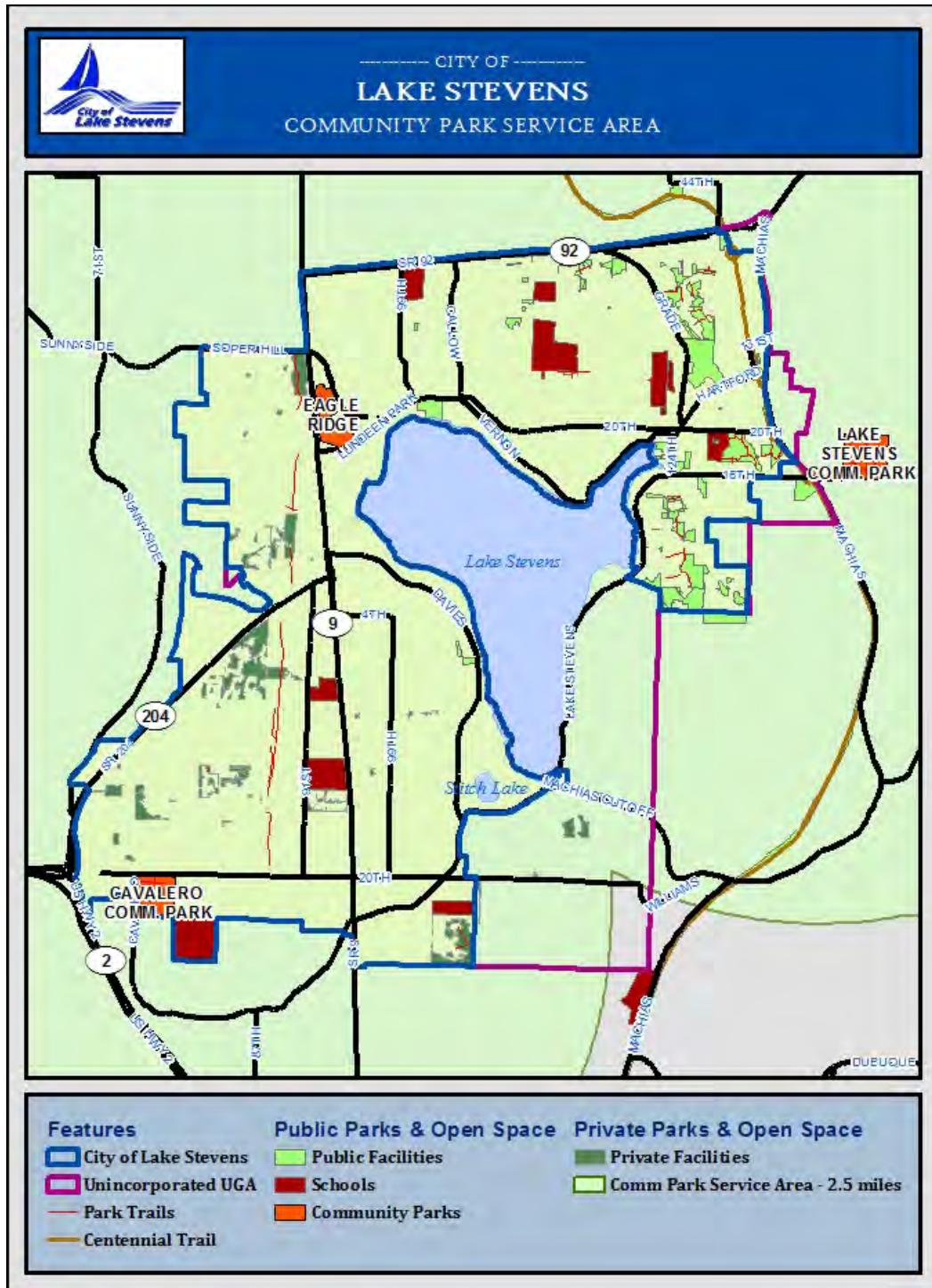
**Table 5.2 – Community Park Inventory**

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
Cavalerio 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	
<b>Total Acres</b>				<b>104.37</b>											

As shown in Table 5.2, Lake Stevens Community Park provides the widest variety of recreational and active amenities. However, once Eagle Ridge and Cavalerio parks are completed, each park will add amenities.



## ***Chapter 5 – Parks, Recreation and Open Space Element***



## Figure 5.2 – Community Park Distribution



## Chapter 5 – Parks, Recreation and Open Space Element

will diversify the overall profile for community-level parks and contribute a unique set of 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 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 Cavelero 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 providing 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).



## Chapter 5 – Parks, Recreation and Open Space Element

**Frontier Heights** – A 6.2-acre park has been recently acquired from the Frontier Heights Home Owners Association. The city is working on design improvements that will include a new playground, multi-use trails and walking paths, sports fields, added and improved parking and other park improvements.

**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 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.



**20th Street Ballfields** – A 6.33-acre park acquired that will be developed to include sports fields, parking, walking trails and a new playground.



## Chapter 5 – Parks, Recreation and Open Space Element

**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 “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		
<u>Frontier Heights</u>	<u>Frontier Circle West &amp; 88th Avenue NE</u>	<u>City of Lake Stevens</u>	<u>6.2</u>		X	X	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



## Chapter 5 – Parks, Recreation and Open Space Element

<u>20<sup>th</sup> Street Ballfields</u>	<u>20<sup>6.34+2.48</sup> Street SE &amp; 88th Avenue SE</u>	<u>City of Lake Stevens</u>	<u>6.34</u>								<u>X</u>	<u>X</u>
Wyatt Park	20 South Davies Rd	Snohomish County	2.48	X			X	X	X	X	X	X
<b><i>Neighborhood Parks Total Acres</i></b>		<b><i>37.3741.10</i></b>										

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. In 2017, the city acquired Frontier Heights as a public park, which eliminated the gap in the western



## Chapter 5 – Parks, Recreation and Open Space Element

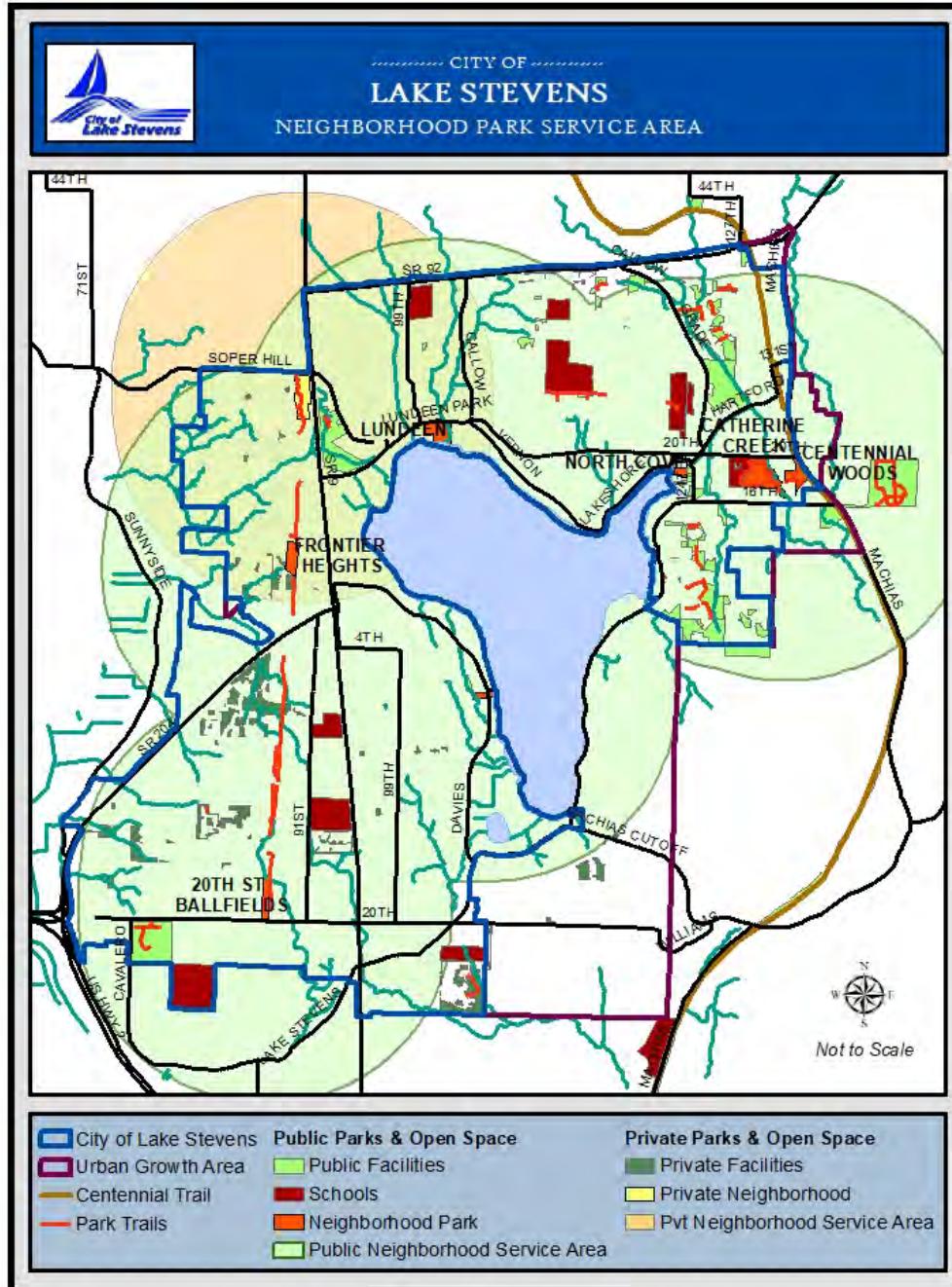


Figure 5.3 – Neighborhood Park Distribution



## Chapter 5 – Parks, Recreation and Open Space Element

part of the city. The city received property from Snohomish County in the southwest part of the city that will be developed into ballfields in the future. ~~is smaller and not as crucial, as two large~~ A large private parks and an informal trail network provides some recreational outlets for the neighborhoods west of SR-9.

### 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.



## **Chapter 5 – Parks, Recreation and Open Space Element**

North Lakeshore Swim Beach 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.

**Table 5.4 – Mini-Park Inventory**

<b>FACILITY</b>	<b>LOCATION</b>	<b>OWNER</b>	<b>ACRES</b>	<b>PICNIC SHELTER/BENCHES</b>	<b>PLAYGROUND</b>	<b>TRAIL/PATHWAY</b>	<b>BEACH/SWIMMING</b>	<b>SOFTBALL/BASEBALL</b>	<b>DOCK</b>	<b>VIEW CORRIDOR</b>	<b>OPEN SPACE</b>	<b>LANDSCAPING</b>
<b>Mini-Park – Public</b>												
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
<b>Mini-Park – Created w/ Subdivisions Dedicated to the Public</b>												
Semi-Public Mini-Parks				3.26		X	X				X	X
<b>Mini-Park Parks Total Acres</b>				<b>4.93</b>								

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.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

Additionally, school campuses provide areas for sports activities, informal recreation uses, and potentially special activities.



## Chapter 5 – Parks, Recreation and Open Space Element

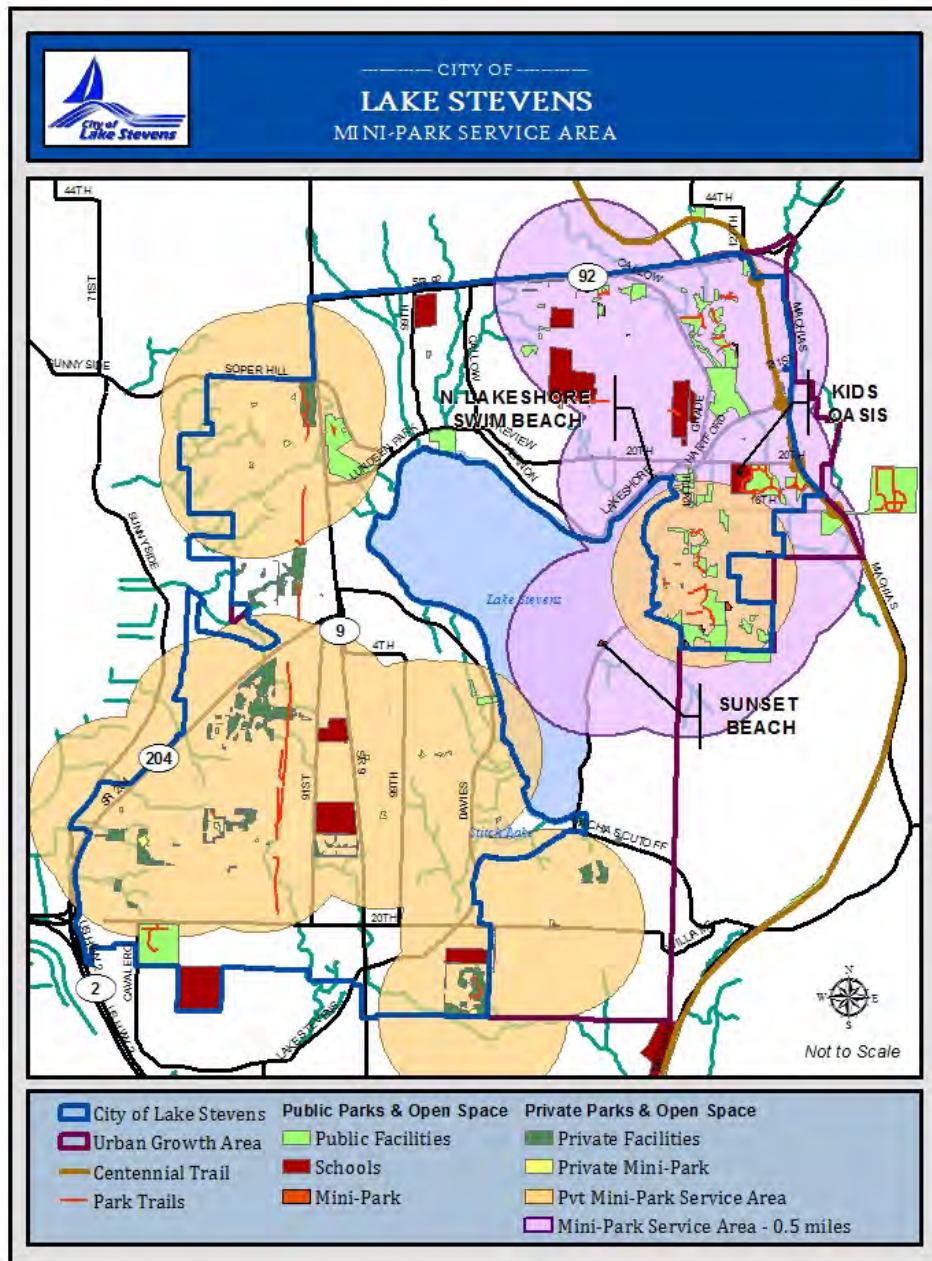


Figure 5.4 – Mini-Park Distribution



## **Chapter 5 – Parks, Recreation and Open Space Element**

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	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



## **Chapter 5 – Parks, Recreation and Open Space Element**

### **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, 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. 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 18<sup>th</sup> 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.



## Chapter 5 – Parks, Recreation and Open Space Element



**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 shore lands. 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

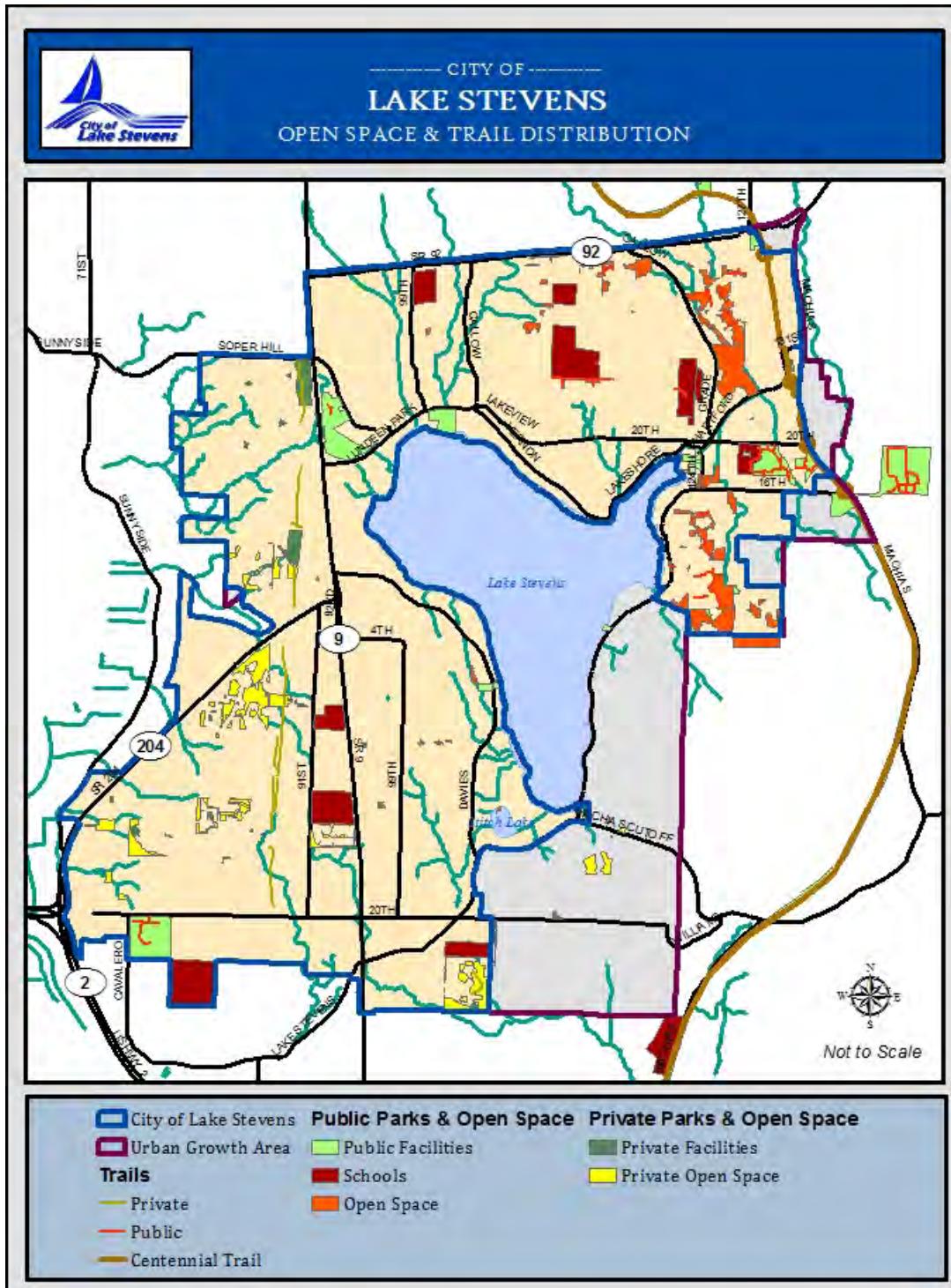
Soft surface and paved trails, walking paths, sidewalks and multi-use trails for walking, hiking and bicycling make up the category of trails and pedestrian facilities. Paths and trails enhance connectivity between neighborhoods, parks, schools, transit facilities and commercial areas throughout the 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.



## ***Chapter 5 – Parks, Recreation and Open Space Element***



## Figure 5.5 – Open Space and Trail Distribution



## Chapter 5 – Parks, Recreation and Open Space Element

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, a 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 compliment 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.



## Chapter 5 – Parks, Recreation and Open Space Element

**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 feet 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.





## **Chapter 5 – Parks, Recreation and Open Space Element**

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					
<i>Special Use Parks Total Acres</i>			<b>24.81</b>							

### **Recreation Programs, Events and Special Providers**

**Aquafest** – Lake Stevens' annual city celebration is 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 at no cost to service clubs and scout troops. The



## **Chapter 5 – Parks, Recreation and Open Space Element**

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, as well as offering 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



## ***Chapter 5 – Parks, Recreation and Open Space Element***

current acreage and identified specific amenities available at each location. Third, the city proposed new level of service 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 and 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 it 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.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

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 in 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.



## Chapter 5 – Parks, Recreation and Open Space Element

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 shorelines, wetlands and riparian open spaces (e.g., Mill Cove Reserve, 16<sup>th</sup> and 18<sup>th</sup> 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 a locations for ~~two-a~~ new public neighborhood level parks in the ~~south~~eastern part of the city, near 20<sup>th</sup> 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 20<sup>th</sup> Street SE that can be accessed on foot 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.~~

3.2. The city should identify locations for additional shoreline properties on Lake Stevens. Shoreline acquisition should consider expansion of current properties, a balanced 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.

4.3. Rights-of-way/easements for multi-use trails, pedestrian paths and sidewalks throughout the city with an emphasis on lakefront locations, the power line corridor in the western part of the city and east/west connections to the Centennial Trail and downtown.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

### **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.
3. [Frontier Heights](#)
- 2.4. [20<sup>th</sup> Street Ballfields](#)

### **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 and 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 the addition of a non-motorized launch.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

### **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 - Wayfinding Plan**

**Total Cost:** \$20,000

**Target Start Date:** 2016~~2018-2017~~2020

**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.2 - Trails, Paths and Pedestrian Facilities Master Plan**

**Total Cost:** \$15,000

**Target Start Date:** 2015~~18~~On-going

**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.

**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.3 - Downtown Open Space Master Plan / North Cove Park**

**Total Cost:** \$802,000~~,000~~(Phase I)

**Target Start Date:** 2017-2018~~2018-2023~~

**Description:** Open space plan for various downtown open spaces including shoreline, wetland, and riparian areas. The plan would include environmental analysis, identify



## **Chapter 5 – Parks, Recreation and Open Space Element**

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 16<sup>th</sup> Ave NE and 18<sup>th</sup> 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:** \$317,671500,000

**Phase 1** (Southwest Lake Stevens between 5 – 10 acres) – \$158,835

**Phase 2** (Southeast Lake Stevens between 5 – 10 acres) – \$158,835500,000

**Target Start Date:** 20197 2019 - 2024

**Description:** Identify locations for and acquire lands for two-a neighborhood level parks in the southeastern 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 20<sup>th</sup> Street SE

**Justification:** This project would meet the Level of Service standard for access and distribution of neighborhood level parks.



## **Chapter 5 – Parks, Recreation and Open Space Element**

### **Acquisition Project No.3 - Shoreline Acquisition**

**Total Cost:** \$1 – 1.5 million

**Target Start Date:** 2017-2022

**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 On-going

**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.

### **Acquisition Project No. 5 – Frontier Heights Park Acquisition**

**Total Cost:** \$191,000

**Target Start Date:** 2016-2017

**Description:** ~~Acquire Frontier Heights from a private Homeowners Association and renovate existing facilities to increase safety standards.~~

**Proposed Funding Sources:** Grants, Impact Fees

**Location:** ~~Adjacent to Frontier Circle East and west of SR-9~~

**Justification:** ~~This facility would add a public neighborhood level park in western Lake Stevens~~

### **Development Project No.1 – Complete Phases 1, 2, and 3 of the Eagle Ridge Master Plan**

**Total Cost:** \$911,922,884,422



## **Chapter 5 – Parks, Recreation and Open Space Element**

**Phase 1 – \$100,000 72,500**

**Phase 2 – \$271,205**

**Phase 3 – \$540,717**

**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:** 2017-2018On-going

**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.

### **Development Project No. 3 - Cavelero Community Park Master Plan Joint Planning**

**Total Cost:** \$2,425,000

**Start Date:** 2016-2017 - 20172019

**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 2016. Development of initial phases to begin in 2017.

**Proposed Funding Sources:** State, Local Contributions, Impact fees

**Location:** 20<sup>th</sup> Street SE and 79<sup>th</sup> Ave SE

**Justification:** This project would meet the identified preference for developing community level parks.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

### **Development Project No. 4 – Frontier Heights Redevelopment**

**Total Cost:** \$460,000

**Target Start Date:** 2018-2022

**Description:** Renovate existing facilities in two phases to increase safety standards. Phase I improvements will include installing a new playground, restrooms, picnic facilities, sports courts and a walking path along with parking. Phase II will include the renovation of the ballfields and trail extension.

**Proposed Funding Sources:** Grants, Impact Fees

**Location:** Adjacent to Frontier Circle East and west of SR-9

**Justification:** This facility would improve a public neighborhood level park in western Lake Stevens

### **Development Project No. 5 – 20<sup>th</sup> Street Ballfields Development**

**Total Cost:** \$200,000

**Target Start Date:** 2018-2022

**Description:** Renovate existing facilities in two phases to increase safety standards. Phase I will include re-grading the existing fields. Phase II will include installing a new playground, walking path and parking along with renovation of the ballfields and trail extension.

**Proposed Funding Sources:** Grants, Impact Fees

**Location:** 20<sup>th</sup> Street SE and 88<sup>th</sup> Ave SE

**Justification:** This facility would improve a public neighborhood level park in southwestern Lake Stevens

### **Improvement Project No.1 - Hartford Road Walking Path/Trail Head**

**Total Cost:** \$41,173

**Target Start Date:** 20162018-20172019

**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 131<sup>st</sup> Ave NE.

**Proposed Funding Sources:** Mitigation, Grants

**Location:** Hartford Drive NE between 20<sup>th</sup> Street NE and 131<sup>st</sup> Ave NE

**Justification:** This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.



## **Chapter 5 – Parks, Recreation and Open Space Element**

### **Improvement Project No.2 - Catherine Creek and Centennial Woods Trail Improvements**

**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:** \$544,000

**Target Start Date:** 2017 - 2019

**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 17<sup>th</sup> Place NE

**Justification:** This project would meet the identified preference for improved boat launching facilities and increased site usability and safety for all boaters.

### **Improvement Project No. 4 – Lundeen Park Improvements**

**Total Cost:** \$234,959 ~~315,000~~

**Target Start Date:** ~~2016-2017~~ 2017 - 2020

**Description:** ~~Establishing a civic office as a visitor center for the city and Chamber of Commerce, t~~The removal of Remove trees to improve visibility and safety, promote healthy growth of crowded planting beds and to remove hazardous / unhealthy trees, and promote healthy growth of crowded planting beds and to remove hazardous / unhealthy trees. Install new irrigation and drainage system. Upgrade playground equipment. Install ~~The installation of a non-motorized craft launch, new play equipment and a walking path. Earthwork will be performed to provide access to the approximate 1600 square foot Visitor Center including providing ADA compliant access and new parking spaces.~~ Future phases will include improvements to the parking lot and site



## ***Chapter 5 – Parks, Recreation and Open Space Element***

~~drainage, removal of approximately additional hazardous / unhealthy trees, tree replacement and site restoration.~~

**Proposed Funding Sources:** Impact fees

**Location:** 10020 Lundein Parkway, Lake Stevens, WA 98258

**Justification:** This project would meet the identified preference for improving neighborhood level parks.

### 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 Sections 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 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 a 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 that 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.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

### 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 assessed 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 up to \$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, being explored, could be fundraising through the Parks and Arts foundation. 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.

## **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.



## **Chapter 5 – Parks, Recreation and Open Space Element**

- 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 recreation 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 arts 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.
- 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.



## **Chapter 5 – Parks, Recreation and Open Space Element**

- 5.2.2 Provide for a comprehensive 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 20<sup>th</sup> Street SE Corridor subarea plans.
- 5.2.5 Establish an east/west sidewalk trail along 24<sup>th</sup> Street SE and South Lake Stevens Road that will eventually connect to the Centennial Trail as identified in the 20<sup>th</sup> 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.
- 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.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

### **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 to avoid duplication, improve facility quality and availability, which reduces costs and represents area residents' 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.

### **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 operations 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.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

- 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 easy surveillance of facilities by residents and by police can reduce vandalism. Use of materials such as graffiti resistant coatings can reduce these 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 includes "adopt a park," and "adopt a trail," and similar programs.



## ***Chapter 5 – Parks, Recreation and Open Space Element***

**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

- 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 that 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 a 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:



## ***Chapter 5 – Parks, Recreation and Open Space Element***

- 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.
- 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 materials 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.



