



## **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.*

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### **CITY COUNCIL REGULAR MEETING AGENDA REMOTE ACCESS ONLY – VIA ZOOM**

**Tuesday, December 8, 2020 – 6:00 p.m.\***

**\*NOTE NEW START TIME OF 6:00 p.m. FOR MEETINGS**

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/88901210051>

or call in at: (253) 215-8782, Meeting ID: 889 0121 0051

<b>CALL TO ORDER</b>		Mayor
<b>PLEDGE OF ALLEGIANCE</b>		Mayor
<b>ROLL CALL</b>		City Clerk
<b>APPROVAL OF AGENDA</b>		Council President
<b>CITIZEN COMMENTS</b>		Mayor
<b>COUNCIL BUSINESS</b>		Council President
<b>MAYOR'S BUSINESS</b>		Mayor
<b>CITY DEPARTMENT REPORT</b>	Update	Gene
<b>CONSENT AGENDA</b>	A Vouchers	Barb
	B City Council Regular Meeting Minutes of November 24, 2020	Kelly
	C Full-time Mayor Benefits	
	D Resolution 2020-06 Transferring Property to Washington Department of Transportation	Grace
	E Resolution 2020-07 Transferring Property to Washington Department of Transportation	Grace
<b>PUBLIC HEARING</b>	F Ordinance 1105 and Ordinance 1106 – Comprehensive Plan Amendments for 2020	David
<b>ACTION ITEMS:</b>	G Ordinance 1102 - Budget Amendment	Barb
	H Public Works Shop Remodel – Construction Contract Award	Eric/Aaron

**Lake Stevens City Council Regular Meeting Agenda**

**December 8, 2020**

**RECESS TO  
EXECUTIVE SESSION  
(Confidential  
Session)**

I Discussion of Litigation or Potential Litigation  
per RCW 42.30.110(1)(i)

Mayor

Potential Action May Follow the Executive  
Session

**ADJOURN**

**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) 622-9400, 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.**

**BLANKET VOUCHER APPROVAL  
2020**

Payroll Direct Deposits	11/25/2020	\$301,960.13
Payroll Checks	51833-51834	\$3,572.95
Electronic Funds Transfers	ACH	\$187,369.90
Claims	51835-51979	\$817,241.43
Void Checks	51821-51822, 51851, 51865-51866, 51877, 51888	(\$323,730.77)
Total Vouchers Approved:		\$986,413.64

**This 8th day of December 2020**

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.

\_\_\_\_\_  
Finance Director/Auditing Officer

\_\_\_\_\_  
Mayor

December 8th, 2020



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

Personnel Costs	\$	305,533	31%
Payroll Federal Taxes	\$	116,277	12%
Retirement Benefits - Employer	\$	63,105	6%
Other Employer paid Benefits	\$	968	0%
Employee paid benefits - By Payroll	\$	12,086	1%
Supplies	\$	28,557	3%
Professional Services **	\$	219,478	22%
Capital *	\$	564,142	57%
Void Check	\$	(323,731)	-32.8%
<b>Total</b>	<b>\$</b>	<b>986,414</b>	<b>100%</b>

**Large Purchases**

\* Police Station/Evidence Facility - \$233,096

\* US2 Trestle HOV/Jump Ln Project - \$106,265

\*\* CARES Act Small Business Grants - \$95,600

**Total for Period****\$1,004,611.33****Checks to be approved for period 11/19/2020 - 12/02/2020****Vendor: 2nd Course LLC****Check Number: 51839**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520LJSBISTRO	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - LJ's Bistro	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Ace Hardware****Check Number: 51899**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
68170	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Fasteners	\$36.28
68221	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Bushings/Conduit Hangers/Couplers/Adapters	\$87.51
68223	12/2/2020	001 012 575 50 31 00	CS- Pavilion - Ops	Ladder	\$81.74
68240	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Clamps	\$13.07
68240	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Clamps	\$13.06
68240	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Clamps	\$13.07
68298	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Pan/Drive Guide/Level	\$41.69
68302	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	Toilet Seats/Paper Towels	\$165.65
68331	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Caulkgun/Nails/Impact Drills/Surge Protectors/PVC Supplies	\$235.49
					<b>\$687.56</b>

**Vendor: Alewine****Check Number: 51900**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
113020 ALEWINE	12/2/2020	001 000 341 81 00 02	Duplicating Srv - Laminare	CPL Lamination Fee Refund - Alewine	\$7.00
					<b>\$7.00</b>

**Vendor: All Battery Sales and Service****Check Number: 51901**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
300-10079941	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Cable Ties/Seafoam Motor	\$65.62
300-10079941	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Cable Ties/Seafoam Motor	\$65.63
300-10079941	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Cable Ties/Seafoam Motor	\$65.63
300-10080010	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Contracts/Gray Housing/Plug Adapter	\$61.65
300-10080024	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Battery Recycle Bucket	\$92.65
					<b>\$351.18</b>

**Vendor: All Seasons Earthwork LLC****Check Number: 51840**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520ALLSEASOS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - All Seasons Earthworks	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Amazon Capital Services****Check Number: 51891**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
179C-M949-WXGX	11/30/2020	002 013 518 20 30 00	CV - Supplies	CV - Wireless Earbuds	\$130.78
1D6M-3Q36-K7HV	11/30/2020	002 013 518 20 30 00	CV - Supplies	CV - Gloves for Police Officers PPE	\$699.20
					<b>\$829.98</b>

**Vendor: Amazon Capital Services****Check Number: 51902**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1CVL-Y1GF-VD1J	12/2/2020	001 008 521 20 31 00	LE-Office Supplies	Dinnerware Set	\$196.18
1H76-X7T6-TPCL	12/2/2020	001 008 521 20 31 00	LE-Office Supplies	Bluetooth Mouse	\$43.59
					<b>\$239.77</b>

**Vendor: Amazon Capital Services****Check Number: 51903**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
13MF-NJHJ-YWDY	12/2/2020	001 007 558 50 31 00	PL-Office Supplies	Notebooks	\$25.01
1HKD-HJ9X-3CPX	12/2/2020	001 007 571 00 30 00	PL-Park & Recreation	Document Holders for the Mill	\$79.33
1L4L-R7RX-HW9J	12/2/2020	410 016 531 10 31 01	SW-Office Supplies	Desk Chair	\$171.12
1LXM-QQ76-37GG	12/2/2020	410 016 531 10 31 01	SW-Office Supplies	Label Maker/Label Tape	\$105.60
1XLR-6YDF-RQPJ	12/2/2020	001 007 571 00 30 00	PL-Park & Recreation	Candy Canes/Christmas Social Dist Decals - Winterfest	\$94.18
1XLR-6YDF-T4YH	12/2/2020	001 007 571 00 30 00	PL-Park & Recreation	Holiday Decorations - Winterfest	\$17.41
					<b>\$492.65</b>

**Vendor: Ash****Check Number: 51841**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 RACHELS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Rachels Colour Box & Design	\$600.00
					<b>\$600.00</b>

**Vendor: Barrera****Check Number: 51842**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 SEESAW	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - SeeSaw Childcare	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Barton****Check Number: 51843**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 MICHELLE	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Michelle B Styles	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Barton****Check Number: 51844**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 MOB	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Man Overboard Games	\$600.00
					<b>\$600.00</b>

**Vendor: Belson Outdoors LLC****Check Number: 51892**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WQ277303	11/30/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Park Benches	\$3,331.84
					<b>\$3,331.84</b>

**Vendor: Buzz In Lakeshore Inc****Check Number: 51845**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 BUZZ IN	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Buzz Inn Steakhouse	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Cadman Inc****Check Number: 51904**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5723903	12/2/2020	302 010 594 76 61 01	PM - North Cove Capital	Soils North Cove	\$32,925.12
					<b>\$32,925.12</b>

**Vendor: Canon Financial Services Inc****Check Number: 51905**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22122848	12/2/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Repair & Maintenance CH	\$285.26
22145314	12/2/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$17.08
22145314	12/2/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$17.08
					<b>\$319.42</b>

**Vendor: CDK Construction Services Inc****Check Number: 51906**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 8 CDK	12/2/2020	306 000 382 20 00 00	PD Retainage	Retainage Police Station/Evidence Facility Project 18035	(\$10,692.49)
PROGRESS 8 CDK	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	Police Station/Evidence Facility Project 18035	\$233,096.35
					<b>\$222,403.86</b>

**Vendor: CDW Government Inc****Check Number: 51893**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1C3FJX2	11/30/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - USB Hub/HDMI Monitor/Surface Dock Station	\$407.58
3937853	11/30/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Adapter/USB-C Dock	\$544.10
					<b>\$951.68</b>

**Vendor: CDW Government Inc****Check Number: 51907**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3972012	12/2/2020	001 006 518 80 31 00	IT-Office Supplies	Cables	\$1,095.65
4168532	12/2/2020	001 006 518 80 31 00	IT-Office Supplies	Server Hard Drives	\$555.90
4437096	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	Surge Strips New PD Station	\$817.72
4542645	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	MultiDirect Cam New PD Station	\$8,071.45
4612627	12/2/2020	001 008 521 50 30 02	LE-Fleet Minor Equipment	Pendant Kit	\$555.90
4612633	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	TV/Wall Mount/Display Mount New PD Station	\$4,024.28
4678028	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	HDTV Dome New PD Station	\$2,210.52
4678032	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	TVs/Arm Mounts New PD Station	\$13,094.17
					<b>\$30,425.59</b>

**Vendor: Central Welding Supply Co Inc****Check Number: 51908**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EV286103	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Propane/Compressed Gas/Gloves	\$237.33
					<b>\$237.33</b>

**Vendor: Chinook Lumber Inc****Check Number: 51909**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1698676	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Sunturf Roofing/Woodtite Screws	\$654.93
1698714	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Sunturf Roofing	\$146.56
					<b>\$801.49</b>

**Vendor: City of Marysville****Check Number: 51910**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 20-0072	12/2/2020	001 008 523 60 41 00	LE-Jail	Prisoner Housing SNCO Video Court Sept 2020	\$1,615.64
					<b>\$1,615.64</b>

**Vendor: Combs****Check Number: 51846**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 COMBS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Combs Forensic Services	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Creekside Alehouse Bar and Grill****Check Number: 51847**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520CREEKSIDE	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Creekside Alehouse Bar & Grill	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Cross Match Technologies Inc****Check Number: 51894**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
13401001692	11/30/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Livescan Machine	\$22,932.10
					<b>\$22,932.10</b>

**Vendor: Curtis Industrial Supply Inc****Check Number: 51848**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 CURTIS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Curtis Industrial Supply	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Daily Journal of Commerce Inc****Check Number: 51911**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
389527	12/2/2020	411 016 594 31 60 01	SWC - PW Shop Remodel	Advert for Bid - PW Tenant Improvements	\$303.80
389527	12/2/2020	001 010 594 76 64 00	PK-Capital Outlay	Advert for Bid - PW Tenant Improvements	\$303.80
389527	12/2/2020	101 016 594 42 64 00	ST-Capital Expenditures	Advert for Bid - PW Tenant Improvements	\$303.80
					<b>\$911.40</b>

**Vendor: David Evans and Associates Inc****Check Number: 51912**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
477076	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Costco	\$1,950.70
477077	12/2/2020	001 007 558 60 41 00	PL-UGA-RUTA-Annexation	Engineering Svcs SE Interlocal Annexation Legal Descriptions	\$1,444.00
477078	12/2/2020	301 016 544 40 41 02	17005 - 24th & 91st Ext Design	Engineering Svcs ROW Dedication to WSDOT	\$477.00
477079	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Bacari Homes Short Plat Survey Review	\$303.20
477080	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Bigun Short Plat Survey Review	\$334.50
477081	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Soper Hill Comm Third Const Plan Review	\$1,081.60
477083	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Sedona Final Plat Survey Review	\$1,444.60
477085	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Talon Ridge 4 Lot BLA Survey Review	\$1,819.00
477086	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Soper Hill Rd Arcadia Homes SP Survey Review	\$1,010.60
477105	12/2/2020	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs Pellerin Ridge	\$2,465.90
					<b>\$12,331.10</b>

**Vendor: Davido Consulting Group Inc****Check Number: 51913**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0032011	12/2/2020	410 016 594 31 60 01	SW - Capital Expenditure	Outlet Strategic Planning Engineering Services	\$1,088.75
					<b>\$1,088.75</b>

**Vendor: DEK Enterprises****Check Number: 51914**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
134898	12/2/2020	001 013 518 20 31 00	GG-Operating Costs	Road Plaque Memorial Signs	\$931.24
134904	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	Door Graphic Address and Install New PD Station	\$218.00
					<b>\$1,149.24</b>

**Vendor: Dept of Licensing****Check Number: 51915**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1120 DOL	12/2/2020	633 000 589 30 00 05	Gun Permit - State Remittance	Weapons Permits 10/29/20 thru 11/21/20	\$579.00
					<b>\$579.00</b>

**Vendor: Dept of Retirement (Deferred Comp)****Check Number: 0**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,665.00
					<b>\$2,665.00</b>

**Vendor: Dept of Retirement PERS LEOFF****Check Number: 0**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$63,102.98
112520S	11/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions State	\$1.58
					<b>\$63,104.56</b>

**Vendor: Dept of Revenue EFT****Check Number: 0**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Oct2020	11/25/2020	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes - October 2020	\$78.64
Oct2020	11/25/2020	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes - October 2020	\$68.27
					<b>\$146.91</b>

**Vendor: DeWitt****Check Number: 51849**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 ALLISONS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Allison's Hair	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Dicks Towing Inc****Check Number: 51916**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
194727	12/2/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-23815	\$126.27
197784	12/2/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-23366	\$126.27
70497	12/2/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-23306	\$126.27
E196136	12/2/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-23517	\$126.27
					<b>\$505.08</b>

**Vendor: EFTPS****Check Number: 0**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$116,276.57
					<b>\$116,276.57</b>

**Vendor: Electronic Business Machines****Check Number: 51917**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR179334	12/2/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$60.39
AR179334	12/2/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$60.38
AR179334	12/2/2020	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance PB	\$60.39
AR179334	12/2/2020	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance PL	\$60.38
AR179581	12/2/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$118.97
					<b>\$360.51</b>

**Vendor: Elite Securities Inc****Check Number: 51918**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
38250	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	Keys/Locks New PD Building	\$1,029.51
					<b>\$1,029.51</b>

**Vendor: Evans****Check Number: 51850**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 STUDIO91	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Studio 91	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Everett Stamp Works****Check Number: 51919**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
30325	12/2/2020	410 016 531 10 31 01	SW-Office Supplies	Nameplate - Farrant S	\$19.57
					<b>\$19.57</b>

**Vendor: Everett Steel Inc****Check Number: 51920**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
312056	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Round Tubes	\$202.04
					<b>\$202.04</b>

**Vendor: Evergreen Concrete Cutting Inc****Check Number: 51921**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
218140	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Asphalt Cutting	\$599.50
					<b>\$599.50</b>

**Vendor: Fastenal Company****Check Number: 51922**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WAARN144109	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Ear Plugs	\$141.70
					<b>\$141.70</b>

**Vendor: Franciscos Kitchen Inc****Check Number: 51851**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520FRANCISCO	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Francisco's Kitchen	\$600.00
					<b>\$600.00</b>

**Vendor: Franklin Farms LLC****Check Number: 51923**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0065	12/2/2020	410 016 594 31 60 01	SW - Capital Expenditure	Sand Bag Machine	\$16,350.00
					<b>\$16,350.00</b>

**Vendor: Gallagher Enterprises LLC****Check Number: 51852**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 BRUNOS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Bruno's Pizzeria	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Gardner****Check Number: 51924**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
794	12/2/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Install Lights/Siren/Radio/Console/MDT A-20-92	\$1,736.00
					<b>\$1,736.00</b>

**Vendor: Gepner****Check Number: 51853**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 SALONHUE	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Salon Hue	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Greenshields Industrial Supply Inc****Check Number: 51925**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1-99621	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Turnbuckle Galv/Eye Bolt	\$32.19
					<b>\$32.19</b>

**Vendor: Griffen****Check Number: 51926**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
920725725	12/2/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$187.50
920816483	12/2/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$187.50
XZ0399744	12/2/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$262.50
					<b>\$637.50</b>

**Vendor: Grove Analytics LLC****Check Number: 51854**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 GROVE	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Grove Analytics	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: HCI Steel Buildings LLC****Check Number: 51927**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
103204	12/2/2020	001 008 521 21 31 00	LE-Boating Minor Equipment	Vertical A-Frame Kit Delivery/Panel	\$2,170.51
					<b>\$2,170.51</b>

**Vendor: Hew****Check Number: 51855**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520PINEAPPLE	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Pineapple Express	\$600.00
					<b>\$600.00</b>

**Vendor: Hingtgen**  
**Check Number: 51928**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100420 HINGTGEN	12/2/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals VOTF Training Camp Rilea - Hingtgen	\$355.00
					<b>\$355.00</b>

**Vendor: Holloman**  
**Check Number: 51856**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 CHIC	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Chic Design	\$800.00
					<b>\$800.00</b>

**Vendor: Home Depot**  
**Check Number: 51929**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1014141	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Lag Screws/Lock Washer/Flat Washers	\$272.73
3012376	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Angle Finder/Carbide Bit	\$28.33
4142636	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Concrete Mix	\$186.99
6524151	12/2/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Sealant	\$25.72
7062253	12/2/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Soil Scoop/Sealant/Cement/Clamp	\$111.23
71005	12/2/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Anvil EggBeater Mixer/Grout/Mechanics Set	\$79.77
8013085	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Washers/Lock Washer/Lag Screws/Construction Screws	\$150.11
8014615	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Drive Socket Sets/Hinges/Couplers/Mason Line/Chain	\$146.37
8014615	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Drive Socket Sets/Hinges/Couplers/Mason Line/Chain	\$146.38
8014615	12/2/2020	410 016 531 10 31 02	SW-Operating Cost	Drive Socket Sets/Hinges/Couplers/Mason Line/Chain	\$146.37
8081026	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Grade Stakes	\$30.49
9071043	12/2/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Painters Rags/Crack Sealant/Staples/Hinges/Mending Plates	\$73.36
					<b>\$1,397.85</b>

**Vendor: Honey Bucket**  
**Check Number: 51930**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551818341	12/2/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Davies Beach	\$142.50
0551820430	12/2/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 8629 20th St SE	\$170.50
					<b>\$313.00</b>

**Vendor: HSA Bank**  
**Check Number: 51835**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$456.24
					<b>\$456.24</b>

**Vendor: HW Lochner Inc**  
**Check Number: 51931**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
02	12/2/2020	304 016 594 31 63 00	17005 - 24th St SE & 91st Ave	24th St SE/91st Ave SE Construction Admin	\$13,398.73
					<b>\$13,398.73</b>

**Vendor: Industrial Bolt & Supply Inc**  
**Check Number: 51932**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
741993-1	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	IHI Hydraulics - Connectors/Fuses/Tubes/Gloves	\$605.36
					<b>\$605.36</b>

**Vendor: Ink It Your Way****Check Number: 51933**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
6871	12/2/2020	001 007 559 30 31 02	PB-Clothing	Jackets for Inspectors	\$1,057.03
					<b>\$1,057.03</b>

**Vendor: IPON3 LLC****Check Number: 51857**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 NACHOS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant -Nachos Family Mexican Restaurant	\$600.00
					<b>\$600.00</b>

**Vendor: Iron Mountain Quarry LLC****Check Number: 51934**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0309573	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$83.21
					<b>\$83.21</b>

**Vendor: Irwin****Check Number: 51935**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121320 IRWIN	12/2/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDeim - Meals Handgun Level 2 Instructor Burien - Irwin	\$380.00
					<b>\$380.00</b>

**Vendor: J Thayer Company Inc****Check Number: 51936**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1489372-0	12/2/2020	001 005 518 10 31 00	HR-Office Supplies	Calendar	\$24.38
1489372-0	12/2/2020	001 004 514 23 31 00	FI-Office Supplies	Calendars	\$25.00
1489372-0	12/2/2020	001 003 514 20 31 00	CC-Office Supply	Calendars	\$25.00
1489372-0	12/2/2020	001 007 559 30 31 00	PB-Office Supplies	Calendars	\$36.58
1489372-0	12/2/2020	001 007 558 50 31 00	PL-Office Supplies	Calendars/Bond Paper	\$106.70
1489372-0	12/2/2020	001 013 518 20 31 00	GG-Operating Costs	Calendars/Paper/Batteries	\$112.28
1490064-0	12/2/2020	001 008 521 20 31 00	LE-Office Supplies	Mousepads	\$72.76
1491158-0	12/2/2020	001 013 518 20 31 00	GG-Operating Costs	Markers/Pens	\$63.00
1491617-0	12/2/2020	306 000 594 21 60 00	Police Dept Project Account	Hand Soap/Seat Covers/Markers/Erasers/Toilet Paper	\$514.20
1491837-0	12/2/2020	001 008 521 20 31 00	LE-Office Supplies	Envelopes	\$91.78
1491920-0	12/2/2020	001 013 518 20 31 00	GG-Operating Costs	Hand Soap	\$37.02
C1484766-0	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Credit Pens	(\$7.38)
C1484766-0	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Credit Pens	(\$7.38)
					<b>\$1,093.94</b>

**Vendor: Jamie S Kim PS Inc****Check Number: 51937**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
820455316	12/2/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$300.00
					<b>\$300.00</b>

**Vendor: Keaoprasit****Check Number: 51858**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 VIETTHAI	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Viet Thai Noodle House	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Keeyarah Enterprises Inc****Check Number: 51859**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 SUBWAY	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Subway	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Kindinger****Check Number: 51860**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 LIFEKIND	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Life of the Kind	\$600.00
					<b>\$600.00</b>

**Vendor: Lake Industries LLC****Check Number: 51938**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
286393	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Cobbles	\$187.09
39104	12/2/2020	411 016 594 31 60 04	Callow Road Drainage	Fill Hauled In - Dry Materials	\$72.00
39107	12/2/2020	411 016 594 31 60 04	Callow Road Drainage	Fill Hauled In - Dry Materials	\$72.00
39112	12/2/2020	411 016 594 31 60 04	Callow Road Drainage	Fill Hauled In - Dry Materials	\$72.00
39138	12/2/2020	411 016 594 31 60 04	Callow Road Drainage	Fill Hauled In - Dry Materials	\$360.00
					<b>\$763.09</b>

**Vendor: Lake Stevens Brewing Company LLC****Check Number: 51861**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 LS BREW	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Lake Stevens Brewing	\$600.00
					<b>\$600.00</b>

**Vendor: Lake Stevens Chamber of Commerce****Check Number: 51939**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
120120 CHAMBER	12/2/2020	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC Dec 2020	\$1,500.00
					<b>\$1,500.00</b>

**Vendor: Lake Stevens Junior Athletic Assoc****Check Number: 51862**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 LS YOUTH	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Lake Stevens Youth Football	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Lake Stevens Police Guild****Check Number: 51836**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,155.00
					<b>\$1,155.00</b>

**Vendor: Lake Stevens School District****Check Number: 51940**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0020210019	12/2/2020	001 008 521 20 32 00	LE-Fuel	Fuel	\$2,912.93
					<b>\$2,912.93</b>

**Vendor: Lerch****Check Number: 51864**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 CUTTIN	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Cuttin' in Close	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Lewandowski****Check Number: 51865**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 LS ROOF	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Lake Stevens Roofing	\$600.00
					<b>\$600.00</b>

**Check Number: 51866**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520SOUNDLINE	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Soundline Construction	\$600.00
					<b>\$600.00</b>

**Vendor: Lexipol LLC****Check Number: 51941**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV8712	12/2/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Annual Law Enforcement Policy Manual & Daily Training Bulletins	\$7,228.00
					<b>\$7,228.00</b>

**Vendor: Liberato****Check Number: 51867**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 TEAM	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Team Fitness	\$600.00
					<b>\$600.00</b>

**Vendor: LIMO LLC****Check Number: 51868**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 LIMO	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - John L Scott Lake Stevnes	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: LJs First Bite LLC****Check Number: 51869**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 THEPINES	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - The Pines	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: LN Curtis & Sons****Check Number: 51942**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV443485	12/2/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	Jackets/Patches - Valvick	\$445.98
					<b>\$445.98</b>

**Vendor: Mahoney****Check Number: 51943**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
113020 MAHONEY	12/2/2020	001 000 322 90 00 00	Weapon License Permit - Local	CPL Ringerprint Fee Refund - Mahoney	\$4.00
113020 MAHONEY	12/2/2020	001 000 341 81 00 02	Duplicating Srv - Laminare	CPL Lamination Fee Refund - Mahoney	\$3.50
					<b>\$7.50</b>

**Vendor: Martina Jr****Check Number: 51870**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 MARTINAS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Martina's Barbershop	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Martinis****Check Number: 51871**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 MARTINIS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Leslie K Martinis	\$800.00

**\$800.00****Vendor: McGuinn****Check Number: 51872**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 MCGUINN	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - McGuinn Entertainment	\$2,000.00

**\$2,000.00****Vendor: McLoughlin & Eardley Group Inc****Check Number: 51944**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0252023	12/2/2020	001 008 521 50 30 02	LE-Fleet Minor Equipment	LED Dome Lights	\$170.04

**\$170.04****Vendor: Method Barricade & Construction Supply LLC****Check Number: 51945**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14124	12/2/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Signs - One Way/Roundabout Chevron	\$115.00
14142	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Sign - Frontier Heights Park Rules	\$287.83

**\$402.83****Vendor: Metron and Associates Inc****Check Number: 51946**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21879	12/2/2020	302 010 594 76 61 03	PM -20th SE Fields/Poweline TR	20th St Soccer Field Surveying	\$8,828.50

**\$8,828.50****Vendor: Michael****Check Number: 51947**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100420 MICHAEL	12/2/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals VOTF Training Camp Rilea - Michael	\$355.00

**\$355.00****Vendor: Michael****Check Number: 51948**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
111620 MICHAEL	12/2/2020	111 008 521 20 31 01	Drug Seize - Canine Supplies	Reimburse - Pet Bed for Kennel/Vehicle/Other - Michael	\$146.26

**\$146.26****Vendor: Millerstoultime****Check Number: 51949**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10272027306	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Screwdriver Set/Jacket	\$147.15
10272027306	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Screwdriver Set/Jacket	\$147.15
11032027555	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Min File Set/Mini Anle Die/Prybar/Grase Gun	\$180.37
11032027555	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Min File Set/Mini Anle Die/Prybar/Grase Gun	\$180.37
11172028081	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Breaker Bar/Circuit Testers/Battery Clamps & Connectors	\$172.85
11172028081	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Breaker Bar/Circuit Testers/Battery Clamps & Connectors	\$172.86
11172028081	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Breaker Bar/Circuit Testers/Battery Clamps & Connectors	\$172.86

**\$1,173.61****Vendor: Mistler****Check Number: 51863**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 LAKEVIEW	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Lakeview Hair	\$3,000.00

**\$3,000.00**

**Vendor: Myers****Check Number: 51873**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 SALON	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Salon Michelle	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Nationwide Retirement Solution****Check Number: 0**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,607.36
					<b>\$4,607.36</b>

**Vendor: O Reilly Auto Parts****Check Number: 51950**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-227402	12/2/2020	101 016 544 90 31 02	ST-Operating Cost	Floor Dry	\$30.50
2960-227402	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Floor Dry	\$30.50
2960-227684	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Mini Bulbs/Wiretie	\$12.70
2960-227687	12/2/2020	001 010 576 80 31 00	PK-Operating Costs	Mini Lamps	\$8.81
2960-227804	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Spray Paint/Perfect Match	\$34.30
2960-227853	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Ceramic Pad/Brake Shoes/Rotor/Drum/Filters PW63	\$294.21
2960-228527	12/2/2020	001 008 521 50 30 02	LE-Fleet Minor Equipment	Headlights PT62	\$72.86
					<b>\$483.88</b>

**Vendor: Oaks****Check Number: 51874**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520ESSENTIAL	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Essential Healing Massage	\$800.00
					<b>\$800.00</b>

**Vendor: Ogden Murphy Wallace PLLC****Check Number: 51895**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
844624	11/30/2020	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services Oct 2020	\$20,497.00
844624	11/30/2020	001 011 515 41 41 00	Ext Consultation - City Atty	CV - Legal Services Oct 2020	\$412.50
844624	11/30/2020	401 070 535 10 41 00	SE-Professional Service	Legal Services Oct 2020	\$4,592.50
844624	11/30/2020	001 011 515 41 41 01	Ext Consult - PRA	Legal Services Oct 2020	\$1,302.00
					<b>\$26,804.00</b>

**Vendor: Olson****Check Number: 51875**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 RUSTIC	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Rustic Cork Wine Bar	\$600.00
					<b>\$600.00</b>

**Vendor: Outcomes by Levy LLC****Check Number: 51896**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-11-LS	11/30/2020	001 013 511 70 40 00	Lobbying Services	Legislative/Regulatory Consulting Nov 2020	\$4,100.16
2020-11-LS	11/30/2020	002 013 518 20 40 00	CV - Professional Services	CV - Legislative/Regulatory Consulting Nov 2020	\$699.84
					<b>\$4,800.00</b>

**Vendor: Pace Engineers Inc****Check Number: 51951**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
77348	12/2/2020	411 016 594 31 60 00	Decant Facility Project	Engineering Services Decant Facility	\$3,537.00

**\$3,537.00****Vendor: Pacific West Performing Arts LLC****Check Number: 51876**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 PACIFIC	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Pacific West Performing Arts	\$600.00

**\$600.00****Vendor: Puget Sound Energy****Check Number: 51952**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24770236 1120	12/2/2020	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - 10518 18th St SE	\$35.87

**\$35.87****Vendor: Purcell Tire Co****Check Number: 51953**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24243370	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Tires/Mount/Disposal	\$1,877.60
24243402	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Tires/Mount/Valve/Cap PW78	\$443.09

**\$2,320.69****Vendor: Quadient Finance USA Inc****Check Number: 51954**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
80346335 1120	12/2/2020	001 008 521 20 42 00	LE-Communication	Postage PD	\$400.00

**\$400.00****Vendor: Quilceda Paving & Construction Inc****Check Number: 51955**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
6991	12/2/2020	411 016 594 31 60 04	Callow Road Drainage	Callow Road Patching	\$18,677.80

**\$18,677.80****Vendor: Rexel USA Inc****Check Number: 51956**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1A73038	12/2/2020	101 016 542 63 48 00	ST-Lighting - R&M	Lighting LED Area Luminaires/Mounts	\$2,372.78
1A85984	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Thermostats/Box Covers	\$236.00

**\$2,608.78****Vendor: Richard M Hicks Consulting Inc****Check Number: 51897**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1836	11/30/2020	002 013 518 20 40 00	CV - Professional Services	CV - Remote Access Solution Consulting	\$13,000.00

**\$13,000.00****Vendor: Roehl****Check Number: 51877**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 MOUNTAIN	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Mountain Loop Cross Fit	\$600.00

**\$600.00****Vendor: Seattle 15 LLC****Check Number: 51878**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112550 RAM	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Ram Restaurant & Brewhouse	\$600.00

**\$600.00**

**Vendor: Seattles Finest Security & Traffic Control LLC****Check Number: 51957**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19693	12/2/2020	001 010 576 80 31 10	PK - Boat Launch Expenses	Camera System Rental Davies Beach	\$2,943.00
					<b>\$2,943.00</b>

**Vendor: Shelton****Check Number: 51879**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 DEBBIES	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Debbie's Design	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Sherwood Community Services****Check Number: 51880**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 SHERWOOD	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Sherwood Community Services	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Shipman****Check Number: 51881**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 KIDS WAY	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Kids Way Child Care	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Six Robblees Inc****Check Number: 51958**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14-407173	12/2/2020	410 016 531 10 31 02	SW-Operating Costs	Ball Mounts	\$525.97
					<b>\$525.97</b>

**Vendor: Snohomish County PUD****Check Number: 51959**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100463978	12/2/2020	001 010 576 80 47 00	PK-Utilities	222509887 Davies Beach Electric/Water	\$81.99
105464098	12/2/2020	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at 113th	\$68.92
108766399	12/2/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Street Lights 8533 15th St NE	\$111.77
108766399	12/2/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal 8718 17th St NE	\$189.04
108768874	12/2/2020	001 010 576 80 47 00	PK-Utilities	222658130 The Timbers Park Water	\$1,063.33
112059849	12/2/2020	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$57.21
115363606	12/2/2020	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric	\$22.90
125305471	12/2/2020	001 008 521 50 47 00	LE-Facility Utilities	204719082 New PD Station Water/Electric	\$591.59
125306602	12/2/2020	001 010 576 80 47 00	PK-Utilities	222509911 Davies Beach Electric/Water	\$74.36
128580389	12/2/2020	001 010 576 80 47 00	PK-Utilities	222205049 Nourse Park Electric	\$27.73
128581900	12/2/2020	410 016 531 10 47 00	SW-Utilities	221908015 City Shop Mechanic	\$62.84
128581900	12/2/2020	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	\$62.83
128581900	12/2/2020	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	\$62.86
148339559	12/2/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water	\$92.40
148339559	12/2/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Electric	\$431.43
151634353	12/2/2020	410 016 531 10 47 00	SW-Utilities	203599006 City Shop Electric/Water	\$235.38
151634353	12/2/2020	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	\$235.31
151634353	12/2/2020	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	\$235.31
158075645	12/2/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202648705 Street Lights	\$64.25
					<b>\$3,771.45</b>

**Vendor: Snohomish County PUD****Check Number: 51960**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
120120 PUD	12/2/2020	302 010 594 76 61 01	PM - North Cove Capital	Meter & Transformer Fee 12207 North Ln Acct 30001369	\$4,522.00
					<b>\$4,522.00</b>

**Vendor: Snohomish County PW****Check Number: 51961**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000544296	12/2/2020	101 016 542 64 48 00	ST-Traffic Control - R&M	Signal/Sign Repair & Maint Oct 2020	\$1,682.38
					<b>\$1,682.38</b>

**Vendor: Snohomish County Sheriffs Office****Check Number: 51962**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000543491	12/2/2020	001 008 521 30 41 00	LE-Drug Task Force	JAG Contributions July-Dec 2020	\$4,341.00
					<b>\$4,341.00</b>