## **Chapter 5 – Parks, Recreation and Open Space Element**

- 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.
- 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

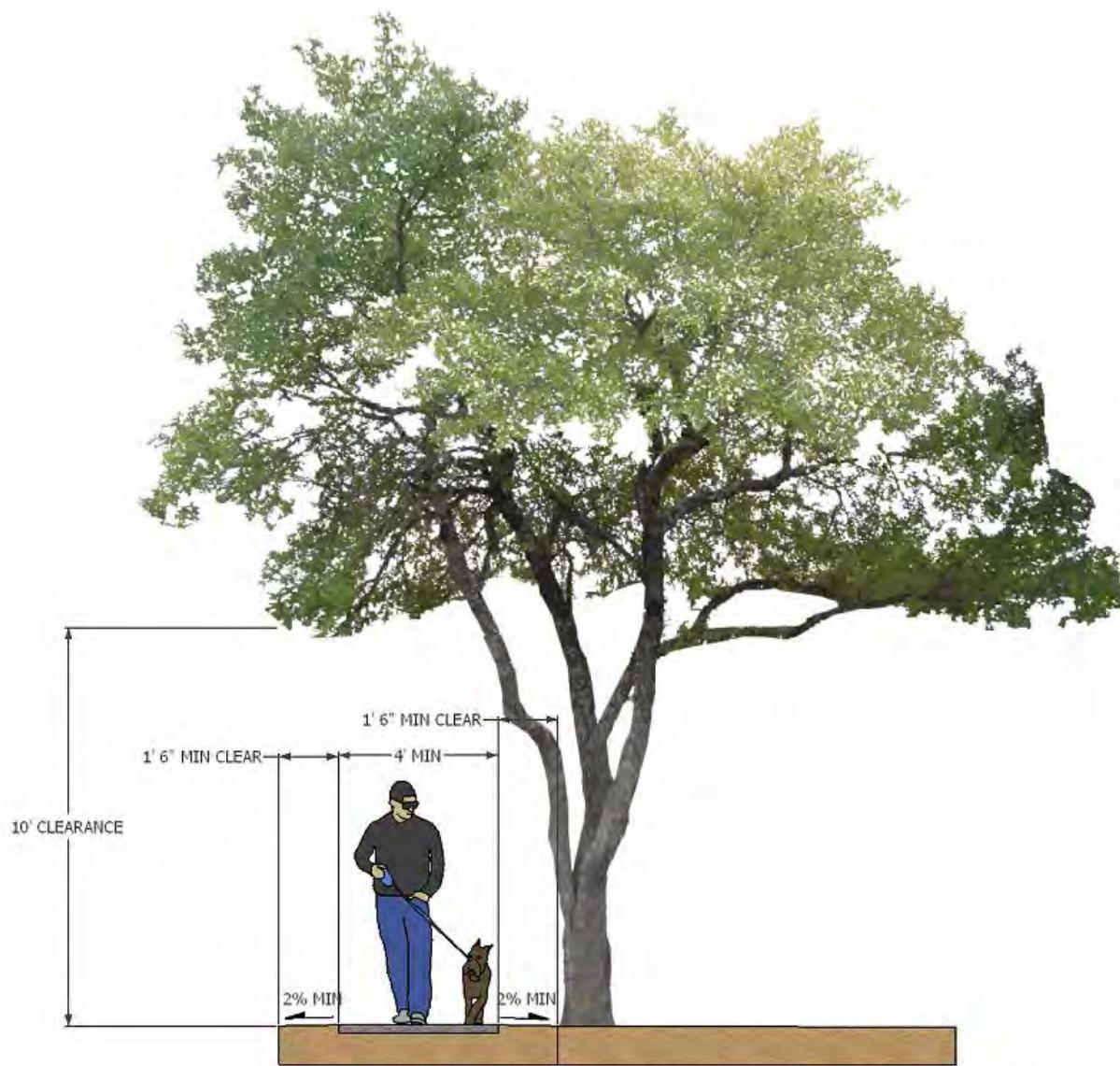
- 5.9.1 Establish financing mechanisms to ensure that adequate parks, open space and recreation facilities are available to the community.
- 5.9.2 Investigate innovative available methods or the financing of maintenance and operating needs in order to reduce costs, retain financial flexibility, match 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



## ***Chapter 5 – Parks, Recreation and Open Space Element***

homeowner associations to assume such responsibilities (assuming the city does not wish to assume such responsibility).

# Chapter 9: Capital Facilities Element





# 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 decisions 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.



## **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 facilities 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 projections 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 a manner that meets concurrency and level-of-service requirements.

### Regional Planning

The Puget Sound Regional Council Vision 2040 specifies the Regional Growth Strategy and directs 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



## **Chapter 9 – Capital Facilities**

improvement programming with local comprehensive plans, countywide planning policies and VISION 2040.

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, they 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 Comprehensive Plan Chapters and summarized later in this Chapter:

### **Level of Service Standards**

<b>SERVICE</b>	<b>LOCATION IN COMPREHENSIVE PLAN</b>
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.

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 of revenue 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 development 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 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 are 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.

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

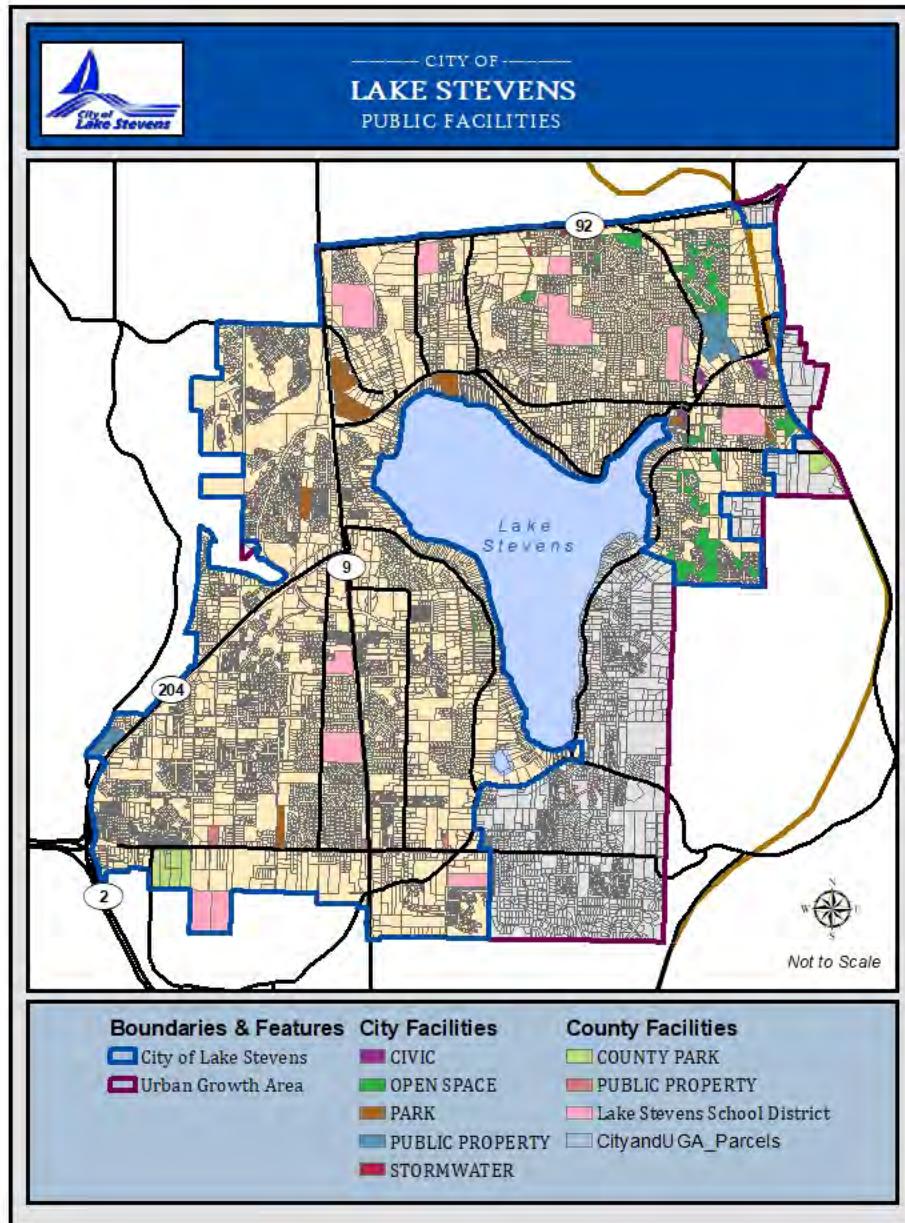
### Capital Improvement Plan

This Capital Facilities Element identifies needed improvements, which are of relatively large scale, are generally a 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 9.1 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 that 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.



## Chapter 9 – Capital Facilities



**Figure 9.1 – Public Facilities Map**



## **Chapter 9 – Capital Facilities**

### Definition of Capital Improvement

For the purposes of capital facility planning, “capital improvements” are major projects, activities or maintenance costing over \$10,000 and 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 and initial furnishings and equipment. Capital improvements do not include equipment or the city's rolling stock, nor does it include the capital expenditures of private or non-public organizations.

### Subarea Capital Facilities 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 20<sup>th</sup> 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 20<sup>th</sup> 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 2015-2035. The capital improvements needed to satisfy future and existing substandard development and maintain adopted level of service



## Chapter 9 – Capital Facilities

standards are identified and listed in Table 9.4, and include 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.

Table 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 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 Table 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; and
- 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.

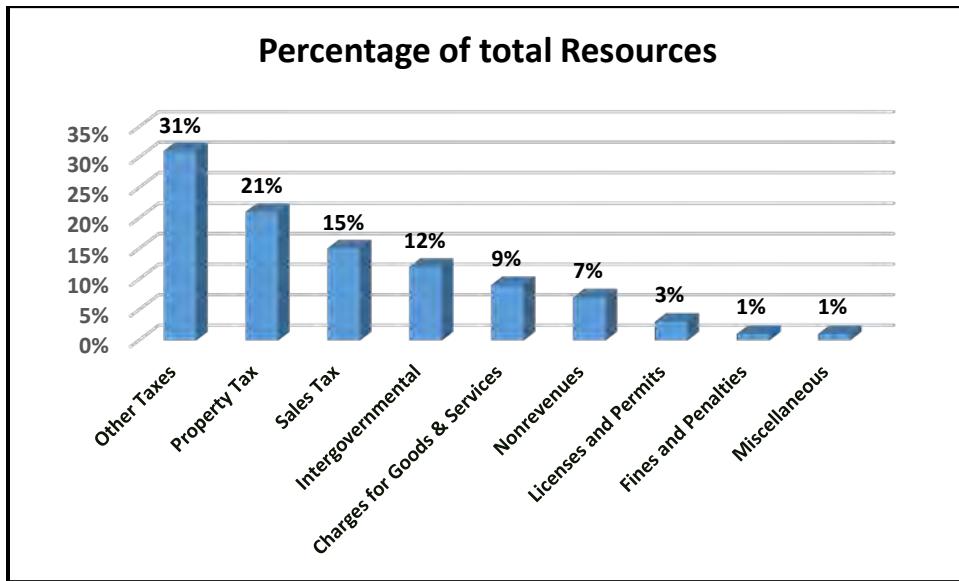
## FUTURE NEEDS AND ALTERNATIVES

### Current Revenue Sources

The largest single source of non-restricted revenue for the city is the *ad valorem* property tax, which generally accounts for 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.



**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 its 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 a voter referendum.

**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 that they carry comparatively low interest rates



## Chapter 9 – Capital Facilities

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 rates 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 of existing facilities. This debt should be used for projects that benefit the 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 of 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 of 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 operations; 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 operations; policing of local roads; or highway-related activities.



## Chapter 9 – Capital Facilities

### 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. Fees 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 of 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. This 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 is 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.



## Chapter 9 – Capital Facilities

**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



## Chapter 9 – Capital Facilities

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 for maintenance and operations of 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 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 RCO 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



## Chapter 9 – Capital Facilities

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 are 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 of 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.



## Chapter 9 – Capital Facilities

**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 failures. Local agency declares an emergency and notifies Division of Emergency Management, 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 of the Comprehensive Plan 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 9.2 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



## Chapter 9 – Capital Facilities

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 property. At the current time, the city of Lake Stevens does not supply these services; however, the city 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 services.

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 9.3. 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 will pay a proportionate share of impacts to meet concurrency requirements.

**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.



## **Chapter 9 – Capital Facilities**

**Table 9.3 – Limitation of Indebtedness**

<b>I. INDEBTEDNESS FOR GENERAL PURPOSES WITHOUT A VOICE OF THE PEOPLE</b>			
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
<b>II. INDEBTEDNESS FOR GENERAL PURPOSES WITH A 3/5 VOTE OF THE PEOPLE</b>			
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
<b>I &amp; II. TOTAL INDEBTEDNESS FOR GENERAL PURPOSES</b>			
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
<b>III. INDEBTEDNESS FOR CITY UTILITY PURPOSES WITH A 3/5 VOTE OF THE PEOPLE</b>			
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
<b>IV. INDEBTEDNESS FOR OPEN SPACE AND PARK FACILITIES WITH A 3/5 VOTE OF THE PEOPLE</b>			
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
			173,546,636
			178,154,340
			4,607,704



## Chapter 9 – Capital Facilities

**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.

**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.

### 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.



## **Chapter 9 – Capital Facilities**

**TABLE 9.4 – LEVEL OF SERVICE STANDARDS**

FACILITY	ADOPTED LOS
<b>Streets and Roads</b>	
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
<b>Domestic Water*</b>	
Domestic Supply	100 per capita per day - Adopted by Snohomish County PUD
Commercial	Adopted by Snohomish County PUD
<b>Fire Flow</b>	
Domestic and Commercial	Per IFC
<b>Sewer</b>	
Residential & Equivalent Commercial*	70 gallons per capita per day
<b>Schools*</b>	
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
<b>Fire Protection*</b>	
Fire Response	COORDINATE WITH Lake Stevens FD
Medical Response	COORDINATE WITH Lake Stevens FD
<b>Law Enforcement</b>	
Emergency Response	3 – 4 minutes
Non-emergency Response	6 – 10 minutes
<b>Parks, Recreation and Open Space</b>	
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
<b>Libraries*</b>	
Building	Coordinated with Sno-Isle Library District
<b>Solid Waste*</b>	
Residential	3.3 pounds per capita per day
<b>Other Government Services</b>	
Building	Varies

\*City considers and adopts special purpose district Capital Planning Document



## Chapter 9 – Capital 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.

**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 a 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



## Chapter 9 – Capital Facilities

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.

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 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.



## **Chapter 9 – Capital Facilities**

**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.

**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
<b>General Fund</b>	9,229	8,741	8,696	8,789	8,878	8,985
<b>Total General</b>	<b>9,229</b>	<b>8,741</b>	<b>8,696</b>	<b>8,789</b>	<b>8,878</b>	<b>8,985</b>
<b>Street Fund</b>	2,155	2,209	2,264	2,321	2,379	2,438
<b>Total Transportation</b>	<b>2,155</b>	<b>2,209</b>	<b>2,264</b>	<b>2,321</b>	<b>2,379</b>	<b>2,438</b>
<b>Storm Water Management</b>	1,545	1,560	1,576	1,592	1,608	1,624
<b>Total Proprietary</b>	<b>1,545</b>	<b>1,560</b>	<b>1,576</b>	<b>1,592</b>	<b>1,608</b>	<b>1,624</b>
<b>CIP - Development Contributions</b>	315	99	28	28	28	28
<b>REET</b>	804	614	620	626	633	639
<b>Sidewalk Capital Project</b>	-	-	-	-	-	-
<b>Total Capital Project</b>	<b>1,119</b>	<b>713</b>	<b>648</b>	<b>654</b>	<b>661</b>	<b>667</b>

### Plan Implementation and Monitoring

#### **Projected Expenditures**

For the purpose of this fiscal assessment, projected capital expenditures have been aggregated to include:



## Chapter 9 – Capital Facilities

- 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 facilities in Table 9.1.

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 as the 6-Year CIP (Table 9.2) 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 9.1 lists the capital facilities by 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 9.2 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



## Chapter 9 – Capital Facilities

that provide public facilities with the city's jurisdiction.

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 Regional Library System 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 PUD 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 PUD anticipates having enough capacity to serve the projected population; however, the costs of providing this service will vary significantly due to design. The PUD 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



## Chapter 9 – Capital Facilities

system. Most new homes being built are on the sewer system, as the minimum parcel size for a septic system to be used is 12,500 square feet.

**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 growth, the Lake Stevens School Districts' capital facilities plan calls for construction of two new elementary schools and a middle school in that time frame.

**Library:** Current library space is undersized to serve the 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 9.1.

### 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.



## **Chapter 9 – Capital Facilities**

### Policies

- 9.1.1 Ensuring good fiscal stewardship.
- 9.1.2 Using smart growth principles to understand how the city's planned growth pattern affects the investments that will be needed, 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 a 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 operations and maintenance.



## ***Chapter 9 – Capital Facilities***

### **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.
- 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 subject to concurrency requirements which shall include transportation, parks and sanitary sewer. The city will consider in the future the feasibility of implementing concurrency for stormwater and potable water.



## **Chapter 9 – Capital Facilities**

- 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 requests for new development or redevelopment shall be evaluated according to the following guidelines as to whether the proposed action would:
  - 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 to 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 9.2 as needs are identified; and move projects/facilities to and/or from Table 9.1 to 9.2 as funding becomes available.



## Chapter 9 – Capital Facilities

**TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2015-2035**

<b>TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2015-2035 (Updated in <del>2016</del><sup>2017</sup>)</b> <u>TRANSPORTATION</u>								
<b>ROAD</b>	<b>FROM</b>	<b>TO</b>	<b>COST</b>	<b>YEAR/S</b>	<b>Local</b>	<b>State/Fed</b>	<b>Mitigation</b>	<b>Dev Imp</b>
<b>SR9/SR204/System (SR9/204, 91<sup>st</sup>/204, 4<sup>th</sup>/SR9</b>	North of SR204	South of 4 <sup>th</sup> and West of 91 <sup>st</sup>	\$69,000	2015-2021		X		
<b>Frontier Village Internal Access Rd</b>	No Davies	4th St NE	\$6,265,000	>2021	X		X	X
<b>N Davies/Vernon - RAB</b>	Vernon Rd	-	\$150,000	>2021			X	X
<b>N Davies/FV - RAB</b>	north Frontier Village	-	\$150,000	>2021			X	X
<b>93rd Ave NE (new)</b>	Market	4th St NE	\$3,840,000	>2021	X	X	X	X
<b>93rd Ave NE (existing)</b>	Market	1st St SE	\$3,597,000	>2021	X	X	X	X
<b>91st Ave NE/4th NE - Intersection</b>	4th St NE	-	\$400,000	>2022	X	X	X	X
<b>91st Ave NE</b>	4th St NE	SR 204	\$751,500	>2021	X		X	X
<b>91st Ave NE</b>	SR 204	Vernon	\$351,000	2018-2019	X		X	X
<b>91st Ave NE - Intersection</b>	Vernon Rd	-	\$200,000	2018	X		X	X
<b>Frontier Circle E</b>	91st Ave NE	13th St NE	\$750,000	>2021	X		X	X
<b>4th St NE</b>	SR 9	93rd Ave NE (new)	\$315,000	>2021	X		X	X
<b>4th St NE</b>	93rd Ave NE (new)	94th Ave NE (Target)	\$522,000	>2021			X	X



## Chapter 9 – Capital Facilities

<b>4th St NE</b>	<b>94th Ave NE (Target)</b>	<b>99th Ave NE</b>	<b>\$864,000</b>	<b>&gt;2021</b>	X		X	X
<b>99th Ave NE</b>	Market	4th St NE	\$1,170,000	2019>2020	X		X	X
<b>4th St SE</b>	<b>91st Ave SE</b>	<b>SR-9</b>	<b>\$622,000</b>	<b>2017-2018</b>	X	X		
<b>4th St NE</b>	<b>91st Ave NE</b>	<b>SR 204</b>	<b>\$7,578,460</b>	<b>&gt;2021</b>			X	X
<b>90th Ave NE shop center road</b>	<b>4th Ave NE</b>	<b>Market</b>	<b>\$4,648,540</b>	<b>&gt;2021</b>			X	X
<b>13th St NE (SR 204)</b>	<b>SR 9</b>	<b>93rd Ave NE (new)</b>	<b>\$195,500</b>	<b>&gt;2021</b>	X		X	X
<b>Vernon Road</b>	<b>91st Ave NE</b>	<b>SR 9</b>	<b>\$935,000</b>	<b>2020</b>	X		X	X
<b>Lundeen/Vernon - Intersection</b>	<b>Vernon Rd</b>	-	<b>\$400,000</b>	<b>2021</b>	X	X	X	X
<b>91st Ave NE</b>	<b>4th St SE</b>	<b>Market</b>	<b>\$1,710,000</b>	<b>&gt;2021</b>	X	X	X	X
<b>94th Ave NE (Target)</b>	Market	4th St NE	\$2,937,000	>2021	X		X	X
<b>2nd St NE Connector (Target)</b>	<b>94th Ave NE (Target)</b>	<b>99th Ave NE</b>	<b>\$191,000</b>	<b>&gt;2021</b>	X		X	X
<b>20th St SE</b>	<b>83rd Ave SE</b>	<b>88th Ave SE</b>	<b>\$4,051,080</b>	<b>2015-2020</b>	X	X	X	X
<b>20th St SE/83rd SE - Intersection</b>	<b>83rd Ave SE</b>	-	<b>\$400,000</b>	<b>2015-2020</b>	X	X	X	X
<b>20th St SE</b>	<b>79th Ave SE</b>	<b>83rd Ave SE</b>	<b>\$2,864,400</b>	<b>2021-2026</b>	X		X	X
<b>20th St SE/79th SE - Intersection</b>	<b>79th Ave SE</b>	-	<b>\$300,000</b>	<b>&gt;2021</b>	X	X	X	X
<b>20th St SE</b>	<b>73rd Ave SE</b>	<b>79th Ave SE</b>	<b>\$2,455,200</b>	<b>&gt;2021</b>	X	X	X	X
<b>20th St SE/73rd SE - Intersection</b>	<b>73rd Ave SE</b>	-	<b>\$500,000</b>	<b>2015&gt;2021</b>			X	X
<b>20th St SE</b>	<b>US 2</b>	<b>73rd Ave SE</b>	<b>\$2,557,500</b>	<b>&gt;2021</b>	X	X	X	X
<b>24th St SE/73rd SE - Intersection</b>	<b>73rd Ave SE</b>	-	<b>\$800,000</b>	<b>2021-2022</b>			X	X



## Chapter 9 – Capital Facilities

<b>24th St SE</b>	73rd Ave SE	79th Ave SE	\$3,653,000	2021-2022			X	X
<b>24th St SE/79th SE - Intersection</b>	79th Ave SE	-	\$800,000	2021-2022			X	X
<b>24th St SE</b>	83rd Ave SE	87th Ave SE	\$5,278,000	>2021			X	X
<b>24th St SE/83rd SE - Intersection</b>	83rd Ave SE	-	\$800,000	>2021			X	X
<b>24th St SE</b>	SR 9	91st Ave SE	\$2,970,000	2016-2017			X	X
<b>24th St SE/SR 9 - Intersection</b>			\$3,500,000	>2021	X		X	X
<b>20th St SE/SR 9 - Intersection</b>			\$4,327,000	>2021	X		X	X
<b>91st Ave SE</b>	20th St SE	4th St SE	\$4,770,000	2019-2020	X	X	X	X
<b>91st Ave SE</b>	20th St SE	24th St SE	\$5,499,800	2019-2020			X	X
<b>99th Ave SE</b>	20th St SE	4th St SE	\$4,763,800	2021-2024	X	X	X	X
<b>99th Ave SE</b>	20th St SE	Lake Stevens Rd	\$5,507,800	2021-2024			X	X
<b>83rd Ave SE</b>	20th St SE	24th St SE	\$2,369,500	>2021			X	X
<b>79th Ave SE</b>	20th St SE	24th St SE	\$2,369,500	>2021			X	X
<b>24th St SE</b>	83rd Ave SE	79th Ave SE	\$1,728,300	>2021			X	X
<b>S Lake Stevens Road</b>	SR 9	18th Street SE	\$7,382,000	>2021			X	X
<b>S. Lake Stevens Road</b>	S. Davies Road	Stitch Road	\$430,000	2017	X			
<b>City Campus Rd (26th NE)</b>	Intersection		\$4,105,221	>2021	X		X	X
<b>20th St NE</b>	Grade Rd	500' w of 123rd SE	\$1,500,257	>2021	X		X	X
<b>123rd Ave NE</b>	20th St NE	N Lakeshore Dr	\$1,263,630	>2021	X		X	X



## Chapter 9 – Capital Facilities

<b>20th St NE &amp; Main Intersection</b>	Intersection		\$1,112,004	2021-2024	X	X	X	X
<b>North Lakeshore Dr</b>	123rd Ave NE	550 west of 123rd NE	\$788,739	>2021	X	X	X	X
<b>North Lakeshore Dr</b>	123rd Ave NE	Main St NE	\$282,920	>2021	X		X	X
<b>123rd Ave NE</b>	N Lakeshore Dr	18th St NE	\$4,040,621	>2021			X	X
<b>Main Street</b>	20th St NE	17th St NE	\$1,274,558	>2021	X		X	X
<b>19th St NE</b>	Main St	125th Ave NE	\$2,649,804	>2021			X	X
<b>18th St NE</b>	123rd Ave NE	Main St NE	\$1,287,281	>2021			X	X
<b>18th St NE</b>	Main St	125th Ave NE	\$428,820	>2021	X		X	X
<b>123rd Ave NE</b>	18th St NE	17th St NE	\$1,094,300	>2021	X		X	X
<b>18th Pl NE</b>	123rd Ave NE	Main St NE	\$808,375	>2021	X		X	X
<b>17th Pl NE</b>	123rd Ave NE	180' west of 123rd NE	\$899,614	>2021	X		X	X
<b>17th Pl NE</b>	123rd Ave NE	Main St NE	\$938,474	>2021	X		X	X
<b>Grade Road</b>	20th St NE	SR 92	\$15,607,836	2021>2024	X	X	X	X
<b>20th Street NE</b>	east of Main St	Centennial Trail	\$1,284,475	>2021	X	X	X	X
<b>SR 92 &amp; Grade Rd RAB</b>	Intersection		\$4,105,221	2020>2022	X	X	X	X
<b>Lundeen Pkwy Corridor Ped Imp</b>	Vernon Rd	99 <sup>th</sup> Ave NE	\$900,000	>2021	X		X	
<b>Hartford Rd &amp; Drainage Imp</b>	Catherine Creek Crossing		\$700,000	>2021	X	X	X	
<b>20<sup>th</sup> Street NE Widening</b>	Main St	111 <sup>th</sup> Dr NE	\$1,668,000	>2021	X		X	
<b>30<sup>th</sup> Street NE non-motorized</b>	113rd Ave NE	Cedar Rd NE	\$540,000	>2021	X	X	X	
<b>Mitchell Ro/Manning Road</b>	200ft W of 116 <sup>th</sup> Dr NE	600 ft. E of 116 <sup>th</sup> Dr NE	\$360,000	>2021	X		X	X



## Chapter 9 – Capital Facilities

<b>117<sup>th</sup> Avenue NE</b>	20 <sup>th</sup> St NE	150 ft. S of 28 <sup>th</sup> St NE	\$1,932,000	>2021	X		X	X
<b>116<sup>th</sup> Avenue NE</b>	20 <sup>th</sup> St NE	26 <sup>th</sup> St NE	\$1,900,000	>2021	X		X	
<b>26<sup>th</sup> Street NE</b>	115 <sup>th</sup> Ave NE	117 <sup>th</sup> Ave NE	\$280,000	>2021	X		X	
<b>Mitchell Dr/118<sup>th</sup> Ave NE</b>	N. Lakeshore Dr	20 <sup>th</sup> St NE	\$1,400,000	>2021	X		X	
<b>131<sup>st</sup> Avenue NE</b>	20 <sup>th</sup> St NE	Hartford Rd	\$1,489,000	>2021	X		X	
<b>22<sup>nd</sup> Street NE</b>	117 <sup>th</sup> Ave NE	123 <sup>rd</sup> Ave NE	\$768,000	>2021	X		X	
<b>28<sup>th</sup> Street NE</b>	Old Hartford Rd	N. Machias Rd	\$470,000	>2021	X		X	
<b>32<sup>nd</sup> Street NE</b>	118 <sup>th</sup> St NE	Grade Rd	\$545,000	>2021	X		X	X
<b>East Lakeshore Drive – non motorized</b>	Main St	7 <sup>th</sup> St NE	\$1,450,000	>2021	X	X	X	
<b>Old Hartford Road</b>	36 <sup>th</sup> St NE	Hartford Road	\$2,323,000	>2021	X		X	
<b>36<sup>th</sup> Street NE</b>	Grade Road	Old Hartford Road	\$2,340,000	>2021	X		X	
<b>16<sup>th</sup> Street NE</b>	Main St	134 <sup>th</sup> Ave NE	\$1,737,000	>2021	X		X	
<b>SR 92 and 127<sup>th</sup> Ave NE RAB</b>	Intersection		\$1,750,000	>2021		X		
<b>SR 92 and Lake Dr Rechannelization</b>	Intersection		\$200,000	2016		X		
<b>S. Davies Rd and S Lake Stevens Rd</b>	Intersection		\$800,000	>2021	X		X	X
<b>Cedar Road</b>	Forest Road	29th St NE	\$2,273,000	2017-2022	X	X		
<b>City-Wide Mini-RAB Intersection Improvements.</b>	Various		\$900,000	2017-2022	X	X		
<b>Soper Hill Road Intersection Improvements</b>	83 <sup>rd</sup> Ave NE	Soper Hill Road	\$750,000	2017-2022	X		X	X



## **Chapter 9 – Capital Facilities**

<b>Soper Hill Road Intersection Improvements</b>	87th Ave NE	Soper Hill Road	\$750,000	2017-2027	X		X	X
<b>91<sup>st</sup> Street SE Pedestrian Improvements</b>	8th Street NE	12 Street NE	\$610,000	2016-2018		X	X	
	12 Street NE	20 <sup>th</sup> Street SE	\$1,100,000	2016				



## Chapter 9 – Capital Facilities

TABLE 9.1 – CAPITAL IMPROVEMENTS, 2015 – 2035 (Updated in ~~2016~~<sup>2017</sup>)  
FACILITIES

FACILITIES	FROM	TO	COST	YEAR/\$	Local	State/Fed	Mitigation	Dev Imp
<u>City Hall/Civic Center</u>			<u>2512</u> ,000,000	<u>2018-2022</u> <u>2028</u>	X			
<u>Police Station</u>			<u>14,000,000</u>	<u>2019</u>	X			
<u>Civic Center</u>			<u>4,000,000</u>	<u>2023</u>	X	X		
<u>Public Works Shop/Pole Building</u>			\$80,000	2018	X			
<u>Regional Stormwater Pond (20<sup>th</sup> St Area)</u>			3,784,000	2018-2019	X	X		X
<u>Regional Stormwater Pond (24<sup>th</sup> St Area)</u>			2,500,000	2018	X	X		X

Table 9-1 – Capital Facilities Program, 2015-2035 (Updated in ~~2016~~<sup>2017</sup>)  
PARKS\*

PROJECT	FROM	TO	COST	YEAR/\$	Local	State/Fed	Mitigation	Dev Imp
<b>Planning</b>								
Wayfinding Plan			20,000	<u>2017-2018</u> <u>2020</u>			X	
Trails, Paths and Pedestrian Facilities Master Plan			15,000	<u>2015-2018</u> <u>on-going</u>			X	X
North Cove/Downtown Open Space Master Plan			<u>2,008</u> 0,000	<u>2015-2020</u> <u>8-2023</u>	X	X	X	
<b>Acquisition</b>								



## Chapter 9 – Capital Facilities

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		
Neighborhood Park Acquisition (near 20th Street SE)			<del>317,671</del> <ins>500,000</ins>	<del>2017</del> >2021			X	
Shoreline Acquisition			1.5 million	2017>2021	X	X		
Power Line Trail Right-of-Way/Easement Acquisition			838,200	>2021	X	X		
<del>Frontier Heights Park Acquisition</del>			<del>\$191,000</del>	<del>2016-2017</del>	X			
<b>Development</b>								
Complete Phase 1 of the Eagle Ridge Master Plan			100,000	2016-2018			X	X
Complete Phase 2 of the Eagle Ridge Master Plan			271,205	2018-2021			X	X
Complete Phase 3 of the Eagle Ridge Master Plan			540,717	>2021			X	X
Power Line Trail Construction (northern segment)			699,600	>2021			X	
Power Line Trail Construction (southern segment)			641,700	>2021			X	
Cavelero Community Park Phase 1 Development (Partnership with Snohomish County)			2.425 million	2016-2021	X	X	X	
<del>Frontier Heights Redevelopment</del>			<del>460,000</del>	<del>2018-2022</del>	X		X	
<del>20th Street Ballfields Development</del>			<del>200,000</del>	<del>2018-2022</del>			X	
<b>Improvements</b>								



## Chapter 9 – Capital Facilities

Hartford Road Walking Path/Trail Head			41,173	<u>&gt;2016</u> <u>2018</u>		X	X	
Catherine Creek and Centennial Woods Trail Improvements			15,206	2020	X		X	
Boat Launch North Cove Park			544,000	2017-2019		X	X	
Lundein Park			<u>234,959</u> <u>315,000</u>	<u>2016</u> <u>2017-</u> <u>2017</u> <u>2020</u>	X		X	

**Table 9.2 - 2017-2022 6-Year Capital Improvement Plan Summary**

Proj ID #	PROJECT NAME	DESCRIPTION OF WORK (Road Projects Only)	YEAR/S	TOTAL PROJECT COST	<u>2017</u> <u>2018</u>	<u>2018-</u> <u>2022</u> <u>2024</u>	Beyond
<b>ROAD PROJECTS</b>							
1	SR 9/4th NE - Intersection - sub-project of 2(I)	Improve egress WB alignment right turn onto SR 9 and add a new right turn ingress for EB onto 4th St NE. Additional improvement is the construction of a new alignment N-S Village Way Road (93rd).	2017-2018	\$3,000,000	\$-	\$3,000,000	\$-
2	SR 9/SR 204 - System	System improvement that includes roundabouts at SR 9/SR 204 and SR 9/91st Ave NE, improvements to the SR 9/4th Intersection. This is a safety, economical, local circulation, and capacity improvements.	2022	\$69,000,000	\$3,510,000	\$65,490,000	\$-
3	SR 92 & Grade Rd RAB	Roundabout intersection improvement with gateway treatment	2017>2018	\$4,105,221	\$-	\$4,105,221	\$-
4	90th Ave NE Connector	Construction of a new roadway segment that would allow for right in-right out movement for SR 204. Roadway would be developer driven	2018	\$1,140,000	\$-	\$1,140,000	\$-
5	91st Ave NE	Upgrade roadway to create a pedestrian friendly downtown style streetscape	2016	\$351,000	\$-	\$351,000	\$-
6	SR 92 and Lake Dr Re-channelization	State driven safety project to reduce vehicle conflicts	2016	\$200,000	\$-	\$200,000	\$-



## Chapter 9 – Capital Facilities

7	20th St SE - Segment 1	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	\$4,980,567	\$624,160	\$4,356,407	\$-
8	20th St SE - Segment 2	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	\$3,970,366	\$-	\$897,838	\$3,072,528
9	20th St SE - Segment 3	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	\$2,770,169	\$-	\$464,674	\$2,305,495
10	20th St SE - Segment 4	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	\$2,599,205	\$-	\$25,000	\$2,574,205
11	24th St SE/73rd SE - Intersection	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	\$800,000	\$-	\$25,000	\$775,000
12	24th St SE	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	\$3,653,000	\$-	\$365,300	\$3,287,700
13	24th St SE/79th SE - Intersection	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	\$800,000	\$-	\$80,000	\$720,000
14	24th St SE	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	\$5,278,000	\$-	\$2,555,100	\$2,722,900
15	24th St SE/83rd SE - Intersection	Construction of a new intersection to provide internal vehicle and non-motorized circulation	2013>2018	\$800,000	\$-	\$682,000	\$118,000



## **Chapter 9 – Capital Facilities**

		adjacent to 20th Street SE. Construction is developer driven.					
16	24th St SE	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	\$2,970,000	\$991,600	\$1,978,400	\$-
17	91st Ave NE/SR 204 - RTP	Widen southbound outside lane to provide for a dedicated right turn lane	2013-2015	\$337,000	\$-	\$337,000	\$-
18	91st Ave NE/SR 204 - RTP	Widen north bound outside lane to provide for a dedicated right turn lane	2013-2015	\$454,100	\$-	\$454,100	\$-
19	91st Ave SE	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	2014>2018	\$4,770,000	\$-	\$1,093,730	\$3,676,270
20	91st Ave SE	New connector roadway to 24th St SE	2014>2018	\$1,950,000	\$-	\$1,950,000	\$-
21	99th Ave NE	Enhance Streetscape with improvement with non-motorized enhancements and circulation improvements with a possible roundabout intersection at 4th NE	2015>2018	\$1,170,000	\$-	\$1,170,000	\$-
22	4th St NE	New internal connector and circulation roadway. Will require a new break in access on to SR 204. Intersection would be a right turn only.	2015>2018	\$7,578,460	\$-	\$1,007,847	\$6,570,613
23	99th Ave SE	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	2015>2018	\$4,763,800	\$-	\$476,380	\$4,287,420
24	99th Ave SE	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	2015>2018	\$5,507,800	\$-	\$550,780	\$4,957,020



## Chapter 9 – Capital Facilities

<b>25</b>	20th St NE & Main Intersection	Widening to provide turn pockets or possible roundabout improvements	2015>2018	\$1,112,004	\$-	\$444,801	\$667,203
<b>26</b>	Grade Road	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the west side of the roadway	2015>2018	\$15,607,836	\$-	\$780,392	\$14,827,444
<b>27</b>	91st Ave NE - Intersection	Minor widening and possible mini-roundabout to improvement safety and circulation	2016>2018	\$200,000	\$-	\$200,000	\$-
<b>28</b>	Lundeen/Vernon - Intersection	Channelization enhancement to improvement safety and circulation. May restrict through movement for east-east crossing (Vernon)	2016>2018	\$400,000	\$-	\$400,000	\$-
<b>29</b>	Vernon Road	Minor widening to provide for turn movement and improved pedestrian movement	2017>2018	\$935,000	\$-	\$327,250	\$607,750
<b>30</b>	116th Avenue NE	Construct vehicular, bicycle and pedestrian improvements to improve safety.	2017>2018	\$1,000,000	\$-	\$1,000,000	\$-
<b>31</b>	117th Avenue NE	Construct vehicular, bicycle and pedestrian improvements to improve safety.	2017>2018	\$600,000	\$-	\$600,000	\$-
<b>32</b>	4th Street SE	Construct pedestrian improvements to improve safety around schools.	2017>2018	\$622,000	\$622,000	\$-	\$-
<b>33</b>	Cedar Road	Construct vehicular, bicycle and pedestrian improvements to improve safety.	2017>2018	\$2,273,000	\$643,000	\$1,630,000	\$-
<b>34</b>	City-wide Mini-RAB Intersection Improvements	Construct mini-roundabouts at various locations to improve safety and traffic operation	2017>2018	\$900,000	\$150,000	\$750,000	\$-
<b>35</b>	S. Lake Stevens Road	Construct pedestrian improvements to improve safety.	2017	\$430,000	\$430,000	\$-	\$-
	<b>TOTAL</b>			<b>\$157,028,528</b>	<b>\$6,972,777</b>	<b>\$98,888,220</b>	<b>\$51,169,548</b>
	<b>FACILITY PROJECTS</b>						
<b>1</b>	<a href="#">City Hall/Civic Center</a>		<b>2018-2022</b>	<b>\$2514,000,000</b>	<b>1,500,000</b>	<b>\$2514,000,000</b>	
<b>2</b>	<a href="#">Police Station</a>		<b>&gt;2018</b>	<b>\$4,000,000</b>		<b>\$4,000,000</b>	
<b>23</b>	<a href="#">Civic Center</a>						
<b>23</b>	<a href="#">Public Works Shop/Pole Building</a>		<b>2018</b>	<b>\$80,000</b>		<b>\$80,000</b>	
<b>34</b>	<a href="#">Regional Stormwater Pond (20th St. between 83rd &amp; 79th)</a>		<b>2018-2019</b>	<b>\$3,784,000</b>		<b>\$3,784,000</b>	



## Chapter 9 – Capital Facilities

<b>45</b>	Regional Stormwater Pond (24th St. Area)		2018	\$2,500,000		\$2,500,000	
	<b>TOTAL</b>			<b>\$2824,8364,00 0</b>			
	<b>PARK PROJECTS</b>						
	<i>Planning</i>						
1	Wayfinding Plan		2017-2018	\$20,000		\$20,000	
2	Trails, Paths and Pedestrian Facilities Master Plan		<del>2015-2018</del> On-going	\$15,000		\$15,000	
3	North Cove/Downtown Open Space Master Plan		<del>2015-2018</del> <del>2020-2023</del>	<del>\$6,000,000</del> <del>\$80,000</del>	<del>\$5300,0000</del> <del>\$0,000</del>	<del>\$30,000</del> <del>3,500,000</del> 0	
	<i>Acquisition</i>						
1-1	Lakeside Path Right-of-Way/Easement Acquisition (northern section)		>2021	\$237,382		\$237,382	
1-2	Lakeside Path Right-of-Way/Easement Acquisition (eastern section)		>2021	\$222,684		\$222,684	
1-3	Lakeside Path Right-of-Way/Easement Acquisition (southern portion)		>2021	\$1,150,000		\$1,250,000	
2	Neighborhood Park Acquisition (near 20th Street SE)		<del>2017-2019</del> <del>2021-2024</del>	<del>\$317,671</del> <del>500,000</del>		<del>\$317,671</del> <del>500,000</del> 0	
3	Shoreline Acquisition		2017-2021	\$1,500,000		\$1,500,000	
4	Power Line Trail Right-of-Way/Easement Acquisition		>2021	\$838,200		\$838,200	
5	Frontier Heights Park Acquisition		2016-2017	\$191,000	\$191,000		
	<i>Development</i>						
1-1	Complete Phase 1 of the Eagle Ridge Master Plan		2016- <del>2018-2020</del>	<del>\$100,000</del> <del>72,500</del>	<del>\$100,000</del> <del>72,500</del>	72,500	
1-2	Complete Phase 2 of the Eagle Ridge Master Plan		2018-2021	\$271,205		\$271,205	
1-3	Complete Phase 3 of the Eagle Ridge Master Plan		>2021	\$540,717		\$540,717	



## Chapter 9 – Capital Facilities

<b>2-1</b>	Power Line Trail Construction (northern segment)		<b>&gt;2021 On-going</b>	\$699,600		\$699,600	
<b>2-2</b>	Power Line Trail Construction (southern segment)		<b>&gt;2021 On-going</b>	\$641,700		\$641,700	
<b>3</b>	Cavalero Community Park Development (Partnership with Snohomish County)		<b>2016-2018-2021-2022</b>	\$2,425,000	\$250,000	\$2,175,000	
<b>4</b>	<u>Frontier Heights Redevelopment</u>		<b>2018-2022</b>	<b>\$460,000</b>	<b>\$100,000</b>	<b>\$360,000</b>	
<b>5</b>	<u>20th Street Ballfields</u>		<b>2018-2022</b>	<b>\$200,000</b>	<b>\$20,000</b>	<b>\$180,000</b>	
	<i>Improvements</i>						
<b>1</b>	Hartford Road Walking Path/Trail Head		<b>≥2018-2019</b>	\$41,173			
<b>2</b>	Catherine Creek and Centennial Woods Trail Improvements		<b>2020</b>	<b>15,206</b>		<b>\$15,206</b>	
<b>3</b>	Boat Launch North Cove Park (Budgeted by State Funds)		<b>2017-2019</b>	<b>\$544,000</b>			
<b>4</b>	Lundeen Park		<b>2016-2017</b>	<b>\$234,959</b>	<b>\$195,000</b>		
	<b>TOTAL</b>			<b>\$10,169,291</b>			



## ***Chapter 9 – Capital Facilities***

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Exhibit 2



Staff Report  
City of Lake Stevens Planning Commission

2017 Comprehensive Plan Docket Public Hearing  
Date: January 3, 2018

**Subject:** 2017 Comprehensive Plan Docket Public Hearing

**Contact Person/Department:** Josh Machen, Senior Planner and Melissa Place, Senior Planner

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**ACTION REQUESTED:** Hold a public hearing on the 2017 Comprehensive Plan Docket and forward a recommendation to the City Council.

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**SUMMARY:** Public hearing to consider two (2) city-initiated amendments to the land use map and city-initiated text amendments that include annual updates to the land use element, parks element and capital facility element.

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**BACKGROUND/ HISTORY:**

Under the Growth Management Act, 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 city is proposing two city-initiated map amendments, text amendments to the land use element, parks element and capital facility element, and other minor administrative amendments to the Comprehensive Plan (LUA2017-0016). The amendments are summarized in **Exhibit 1**.

1. T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element, which would revise the narrative for downtown, update the city land use map, update development trends (and the associated map) for residential development, and update the development trends for industrial development (**Exhibit 2**).
2. T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would add park projects to the Capital Project List for improvements to North Cove Park, Lundein Park among others. The amendments would also revise narratives throughout the Element, update figures, and add/update park planning descriptions (**Exhibit 3**).
3. T-3 - The city is proposing a text amendment to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park and road projects to the Capital Facilities Element. The amendments would also update the public facilities map and include updates to tables in the chapter. (**Exhibit 4**).
4. T-4 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including updating the dates on the cover, the Executive Summary and Title Page, Appendices (including SEPA Addendums), and Table of Contents. (**Exhibit 5**).

The two city-initiated map amendments and concurrent rezone applications include:

1. M-1 – Chapel Hill Properties Map Amendment - A city request (LUA2017-0017) to change the land use designation of four (4) parcels adjacent to 99th Avenue and Chapel Hill Road from Commercial and Mixed Use Neighborhood to Public / Semi-Public to support new civic buildings. The city will process a concurrent rezone to change the zoning designation of the subject parcels to Public / Semi-Public. The subject properties are located within the city's Lake Stevens Center Subarea. (**Exhibit 6**).
2. M-2 – Eagle Ridge Park Map Amendment - The second city request (LUA2017-0050) is to change the land use designation for two (2) parcels adjacent to Soper Hill Road from Medium Density Residential to Public/Semi-Public to support park activities. The city will process a concurrent rezone to change the zoning designation of the two (2) subject parcels to the Public/Semi-Public zoning district (**Exhibit 7**).

The Planning Commission held a public hearing for recommendation to ratify the 2017 Docket on March 15, 2017. City Council ratified the 2017 Docket on April 11, 2017.

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on November 9, 2017 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents was issued for the Docket on November 9, 2017 (**Exhibit 8**). A SEPA Addendum and Adoption of Existing Documents to the Final Environmental Impact Statement (FEIS) for the Center Subarea Plan was issued on November 9, 2017 (**Exhibit 9**).

The items on the ratified docket have been analyzed against the criteria to grant or deny an amendment. An analysis form for each proposed Comprehensive Plan map correction and text amendment is attached. All Comprehensive Plan and code proposals meet requirements for granting the proposed amendments.

A staff summary and analysis for each map and text proposal is attached.

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#### **DISCUSSION:**

Staff will discuss how each proposed amendment meets the defined criteria.

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#### **RECOMMENDATION:**

Forward a recommendation to City Council approving:

1. The City-initiated Comprehensive Plan Amendment T-1 through T-6 (2017-0016);
2. The Chapel Hill Properties Comprehensive Plan Amendment M1 (2017-0017); and
3. The Eagle Ridge Park Comprehensive Plan Amendment M2 (2017-0050).

Note: the Commission can take separate actions on each of the identified items.

Staff will prepare a letter of recommendation to the City Council for review and signature by the Commission Chair and Co-Chair.

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**ATTACHMENTS:**

1. **Amendments Summary**
2. **T-1 Analysis Sheet**
3. **T-2 Analysis Sheet**
4. **T-3 Analysis Sheet**
5. **T-4-T-6 Analysis Sheets**
6. **M-1 Analysis Sheet**
  - a. **Map**
7. **M-2 Analysis Sheet**
  - a. **Map**
8. **SEPA Addendum #10 to the 2005 Comprehensive Plan and FEIS**
9. **SEPA Addendum #3 to the FEIS for the Center Subarea Plan**

## Attachment 1

### SUMMARY OF 2017 DOCKET PROPOSALS

<b>RATIFICATION MAPS</b>					
<b>#</b>	<b>NAME</b>	<b>PARCELS/ ACREAGE</b>	<b>REQUEST</b>		
M-1	<b>City-Initiated Map Amendment (LUA2017-0017)</b>	Four (4) parcels totaling 4.14 acres.	City request to change the land use designation for four (4) parcels adjacent to 99 <sup>th</sup> Avenue from Commercial and Mixed Use Neighborhood to Public / Semi-Public to support new civic buildings. The city will also process a concurrent area-wide, minor rezone ( <b>LUA2017-0018</b> ) to change the zoning designation of the four (4) subject parcels to the Public / Semi-Public zoning designation.		
M-2	<b>City-Initiated Map Amendment (LUA2017-0050)</b>	Two (2) parcels totaling 7.63 acres.	City request to change the land use designation for two (2) parcels adjacent to Soper Hill Road from Medium Density Residential to Public / Semi-Public to support park activities. The city will also process a concurrent area-wide, minor rezone ( <b>LUA2017-0054</b> ) to change the zoning designation of the two (2) subject parcels to the Public / Semi-Public zoning designation.		
<b>RATIFICATION TEXT (LUA2017T-6)-0016)</b>					
<b>#</b>	<b>NAME</b>	<b>REQUEST</b>			
T-1	<b>Chapter 2 – Land Use</b>	City-initiated text amendment to modify the description of the Local Commercial land use designation in support of two (2) citizen-requested land use code amendments to permit car washes and mini-storage in the Local Business zoning designation.			
T-2	<b>Chapter 5 – Parks, Recreation &amp; Open Space</b>	City-initiated text amendment to add a park project(s) to the Capital Project List including improvements to North Cove Park, the Hartford Road Walking Path and Lundein Park.			
T-3	<b>Chapter – 8 Capital Facilities</b>	City-initiated text amendments to add park and road projects to the Capital Project List and 6-year Capital Improvement Plan.			
T-4	<b>Placeholder</b>	Placeholder to address any inconsistencies identified during docket review process.			
T-5	<b>Appendices</b>	Update Appendix A – SEPA Addendum # 10 and FEIS Addendum # 2 (Center Subarea) to be prepared as environmental review for the 2017 Docket.			
T-6	<b>Update Dates &amp; Table of Contents</b>	Update dates, cover, footers, Executive Summary and Table of Contents as needed.			
<b>POTENTIAL DOCKET ITEMS</b>					
Council may add items to the Docket based on recommendation from Planning Commission, discussion of proposed amendments and / or public testimony					

## Attachment 2



# 2017 Comprehensive Plan Docket Ratification T-2 Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated text amendment to the Comprehensive Plan (**LUA2016-0016**).

Summary
<b>Location in Comprehensive Plan:</b> Chapter 5 - Parks, Recreation & Open Space Element
<b>Proposed Change(s):</b> City-initiated placeholder to add, describe and update the status of parks projects in Chapter 5 and on the Capital Project List, including improvements to North Cove Park, the Hartford Walking Path and Lundeen Park.
<b>Applicant:</b> City of Lake Stevens Planning & Community Development

**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The proposed revisions to Chapter 5 are not designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The proposed revisions will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? <b>Discussion:</b> The city evaluates amendments to the Capital Facilities plan annually to ensure appropriate projects are identified.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. This is a Planning and Community Development department function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X

<p>6. All of the following:</p> <p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> The amendments will follow selected goals and policies of the current Comprehensive Plan's Park and Capital Facilities Element.</p> <ul style="list-style-type: none"> <li>• 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;</li> <li>• Goal 5.5 maintain park facilities to maximize life of the facilities and to provide an attractive and pleasing environment for users;</li> <li>• 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;</li> <li>• Goal 9.4 provide needed capital improvements to maintain adopted levels of service.</li> </ul>	X	
<p>b. The public interest is best served by considering the proposal in the current year rather than delaying consideration to a later subarea plan review or plan amendment process.</p> <p><b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. There is not a need to postpone review of the request.</p>	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		

## Attachment 3



# 2017 Comprehensive Plan Docket Ratification T-2 Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated text amendment to the Comprehensive Plan (**LUA2016-0016**).

Summary
<b>Location in Comprehensive Plan:</b> Chapter 5 - Parks, Recreation & Open Space Element
<b>Proposed Change(s):</b> City-initiated placeholder to add, describe and update the status of parks projects in Chapter 5 and on the Capital Project List, including improvements to North Cove Park, the Hartford Walking Path and Lundeen Park.
<b>Applicant:</b> City of Lake Stevens Planning & Community Development

**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The proposed revisions to Chapter 5 are not designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The proposed revisions will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? <b>Discussion:</b> The city evaluates amendments to the Capital Facilities plan annually to ensure appropriate projects are identified.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. This is a Planning and Community Development department function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X

<p>6. All of the following:</p> <p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> The amendments will follow selected goals and policies of the current Comprehensive Plan's Park and Capital Facilities Element.</p> <ul style="list-style-type: none"> <li>• 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;</li> <li>• Goal 5.5 maintain park facilities to maximize life of the facilities and to provide an attractive and pleasing environment for users;</li> <li>• 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;</li> <li>• Goal 9.4 provide needed capital improvements to maintain adopted levels of service.</li> </ul>	X	
<p>b. The public interest is best served by considering the proposal in the current year rather than delaying consideration to a later subarea plan review or plan amendment process.</p> <p><b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. There is not a need to postpone review of the request.</p>	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		

## Attachment 4



# 2017 Comprehensive Plan Docket Ratification T-3 Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 28, 2017

**SUBJECT:** City-initiated text amendment to the Comprehensive Plan (**LUA2016-0016**).

Summary
<b>Location in Comprehensive Plan:</b> Chapter 9 - Capital Facilities Element
<b>Proposed Change(s):</b> Placeholder for city-initiated text amendments to add, update and describe park and road projects to the Capital Project List and 6-year Capital Improvement Plan.
<b>Applicant:</b> City of Lake Stevens Planning & Community Development

**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The proposed revisions to Chapter 8 are not designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The proposed revisions will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? <b>Discussion:</b> The city evaluates amendments to the Capital Facilities plan annually to ensure appropriate projects are identified.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. This is a Planning and Community Development department function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X
6. All of the following:	X	

<p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> The proposed amendments meet the following selected goals and policies of the current Comprehensive Plan's Parks, Transportation and Capital Facilities Elements.</p> <ul style="list-style-type: none"> <li>• 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;</li> <li>• Goal 5.5 maintain park facilities to maximize life of the facilities and to provide an attractive and pleasing environment for users;</li> <li>• 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;</li> <li>• Goal 8.4 provide a transportation system that supports existing land uses and accommodates anticipated growth;</li> <li>• Goal 8.6 strive for continuous and long term expansions to the trail and pedestrian systems;</li> <li>• Goal 8.7 promote pedestrian and bicycle access to public facilities and centers.</li> <li>• Goal 8.17 maintain, preserve, and operate the existing transportation system in a safe and usable state;</li> <li>• Goal 9.4 provide needed capital improvements to maintain adopted levels of service; and</li> <li>• 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.</li> </ul>		
<p>b. The public interest is be served by considering the proposal in the current year rather than delaying consideration to a later subarea plan review or plan amendment process.</p> <p><b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. There is not a need to postpone review of the request.</p>	<input checked="" type="checkbox"/>	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	<input checked="" type="checkbox"/>	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	<input checked="" type="checkbox"/>	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		

## Attachment 5



# 2017 Comprehensive Plan Docket Ratification T-4 Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated text amendment to the Comprehensive Plan (**LUA2016-0016**).

Summary
<b>Location in Comprehensive Plan:</b> Placeholder
<b>Proposed Change(s):</b> Placeholder to address any inconsistencies identified during the yearly docket review process.
<b>Applicant:</b> City of Lake Stevens Planning & Community Development

**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> Proposed placeholder updates are not designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The proposed placeholder updates will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? <b>Discussion:</b> The city reviews its Comprehensive Plan annually.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. This a Planning and Community Development function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X
6. All of the following:	X	

<p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> The proposed amendments meet the following selected goals and policies of affected Elements.</p> <ul style="list-style-type: none"><li>• Goal 1.1 provide for a consistent review and revision of the comprehensive plan;</li><li>• 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; and</li><li>• Others to be evaluated as needed</li></ul>		
<p>b. The public interest is served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process.</p> <p><b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. There is not a need to postpone review of the request.</p>	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		



**2017 Comprehensive Plan  
Docket Ratification  
T-5 Staff Summary  
Lake Stevens City Council & Planning Commission**

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated text amendment to the Comprehensive Plan (**LUA2016-0016**).