**Vendor: Snohomish County Sheriffs Office****Check Number: 51963**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-6542	12/2/2020	001 008 523 60 41 00	LE-Jail	Jail Services Oct 2020	\$22,124.89
					<b>\$22,124.89</b>

**Vendor: Sound Publishing Inc****Check Number: 51964**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH912160	12/2/2020	001 004 514 23 41 00	FI-Professional Service	2021 Budget Public Hearing	\$56.00
EDH912507	12/2/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2020-0110 Public Hearing	\$100.80
EDH912816	12/2/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2020-0142 Wet Rabbit Express Car Wash	\$151.20
EDH912913	12/2/2020	001 007 558 50 41 03	PL-Advertising	LUA2020-0090 2020 Comp Plan Docket	\$145.60
EDH913035	12/2/2020	101 016 594 42 64 00	ST-Capital Expenditures	PW Shop Tenant Improvements	\$116.67
EDH913035	12/2/2020	001 010 594 76 64 00	PK-Capital Outlay	PW Shop Tenant Improvements	\$116.66
EDH913035	12/2/2020	411 016 594 31 60 01	SWC - PW Shop Remodel	PW Shop Tenant Improvements	\$116.67
EDH913585	12/2/2020	001 013 518 30 41 01	GG-Advertising	Ordinance 1099	\$28.00
EDH913587	12/2/2020	001 013 518 30 41 01	GG-Advertising	Ordinance 1100	\$26.60
EDH913686	12/2/2020	001 013 518 30 41 01	GG-Advertising	CC Special Meeting	\$18.20
EDH913781	12/2/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2020-0177 Colombana Shoreline Variance	\$61.60
					<b>\$938.00</b>

**Vendor: Sound Safety Products Co Inc****Check Number: 51965**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
380873/1	12/2/2020	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots - Stevens J	\$252.24
380875/1	12/2/2020	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots - Farrant S	\$308.12
					<b>\$560.36</b>

**Vendor: Sound Security Inc****Check Number: 51966**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
985072	12/2/2020	001 012 575 50 47 00	CS- Pavillion - Utilities	Add-On FA Cell - The Mill	\$666.00
992804	12/2/2020	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	\$563.52
992804	12/2/2020	001 012 575 50 47 00	CS- Pavillion - Utilities	Fire & Security Monitoring The Mill	\$327.52
					<b>\$1,557.04</b>

**Vendor: Springbrook Nursery & Trucking Inc****Check Number: 51967**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
302812	12/2/2020	411 016 594 31 60 06	117th Pl/114th Drainage	Drain Rock Pick Up	\$87.31
					<b>\$87.31</b>

**Vendor: SRV Construction Escrow Acct 101787002****Check Number: 51968**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1269-01	12/2/2020	304 016 595 60 60 05	Trestle/HOV Lane	Retainage US2 Trestle HOV/Jump Ln Project 18021	\$5,592.90
					<b>\$5,592.90</b>

**Vendor: SRV Construction Inc****Check Number: 51969**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1269-01	12/2/2020	304 016 595 60 60 05	Trestle/HOV Lane	US2 Trestle HOV/Jump Ln Project 18021	\$106,265.06
					<b>\$106,265.06</b>

**Vendor: Staffshine Cleaning Services****Check Number: 51882**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 STAFF	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Staffshine Cleaning Services	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Staker****Check Number: 51883**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 STAKER	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Staker Homes	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: State Auditors Office****Check Number: 51970**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
L139202	12/2/2020	001 004 514 23 41 00	FI-Professional Service	2018-2019 Financial Audit	\$678.60
					<b>\$678.60</b>

**Vendor: Technological Services Inc****Check Number: 51971**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18241	12/2/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Filters/Spare Tire PT-19-82	\$335.49
18256	12/2/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Filters/Spare Tire PT-18-79	\$265.56
18302	12/2/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Tire Rotation/Brake Inspect PT-20-89	\$74.66
18316	12/2/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Tire Rot/Brake Inspect Wipers PT-16-65	\$141.26
					<b>\$816.97</b>

**Vendor: Thomco Aggregate LLC****Check Number: 51972**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2780	12/2/2020	411 016 594 31 60 06	117th Pl/114th Drainage	Asphalt/Concrete Removal	\$159.47
					<b>\$159.47</b>

**Vendor: Top Marketing Agency LLC****Check Number: 51884**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 TOP	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Top Marketing Agency	\$600.00
					<b>\$600.00</b>

**Vendor: Traffic Management Products Inc****Check Number: 51898**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
677779	11/30/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Full Matrix Variable Message Signs (2)/Security Battery Box	\$48,609.64
					<b>\$48,609.64</b>

**Vendor: ULINE****Check Number: 51973**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
126577239	12/2/2020	001 013 518 20 31 00	GG-Operating Costs	Towel Disp/Toilet Seat Cover Disp/Toilet Paper Disp	\$2,721.21
					<b>\$2,721.21</b>

**Vendor: UPS****Check Number: 51974**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42460	12/2/2020	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$19.27
					<b>\$19.27</b>

**Vendor: Vantagepoint Transfer Agents - 108991****Check Number: 51837**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$407.26
					<b>\$407.26</b>

**Vendor: Vantagepoint Transfer Agents - 307428****Check Number: 51838**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$2,632.53
					<b>\$2,632.53</b>

**Vendor: Venus Salon Chain Inc****Check Number: 51885**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112020 COULURES	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Coulures Nails Spa	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: WABO****Check Number: 51975**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3558	12/2/2020	001 007 559 30 49 00	PB-Miscellaneous	WABO Membership Renewal - Mumma	\$95.00
					<b>\$95.00</b>

**Vendor: Walcker****Check Number: 51886**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 KALIKIS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Kalikis Hawaiian Shave Ice	\$600.00
					<b>\$600.00</b>

**Vendor: Washington State Support Registry****Check Number: 0**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520	11/25/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$569.50
					<b>\$569.50</b>

**Vendor: Weishaar**  
**Check Number: 51887**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 HAIR	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Hair by Wendy	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Welch Comer & Associates Inc**  
**Check Number: 51976**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
55000020-004	12/2/2020	411 016 594 31 60 06	117th Pl/114th Drainage	Preliminary Design 117th Ave Sidewalk	\$11,805.00
					<b>\$11,805.00</b>

**Vendor: Westrock Construction**  
**Check Number: 51888**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 WESTROCK	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Westrock Construction	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Wetland Resources Inc**  
**Check Number: 51977**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20083-0720	12/2/2020	001 007 558 50 41 00	PL-Professional Serv	Feasability of Drainage District Properties	\$2,490.00
20246-1120	12/2/2020	001 007 558 60 41 00	PL-UGA-RUTA-Annexation	Feasability Study for UGA Expansion	\$3,330.00
					<b>\$5,820.00</b>

**Vendor: Wheeler**  
**Check Number: 51889**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 TIMS	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Tim's Equipment	\$2,000.00
					<b>\$2,000.00</b>

**Vendor: Wilaiporn**  
**Check Number: 51890**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112520 RICE UP	11/25/2020	002 013 518 63 40 00	CV - Grant Pass Thru	CARES Act Small Business Grant - Rice Up Thai Cuisine	\$3,000.00
					<b>\$3,000.00</b>

**Vendor: Wynne and Sons Inc**  
**Check Number: 51978**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
66950	12/2/2020	410 016 531 10 31 01	SW-Office Supplies	Business Cards - Farrant S	\$72.19
					<b>\$72.19</b>

**Vendor: Zachor and Thomas Inc PS**  
**Check Number: 51979**

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20-LKS00011	12/2/2020	001 011 515 41 41 02	Ext Consult - Prosecutor Svs	Prosecution Services Nov 2020	\$12,900.00
					<b>\$12,900.00</b>



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

Tuesday, November 24, 2020  
By Remote Participation via Zoom

CALL TO ORDER: 7:00 p.m. by Mayor Brett Gailey

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Shawn Frederick, Mary Dickinson, Anji Jorstad, MarcusTageant and Steve Ewing

STAFF MEMBERS PRESENT: Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Human Resources Director Anya Warrington, City Clerk Kelly Chelin, Senior Accountant Josh Roundy, Associate Planner Sabrina Gassaway, Capital Projects Manager Aaron Halvorson, City Engineer Grace Kane and City Attorney Greg Rubstello

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**Call to Order:**

The Mayor called the meeting to order at 7:00 p.m.

**Pledge of Allegiance:**

Mayor Gailey led the Pledge of Allegiance.

**Approval of Agenda:**

**MOTION.** Councilmember Daughtry made a motion, seconded by Councilmember Ewing, to approve the agenda. The motion passed 7-0-0-0.

**Roll Call:**

All Councilmembers were present.

**Citizen Comments:**

There were no comments from the audience.

**Guest Business:**

Director Durpos introduced new Stormwater Coordinator Shannon Farrant.

**Council Business:**

Councilmember Dickinson reported on several items. She has joined the Council for Aging, the Library Board has three vacancies, she thanked the Mayor for speaking at the Chamber meeting and she reminded everyone about the drive by dinner at the Senior Center tomorrow evening.

Councilmember Ewing reported on the first responder training that Dr. Smith did with the Police Department.

Councilmember Daughtry reported that he has been participating on an interview panel for the next CEO of Community Transit.

Councilmember Petershagen thanked the Public Works crew for the new streetlights.

Councilmember Frederick reminded everyone to continuing wearing a mask.

Councilmember Tageant wished everyone a Happy Thanksgiving. He stated it would be nice to wrap up Council business and be able to cancel the December 22, 2020 meeting. He thanked the Police for catching the person who broke into the Buzz Inn restaurant.

**Mayor's Business:**

Mayor Gailey reported that the 4<sup>th</sup> round of business grants will be issued by Monday, November 30. He stated he has been discussing a new resource center with the CEO of Volunteers of America.

**City Update:**

Director Durpos reported that the City has been awarded a Transportation Improvement Board grant for \$3 million for the 91<sup>st</sup> and 24<sup>th</sup> project. He thanked City Engineer Kane for all her work.

**Consent Agenda:**

**MOTION:** Councilmember Jorstad made a motion, seconded by Councilmember Frederick, to approve the consent agenda. The motion passed 7-0-0-0.

The consent agenda included the following:

Vouchers

City Council Regular Meeting Minutes of November 10, 2020

City Council Workshop Meeting Minutes of November 17, 2020

Ordinance 1104 Amending Lake Stevens Municipal Code Concerning the Start Time for Regularly Scheduled City Council Meetings

Revised Resolution 2020-19 Machias Industrial Annexation

**Public Hearing:**

**Ordinance 1103 Multifamily Housing Tax Exemption (MFTE) Program Regulations**

Mayor Gailey opened the public hearing at 7:20 p.m.

Planner Gassaway explained that the MFTE program is an incentive that cities can offer to developers that encourages the construction of market rate housing and affordable multifamily housing in predesignated targeted areas. Staff briefed Planning Commission and City Council twice to gather input related to the required target areas and perspectives on the potential city requirements for this amendment. Planning Commission and City Council supported the adoption of both the 8-year exemption and 12-year exemption program as well as inclusion of a minimum unit creation in the code amendment. The entirety of the code amendment will be within Title 3 to provide a more consolidated and user-friendly code.

This amendment does not require a hearing with the Planning Commission. At its final briefing the Planning Commission provided no additional feedback on the draft code amendment. City Council adopted a resolution on October 27, 2020 to adopt the target areas proposed through this code amendment and set forth this public hearing. The Code amendment of Chapter 3.27 LSMC, in compliance with RCW 84.14, provides a framework for an application process, requirements for demolition of existing structures, eligibility criteria, and reporting requirements. The amendment includes both the 8 and 12-year options and included a

minimum unit creation as an eligibility criterion. In addition, staff has included displacement protections for existing residents in compliance with the goals of the city's Comprehensive Plan.

Mayor Gailey opened the public hearing for public comment.

Dylan Sluder, Master Builders Association. Mr. Sluder stated that they support the MFTE program and urge the Council's support. He stated this could be a "make or break" for projects and this will provide opportunities for more housing in the City.

Mayor Gailey closed the public hearing for public comments.

Council and staff engaged in a discussion. Councilmember Jorstad, Councilmember Frederick and Councilmember Dickinson thanked Planner Gassaway for her work on this.

Mayor Gailey closed the public hearing at 7:28 p.m.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Dickinson, to approve Ordinance 1103 Multifamily Housing Tax Exemption (MFTE) Program Regulations. The motion passed 7-0-0-0.

#### Ordinance 1101 – 2021 Budget

Mayor Gailey opened the public hearing at 7:30 p.m.

Senior Accountant Roundy explained that the City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2021 budget ordinance.

Revisions made to the 2021 Proposed Budget Ordinance 1101 since presented during the Public Hearing on November 10, 2020 are as follows:

- Fund 001 – General Fund
- Add \$20,000 in General Fund expenditures for a contribution to the Senior Center.
- The final budget ordinance will reflect the action approved by Council regarding this decision.

Mayor Gailey opened the public hearing for public comment at 7:33 p.m.

There were no public comments.

Mayor Gailey closed the public hearing for public comment at 7:34 p.m.

Mayor Gailey, Councilmember Jorstad, Councilmember Daughtry and Councilmember Taegant thanked Senior Accountant Roundy and Finance Director Stevens for all of their work on the budget.

Mayor Gailey closed the public hearing.

**MOTION.** Councilmember Petershagen made a motion, seconded by Councilmember Dickinson, to approve the second reading of Ordinance 1101 and approve the Ordinance with the Senior Center expenditure to be given to them on January 15, 2021. The motion passed 7-0-0-0.

**Action Items:**

**Professional Services Agreement with Davido Consulting Group, Inc.**

Stormwater Coordinator Farrant explained that the 2020 Lake Stevens Outlet Study identified several alternatives to improve Lake Stevens lake level management and lake outlet stream flow regime to address lake level challenges, downstream flooding, habitat deficiencies and to improve stream health. The proposed DCG, Inc. scope of work addresses the top priority alternatives from the lake outlet to Catherine Creek.

1. Replace the existing lake outlet weir and improve the downstream channel to allow for a wider range of hydraulic control of lake levels and lake outlet stream flows.
  2. Update the existing (1999) model to represent land use changes and better understand current and future interactions of the lake outlet channel and Catherine Creek.
  3. Raise the existing grade of Hartford drive to reduce the severity and occurrence of flooding.
- The proposed scope of work provides watershed modeling, survey, permitting, public outreach, engineering design and grant support for each of the projects listed above. Design will be taken to 30% for each of the projects listed above. A 30% design provides adequate cost estimates and engineering to seek grants to fund the remainder of the design and construction.

Council and staff engaged in a discussion.

**MOTION.** Councilmember Daughtry made a motion, seconded by Councilmember Ewing, to authorize the Mayor to sign the Davido Contract. The motion passed 7-0-0-0.

**Adjourn:**

**MOTION.** Councilmember Jorstad made a motion, seconded by Councilmember Daughtry, to adjourn the meeting at 8:08 p.m. The motion passed 7-0-0-0.

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Brett Gailey, Mayor

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Kelly M. Chelin, City Clerk



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda** 12/8/2020  
**Date:** \_\_\_\_\_

**Subject:** Full-time Mayor Benefits

**Contact** Anya Warrington/Human Resources  
**Person/Department:** \_\_\_\_\_  
**Budget** See Below  
**Impact:** \_\_\_\_\_

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize the Mayor's position to participate in the AWC Trust benefits, Life, AD&D, and Long-Term Disability Insurance, and be entitled to a deferred compensation match of up to 5%.

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**SUMMARY/BACKGROUND:**

During the City Council workshop meeting on December 1, 2020, Council discussed the full-time Mayor position's benefit package. The salary commission established the Mayor's base salary at \$80,000 effective November 19, 2020. It is at the Council's discretion to authorize a benefit package for the Mayor. The following package is what staff recommend based on what current city employees are receiving and what full-time Mayors at comparable cities are receiving:

- AWC Trust Benefits (includes medical, dental, vision, EAP) or ability to opt out
- New York Life, AD&D and Long-Term Disability Insurance
- Deferred Compensation Match of up to 5%

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**APPLICABLE CITY POLICIES:** N/A

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**BUDGET IMPACT:**

With a benefits package listed above, it would cost approximately \$116,000 ((\$80,000 x 40% benefits) + \$4,000 DCP Match).

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**ATTACHMENTS:**

None



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**    December 08, 2020  
**Date:** \_\_\_\_\_

**Subject:** South Lake Stevens Road – intergovernmental transfers of property southeast corner of intersection of SR9/South Lake Stevens Road.

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<b>Contact</b>	Eric Durpos, Public Works Director	<b>Budget</b>	\$0
<b>Person/Department:</b>	Grace Kane, City Engineer	<b>Impact:</b>	_____

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

**Approve Resolution 2020-26** – A resolution authorizing the Mayor to transfer real property to the Washington State Department of Transportation (WSDOT) pursuant to Lake Stevens Municipal Code (LSMC) Chapter 2.98.060 and RCW 47.17.040 for right-of-way or other state highway purposes.

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**SUMMARY/BACKGROUND:**

WSDOT had identified additional real property is needed at the Southeast corner of SR9/South Lake Stevens Road intersection for the construction of WSDOT roundabout. Parcel ID# 00457100005000 is currently owned by City of Lake Stevens, only portion of that parcel will be needed for the WSDOT roundabout construction.

Staff is requesting that City Council to authorize the Mayor to execute a deed or other proper instruments to the land, for the dedication of public right-of-way to the state of Washington for construction of the roundabout by WSDOT. The dedication will be without compensation since the construction of the right-of-way is necessary for construction of the needed roundabout providing benefit to the City.

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**APPLICABLE CITY POLICIES:** LSMC Chapter 2.98

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**BUDGET IMPACT:** No budget impact.

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**ATTACHMENTS:**

- Resolution 2020-26 & Exhibit A

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

**RESOLUTION NO. 2020-26**

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON AUTHORIZING THE CITY COUNCIL TO TRANSFER A PORTION OF CITY OWNED REAL PROPERTY, NEAR THE SOUTHEASTERN CORNER OF SR9 AND SOUTH LAKE STEVENS ROAD INTERSECTION, TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (WSDOT) TO CONSTRUCT A ROUNDABOUT AT THIS INTERSECTION, AND AUTHORIZING THE MAYOR OR DESIGNEE TO TRANSFER REAL PROPERTY PURSUANT TO CHAPTER 2.98 OF THE LAKE STEVENS MUNICIPAL CODE, AND RCW 47.12.040**

**WHEREAS**, the city of Lake Stevens owns Parcel No. 00457100005000; and

**WHEREAS**, WSDOT requires additional real property for the construction of the SR 9 roundabout construction near the southeast corner of SR9 and South Lake Stevens Road intersection; and

**WHEREAS**, LSMC 2.98.060 authorizes intergovernmental transfers of property in accordance with Chapter 39.33 RCW and other applicable statutes, including RCW 43.09.040; and

**WHEREAS**, RCW 43.09.040 authorizes the city to lease, sell, or convey by gift land to the state of Washington to secure lands for primary or secondary state highway right-of-way; and

**WHEREAS**, the construction of the proposed roundabout at the southeast corner of SR9 and South Lake Stevens Road intersection is necessary for public safety and for the construction of a proposed Costco Warehouse Store and benefits the City of Lake Stevens; and

**WHEREAS**, the City Council has determined that the property identified in **Exhibit A** is no longer needed for present or future municipal uses; and

**WHEREAS**, the City Council deems it to be in the public interest to transfer real property to WSDOT for state highway purposes without receipt of compensation; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAKE STEVENS, WASHINGTON AS FOLLOWS:**

**Section 1.** The City Council hereby authorizes the Mayor or the Mayor's designee to transfer the property identified in Exhibit A according to the provisions of LSMC 2.98.060 and RCW 47.12.040 to WSDOT for state highway purposes.

PASSED by the City Council of the City of Lake Stevens, Washington this 8<sup>th</sup> day of December 2020.

---

Brett Gailey, Mayor

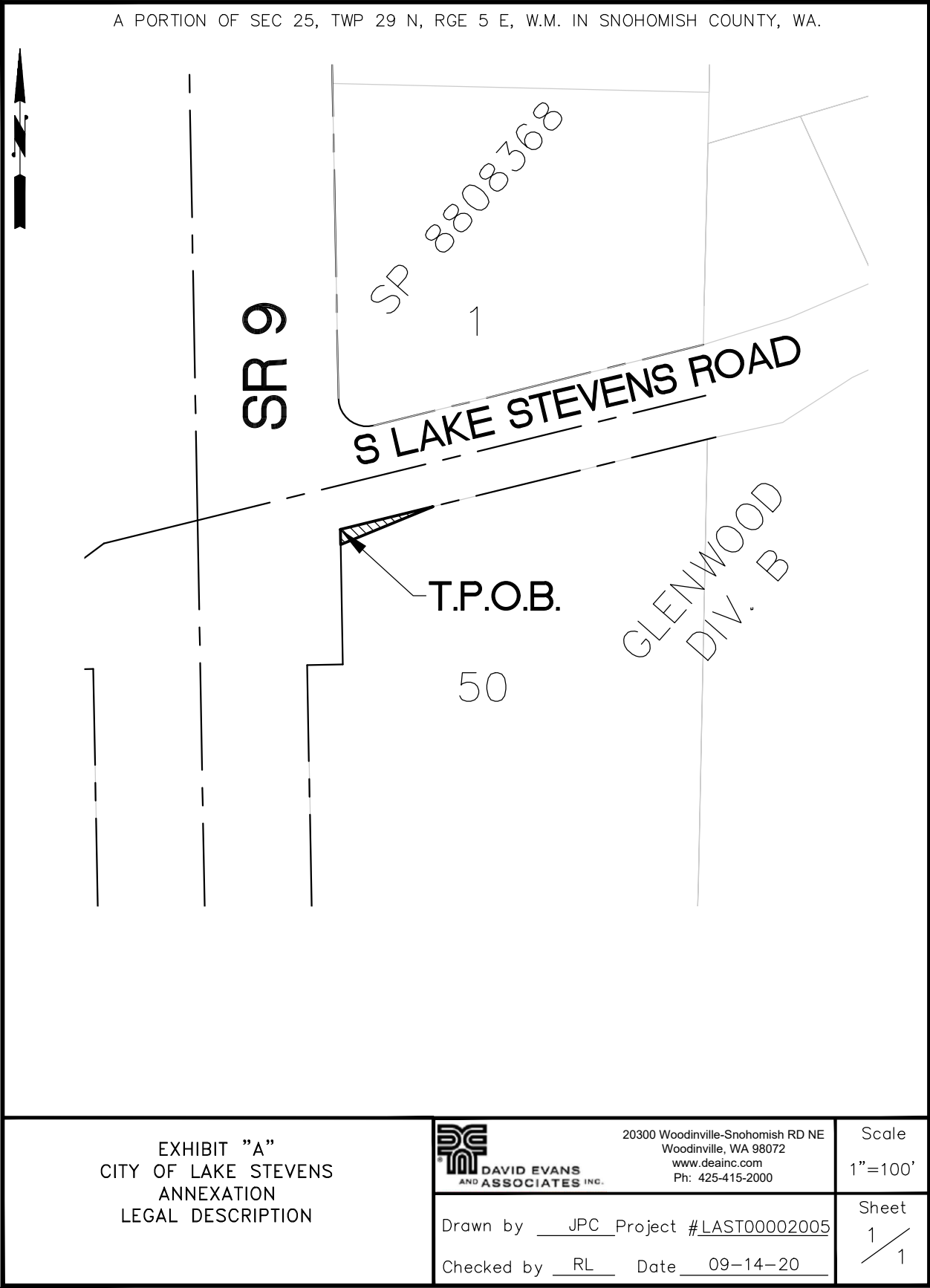
ATTEST:

---

Kelly Chelin, City Clerk

EXHIBIT A

Record of Survey for Assessor Parcel No. 00457100005000



## **CITY OF LAKE STEVENS WSDOT ANNEXATION LEGAL DESCRIPTION**

That portion of the Northeast quarter of the Northeast quarter of Section 25, Township 29 North, Range 5 East, W.M., in Snohomish County, Washington, described as follows:

Commencing at the Southwest corner of the Northeast quarter of the Northeast quarter of Said Section 25;

Thence Easterly along the south line of the Northeast quarter of the Northeast quarter of Said Section 25, 386 feet plus or minus, to the easterly right of way of State Route 9;

Thence northerly along the said easterly right of way of said State Route 9, 29.00 feet plus or minus, to the southerly right of way of South Lake Stevens Road and the True Point of Beginning;

Thence easterly along said southerly right of way of said South Lake Stevens Road, 67.00 feet;

Thence Southwesterly to the easterly right of way of said State Route 9, being a point 10.75 feet from the southerly right of way of said South Lake Stevens Road;

Thence northerly along the easterly right of way of said State Route 9, 10.75 feet, to the southerly right of way of said South Lake Stevens road and the True Point of Beginning.





LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**    December 08, 2020  
**Date:** \_\_\_\_\_

**Subject:** South Lake Stevens Road – intergovernmental transfers of property along the west side of SR9/South Lake Stevens Road intersection

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<b>Contact</b>	Eric Durpos, Public Works Director	<b>Budget</b>	\$0
<b>Person/Department:</b>	Grace Kane, City Engineer	<b>Impact:</b>	_____

---

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

**Approve Resolution 2020-27** – A resolution authorizing the Mayor to transfer real property to the Washington State Department of Transportation (WSDOT) pursuant to Lake Stevens Municipal Code (LSMC) Chapter 2.98.060 and RCW 47.12.040 for right-of-way or other state highway purposes.

---

**SUMMARY/BACKGROUND:**

WSDOT had identified additional real property is needed along the west side of SR9/South Lake Stevens Road intersection for the construction of WSDOT roundabout. Proposed area is currently owned by City of Lake Stevens, only portion of that parcel will be needed for the WSDOT roundabout construction.

Staff is requesting that City Council to authorize the Mayor to execute a deed or other proper instruments to the land, for the dedication of public right-of-way to the state of Washington for the construction of the roundabout by WSDOT. The dedication will be without compensation since the construction of the right-of-way is necessary for construction of the needed roundabout providing benefit to the City.

---

**APPLICABLE CITY POLICIES:** LSMC Chapter 2.98

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**BUDGET IMPACT:** No budget impact.

---

**ATTACHMENTS:**

- Resolution 2020-27 & Exhibit A

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

**RESOLUTION NO. 2020-27**

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON AUTHORIZING THE CITY COUNCIL TO TRANSFER A PORTION OF CITY OWNED REAL PROPERTY, NEAR THE WEST SIDE OF SR9 AND SOUTH LAKE STEVENS ROAD INTERSECTION, TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (WSDOT) TO CONSTRUCT A ROUNDABOUT AT THIS INTERSECTION, AND AUTHORIZING THE MAYOR OR DESIGNEE TO TRANSFER REAL PROPERTY PURSUANT TO CHAPTER 2.98 OF THE LAKE STEVENS MUNICIPAL CODE, AND RCW 47.12.040.**

**WHEREAS**, the city of Lake Stevens owns right of way, near the west side of State Route 9 and South Lake Stevens Road intersection; and

**WHEREAS**, WSDOT requires additional real property for the construction of the SR 9 roundabout construction near the west side of SR9 and South Lake Stevens Road intersection; and

**WHEREAS**, the construction of the roundabout is necessary for public safety and for commercial development of the area; and

**WHEREAS**, LSMC 2.98.060 authorizes intergovernmental transfers of property in accordance with Chapter 39.33 RCW and other applicable statutes including RCW 47.12.040; and

**WHEREAS**, the City Council has determined that the property identified in **Exhibit A** is no longer needed for present or future municipal uses; and

**WHEREAS**, the City Council deems it to be in the public interest to transfer real property to WSDOT for state highway purposes without payment of compensation for the land as the transfer is in the public interest and benefit of the City of Lake Stevens;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAKE STEVENS, WASHINGTON AS FOLLOWS:**

**Section 1.** The City Council hereby authorizes the Mayor or the Mayor's designee to transfer the property identified in Exhibit A according to the provisions of LSMC 2.98.060 and RCW 47.12.040 to WSDOT for state highway purposes without payment of compensation by the state of Washington.

PASSED by the City Council of the City of Lake Stevens, Washington this 8<sup>th</sup> day of December 2020.

---

Brett Gailey, Mayor

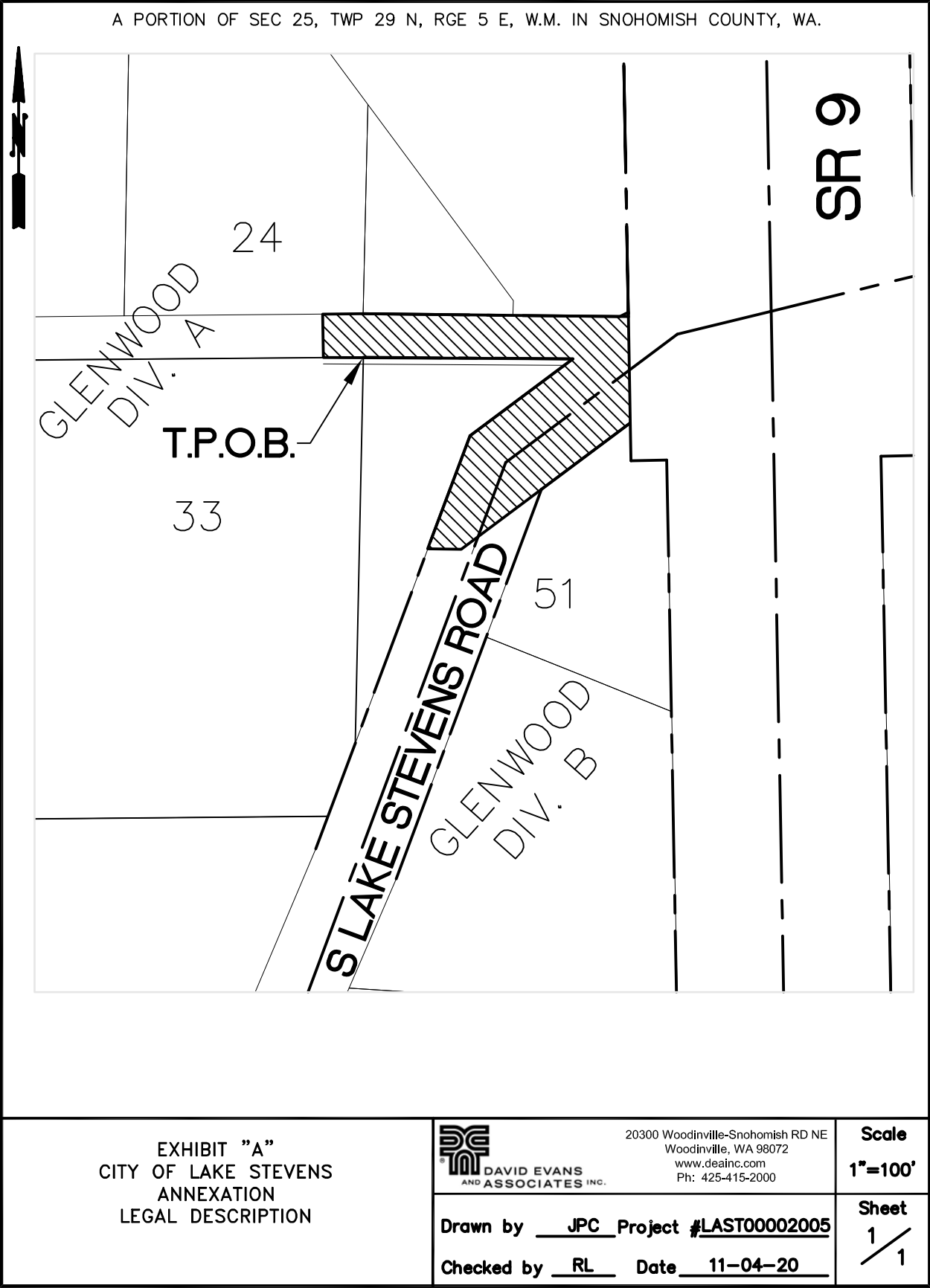
ATTEST:

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Kelly Chelin, City Clerk

EXHIBIT A

Record of Survey west side of SR9



## **CITY OF LAKE STEVENS WSDOT ANNEXATION LEGAL DESCRIPTION**

Those portions of the Northwest quarter of the Northeast quarter, Northeast quarter of the Northeast quarter, and Southeast quarter of the Northeast quarter of Section 25, Township 29 North, Range 5 East, W.M., in Snohomish County, Washington, described as follows:

Commencing at the Northwest corner of Lot 33, Glenwood Division A, recorded in Volume 7 of Plats, Page 46, records of Snohomish County;

Thence Easterly along the north line of said Lot 33 which is also the southerly line of the Northeast quarter of the Northeast quarter of said Section 25, a distance of 1282.96 feet more or less, to the west line of the Northeast quarter of the Northeast quarter of Said Section 25 and the True Point of Beginning;

Thence Westerly along said north line of said Lot 33, line is also the southerly right of way of public road, 28.39 feet more or less, to a point 314 feet west of the centerline of State Route 9 as shown on WSDOT SR 9 Right of Way plan titled: "S. Lake Stevens Road Vic. to 20<sup>th</sup> St. SE Vic.", approved June 26, 2015;

Thence Northerly along a line parallel to and 314 feet west of said centerline 30 feet to the northerly right of way line of public road;

Thence Easterly along the northerly right of way line, 208 feet more or less, to the northerly right of way line of South Lake Stevens Road;

Thence Northeasterly along the northerly right of way line, 6.62 feet more or less, to the westerly right of way line of State Route 9;

Thence Southerly along the westerly right of way line of State Route 9, 77.38 feet more or less, to the southerly right of way line of South Lake Stevens Road;

Thence Southwesterly along said southerly right of way line of South Lake Stevens Road, 77.68 feet;

Thence continuing along the Southwesterly prolongation of said southerly right of way line of South Lake Stevens Road, 70.21 feet;

Thence West, 23.35 feet more or less, to a point on the northerly right of way line of South Lake Stevens Road, said point being southwesterly, along said northerly right of way, a distance of 174.38 feet from the intersection of the southerly line of the Northeast quarter of the Northeast quarter of said Section 25, and the southerly right of way line of public road;

Thence Northeasterly along the said northerly right of way line of South Lake Stevens Road, 174.38 feet more or less, to the north line of said Lot 33 and the southerly line of the Northeast quarter of the Northeast quarter of said Section 25, which is also the southerly right of way line of public road;

Thence Westerly along the said southerly right of way line, 146.56 feet plus or minus, to the True Point of Beginning.





LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Date:** December 8, 2020

**Subject:** 2020 Comprehensive Plan Amendments (LUA2020-0090 & LUA2020-0163) – Public Hearing

**Contact** David Levitan, Senior Planner  
**Person/Department:**

**Budget Impact:** None

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

1. **Public Hearing and first and final reading for Ordinances Nos. 1105 and 1106** for the 2020 Comprehensive Plan Amendments and associated rezones
2. **A Motion to Approve Ordinances No. 1105 and 1106** amending the Lake Stevens Comprehensive Plan, including map and text amendments and amendments to the Downtown Lake Stevens Subarea Plan, and adopting associated rezones.

---

**SUMMARY:** Public hearing to consider city-initiated text and map amendments and associated rezones.

**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 city-initiated map amendments and text amendments to the Land Use Element, Parks Element, Public Services and Utilities Element and Capital Facilities Element; other Minor Administrative Amendments to the Comprehensive Plan; and amendments to the Downtown Lake Stevens Subarea Plan (LUA2019-0004), as summarized below and included in Ordinance 1105 (**Attachment 1**). The proposed text amendments consist of primarily housekeeping updates. The docket also includes associated amendments to the zoning map, which are included in Ordinance 1106 (**Attachment 2**).

1. T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element which would update text reflecting proposed map changes and pending annexations. The amendments would also require updates to text and tables in the Downtown Lake Stevens Subarea Plan to reflect the proposed map amendments for four properties on 17<sup>th</sup> PI NE.
2. T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would describe new park projects in the capital project list. The amendments would revise narratives, figures and park planning and improvement descriptions. The amendments were reviewed by the Park and Recreation Planning Board at their November 9 meeting.
3. T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current School District Capital Facilities Plan and Lake Stevens Sewer District Comprehensive Plan and the merging of the Lake Stevens Fire District with Snohomish County Fire District 7 to form the new Snohomish Regional Fire and Rescue.
4. T-4 - 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 Tables 9.1 and 9.2 of the Capital Facilities Element. The amendments would also update the public facilities map.

5. T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addenda).

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

1. Updated Comprehensive Plan Map, including minor amendments to the pre-designations for future annexation areas that were included as part of the 2019 docket;
2. Change the Land Use predesignation of four properties along 20<sup>th</sup> St SE within the city's UGA to Medium Density Residential to allow for continued residential use of the properties following annexation, along with associated rezone to change the zoning predesignation to R6.
3. Change the Land Use Designation of four residential properties in the Downtown Lake Stevens Subarea to Downtown/Local Commerce with an associated rezone to change the zoning designation to Central Business District

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on October 8, 2020 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents were issued for the Docket on October 8, 2020. A SEPA Addendum and Adoption of Existing Documents were issued for the Downtown Lake Stevens Subarea on October 8, 2020.

#### **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 November 18, 2020 public hearing is attached to this document (**Attachment 3**) and includes a review of each proposed amendment, the above-referenced SEPA addenda, public comments and GIS maps. Staff concludes that each of the items meet the applicable criteria for approval and adoption. The Planning Commission held a public hearing for the 2020 Comprehensive Plan Docket on November 18, 2020 and recommended approval of the docket with minor changes (**Attachment 1, Exhibit A**).

The City Council will hold a public hearing and first and final reading of the ordinance at their December 8, 2020 meeting. The final ordinances will include some additional formatting updates, and updated chapters will be presented as clean copies.

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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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#### **ATTACHMENTS**

##### **Attachment 1 – DRAFT Ordinance 1105**

**Exhibit A: November 19 Planning Commission Recommendation**

**Exhibit B: Updated Comprehensive Plan Land Use Map**

**Exhibit C: Comprehensive Plan and Downtown Subarea Plan Amendments**

##### **Attachment 2 – DRAFT Ordinance 1106**

**Exhibit A: November 19 Planning Commission Recommendation**

**Exhibit B: Updated Zoning Map**

##### **Attachment 3 – November 18, 2020 Planning Commission Packet (minus Ordinance exhibits)**

**CITY OF LAKE STEVENS**  
**Lake Stevens, Washington**  
**ORDINANCE NO. 1105**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON AMENDING THE LAKE STEVENS COMPREHENSIVE PLAN; APPROVING FINDINGS OF FACT; APPROVING CITY-INITIATED TEXT AMENDMENTS T-1 (CHAPTER 2 - LAND USE ELEMENT), T-2 (CHAPTER 5 - PARKS, RECREATION AND OPEN SPACE ELEMENT), T-3 (CHAPTER 7 - PUBLIC SERVICES AND UTILITIES ELEMENT), T-4 (CHAPTER 9 - CAPITAL FACILITIES ELEMENT), T-5 – T6 (APPENDICES, COVER, FOOTERS, TABLE OF CONTENTS, INTRODUCTION), AMENDMENTS TO THE DOWNTOWN LAKE STEVENS SUBAREA PLAN, AND CITY-INITIATED LAND USE MAP AMENDMENTS AS PART OF THE CITY'S ANNUAL COMPREHENSIVE PLAN UPDATE PROCESS; PROVIDING FOR SEVERABILITY AN EFFECTIVE DATE AND AUTHORIZING SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.**

**WHEREAS**, 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**, the 2019 Comprehensive Plan Docket, ratified by Resolution No. 2020-01, includes city-initiated text and map amendments with concurrent rezones. All the described actions propose to revise the Comprehensive Plan land use map, text and figures; and

**WHEREAS**, on October 8, 2020, the City submitted the proposed Comprehensive Plan amendments to the Washington State Department of Commerce for its 60-day review and received documentation on October 8, 2020 of completion of the procedural requirement; and

**WHEREAS**, a SEPA Addendum and Adoption of Existing Documents were issued for the Docket on October 8, 2020. A SEPA Addendum and Adoption of Existing Documents were issued for the Downtown Lake Stevens Subarea on October 8, 2020; 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 2020 Comprehensive Plan amendments, held a duly noticed public hearing on November 18, 2020 and no public testimony was received; and

**WHEREAS**, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2020 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on December 8, 2020; and

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

**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 2020 Comprehensive Plan Docket set forth in the Planning Commission's recommendation letter, dated November 19, 2020 (**Exhibit A**) and the staff report dated November 18, 2020.

**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 and are in the best interest of the community.

**Section 3.** 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 4.** The City Council hereby amends the Comprehensive Plan Land Use Map included as Exhibit B.

**Section 5.** The City Council hereby amends the Comprehensive Plan by adopting the 2020 city-initiated map and text amendments included as Exhibit C.

**Section 6.** The City Council hereby amends the Downtown Lake Stevens Subarea Plan by adopting the amendments included in Exhibit C.

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

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

**PASSED** by the City Council of the City of Lake Stevens this 8th day of December 2020.

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Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

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Kelly Chelin, City Clerk

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

First and Final Reading: December 8, 2020

Published:

Effective Date:

**EXHIBIT A**



*One Community Around the Lake*

November 19, 2020

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

**RE: Planning Commission Recommendation on 2020 Comprehensive Plan Docket**

**Commissioners Present:** Jennifer Davis, John Cronin, Janice Huxford, Vicki Oslund, Linda Hoult, Todd Welch and Michael Duerr

**Commissioners Absent:** None

**PLANNING COMMISSION PUBLIC HEARING**

On November 18, 2020, Planning and Community Development staff presented the 2020 Docket and responded to questions and comments from the Planning Commission. Staff discussed the background and overview of the proposed Comprehensive Plan text and map amendments as well as the concurrent rezone proposals. Staff also provided an overview of the public and agency notice for the amendments. No members of the public attended or provided testimony during the public hearing.

Staff concluded that each amendment met the approval criteria of the Comprehensive Plan and the Growth Management Act (GMA). A synopsis of each amendment is provided below.

T-1 – The city is proposing text amendments Chapter 2 – the Land Use Element and the Downtown Lake Stevens Subarea Plan. Comprehensive Plan Figures 2.3 and 2.4 would be updated to reflect map changes and minor text amendments would reflect city growth and proposed annexations. Text, tables, and figures in the Downtown Lake Stevens Subarea Plan would be amended to reflect the proposed map amendments to four parcels along 17<sup>th</sup> Pl NE.

T-2 – The city is proposing text amendments to Chapter 5 – the Parks, Recreation and Open Space Element, which would describe new and recently completed park projects in the capital project list and update park planning descriptions.

T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current Lake Stevens School District Capital Facilities Plan and update references to Snohomish Regional Fire and Rescue (formerly Lake Stevens Fire).

T-4 - The city is proposing text amendments to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element and update the public facilities map (Figure 9.1).

T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addenda).

The city-initiated map amendments and concurrent rezone applications (M-1) include the following:

1. Updated Comprehensive Plan map, including updated pre-designations within the city's UGA;
2. Change the land use designation of four (4) Waterfront Residential properties on 17<sup>th</sup> PI NE to Downtown/ Local Commerce to complete an implementation task identified in the Downtown Lake Stevens Subarea Plan, with an associated rezone to change the zoning designations to Central Business District; and
3. Change the land use pre-designations of four (4) Local Commercial properties within the city's UGA along 20<sup>th</sup> St SE from Local Commercial to Medium Density Residential, with an associated rezone to change the zoning pre-designations to R6.

#### FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report and analysis sheets, dated November 18, 2020, and concludes that the proposed amendments and rezones 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;
3. The associated rezones meet the criteria for amending the Zoning Map; and
4. The Docket complies with the Growth Management Act.

#### PLANNING COMMISSION RECOMMENDATIONS

Commissioner Welch made a motion to forward a recommendation to the City Council to approve the 2020 Comprehensive Plan Amendments with the following amendment:

1. Exclude the proposed amendment to the Shoreline Master Program (SMP) Shoreline Environment designation for the four parcels along 17<sup>th</sup> PI NE and remove all references to the proposed SMP amendment from the proposed text amendments to the Downtown Lake Stevens Subarea Plan.

Commissioner Hoult seconded the motion.

Motion passed 7-0.

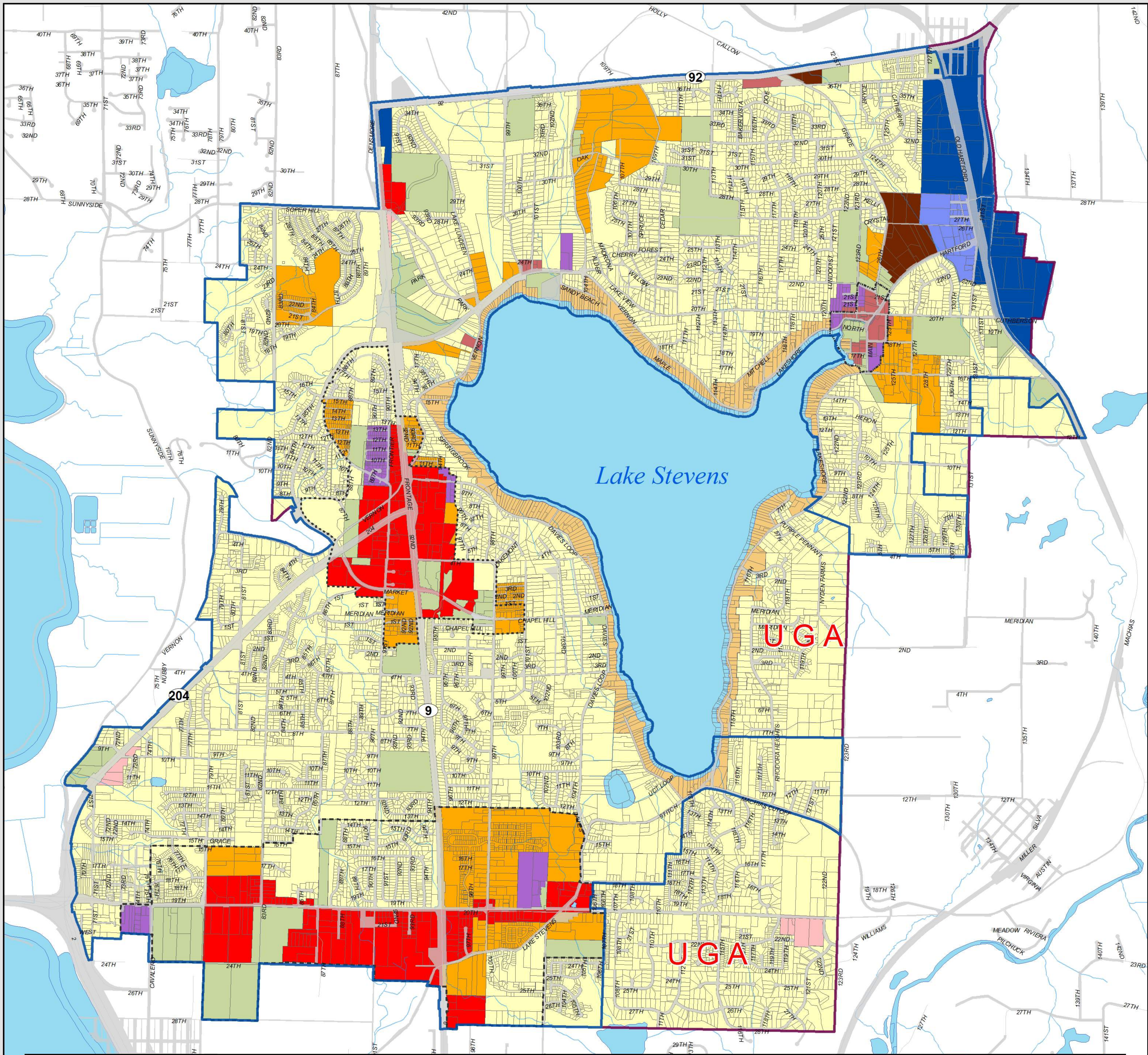
Respectfully Submitted,



Jennifer Davis, Chair

**EXHIBIT B**

CITY OF  
**LAKE STEVENS**  
COMPREHENSIVE PLAN - LAND USE



**2020 Comprehensive Plan Land Use Designations**

**Land Use Designations**

- |                                |                                  |                                 |
|--------------------------------|----------------------------------|---------------------------------|
| Med Density Residential (MDR)  | Local Commercial (LC)            | Planned Business District (PBD) |
| Waterfront Residential (WR)    | Mixed Use (MU)                   | Light Industrial (LI)           |
| High Density Residential (HDR) | Commercial                       | General Industrial (GI)         |
|                                | Downtown / Local Commerce (D/LC) | GI Development Agreement (GIDA) |
|                                |                                  | Public / Semi-Public (P/SP)     |

**Boundary**

- |                      |              |
|----------------------|--------------|
| City of Lake Stevens | Parcels      |
| Unincorporated UGA   | Right-of-Way |

**Subarea Boundaries**

- |                         |
|-------------------------|
| 20th Street SE Corridor |
| Downtown Lake Stevens   |
| Lake Stevens Center     |

**Features**

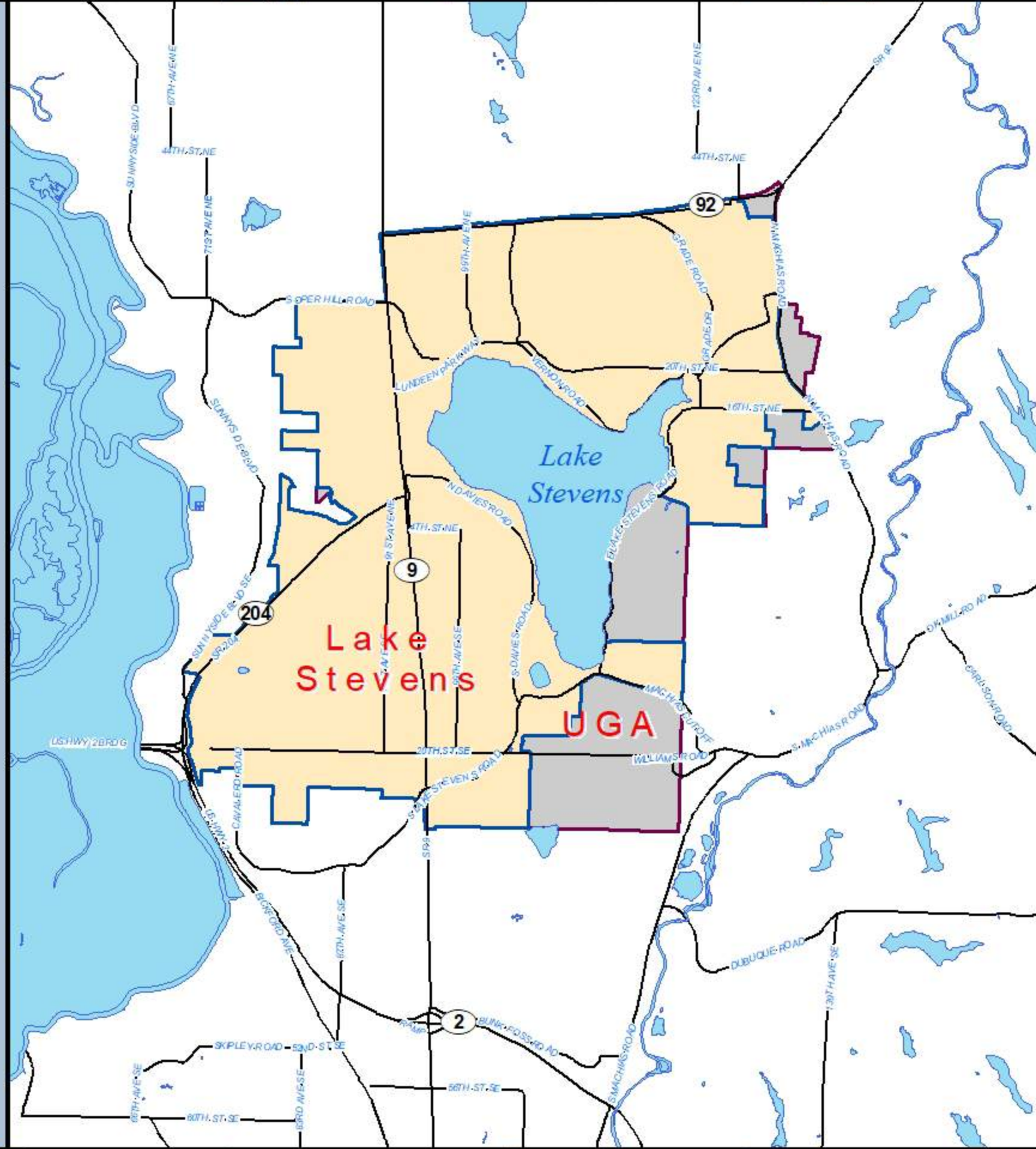
- |           |
|-----------|
| Waterbody |
| Stream    |



0 550 1,100 2,200 Feet

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 requester 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 (2019), City of Lake Stevens (2020)



## **EXHIBIT C**

# 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**

In 2018, the city completed several annexations modifying the city boundaries, established in December 2009. As of November 2019, the city encompasses an area of approximately 5,915 acres (9.24 square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of 2,036 acres (3.18 square miles) including the lake. As of October 2020, the city was in the process of annexing approximately 600 acres of the remaining UGA. 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
- Considers transfer of development rights for significant forest or agricultural lands.

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



## Regional Planning

VISION 2040 supports using the urban lands efficiently and sustainably to accommodate population and employment growth across the central Puget Sound. Some specific land use concerns mirror those found in the GMA, such as establishing consistent planning targets for housing and employment. The city's plan identifies housing and employment targets that are consistent with 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

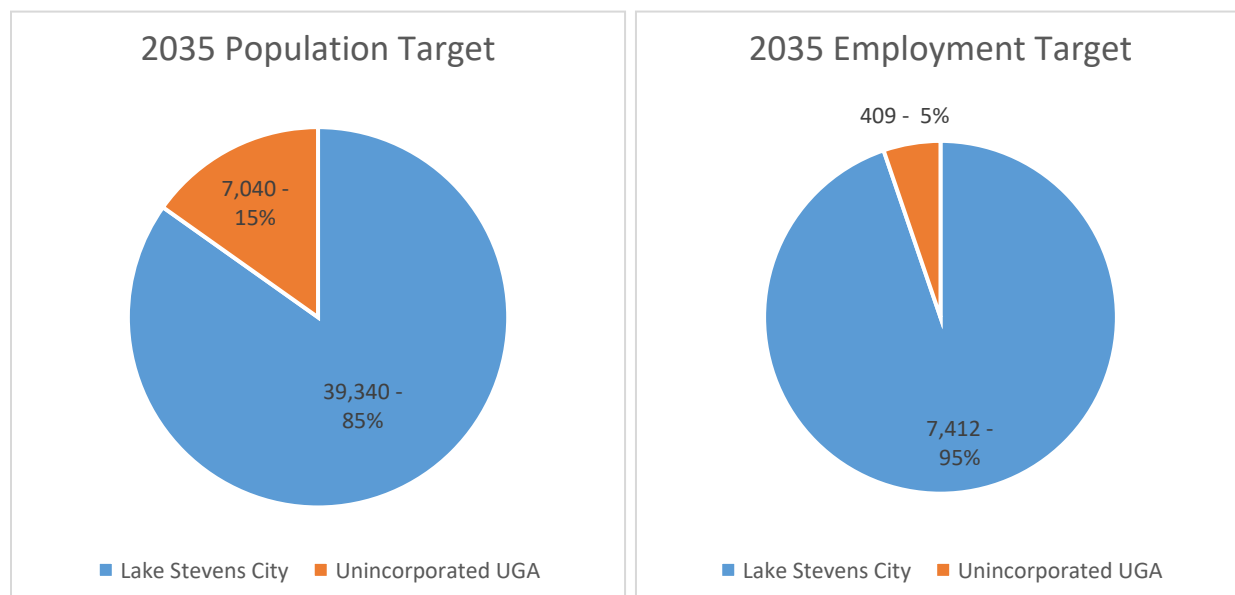


existing growth strategy is reflective of the policies and vision within the County's Comprehensive Plan and Countywide Planning Policies.

### 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**

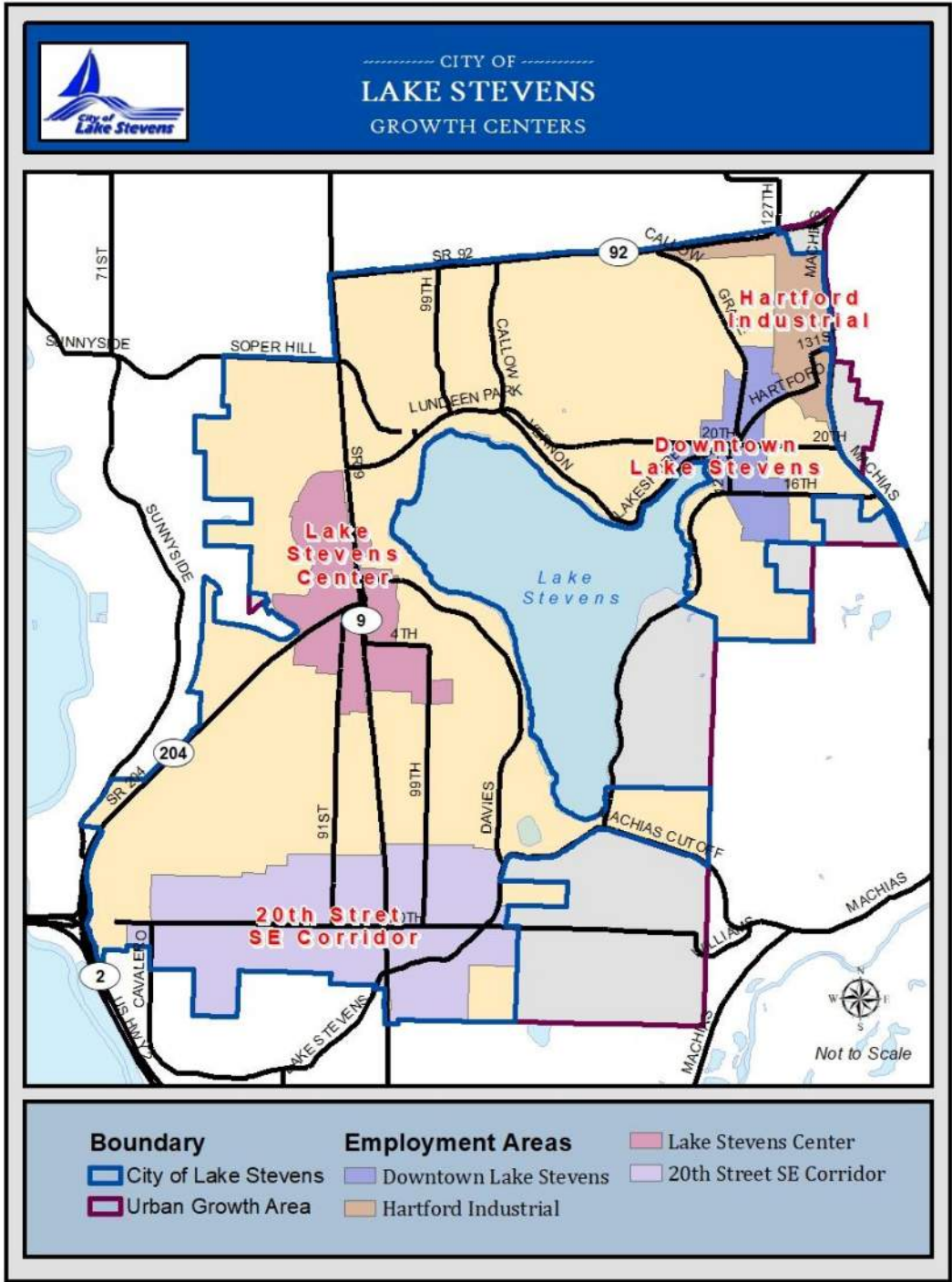
The Snohomish County Growth Monitoring Report indicates the population of the city grew by over 341 percent between 2000 and 2010 adding 21,708 people. Annexation and steady residential development fueled this rapid growth. Since 2010, the city population has continued to grow annually by approximately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

The city's growth strategy directs most 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 city has adopted three Subarea Plans: Lake Stevens Center and the 20th Street SE Corridor in 2012 and the Downtown Lake Stevens Subarea in 2018. 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.



**Figure 2.2 – Growth Centers Map**

**Table 2.1 - Growth and Development Potential of Existing Growth Centers**

	<b>DOWNTOWN LAKE STEVENS</b>	<b>LAKE STEVENS CENTER</b>	<b>HARTFORD CENTER</b>	<b>20<sup>TH</sup> STREET SE CORRIDOR</b>
<b>Size (Acres)</b>	<b>30</b>	<b>359</b>	<b>267</b>	<b>845</b>
<b>Subarea Planning</b>	<ul style="list-style-type: none"> <li>• Framework plan completed in 2012</li> <li>• Subarea plan completed July 2018</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**

	<b>DOWNTOWN LAKE STEVENS</b>	<b>LAKE STEVENS CENTER</b>	<b>HARTFORD CENTER</b>	<b>20<sup>TH</sup> STREET SE CORRIDOR</b>
<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**

The greater 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. As adopted, the subarea plan takes in the historic downtown core encompassing a compact area of approximately 30 acres. 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. In 2018, the city adopted a full subarea plan that identified land uses, development intensity, parking requirements, public improvements, program development, etc.

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

## **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. Following a recent market analysis in 2019, the city has updated the land use designation to more closely match current market conditions. 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. Following a recent market analysis in 2019, the city has updated the potential growth sectors to more closely match current market conditions. The revised plan predicts 500,000 gross square feet of retail, 500,000 gross square feet of office, and 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.

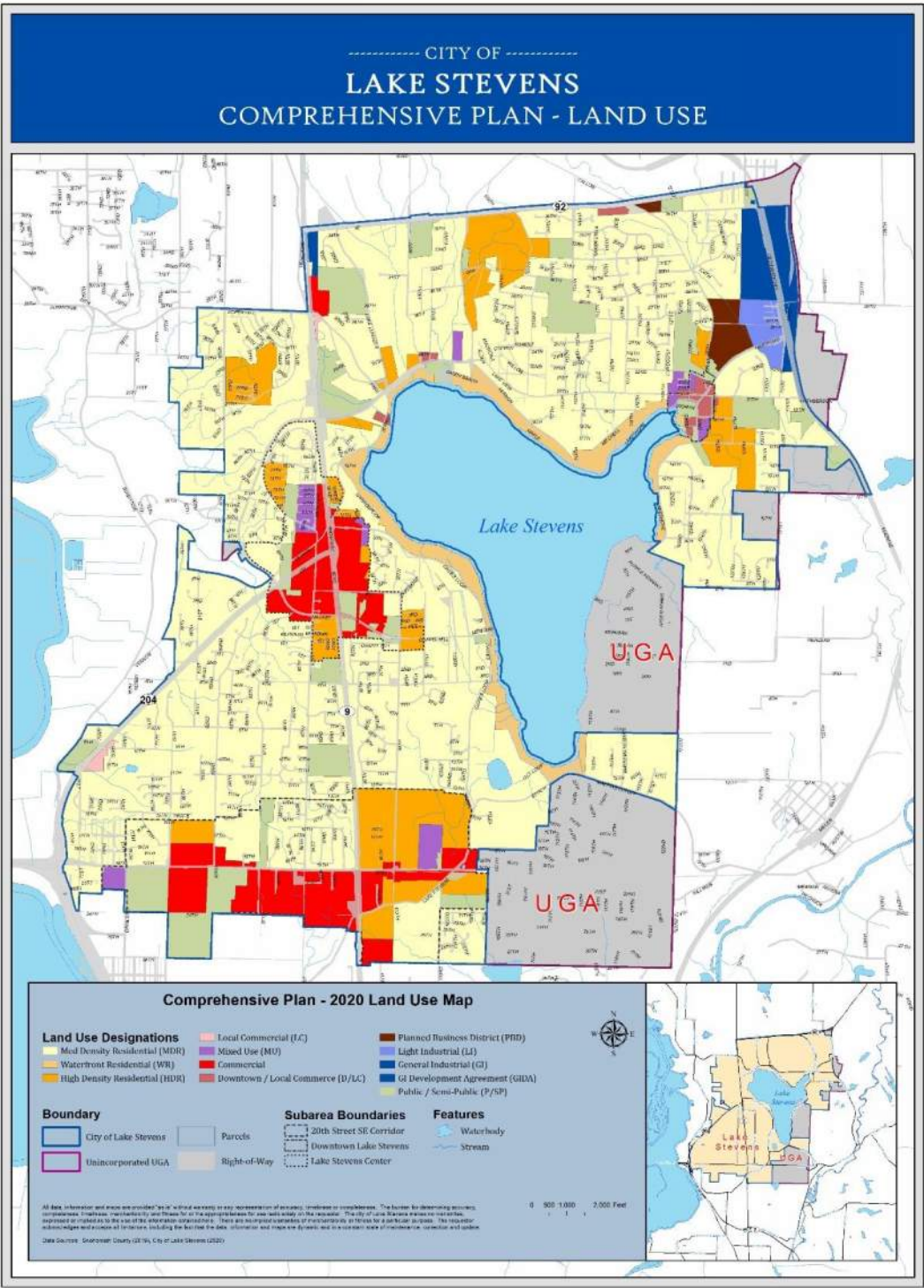
For the purposes of defining a Framework Plan that includes the Rural Urban Transition Area (RUTA) as an area for long-term employment growth, the city's existing strategy for growth within the UGA has been reviewed and analyzed. Related documents such as County plans and Buildable Lands Report are discussed 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, except for 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**  
**Map Updated to Reflect Amendments to 17<sup>th</sup> PI NE**



- High Density Residential allows single-family, two-family, and multifamily residential uses. 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 density between four (4) to 12 units per acre based on zoning with the potential for bonuses. 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 residential uses with a density of four (4) units per acre with the potential for bonuses. This designation includes detached and attached units, accessory units, detached, tourist homes, and special service homes. It also allows limited multifamily, 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 municipal code 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.

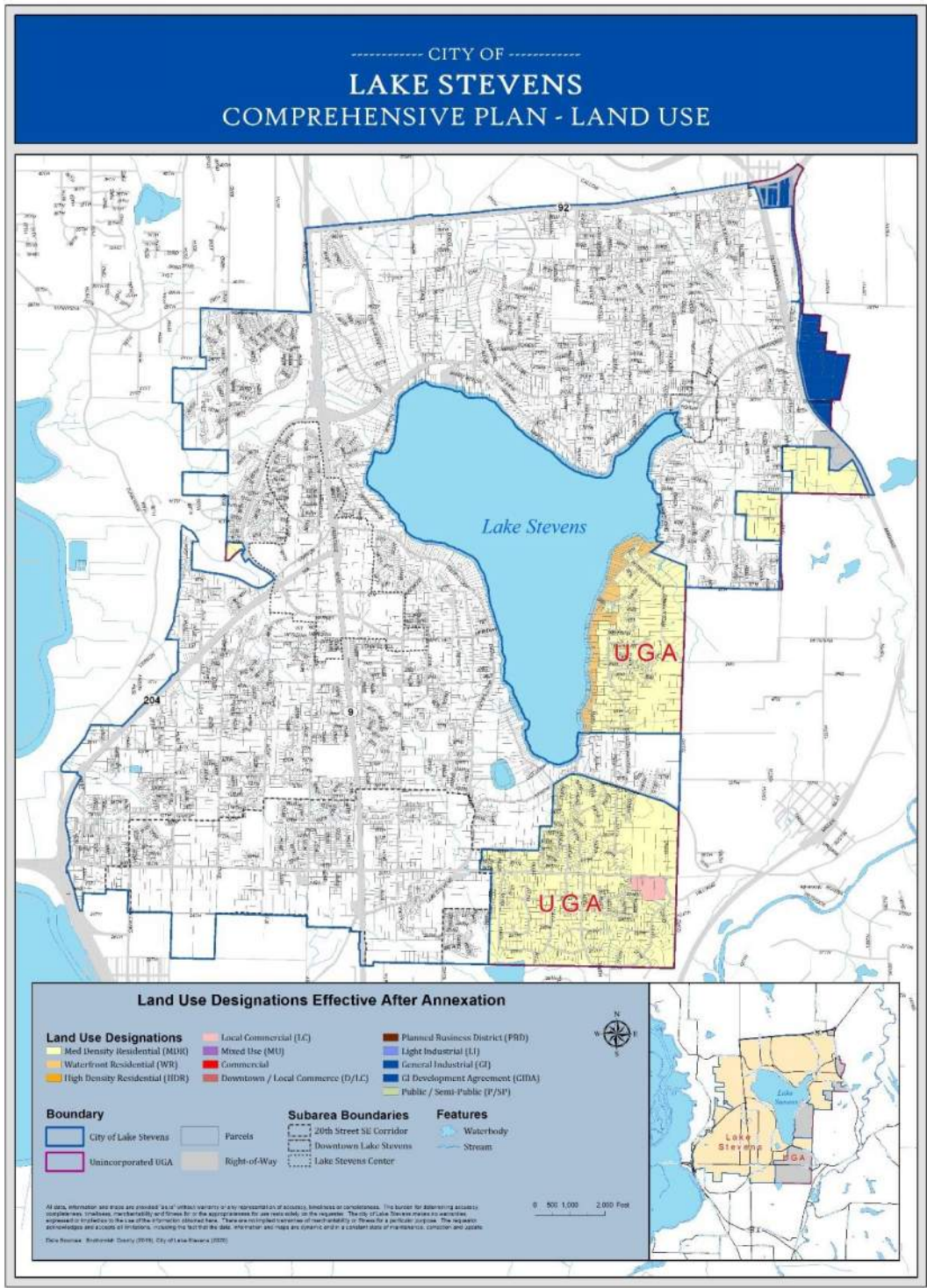
**Industrial Land Uses** – Industrial uses include a mix of light and general industrial trades geared toward manufacturing, resource extraction, agriculture, warehousing and other intensive types of land uses.