<b>Summary</b>
<b>Location in Comprehensive Plan:</b> Appendices
<b>Proposed Change(s):</b> Update Appendix A – SEPA Addendum #10 to be prepared as environmental review for 2017 Docket and FEIS Addendum #2 to be prepared as environmental review for the Chapel Hill Property Land Use Amendment / Rezone (LUA2017-0017 and -0018) within the City of Lake Stevens Center Subarea.
<b>Applicant:</b> City of Lake Stevens Planning & Community Development

**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

<b>Ratification Review – Decision Criteria</b>	<b>Yes</b>	<b>No</b>
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The preparation of a SEPA addendum will not be designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The SEPA addendum will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? <b>Discussion:</b> The city reviews its Comprehensive Plan annually.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. This is a Planning and Community Development function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X

<p>6. All of the following:</p> <p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> The SEPA addendum will fulfill the following selected goals and policies of the current Comprehensive Plan's Introductory Element.</p> <ul style="list-style-type: none"> <li>• Goal 1.1 provide for a consistent review and revision of the comprehensive plan; and</li> <li>• 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.</li> </ul>	X	
<p>b. The public interest is best served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process.</p> <p><b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. There is not a need to postpone review of the request.</p>	X	

<b>Recommendation</b>	<b>Yes</b>	<b>No</b>
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		



# 2017 Comprehensive Plan Docket Ratification

## T-6 Staff Summary

Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated text amendment to the Comprehensive Plan (**LUA2016-0016**).

Summary
<b>Location in Comprehensive Plan:</b> Updates to dates, covers, footers, the Executive Summary and the Table of Contents as needed.
<b>Proposed Change(s):</b> Updates to dates, covers, footers, the Executive Summary and the Table of Contents as needed.
<b>Applicant:</b> City of Lake Stevens Planning & Community Development

**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> Proposed text updates are not designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The proposed text updates will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? <b>Discussion:</b> The city reviews its Comprehensive Plan annually.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. This a Planning and Community Development function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X

<p>6. All of the following:</p> <p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> The proposed text updates fulfill the following selected goals and policies of affected Elements.</p> <ul style="list-style-type: none"> <li>• Goal 1.1 provide for a consistent review and revision of the comprehensive plan;</li> <li>• 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; and</li> <li>• Others to be evaluated as needed</li> </ul>	X	
<p>b. The public interest is served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process.</p> <p><b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. There is not a need to postpone review of the request.</p>	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		

## Attachment 6



# 2017 Comprehensive Plan Docket Ratification M-1 - Staff Summary

Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated map amendment and text amendments to the Comprehensive Plan.

<b>Summary</b>	
<b>Location in Comprehensive Plan:</b> Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text amendments.	
<b>Proposed Change(s):</b> City request to change the land use designation for four (4) parcels totaling approximately 4.14 acres adjacent to 99 <sup>th</sup> Avenue from Commercial and Mixed Use Neighborhood to Public / Semi-Public to support new civic buildings ( <b>LUA2017-0017</b> ). The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the four (4) subject parcels from Business District and Mixed Use Neighborhood to the Public / Semi-Public zoning designation ( <b>LUA2017-0018</b> ).	
<b>Applicant:</b> City of Lake Stevens	<b>Property Location(s):</b> 26 99 <sup>th</sup> Avenue NE, Lake Stevens, WA
<b>Existing Land Use Designations</b>	<b>Proposed Land Use Designation</b>
Commercial and Mixed Use	Public / Semi-Public
<b>Existing Zoning Districts</b>	<b>Proposed Zoning District</b>
Business District and Mixed Use Neighborhood	Public / Semi-Public

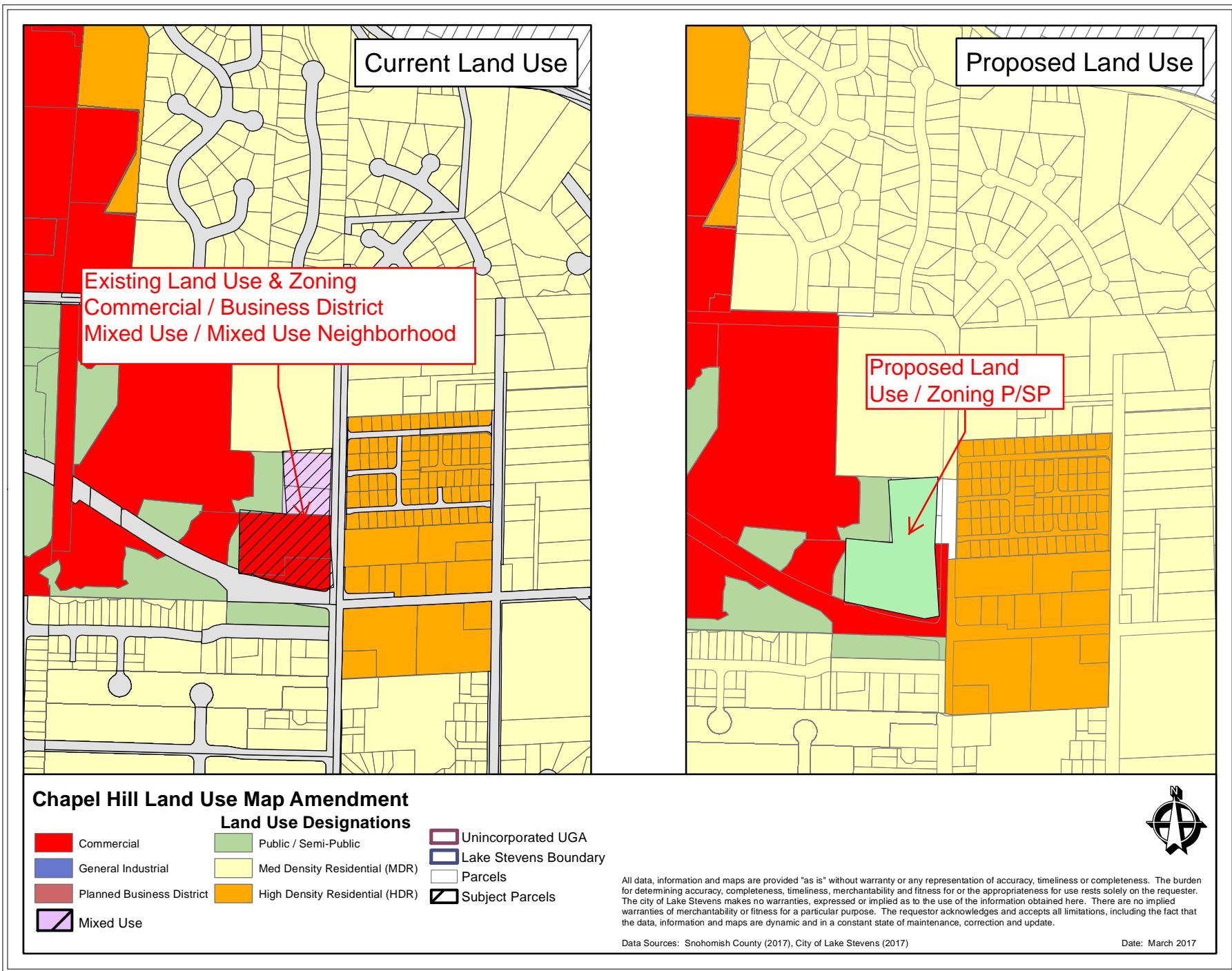
**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

<b>Ratification Review – Decision Criteria</b>	<b>Yes</b>	<b>No</b>
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The proposed land use map change is not designed to implement a development regulation or program.	X	

2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The proposed land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
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. <b>Discussion:</b> The land use designation for the subject properties has not been considered previously.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X
6. All of the following: a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b> <b>Discussion:</b> the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Housing Elements. <ul style="list-style-type: none"><li>• Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens;</li><li>• Goal 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses;</li><li>• 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; and</li><li>• 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.</li></ul>	X	

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.  <b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. The city is not considering a subarea plan or other amendments for the property; therefore, there is not a need to postpone review of the request to ensure consistent land use designations in the area.	X	
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Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		



## Attachment 7



# 2017 Comprehensive Plan Docket Ratification M-2 - Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated map amendment and text amendments to the Comprehensive Plan.

<b>Summary</b>	
<b>Location in Comprehensive Plan:</b> Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text amendments.	
<b>Proposed Change(s):</b> City request to change the land use designation for two (2) parcels totaling approximately 7.63 acres adjacent to Soper Hill Road from Medium Density Residential to Public / Semi-Public to support park activities ( <b>LUA2017-0050</b> ). The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the two (2) subject parcels from Urban Residential to the Public / Semi-Public zoning designation ( <b>LUA2017-0054</b> ).	
<b>Applicant:</b> City of Lake Stevens	<b>Property Location(s):</b> 2424 and 2420 Soper Hill Road, Lake Stevens, WA
<b>Existing Land Use Designations</b>	<b>Proposed Land Use Designation</b>
Medium Density Residential	Public / Semi-Public
<b>Existing Zoning Districts</b>	<b>Proposed Zoning District</b>
Urban Residential	Public / Semi-Public

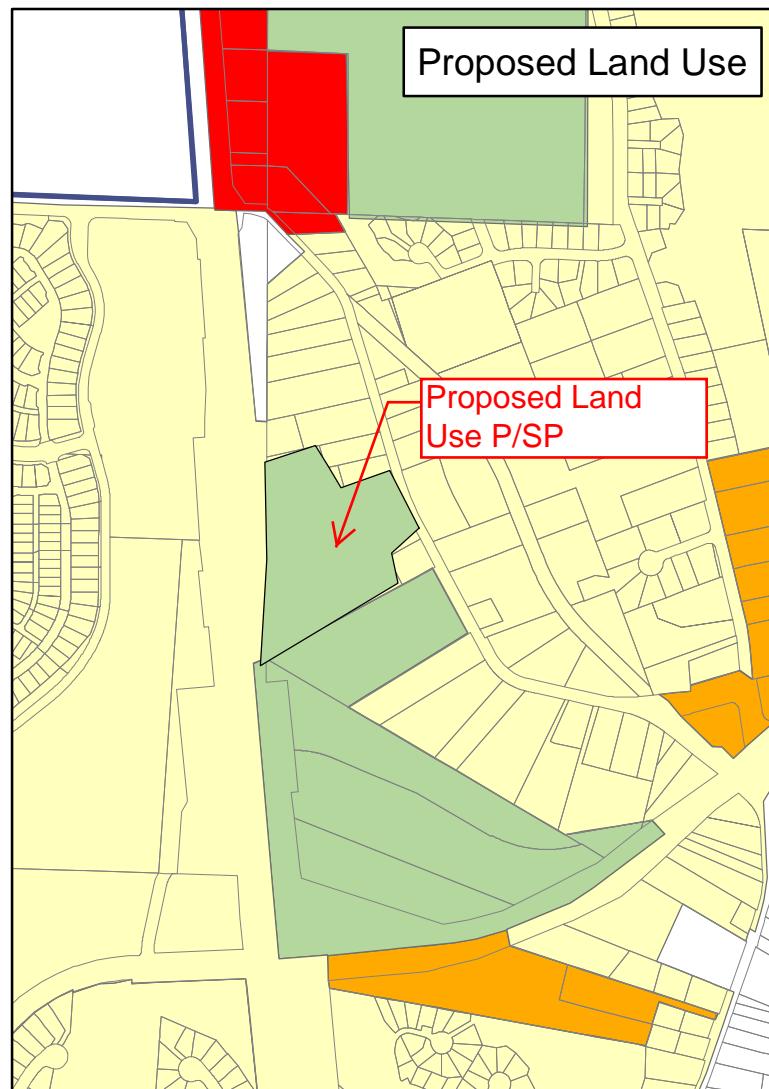
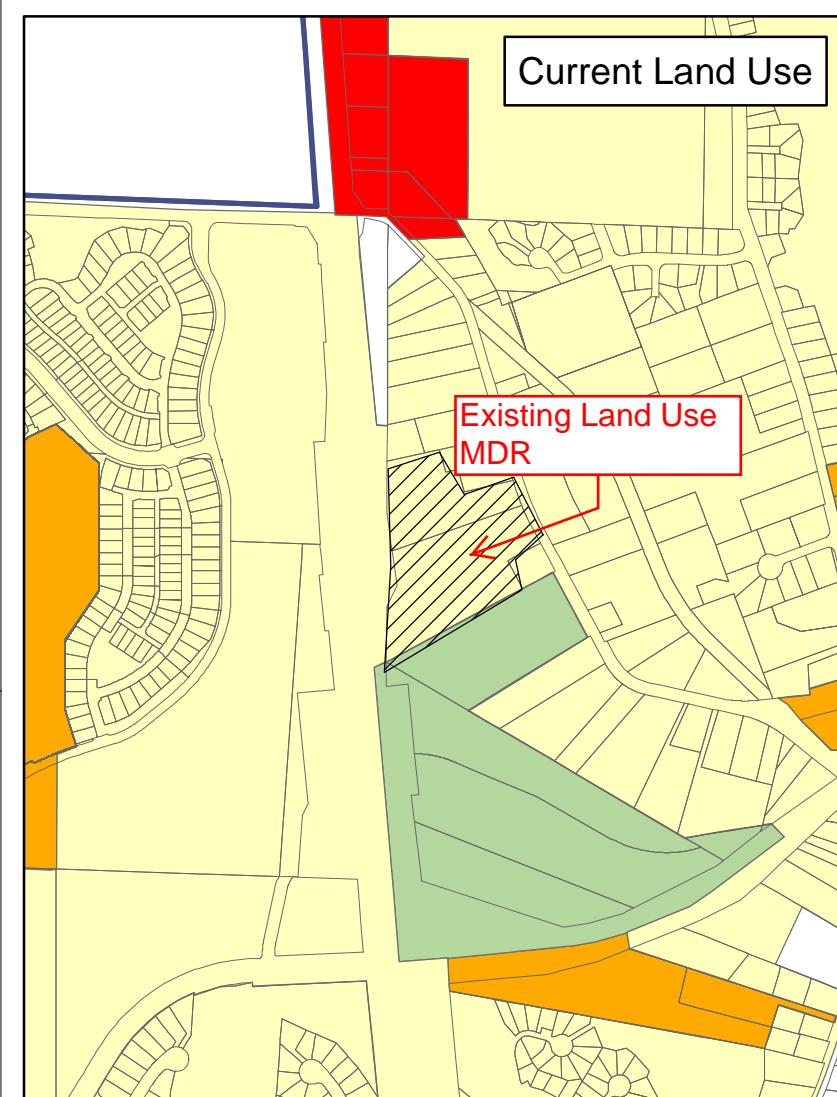
**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

<b>Ratification Review – Decision Criteria</b>	<b>Yes</b>	<b>No</b>
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The proposed land use map change is not designed to implement a development regulation or program.	X	

<p>2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws?</p> <p><b>Discussion:</b> The proposed land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.</p>	X	
<p>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.</p> <p><b>Discussion:</b> The land use designation for the subject properties has not been considered previously.</p>	X	
<p>4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment?</p> <p><b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function.</p>	X	
<p>5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b></p>		X
<p>6. All of the following:</p> <p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Housing Elements.</p> <ul style="list-style-type: none"> <li>• Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens;</li> <li>• Goal 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses;</li> <li>• 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; and</li> <li>• 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.</li> </ul>	X	

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.  <b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. The city is not considering a subarea plan or other amendments for the property; therefore, there is not a need to postpone review of the request to ensure consistent land use designations in the area.	X	
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Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		



### Eagle Ridge Land Use Map Amendment

#### Land Use Designations

Commercial	Unincorporated UGA
General Industrial	Lake Stevens Boundary
Planned Business District	Med Density Residential (MDR)
	Parcels
	Subject Parcels
	High Density Residential (HDR)



All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requestor. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomish County (2017), City of Lake Stevens (2017)

Date: March 2017

## Attachment 8

# **ADDENDUM NO. 10 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS**

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

**Adoption of Two Map Amendments and Text Revisions to  
Chapter 2 Land Use Element, Chapter 5 Parks, Recreation  
and Open Space Element, Chapter 9 Capital Facilities  
Element, Appendices and Covers, Footers, Dates, and Table  
of Contents pursuant to the 2017 Docket**



**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: November 9, 2017**

## **ADDENDUM #10 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS**

### **FACT SHEET**

#### **ADDENDUM NO. 10 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS**

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

##### **Proposed Non-Project Action:**

Under the Growth Management Act, the city of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2017 Docket, including two city-initiated map amendments (with concurrent rezones), city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

Planning and Community Development prepared this Addendum No. 10 to the City of Lake Stevens Integrated 2005 Comprehensive Plan and Final Environmental Impact Statement (FEIS) issued July 17, 2006 along with an adoption of existing environmental documents.

##### **Description of Proposal:**

The 2017 Docket contains two map amendments, text amendments and minor administrative amendments to the city of Lake Stevens Comprehensive Plan.

RCW 36.70A.130 allows amendments to the Comprehensive Plan once per year, with some exceptions. The following actions comprise the City's annual changes to its Comprehensive Plan:

**Title Page and Table of Contents** – Updates to the title page, header and footers and table of contents as needed with final draft (**Exhibit 1**).

**Chapter 2 – Land Use Element** – The following-described text amendments and updates to applicable Figures and Tables to reflect the adoption of two city-initiated map amendments (**Exhibit 2**):

- LU-10 – Revised narrative related to Downtown Plan and Planned Business District;
- LU-13 – Update Figure 2.3 City Land Use Map
  - Chapel Hill Properties – City request to change the land use designation of four parcels adjacent to 99<sup>th</sup> Avenue and Chapel Hill Road from Commercial and Mixed Use Neighborhood to Public / Semi-Public to support new civic buildings. The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the subject parcels to the Public / Semi-Public zoning designation. The subject properties are located within the city's Lake Stevens Center Subarea and are subject to a SEPA addendum to the Final Environmental Impact Statement established for the subareas (**Exhibit 3**).

## ADDENDUM #10 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

- Eagle Ridge Park Properties City request to change the land use designation for two (2) parcels adjacent to Soper Hill Road from Medium Density Residential to Public / Semi-Public to support park activities. The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the two (2) subject parcels to the Public / Semi-Public zoning designation.
- LU-21 – Update Development Trends narrative for residential development;
- LU-22 – Update Figure 2.4 Development Trends Map;
- LU-23 – Update Development trends narrative for industrial development

**Chapter 5 – Parks, Recreation and Open Space Element** - City-initiated text amendments to add park projects(s) to the Capital Project List for improvements to North Cove Park and Lundeen Park (**Exhibit 4**).

- P-4 – Revised narrative for inventory of park facilities;
- P-6 – Update Figure 5.1 to include new neighborhood parks (e.g., Frontier Heights and 20<sup>th</sup> Street Ballfields);
- P-7 – Update description of Cavelero Park planning;
- P-11 – Add description for Frontier Heights and the 20<sup>th</sup> Street SE Ballfields;
- P-12 – Update Table 5.3 to add information for Frontier Heights and the 20<sup>th</sup> Street SE Ballfields;
- P-13 – Revised narrative describing neighborhood park needs;
- P-14 – Update Figure 5.3 Neighborhood Park Distribution;
- P-29 – Update acquisition project narratives;
- P-31 through P-36 – Update capital project descriptions;

**Chapter 9 – Capital Facilities Element** – City-initiated text amendment to add park and road projects to the Capital Facilities Plan that will include the following additions (**Exhibit 5**):

- CF-7 – Update the Public facilities Map;
- CF-30 – Update Table 9.1 Capital Facilities Program; and
- CF-38 – Update Table 9.2 Six Year Capital Improvement Plan

**Appendices** – Updates to the following sections:

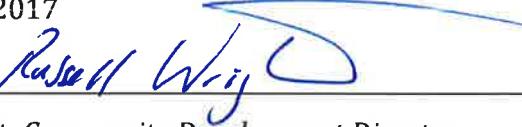
- **Appendix A** – Add this document as “Addendum No. 10”.

### Purpose of the FEIS Addendum:

This addendum and adoption of existing environmental documents is to add information relating to the 2017 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 (July 2006) and FEIS (July 17, 2006). The City

## ADDENDUM #10 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

has considered the impacts of the proposed programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS 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 2017 Comprehensive Plan Docket.

<b>Location of Proposal:</b>	City of Lake Stevens
<b>Proponent:</b>	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258
<b>Lead Agency:</b>	(425) 377-3235
<b>Required Approvals:</b>	Adoption of 2017 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
<b>Circulation:</b>	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
<b>Comment:</b>	No comment period is required for this addendum.
<b>Contact Person:</b>	Russell Wright, <i>Community Development Director</i> (425) 212-3315 or <a href="mailto:rwright@lakestevenswa.gov">rwright@lakestevenswa.gov</a>
<b>Date of Issuance:</b>	November 9, 2017
<b>Responsible Official:</b>	Signature:  Russell Wright, <i>Community Development Director</i>
<b>Public Hearing:</b>	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.
<b>Documents:</b>	All application materials and staff documents are available at the Permit Center upon request.

### Exhibit List:

1. Administrative Amendments
2. Chapter 2 Amendments
3. SEPA Addendum #3 to the FEIS for the Subareas
4. Chapter 5 Amendments
5. Chapter 9 Amendments

## Attachment 9

# **ADDENDUM NO. 3 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS**

## **TO THE CITY OF LAKE STEVENS FINAL ENVIRONMENTAL IMPACT STATEMENT (FEIS) FOR THE CENTER SUBAREA PLAN**

### **Adoption of a Proposed Map Amendment and Concurrent Rezone with the 2017 Comprehensive Plan Docket**



**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: November 9, 2017**

## **ADDENDUM #3 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE LAKE STEVENS CENTER SUBAREA PLAN**

### **FACT SHEET**

#### **ADDENDUM NO. 3 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE LAKE STEVENS CENTER SUBAREA PLAN**

##### **Proposed Non-Project Action:**

Under the Growth Management Act, the City of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2017 Docket, including two city-initiated map amendments (with concurrent rezones), city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

City request to change the land use designation of four parcels adjacent to 99<sup>th</sup> Avenue and Chapel Hill Road from Commercial and Mixed Use Neighborhood to Public / Semi-Public to support new civic buildings (**Attachment 1**). The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the subject parcels to the Public / Semi-Public zoning designation. The subject properties are located within the city's Lake Stevens Center Subarea and are subject to a SEPA addendum to the Final Environmental Impact Statement established for the subareas.

The Lake Stevens Center Subarea was the subject of a Final Environmental Impact Statement (FEIS) and subsequent adoption by Ordinance #877 (October 2012). The FEIS amended and became an element of the Lake Stevens Comprehensive Plan in 2012. The FEIS includes goals, policies, maps and design guidelines that are reflected in Chapter 14.38 of Lake Stevens Municipal Code (LSMC). The city has determined that the proposed map amendment and concurrent rezone as described above will not significantly alter the analysis of alternatives considered in the FEIS for the Center Subarea, including the planned action thresholds. No updates to the currently adopted FEIS are proposed.

Planning and Community Development has prepared this Addendum No. 3 to the City of Lake Stevens 2012 FEIS for the Center Subarea Plan along with an adoption of existing environmental documents.

##### **Purpose of the FEIS Addendum:**

This addendum and adoption of existing environmental documents is to add information relating to the 2012 Final Environmental Impact Statement (FEIS) for the Lake Stevens Center Subarea Plan. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the City's Center Subarea FEIS or the adopting Ordinance #877 (October 2012). The City has considered the impacts of the proposed

**ADDENDUM #3 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL  
IMPACT STATEMENT FOR THE LAKE STEVENS CENTER SUBAREA PLAN**

programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS 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 2017 Comprehensive Plan Docket.

<b>Location of Proposal:</b>	City of Lake Stevens
<b>Proponent:</b>	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258
<b>Lead Agency:</b>	(425) 377-3235
<b>Required Approvals:</b>	Adoption of 2017 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
<b>Circulation:</b>	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
<b>Comment:</b>	No comment period is required for this addendum.
<b>Contact Person:</b>	Russell Wright, <i>Community Development Director</i> (425) 212-3315 or <a href="mailto:rwright@lakestevenswa.gov">rwright@lakestevenswa.gov</a>
<b>Date of Issuance:</b>	November 9, 2017
<b>Responsible Official:</b>	Signature:  Russell Wright, <i>Community Development Director</i>
<b>Public Hearing:</b>	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.
<b>Documents:</b>	All of the application materials and staff documents are available at the Permit Center. Electronic copies may be requested.
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Chapel Hill Properties map</li></ol>

# ATTACHMENT 1

City of Lake Stevens  
City Council Workshop & Special Meeting 1-22-2018  
Page 196

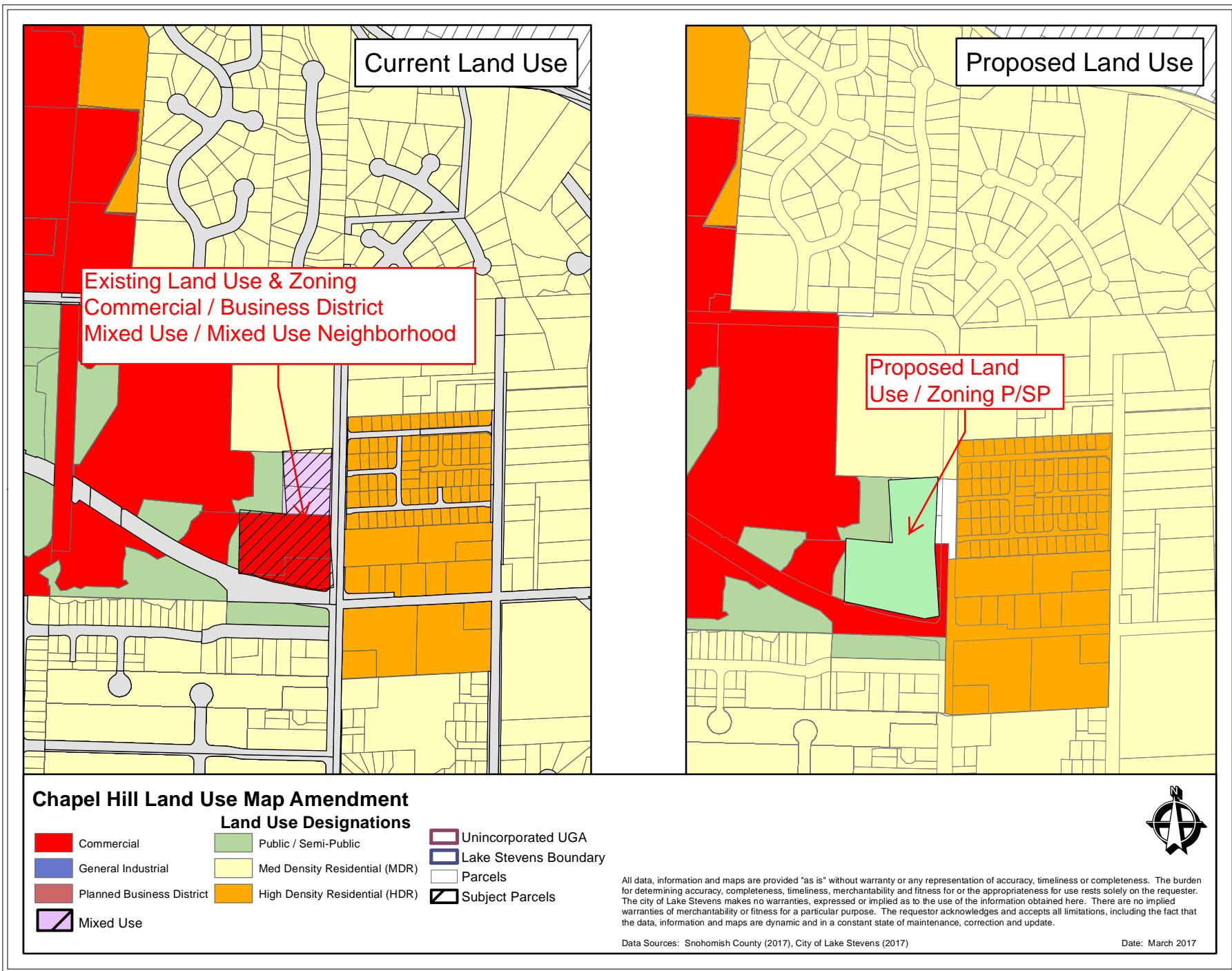


Exhibit 3



**Planning & Community Development**  
1812 Main Street  
P.O. Box 257  
Lake Stevens, WA 98258

January 3, 2018

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

**RE: Planning Commission Recommendation 2017 Comprehensive Plan**

**Commissioners Present:** Jennifer Davis, Janice Huxford, Vicki Oslund, and Karim Ali  
**Commissioners Absent:** Linda Hoult, Tracy Trout

**PLANNING COMMISSION PUBLIC HEARING**

Planning and Community Development staff presented the 2017 Docket and responded to questions and comments from the Planning Commission. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. No public comment was received. Staff concluded that each amendment met the approval criteria of the Comprehensive Plan and the Growth Management Act (GMA). Provided below is a synopsis of each amendment

1. T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element, which would revise the narrative for downtown, update the land use map, update development trends (and the associated map) for residential development, and update the development trends for industrial development.
2. T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would add park projects to the Capital Project List for improvements to North Cove Park, Lundein Park among others. The amendments would also revise narratives throughout the Element, update figures, and add/update park planning descriptions.
3. T-3 - The city is proposing a text amendment to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element. The amendments would also update the public facilities map and project tables in the chapter.
4. T-4 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including updating the dates on the cover, the Executive Summary and Title Page, Appendices (including SEPA Addendums), and Table of Contents as needed.

The two city-initiated map amendments and concurrent rezone applications include:

1. M-1 – Chapel Hill Properties Map Amendment - A city request (LUA2017-0017) to change the land use designation of four (4) parcels off 99th Avenue and Chapel Hill Road from Commercial and Mixed-Use Neighborhood to Public / Semi-Public to support new civic buildings. The city will process a concurrent rezone to change the zoning designation of the subject parcels to Public / Semi-Public. The subject properties are located within the city's Lake Stevens Center Subarea.
2. M-2 – Eagle Ridge Park Map Amendment - The second city request (LUA2017-0050) is to change the land use designation for two (2) parcels off Soper Hill Road from Medium Density Residential to Public/Semi-Public to support park activities. The city will process a concurrent rezone to change the zoning designation of the two (2) subject parcels to the Public/Semi-Public zoning district.

#### FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report, dated January 3, 2018, and concludes that the proposed amendments fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan; and
3. The Docket complies with the Growth Management Act.

#### PLANNING COMMISSION RECOMMENDATIONS

Commissioner Davis made a motion to forward a recommendation to the City Council to approve the 2017 Comprehensive Plan Amendments. Commissioner Ali seconded the motion.

Motion passed 4-0-0-2.

Respectfully Submitted,

Original on File

Janice Huxford, Chair



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Date:** January 22, 2018

**Subject:** Chapel Hill Properties Rezone (LUA2017-0018)

**Contact Person/Department:** Russ Wright, Community  
Development Director  
Melissa Place, Senior Planner

**Budget Impact:** None

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

1. **Second reading for Ordinance No. 1012** related to the Chapel Hill Properties Rezone (LUA2017-0018).
2. **Motion to approve second reading and adoption of Ordinance No. 1012**, Amending the Official Zoning Map, enacted by Ordinance No. 993; Approving the Chapel Hill Properties Rezone (City File No. LUA2017-0018) adjacent to 99<sup>th</sup> Avenue NE, rezoning four parcels totaling approximately 4.14 Acres from Business District and Mixed Use Neighborhood to Public/Semi-Public as a concurrent land use action (**Exhibit 1**).

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**SUMMARY:**

This is a second reading of Ordinance No. 1012 related to the Chapel Hill Properties Rezone (LUA2017-0018).

**BACKGROUND/HISTORY:**

The City of Lake Stevens requested a comprehensive plan map change and concurrent rezone to change the land use designation for approximately four parcels off 99<sup>th</sup> Avenue NE and Chapel Hill Road, within the Lake Stevens Center Subarea, from Commercial and Mixed Use Neighborhood to Public/Semi-Public with a rezone from Business District and Mixed Use Neighborhood to the Public/Semi-Public zone to support new civic buildings.

The properties to the north of the entire study area are zoned Urban Residential and currently support residential uses. The properties to the east of the study area across 99<sup>th</sup> Avenue NE are zoned High Urban Residential and support residential uses. The properties to the south are zoned Public/Semi-Public and support a fire station. The properties to the west are zoned Public/Semi-Public, Business District, and Commercial and support commercial and office uses. Chapel Hill Road is directly south of the study area and 99<sup>th</sup> Avenue NE abuts the study area to the east.

Area-wide rezones are Type VI applications subject to a recommendation from the Planning Commission to City Council, per Chapter 14.16B LSMC, Part VI. The city has generated a SEPA Addendum to the FEIS for the Lake Stevens Center Subarea and traffic analyses to determine the viability of the rezone. Staff has determined that the proposed rezone from Business District and Mixed Use Neighborhood to the Public/Semi-Public district is consistent with the environmental and traffic models prepared for the Subarea FEIS.

The proposed Comprehensive Plan land use map amendment and proposed rezone were sent to the Washington Department of Commerce on November 9, 2017 for the required 60-day review by State agencies. The City received documentation on November 13, 2017 of completion of the procedural requirement from Commerce. A SEPA Addendum and Adoption of Existing Documents was issued for the overall Docket on November 9, 2017. A SEPA Addendum and Adoption of Existing Documents to the Final Environmental Impact Statement (FEIS) for the Lake Stevens Center Subarea was issued on November 9, 2017. The Planning Commission's recommendation for the proposed Land Use Change and Rezone from their January 3, 2018 public hearing will be provided to City Council at or prior to the Council's January 9, 2018 meeting. City staff provided public notice for all actions by a combination of publications in the Everett Herald, direct mailings, updating the website, posting the site and posting city bulletin boards.

The city has not received public comments concerning the proposed rezone to date. Staff held two briefings with the Planning Commission in February and March of 2017 to discuss the land use changes and rezones. City Council was briefed on this land use change and rezone in April and November of 2017. The Planning Commission staff report for January 3, 2018 public hearing is attached as **Exhibit 2**.

#### **FINDINGS AND CONCLUSIONS:**

The Planning Commission is recommending approval of the Chapel Hill Properties Rezone following the rezone criteria of LSCM 14.16C.090 and has forwarded a letter (**Exhibit 2**) to the City Council recommending approval of the proposal based on the findings and conclusions contained in the staff report (**Exhibit 3**).

The City Council held a public hearing and first reading of the ordinance at their January 9, 2018 meeting. The January 22, 2018 reading is a second reading, as adoption may not occur prior to the end of the 60-day review by State agencies. City Council closed the public hearing on January 9th and there was consensus to place the second reading and consideration of the ordinance on the consent agenda for the January 22nd meeting.

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**APPLICABLE CITY POLICIES:** Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code

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**BUDGET IMPACT:** There is not a budget impact.

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#### **EXHIBITS (attached):**

**Exhibit 1 – DRAFT Ordinance No. 1012**

**Exhibit 2 – Planning Commission Recommendation Letter**

**Exhibit 3 – Planning Commission Staff Report**

## EXHIBIT 1

**CITY OF LAKE STEVENS  
Lake Stevens, Washington**

**ORDINANCE NO. 1012**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, AMENDING THE OFFICIAL ZONING MAP, ENACTED BY ORDINANCE NO. 993; APPROVING THE CHAPEL HILL PROPERTIES REZONE (CITY FILE NUMBER LUA2017-0018) ADJACENT TO 99<sup>TH</sup> AVENUE NE AND CHAPEL HILL ROAD BY REZONING FOUR PARCELS TOTALING APPROXIMATELY 4.14 ACRES FROM BUSINESS DISTRICT AND MIXED USE NEIGHBORHOOD TO PUBLIC/SEMI-PUBLIC AS A CONCURRENT LAND USE ACTION WITH THE 2017 COMPREHENSIVE PLAN DOCKET ITEM M-1 PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, on April 11, 2017, the Lake Stevens City Council enacted Ordinance No. 993 adopting an updated Official Zoning Map; and

**WHEREAS**, the 2017 Comprehensive Plan Docket, ratified by Resolution No. 2017-07, includes the city-initiated Chapel Hill Properties amendment (M-1 – LUA2017-0018), which would change the land use designation for four parcels, containing approximately 4.14 acres located adjacent to 99<sup>th</sup> Avenue NE and Chapel Hill Road, from Commercial and Mixed Use Neighborhood to Public/Semi-Public on the official Comprehensive Plan Land Use Map; and

**WHEREAS**, the concurrent rezone includes the four parcels subject to the land use map amendment, identified by parcel numbers 00493400500301, 00493400500303, 00493400500302, and 00493400500403 and would change the zoning designations from Business District and Mixed Use Neighborhood to Public/Semi-Public;

**WHEREAS**, Section 14.16C.090 of the Lake Stevens Municipal Code (LSMC) sets forth the process for rezone applications; and

**WHEREAS**, pursuant to LSMC 14.16C.090, the rezone is a minor map amendment, as there are less than five parcels involved and is considered an area-wide rezone because the proposed changes require a Comprehensive Plan Amendment; and

**WHEREAS**, on November 9, 2017, the City submitted the proposed 2017 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement on November 13, 2017; and

**WHEREAS**, on November 9, 2017, the City issued a State Environmental Policy Act (SEPA) Addendum No. 10 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the School District DNS by reference; and

**WHEREAS**, on November 9, 2017, the City issued a State Environmental Policy Act (SEPA) Addendum No. 3 to the Lake Stevens Center Subarea Plan Final Environmental Impact Statement;

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

**WHEREAS**, the Lake Stevens Planning Commission, after review of the proposed 2017 Comprehensive Plan land use map, zoning change requests, text and figure amendments, held a duly noticed public hearing on January 3, 2018, and all public testimony was given full consideration; and

**WHEREAS**, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2017 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on January 9, 2018; and

**WHEREAS**, area-wide rezones are Type VI legislative decision per Table 14.16A-I as found in Chapter 14.16A LSMC, which requires recommendation from the Planning Commission to City Council, based on written findings and conclusions, supported by evidence from an open-record hearing; and

**WHEREAS**, the Planning Commission provided the City Council with a recommendation letter along with findings and conclusions to approve the rezone request pursuant to LSMC 14.16B.645 as the proposed rezone meets the legal criteria for approving a rezone as set forth in LSMC 14.16C.090 and applicable State requirements; and

**WHEREAS**, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth as part of the 2017 Docket were considered concurrently to ascertain the cumulative effect of the proposals.

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

**Section 1.** The City Council hereby adopts and incorporates by reference the findings and conclusions for approving a rezone, pursuant to LSMC 14.16C.090, set forth in the Planning Commission's recommendation letter, dated January 3, 2018 and the staff report, dated January 3, 2018.

**Section 2.** The City Council makes the following conclusions based on the entire record of this proceeding, including all testimony and exhibits:

- A. The open record public hearing of the Planning Commission and the open record public hearing of the City Council satisfy the public participation requirements of Chapter 14.16A LSMC.
- B. The SEPA process conducted for this ordinance satisfies the requirements of the State Environmental Policy Act codified in Chapter 43.21C RCW as implemented by Chapter 197-11 WAC and Title 16 LSMC.
- C. The zoning map amendment adopted by this ordinance complies with the Growth Management Act (Chapter 36.70A RCW).
- D. The zoning map amendment adopted by this ordinance is consistent with the adopted Lake Stevens Comprehensive Plan per Ordinance No. 1011.

**Section 3.** The Official Zoning Map is hereby amended by rezoning parcels 00493400500301, 00493400500303, 00493400500302, and 00493400500403 to Public/Semi-Public (P/SP) as depicted in **Exhibit A attached hereto and incorporated by this reference**.

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

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

**PASSED** by the City Council of the City of Lake Stevens this 22<sup>nd</sup> day of January, 2018.

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John Spencer, Mayor

ATTEST/AUTHENTICATION:

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Kathy Pugh, City Clerk

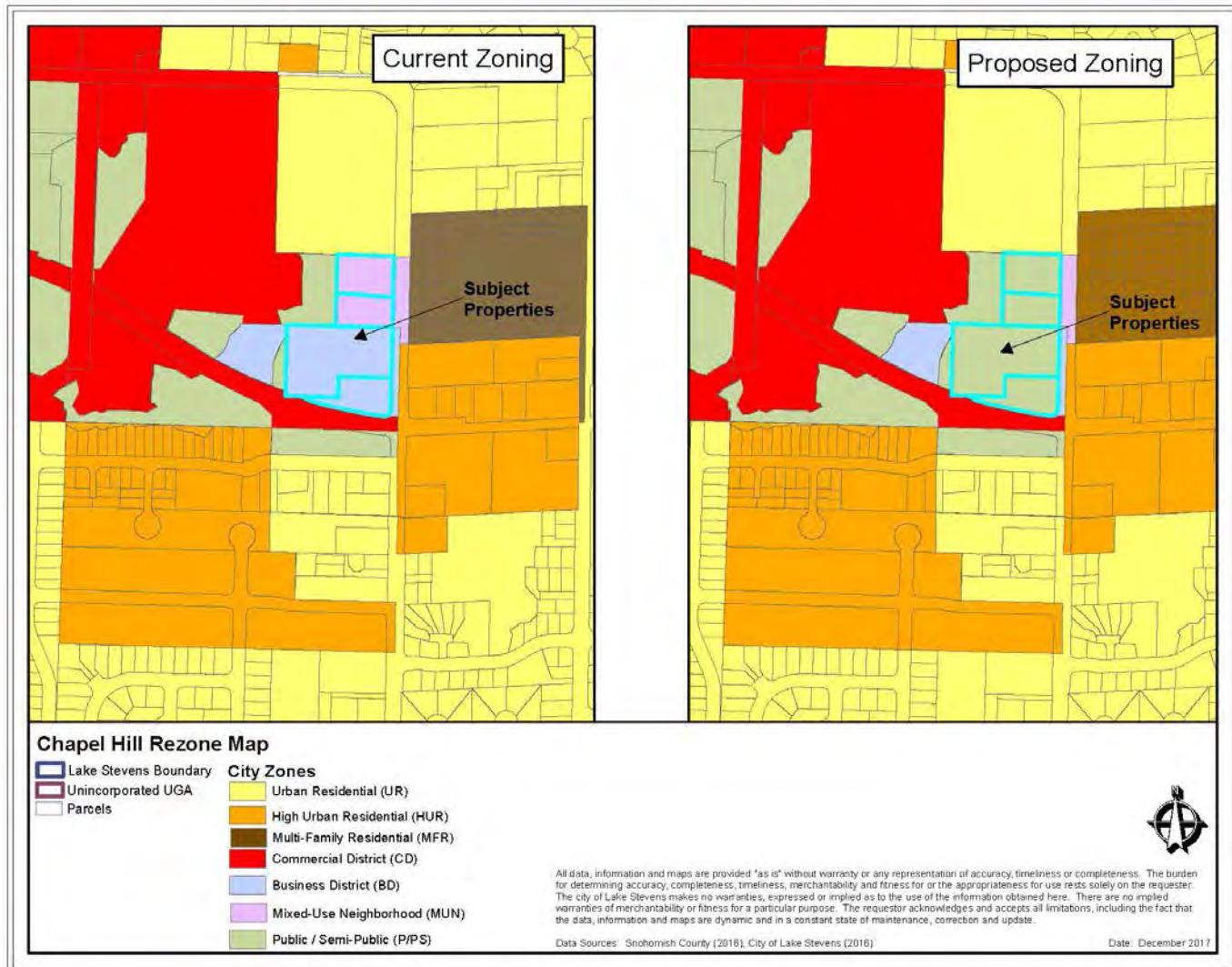
APPROVED AS TO FORM:

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Grant K. Weed, City Attorney

First Reading: January 9, 2018  
Second Reading: January 22, 2018  
Published:  
Effective Date:

## EXHIBIT A



## EXHIBIT 2



**Planning & Community Development**  
1812 Main Street  
P.O. Box 257  
Lake Stevens, WA 98258

January 3, 2018

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

### **RE: Planning Commission Recommendation Chapel Hill Rezone**

**Commissioners Present:** Jennifer Davis, Janice Huxford, Vicki Oslund, and Karim Ali

**Commissioners Absent:** Linda Hoult, Tracy Trout

#### PLANNING COMMISSION PUBLIC HEARING

Planning and Community Development staff presented the Chapel Hill Rezone request as an implementing action of the 2017 Docket and responded to questions and comments from the Planning Commission. Staff discussed the background and overview of the request. The area-wide rezone would change the designation of four (4) parcels off 99th Avenue and Chapel Hill Road from Business District and Mixed Use Neighborhood to the Public/Semi-Public zoning district to support new civic buildings. The subject properties are located within the city's Lake Stevens Center Subarea. No public comment was received. Staff concluded that the amendment met the approval criteria for rezones and the Growth Management Act (GMA). Provided below is a synopsis of each amendment

#### FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report, dated January 3, 2018, and concludes that the proposed amendment meets the following requirements:

1. The Request is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Request meets the criteria for rezones; and
3. The Request complies with the Growth Management Act.

#### PLANNING COMMISSION RECOMMENDATIONS

Commissioner Davis made a motion to forward a recommendation to the City Council to approve the Chapel Hill Rezone. Commissioner Ali seconded the motion. Motion passed 4-0-0-2.

Respectfully Submitted,

Original on File

Janice Huxford, Chair

## EXHIBIT 3



# Type VI Decision Area-wide Rezone

## City of Lake Stevens Planning and Community Development

January 3, 2018

Chapel Hill Properties

LUA2017-0018 M-1

### A. PROJECT DESCRIPTION AND REQUEST

The City of Lake Stevens has requested a comprehensive plan map change and concurrent rezone to change the land use designation for four parcels adjacent to 99th Avenue from Commercial and Mixed Use Neighborhood to Public/Semi-Public with a concurrent rezone from Business District and Mixed Use Neighborhood to the Public/Semi-Public zone to support new civic buildings (Map – **Exhibit 1**).

### B. GENERAL INFORMATION

1. Date of Application: January 2, 2017
2. Property Location: 26 99<sup>th</sup> Ave NE, Lake Stevens, WA / APN's 00493400500301, 00493400500303, 00493400500302, and 00493400500403
3. Total Area of Project: Approximately 4.14 acres (study area)
4. Applicant / Contact: Melissa Place, City of Lake Stevens
5. Comprehensive plan land use designation, zoning designation and existing uses of the site and surrounding area:

AREA	LAND USE DESIGNATION	ZONING	EXISTING USE
Project Site	Commercial and Mixed Use Neighborhood	Business District and Mixed Use Neighborhood	Undeveloped & Residential
North of Site	Medium Density Residential	Urban Residential	Multi-Family Residential
South of Site	Chapel Hill Road & Public/Semi-Public	Public/Semi-Public	Roadway & fire station
East of Site	99 <sup>th</sup> Ave NE & High Density Residential	99 <sup>th</sup> Ave NE & High Urban Residential	99 <sup>th</sup> Ave NE & Residential
West of Site	Public/Semi-Public & Commercial	Public/Semi-Public, Business District, & Commercial	Commercial & Office

### C. ANALYSIS<sup>1</sup>

#### 1. Application Process

- a. The city of Lake Stevens requested a rezone in concurrence with requested changes to the Comprehensive Plan as part of the 2017 Docket. Area wide rezones are Type

<sup>1</sup> Project analysis is based on review of current materials applicable to the project.

## Chapel Hill Properties Rezone

VI applications subject to Planning Commission recommendation and City Council approval pursuant to Chapter 14.16B LSMC, Part VI.<sup>2</sup>

- b. A written analysis was provided as part of the docket review (**Exhibit 2**).

**CONCLUSION: The application meets the procedural requirements for Type VI applications established in Title 14 of the LSMC.**

### 2. Notices, Community Outreach and Public Comment<sup>3</sup>

- a. Planning Commission Notice of Docket Hearing for March 15, 2017 (**Exhibit 3a**);
- b. City Council Notice of Docket Hearing for April 11, 2017 (**Exhibit 3b**);
- c. Planning Commission Public Hearing Notice for January 3, 2018 (**Exhibit 3c**); and
- d. No public comments have been received to date.

**CONCLUSION: The city has met the noticing requirements for Type VI applications established in Chapter 14.16B LSMC, Part VI.**

### 3. Comprehensive Plan, Zoning, and Uses:

- a. The existing and proposed comprehensive plan designations and zoning districts in the study area are identified in Section B as are adjacent land use designations.
- b. **Zoning Analysis** – the proposed rezone would meet the intent of the public/semi-public zoning district as described below and in LSMC 14.38.020(f)(2) – Subarea Plans, Zoning Districts.

LSMC 14.36.034 states, “A Public/Semi-Public district is hereby established to accommodate public and semi-public uses, such as schools, government services and facilities, public utilities, community facilities, parks, etc., on publicly owned land.”

#### c. **Applicable Comprehensive Plan Goals & Policies**

LAND USE GOAL 1.1 Provide for a consistent review and revision of the comprehensive plan.

LAND USE GOAL 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.

LAND USE GOAL 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.

LAND USE 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.

PUBLIC SERVICES & UTILITIES GOAL 7.1 Coordinate with city departments, special purpose districts, utility companies and other service providers to ensure the

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<sup>2</sup> The rezone application is an area-wide rezone because the proposed changes require a Comprehensive Plan Amendment. The rezone is a Type VI application being reviewed in concurrence with the comprehensive plan map amendment and will include a public hearing in front of the Planning Commission who will recommend approval to the City Council. Final approval will be by ordinance following a Public Hearing

<sup>3</sup> Public notice includes a combination of posting, publication and mailing pursuant to the requirements of Lake Stevens Municipal Code 14.16A.225 and LSMC 14.16B.630.

Chapel Hill Properties Rezone

adequate distribution of public services and facilities throughout the city and consistency with the land use element.

**PUBLIC SERVICES & UTILITIES GOAL 7.2** Provide the best city hall service attainable within budget parameters and minimize governmental expenditures by reducing duplication of services.

**CAPITAL FACILITIES 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.

**CAPITAL FACILITIES 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.

*Lake Stevens Center Subarea Plan (dated September 24, 2012)* – a subarea plan of the city's Comprehensive Plan.

4. **Rezone criteria:** Rezone Criteria is found in LSCM 14.16C.090. The following section addresses how the proposal meets the specific criteria.
  - a. The rezone if approved will be consistent with Comprehensive Land Use Map as amended.
  - b. The rezone is consistent with the Growth Management Act as the city can establish its local zoning and has met public notice requirements.
  - c. The proposed rezone advances identified goals and policies of the Comprehensive Plan and the Lake Stevens Center Subarea Plan. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.
  - d. This proposal will help provide additional opportunities for new civic buildings in the proposed zoning district.
  - e. The site contains adequate area to develop in conformance with the zoning standards. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.
  - f. The proposal will not be materially detrimental to adjacent land uses as conditioned.
  - g. As conditioned and in accordance with municipal standards there will be adequate infrastructure to develop the site under the proposed zoning.
  - h. Environmental impacts can be mitigated.
    - i. The proposal complies with municipal standards for a rezone application.
    - j. The project is located within a designated subarea and the proposed zoning designation of Public/Semi-Public is allowed within the applicable subarea.
    - k. The rezone mitigates increased or additional impacts by adding the planned action final environmental impact statement (see section 5d below).

**CONCLUSION: The proposal as conditioned meets the rezone standards.**

## Chapel Hill Properties Rezone

### 5. Environmental Review:

- a. There are no known critical areas within the study area - however, future development will need to verify the presence of critical areas and will need to meet state and local regulations in effect at the time of development.
- b. Shoreline Designation and Shoreline Uses: the properties are not located with the shoreline boundaries of Lake Stevens.
- c. Flood Zones: the properties are not located within the 100-year flood zone.
- d. The city issued a SEPA addendum to the 2005 Comprehensive Plan and Final Environmental Impact Statement (FEIS) and a SEPA addendum to the FEIS for the Lake Stevens Center Subarea Plan on November 9, 2017. Both combined stand as the environmental review for the combined analysis of the comprehensive plan change and proposed rezone (**Exhibits 4 & 5**). No comments or appeals have been received to date.

**CONCLUSION: The proposal as conditioned meets the SEPA standards identified in Chapter 16.04 LSMC and will not create significant environmental impacts. Development near identified critical areas will be subject to Chapter 14.88 LSMC.**

### 6. Traffic Impacts

- a. Staff analysis suggests the revised proposal will likely result in reduced traffic impacts, as the development intensity for civic uses would be reduced from that of the current zoning of Business District and Mixed Use Neighborhood.
- b. Actual traffic impacts and any required road installation or improvements would be reviewed at the time of development. Any required updates to the Capital Improvement Plan would also be made at this time.

**CONCLUSION: The proposal as conditioned meets the Traffic Impact standards at the time of development.**

## D. CONDITIONS

The requested rezone (LUA2017-0018 M-1) is consistent with rezone criteria, applicable Comprehensive Plan Goals and Policies, the FEIS for the 2005 Comprehensive Plan and FEIS for the Lake Stevens Center Subarea Plan, permit processing procedures and all other applicable municipal code requirements, subject to conditions noted below:

1. **Exhibit 1** depicts the areas to be rezoned to Public/Semi-Public, contingent on the Planning Commission and City Council approving the concurrent Comprehensive Land Use Map Amendment.
2. All future development must comply with all federal, state and local regulations in effect at the time of application.

## E. STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a **RECOMMENDATION OF APPROVAL, SUBJECT TO THE CONDITIONS IN SECTION D**, to City Council.

Chapel Hill Properties Rezone

CITY OF LAKE STEVENS, DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

**Recommendation Completed by**



January 3, 2018

Melissa Place, Senior Planner

Date

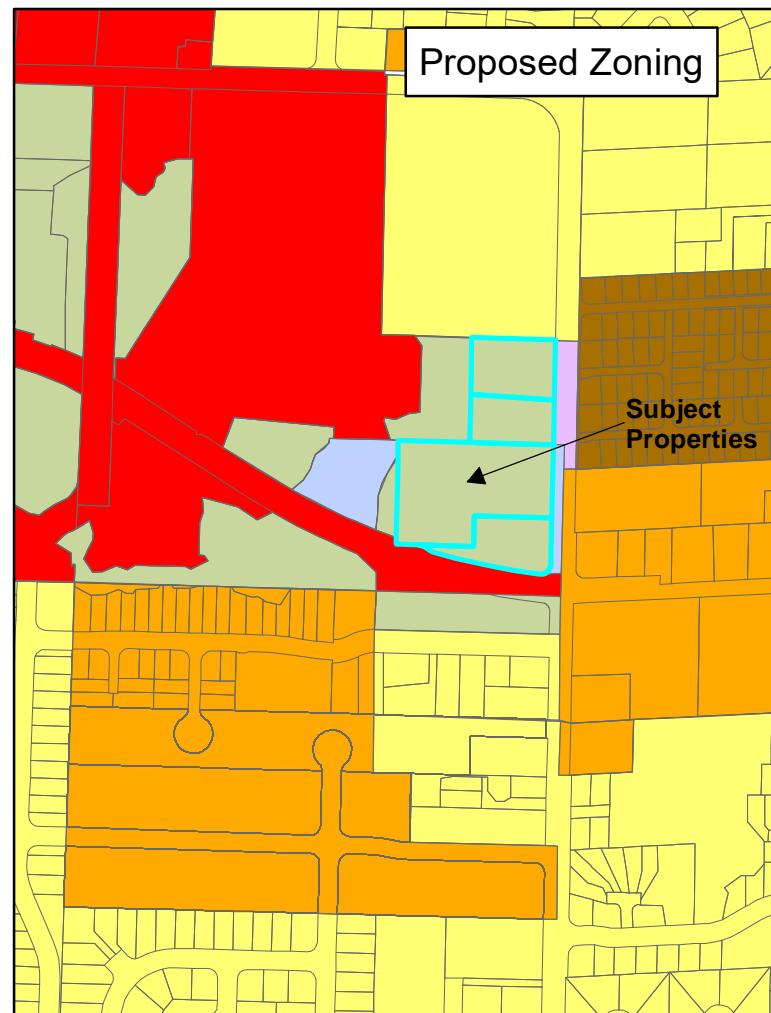
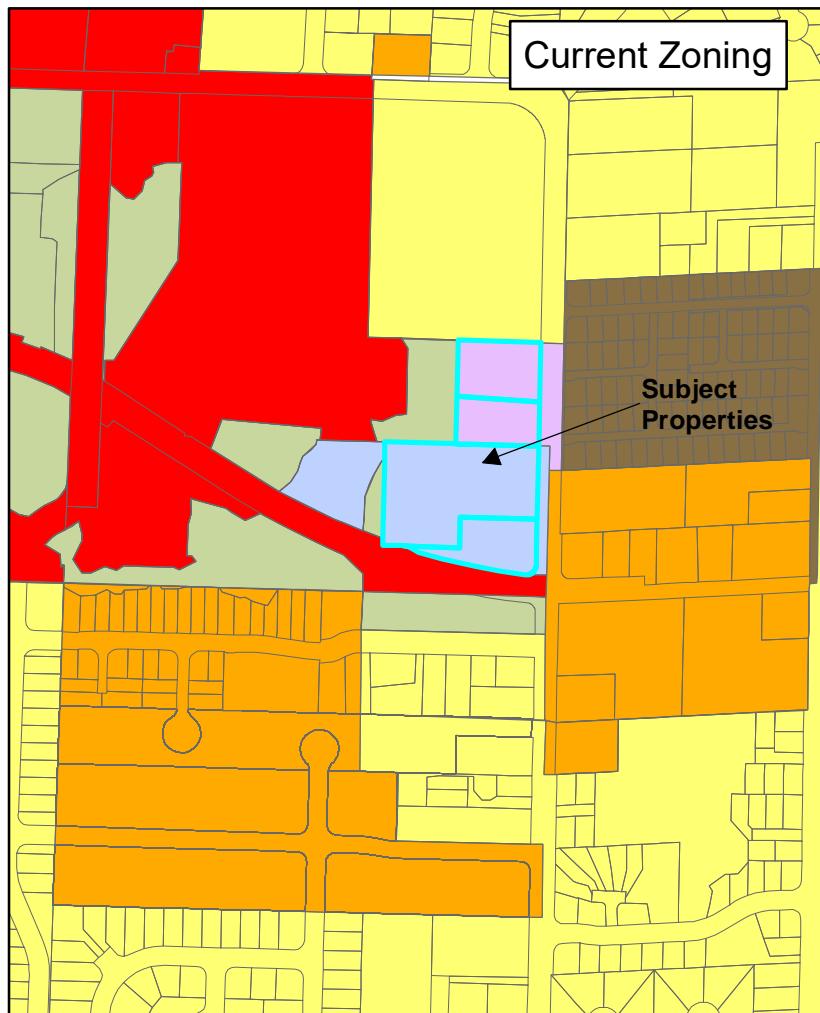
**F. EXHIBITS**

1. Rezone Map
2. Docket Analysis Sheet
3. Notices, Community Outreach and Public Comment
  - a. Planning Commission Notice of Docket Hearing for March 15, 2017
  - b. City Council Notice of Docket Hearing for April 11, 2017
  - c. Planning Commission Public Hearing Notice for January 3, 2018
4. SEPA Addendum #10 to the 2005 Comprehensive Plan and FEIS (omitted from PC Packet as it is already included under the overall 2017 Docket hearing packet).
5. SEPA Addendum #3 to the FEIS for the Lake Stevens Center Subarea Plan

**APPEALS:** The action of the City Council on a Type VI proposal may be appealed together with any SEPA threshold determination by filing a petition with the Growth Management Hearings Board pursuant to the requirements set forth in RCW 36.70A.290. The petition must be filed within the 60-day time period set forth in RCW 36.70A.290(2). The appeal period shall commence upon the City Council's final decision and not upon expiration of the reconsideration period. Judicial appeal is to Snohomish County Superior Court.