- **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.



**Figure 2.4 – Unincorporated UGA Pre-designation Land Use Map**  
**Map Updated to Reflect Amendments to 20<sup>th</sup> St SE**



## Chapter 2 – Land Use

As part of the 2019 update, the city hosted public outreach as it considered future land uses designations and zoning districts for land within the unincorporated Urban Growth Area. In general, the land use designations will closely follow the current county designations. Current industrial and business park areas will be zoned General Industrial. Notably a commercial node for land use and zoning has been identified in the southeastern area along 20<sup>th</sup> St SE. The pre-designation and zoning are shown on the following map – Figure 2.4. In 2020, the city amended Figure 2.4 to change the land use designation for four parcels on the north side of 20<sup>th</sup> St SE to Medium Density Residential and four parcels in Downtown Lake Stevens to Downtown/Local Commercial.

### 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 some commercial and mixed-use zones. There remains untapped capacity for new commercial development in the two Planned Business District (PBD) 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>
CITY			
General Industrial	94.39	1.63	1.19%
General Industrial w/Development Agreement	7.02	0.12%	0.09%
Light Industrial	40.19	0.69%	0.51%
Central Business District	21.42	0.37%	0.27%
Planned Business District	43.83	0.76%	0.55%
Local Business	18.88	0.33%	0.24%
Mixed Use	11.79	.20%	0.15%
Business District	0.90%	0.02%	0.01%
Commercial District	400.69	6.92% %	5.05 %
Main Street District <sup>2</sup>	0%	0%	0%
Neighborhood Business District <sup>3</sup>	0%	. 0%	0%
Mixed-Use Neighborhood	55.61	0.96%	0.70%
City Total	683.64	12%	8.76%
EMPLOYMENT ZONE	ACRES	PERCENT OF CITY	PERCENT OF UNINCORPORATED UGA



UNINCORPORATED AREA			
Heavy Industrial (Snohomish County Code)	62.35	3.06%	0.78%
Business Park (Snohomish County Code)	23.62	1.16%	0.30%
Unincorporated Total	85.97	4.22%	9.68%
UGA Total	769.61	13.01%	9.67

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

Other employment zones include Planned Business District (PBD), Local Business (LB), Central Business District (CBD), Mixed Use (MU), and Public/Semi-Public (P/SP). 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), 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 NB zone is geared toward retail needs of adjacent neighborhoods. The MUN zone is a mixed-use zone. With amendments to 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.

<sup>1</sup> Combined UGA (city and unincorporated UGA) total approximately 7,952 acres, city portion is 5,801 acres.

<sup>2</sup> The Main Street District has been eliminated and re-designated Commercial District.

<sup>3</sup> The Neighborhood Business District has been eliminated and re-designated Commercial District.



### 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 R4 (previously Suburban Residential), R6 (previously Urban Residential), and Waterfront Residential. The higher-density residential zones include R8-12 (previously 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 <sup>4</sup>	914.24	15.76 %	9.8	0.12%
Single-family Zoning	3712.07	63.99%	1010.2	12.76%

Approximately 16 percent of the city is zoned for higher-density residences while approximately 64 percent is zoned for medium to lower density single-family residential uses. Areas zoned for higher-density residential development are found within designated growth centers, subareas and several areas outside of these centers, along SR 9 and Callow Road in the northern portion of the city. A smaller area zoned for multifamily residential uses occurs along Lundeen Parkway, approximate to the northwest tip of the lake. Snohomish County zoning applies to unincorporated areas within the Lake Stevens UGA. Approximately 0.12 percent of the unincorporated UGA is zoned for multifamily residential uses while approximately 13 percent of the area is zoned for single-family residential.

### **BUILDABLE LANDS ANALYSIS / GROWTH TARGETS**

Recent annexations have 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

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<sup>4</sup> Higher Density Zoning includes R8-12 (formerly High Urban Residential), Multifamily Residential and Multifamily Residential Development Agreement zoning districts.



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 is 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>5</sup> (2012)**

<b>ZONING DISTRICT – RESIDENTIAL</b>	<b>TOTAL ACRES<sup>6</sup></b>	<b>BUILDABLE ACRES<sup>7</sup></b>
Commercial District	401.693	<b>0.165</b>
Main Street <sup>8</sup>	0	<b>0</b>
Mixed-Use Neighborhood	55.61	<b>31.939</b>
Mixed-Use	11.79	<b>1.636</b>
Multifamily Development Agreement	80.03	<b>29.881</b>
Multifamily Residential	132.71	<b>10.346</b>
R8-12 (formerly High Urban Residential)	701.50 4	<b>205.271</b>
R4 (formerly Suburban Residential)	1485.14	<b>144.852</b>
R6 (formerly Urban Residential)	1968.78	<b>268.448</b>
Waterfront Residential	261.59	<b>14.844</b>
<b>City Totals</b>		<b>716.63</b>
<b>Unincorporated UGA Residential</b>		<b>385.923</b>
<b>Lake Stevens UGA Total</b>		<b>1,212.016</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. 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.

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

<sup>6</sup> Approximate zone area that includes rights-of-way.

<sup>7</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.

<sup>8</sup> The Main Street District has been eliminated and re-designated Commercial District.



**Table 2.6 - Buildable Lands Analysis– Employment Capacity<sup>9</sup> (2012)**

<b>ZONING DISTRICT - EMPLOYMENT</b>	<b>TOTAL ACRES</b>	<b>BUILDABLE ACRES</b>
High Urban Residential	701.50	33.86
Mixed-Use Neighborhood	55.61	25.36
Mixed-Use	11.79	1.64
Main Street <sup>10</sup>	0	0
Commercial District	344.33	32.61
Neighborhood Business <sup>11</sup>		0
Local Business	18.88	4.36
Business District	0.90	0
General Industrial	94.39	2.18
<b>City Totals</b>		<b>161.43</b>
<b>Unincorporated UGA Employment</b>		<b>56.74</b>
<b>Lake Stevens UGA Total</b>		<b>218.17</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 2.5 shows development activity in the city since 2012.

### 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

<sup>9</sup> Adapted from the Lake Stevens UGA - Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013

<sup>10</sup> The Main Street District has been eliminated and re-designated Commercial District.

<sup>11</sup> The Neighborhood Business District has been eliminated and re-designated Commercial District.



Snohomish County. The present-day land use pattern within the city and its surrounding UGA remains predominantly single-family residential:

- Approximately 76 percent of land within the city, 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 also designated several commercial and mixed-use zones that allow multifamily development associated with the underlying commercial use.

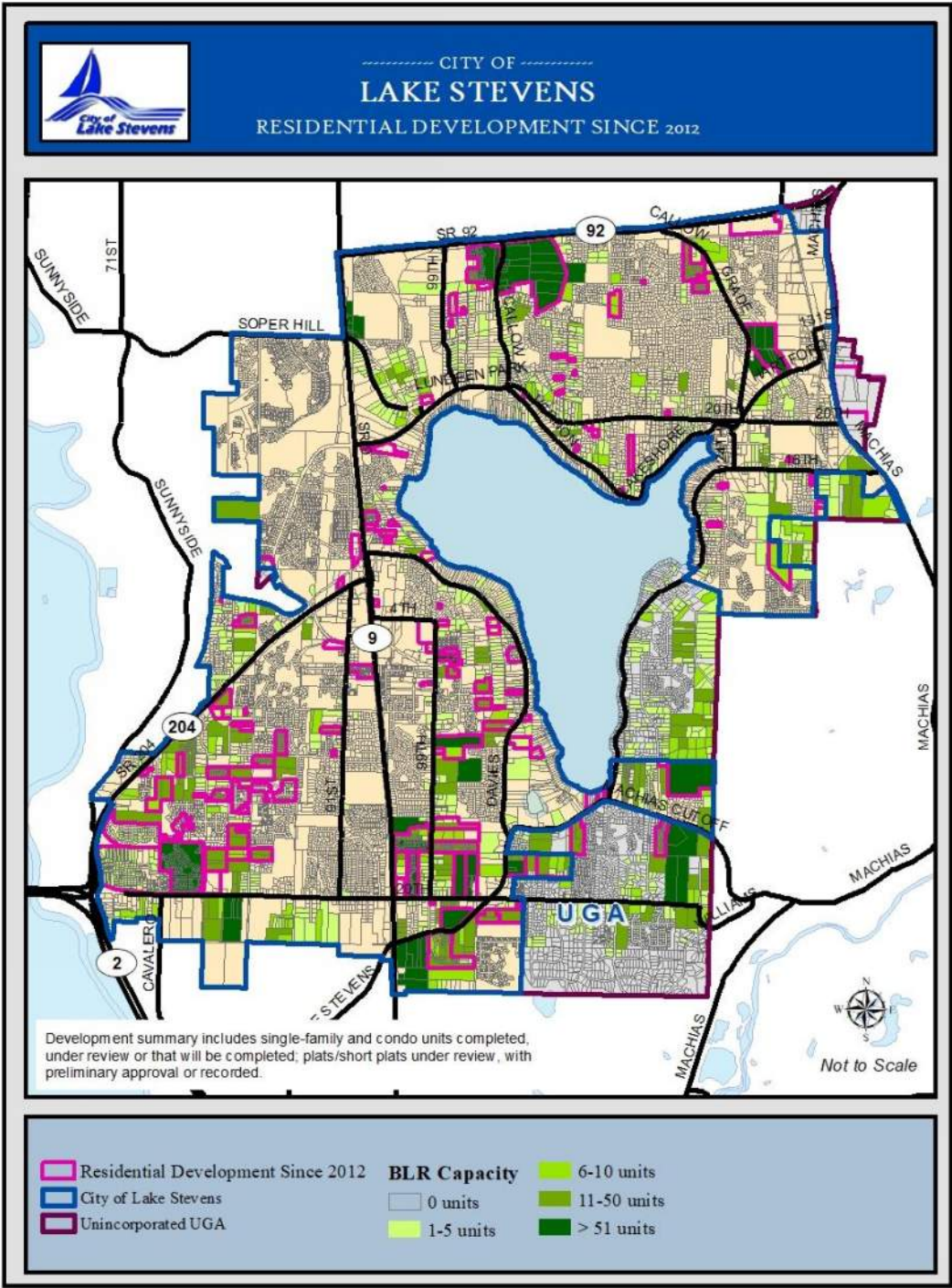
Since 2006, Lake Stevens has experienced a steady stream of residential construction, as anticipated in the 2012 Buildable Lands Report.

- From 2015 through the end of 2018, the city has approved more than 2,500 housing units through at least the preliminary approval stage.

These growth numbers equate to 79 percent of the city's 2035 growth target. As the trend for steady residential construction continues approximately 72 acres of vacant land remains inside the city with another 617 acres of partially-used/re-developable land available for infill development as of late 2018.

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.

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**Figure 2.5 – Development Trends Map**



### Commercial

Lake Stevens has historically had one of the lowest jobs 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. A recent market analysis performed for the city shows that this trend is changing with a reported 3.9 percent annual growth (BERK consulting 2019). The most significant growth during this time has been in Warehousing, Transportation, and Utilities (15%/year); Construction (11%/year); Finance, Insurance, and Real Estate (9%/year), and Services (3%/year).

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 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 approved an industrial land segregation in 2017 that will add additional industrial employment capacity.

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.
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 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 units per acre.

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Reduce Street Width	Yes	Reduced street standards in residential areas	The city allows a variety of standard and reduced road profiles in its Engineering Design & Development Standards
Allow Small Residential Lots	Yes	Smaller lots in compact neighborhoods	The city allows a range of single-family lot sizes.
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-model 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.

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<b>Downtown Revitalization</b>	Yes	A plan has been developed for the Grade Road portion of the historic town area.	The Downtown Lake Stevens Subarea Plan was adopted mid-2018. The city will continue to support downtown revitalization through city-lead implementation measures
<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 or replaced civic buildings are being proposed in existing commercial zoned areas.
<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.

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MEASURES TO MITIGATE IMPACTS OF DENSITY			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Design Standards	Yes	Applies to commercial and high-density residential development	Community design quality and expectations have increased as a result of the adopted standards. Creating new design standards for cottage housing. City has a Design Review Board. Subarea Design Guidelines were adopted for development within the subareas using the Design Review Board and administrative review.
Urban Amenities for Increased Densities	Yes	PRDs and subareas	PRD plats are required to provide additional amenity. Subarea plans allow for increased floor area ratios with a menu of amenity options.
Community Visioning	Yes		Provided basis of land use policies. Updated in 2015 Plan. Important part of subarea planning, downtown framework planning and shoreline planning.
OTHER MEASURES			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Low Densities in Rural and Resource Lands	N/A		
Urban Holding Zones	Yes	Does not apply to areas within the city	None
Capital Facilities Investment	Yes	Subarea Plans and GMA Traffic Impact Fees	Subarea planning included adoption of a subarea capital facilities plan and GMA traffic impact fees adopted. Expectation is that investment will spur development.
Environmental review and mitigation built into subarea planning process	Yes		Planned actions adopted for the subareas include required mitigation measures. In addition, a GMA-base traffic impact mitigation fee code was adopted with specific fees identified.
Partner with non-governmental organizations to preserve natural resource lands	In Process		City in discussions with various organizations.



## **LAND USE GOALS AND POLICIES**

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

#### Policies

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

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

#### Policies

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

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2. Medium Density Residential – Encourage single-family (1 du/lot), two-family residential and some multifamily housing with a density between 4 and 12 units per acre with the potential for bonuses. 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.
4. Waterfront Residential – Provides single-family (1 du/lot) residential uses with a density of 4 units per acre with the potential for bonuses on residential properties located adjacent to Lake Stevens subject to the regulations of the shoreline master program. This designation includes detached and attached units, accessory units, tourist homes, special service homes, limited multifamily, 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

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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.

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- 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 CONTINUE TO SUPPORT THE REDEVELOPMENT OF 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 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 Emphasize high-quality design, pedestrian orientation and integrated flexibility in the red-development of downtown Lake Stevens.

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- 2.5.3 Encourage strong traditional downtown elements as expressed in the Downtown Lake Stevens Subarea Plan that accentuate a stable design concept that will 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.**

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- 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

- 2.91 Affiliate all urban unincorporated lands appropriate for annexation with an adjacent city or identify those that may be feasible for incorporation.
- 2.92 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.

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- 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 designations identified in Figure 2.4. 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.

## *Putting the Lake back in Lake Stevens*

# Downtown Lake Stevens Subarea Plan



July 10, 2018

Ordinance No. 1026

**Amended December 2020**

## Acknowledgements

The Downtown Lake Stevens Subarea Plan is the result of a comprehensive two-year public process representing the vision set by the community to create a dynamic downtown that honors the past and looks to the future. With the support and leadership of the Mayor and City Council along with guidance from city staff and the consultant team, the community established the scope of the plan and identified game-changing 'fundamental concepts' that were evaluated through an Environmental Impact Statement, which were defined in this plan, codified in revised zoning regulations and design guidelines and will be implemented through a capital improvement plan.

Special thanks to the following individuals and groups for making this plan a reality.

### **Community:**

Citizen's Advisory Committee comprised of residents, local professionals, business owners, local service and non-profit club/society members, Chamber of Commerce, Sno-Isle Library staff, city board and commission members among others.

### **City Officials:**

Mayor John Spencer | Lake Stevens City Council | Planning Commission | Park Board | Arts Commission | Design Review Board

### **Lake Stevens Staff:**

Russell Wright, Community Development Director

### **Consultants:**

Crandall Arambula | ESA | Fehr and Peers | GreenWorks | Ross Chapin |  
[P]  
[SEP] Leland Consulting Group

## Dedication

The Downtown Lake Stevens Subarea Plan is dedicated to the memory of Frank McDaniel a downtown business owner, family man and community leader who could be seen walking along Main Street every afternoon between his business to the bank and post office. Frank would stop and talk with customers and neighbors on his route. Frank's daily stroll is an iconic example of what an active downtown can and should be, connecting people, places and businesses together. As Main Street is redeveloped, the path that Frank walked for so many years, will be named in his honor and be known as Frank's Way, as a reminder for residents and visitors to stroll through their community, strike up a conversation and enjoy simple things in a busy world.

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## I. Introduction

### A. Planning Process

The Downtown Lake Stevens Subarea Plan is a key tool for revitalizing and expanding the city's core downtown area. The plan creates a framework to refine the area's land uses and zoning, analyze required improvements to the street network and other capital facilities, establish a vision for upgrading the aesthetic environment and help attract new businesses and residents. The plan's vision provides the foundation for developing a plan of action; establishing regulations and standards; identifying the desired outcomes necessary to realize the overall vision for the downtown, North Cove Park and the lakefront; and to direct subsequent redevelopment. The plan also provides conceptual guidance on the intent of subsequent regulations and actions.

Lake Stevens' Comprehensive Plan promotes a growth strategy, calling for master planning growth centers to ensure future development that meets the needs of the community's residents and businesses and attracts new businesses to provide jobs, services and retail opportunities. Four growth centers are identified: Downtown Lake Stevens, 20th Street SE Corridor, Lake Stevens Center and the Hartford Industrial area. The growth strategy is coupled with several economic assessments produced since 2010 to create a 'road map' for improving the city's fiscal condition.

The city's goal is to develop a unique subarea plan for each center based on economic and demographic assessments and with distinguishing characteristics to serve slightly different markets, ensuring economic diversity and vitality. Each center's purpose will complement the strengths of the other areas. Subarea Plans and Planned Actions include:

- 20th Street SE Corridor. Focus on creating new areas for employment growth.
- Lake Stevens Center. Focus on revitalizing and expanding retail opportunities and personal services in its largest shopping district.
- Downtown Lake Stevens. Focus on revitalizing and expanding the core downtown area.

### B. Public Process Summary

The city of Lake Stevens engaged the public consistently throughout the Subarea Planning and Planned Action process. The Subarea Planning Process began in June 2016. The city notified residents and relevant organizations and agencies at the beginning of the project and sought their input throughout the visioning, environmental review, planning and adoption process of the subarea plan, planned actions and associated documents.

#### 1. Early Public Review

The city completed an integrated SEPA/GMA review process for the Subarea Plan. The subarea plan was developed with an executive and citizen advisory committees who presided over the subarea plan development in conjunction with the community input gathered July 2016 to March 2017 to develop the vision of the plan. The Scoping Meeting for the subarea Environmental Impact Statement occurred on July 18, 2017.

#### 2. Environmental Impact Statement Process

##### Scoping Meeting

- July 18, 2017 Downtown Lake Stevens Subarea Plan scope for the environmental impact statement.

##### Noticing and Document Issuance Dates

- July 18, 2017 Downtown Lake Stevens Subarea Plan scope for the environmental impact statement.
- January 2018 Notice of Publication and Availability of Draft EIS for Downtown Lake Stevens.
- April 2018 Notice of Publication and Availability of Final EIS for Downtown Lake Stevens.

##### Public Meetings

- July 18, 2017 Downtown Lake Stevens Subarea Plan scope for the environmental impact statement.
- January 17, 2018 Draft Environmental Impact Statement (DEIS) – public review
- April 27, 2018 Final Environmental Impact Statement (FEIS) – public review

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### City Council

- February 6, 2018, Subarea Plan/EIS Draft Alternatives
- Date, Downtown Lake Stevens DEIS
- February 13, 2018 Downtown Lake Stevens Preferred Alternative
- June 26, 2018 Downtown Lake Stevens Subarea Plan Public Hearing
- July 10, 2018 Downtown Lake Stevens Subarea adoption

### Planning Commission

- April 18, 2018, Subarea Plan/ Preferred Alternatives
- May 16, 2018 Downtown Lake Stevens Planned Action Ordinance and draft zoning regulations
- June 6, 2018, Downtown Lake Stevens Capital Plan / Design Guideline updates
- June 13, 2018 Downtown Lake Stevens Subarea Plan Public Hearing

## 3. Subarea Plan and Associated Documents

The development of the Lake Stevens Downtown Subarea Plan occurred over a period from July 2016 to July 2018. Oversight of the process consisted of a formal executive committee, which included the mayor, select councilors, boards and commissions, who provided guidance and recommendations to City Council and a Citizen's Advisory Committee consisting of representatives from business interests, parks and recreation, technical resources, land use and special community interest. A total of four public workshop sessions occurred during each phase of the project. Each session consisted of meetings with the executive and citizen advisory committees, individual key stakeholders and a public open house. Invites were distributed via print, mail/email, social media and posted on the project website lakestevensdowntown.com.

### Subarea Plan Community Workshop and Meetings

- Community Meeting #1— Existing conditions and identify community goals: Wednesday, September 7, 2016;
- Community Meeting #2— Redevelopment and complete streets concepts: Tuesday, November 1, 2016;
- Community Meetings #3— Redevelopment concepts refinements: Wednesday, January 25, 2017
- Community Meetings #4— Preferred Land Use Alternatives and Fundamental Elements Implementation: Wednesday, March 7, 2017

Figure 1.1 Public Meeting



### City Council

- February 6, 2018 – City Council Workshop
- February 12, 2018 – City Council Adopts Preferred Alternative
- June 26, 2018 – 1<sup>st</sup> Public Hearing
- July 10, 2018 – 2<sup>nd</sup> Ordinance Reading / Adoption

### Planning Commission

- April 18, 2018 – Planning Commission review of draft plan
- May 16, 2018 – Planning Commission review of Planned Action Ordinance & Draft Zoning Regulations
- June 06, 2018 – Planning Commission review of draft design guideline updates & capital framework plan
- June 13, 2018 – Planning Commission Public Hearing & Recommendation

## C. Plan Area

Lake Stevens is located about 2.5 miles east of Everett, Washington. City limits encompass nearly 9 square miles and surround most of the lake's shoreline. The downtown area is approximately 200 acres and is roughly centered at the intersections of 20th Street NE, Main Street and Hartford Drive NE.

The area is characterized primarily by low-intensity commercial and residential development on small to medium-sized parcels. The historic town center, adjacent to the northwestern tip of the lake, includes the city's current municipal buildings spread over a few sites, a small commercially zoned area and a larger residential area. The boundary of the downtown subarea plan (illustrated in Figure 1.2) is roughly centered along Main Street, bound by the lake to the west, wetland areas to the east, Lakeshore Drive to the south, and reaches north to 22nd St NE.

## D. Purpose and Authority

To help realize its economic strategy, the city of Lake Stevens has developed a subarea plan for Downtown Lake Stevens, as authorized under the Revised Code of Washington (RCW) 36.70A.080, to promote balanced development in this growth center and to support a compact commercial district that facilitates easy pedestrian access between shops and buildings, allows mixed-use development and promotes economic development compatible with the character of Lake Stevens

The city will adopt the subarea plan as a supplementary document to the city's Comprehensive Plan. The subarea plan identifies the land use goals and policies for the area that, in turn, frame the regulatory development regulations attached as appendices. The plan will also be the primary mechanism to identify actions and capital investments necessary to implement the plan.

The city will adopt the Downtown Lake Stevens Subarea Plan in accordance with the Lake Stevens Comprehensive Plan and incorporate associated regulations as part of the municipal code. The city will also adopt the subarea plan as a planned action. A planned action is a tool that cities can use to provide regulatory certainty and encourage economic development, as allowed under the State Environmental Policy Act (RCW 43.21C.031 and WAC 197-11-164). Performing early environmental review as part of a subarea plan will streamline SEPA review for subsequent projects that are consistent with the plan.

The 2015-2035 Comprehensive Plan states the following goal and policies for the Downtown Subarea:

Figure 1.2 Plan Area – Downtown Lake Stevens Vicinity



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**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.

## E. Existing Conditions

Downtown Lake Stevens, the oldest part of the city, faces infrastructure challenges that must be addressed to modernize the area. Several road improvements are needed to improve access throughout downtown, the Hartford Industrial Center and to the regional highway system. The city continues to work with utility providers to assess needed public water and sewer improvements.

With the development of downtown Lake Stevens, certain environmental constraints must be considered. Specific areas of concern include Lake Stevens' shoreline, large wetland complexes, Stevens Creek and Catherine Creek. North Cove Park and adjacent developments are not conducive to the public use and enjoyment of the waterfront. Buildings and topography block views to Lake Stevens and privately-owned parcels prevent access to much of the shoreline.

### 1. Roadway Network

Downtown Lake Stevens is accessed from several key roadways. 20th Street NE provides the most direct route for residents along the northern edge of the lake and from Lake Stevens Center, a commercial hub west of the lake. Grade Road is a key access route for travelers from communities to the north, including Granite Falls and Marysville. Local access is provided via 20th and 16th Streets NE, which connect to N. Machias Road and to E. Lakeshore Drive.

The heart of the downtown subarea is Main Street, a north-south roadway with one lane in each direction that extends between 20th Street NE and 16th Street NE/E. Lakeshore Drive. Sidewalks exist along both sides of the street and there is on-street parking along some segments.

From a regional perspective, the key transportation constraint for

Downtown Lake Stevens is its location. While a variety of routes access the downtown, all are two-lane roadways within residential areas, making access challenging for visitors. These roadways have very limited non-motorized facilities. Implementing changes along these roadways may be challenging due to the limited right-of-way and number of residential properties with frontage.

### 2. Transit Services

Downtown Lake Stevens is served by Snohomish County's Community Transit. One bus route, Route 280, serves the Downtown Lake Stevens Subarea. The route starts in Granite Falls and travels via SR 92, Grade Road, Main Street, 16th Street NE and 20th Street NE to Everett and the Boeing campus. Route 280 operates between 5 am and 10 pm on weekdays, 7 am and 9 pm on Saturdays and 8 am and 8 pm on Sundays. On weekdays and Saturdays, buses operate with 30-minute headways. On Sundays service is much less frequent, with one bus every two hours.

### 3. Pedestrian and Bicycle Network

Within the project study area, sidewalks are provided along Main Street. On roads connecting Main Street to residential areas, however, sidewalks are provided along only one side of the roadway. Where sidewalks do not exist, there are some paved pedestrian shoulders. Marked crosswalks are provided at some key locations but are not provided on all intersection legs or along all key desire lines (i.e., leading into North Cove Park).

The Centennial Trail provides non-motorized recreational opportunity for residents of Lake Stevens. The trail runs north-south and parallel to N. Machias Road approximately half a mile east of downtown Lake Stevens, extending from Pilchuck in the north to Snohomish in the south. Within the study area, dedicated bicycle facilities are not provided along roadways. While shoulders are provided along some roadways, widths are inconsistent, making bicycling challenging.

Opportunities for improved pedestrian and bicycle connections exist both within the Downtown core and to nearby recreational assets, such as the lakefront and the Centennial Trail. Downtown street character improvements could also encourage more pedestrian activity.

#### 4. Parking

Off-street parking is generally provided for commercial, residential and civic functions and is typically located between primary buildings and the street or on the side of buildings. Downtown's compact scale lends itself to parking once and then traveling by foot. During a weekday PM peak period, there was an ample supply of on-street parking along Main Street and of off-street parking in the commercial lots, indicating an excess of parking supply for the land uses currently in place in the Downtown subarea.

#### 5. Residential

The downtown study area includes a mix of residential types, ranging from single-family detached to larger multi-unit apartments. Single-family development constitutes the largest single land use category, in terms of both parcel count and total market value, with 103 parcels. No single-family development has occurred in the study area over the past ten years.

Multifamily development includes approximately 50 condominium units. The 26-unit condo portion of the Lake Villa Apartments at 12506 16th Street (built in 1993). The 10-unit condominium project at 2210 Grade Road (built in 1996).

Major multifamily rental developments include the 51-unit non-condo portion of the Lake Villa Apartments, the 32-unit age-restricted (55+) Senior Manor at 12510 18th Street (built in 1988) and the 32-unit Hartford Court Apartments at 1901 125th Ave. NE, built in 1990. An additional property, Craigmont Apartments, is a public housing project consisting of 36 subsidized units constructed in 1978.

#### 6. Commercial

Commercial development in downtown Lake Stevens includes retail stores, restaurants and miscellaneous service providers.

Retail properties generally consist of smaller, independent establishments, with the largest center being the Jay's Market grocery store and associated in-line shops. The Lake Stevens Athletic Club is the study area's second-largest commercial tenant, located just north of the Main Street Center.

Restaurants in the study area include Creekside Ale House & Grill and a restaurant under renovation at Main Street and 20<sup>th</sup> Street NE, with sit-down

service at interior and patio seating. Other downtown restaurants tend to be smaller casual and quick-service establishments. The Subway store adjacent to Jay's Market is the only national chain represented.

Downtown Lake Stevens has approximately 74,000 square feet of retail and dining space, with 3.4 percent overall vacancy.

#### 7. Other Land Uses

Downtown Lake Stevens includes a mix of smaller office spaces, totaling just under 30,000 square feet. Almost half of this space is accounted for by offices occupied by the Lake Stevens School District. The remainder is generally found alongside retail establishments or housed in smaller, freestanding buildings.

Public and quasi-public uses are predominantly located west of Main Street and include the Library, First Baptist Church, City Hall, the Lake Stevens Family Center and Lake Stevens Public Boat Launch. These facilities, along with the adjacent recreational park space serve, as a major activity center for the city. The lakeside area west of Main Street, between 17th Place and Lakeshore Drive, is a valuable amenity and one that appears under-leveraged in terms of its potential to benefit the surrounding private-sector land uses.

## II. Economic Development

### A. Economic Growth Strategy

The city's growth strategy envisions residential, commercial and employment growth occurring in 'growth centers', with infrastructure and services available to increase employment, improve the jobs-to-housing balance citywide, conserve environmental resources and provide efficient services and facilities. One of the most important benefits of redeveloping Downtown Lake Stevens is the opportunity to capitalize on its lakeside location. Waterfront developments in several other communities are appealing to businesses and residents. This plan balances existing and future commercial, housing and community uses in the greater downtown area and in proximity to Lake Stevens.

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## B. Retail Capture Opportunities & Retail Destination

Main Street's existing retail and commercial make-up provides daily-use goods and services that support adjacent residents. The downtown Lake Stevens subarea, set along the shore of Lake Stevens and fronting an expanded North Cove Park, is also a strategic setting for attracting retail, dining and destination uses that benefit from proximity to the park and lake.

The Downtown Subarea Plan is an opportunity for a strategy that preserves and expands existing goods and services uses, such as the downtown grocery, while attracting new retail shopping, fine dining and community facilities along Main Street that draw residents and visitors to this waterfront destination. There is sufficient citywide growth and recapturable leakage to support strategically located new stores and restaurants, especially as mixed-use co-tenants of multifamily residential, boutique lodging, or added community meeting space.

The city is committed to revitalize Main Street by improving the streetscape, improving traffic and pedestrian/bike circulation; expanding North Cove Park as a central gathering space with improved access and visibility to Lake Stevens; transforming underutilized and vacant parcels to encourage storefront retail, a greater array of restaurants, visitor lodging, family-oriented entertainment and a community conference center. These actions will create an enticing destination for recreation, shopping, services, dining and entertainment.

## C. Tourism

The Lake Stevens community has always had a tourism draw, primarily due to the recreational amenities offered by a large scenic lake. Over time, the area transformed from a weekend and summer resort destination to a residential community with public parks and city services. In recent years, Lake Stevens has hosted many community and athletic events attracting spectators and athletes from the region, the country and world. Many of the activities that occur in Lake Stevens benefit nearby areas, Snohomish County and the Puget Sound area.

Tourism is an excellent economic development opportunity for generating employment, supporting business and contributing to a vibrant Lake Stevens economy. The following goals support tourism in Lake Stevens:

Figure 2.1 Lake Stevens Aquafest (view north along Main Street)



- Protect and enhance the city's tourism assets;
- Encourage and advocate for the growth and development of diverse tourism businesses that reflect the community's values and assets;
- Support the natural, historic and cultural features and facilities of the Lake Stevens area as part of our economy and quality of life;
- Support and encourage outdoor recreation as a prime community asset and tourism draw;
- Support attractions such as events & festivals, performing and visual arts, sporting events and the unique qualities of Downtown Lake Stevens, shopping areas and neighborhoods;
- Identify and encourage public and/or private development of new products, services and infrastructure that attract and serve visitors; and
- Support ongoing destination marketing and the development of tools that facilitate tourists' explorations of the Lake Stevens community.

Specific objectives and or activities that could enhance tourism opportunities include, but are not limited to the following:

- Promote development of places to stay;
- Support uniqueness – food, retail, etc.;
- Encourage entertainment and other unique destination attractions;
- Support with way-finding infrastructure – No clutter at entryways – first impressions;
- Garner support and promotion from State and county Tourism organizations;
- Tourism focus downtown with support and encouragement from the other areas;
- Get passers-by to stop to spend money into the community; and
- Support efforts and activities to keep them here longer.