# EXHIBIT 1

City of Lake Stevens  
City Council Workshop & Special Meeting 1-22-2018  
Page 211



## Chapel Hill Rezone Map

Lake Stevens Boundary  
 Unincorporated UGA  
 Parcels

### City Zones

- Urban Residential (UR)
- High Urban Residential (HUR)
- Multi-Family Residential (MFR)
- Commercial District (CD)
- Business District (BD)
- Mixed-Use Neighborhood (MUN)
- Public / Semi-Public (P/PS)

All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requestor. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomish County (2016), City of Lake Stevens (2016)



Date: December 2017

## EXHIBIT 2



# 2017 Comprehensive Plan Docket Ratification M-1 - Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated map amendment and text amendments to the Comprehensive Plan.

<b>Summary</b>	
<b>Location in Comprehensive Plan:</b> Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text amendments.	
<b>Proposed Change(s):</b> City request to change the land use designation for four (4) parcels totaling approximately 4.14 acres adjacent to 99 <sup>th</sup> Avenue from Commercial and Mixed Use Neighborhood to Public / Semi-Public to support new civic buildings ( <b>LUA2017-0017</b> ). The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the four (4) subject parcels from Business District and Mixed Use Neighborhood to the Public / Semi-Public zoning designation ( <b>LUA2017-0018</b> ).	
<b>Applicant:</b> City of Lake Stevens	<b>Property Location(s):</b> 26 99 <sup>th</sup> Avenue NE, Lake Stevens, WA
<b>Existing Land Use Designations</b>	<b>Proposed Land Use Designation</b>
Commercial and Mixed Use	Public / Semi-Public
<b>Existing Zoning Districts</b>	<b>Proposed Zoning District</b>
Business District and Mixed Use Neighborhood	Public / Semi-Public

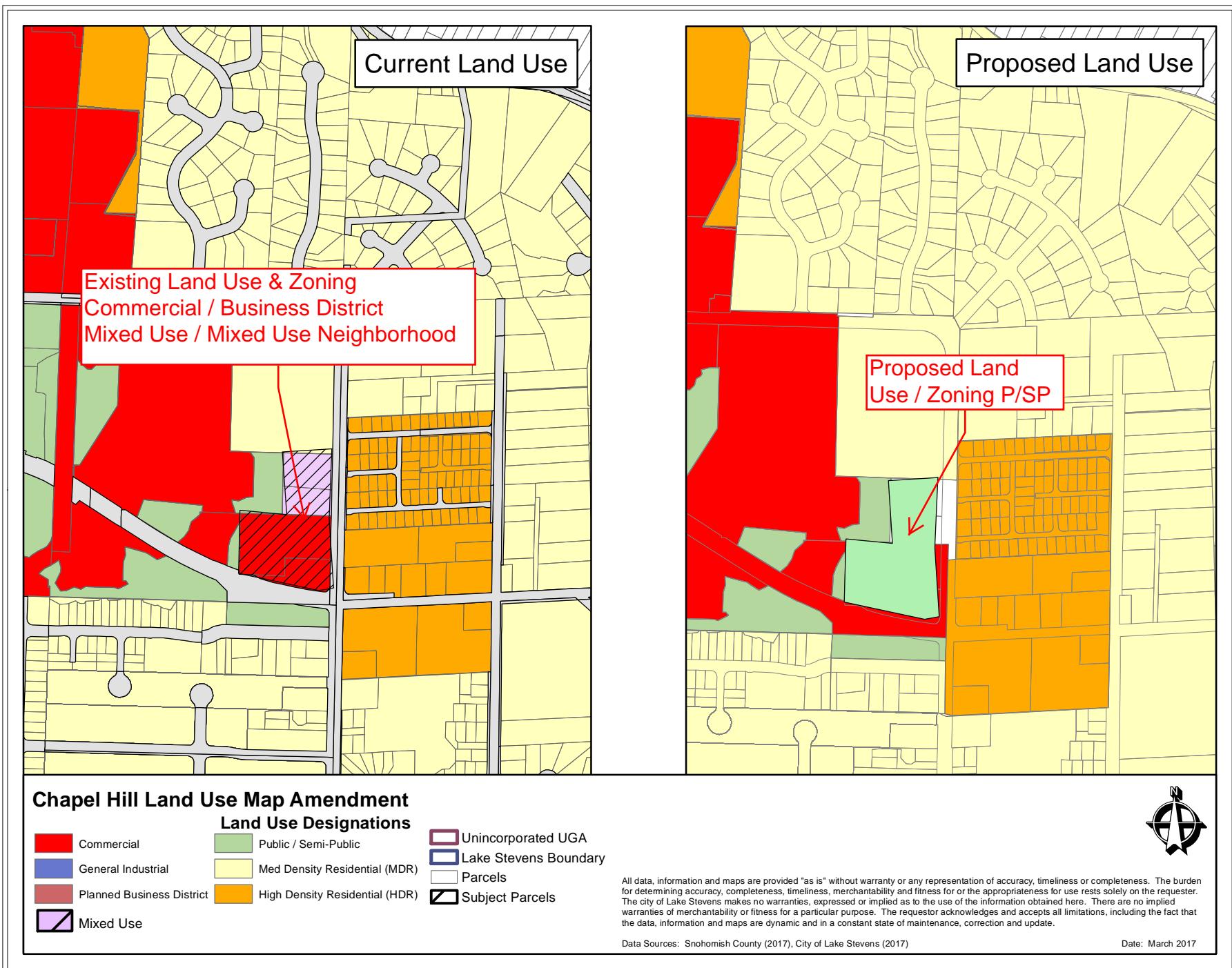
**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

<b>Ratification Review – Decision Criteria</b>	<b>Yes</b>	<b>No</b>
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The proposed land use map change is not designed to implement a development regulation or program.	X	

2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? <b>Discussion:</b> The proposed land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
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. <b>Discussion:</b> The land use designation for the subject properties has not been considered previously.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? <b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b>		X
6. All of the following: a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b> <b>Discussion:</b> the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Housing Elements. <ul style="list-style-type: none"><li>• Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens;</li><li>• Goal 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses;</li><li>• 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; and</li><li>• 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.</li></ul>	X	

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.  <b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. The city is not considering a subarea plan or other amendments for the property; therefore, there is not a need to postpone review of the request to ensure consistent land use designations in the area.	X	
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Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		





## EXHIBIT 3a

# NOTICE OF PUBLIC HEARING Lake Stevens Planning Commission

### **Comprehensive Plan Amendments – 2017 Docket Authorization**

The Lake Stevens Planning Commission will hold a hearing on proposed Comprehensive Plan amendments to recommend inclusion as part of the annual docket.

**Hearing Date & Time:** March 1, 2017 at 7 pm

**Location:** Lake Stevens Community Center (1808 Main Street, Lake Stevens WA 98258)

City-initiated map amendment with a concurrent rezone application.

1. **LUA2017-0017 - Chapel Hill Properties Map Amendment:** A city-initiated request to change the land use designation for (2) two undeveloped parcels and (2) two parcels with existing homes (4 lots totaling approximately 4.14 acres) adjacent to 99<sup>th</sup> Avenue NE from Commercial and Mixed Use Neighborhood to Public / Semi-Public and associated text amendments to the Land Use Element.
2. **LUA2017-0018 - Chapel Hill Properties Area-Wide, Minor Rezone:** A city-initiated request in concurrence with **LUA2017-0017** to change the zoning designation for four (4) parcels adjacent to 99<sup>th</sup> Avenue NE from the Business District and Mixed Use zones to the Public / Semi-Public zone. The purpose of the proposed changes is to support new civic buildings at the Chapel Hill properties.

The city is also proposing text amendments to the Comprehensive Plan (**LUA2017-0016**) to add capital projects to the Parks and Capital Facilities Elements. Along with the specific defined text amendments, staff will also include standard administrative amendments. The city may add additional items to the 2017 docket prior to or subsequent the hearing.

Substantial changes to the proposed amendments may be made following the public hearing.

Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

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



## EXHIBIT 3b

### NOTICE OF PUBLIC HEARING Lake Stevens City Council

#### **Comprehensive Plan Amendments – 2017 Docket Authorization**

The Lake Stevens City Council will hold a hearing on proposed Comprehensive Plan amendments for inclusion as part of the annual docket.

**Hearing Date & Time:** April 11, 2017 at 7:00 PM

**Location:** School District Educational Center (12309 22nd Street NE, Lake Stevens, WA 98258)

**Description:** Text amendments and city-initiated map amendments with concurrent rezone applications.

1. **LUA2016-0016 – Comprehensive Plan Text Amendments:** City-initiated amendments to add capital projects to the Parks and Capital Facilities Elements and proposed map amendments in the Land Use Element (see descriptions below). The city will in addition to the defined text amendments include standard administrative amendments. Substantial changes to the proposed amendments may be made following the public hearing.
2. **LUA2017-0017 – Chapel Hill Properties Map Amendment:** A city-initiated request to change the land use designation of four (4) lots totaling approximately 4.14 acres adjacent to 99<sup>th</sup> Avenue NE from Commercial and Mixed Use Neighborhood to Public/Semi-Public and associated text amendments to the Land Use Element.
3. **LUA2017-0018 – Chapel Hill Properties Area Wide, Minor Rezone:** A city-initiated request in concurrence with **LUA2017-0017** to change the zoning designation of four (4) parcels adjacent to 99<sup>th</sup> Avenue NE from the Business District and Mixed Use zones to the Public / Semi-Public zone. The purpose of the proposed changes is to support new civic buildings at the Chapel Hill properties.
4. **LUA2017-0050 - Eagle Ridge Park Map Amendment:** A city-initiated request to change the land use designation for two (2) parcels totaling approximately 7.63 acres adjacent to Soper Hill Road from Medium Density Residential to Public / Semi-Public and associated text amendments in the Land Use Element.
5. **LUA2017-0051 – Eagle Ridge Park Area Wide, Minor Rezone:** A city-initiated request in concurrence with **LUA2017-0050** to change the zoning designation of two (2) parcels adjacent to Soper Hill Road from Urban Residential zone to the Public / Semi-Public zone. The purpose of the proposed changes is to implement the Eagle Ridge Park Master Plan.

A complete list describing the proposed amendments and the Planning Commission's recommendation is available at the Planning & Community Development Department and available on the city's website. Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.



## EXHIBIT 3c

# CITY OF LAKE STEVENS NOTICE OF PUBLIC HEARING Chapel Hill Properties Area-Wide, Minor Rezone

**PROJECT NAME/ FILE NUMBER:** Chapel Hill Properties Area-Wide, Minor Rezone/LUA2017-0018

**HEARING DATE / TIME:** Planning Commission Public Hearing: Wednesday, January 3, 2018 at 7:00 PM

**LOCATION:** Lake Stevens Community Center (next to City Hall)  
1808 Main Street  
Lake Stevens, WA 98258

**DOCKET DESCRIPTION:**

A city-initiated request in concurrence with LUA2017-0017 (Comprehensive Plan land use map amendment) to change the zoning designation for four (4) parcels adjacent to 99<sup>th</sup> Avenue NE from the Business District and Mixed Use zones to the Public/Semi-Public zone. The purpose of the proposed changes is to support new civic buildings at the Chapel Hill properties. A SEPA Addendum and Adoption of Existing Documents was issued for the Comprehensive Plan Docket on November 9, 2017. A SEPA Addendum and Adoption of Existing Documents to the Final Environmental Impact Statement (FEIS) for the Center Subarea Plan was issued on November 9, 2017.

The Lake Stevens Planning Commission will conduct a public hearing and receive public testimony on January 3, 2018 at 7:00 PM to consider the rezone described above. If the rezone is recommended for approval, the Lake Stevens City Council will conduct a public hearing and first ordinance reading on January 9, 2018 at the Lake Stevens School District Educational Center (12309 22<sup>nd</sup> Street NE) at 7:00 PM. There will be a separate public noticing for the City Council hearing pursuant to Chapter 14.16B LSMC.

**PUBLIC REVIEW AND COMMENT:**

Interested parties may submit written comments before the hearing or testify in person. Comments can be submitted to City Hall, Attn: Melissa Place, PO Box 257, Lake Stevens, WA 98258 or by email at [mplace@lakestevenswa.gov](mailto:mplace@lakestevenswa.gov).

The project files, including the staff reports, site maps and supporting materials are available for review at the Permit Center, located behind City Hall, Monday-Friday 9am-4 pm. Limited materials are available at: <http://www.ci.lake-stevens.wa.us/index.aspx?nid=380>.

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

## EXHIBIT 5

# ADDENDUM NO. 3 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

## TO THE CITY OF LAKE STEVENS FINAL ENVIRONMENTAL IMPACT STATEMENT (FEIS) FOR THE CENTER SUBAREA PLAN

### **Adoption of a Proposed Map Amendment and Concurrent Rezone with the 2017 Comprehensive Plan Docket**



**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: November 9, 2017**

## **ADDENDUM #3 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE LAKE STEVENS CENTER SUBAREA PLAN**

### **FACT SHEET**

#### **ADDENDUM NO. 3 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE LAKE STEVENS CENTER SUBAREA PLAN**

##### **Proposed Non-Project Action:**

Under the Growth Management Act, the City of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2017 Docket, including two city-initiated map amendments (with concurrent rezones), city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

City request to change the land use designation of four parcels adjacent to 99<sup>th</sup> Avenue and Chapel Hill Road from Commercial and Mixed Use Neighborhood to Public / Semi-Public to support new civic buildings (**Attachment 1**). The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the subject parcels to the Public / Semi-Public zoning designation. The subject properties are located within the city's Lake Stevens Center Subarea and are subject to a SEPA addendum to the Final Environmental Impact Statement established for the subareas.

The Lake Stevens Center Subarea was the subject of a Final Environmental Impact Statement (FEIS) and subsequent adoption by Ordinance #877 (October 2012). The FEIS amended and became an element of the Lake Stevens Comprehensive Plan in 2012. The FEIS includes goals, policies, maps and design guidelines that are reflected in Chapter 14.38 of Lake Stevens Municipal Code (LSMC). The city has determined that the proposed map amendment and concurrent rezone as described above will not significantly alter the analysis of alternatives considered in the FEIS for the Center Subarea, including the planned action thresholds. No updates to the currently adopted FEIS are proposed.

Planning and Community Development has prepared this Addendum No. 3 to the City of Lake Stevens 2012 FEIS for the Center Subarea Plan along with an adoption of existing environmental documents.

##### **Purpose of the FEIS Addendum:**

This addendum and adoption of existing environmental documents is to add information relating to the 2012 Final Environmental Impact Statement (FEIS) for the Lake Stevens Center Subarea Plan. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the City's Center Subarea FEIS or the adopting Ordinance #877 (October 2012). The City has considered the impacts of the proposed

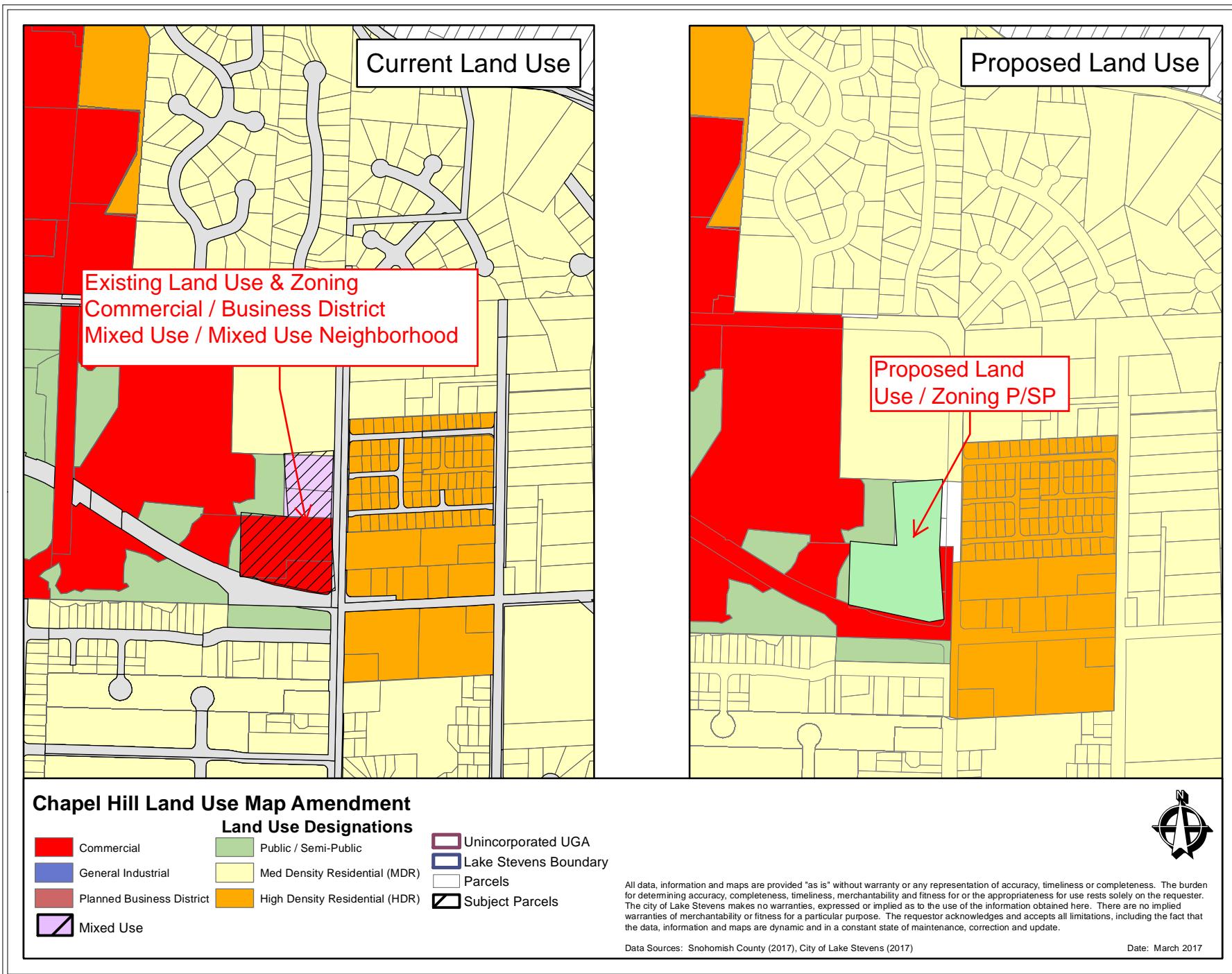
**ADDENDUM #3 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL  
IMPACT STATEMENT FOR THE LAKE STEVENS CENTER SUBAREA PLAN**

programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS 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 2017 Comprehensive Plan Docket.

<b>Location of Proposal:</b>	City of Lake Stevens
<b>Proponent:</b>	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258
<b>Lead Agency:</b>	(425) 377-3235
<b>Required Approvals:</b>	Adoption of 2017 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
<b>Circulation:</b>	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
<b>Comment:</b>	No comment period is required for this addendum.
<b>Contact Person:</b>	Russell Wright, <i>Community Development Director</i> (425) 212-3315 or <a href="mailto:rwright@lakestevenswa.gov">rwright@lakestevenswa.gov</a>
<b>Date of Issuance:</b>	November 9, 2017
<b>Responsible Official:</b>	Signature:  Russell Wright, <i>Community Development Director</i>
<b>Public Hearing:</b>	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.
<b>Documents:</b>	All of the application materials and staff documents are available at the Permit Center. Electronic copies may be requested.
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Chapel Hill Properties map</li></ol>

# ATTACHMENT 1

City of Lake Stevens  
City Council Workshop & Special Meeting 1-22-2018  
Page 222





LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Date:** January 9, 2018

**Subject:** Eagle Ridge Park Rezone (LUA2017-0051)

**Contact Person/Department:** Russ Wright, Community Development Director  
Melissa Place, Senior Planner      **Budget Impact:** None

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

1. **Second Reading and Adoption of Ordinance No. 1013** related to the Eagle Ridge Park Rezone (LUA2017-0051).
2. **Motion to approve the second reading and adoption of Ordinance 1013**, Amending the Official Zoning Map, enacted by Ordinance No. 993; Approving the Eagle Ridge Park Rezone (City File No. LUA2017-0051) adjacent to Soper Hill Road rezoning two Parcels totaling approximately 7.63 Acres from Urban Residential to Public/Semi-Public as a concurrent land use action (**Exhibit 1**).

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**SUMMARY:**

Second reading and adoption of Ordinance No. 1013 related to the Eagle Ridge Park Rezone (LUA2017-0051).

**BACKGROUND/HISTORY:**

The City of Lake Stevens requested a comprehensive plan map change and concurrent rezone to change the land use designation for approximately two parcels off Soper Hill Road, from Medium Density Residential to Public/Semi-Public with a rezone from Urban Residential to Public/Semi-Public to support park activities and implement the Eagle Ridge Park Master Plan.

The properties to the north and east of the study area are zoned Urban Residential and currently support residential uses. The properties to the south are zoned Public/Semi-Public and are either part of Eagle Ridge Park and or support residential. Highway SR-9 abuts the properties to the west.

Area-wide rezones are Type VI applications subject to a recommendation from the Planning Commission to City Council, per Chapter 14.16B LSMC, Part VI. The city has generated a SEPA Addendum to the FEIS for the 2005 Comprehensive Plan. Staff has determined that the proposed rezone from Urban Residential to the Public/Semi-Public district is consistent with the environmental and traffic models prepared for the 2005 FEIS.

The proposed Comprehensive Plan land use map amendment and proposed rezone were sent to the Washington Department of Commerce on November 9, 2017 for the required 60-day review by State agencies. The City received documentation on November 13, 2017 of completion of the procedural requirement from Commerce. A SEPA Addendum and Adoption of Existing Documents was issued for the overall Docket on November 9, 2017. The Planning Commission's recommendation for the proposed Land Use Change and Rezone from their January 3, 2018 public hearing was provided to City Council at or prior to the Council's January 9, 2018 meeting. City staff provided public notice for all actions

by a combination of publications in the Everett Herald, direct mailings, updating the website, posting the site and posting city bulletin boards.

The city has not received public comments concerning the proposed rezone to date. Staff held two briefings with the Planning Commission in February and March of 2017 to discuss the land use changes and rezones. City Council was briefed on this land use change and rezone in April and November of 2017. The Planning Commission staff report for January 3, 2018 public hearing is attached as **Exhibit 3**.

### **FINDINGS AND CONCLUSIONS:**

The Planning Commission considered the Eagle Ridge Park Rezone against the rezone criteria of LSCM 14.16C.090 and has forwarded a letter (**Exhibit 2**) to the City Council recommending approval of the proposal based on the findings and conclusions contained in the staff report (**Exhibit 3**).

The City Council held a public hearing and first reading of the ordinance at their January 9, 2018 meeting. The January 22, 2018 reading is a second reading as adoption may not occur prior to the end of the 60-day review by State agencies. City Council closed the public hearing on January 9th and there was consensus to place the second reading and consideration of the ordinance on the consent agenda for the January 22nd meeting.

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**APPLICABLE CITY POLICIES:** Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code

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**BUDGET IMPACT:** There is not a budget impact.

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### **EXHIBITS (attached):**

**Exhibit 1 – DRAFT Ordinance No. 1013**

**Exhibit 2 – Planning Commission Recommendation Letter**

**Exhibit 3 – Planning Commission Staff Report**

## EXHIBIT 1

### CITY OF LAKE STEVENS Lake Stevens, Washington

#### ORDINANCE NO. 1013

#### **AN ORDINANCE OF THE CITY OF LAKE STEVENS, AMENDING THE OFFICIAL ZONING MAP, ENACTED BY ORDINANCE NO. 993; APPROVING THE EAGLE RIDGE PARK REZONE (CITY FILE NUMBER LUA2017-0051) ADJACENT TO SOPER HILL ROAD BY REZONING TWO PARCELS TOTALING APPROXIMATELY 7.63 ACRES FROM URBAN RESIDENTIAL TO PUBLIC/SEMI-PUBLIC AS A CONCURRENT LAND USE ACTION WITH THE 2017 COMPREHENSIVE PLAN DOCKET ITEM M-2 PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, on April 11, 2017, the Lake Stevens City Council enacted Ordinance No. 993 adopting an updated Official Zoning Map; and

**WHEREAS**, the 2017 Comprehensive Plan Docket, ratified by Resolution No. 2017-07, includes the city-initiated Eagle Ridge Park amendment (M-2 – LUA2017-0051), which would change the land use designation for two parcels, containing approximately 7.63 acres located adjacent to Soper Hill Road, from Medium Density Residential to Public/Semi-Public on the official Comprehensive Plan Land Use Map; and

**WHEREAS**, the concurrent rezone includes the two parcels subject to the land use map amendment, identified by parcel 00604900000601 and 00604900000501 and would change the zoning designations from Urban Residential to Public/Semi-Public;

**WHEREAS**, Section 14.16C.090 of the Lake Stevens Municipal Code (LSMC) sets forth the process for rezone applications; and

**WHEREAS**, pursuant to LSMC 14.16C.090, the rezone is a minor map amendment, as there are less than five parcels involved and is considered an area-wide rezone because the proposed changes require a Comprehensive Plan Amendment; and

**WHEREAS**, on November 9, 2017, the City submitted the proposed 2017 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement on November 13, 2017; and

**WHEREAS**, on November 9, 2017, the City issued a State Environmental Policy Act (SEPA) Addendum No. 10 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the School District DNS by reference; and

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

**WHEREAS**, the Lake Stevens Planning Commission, after review of the proposed 2017 Comprehensive Plan land use map, zoning change requests, text and figure amendments, held a duly noticed public hearing on January 3, 2018, and all public testimony was given full consideration; and

**WHEREAS**, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2017 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on January 9, 2018; and

**WHEREAS**, area-wide rezones are Type VI legislative decision per Table 14.16A-I as found in Chapter 14.16A LSMC, which requires recommendation from the Planning Commission to City Council, based on written findings and conclusions, supported by evidence from an open-record hearing; and

**WHEREAS**, the Planning Commission provided the City Council with a recommendation letter along with findings and conclusions to approve the rezone request pursuant to LSMC 14.16B.645 as the proposed rezone meets the legal criteria for approving a rezone as set forth in LSMC 14.16C.090 and applicable State requirements; and

**WHEREAS**, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth as part of the 2017 Docket were considered concurrently to ascertain the cumulative effect of the proposals.

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

**Section 1.** The City Council hereby adopts and incorporates by reference the findings and conclusions for approving a rezone, pursuant to LSMC 14.16C.090, set forth in the Planning Commission's recommendation letter, dated January 3, 2018 and the staff report, dated January 3, 2018.

**Section 2.** The City Council makes the following conclusions based on the entire record of this proceeding, including all testimony and exhibits:

- A. The open record public hearing of the Planning Commission and the open record public hearing of the City Council satisfy the public participation requirements of Chapter 14.16A LSMC.
- B. The SEPA process conducted for this ordinance satisfies the requirements of the State Environmental Policy Act codified in Chapter 43.21C RCW as implemented by Chapter 197-11 WAC and Title 16 LSMC.
- C. The zoning map amendment adopted by this ordinance complies with the Growth Management Act (Chapter 36.70A RCW).
- D. The zoning map amendment adopted by this ordinance is consistent with the adopted Lake Stevens Comprehensive Plan per Ordinance No. 1011.

**Section 3.** The Official Zoning Map is hereby amended by rezoning parcels 00604900000601 and 00604900000501 to Public/Semi-Public (P/SP) as depicted in **Exhibit A attached hereto and incorporated by this reference**.

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

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

**PASSED** by the City Council of the City of Lake Stevens this 22<sup>nd</sup> day of January, 2018.

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John Spencer, Mayor

ATTEST/AUTHENTICATION:

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Kathy Pugh, City Clerk

APPROVED AS TO FORM:

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Grant K. Weed, City Attorney

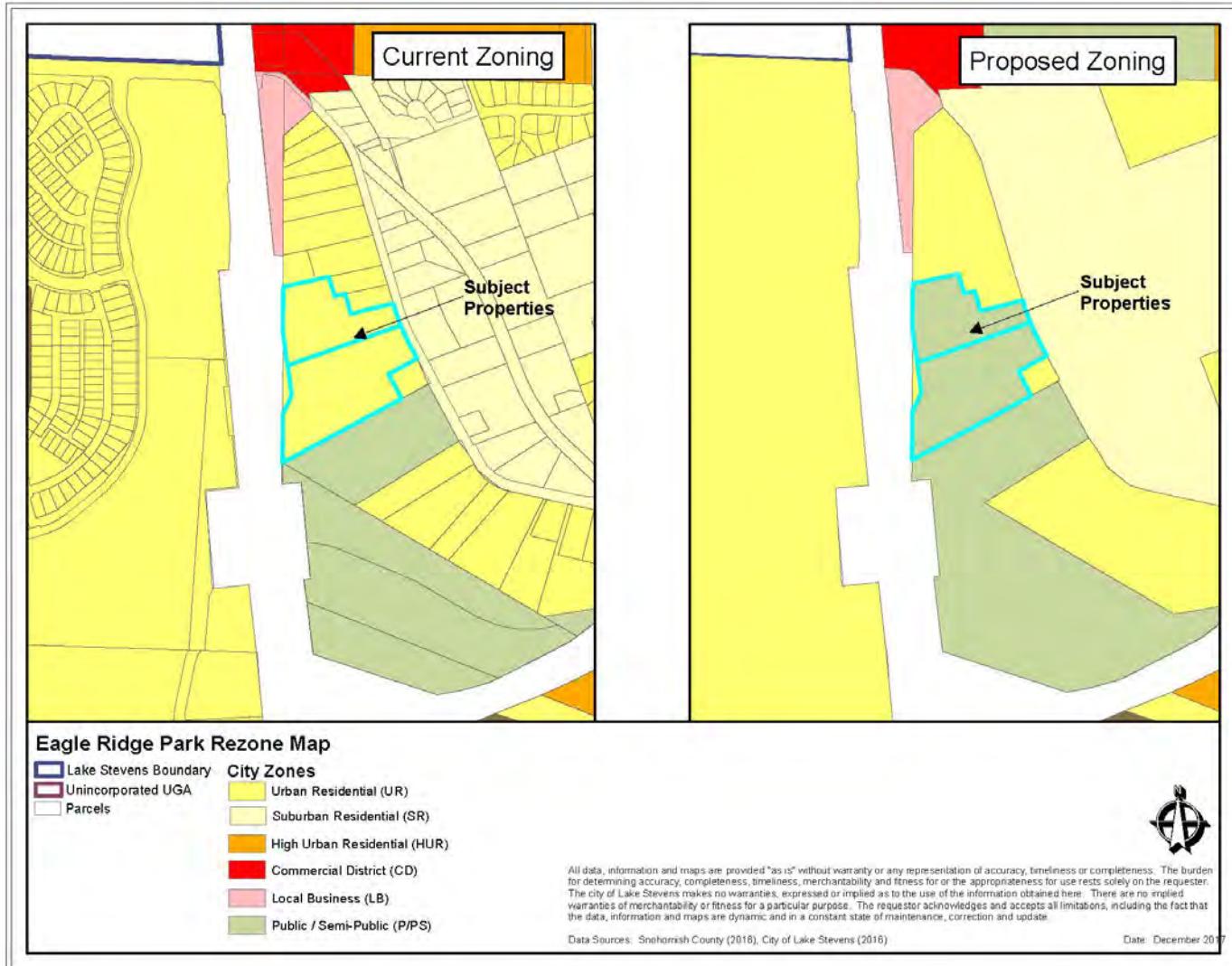
First Reading: January 9, 2018

Second Reading: January 22, 2018

Published:

Effective Date:

## EXHIBIT A



## EXHIBIT 2



### Planning & Community Development

1812 Main Street  
P.O. Box 257  
Lake Stevens, WA 98258

January 3, 2018

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

#### **RE: Planning Commission Recommendation Eagle Ridge Rezone**

**Commissioners Present:** Jennifer Davis, Janice Huxford, Vicki Oslund, and Karim Ali

**Commissioners Absent:** Linda Hoult, Tracy Trout

#### PLANNING COMMISSION PUBLIC HEARING

Planning and Community Development staff presented the Eagle Ridge Rezone request as an implementing action of the 2017 Docket and responded to questions and comments from the Planning Commission. The area-wide rezone would change the designation of two parcels from Urban Residential to Public/Semi-Public to support park activities and implement the Eagle Ridge Park Master Plan. No public comment was received. Staff concluded that the amendment met the approval criteria for rezones and the Growth Management Act (GMA). Provided below is a synopsis of the amendment

#### FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report, dated January 3, 2018, and concludes that the proposed amendment meets the following requirements:

1. The Request is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Request meets the criteria for rezones; and
3. The Request complies with the Growth Management Act.

#### PLANNING COMMISSION RECOMMENDATIONS

Commissioner Davis made a motion to forward a recommendation to the City Council to approve the Chapel Hill Rezone. Commissioner Ali seconded the motion. Motion passed 4-0-0-2.

Respectfully Submitted,

Original on File

Janice Huxford, Chair

## EXHIBIT 3



# Type VI Decision Area-wide Rezone

## City of Lake Stevens Planning and Community Development

January 3, 2018

Eagle Ridge Park

LUA2017-0050 M-2

### A. PROJECT DESCRIPTION AND REQUEST

The City of Lake Stevens has requested a comprehensive plan map change and concurrent rezone to change the land use designation for two parcels adjacent to Soper Hill Road from Medium Density Residential to Public/Semi-Public with a concurrent rezone to change the zoning designation from Urban Residential to the Public/Semi-Public zone to support park activities and implement the Eagle Ridge Park Master Plan (Map – **Exhibit 1**).

### B. GENERAL INFORMATION

1. Date of Application: January 2, 2017
2. Property Location: 2420 and 2424 Soper Hill Road, Lake Stevens, WA / APN's 00604900000601 and 00604900000501
3. Total Area of Project: Approximately 7.63 acres (study area)
4. Applicant / Contact: Melissa Place, City of Lake Stevens
5. Comprehensive plan land use designation, zoning designation and existing uses of the site and surrounding area:

AREA	LAND USE DESIGNATION	ZONING	EXISTING USE
Project Site	Medium Density Residential	Urban Residential	Undeveloped
North of Site	Medium Density Residential	Urban Residential	Undeveloped & Residential
South of Site	Public/Semi-Public	Public/Semi-Public	Undeveloped & public park
East of Site	Medium Density Residential	Urban Residential	Soper Hill Road & Residential
West of Site	SR-9 / Medium Density Residential	SR-9 / Urban Residential	Highway

### C. ANALYSIS<sup>1</sup>

#### 1. Application Process

- a. The city of Lake Stevens requested a rezone in concurrence with requested changes to the Comprehensive Plan as part of the 2017 Docket. Area wide rezones are Type

<sup>1</sup> Project analysis is based on review of current materials applicable to the project.

## Eagle Ridge Park Rezone

VI applications subject to Planning Commission recommendation and City Council approval pursuant to Chapter 14.16B LSMC, Part VI.<sup>2</sup>

- b. A written analysis was provided as part of the docket review (**Exhibit 2**).

**CONCLUSION: The application meets the procedural requirements for Type VI applications established in Title 14 of the LSMC.**

2. Notices, Community Outreach and Public Comment<sup>3</sup>

- a. Planning Commission Notice of Docket Hearing for March 15, 2017 (**Exhibit 3a**);
- b. City Council Notice of Docket Hearing for April 11, 2017 (**Exhibit 3b**);
- c. Planning Commission Public Hearing Notice for January 3, 2018 (**Exhibit 3c**); and
- d. No public comments have been received to date.

**CONCLUSION: The city has met the noticing requirements for Type VI applications established in Chapter 14.16B LSMC, Part VI.**

3. Comprehensive Plan, Zoning, and Uses:

- a. The existing and proposed comprehensive plan designations and zoning districts in the study area are identified in Section B as are adjacent land use designations.
- b. **Zoning Analysis** – the proposed rezone would meet the intent of the public/semi-public zoning district as described below.

LSMC 14.36.034 states, “A Public/Semi-Public district is hereby established to accommodate public and semi-public uses, such as schools, government services and facilities, public utilities, community facilities, parks, etc., on publicly owned land.”

c. **Applicable Comprehensive Plan Goals & Policies**

LAND USE GOAL 1.1 Provide for a consistent review and revision of the comprehensive plan.

LAND USE GOAL 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.

LAND USE GOAL 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.

PARKS, RECREATION, AND OPEN SPACE GOAL 5.2 Provide a high-quality, diversified parks, recreation, and open space system that provides recreational and cultural opportunities for all ages and interest groups.

PARKS, RECREATION, AND OPEN SPACE POLICY 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.

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<sup>2</sup> The rezone application is an area-wide rezone because the proposed changes require a Comprehensive Plan Amendment. The rezone is a Type VI application being reviewed in concurrence with the comprehensive plan map amendment and will include a public hearing in front of the Planning Commission who will recommend approval to the City Council. Final approval will be by ordinance following a Public Hearing

<sup>3</sup> Public notice includes a combination of posting, publication and mailing pursuant to the requirements of Lake Stevens Municipal Code 14.16A.225 and LSMC 14.16B.630.

## Eagle Ridge Park Rezone

*Eagle Ridge Park Master Plan (dated revised February 5, 2014)* – a subarea plan of the city's Comprehensive Plan.

4. **Rezone criteria:** Rezone Criteria is found in LSMC 14.16C.090. The following section addresses how the proposal meets the specific criteria.
  - a. The rezone if approved will be consistent with Comprehensive Land Use Map as amended.
  - b. The rezone is consistent with the Growth Management Act as the city can establish its local zoning and has met public notice requirements.
  - c. The proposed rezone advances identified goals and policies of the Comprehensive Plan and the Eagle Ridge Park Master Plan. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.
  - d. This proposal will help provide additional opportunities for park activities in the proposed zoning district.
  - e. The site contains adequate area to develop in conformance with the zoning standards. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.
  - f. The proposal will not be materially detrimental to adjacent land uses as conditioned.
  - g. As conditioned and in accordance with municipal standards there will be adequate infrastructure to develop the site under the proposed zoning.
  - h. Environmental impacts can be mitigated.
  - i. The proposal complies with municipal standards for a rezone application.
  - j. The project is located within a designated subarea and thus is not subject to the additional criteria listed.

### **CONCLUSION: The proposal as conditioned meets the rezone standards.**

5. **Environmental Review:**
  - a. There are no known critical areas within the study area – however, future development will need to verify the presence of critical areas and will need to meet state and local regulations in effect at the time of development.
  - b. Shoreline Designation and Shoreline Uses: the properties are not located with the shoreline boundaries of Lake Stevens.
  - c. Flood Zones: the properties are not located within the 100-year flood zone.
  - d. The city issued a SEPA addendum to the 2005 Comprehensive Plan and Final Environmental Impact Statement (FEIS) on November 9, 2017 that stands as the environmental review for the combined analysis of the comprehensive plan change and proposed rezone (**Exhibit 4**). No comments or appeals have been received to date.

### **CONCLUSION: The proposal as conditioned meets the SEPA standards identified in Chapter 16.04 LSMC and will not create significant environmental impacts. Development near identified critical areas will be subject to Chapter 14.88 LSMC.**

## Eagle Ridge Park Rezone

### 6. Traffic Impacts

- a. Staff analysis suggests the revised proposal will result in reduced traffic impacts, as the development intensity for parks and recreational use would be reduced from that of the current zoning of Urban Residential.
- b. Actual traffic impacts and any required road installation or improvements would be reviewed at the time of development.

**CONCLUSION: The proposal as conditioned meets the Traffic Impact standards at the time of development.**

### D. CONDITIONS

The requested rezone (LUA2017-0050 **M-2**) is consistent with rezone criteria, applicable Comprehensive Plan Goals and Policies, the FEIS for the 2005 Comprehensive Plan, permit processing procedures and all other applicable municipal code requirements, subject to conditions noted below:

1. **Exhibit 1** depicts the areas to be rezoned to Public/Semi-Public, contingent on the Planning Commission and City Council approving the concurrent Comprehensive Land Use Map Amendment.
2. All future development must comply with all federal, state and local regulations in effect at the time of application.

### E. STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a **RECOMMENDATION OF APPROVAL, SUBJECT TO THE CONDITIONS IN SECTION D**, to City Council.

CITY OF LAKE STEVENS, DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

**Recommendation Completed by**

*Melissa Place*

January 3, 2018

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Melissa Place, Senior Planner

Date

### F. EXHIBITS

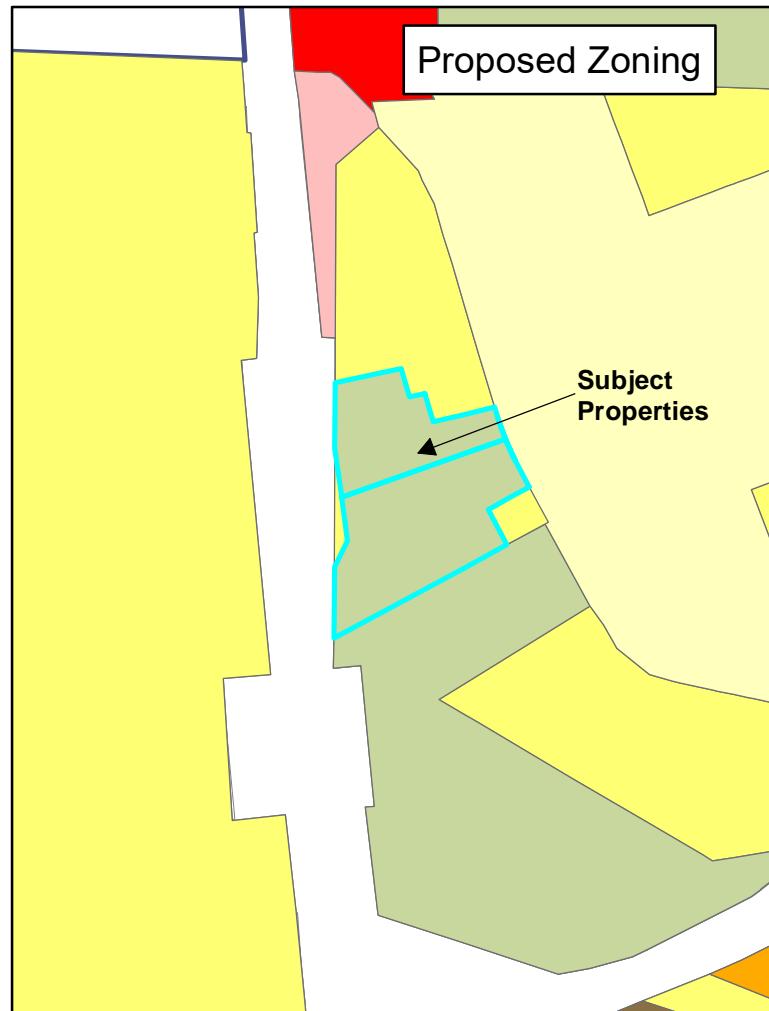
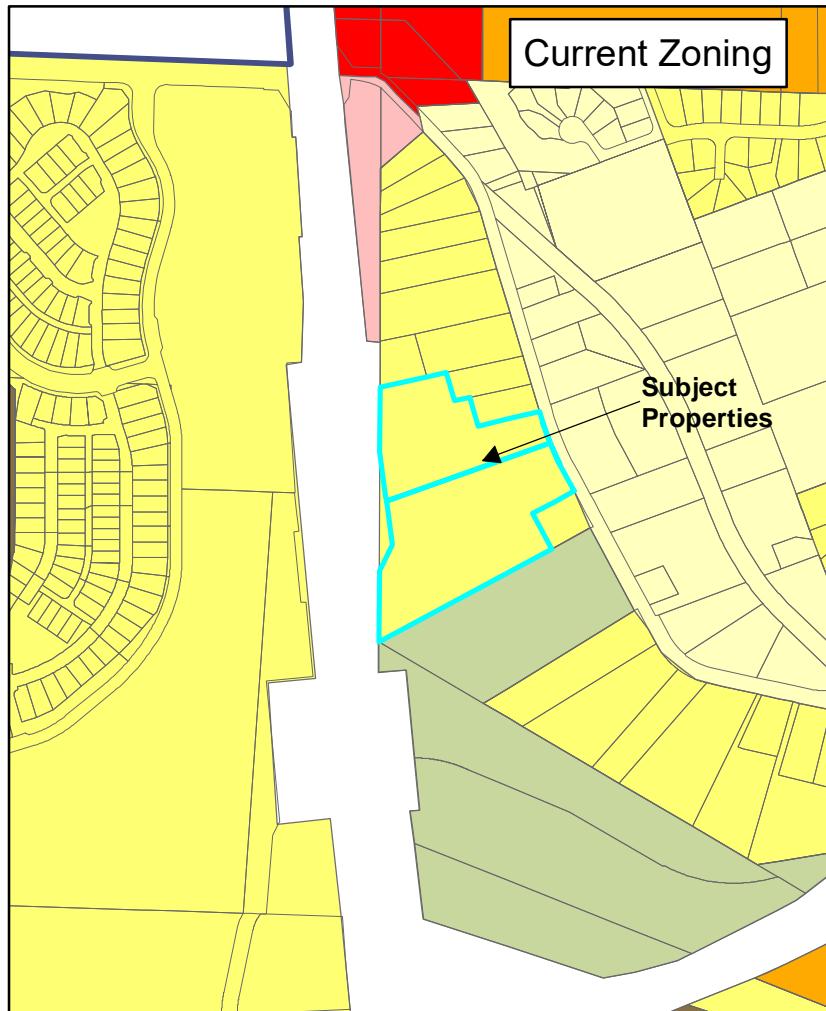
1. Rezone Map
2. Docket Analysis Sheet
3. Notices, Community Outreach and Public Comment
  - a. Planning Commission Notice of Docket Hearing for March 15, 2017
  - b. City Council Notice of Docket Hearing for April 11, 2017
  - c. Planning Commission Public Hearing Notice for January 3, 2018
4. SEPA Addendum #10 to the 2005 Comprehensive Plan and FEIS (omitted from PC Packet as it is already included under the overall 2017 Docket hearing packet).

## Eagle Ridge Park Rezone

**APPEALS:** The action of the City Council on a Type VI proposal may be appealed together with any SEPA threshold determination by filing a petition with the Growth Management Hearings Board pursuant to the requirements set forth in RCW 36.70A.290. The petition must be filed within the 60-day time period set forth in RCW 36.70A.290(2). The appeal period shall commence upon the City Council's final decision and not upon expiration of the reconsideration period. Judicial appeal is to Snohomish County Superior Court.

# EXHIBIT 1

City of Lake Stevens  
City Council Workshop & Special Meeting 1-22-2018  
Page 235



## Eagle Ridge Park Rezone Map

Lake Stevens Boundary

Unincorporated UGA

Parcels

### City Zones

Urban Residential (UR)

Suburban Residential (SR)

High Urban Residential (HUR)

Commercial District (CD)

Local Business (LB)

Public / Semi-Public (P/PS)

All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomish County (2016), City of Lake Stevens (2016)



Date: December 2017

## EXHIBIT 2



# 2017 Comprehensive Plan Docket Ratification M-2 - Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: April 11, 2017  
Planning Commission Hearing Date: March 15, 2017

**SUBJECT:** City-initiated map amendment and text amendments to the Comprehensive Plan.

<b>Summary</b>	
<b>Location in Comprehensive Plan:</b> Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text amendments.	
<b>Proposed Change(s):</b> City request to change the land use designation for two (2) parcels totaling approximately 7.63 acres adjacent to Soper Hill Road from Medium Density Residential to Public / Semi-Public to support park activities ( <b>LUA2017-0050</b> ). The city will also process a concurrent area-wide, minor rezone to change the zoning designation of the two (2) subject parcels from Urban Residential to the Public / Semi-Public zoning designation ( <b>LUA2017-0054</b> ).	
<b>Applicant:</b> City of Lake Stevens	<b>Property Location(s):</b> 2424 and 2420 Soper Hill Road, Lake Stevens, WA
<b>Existing Land Use Designations</b>	<b>Proposed Land Use Designation</b>
Medium Density Residential	Public / Semi-Public
<b>Existing Zoning Districts</b>	<b>Proposed Zoning District</b>
Urban Residential	Public / Semi-Public

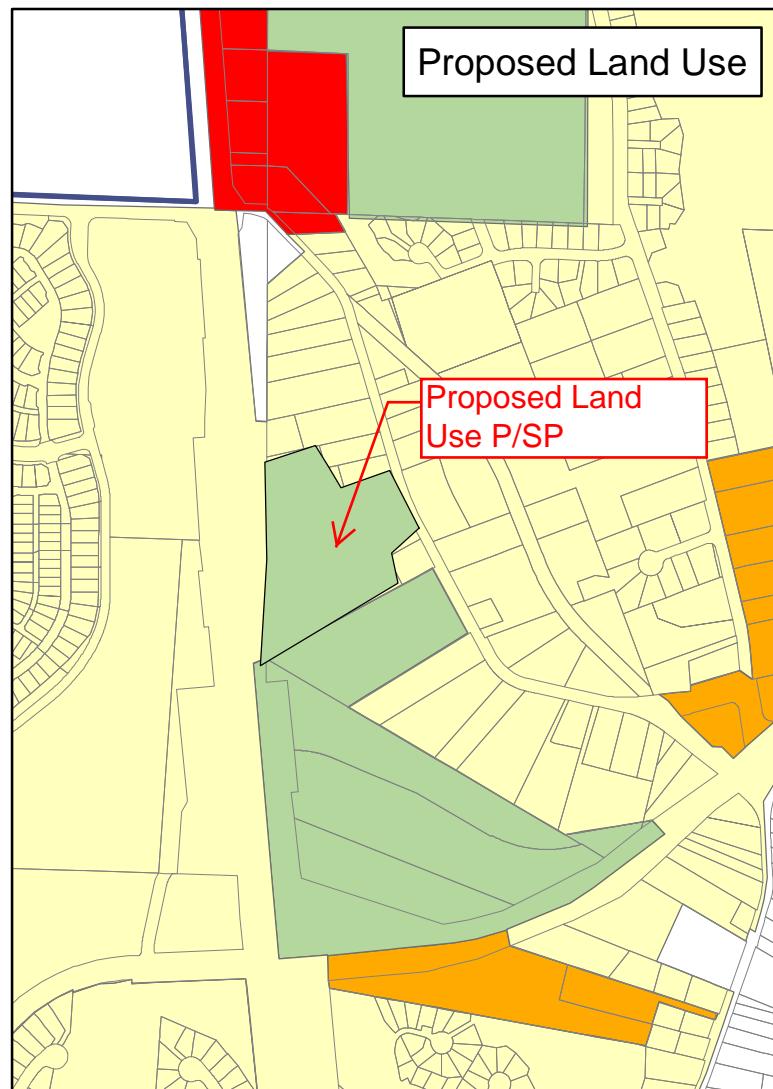
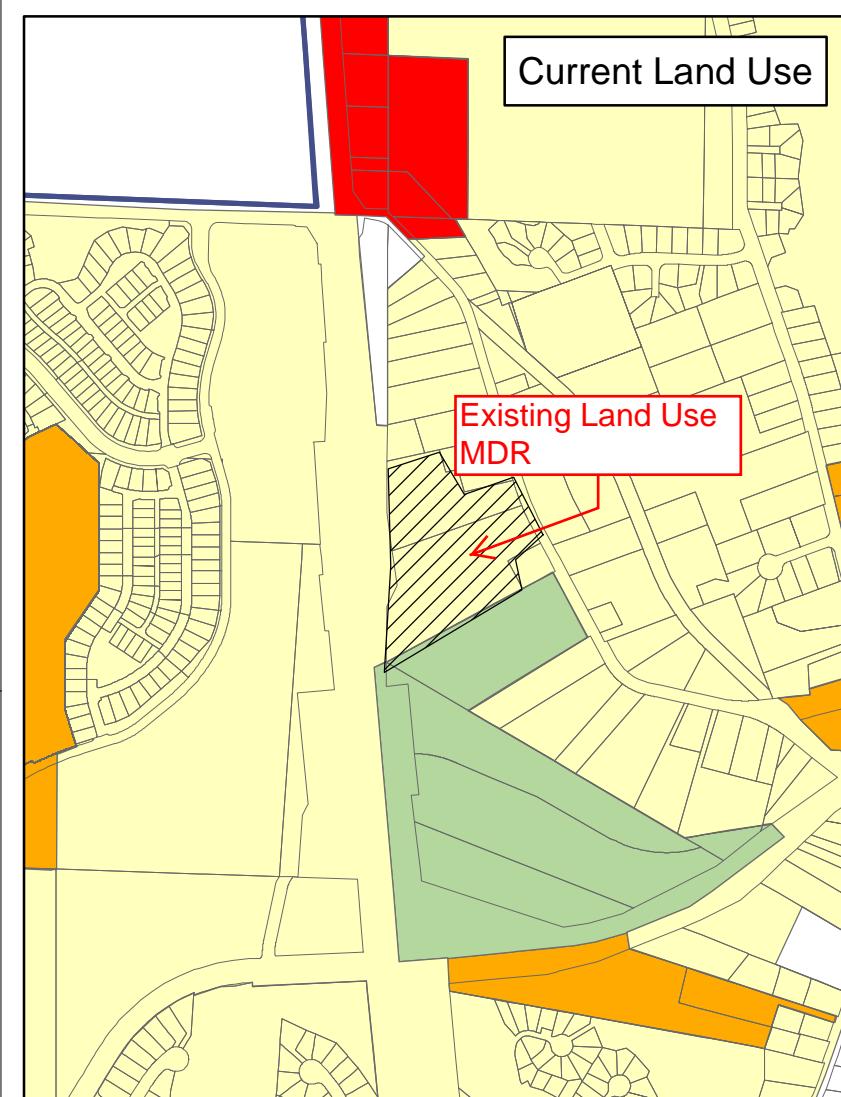
**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

<b>Ratification Review – Decision Criteria</b>	<b>Yes</b>	<b>No</b>
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? <b>Discussion:</b> The proposed land use map change is not designed to implement a development regulation or program.	X	

<p>2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws?</p> <p><b>Discussion:</b> The proposed land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.</p>	X	
<p>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.</p> <p><b>Discussion:</b> The land use designation for the subject properties has not been considered previously.</p>	X	
<p>4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment?</p> <p><b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function.</p>	X	
<p>5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? <b>OR</b></p>		X
<p>6. All of the following:</p> <p>a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? <b>AND</b></p> <p><b>Discussion:</b> the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Housing Elements.</p> <ul style="list-style-type: none"> <li>• Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens;</li> <li>• Goal 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses;</li> <li>• 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; and</li> <li>• 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.</li> </ul>	X	

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.  <b>Discussion:</b> The Comprehensive Plan sets a procedure for evaluating amendments annually. The city is not considering a subarea plan or other amendments for the property; therefore, there is not a need to postpone review of the request to ensure consistent land use designations in the area.	X	
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Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2017 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2017 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2017 Comprehensive Plan Docket.		