### III. Community Vision

#### A. Vision

The city intends to provide a framework for the development of downtown Lake Stevens that:

- Includes an appropriate mix of land uses, development intensities, parking requirements, public improvements, recreational opportunities and community spaces;
- Supports community events and provides complementary retail, restaurant and housing development at a scale appropriate for the area;
- Incorporates key governmental uses into downtown to complement a mixed-use environment;
- Improves and upgrades waterfront park spaces to support community gatherings and provide quality access to the lake; and
- Encourages redevelopment of the existing underutilized downtown areas to create an enhanced and vibrant community town center

#### B. Objectives

Comprehensive Plan policies provide a basis for defining the objectives for the subarea plan. In turn, the subarea plan objectives identified by the community and stakeholders provide a foundation for developing and evaluating the plan's land use and circulation alternatives. The subarea plan objectives are as follows.

##### Land Use Objectives

- Ensure Downtown is a vibrant destination
- Increase use, visibility and access to the Lake
- Preserve and enhance creeks/wetland areas
- Create a public gathering space/plaza
- Provide for civic uses Downtown
- Provide adequate parking for businesses/public areas

##### Circulation Objectives

- Enhance the street environment and encourage walking/biking
- Improve access to Centennial Trail
- Improve neighborhood connections & vehicular circulation

##### Implementation Objectives

- Establish design standards and limit heights
- Preserve and embrace history and unique character

#### C. Fundamental Concept

The fundamental concept identifies the essential plan elements that are necessary to set the stage for near term redevelopment and reinvestment in the downtown and establish momentum to carry the plan through to the 10 to 20-year horizon. The fundamental concept includes:

##### North Cove Expansion

- Anchor Downtown
- Create a regional and community destination
- Open visual and physical access to lake
- Accommodate space for community events

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### Retail Street Improvements

- Rebuild Main Street to promote walking, biking & autos
- Extend 18th Street to connect downtown retail
- Improve roadway to support retail/commercial development
- Improve roadway to compliment park improvements

### Main Street Retail Destination

- Expand Jay's Market
- Establish street-oriented retail & commercial nodes on both sides of Main Street and 18th Street

### Regional Attractor

- Construct a new Community/Conference Center for
  - Community meetings
  - Classes
  - Satellite offices
  - Private events
  - Conference activities
  - Corporate retreats
- Potential boutique hotel
- Improve the boat house facilities & moorage

### Public Parking

- Strategically promote public parking to serve retail, community events and the boat launch
- Parking may include surface lots or structured parking
- Parking can be phased to meet demand

### 'Front Door' Entry

- Create a New 'Front Door' Entry to Downtown
- Realign / Extend Main St. Improvements to Grade Road
- Incorporate Boulevard Treatments along Grade Road to SR 92
- Provide enhanced pedestrian, bicycle and auto access to downtown

Figure 3.1 Fundamental Concept Diagram



## IV. Plan Concept

The plan concept for Downtown Lake Stevens respects historic development patterns and reflects community desires, real estate market trends and projected growth capacity. Existing healthy or desirable uses are strengthened and sites for infill and redevelopment are maximized. Downtown's anticipated development capacity considered a low and high development scenario to determine growth assumptions as evaluated through the EIS analysis.

Central to the plan concept is the expansion of North Cove Park with direct visual and physical access to Lake Stevens and the establishment of Main Street as a destination for pedestrian-friendly and street-oriented retail storefronts.

### Alternatives Analyzed

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Table 1). Anticipated development capacity of the downtown was analyzed using two Action Alternatives, a low-growth scenario and a high-growth scenario, to compare growth assumptions against a no-action scenario. The Lake Stevens City Council selected a modified high-growth alternative.

### A. Land Use Framework

The high-growth alternative is shown/described in the preferred land use diagram (Figure 4.1 and Table 2). The preferred types and locations of subarea uses will establish distinctive mixed-use housing and commercial areas and provide community-oriented facilities that have historically defined the downtown. On many parcels, a mix of vertical uses is suggested. Where parcels contain a vertical mix of uses, the most likely predominant land use is indicated. The land use framework is intended to encourage flexibility and includes development areas where a mix of uses are designated. Predominant uses have been sited and categorized into complementary development areas that will:

- Maximize development potential based upon existing adjacent uses and site attributes;
- Maximize utilization of existing and planned improvements such as roadways, utilities, storm water lines and other utilities;
- Respond to a conceptual short-term and long-term phasing strategy;

Land Use	Existing	No Action	Low Growth	High Growth
Park (acres)	1.67	1.67	4.1	4.1
Retail/ Commercial (gross sq. ft.)	73,365	15,000	40,000	170,000
Office (gross sq. ft.)	30,000	50,000	20,000	50,000
Community Facilities (gross sq. ft.)	40,000	40,000	11,150	21,150
Housing (du)	112-300	180	240	600
Hotel (rooms)	0	0	50	100
Open Space (acres)	3.9	3.9	3.9	3.9
Public Parking (spaces)	95	95	270	465

**Table 1 Land Use Alternatives**

- Provide flexibility to respond to possible changing market conditions (multiple uses are generally appropriate for a given site); and
- Provide the basis for new zoning and comprehensive plan designations.

### Growth Assumptions

Development and growth levels within the subarea were based on the following assumptions:

- Commercial and Retail uses calculated at 0.50 Floor Area Ratio (FAR).
- Residential densities calculated at 50 dwelling units per acre.

### Development Emphasis Areas

The character, intent of development and types of uses for development emphasis areas follow.

- North Cove Park. An expanded park will support daily use and special event activities, improve community access to the lake and provide an amenity for downtown development.
- Retail Emphasis. A concentration of street-oriented retail will establish Main Street as a local and regional destination for shopping, dining and lakefront activities.

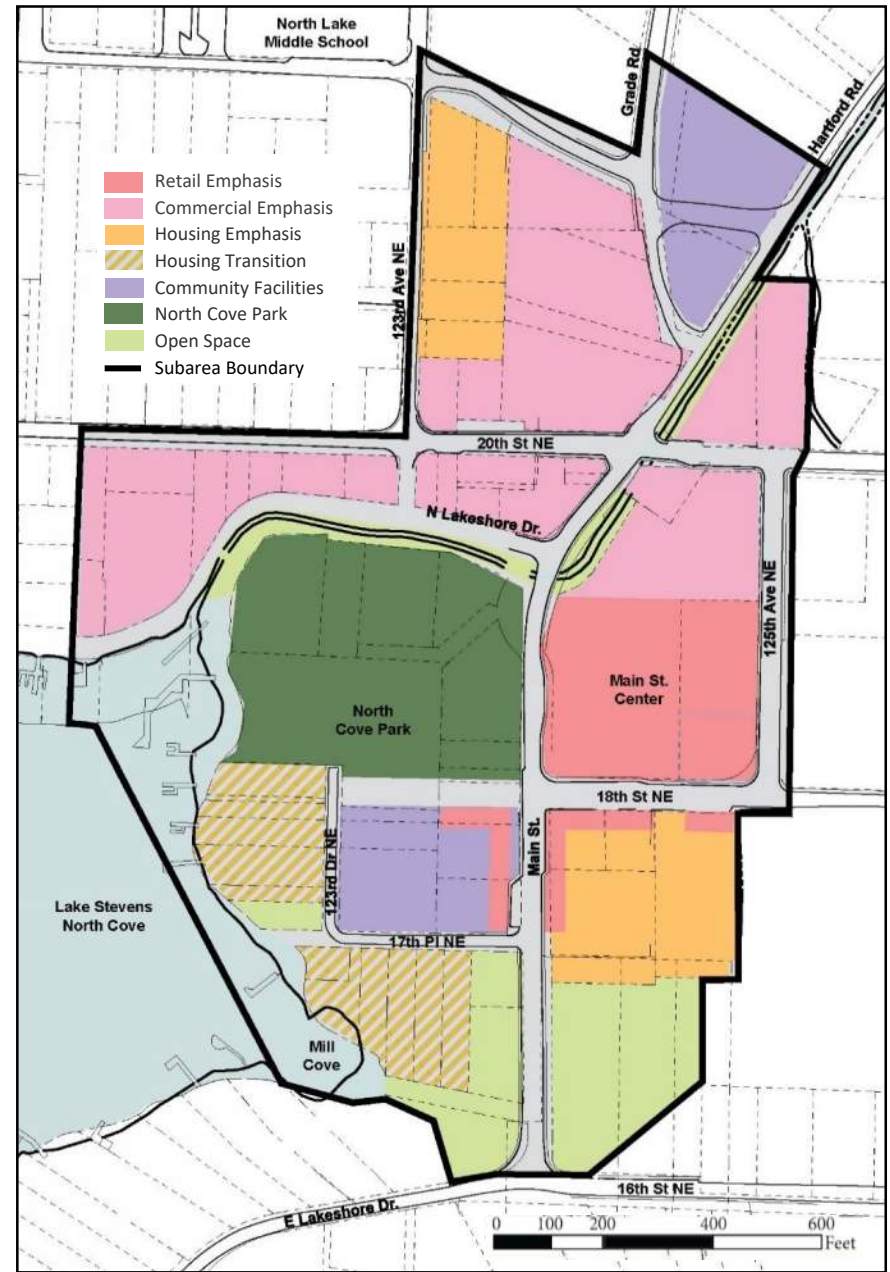
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- **Community Facilities.** Providing for events and meeting space, enhancing use of the lake, preserving some city administrative functions, supporting fire department facilities/operations and establishing a parking reserve for existing and future development will ensure that downtown remains a civic focus.
- **Commercial Emphasis.** At the crossroads of Grade Road and 20th Street, a range of street-oriented community-serving retail and commercial services that cater to the daily needs of nearby residents and drive-by traffic to and from the downtown will be fostered.
- **Housing Emphasis.** Emphasize higher density residential development near retail and commercial services uses, schools, parks, and open space amenities.
- **Housing Transition.** Anticipate future need for expanded community facilities and ensure the long-term ability to accommodate expansion of community facilities on key parcels.
- **Public Parking.** Strategically located sites are identified to ensure adequate parking for existing and future businesses, community facilities and downtown events and activities.
- **Hotel Use –** Anticipate future need for a downtown hotel to support tourism and compliment the community/conference facility.

**Table 2 Preferred Land Use Alternative**

Land Use	Existing	Preferred Concept
Park (acres)	1.67	4.1
Retail/Commercial (gross sq. ft.)	73,365	242,500
Office (gross sq. ft.)	30,000	50,000
Community Facilities (gross sq. ft.)	40,000	21,150
Housing (du)	112-300	600
Open Space (acres)	3.9	3.9
Public Parking (spaces)	95	up to 300

**Figure 4.1 Subarea Preferred Land Use**



## 1. North Cove Park

Today, North Cove Park is a 1.67-acre passive park with limited amenities and lake access via a pedestrian dock. The park is located atop a small hill approximately eight feet above Main Street behind City Hall and other public facilities. Visual lake access is limited from Main Street. North Cove Park is envisioned as the focus for re-development as a central location for community events and with expanded access to Lake Stevens, shown in Figures 4.2 & 4.3.

Expansion of North Cove Park will require:

- Relocating City Hall, library and historical museum (1.87 acres);
- Acquiring property; and
- Re-grading the park to slope from Main Street to the water's edge, allowing direct visual access to the lake and active/passive park use

The primary design components of the park propose:

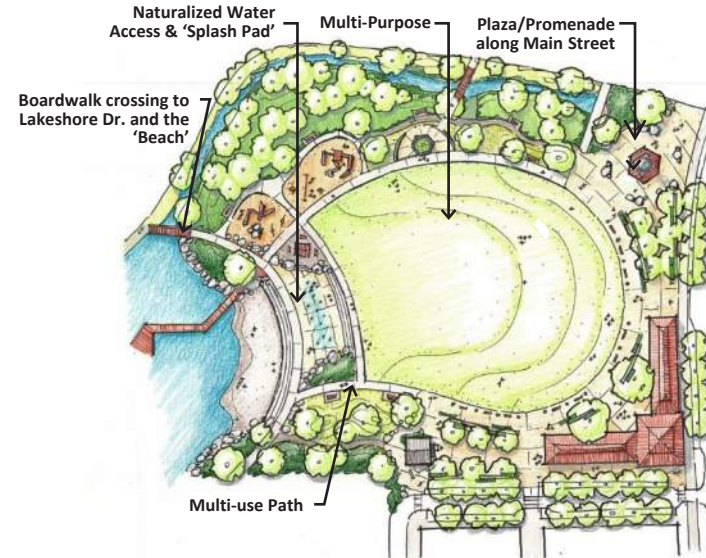
- A large paved plaza area with covered pavilion(s) and a pedestrian promenade along Main Street for staging farmers markets, sporting events and local celebration such as Aquafest and Winterfest;
- A multi-purpose lawn for staging events and daily active/passive use;
- A multi-use path linking the waterfront and park with adjacent streets;
- A naturalized area with water access adjacent to the shoreline;
- Preserving or relocating the Veteran's Memorial, historic Grimm House and other historic features within or near the park;
- Child/adult activity zone; and
- Rebuilding the pedestrian dock.

The design of park structures should incorporate the use of natural materials that reflect the setting of this unique location.

- Provide a mix of areas for hardscape, lawn and planting beds.
- Include fire resilient/water resistant plantings and those most responsive to local climate and soil conditions.
- Preserve and enhance tree stands and plantings along Stevens Creek.

Further park design, phasing and a temporary City Hall location, will be provided in a follow-up North Cove Park Master Plan process. A separate city-initiated process for relocating the historic museum and retaining some city hall and library functions is ongoing.

**Figure 4.2 North Cove Park Expansion Conceptual Plan**



**Figure 4.3 North Cove Park**

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## 2. Retail Emphasis

Storefront retail is envisioned for parcels adjacent to North Cove Park and along Main Street and 18th Street NE as shown in Figure 4.4. A concentration of continuous retail storefronts is to be located:

- Within the Main Street Center block bounded by Main Street on the west, 125th Avenue NE on the east and 18th Street NE on the south;
- Along Main Street between 18th Street NE and 17th Place NE; and
- Along 18th Street NE from 125th Avenue NE to 123rd Drive NE.

These development areas provide for a range of neighborhood-serving retail opportunities, including the retention and potential expansion of Jay's Market. Storefront retail development is intended to be largely incorporated in buildings with, or adjacent to, a mix of uses such as housing, community facilities, or public parking structures.

These areas meet the following real estate siting criteria essential for storefront retail development:

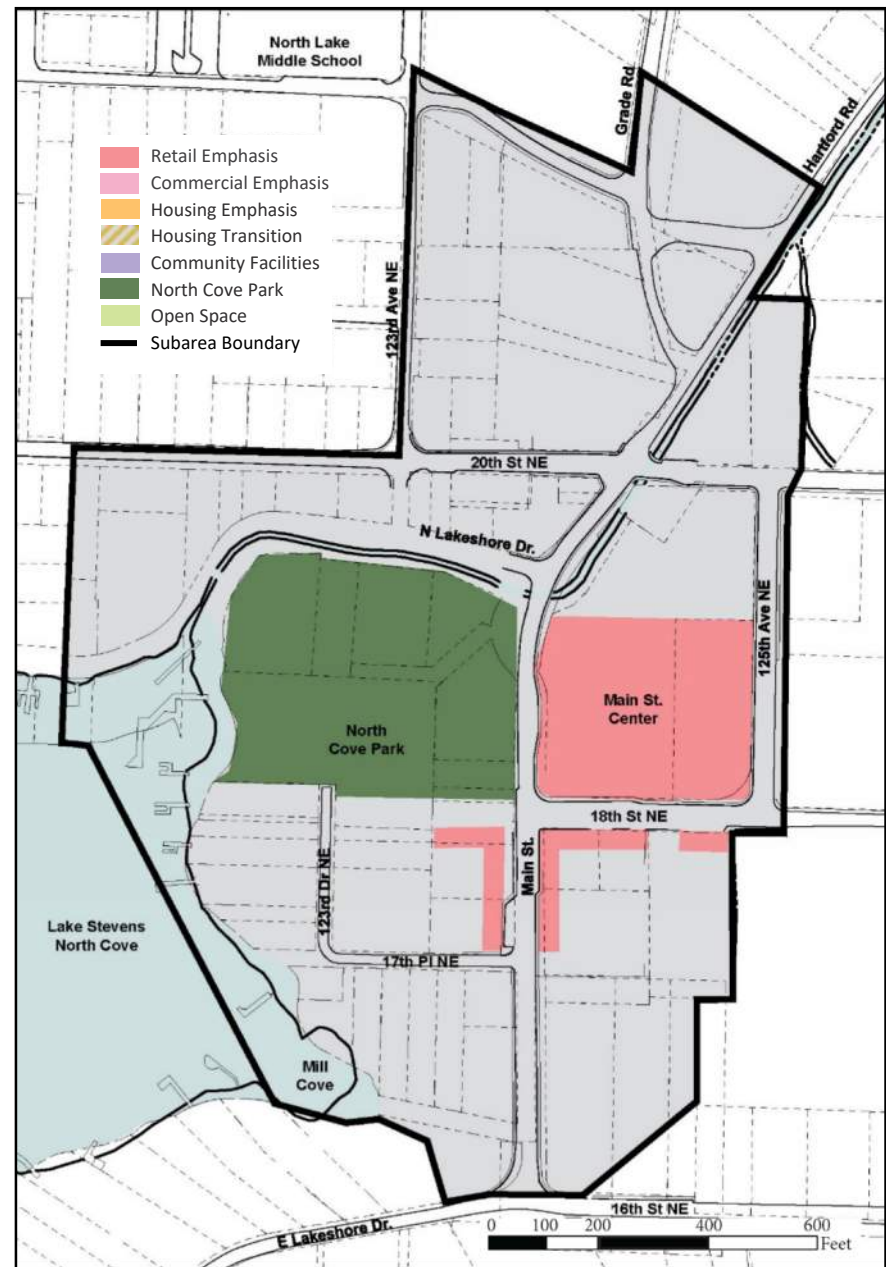
**Proximity.** North Cove Park is an opportunity to attract customers over an extended period throughout the day, evening and during events where shopping or dining can be linked to active or passive use of the park and pedestrian/bike connections to Centennial Trail.

**Access.** Main Street is directly accessible from the traffic-generating streets 20th Street and Grade Road.

**Prominent Address.** Retail-supportive pedestrian, bike and streetscape improvements—including widened sidewalks, street furniture, landscaping lighting, street trees and curbside parking—will establish Main Street as a pedestrian-scaled shopping environment not found elsewhere in the community.

**Amenity.** Expansion of North Cove Park provides an enhanced setting for Main Street to support storefront retail, dining and entertainment uses that benefit from visual access and proximity to the waterfront.

Figure 4.4 Retail Emphasis



### 3. Community Facilities

Downtown has historically served as the civic and cultural center of the community, anchored by city hall, a community meeting room, the library, historical museum and essential services. While growth has shifted the population and development center of the community to the west side of the lake, preservation and enhancement of some essential community facilities and services is desired, including:

- **Community/Conference Facility.** Support a community/conference facility with space for community meetings, classes and accommodate private events, conference meetings/activities and corporate retreats on parcels bounded by 123rd Drive NE, 17th Place NE, Main Street and North Cove Park. To complement the community facilities the site would include lodging, storefront retail and structured public parking.
- **Fire Station.** Expand the existing Fire Station parcel by vacating the 21st Street NE right-of-way and utilizing existing city owned property for fire station redevelopment with the benefit of improving vehicle access and operations.
- **Retain some city services as practicable**

These development areas meet the following site criteria essential to supporting community facilities.

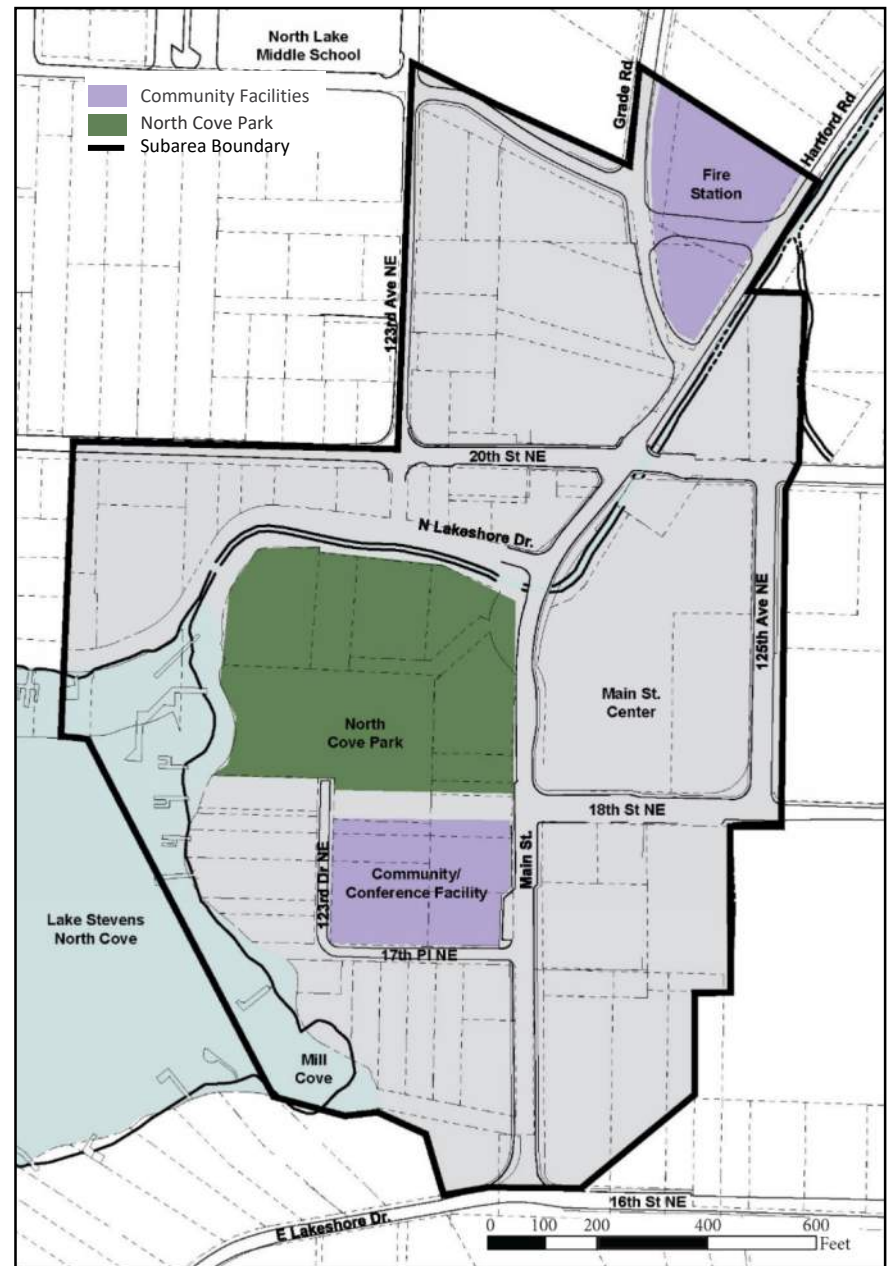
**Proximity.** The sites have the advantage of proximity to downtown activity areas including retail and commercial services, North Cove Park and the lake.

**Access.** Traffic-generating streets, 20th Street and Grade Road, provide direct access to sites on Main Street and 18th Street NE, while fire services are provided enhanced access along Grade Road and Hartford Road.

**Prominent Address.** Pedestrian and bike improvements with widened sidewalks, bikeways, street furniture, landscaping lighting, street trees and curbside parking will establish Main Street and 18th Street NE as an attractive pedestrian-scaled environment to support community facilities.

**Amenity.** North Cove Park provides an enhanced setting for use as a break-out area and amenity for community meetings, retreats and conferencegoers.

Figure 4.5 Community Facilities



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#### 4. Commercial Emphasis

The Grade Road and 20th Street NE corridors provide the necessary drive-by traffic and visibility to support commercial uses that will complement the storefront retail uses envisioned along Main Street and provide for daily needs goods, services and employment uses that serve close-in neighborhoods.

A large portion of the identified area is currently occupied by low intensity and aging auto-oriented commercial development. The intent of this development area is to promote street-oriented buildings with ground-floor uses that include a diverse range of commercial services, retail, dining/ drinking and small office uses. Upper floors would be encouraged to allow for office or residential uses.

These areas meet the following site criteria essential to supporting commercial uses:

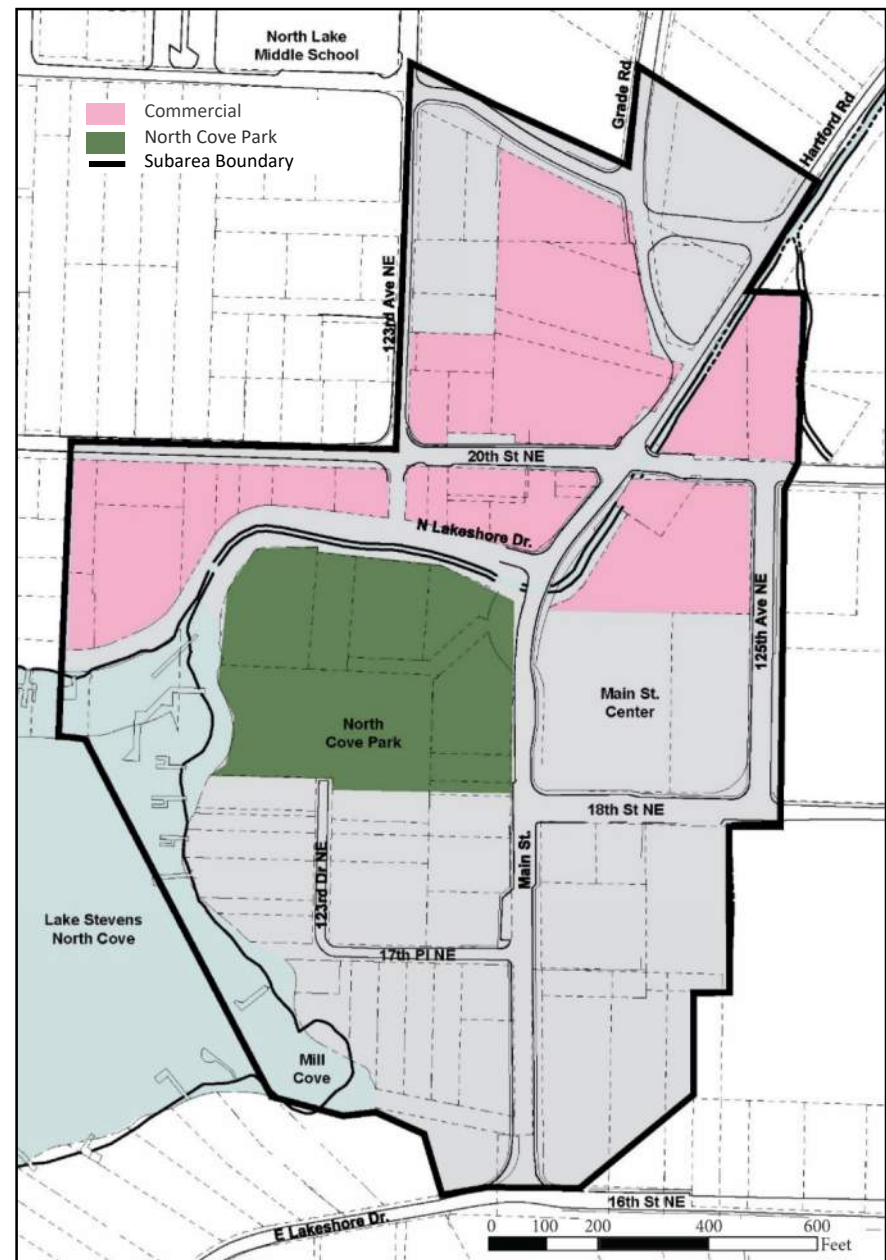
**Proximity.** Much of the area will benefit from topography and higher elevations that afford views to the mountains and Lake Stevens.

**Visibility and Access.** 20th Street and Grade Road provide sufficient drive-by auto traffic and good visibility. Pedestrian and bicycle improvements to these roadways will provide for improved access and better capture of additional customers within a convenient walk or bike ride.

**Prominent Address.** Commercial uses can capture the benefits of multiple 'front door' addresses along Grade Road and 20th Street NE.

**Amenity.** The expansion of North Cove Park provides an enhanced setting and activity area to draw additional customers and extend the amount of time spent in the downtown.

Figure 4.6 Commercial Emphasis



## 5. Public Parking

Strategically promoting public parking facilities close to retail and commercial development, North Cove park and the boat launch will facilitate growth and redevelopment by:

- Reducing or eliminating the cost associated with requiring off-street parking on each development site; and
- Allowing for more intense development of parcels that support a pedestrian-oriented and walkable downtown environment.

Four potential sites have been identified for public parking, either in surface parking lots or in multi-level parking structures:

- Parking Sites 1 (PP1) and 2 (PP2). These sites are optimal for structured parking due to their central downtown location and parcel size;
- Parking Site 3 (PP3). Surface parking lot to provide parking for commercial uses along 20th Street NE and Grade Road; and
- Parking Site 4 (PP4). Surface parking lot to serve the boat launch.

Parking site locations are indicated by the dashed line with parking totals as indicated on the public parking diagram to the right.

### Determining Public Parking Need

Assumptions for parking needs can be determined by taking the downtown subarea's potential development yield in square feet and applying the standard parking ratios/requirements for each development type and then subtracting the number of on-street parking available within the subarea. Based on the downtown subarea plan's preferred alternative, approximately 300 public parking spaces could be developed to support future growth.

The parking sites identified in Figure 4.7 show potential public parking within a range of 300 to 565 spaces. The figure identifies the number of potential parking spaces for each public parking site, which are based on the following:

- Parking Site 1 assumes a 150-foot x 210-foot floor plate dimension (w/ground-floor retail);
- Parking Site 2 assumes a 120-foot x 224-foot floor plate dimension; and
- Each structure would include three levels of parking with a ground-floor (level 1), second floor (level 2) and roof (level 3).



Figure 4.7 Public Parking

### Assumption for Parking Requirements

Off-street parking requirements within the subarea were based on the following assumptions:

- Retail and Commercial- 1.0 space per 400 square feet;
- Residential- 1.0 space per unit (parking required to be built within development sites);
- Hotel- 0.75 spaces per guest room;
- Conference/Meeting Rooms- 1.0 space per 50 square feet of gross floor meeting/assembly area;
- Boat Launch- Requires 35 spaces; and
- Existing on-street Parking- 200 spaces along existing downtown streets (average length of space estimated at 22')

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## 6. Housing Emphasis

Multifamily residential development is envisioned for blocks fronting 123rd Avenue NE and 22nd Street NE in the northwest portion of the subarea and for blocks fronting Main Street and 18th Street NE in the southwest portion of the subarea as illustrated in Figure 4.8. Opportunities for upper-story residences over ground-floor retail commercial are encouraged elsewhere in the subarea.

As noted in the market analysis, multifamily residential development is the most immediate opportunity in the downtown with the clearest case for strong market support. Robust household growth and strong income demographics should drive new unit demand well into the coming decade and beyond.

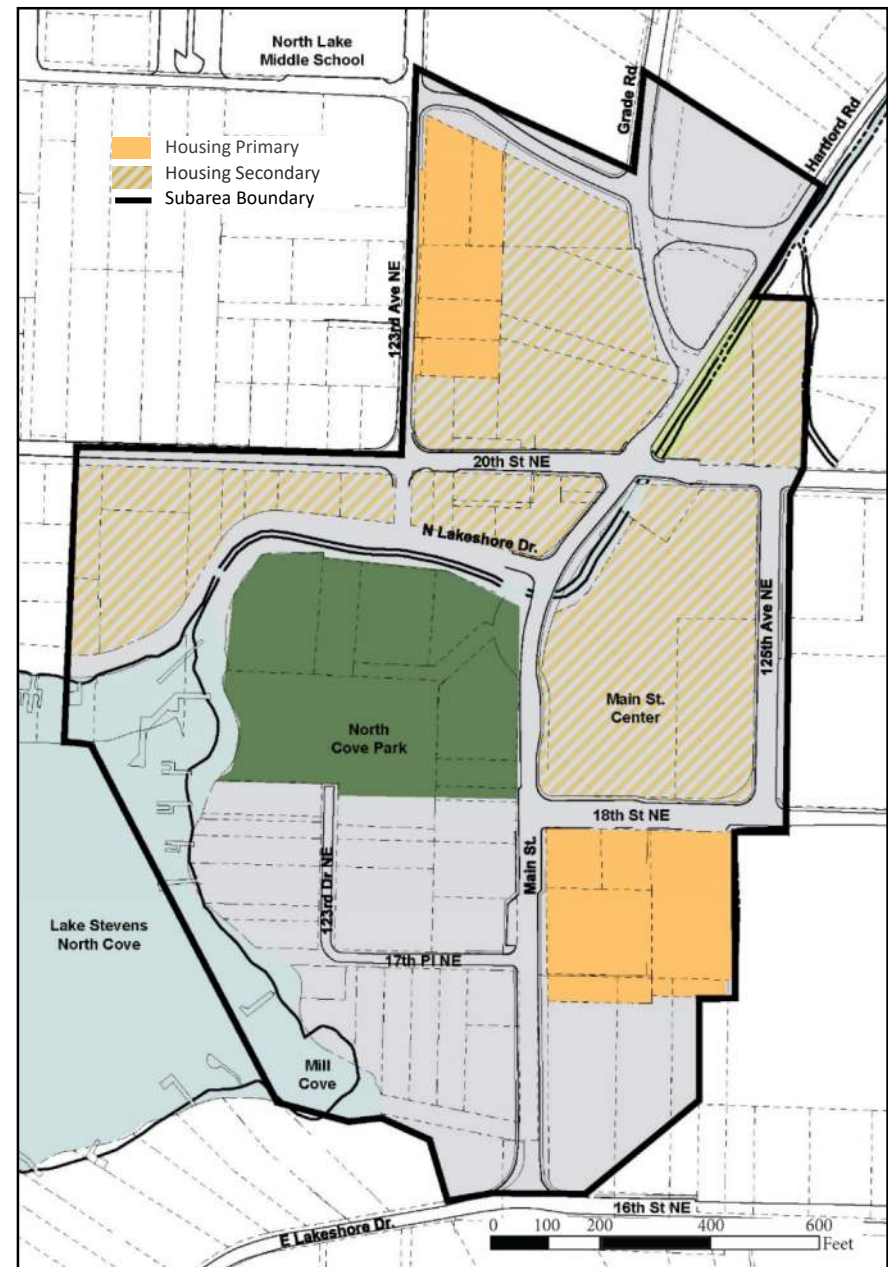
Multifamily residential uses within the housing emphasis development areas meet the following essential real estate siting criteria for successful housing development.

**Amenity.** Located within walking distance to parks, the waterfront, schools, shopping and dining.

**Visual Impact.** Located far enough away from the lake that multi-story buildings do not impact views or encroach on lower density single-family homes.

**Views.** Lake and mountain views afforded to properties along 123rd Avenue NE and upper floors of buildings along Main Street, 20th Street and Grade Road.

Figure 4.8 Housing Emphasis



## 7. Housing Transition

Figure 4.9 shows the location of two developed areas adjacent to the lakefront and located west of 123rd Drive NE and south of 17th Place NE consisting of single-family homes. Over time the transition of these single-family homes to higher-intensity uses will support downtown as a unique destination for community gathering, shopping, recreation and entertainment and enhanced public access and use of Lake Stevens.

Each development area provides opportunity for long-term redevelopment.

- Allow for potential future expansion of lodging or community/conference facilities and public waterfront access between North Cove Park and the boat launch on parcels bound by 123rd Drive NE, North Cove Park, the boat launch and the lake.
- Accommodate future expansion of boat launch parking and/or an enhanced rowing facility or other water recreation facility on parcels located south of 17th Place NE and adjacent to the lake. In 2020, the city revised the Comprehensive Plan and zoning, and Shoreline Master Program designations for the four rectangular parcels on the south side of 17<sup>th</sup> Pl NE, which was an implementation task called out in the subarea plan.

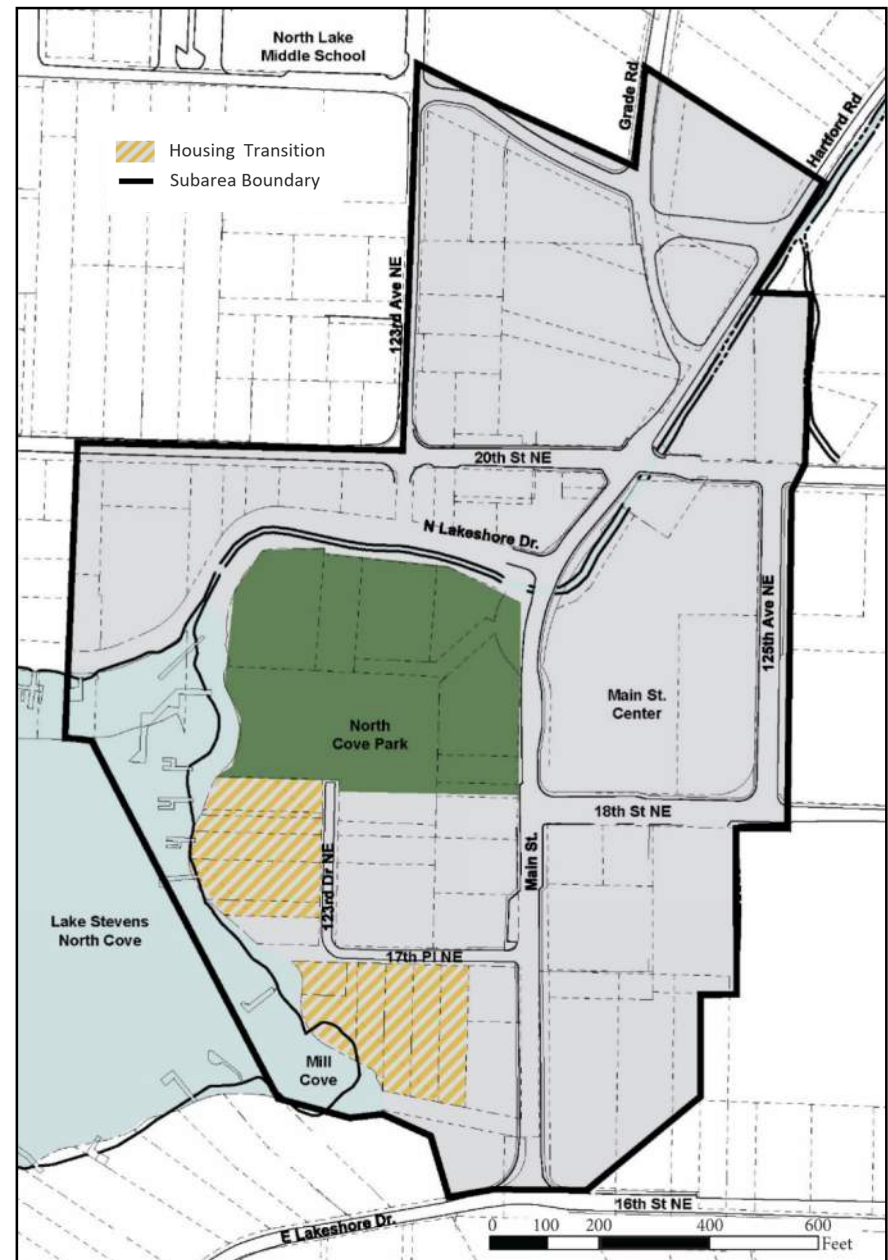
The development areas meet the essential siting criteria for supporting expanded residential uses:

**Proximity.** Parcels are adjacent to planned or existing community facilities, lodging and the boat launch with direct access to the waterfront and North Cove Park.

**Access.** Sites are easily accessible from Main Street and adjacent to local streets that ensure adequate access and servicing of future development

**Amenity.** The lake and North Cove Park provide a unique setting and access to the lake that is desirable for development.

Figure 4.9 Housing Transition



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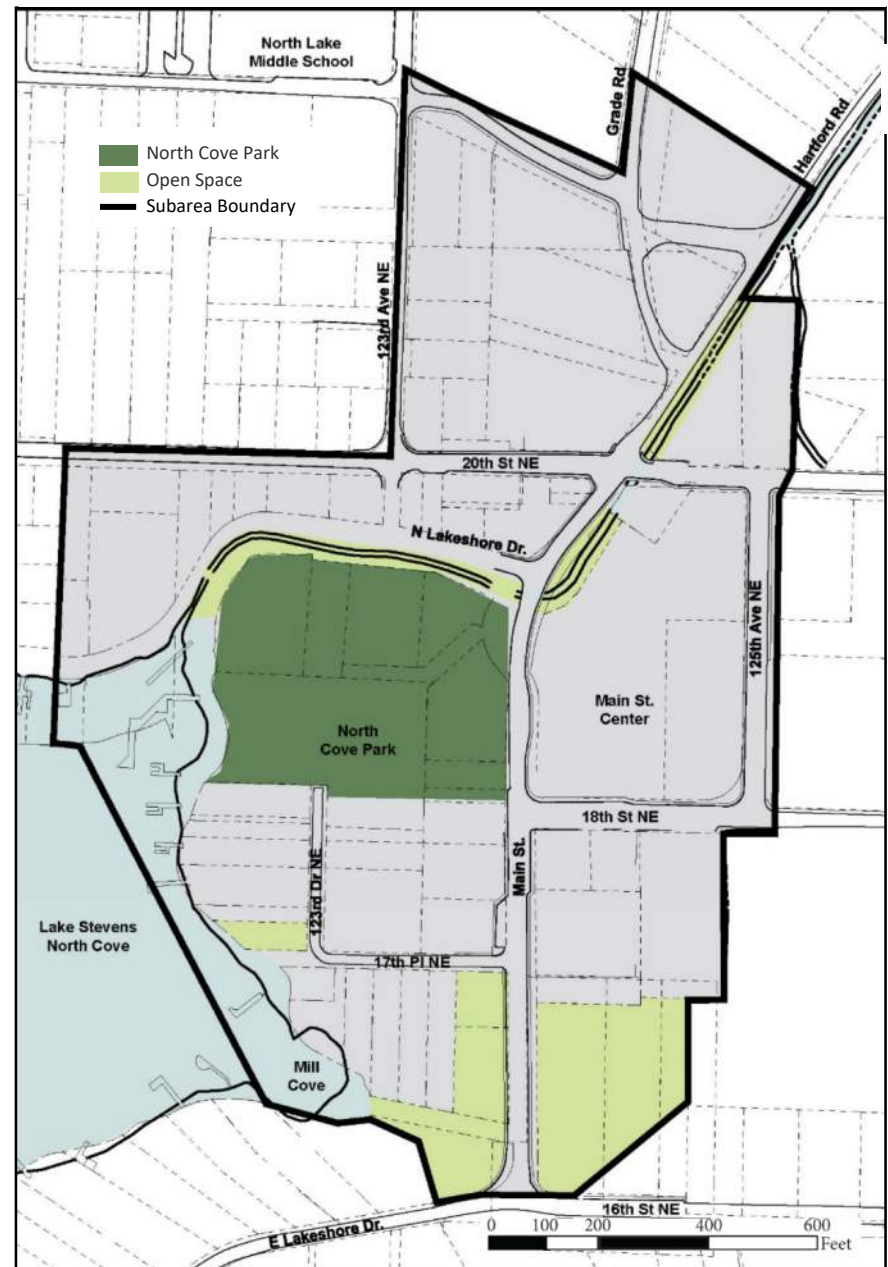
## 8. Open Space

Stevens Creek on one end wetlands with tall tree stands and vegetation on the other establish the beginning and end to Main Street and are essential open space elements that define the extents of the downtown core area as shown on Figure 4.10.

The enhancement and preservation of these waterways and wetland areas should include opportunities for:

- Stevens Creek bank stabilization and vegetation enhancements that remove potential invasive plant materials and manage waterflow and temperatures to support fish habitat and wildlife; and
- Establishing a Mill Cove Reserve and potential trail complex with consideration of future wetland enhancements integrated with an interpretative trail network that would link Stevens Creek to the former mill site located south of the boat launch.

Figure 4.10 Open Space



## B. Land Use Designations

Based on the plan concept's land use framework, new Comprehensive Plan land use designations were assigned to specific parcels within the subarea, shown in Figure 4.11.

- The subarea along Main Street, 20th Avenue NE and Grade Road is designated as Downtown Local Commerce (D/LC).
- Additional areas west of Main Street have changed from Public/Semi-Public (P/SP) to Downtown Local Commerce (D/LC).
- Between Grade Road and Hartford Road the Downtown Local Commerce (D/LC) area changed to Public/Semi-Public (P/SP) to accommodate future expansion or modification of the fire station.
- The high density residential area east of Main Street (south of 18th Street NE) changed to Mixed Use (MU).
- South of N Lakeshore Drive, the Downtown/Local Commerce (D/LC) changed to Public/Semi-Public (P/SP).

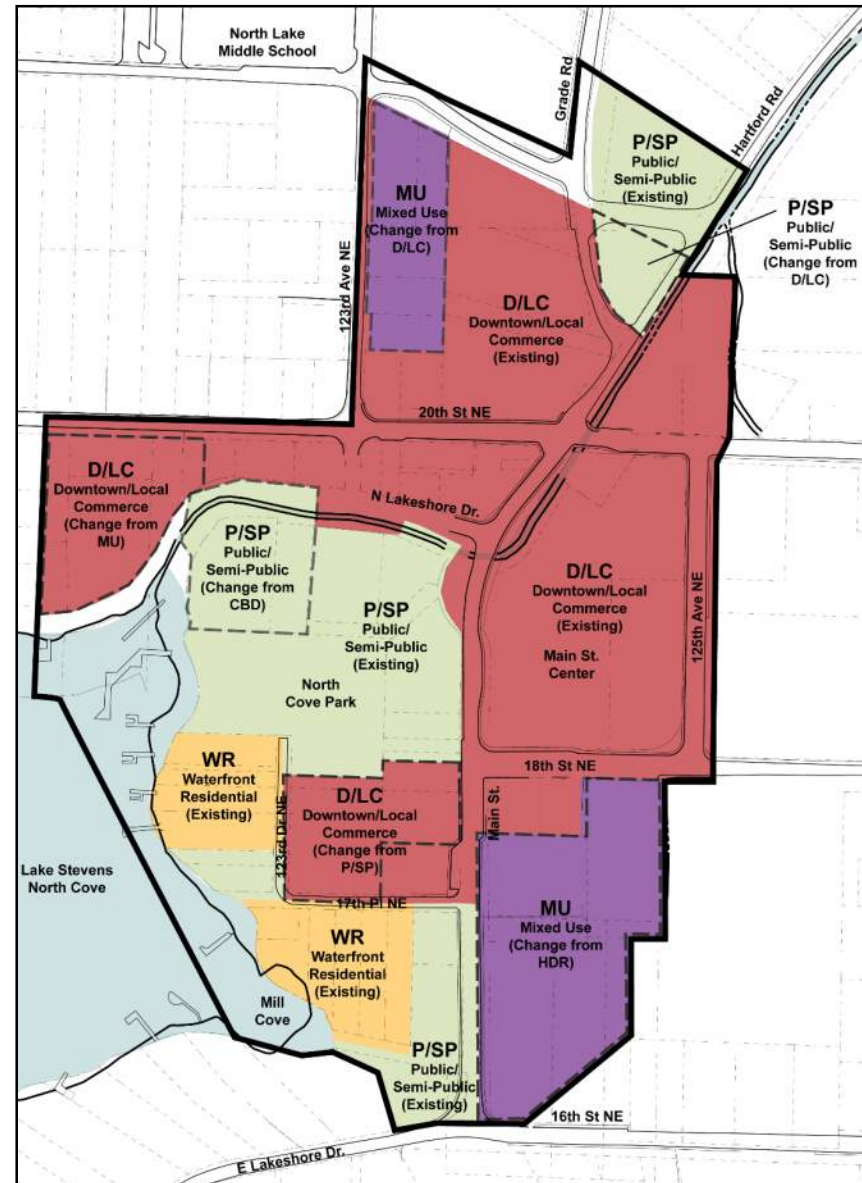
Table 3 shows acreages for the subarea land use designations.

**Table 3 Summary of Subarea Land Use Designations**

Subarea Comprehensive Plan Designation	Acres
Downtown/Local Commerce	20.3821.54
Waterfront Residential	2.531.37
Public/Semi-Public	7.26

**Figure 4.11 Downtown Subarea Plan Comprehensive Plan**

Revise map to reflect changes to 4 parcels on 17<sup>th</sup> PI NE (now D/LC)



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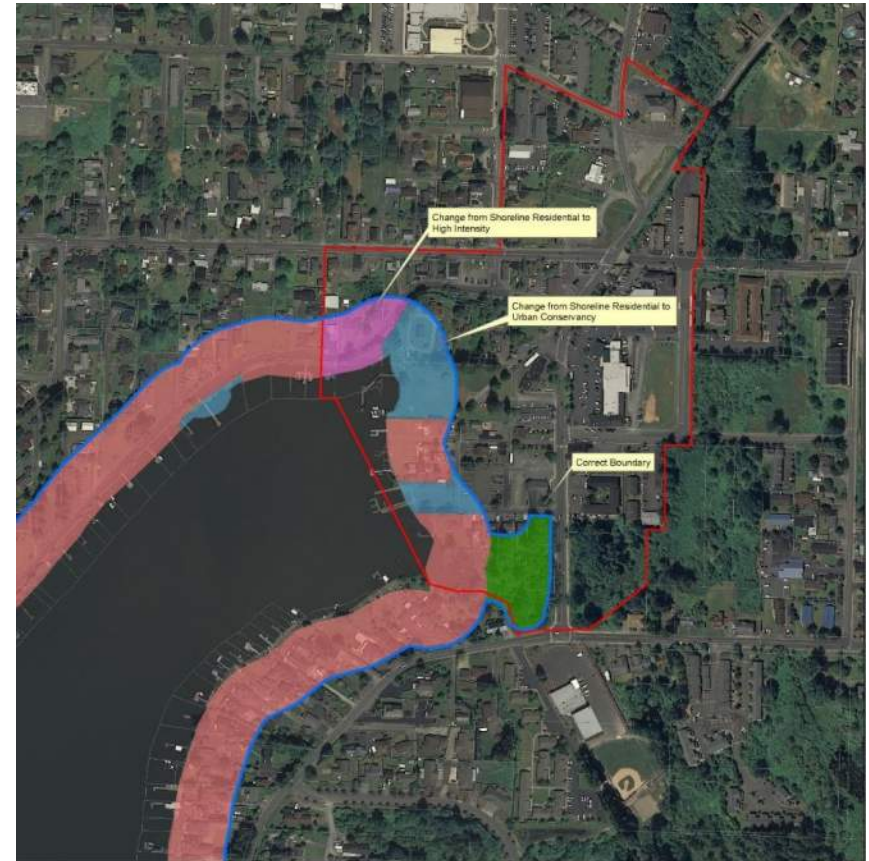
## C. Shoreline Designations

Based on the plan concept's land use framework, new Shoreline Environments designations were assigned to specific parcels within the subarea, shown in Figure 4.12.







- North of Lakeshore Drive and west of North Cove Park the Shoreline Environments designation will change from Shoreline Residential to High Intensity
- South of Lakeshore Drive and within North Cove Park the Shoreline Environments designation will change from Shoreline Residential to Urban Conservancy
- Four parcels along 17<sup>th</sup> PI NE that originally had Shoreline Residential and Natural environment designations were amended to High Intensity in December 2020 to account for future development potential.

Figure 4.12 City of Lake Stevens Shoreline Boundaries and Features

Revise map to reflect changes to 4 parcels on 17<sup>th</sup> PI NE (now HI)



### Boundaries and Features

 Shoreline Boundary	<b>Shoreline Environments</b>	 Shoreline Residential
 Downtown Subarea	 High Intensity	 Urban Conservancy
	 Natural	



## D. Zoning Districts

Based on the plan concept's land use framework, zoning districts were assigned to all parcels within the subarea, shown in Figure 4.13.

- The subarea along Main Street, 20th Avenue NE and Grade Road is designated as Central Business (CBD).
- Additional areas west of Main Street have changed from Public/Semi-Public (P/SP) to Central Business (CBD) to accommodate a future community/conference facility, public parking and storefront retail uses.
- Between Grade Road and Hartford Road the Central Business (CBD) area changed to Public/Semi-Public (P/SP) to accommodate future expansion or modification of the fire station.
- The Multifamily Residential (MFR) south of 18th Street NE and east of Main Street changed to Mixed Use Neighborhood (MUN).
- The Central Business (CBD) south of N Lakeshore Drive was changed to Public/Semi-Public (P/SP).

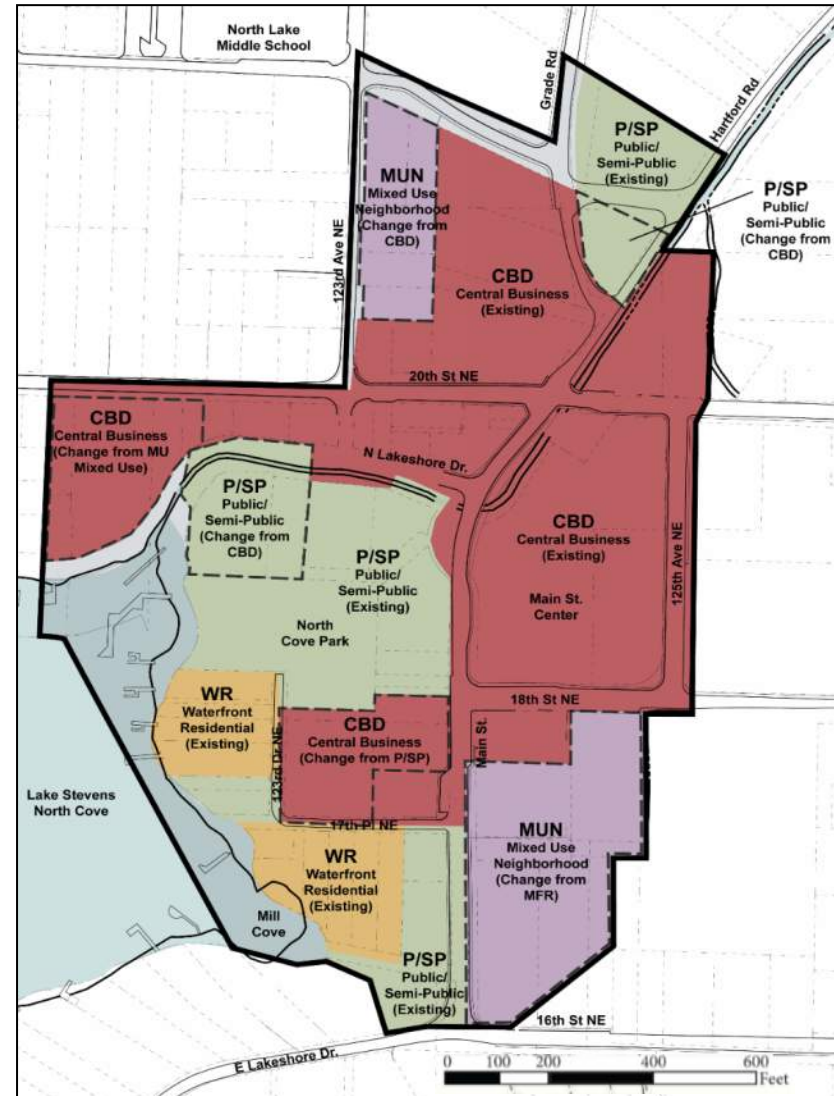
Table 4 shows acreages for the subarea zoning districts.

**Table 4 Summary of Subarea Zoning Districts**

Subarea Zoning District	Acres
Central Business	<del>16.70</del> 17.86
Mixed- Use Neighborhood	3.66
Waterfront Residential	<del>2.53</del> 1.37
Public/Semi-Public	7.26

**Figure 4.13 Downtown Subarea Plan Zoning**

Revise map to reflect changes to 4 parcels on 17<sup>th</sup> PI NE (now CBD)



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## E. Development Typologies

### 1. Retail and Commercial

Retail (businesses that engage in the sale of goods, dining and entertainment) and commercial (businesses that engage in the sale of services and the sale of goods, dining and entertainment) uses in the downtown will support residential neighborhoods or mixed-use areas within small to mid-sized development that caters to destination and daily-needs goods and services. A more intimate 'main street' shopping, dining and entertainment district is anticipated to emerge along Main Street and 18th Street NE with daily-needs good and services oriented to 20th Street NE.

#### Main Street Retail

Storefront retail is envisioned for parcels adjacent to North Cove Park and along Main Street and 18th Street NE. A concentration of continuous retail storefronts is to be located:

- Within the Main Street block (bounded by Main Street on the west, 125th Ave NE on the east and 18th St NE on the south);
- Along Main Street between 18th Street NE and 17th Place NE; and
- Along 18th Street NE from 125th Ave NE to 123rd Drive NE.

The development area provides for a range of street-oriented retail opportunities, including the retention and potential expansion of Jay's Market. Storefront retail development is largely intended to be incorporated in buildings with, or adjacent to, a mix of uses such as housing, community facilities or public parking structures.

The following typologies illustrate types of development appropriate in single-use or mixed-use buildings.

Figure 4.14 Single Use Retail Building



Figure 4.15 Low Rise Mixed-Use Office Over Street Oriented Retail Building

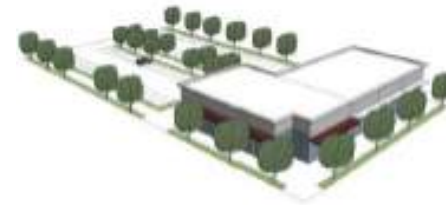


Figure 4.16 Multi-Story Mixed-use Office Over Street-Oriented Retail Building



## Commercial

The Grade Road and 20th Street NE corridors provide the necessary drive-by traffic and visibility to support growth and redevelopment of commercial uses that will complement the storefront retail uses envisioned along Main Street and provide for daily needs goods, services and employment uses that serve close-in neighborhoods.

A large portion of the area is currently occupied by low intensity and aging auto-oriented commercial development. The intent of this development area is to promote street-oriented buildings with ground-floor uses that include a diverse range of commercial, retail, dining/drinking and small office uses. Upper floors would be encouraged to allow for office or residential uses.

The following typologies illustrate types of development appropriate in single-use or mixed-use buildings.

**Figure 4.17 Single Use Street-Oriented Commercial Building**



**Figure 4.18 Low-Rise Mixed-Use Office Over Street-Oriented Commercial Building**



**Figure 4.19 Multi-Story Mixed-Use Multifamily Over Street-Oriented Commercial Building**



**Figure 4.20 Multi-Story Street-Oriented Commercial Building**

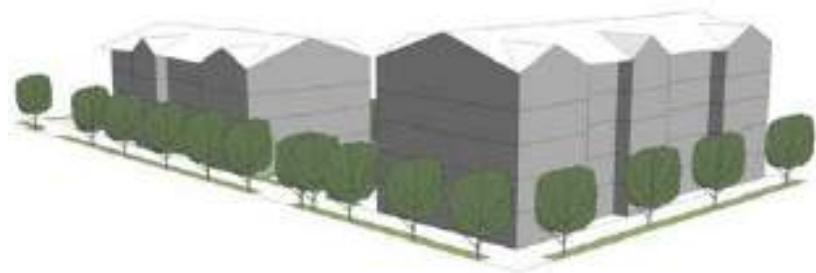


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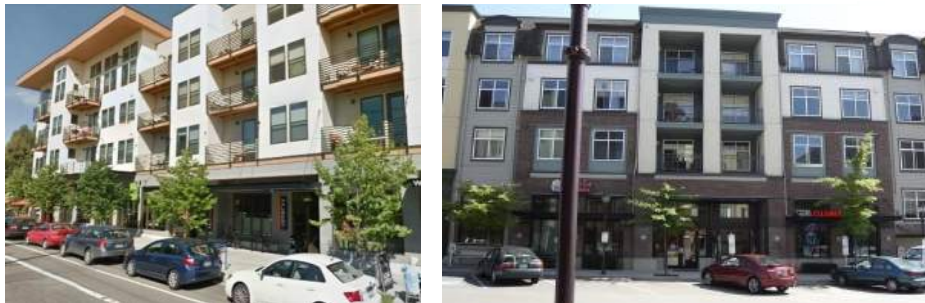
## 2. Multifamily Residential

Multifamily residential development is envisioned for blocks fronting 123rd Avenue NE and 22nd Street NE in the northwest portion of the subarea and for blocks fronting Main Street and 18th Street NE in the southwest portion of the subarea. Upper-story residences over ground-floor retail commercial are encouraged elsewhere in the subarea. The following typologies illustrate types of development appropriate in single-use or mixed-use buildings.

**Figure 4.21 Multifamily Building**



**Figure 4.22 Example of Mixed Use Multifamily Buildings**



**Figure 4.23 Example of Single-Use Multifamily Building**



## F. Complete Streets Framework

The complete streets framework identifies the future design character and function of key downtown streets. It has an emphasis, in terms of focus and detail, on 'complete street' multimodal connections located within a half-mile radius of the downtown and provides direct and safe connections to traffic-generating uses and destinations that are desirable to the community.

Recommendations on the location and configuration of automobile, bus, pedestrian and bicycle access throughout the Downtown Lake Stevens Subarea are identified. The framework includes the following elements.

**Active Transportation.** Emphasizing active transportation fosters pedestrian and bicycle circulation systems as a means of reducing auto dependency and associated traffic/parking impacts, maximizing non-motorized access to downtown, North Cove Park, the waterfront; and fostering community health benefits.

**Street Hierarchy.** A network of interconnected streets provides balanced facilities for all modes—auto, truck, transit, pedestrian and bicycle; establishes a framework for pedestrian and bicycle-oriented development; and ensures safe and direct connections between the downtown and adjacent neighborhoods.

PEDESTRIAN



BICYCLE



TRANSIT



AUTO



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Main Street Photo Simulation-View looking north (StudioKPG 2018)

## 1. Active Transportation

For the Downtown Subarea to see a transfer of a significant number of current and estimated future daily trips away from autos to walking and cycling, it is essential that well-designed, safe and direct active transportation routes are established. Active transportation routes benefit the community by reducing auto congestion and providing safe, direct pedestrian and bike connections to key destinations such as the waterfront, Centennial Trail, shopping, recreation, employment and schools.

The Active Transportation Concept includes the following routes.

- Routes that build upon the existing multi-use regional Centennial Trail with improved pedestrian and bicycle access between the downtown, North Cove Park and the Centennial Trail.
- An interconnected 'series of loops' between the downtown and Centennial Trail that support active physical recreational use for a range of skill levels.
- Coupled with bicycle facilities, enhanced pedestrian sidewalks and crosswalks to foster walking within a quarter mile of the Main Street and for those willing to travel further distances.

The active transportation framework is designed to include the premium pedestrian and bicycle transportation facilities described on the following pages as illustrated in Figure 4.23 and 4.24.

PROTECTED BIKE LANE



MULTI-USE PATH



BOARDWALK TRAIL

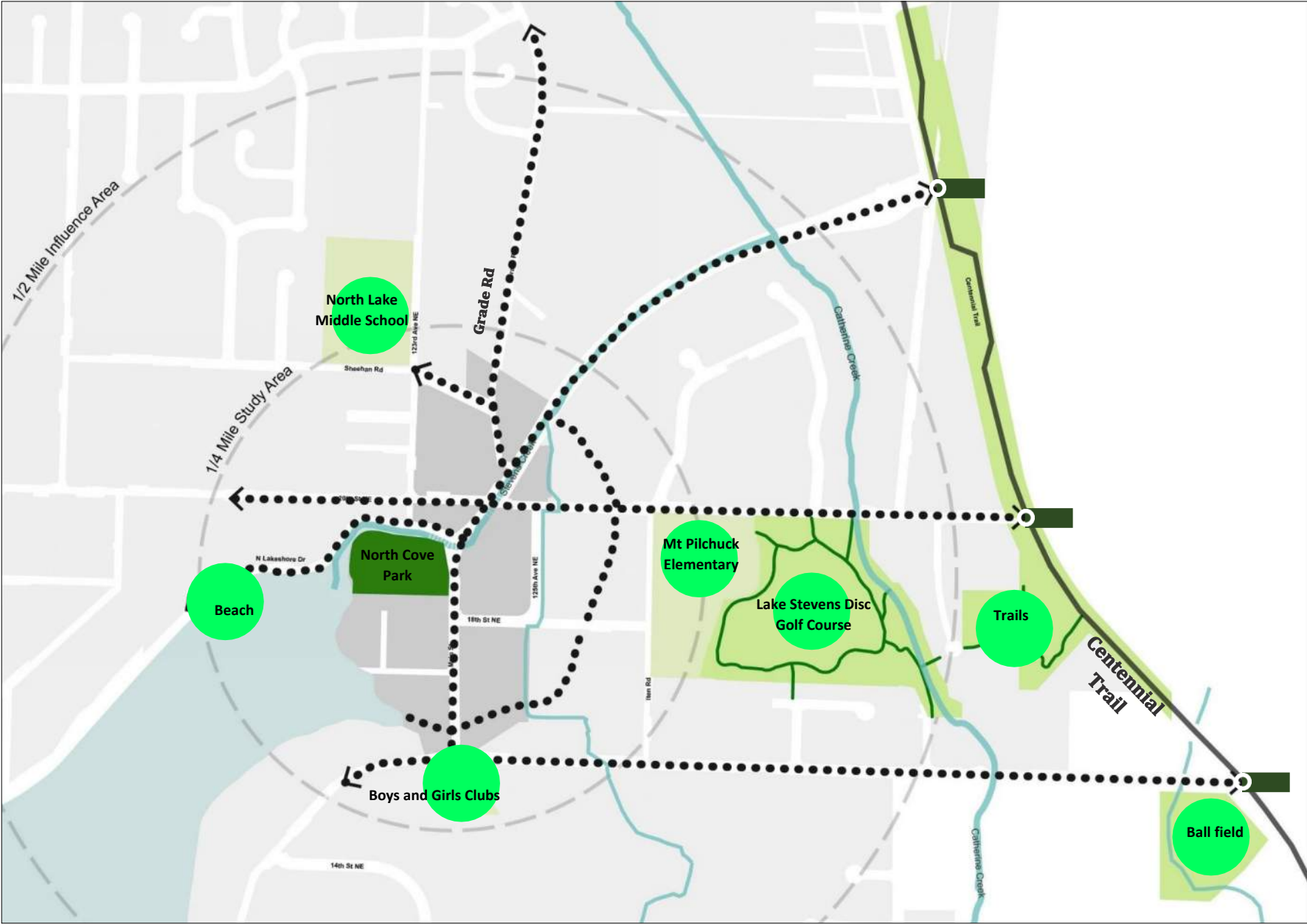


BIKE LANE



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Figure 4.24 Active Transportation Routes



## Bicycle and Pedestrian Enhancements

### Multi-use Paths

Multi-use paths are physically separated from the street by raised curbs or other vertical elements and attract bicycle riders who do not typically ride on the street with auto traffic due to safety concerns. When implemented as a complete network, multi-use paths can significantly increase bike ridership within the Downtown Subarea. Multi-use paths serve both recreation and commuting uses by pedestrians and cyclists. Multi-use paths also provide access to businesses and residences. When adjacent to arterial roadways, multi-use paths should be physically separated from the travel lanes by a landscape buffer, which eliminates conflicts with autos.

New multi-use paths with 10- to 12-foot-wide paved surfaces are proposed for:

- 20th Street NE from Main Street east to the Centennial Trail complete sidewalk system (Further study required to determine feasibility);
- 16th Street NE (south side of the street) from Main Street east to the Centennial Trail;
- Main Street (west side of the street) between Lakeshore Drive and 20th Street NE;
- Grade Road (west side of the street) from 20th Street NE to Highway 92; and
- Hartford Drive (west side of the street) from Grade Road to Centennial Trail

Multi-use paths along North Lakeshore Drive, East Lakeshore Drive, the Lake Stevens waterfront and 22nd Street NE will require further study to determine location, phasing and facility design.

- Grade Road (west side of the street) from 20th Street NE to Highway 92
- Hartford Drive (west side of the street) from Grade Road to Centennial Trail

Multi-use paths along North Lakeshore Drive, East Lakeshore Drive, the Lake Stevens waterfront and 22nd Street NE will require further study to determine location, phasing and facility design.