### Eagle Ridge Land Use Map Amendment

#### Land Use Designations

Commercial	Unincorporated UGA
General Industrial	Lake Stevens Boundary
Planned Business District	Med Density Residential (MDR)
	Parcels
	Subject Parcels
	High Density Residential (HDR)



All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requestor. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomish County (2017), City of Lake Stevens (2017)

Date: March 2017



## EXHIBIT 3a

# NOTICE OF PUBLIC HEARING Lake Stevens Planning Commission

### **Comprehensive Plan Amendments – 2017 Docket Authorization**

The Lake Stevens Planning Commission will hold a hearing on proposed Comprehensive Plan amendments to recommend inclusion as part of the annual docket.

**Hearing Date & Time:** March 1, 2017 at 7 pm

**Location:** Lake Stevens Community Center (1808 Main Street, Lake Stevens WA 98258)

City-initiated map amendment with a concurrent rezone application.

1. **LUA2017-0017 - Chapel Hill Properties Map Amendment:** A city-initiated request to change the land use designation for (2) two undeveloped parcels and (2) two parcels with existing homes (4 lots totaling approximately 4.14 acres) adjacent to 99<sup>th</sup> Avenue NE from Commercial and Mixed Use Neighborhood to Public / Semi-Public and associated text amendments to the Land Use Element.
2. **LUA2017-0018 - Chapel Hill Properties Area-Wide, Minor Rezone:** A city-initiated request in concurrence with **LUA2017-0017** to change the zoning designation for four (4) parcels adjacent to 99<sup>th</sup> Avenue NE from the Business District and Mixed Use zones to the Public / Semi-Public zone. The purpose of the proposed changes is to support new civic buildings at the Chapel Hill properties.

The city is also proposing text amendments to the Comprehensive Plan (**LUA2017-0016**) to add capital projects to the Parks and Capital Facilities Elements. Along with the specific defined text amendments, staff will also include standard administrative amendments. The city may add additional items to the 2017 docket prior to or subsequent the hearing.

Substantial changes to the proposed amendments may be made following the public hearing.

Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

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



## EXHIBIT 3b

### NOTICE OF PUBLIC HEARING Lake Stevens City Council

#### **Comprehensive Plan Amendments – 2017 Docket Authorization**

The Lake Stevens City Council will hold a hearing on proposed Comprehensive Plan amendments for inclusion as part of the annual docket.

**Hearing Date & Time:** April 11, 2017 at 7:00 PM

**Location:** School District Educational Center (12309 22nd Street NE, Lake Stevens, WA 98258)

**Description:** Text amendments and city-initiated map amendments with concurrent rezone applications.

1. **LUA2016-0016 – Comprehensive Plan Text Amendments:** City-initiated amendments to add capital projects to the Parks and Capital Facilities Elements and proposed map amendments in the Land Use Element (see descriptions below). The city will in addition to the defined text amendments include standard administrative amendments. Substantial changes to the proposed amendments may be made following the public hearing.
2. **LUA2017-0017 – Chapel Hill Properties Map Amendment:** A city-initiated request to change the land use designation of four (4) lots totaling approximately 4.14 acres adjacent to 99<sup>th</sup> Avenue NE from Commercial and Mixed Use Neighborhood to Public/Semi-Public and associated text amendments to the Land Use Element.
3. **LUA2017-0018 – Chapel Hill Properties Area Wide, Minor Rezone:** A city-initiated request in concurrence with **LUA2017-0017** to change the zoning designation of four (4) parcels adjacent to 99<sup>th</sup> Avenue NE from the Business District and Mixed Use zones to the Public / Semi-Public zone. The purpose of the proposed changes is to support new civic buildings at the Chapel Hill properties.
4. **LUA2017-0050 - Eagle Ridge Park Map Amendment:** A city-initiated request to change the land use designation for two (2) parcels totaling approximately 7.63 acres adjacent to Soper Hill Road from Medium Density Residential to Public / Semi-Public and associated text amendments in the Land Use Element.
5. **LUA2017-0051 – Eagle Ridge Park Area Wide, Minor Rezone:** A city-initiated request in concurrence with **LUA2017-0050** to change the zoning designation of two (2) parcels adjacent to Soper Hill Road from Urban Residential zone to the Public / Semi-Public zone. The purpose of the proposed changes is to implement the Eagle Ridge Park Master Plan.

A complete list describing the proposed amendments and the Planning Commission's recommendation is available at the Planning & Community Development Department and available on the city's website. Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.



## EXHIBIT 3c

# CITY OF LAKE STEVENS NOTICE OF PUBLIC HEARING Eagle Ridge Park Area-Wide, Minor Rezone

**PROJECT NAME/ FILE NUMBER:** Eagle Ridge Park Area-Wide, Minor Rezone/LUA2017-0051

**HEARING DATE / TIME:** Planning Commission Public Hearing: Wednesday, January 3, 2018 at 7:00 PM

**LOCATION:** Lake Stevens Community Center (next to City Hall)  
1808 Main Street  
Lake Stevens, WA 98258

**DOCKET DESCRIPTION:**

A city-initiated request in concurrence with LUA2017-0050 (Comprehensive Plan land use map amendment) to change the zoning designation for two (2) parcels adjacent to Soper Hill Road from Urban Residential to the Public/Semi-Public zone. The purpose of the proposed changes is to implement the Eagle Ridge Park Master Plan. A SEPA Addendum and Adoption of Existing Documents was issued for the Comprehensive Plan Docket on November 9, 2017. A SEPA Addendum and Adoption of Existing Documents to the Final Environmental Impact Statement (FEIS) for the Center Subarea Plan was issued on November 9, 2017.

The Lake Stevens Planning Commission will conduct a public hearing and receive public testimony on January 3, 2018 at 7:00 PM to consider the rezone described above. If the rezone is recommended for approval, the Lake Stevens City Council will conduct a public hearing and first ordinance reading on January 9, 2018 at the Lake Stevens School District Educational Center (12309 22<sup>nd</sup> Street NE) at 7:00 PM. There will be a separate public noticing for the City Council hearing pursuant to Chapter 14.16B LSMC.

**PUBLIC REVIEW AND COMMENT:**

Interested parties may submit written comments before the hearing or testify in person. Comments can be submitted to City Hall, Attn: Melissa Place, PO Box 257, Lake Stevens, WA 98258 or by email at [mplace@lakestevenswa.gov](mailto:mplace@lakestevenswa.gov).

The project files, including the staff reports, site maps and supporting materials are available for review at the Permit Center, located behind City Hall, Monday-Friday 9am-4 pm. Limited materials are available at: <http://www.ci.lake-stevens.wa.us/index.aspx?nid=380>.

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



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

Council Agenda Date: January 22, 2018

Subject: Code amendment to allow the storage use in Local Business zone; LUA2017-0010

Contact Person/Department: Dillon Roth, Associate Planner      Budget Impact: None

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

1. Public Hearing and First and Final Reading for Ordinance 1016 related to the municipal code amendment to allow the storage use in select Local Business (LB) zoning districts, subject to a new code section LSMC 14.44.044 (LUA2017-0010).
2. **Motion to approve Ordinance 1016:** An ordinance of the City of Lake Stevens to allow the storage use in LB zoning districts adjacent to state highways.

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**BACKGROUND AND PROPOSED SCOPE:**

Between May 17, 2017 and October 4, 2017, the Planning Commission was briefed four times on this code amendment. Over the course of those meetings, the Planning Commission, the applicant and planning staff discussed concerns with the proposal, mitigation measures, comprehensive plan consistency, development challenges and the appropriate regulation and permit path for allowing storage uses in the Local Business zoning district.

As a result, a new code section was drafted, LSMC 14.44.044. This new section is intended to regulate the development of proposed storage facilities in select Local Business zoning districts in a way that ensures compliance with the comprehensive plan and zoning district intent, minimizes potential impacts to neighbors and allows a developer flexibility to further develop the site with other permitted uses.

To accomplish this, the code would restrict the location of storage uses to only Local Business zones that are adjacent to state highways and limit the size of the storage use to no more than 25% of the total site. The code would also require storage facilities to include architectural and design features that promote visual compatibility with a commercial or mixed-use development as opposed to a warehouse or single-story linear shed design. To further mitigate visual impacts, storage facilities will also be required to provide landscaping and the shielding of exterior lighting.

The code amendment would permit a storage facility through an administrative conditional use permit (ACUP). These types of permits are decided administratively with a notice of application to the public and a two-week public comment period. A proposed storage facility would also be subject to design review and potentially a public meeting at the Design Review Board, pursuant to LSMC 14.16C.050. Decision criteria for an ACUP includes consistency with the comprehensive plan, compliance with municipal code regulations and ensuring that the proposal is compatible with characteristics of the site and immediate vicinity.

The code amendment also adds a definition for *storage facility* in Chapter 14.08 and amends the permissible use table in Chapter 14.40. See **Attachment 1** for Ordinance 1016 and associated exhibits.

The City received the application on January 23, 2017. The Planning Commission was briefed on the proposed amendment on May 17, August 2, September 6, and October 4, 2017. A Determination of Non-Significance (DNS) was issued on December 19, 2017 and no comments or appeals were received. The code amendment was granted expedited review from the Washington State Department of Commerce and no comments were received. A public hearing was held by the Planning Commission on January 3, 2018. No public testimony was given during the hearing. The Planning Commission forwarded a unanimous recommendation to City Council to approve the code amendment (**Ord 1016 Exhibit A**).

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**APPLICABLE CITY POLICIES:** LSMC 14.44.044 Storage Facilities, Table 14.40-I: Table of Permissible Uses By Zones in Chapter 14.40 and Chapter 14.08 Definitions.

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**BUDGET IMPACT:** There is not a budget impact.

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**Attachment 1 - Ord 1016 with Exhibits**

Attachment 1

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

**ORDINANCE NO. 1016**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON ADDING  
A NEW SECTION TO THE LAKE STEVENS MUNICIPAL CODE (LSMC)  
14.44.044 ENTITLED "STORAGE FACILITIES"; AMENDING LSMC 14.40.010  
ENTITLED "PERMISSIBLE USES"; AMENDING LSMC 14.08.010 ENTITLED  
"DEFINITIONS OF BASIC TERMS"; PROVIDING FOR SEVERABILITY AND  
AN EFFECTIVE DATE**

**WHEREAS**, the City Council of the City of Lake Stevens finds that it is in the public interest to add a new section LSMC 14.44.044 related to storage facilities, to amend LSMC 14.40.010 related to uses and to amend LSMC 14.08.010 related to definitions; and

**WHEREAS** a request was received by the City to amend LSMC 14.40.010 regarding the Table of Permitted Uses to allow the storage use in the Local Business zone subject to conditions and limitations; and

**WHEREAS**, following notice as required under the State Environmental Policy Act, (SEPA) the Lake Stevens SEPA Responsible Official issued a Determination of Non-significance (DNS) for the proposed code amendments on December 5, 2017; and

**WHEREAS**, the city requested expedited review from the Department of Commerce on December 1, 2017 and the Department of Commerce granted expedited review on December 17, 2017; and

**WHEREAS**, the Lake Stevens Planning Commission conducted a duly noticed public hearing on January 3, 2018 to consider the proposed code amendments; and

**WHEREAS**, the Lake Stevens Planning Commission issued written Findings, Conclusions and a recommendation of approval for the proposed amendment; and

**WHEREAS**, the above referenced recommendation was based on Findings and Conclusions recommended by city staff and adopted by the Lake Stevens Planning Commission on January 3, 2018 in support of the code amendments; and

**WHEREAS**, the City Council reviewed and considered the Planning Commission's findings, conclusions, and recommendation at a duly noticed public hearing on January 22, 2018; and

**WHEREAS**, the City Council hereby adopts and incorporates by this reference the Findings, Conclusions and Recommendation of the Planning Commission and further finds that the proposed code amendments are consistent with the decision criteria found in LSMC 14.16C.075(f);

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS DOES  
HEREBY ORDAIN AS FOLLOWS:**

**Section 1.** Findings. The City Council hereby adopts the above recitals as findings in support of the code amendments effectuated by this ordinance. The City Council also adopts the Findings and Conclusions recommended by the Lake Stevens Planning Commission attached hereto and incorporated by this reference as **Exhibit A**, dated January 8, 2018 in support of said amendments.

**Section 2.** Section 14.44.044 entitled “Storage Facilities” is hereby added to read as follows:

**14.44.044 Storage Facilities.**

**(a) Intent.**

Storage facilities include characteristics common to commercial and industrial uses. This section provides regulations to help guide appropriate siting of storage facilities in the Local Business zoning district, while maintaining the desired character and function of that district. If designed appropriately, storage facilities can emulate the exterior architecture and site design of commercial or mixed-use developments, reducing inconsistencies with Comprehensive Plan goals or zoning district intent and limiting impacts to surrounding neighborhoods. Storage facilities in the Local Business zoning district shall adhere to the additional special restrictions and development standards of this section.

**(b) Applicable Location of LSCM 14.44.044 Regulations.**

Storage facilities shall be allowed in the Local Business zoning districts on roads designated as State routes or State highways.

**(c) Special Restrictions.**

**(1) The storage use shall be limited in size to 25% coverage or less per development.**

(i) Each development is defined as the area of contiguous Local Business parcels.  
(ii) The use coverage is defined as the amount of space solely devoted to supporting the storage use on each development. This may include building footprints, drive aisles between storage facilities, loading bays, parking, landscape screening, offices and associated appurtenances. The use coverage percentage may exclude critical areas and features shared within a development like pedestrian facilities, internal access and circulation roads, and shared parking.

**(d) Design Standards.**

(1) Storage facilities shall have an outward appearance that more closely resembles a commercial or mixed-use development, than a warehouse or single-story linear shed design, and shall be subject to the design review requirements of LSCM 14.16C.050.

(2) Storage facilities shall include architectural and design features that promote visual compatibility with commercial or mixed-use developments. Examples of these features may include providing façade modulation; using varied or contrasting exterior building materials and detailing; screening blank walls; incorporating varied roof-lines among other features.

(3) Storage facilities shall shield exterior lighting so as not to directly illuminate, or create visible glare from adjacent residential properties subject to the requirements of LSCM 14.38.080.

(4) Storage facilities are subject to the screening requirements of a Type A screen, as described in Chapter 14.76 LSCM, when abutting residential zoning districts.

(i) Open storage facilities must provide an additional Type C screen that includes trees, shrubs and ground cover or similar vegetation to screen the exterior of the open storage facility's enclosure.

**Section 3.** Section 14.08.010 entitled Definitions of Basic Terms is hereby amended as follows:

**14.08.010 Definitions of Basic Terms**

Storage facility. A facility that can be enclosed or open, constructed for the purpose of storing personal goods for short or long-term lease.

All other definitions set forth in LSCM 14.40.010 shall remain in full force and effect, unchanged.

**Section 4.** LSMC 14.40.010 is hereby amended by amending Table 14:40-I Table of Permissible Uses by Zones by adding an “A<sup>25</sup>” in the “LB” column to Use Description “10.210 All storage within completely enclosed structures” and Use Description “10.220 Storage inside or outside completely enclosed structures.” The section is also amended by adding a new footnote to the Permissible Use Table:  
<sup>25</sup> Subject to Section 14.44.044 (Storage Facilities).

**Section 5.** Except as provided in Section 4 above, all other provisions of LSMC 14.40.010 shall remain in full force and effect, unchanged.

**Section 6.** 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 7.** Effective Date. This ordinance shall be in full force and effective five (5) days from and after its passage and approval and publication as required by law.

**PASSED** by the City Council of the City of Lake Stevens this 22<sup>nd</sup> day of January, 2018.

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John Spencer, Mayor

ATTEST/AUTHENTICATION:

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Kathleen Pugh, City Clerk

APPROVED AS TO FORM:

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Grant K. Weed, City Attorney

First and Final Reading: January 22, 2018

Published:

Effective Date:



**Planning & Community Development**  
1812 Main Street  
P.O. Box 257  
Lake Stevens, WA 98258

January 8, 2017

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

**Subject: Planning Commission Recommendation – Storage Code Amendment – LUA2017-0010**

Dear Council Members:

The Lake Stevens Planning Commission held briefings on May 17, August 2, September 6 and October 4, 2017, to consider a code amendment to allow the use of storage facilities in the Local Business zone on parcels adjacent to state highways. The Planning Commission held a public hearing on the proposed code amendments on January 3, 2018 where they forwarded a recommendation to City Council to approve the code amendment.

**Commissioners Present:** Janice Huxford, Vicki Oslund, Karim Ali, Jennifer Davis

**Commissioners Absent:** Linda Hoult and Tracy Trout

**PLANNING COMMISSION DISCUSSION (May 17, August 2, September 6 and October 4, 2017)**

This was a citizen initiated code amendment. The use would be permitted with an Administrative Conditional Use Permit (ACUP) and be subject to a new code section, LSMC 14.44.044. Planning staff, the Planning Commission and the applicant have determined the new code section to be the most appropriate method for ensuring the proposal would remain consistent with the comprehensive plan, the intent of the zoning district, and be context sensitive to neighboring land uses.

**FINDINGS AND CONCLUSIONS:**

The Planning Commission hereby adopts staff's findings and conclusions as outlined in this letter and concludes that the proposed amendment complies with the following:

**1. Compliance with selected elements of the Comprehensive Plan**

- The Local Commercial land use designation discourages uses that are land consumptive and allows mixed-use developments.
- Land Use 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.
- Economic Development Goal 6.8 – Provide a predictable development atmosphere.

**Conclusions** – The proposed code amendments are consistent with Comprehensive Plan goals as

they relate to land use and economic development.

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

- The applicant submitted a SEPA checklist as part of the application materials.
- A Determination of Non-Significance was issued on December 5, 2017.
- No comments or appeals from agencies or the public were received.

**Conclusions** – The proposed code amendment has met local and state SEPA requirements.

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

- The city requested expedited review from the Department of Commerce on December 1, 2017
- The Department of Commerce sent granted approval on December 17, 2017.
- Staff will file the final ordinance with the Department of Commerce within 10 days of City Council action.

**Conclusions** – The proposed code amendment has met Growth Management Act requirements.

**4. Public Notice and Comments**

- The city published a notice of SEPA determination in the Everett Herald on December 5, 2017. The notice was also posted at City Hall and on the city's website.
- The city published a notice of Public Hearing in the Everett Herald on December 21, 2017 per LSMC 14.16B.635. The notice was also posted at City Hall and on the city's website.

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

**PLANNING COMMISSION RECOMMENDATION**

**Storage Code Amendment in the Local Business Zone:** Commissioner Davis made a motion to approve the recommendation to Council. Commissioner Ali seconded the motion. Motion passed 4-0-0-2.

Respectfully submitted,

  
Lake Stevens Planning Commission  
Janice Huxford, Chair



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda** January 22, 2018  
**Date:** \_\_\_\_\_

**Subject:** Grimm House Quit Claim Deed

<b>Contact</b>	Gene Brazel, City Administrator	<b>Budget</b>	\$0
<b>Person/Department:</b>	_____	<b>Impact:</b>	_____

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize the Mayor to accept and sign a Quit Claim Deed and required Supplemental Statement transferring ownership of the Grimm House from the Lake Stevens Historical to the City of Lake Stevens.

**SUMMARY/BACKGROUND:** The Grimm House, which is on the National Historic Register, was transferred to its current location on City property in 1998. The Snohomish County Assessor's office believes the house is city-owned; however, neither City staff, nor the City's legal staff, have been able to locate a document that clearly transfers the title of the building to the City. The Historical Society currently leases the Grimm House from the City. Staff has worked with the Historical Society and all involved believe it is in both the City's and Historical Society's best interest to establish that the City has clear and clean title to the Grimm House.

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**APPLICABLE CITY POLICIES:** N/A

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**BUDGET IMPACT:** \$0

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**ATTACHMENTS:**

- Exhibit A: Quit Claim Deed & Supplemental Statement

**After Recording Return to:**

City of Lake Stevens  
P.O. Box 257  
Lake Stevens, WA 98258

**QUIT CLAIM DEED**

Grantor: LAKE STEVENS HISTORICAL SOCIETY  
Grantee: CITY OF LAKE STEVENS  
Legal: Ptn Lots 29 and 30, Renas Addition, V. 12, p. 8, Snohomish Cty      Add'l on p. 1  
Tax ID#: 005538-000-029-02

**RECITALS:**

In 1987, William Hawkins gifted the structure commonly known as Grimm House to the Lake Stevens Historical Society (hereinafter "Historical Society"). As a condition of the gift, the house was required to be moved from where it was then located and was conveyed to the Historical Society by bill of sale.

In approximately 1998, Grimm House was moved and affixed to Snohomish County tax parcel 005538-000-029-02, owned by the City of Lake Stevens ("City"), whereupon it became affixed to and a part of the real property. By agreement of the City and the Historical Society, the structure known as Grimm House became the property of the City. By lease agreement dated April 25, 2000, the City, as lessor, and the Historical Society, as lessee, entered into an 18-year lease of Grimm House.

The parties desire to confirm by written instrument and place of record the conveyance of Grimm House to the City.

**CONVEYANCE:**

THE GRANTOR, LAKE STEVENS HISTORICAL SOCIETY, a Washington nonprofit corporation, for and in consideration of clearing title of its ownership interest, if any, conveys and quit claims to the CITY OF LAKE STEVENS, a municipal corporation of the State of Washington, all of the Historical Society's interest in the structure commonly known as Grimm House, including all interest conveyed to the Historical Society by the bill

of sale from William Hawkins to the Historical Society, and including any interest therein which Grantor may hereafter acquire, which structure is situated upon, affixed to and part of the following-described real estate situated in the County of Snohomish, State of Washington:

The South 25 feet of Lot 29 and all of Lot 30, Renas Addition to Lake Stevens, according to the Plat recorded in Volume 12 of Plats, page 8, records of Snohomish County, Washington.

EXCEPT the East 12 feet thereof conveyed to Snohomish County.

Situated in the County of Snohomish, State of Washington.

Notwithstanding the above, this deed does not convey any interest of the Historical Society arising out of any existing or future written lease between the City, as lessor, and the Historical Society, as lessee. Any such lessee interest shall remain in full force and effect throughout the duration of such lease(s), and shall continue until terminated in accordance with the provisions of such lease(s).

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

LAKE STEVENS HISTORICAL SOCIETY

By \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Print Name)  
(Title)

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF SNOHOMISH )

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that \_\_\_\_\_ signed this instrument, on oath stated that \_\_\_\_\_ was authorized to execute the instrument and acknowledged it as the \_\_\_\_\_ of LAKE STEVENS HISTORICAL SOCIETY to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
(Legibly print name of notary)  
NOTARY PUBLIC in and for the State of  
Washington, residing at \_\_\_\_\_  
My commission expires \_\_\_\_\_

ACCEPTED \_\_\_\_\_, 2018:

**CITY OF LAKE STEVENS**

By \_\_\_\_\_  
**JOHN SPENCER, Mayor**

**SUPPLEMENTAL STATEMENT  
LAKE STEVENS HISTORICAL SOCIETY - CITY OF LAKE STEVENS  
QUIT CLAIM DEED  
TITLE CLEARING**

This statement is made in support of the title-clearing quit claim deed from the Lake Stevens Historical Society to the City of Lake Stevens for improvements commonly known as Grimm House, located at 1802 Main Street, Lake Stevens, Washington, on Snohomish County tax parcel 005538-000-029-02.

Grimm House is a structure listed on the National Register of Historic Places. It was originally constructed on a parcel at the northwest corner of Hartford & 20th NE. Between 1963 and 1987, Grimm House was owned by Bill Hawkins, who gifted the structure to the Lake Stevens Historical Society in 1987.

In approximately 1998 Grimm House was moved to 1802 Main Street, which property was acquired by the City of Lake Stevens by deed recorded under Snohomish County Auditor's file no. 8409280059.

On April 25, 2000, the Lake Stevens Historical Society entered into a lease of Grimm House from the City of Lakes Stevens with an 18-year term. At all times thereafter, Grimm House has been understood to be and treated as appurtenant to and part of tax parcel 005538-000-029-02 and owned by the City of Lake Stevens. Assessor records for tax parcel 005538-000-029-02 show Grimm House as an improvement to the tax parcel.

The purpose of the subject deed is to clear title of any ownership interest of the Lake Stevens Historical Society in Grimm House. There is no other consideration for this transaction. Lake Stevens Historical Society retains its lessee interest in the leased premises.

**LAKE STEVENS HISTORICAL SOCIETY, Grantor**

By \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Print Name)  
(Title)

**CITY OF LAKE STEVENS, Grantee**

By \_\_\_\_\_  
JOHN SPENCER, Mayor



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**  
**Date:**

January 23, 2018

**Subject:** Naming City Parks

<b>Contact</b>	Jim Haugen, Parks & Rec. Coordinator	<b>Budget</b>	None
<b>Person/Department:</b>	Russ Wright, Comm. Dev. Director	<b>Impact:</b>	_____

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** City Council provide direction to move forward with park naming.

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**SUMMARY/BACKGROUND:** The City of Lake Stevens recently acquired a park in the Frontier Heights area and will take possession of the planned park in the Nourse development, as well as developing a park on City property at 8629 20<sup>th</sup> Street SE, commonly known as the 20th Street Ballfields. As these are all new parks without any formal names, staff is requesting the City Council direct staff to begin the process of naming these new parks. Staff is requesting the determination be made for all three parks, but the process will take place one park at a time. Staff recommends the park in the Nourse development be the first park to be named. City Policy Number P-3-90 (attached), Criteria for naming City Parks identifies the process for naming parks, with the final naming decision being made by a resolution.

The Parks & Recreation Council Subcommittee has discussed this matter and recommends Council direct staff to move forward with starting the naming of parks process.

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**APPLICABLE CITY POLICIES:** City Policy No: P-3-90

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**BUDGET IMPACT:** None

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**ATTACHMENTS:**

- City Policy No: P-3-90

CRITERIA FOR NAMING CITY PARKS

City Policy No.: P-3-90

Effective: October 9, 1990

Department Review:

City Administrator RS

Building Official JL

Superintendent of Public Works Hop

City Planner QW

Chief of Police

Clerk-Treasurer BK

The following criteria for naming City Parks is adopted as a procedural guideline:

1. Upon receiving a request from an organization, or upon its own initiative, the City Council will determine whether it is timely to consider naming a certain park or recreation facility.
2. If the City Council determines such consideration is timely, the request will be referred to the Park Board.
3. Upon receiving the request, the Park Board will solicit through the local newspaper additional recommendations which will be held in an active file for a period of not less than two weeks, after which time the Park Board shall hold a public hearing to solicit public input and additional recommendations. After closing public testimony, the Park Board shall then proceed to adopt by a majority vote a recommendation which shall be forwarded to the City Council for final action within six weeks.
4. The City Council will consider the recommendation submitted by the Park Board, together with all recommendations submitted to the Park Board. The final decision on the name for a city facility will be made by a resolution of the Council.

Criteria which shall be used by both the Park Board and City Council in determining the name of a city park and recreation facility shall be as follows:

1. City facilities should bear a name which meets one of the following criteria:
  - a. The name should represent the unique historical significance of the site; or,
  - b. The name should reflect some unique natural quality or feature of the area; or,
  - c. The name may identify a nationally or internationally recognized person who has had a positive influence on the world; or,

- d. The name may honor a group of people or event from our local or national heritage; or,
- e. The name may recognize a local citizen who has contributed to the betterment of the City, or, who has played an important role in the development of the community.

2. When proposing to name a city facility in honor of a local citizen, or other person of distinction, the following criteria shall be utilized:

- a. Individuals will be considered who have made an outstanding contribution to the facility either by providing the initial idea for the project, or by contributing time or material resources to the project.
- b. Individuals will be considered who have played an important role in the community in such areas as civic or youth work, business, recreation programs, cultural development, or athletic activities.
- c. Individuals will be considered whose name have some historical significance which will serve to enrich the background of the community.

PASSED THIS 8th day of October, 1990

Richard H. Toyer  
Richard H. Toyer, Mayor