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### **Mill Cove Interpretive Trail**

Mill Cove Reserve located east of Main Street and the former location of the historic Rucker Mill has returned to a natural state that contains wetlands and shoreline. The wetlands continue east of Main Street and with the creek, extend north to Hartford Road and Stevens Creek. The historic significance of the mill and location of wetlands provides an opportunity for wetland enhancements coupled with an interpretive trail and boardwalk and signage along the route. The interpretive trail would:

- Provide an educational forum for wetland enhancement, nature reserves and the history of logging and the mill
- Connect Mill Cove to Stevens Creek and link to existing and proposed multi-use paths along the waterfront, Hartford Drive, 20th Street NE and Main Street
- Require further study to determine location, phasing and facility design.

### **Bike Lanes**

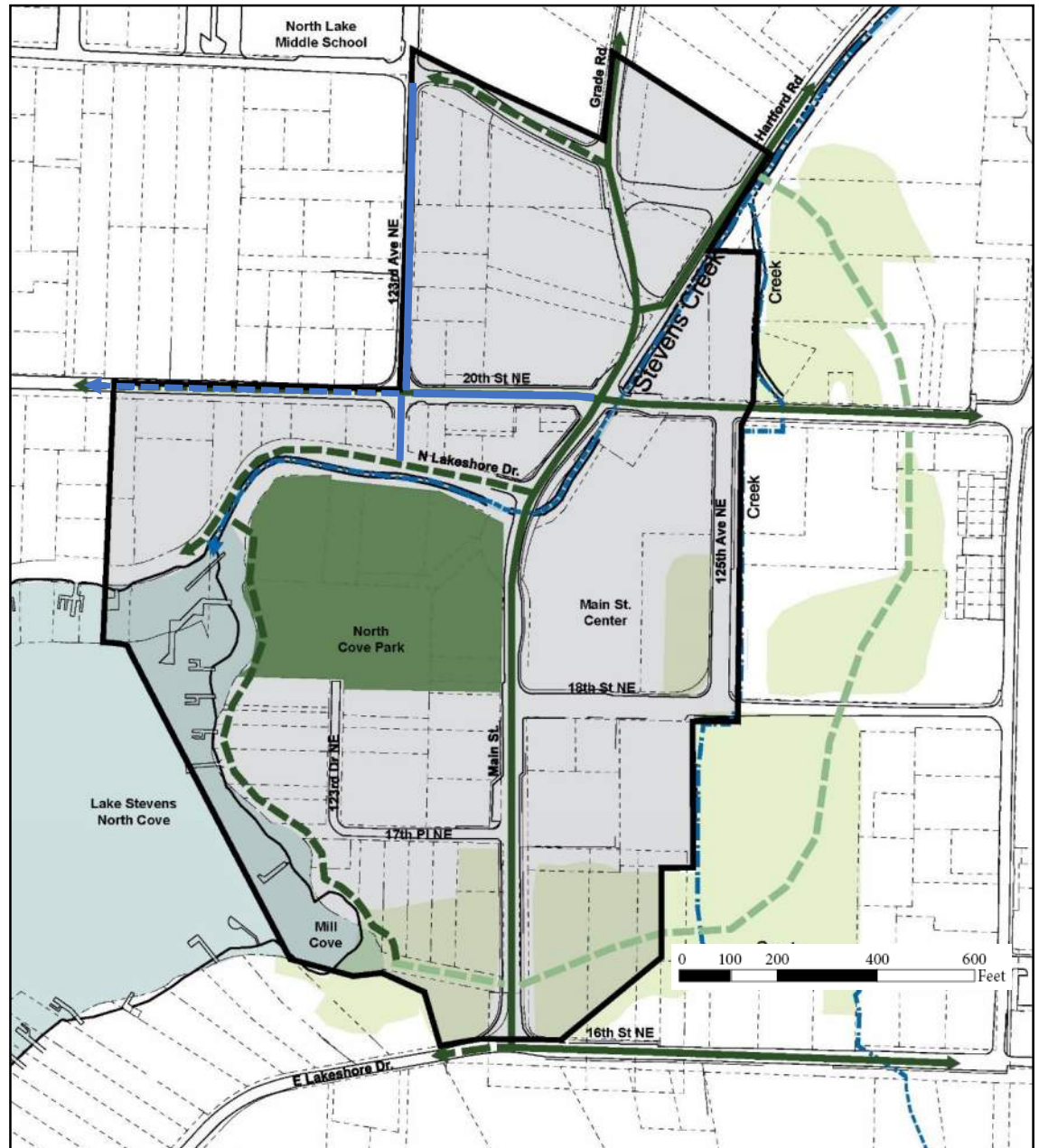
On-street bike lanes (minimum of six-feet. wide) are proposed for 20th Street NE between Main Street and 123rd Avenue NE. This would require widening the right- of-way on the north side of the street.

Future study should determine feasibility of extending the bike lanes further east to SR 9.

On-street bike lanes are proposed for 123<sup>rd</sup> Avenue NE from 22<sup>nd</sup> Street NE to N. Lakeshore Drive. This would require widening the right- of-way on the west side of the street.

**Figure 4.25 Active Transportation**

- Multi-Use Path (Off-Street)
- - - Multi-Use Path (Off-Street)- Requires Further Study
- - - Stevens Creek Interpretive Trail- Requires Further Study
- Bike Lane (On-Street)
- - - Bike Lane (On-Street)- Requires Further study



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## 2. Street Hierarchy

A prime objective of the Downtown Subarea Plan is to maintain and strengthen Downtown and the lake as a destination for residents and visitors alike. While essential access and mobility are identified for key routes, a bias toward the pedestrian and cyclist should be fostered for all streets in the downtown, including auto mobility streets such as 20th Street NE and Grade Road.

The Street Hierarchy Framework, shown in Figure 4.25, identifies key routes for auto, pedestrian and bicycle improvements and creates a network of streets that complement adjacent land uses and spur additional desirable Downtown development. The Street Hierarchy Framework includes the following elements.

**Retail Street.** Main Street and 18th Street NE provide a unique destination, serving auto traffic to local business auto traffic, pedestrians and cyclists who support storefront retail and establishing an entry to North Cove Park.

**‘Front Door’ Entry.** Grade Road is prioritized as the primary regional access route to and from the downtown via HWY 92, while 20th Street NE continues to provide local access to and from Lundeen Parkway and HWY 9.

**Downtown Streets.** Local traffic access is enhanced along key streets with opportunities for improved pedestrian facilities and added on-street parking to serve downtown businesses.

**Neighborhood Connector Street.** These streets establish a fine-grained active transportation network that provides opportunities for walking and biking to and from the Downtown subarea’s major traffic generators and public amenities.

The following pages indicate concept level road sections recommended to implement the subarea plan goals. During design engineering and construction, actual street sections may be modified slightly as necessary for unforeseen conditions or as a result of cost impacts that require deviation.

RETAIL STREET



FRONT DOOR ENTRY



DOWNTOWN STREET

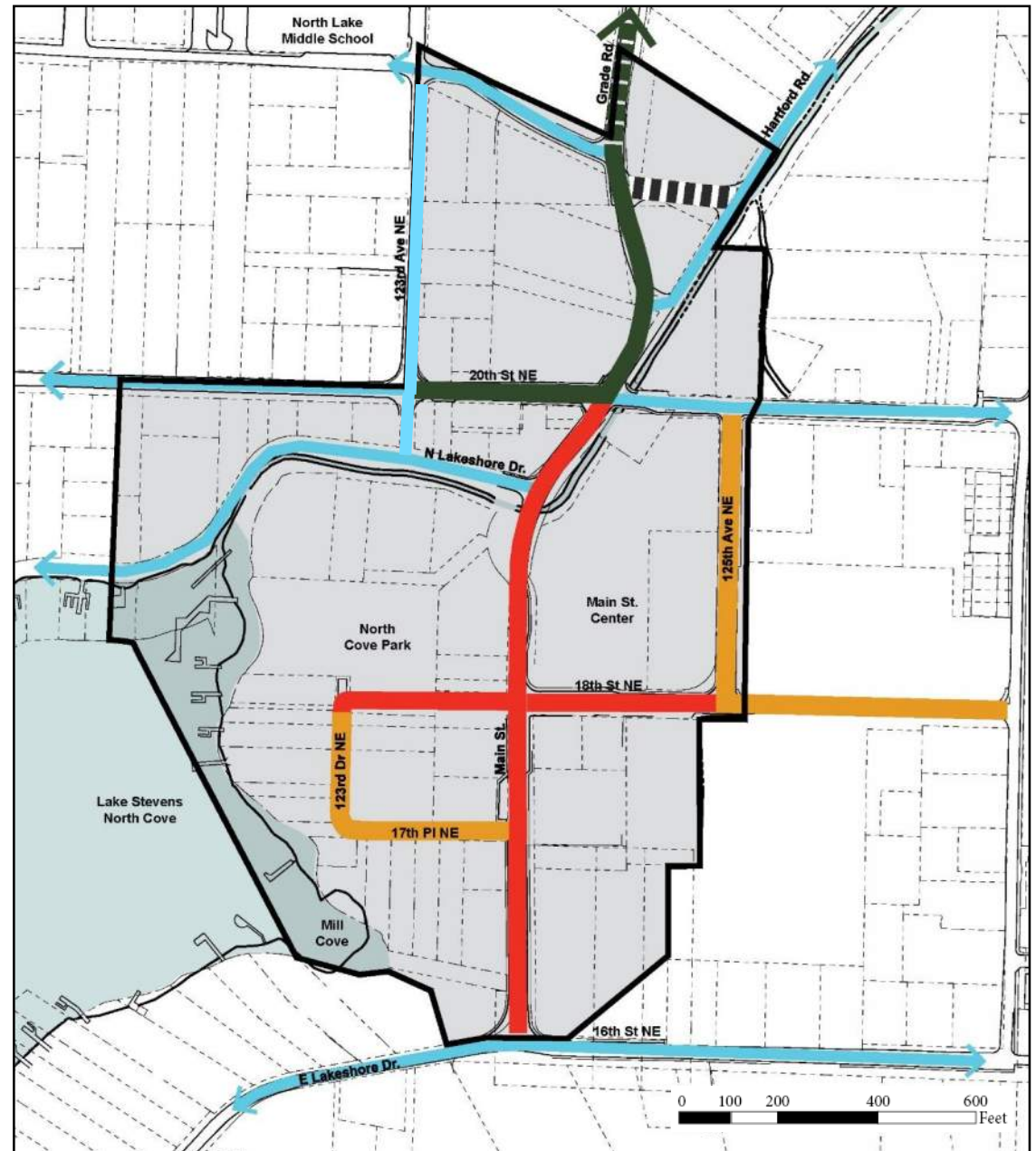


NEIGHBORHOOD CONNECTOR



**Figure 4.26 Street Hierarchy**

- █ Retail Street
- █ 'Front Door' Entry Street
- █ Downtown Streets
- █ Neighborhood Connector Streets



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## Retail Street

Main Street is Lake Stevens' primary 'signature street', serving street-oriented retail development and providing a high-quality pedestrian and bicycle environment that will establish the street as a unique destination. Main Street consists of four unique segments that respond to adjacent land uses or to right-of-way constraints in proximity to Stevens Creek:

- Main Street (Lakeshore Dr. NE to 18th St. NE)
- Main Street (18th St. NE to 17th Pl. NE)
- Main Street (18th St. NE to 17th Pl. NE)
- Main Street (20th St. NE to Lakeshore Dr. NE)
- 18th Street (123rd Dr. NE to Main Street)
- 18th Street (Main Street to 125th Ave. NE)

### Main Street (Lakeshore Dr. NE to 18th St. NE)

The design of this Main Street segment supports storefront retail and redevelopment along the east side of the street. The segment functions as the primary entrance to North Cove Park on the west side of the street and design includes:

- A two-way, two-lane roadway;
- Curbside parking and a widened sidewalk on the east side of the street to support adjacent retail uses (Limited parking is provided on the west side for a drop-off serving North Cove Park);
- Street trees, landscaping, lighting and street furniture between the sidewalk and curbside parking on the east side of the street;
- A wide tree-lined median buffer to include LID stormwater features and street lighting between the multi-use path and the roadway;
- At intersections, striped and/or raised pedestrian crosswalks and two-way bicycle crossing (west side of the street);
- Widening existing right-of-way by eight feet along the west side of the street; and a
- Controlled intersection at 18th Street NE.

A conceptual street section is identified at right and an illustration of the proposed street character and elements are identified on the following page.

Figure 4.27 Main Street (Lakeshore Dr. NE to 18th St. NE)



Figure 4.28 Typical Section Main Street (Lakeshore Dr. NE to 18th St. NE)

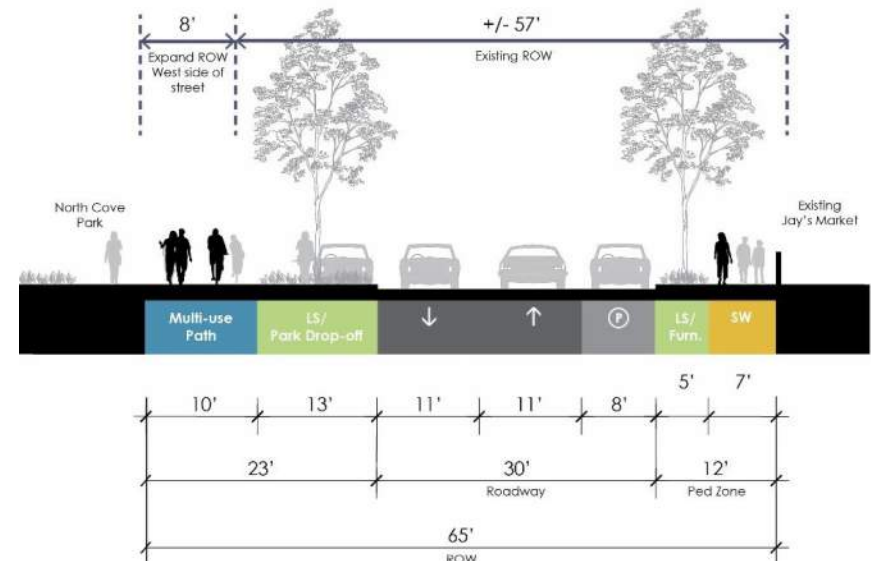


Figure 4.29 Retail Street Illustration (Main Street View Looking North Between Lakeshore Dr. NE and 18th St. NE)



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### Main Street (18th St. NE to 17th Pl. NE)

The design of this segment of Main Street supports storefront retail and redevelopment along both sides of the street. The design includes:

- A two-way, two-lane roadway;
- Curbside parking and a widened sidewalk with street trees, lighting and street furniture on the both sides of the street to support adjacent retail uses;
- A multi-use path on the west side of the street separated from the street with lighting, street furniture and street trees;
- At intersections, striped pedestrian and bicycle crosswalks (west side of the street);
- Widening the existing right-of-way by eight feet along the west side of the street and requiring a 10-foot building setback on the adjacent parcel for a future sidewalk with access to storefront retail uses; and
- A potential all-way controlled intersection at 18th Street NE (requires further study).

The typical street section is identified to the right and an illustration of the proposed street character and streetscape elements is shown on the following page.

Figure 4.30 Main Street (18th St. NE to 17th Pl. NE)



Figure 4.31 Typical Section Main Street (18th St. NE to 17th Pl. NE)

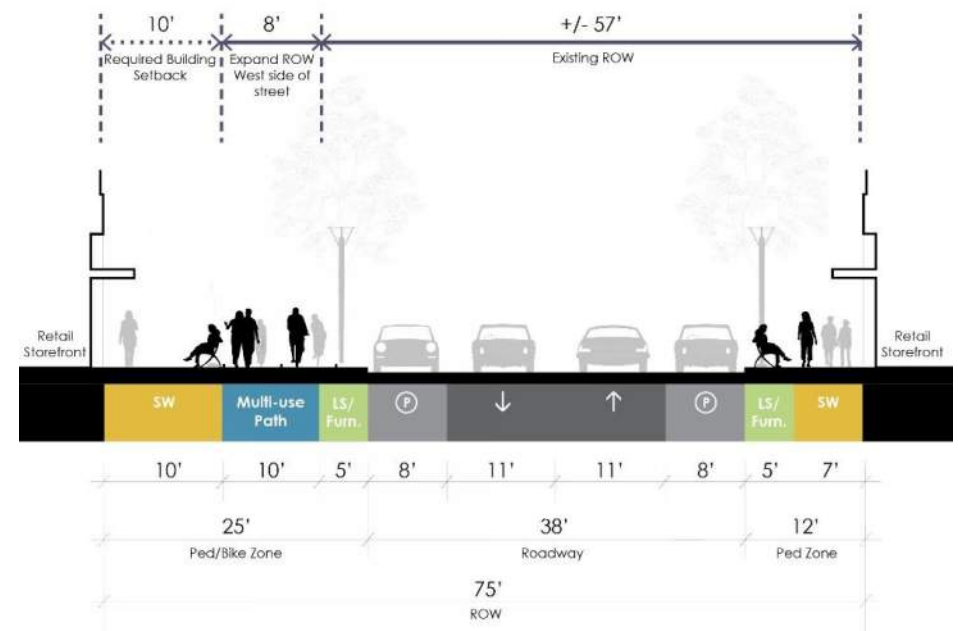


Figure 4.32 Retail Street Illustration (Main Street View Looking Northwest Between 17th Pl. NE and 18th St. NE)



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**Main Street (17th Pl. NE to 16th St. NE)**

The design of this segment of Main Street is adjacent to the wetlands and is the ‘gateway entry’ to the Main Street from the south. The design includes:

- A two-way, two-lane roadway;
- Curbside parking and a widened sidewalk with street trees and lighting on the both sides of the street. Curbside parking supports retail and additional parking for the boat launch;
- A multi-use path on the west side of the street separated from the street with lighting and street trees;
- At intersections, striped pedestrian crosswalks and two-way bicycle crossing (west side of the street); and
- Widening the existing right-of-way along the west side of the street as needed.

The typical street section is identified to the right and an illustration of the proposed street character and streetscape elements is shown on the following page.

**Figure 4.33 Main Street (17<sup>th</sup> Pl. NE to 16<sup>th</sup> St. NE)**



**Figure 4.34 Typical Section Main Street (17<sup>th</sup> Pl. NE to 16<sup>th</sup> St. NE)**

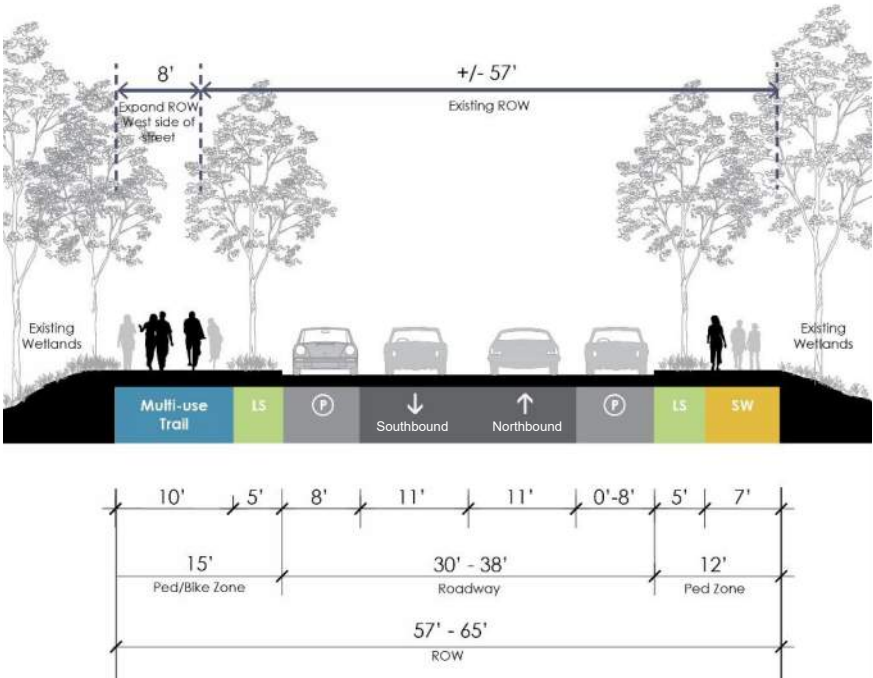


Figure 4.35 Retail Street Illustration (Main Street View Looking North Between 17th Pl. NE and 16th St. NE)



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## Main Street (20th St. NE to N Lakeshore Dr.)

The design of this segment of Main Street is within a constrained right- of-way adjacent to Stevens Creek and is the 'gateway entry' to the Main Street from the north. The design includes:

- A two-way, two-lane roadway;
- Maintaining the existing sidewalk on the east side of the street;
- Replacing the sidewalk with a 10 to 12 ft. multi-use path on the east side of the street;
- Installation of a decorative fence between the gas station and the mixed-use path;
- Where feasible, add a landscaped buffer with lighting between the mixed-use path and the roadway;
- At intersections, add striped pedestrian crosswalks; and
- An all-way controlled intersection at the intersection Main Street and 20th Street.

The typical street section is identified to the right and an illustration of the proposed street character and streetscape elements is shown on the following page.

Figure 4.36 Main Street (20<sup>th</sup> St. NE to N Lakeshore Dr.)



Figure 4.37 Typical Section Main Street (20th St. NE to Lakeshore Dr. NE)

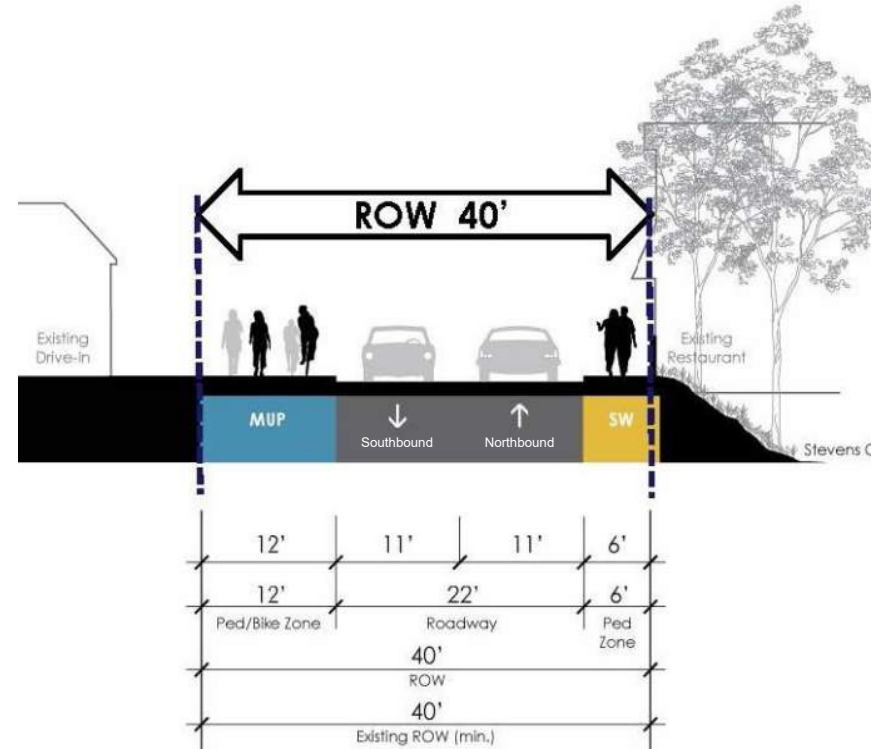
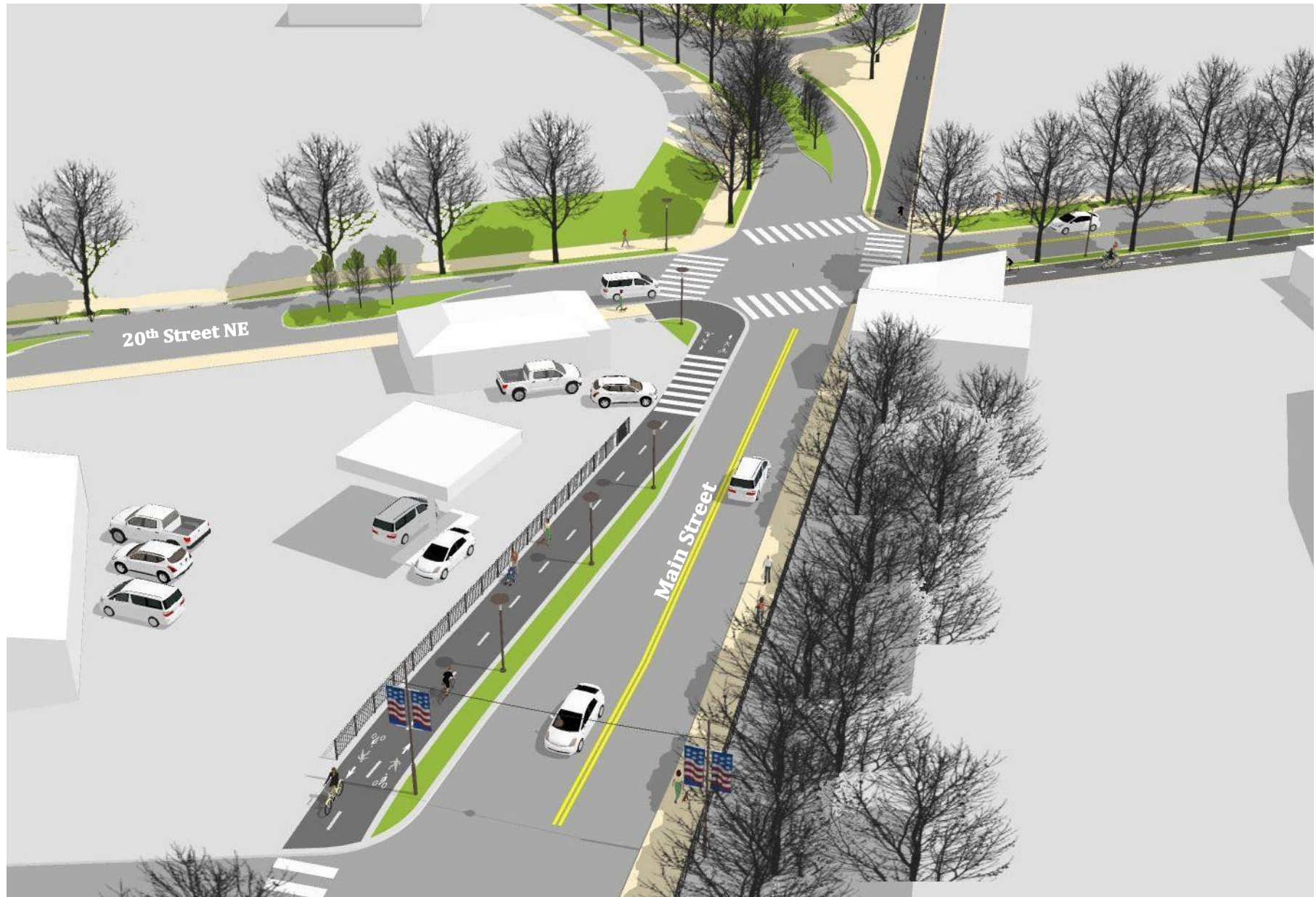


Figure 4.38 Retail Street Illustration (Main Street View Looking North Between Lakeshore Dr. NE and 20th St. NE)



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### 18th Street (123rd Drive NE to Main Street)

18th Street NE serves street-oriented retail development and the community/conference center as well as providing a high-quality pedestrian and bicycle environment adjacent to North Cove Park. 18th Street consists of two unique segments that respond specifically to adjacent land uses.

A new 18th Street NE will extend west from Main Street to 123rd Drive NE, providing access and development frontage for new storefront retail and the community/conference center. The extension also provides additional auto access to the boat launch and parking. The design includes:

- A two-way, two-lane roadway;
- Curbside parking and a widened sidewalk, street trees, lighting and street furniture on the south side of the street. (No parking is provided on the north side to preserve visual access to the lake and North Cove Park);
- A pedestrian promenade with a wide sidewalk and landscape buffer adjacent to North Cove Park (North side of the street);
- At intersections, striped pedestrian crosswalks;
- A minimum 54-ft. right-of-way which should align with 18 Street NE on the east side of Main Street; and
- A potential all-way controlled intersection at Main Street (requires further study).

The typical street section is identified to the right and an illustration of the proposed street character and streetscape elements is identified on the following page.

Figure 4.39 18<sup>th</sup> Street (123<sup>rd</sup> Drive NE to Main St.)



Figure 4.40 Typical Section 18th Street (123rd Drive NE to NE Main St)

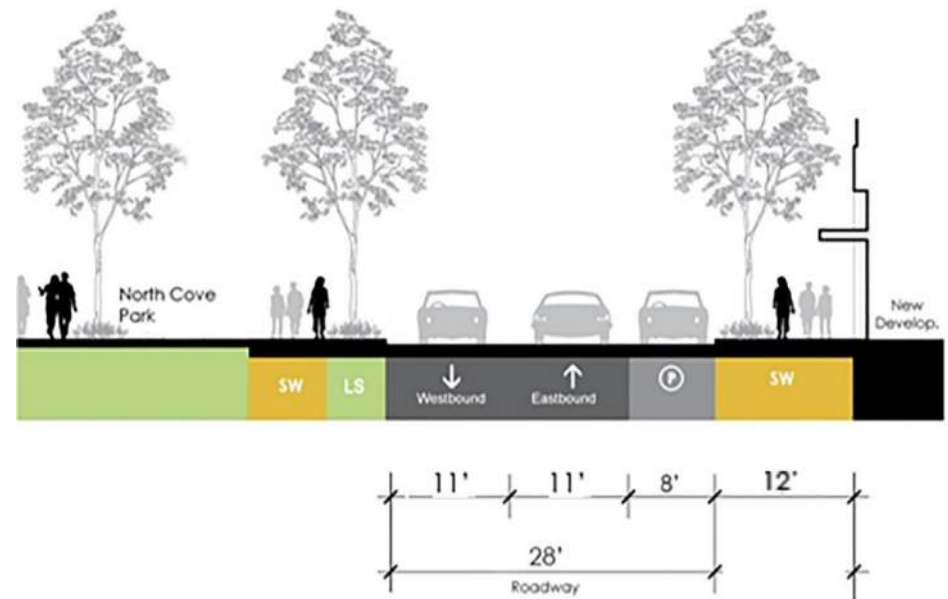


Figure 4.41 Retail Street Illustration (18th St NE View Looking East to Main Street)



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### 18th Street (Main Street to 125th Avenue NE)

18th Street NE from Main Street to 123rd Drive NE serves existing and proposed storefront retail. The design includes:

- A two-way, two-lane roadway;
- Curbside parking and a widened sidewalk with street trees, lighting and street furniture on the both sides of the street. Curbside parking supports downtown retail; and
- At intersections, striped pedestrian crosswalks.

The typical street section is identified to the right and an illustration of the proposed street character and streetscape elements is identified on the following page. Final design will be determined during implementation.

Figure 4.42 18<sup>th</sup> Street (Main Street to 125<sup>th</sup> Ave NE)



Figure 4.43 Typical Section 18th St NE (Main Street to 125th Ave NE)

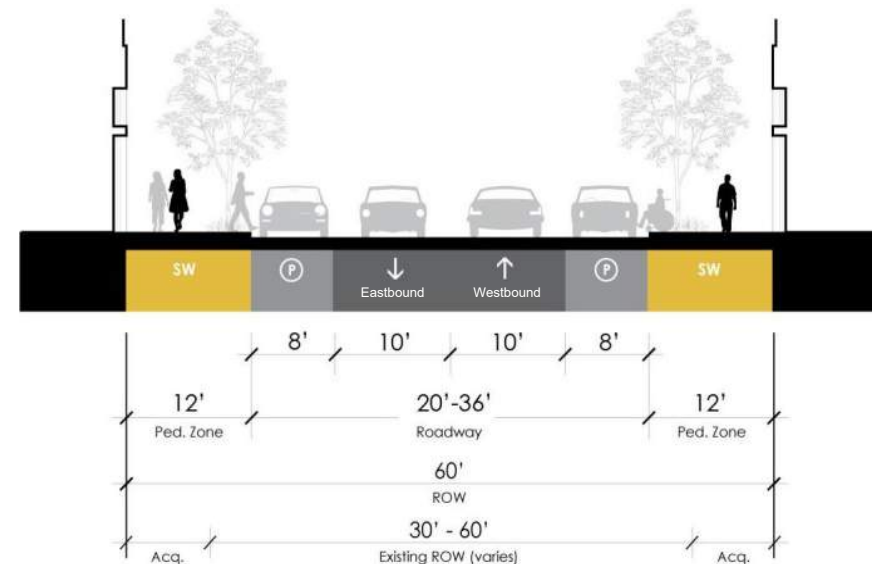


Figure 4.44 Retail Street Illustration (18th Street View Looking West to Main Street)



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### **‘Front Door’ Entry Streets**

Today, primary access to downtown Lake Stevens is from Highway 9, approximately 2.25 miles west of downtown Lake Stevens. Roadway signs direct local, visitor and truck traffic to ‘Lake Stevens’ and ‘City Center’ via Lundeen Parkway/Lake View Drive/20th Street NE. Lundeen Parkway is a limited access minor arterial, that transitions to Lake View Drive and 20th St NE—a two-lane roadway within a constrained right-of-way (40 ft. typical).

Secondary access to downtown is from Highway 92, approximately 1.25 miles north of downtown Lake Stevens. Roadway signs direct local, visitor and truck traffic to ‘Lake Stevens’ (not ‘City Center’) via Grade Road, a limited access minor arterial.

Primary access to downtown along Lundeen Parkway/Lake View Drive/20th Street NE has some fundamental issues, including:

- A limited ability to construct Lake View Drive and 20th Street NE to minor arterial standards due to a constrained 40-ft. right-of-way and existing houses located close to the roadway. Arterial standards require a minimum three-lane roadway with 48 feet of roadway pavement (shoulder, gutter and travel lanes) and an overall right-of-way of 70 feet;
- Impacts to through traffic movement and the potential for safety conflicts and delay as a result of numerous driveway access points along Lake View Drive and 20th Street NE;
- This route suffers from visual clutter, a lack of distinctive character and no sense of ‘arrival’ in the downtown; and
- The lake and Main Street, the commercial heart of downtown, are not visible from 20th Street NE and are difficult to find.

To enhance the ‘visitor experience’ of arriving in downtown Lake Stevens while improving local access, a new region-to-downtown access route is proposed. The concept establishes Grade Road as the primary entry to downtown and the lake via a continuous tree lined ‘boulevard’ from Highway 92 to Main Street. The Front Door Entry Concept would:

- Direct primary access to the lake and downtown via Highway 92 and Grade Road;

- Move the ‘City Center’ directional signs from Highway 9 and Lundeen Parkway at a location north on the approach to Highway 92 (the current ‘Lake Stevens’ directional signs would remain in their existing locations at the north and south approaches to Lundeen Parkway);
- Add ‘City Center’ to the existing ‘Lake Stevens’ directional signs on Highway 92 at the approaches to the Grade Road intersection;
- Design and construct a new round-a-bout at the intersection of Highway 92 and Grade Road (this intersection currently has long delays for northbound traffic on Grade Road entering Highway 92);
- Reconstruct Grade Road, at a minimum, with two travel lanes, a center landscaped median/turn lane and multi-use path on one side of the street;
- Incorporate decorative roadway and multi-use path lighting along the corridor; and
- Provide striped crosswalks at controlled intersections.

The ‘Front Door Entry’ concept provides several benefits.

- Potential for improved access along Lundeen Parkway/Lake View Drive/20th Street NE with existing and future traffic diverting to Grade Road.
- Improved regional access to the lake and downtown.
- Improved safety and access to Highway 92 from Grade Road.
- A new gateway and entry to the lake and downtown that is special and reflects the setting and character that makes Lake Stevens unique in the region.
- Improved access and visibility to Main Street with a direct connection and alignment with Grade Road.

‘Front Door Entry’ streets include:

- Grade Road (22nd St. NE to SR 92) Segment 1
- Grade Road (20th St. NE to 22nd St. NE) Segment 2
- 20th Street NE (123rd Ave. NE to Main Street)

Figure 4.45 'Front Door' Entry Concept

Figure 4.46 Existing Grade Road (View South)



Figure 4.47 Existing 20th Street NE



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### Grade Road (22nd St NE to SR 92) Segment 1

This segment serves as a limited access roadway providing regional access to and from downtown and local access to residences and intersecting streets. The design includes:

- Widening the roadway to include two travel lanes and a landscaped and tree-lined center median/turn-lane;
- Expanding the right-of-way in portions to include at, a minimum, a landscape buffer on the west side of the street and a 10 to 12 ft. multi-use path on the east side. Where feasible, an additional landscape buffer of four feet minimum should be located between the multi-use path and the roadway;
- Incorporating pedestrian and roadway lighting; and
- Providing striped crosswalks at controlled intersections.

The typical street section and an illustration of the proposed street character and streetscape elements are identified on the following page.

### Grade Road (20th St NE to 22nd St NE) Segment 2

This segment serves existing commercial uses and proposed future street oriented mixed use commercial and housing development. The design includes:

- Realignment of Grade Road to Main Street and realignment of Hartford Road to Grade Road;
- Vacating 21st NE for future Fire Station expansion;
- Acquisition of right-of-way along the west side of Grade Road for widened sidewalks and street trees; and
- Expanding the right-of way on the east side for the median and multi-use path.

The typical Front Door Entry Concept street section is identified on the following page.

Figure 4.48 Grade Road Segments 1 and 2

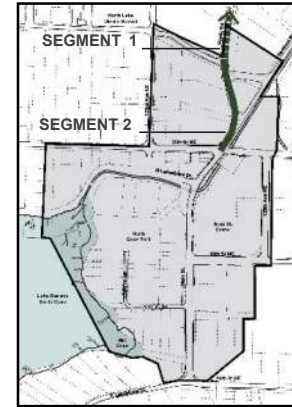


Figure 4.49 Grade Road Segment 1 (View North)



Figure 4.50 Grade Road Segment 2 (View North)



Figure 4.52 Typical Section Segment 1 (22nd St. NE to SR 92)

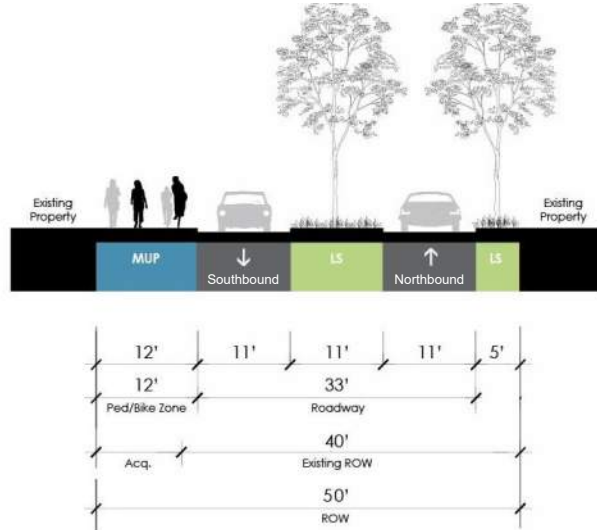


Figure 4.53 Typical Section Segment 2 (20th St NE to 22nd St. NE)

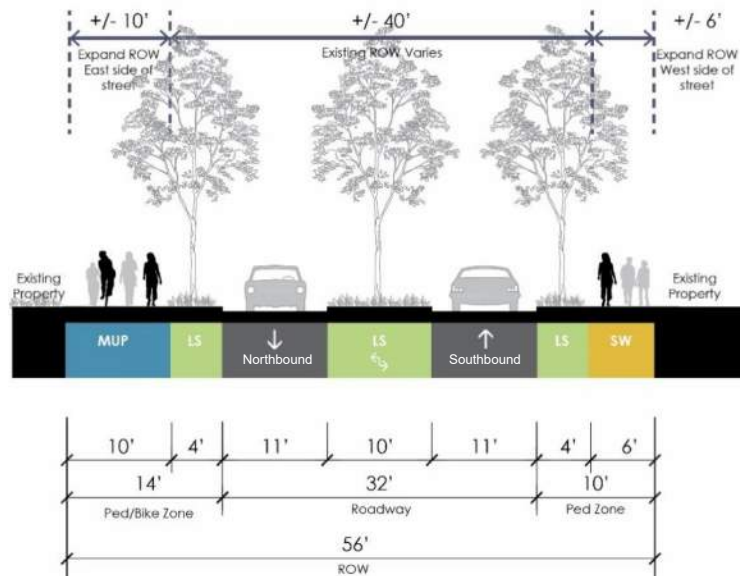
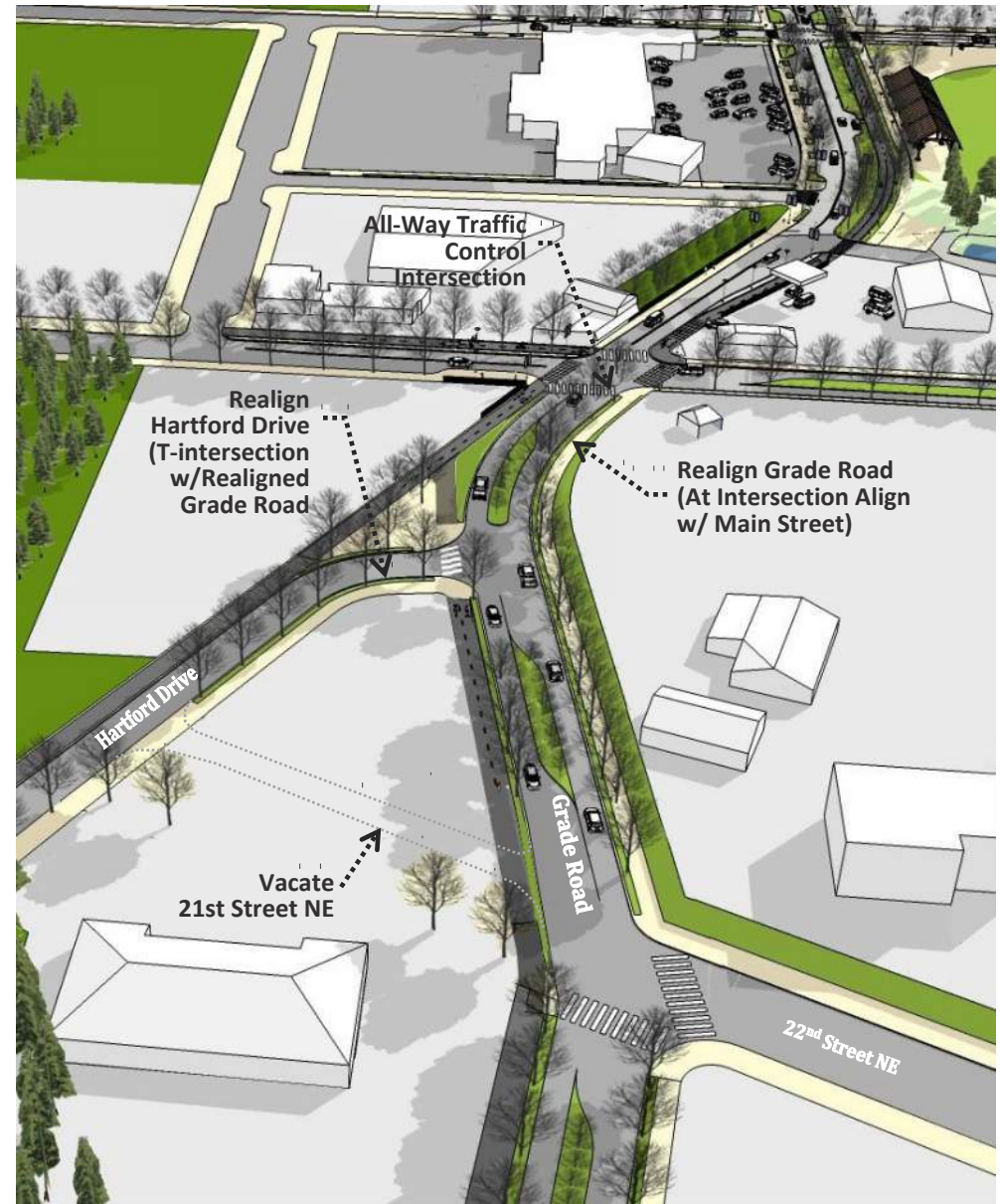


Figure 4.51 'Front Door' Entry—Road and Hartford Road Realignment (View Looking South Between 22nd Street NE to 20th Street NE)



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### 20th Street NE (123rd Ave NE to Main Street)

20th Street NE at 123rd Avenue NE serves as gateway for arrival into the downtown and to Main Street. This segment is envisioned as a 'boulevard' consistent with the median proposed for Grade Road and a secondary 'front door entry' to downtown. The design includes:

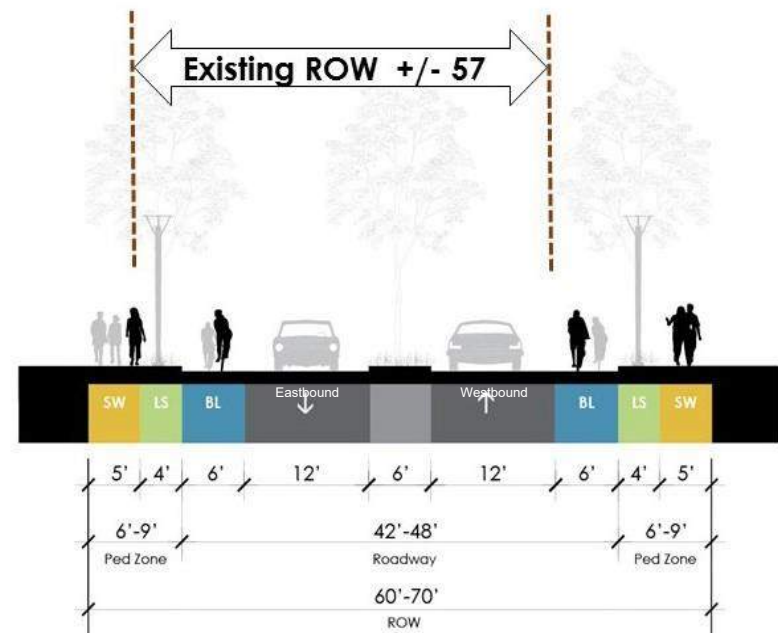
- Widening the right-of-way on the north side of the street;
- A two-way, two-lane roadway with landscaped center median/ turn lane;
- New sidewalks, pedestrian scaled lighting and landscaped/street tree buffer;
- A bike lane on each side of the street; and
- Striped pedestrian crosswalks at intersections.

The typical street section is identified on the right.

Figure 4.54 20<sup>th</sup> Street NE (123<sup>rd</sup> Ave NE to Main Street)



Figure 4.55 Typical Section 20th St. NE (Main St. to 123rd Avenue NE)



## Downtown Streets

123rd Drive NE, 17th Place NE, 125th Avenue NE and 18th Street NE (east of 125th Avenue NE) provide local access to existing and proposed development. Today, these streets are marginally improved. In anticipation of, or in conjunction with, new development, these streets should incorporate all or a portion of the design elements identified, depending on the type of adjacent land uses. For instance, curbside parking may not be necessary adjacent to the wetlands along 125th Ave NE and 18th Street NE and may include only a 12-ft. pedestrian zone with a seven-foot sidewalk and five-foot landscaping strip and street trees.

The design may incorporate some or all the following elements:

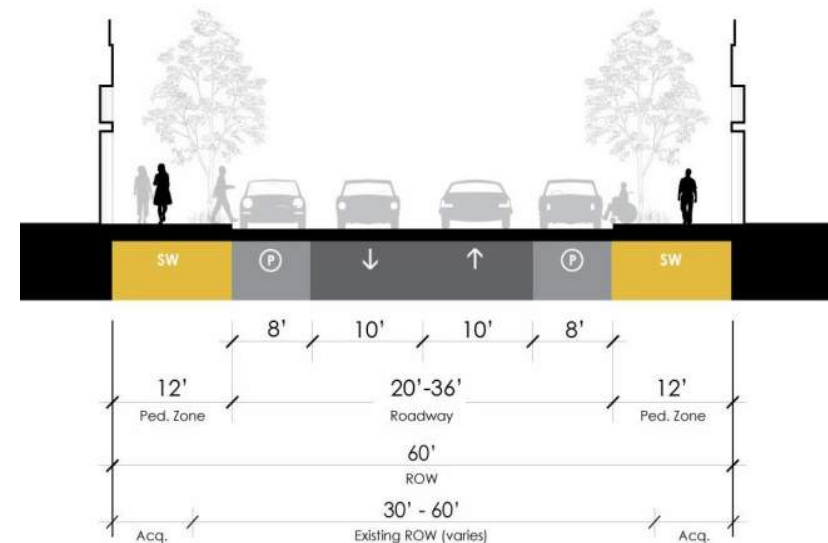
- A two-way, two-lane roadway;
- Curbside parking;
- New sidewalks, pedestrian scaled lighting and landscaped/street tree buffer; and
- Striped pedestrian crosswalks at intersections.

The typical street section is identified on the right.

Figure 4.56 Downtown Streets



Figure 4.57 Typical Section Downtown Streets



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## Nighborhood Connector Streets

Nighborhood Connector Streets establish an interconnected network of multi-use paths that allow safe, comfortable and low stress access for residents just outside of a comfortable walking distance to downtown shopping, schools and recreation. The following neighborhood connector streets have been identified.

- 20th Street NE (Main St. to Centennial Trail)
- Hartford Drive Segment 1 (Grade Rd to 21st St NE)
- Hartford Drive Segment 2 (21st St NE to Centennial Trail)
- 16th Street NE (Main Street to Centennial Trail)
- N. Lakeshore Drive and E. Lakeshore Drive
- 123<sup>rd</sup> Avenue NE (22<sup>nd</sup> St NE to N Lakeshore Drive)

### 20th Street NE (Main St. to Centennial Trail)

20th Street NE is an essential multi-modal route providing safe and direct access to Mt Pilchuck Elementary, Lake Stevens Disc Golf Course and the Centennial Trail.

Today, this street is marginally improved. The single required improvement is a continuous mixed-use path. In anticipation of, or in conjunction with new development, this street should incorporate all or a portion of the following design elements:

- A two-way, two-lane roadway;
- Curbside parking;
- Construct wider sidewalks, pedestrian scaled lighting and landscaped/street tree buffer (south side of street);
- Consider a future 10-foot ft. multi-use path with buffer from the roadway and pedestrian-scaled lighting (north side of the street) or bike lanes;
- Striped pedestrian crosswalks at intersections; and
- A left turn at the intersection with Grade Road and Main Street (requires further study)

The typical street section is identified on the right and an illustration of the proposed street character and streetscape elements is identified on the following page. If a multi-use trail is not feasible, bike lanes should be analyzed and determined as a possible refinement.

Figure 4.58 20<sup>th</sup> Street N (Main St. to Centennial Trail)



Figure 4.59 Typical Section 20th St. NE (Main St to Centennial Trail)

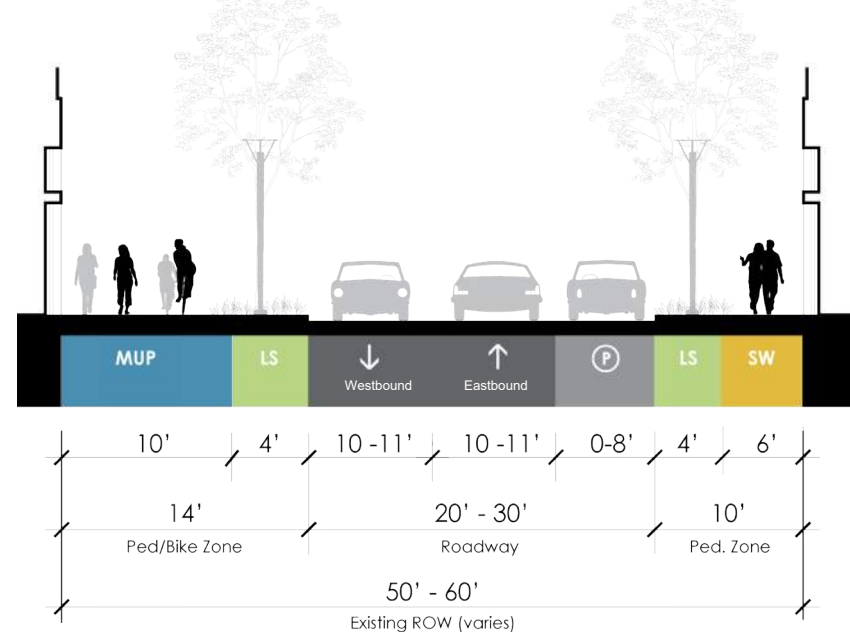


Figure 4.60 Retail Street Illustration 20th St NE (View Looking East to Main Street)



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## Hartford Drive (Grade Road to Centennial Trail)

Hartford Drive consists of two unique segments that provide necessary two-way travel supporting the Fire Station (Segment 1); one-way travel north to residents and businesses in the Hartford Industrial area (Segment 2) and a continuous multi-use path connecting Main Street to the Centennial Trail.

### Segment 1 (Grade Rd to 21st St NE)

Hartford Road Segment 1 is located between the realigned Grade Road and 21st Street NE. The design includes:

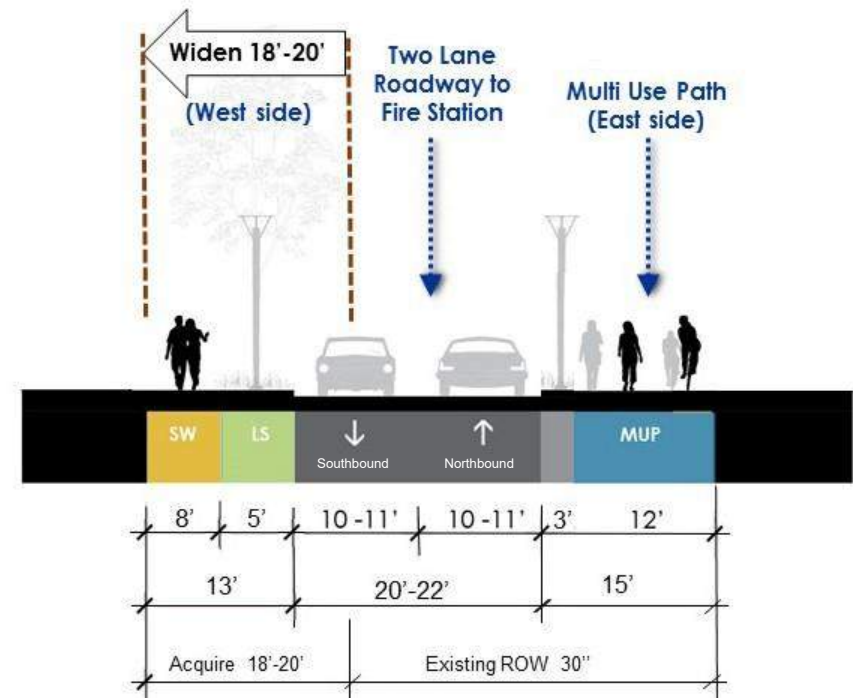
- Widening the right-of-way on the west side of the street;
- Realigning Hartford Road as a 'T' intersection with Grade Road;
- A two-way, two-lane roadway;
- New sidewalk, pedestrian scaled lighting and landscaped/street tree buffer (west side of the street);
- A 12 ft. multi-use path with 3 ft. buffer from the roadway and pedestrian-scaled lighting (east side of the street); and
- Striped pedestrian crosswalks at intersections.

The typical street section is identified to the right.

Figure 4.61 Hartford Dr. Segment 1 (Grade Rd. to 21<sup>st</sup> St. NE)



Figure 4.62 Typical Section Hartford Dr. Segment 1 (Grade Rd. to 21<sup>st</sup> St. NE)



### Segment 2 (21st St NE to Centennial Trail)

Hartford Road Segment 2 is located between the 21st Street NE and 131st Avenue NE/Old Hartford Road. The design includes:

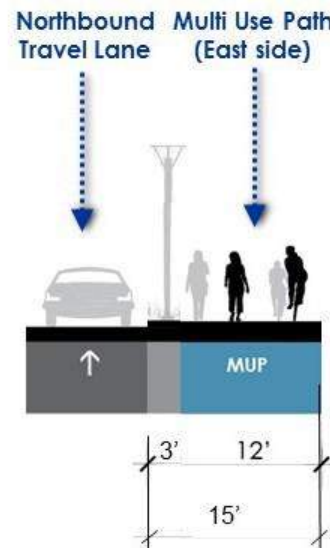
- Preserving the single northbound travel lane;
- Widening the existing shoulder for a 12 ft. multi-use path with three feet of buffer from the roadway and pedestrian scaled lighting (east side of the street); and
- Striped pedestrian crosswalks, at intersections.

The typical street section is identified on the right.

Figure 4.63 Hartford Dr. Segment 2 (21<sup>st</sup> St. NE to Centennial Trail)



Figure 4.64 Typical Section Hartford Dr. Segment 2 (21st St NE to Centennial Trail)



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### 16th Street NE (Main Street to Centennial Trail)

16th Street NE is an essential multi-modal route providing safe and direct access between the Boys and Girls Club, Lake Stevens Community Park and the Centennial Trail.

Today, this street is marginally improved. The single required improvement is a continuous mixed-use path. In anticipation of, or in conjunction with, new development, this street should incorporate all or a portion of the following design elements, depending on the type of adjacent land uses.

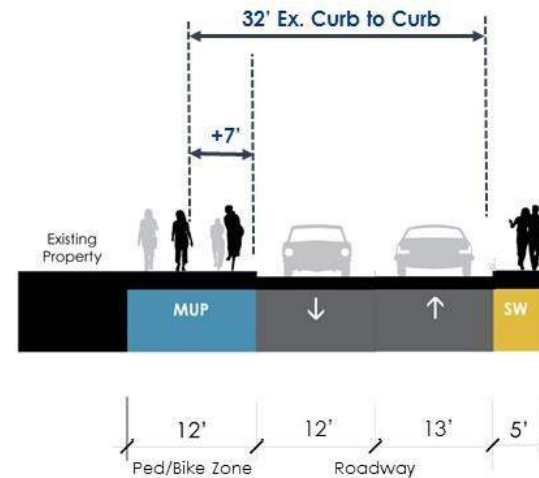
- A two-way, two-lane roadway.
- Curbside parking.
- A 12 ft. multi-use path (south side of the street).
- Striped pedestrian crosswalks at intersections.

The typical street section is identified on the right.

Figure 4.65 16<sup>th</sup> St. NE (Main Street to Centennial Trail)



Figure 4.66 Typical Section 16<sup>th</sup> St. NE (Main Street to Centennial Trail)



## N. Lakeshore Drive and E. Lakeshore Drive

N. Lakeshore Drive and E. Lakeshore Drive are essential multi-modal routes providing safe and direct access to the lake.

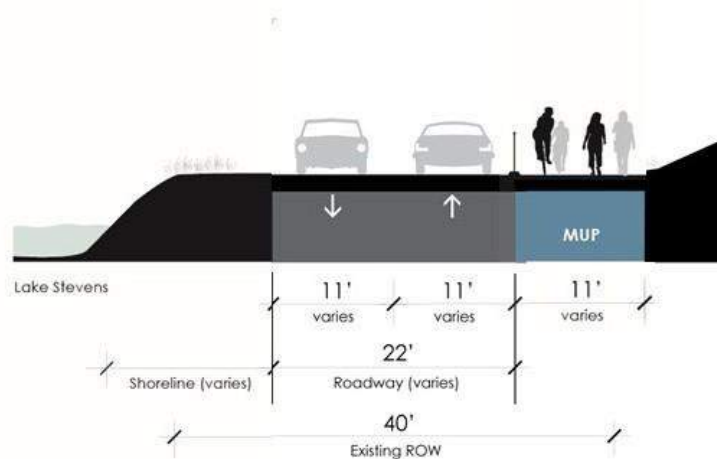
Today, this street is marginally improved. The single required improvement is a continuous mixed-use path. Further design and refinement is necessary and should be part of a future comprehensive Lake Stevens pedestrian and bicycle study to determine the location and pedestrian/bike design around the entire perimeter of the lake.

N. Lakeshore Drive and E. Lakeshore Drive should incorporate all or a portion of the following design elements.

- A two-way, two-lane roadway.
- A 12-ft. multi-use path.
- Striped pedestrian crosswalks at intersections.

Potential street sections for incorporating a multi-use path are identified below.

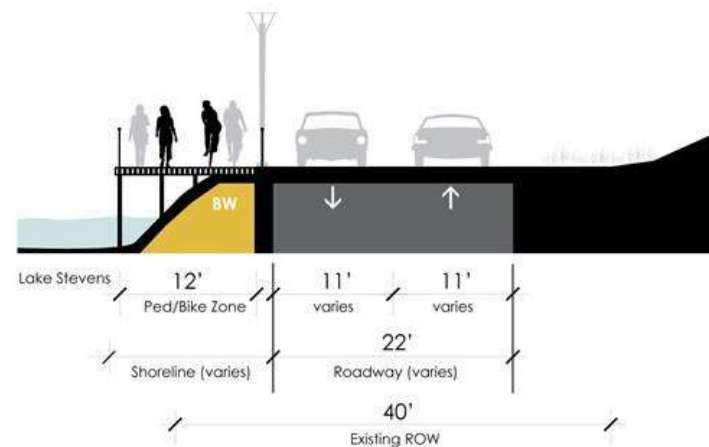
**Figure 4.68 Potential Street Section: Land-side Multi-Use Path**



**Figure 4.67 N. Lakeshore Dr. and E. Lakeshore Dr.**



**Figure 4.69 Potential Street Section: Lake-side Boardwalk**



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V. Plan Elements

A. Goals and Policies

1. Community Character

The area is characterized primarily by low-intensity commercial and residential development on small- to medium-sized parcels. The historic town center adjacent to the northwestern tip of the lake includes the city’s current municipal buildings spread over a few sites, a small commercially zoned area and a larger residential area. The following policies seek to enhance the image and identity of the area and its relationship to the community.

Goals

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

Policies

Policy 1.1 – District Identity

*1.1.1 Preserve the downtown core as the historic heart of the community and imbed the district identity into the collective perception of the area.*

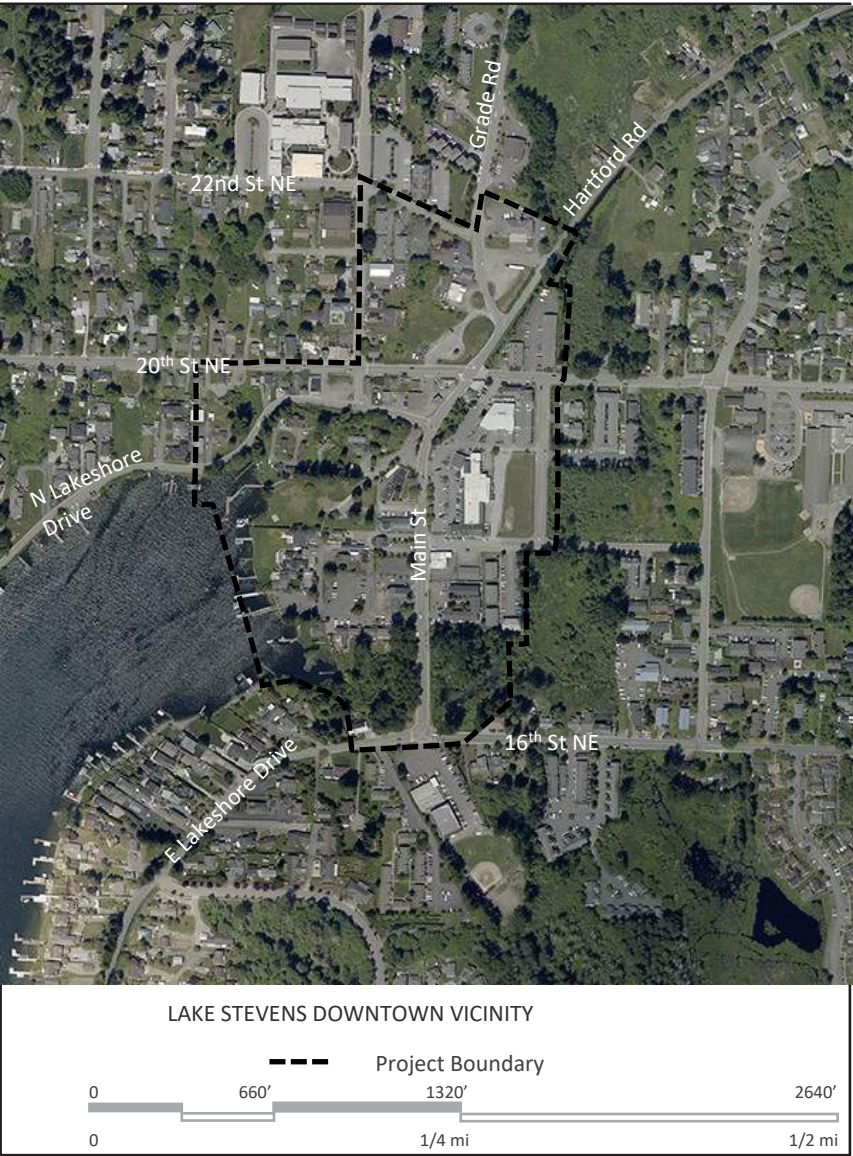
Policy 1.2 – Gateways & Wayfinding

*1.2.1 Post the downtown name at highly visible locations and key entrances into the downtown along SR-204, SR- 9, Hwy 92 and other major roads so that it is clear where the downtown is located.*

*1.2.2 Enhance gateway locations with distinctive high-quality landscaping, lighting and signage.*

*1.2.3 Develop a wayfinding system to reinforce the image of the downtown by incorporating unique graphic imagery easily visible from cars that identifies local destinations, such as parks, schools, the lake, etc.*

Figure 5.1 Downtown Vicinity



### **Policy 1.3 – Design Guidelines for New Development**

*1.3.1 New buildings and structures, while urban in function, should reflect a “Contemporary Northwest character,” human scale architecture and a welcoming aspect.*

*1.3.2 The city shall apply design guidelines to new construction and substantial alterations within adopted subareas to reinforce the desired identity of the area and encourage the efficient use of developable land. The application of cohesive design guidelines will promote a consistent quality of development and support the goals and policies of the subarea plan.*

*1.3.3 The Subarea Design Guidelines will be used in conjunction with Title 14 of the Lake Stevens Municipal Code, specifically Chapter 14.38 LSMC. The development regulations provide the prescriptive standards, while the guidelines will provide options for developing aesthetically pleasing development*

*1.3.4 All proposed development must follow the prescriptive requirements identified in the Lake Stevens Municipal Code (LSMC) and Engineering Design and Development Standards (EDDS), unless superseded by specific design guidelines. The design guidelines apply to new construction and substantial alterations.*

### **Policy 1.4 – Incentives for Public Amenities in New Developments**

*1.4.1 Develop new land use regulations, governing uses, intensities and heights that allow additional development potential in return for a development with specified public amenities.*

- For example, specific public benefit features could include trails, green belts, park spaces, planted walkways and green and low impact development.

### **Policy 1.5 – Streetscapes**

*1.5.1 Modify or adjust streetscape standards throughout the downtown that are consistent with the Section 2. Street Hierarchy of the Downtown Lake Stevens Subarea Plan as designated for the following street types consisting*

*of: retail streets, ‘front door’ entry streets, downtown streets and neighborhood connectors.*

*1.5.2 Develop a cohesive lighting plan for the subarea that specifies the type, designs and locations of streetlights to ensure a uniform collection of lighting and standards.*

*1.5.3 Require all lighting fixtures to be equipped with cut-off shields to prevent light spillage onto adjacent properties and to protect night skies*

### **Policy 1.6 – View Corridors**

*1.6.1 Identify view corridors from public spaces and develop regulations to help maintain or enhance designated views of Lake Stevens, the Olympic or Cascade mountains.*

*1.6.2 Consider identifying view corridors that are accessible from public spaces as a future element of the Parks and Recreation Plan.*

### **Policy 1.7 – Landmarks**

*1.7.1 Promote downtown compatible architectural landmark structures at key commercial intersections. Buildings should reflect a “Contemporary Northwest character” but maintain distinguishing characteristics inspired by Northwest urban buildings and industry of the 1900s.*

### **Policy 1.8 – High Quality Public Buildings**

*1.8.1 Encourage public agencies, such as the city, school district, transit authority, utility districts, the State or Snohomish County to construct public buildings with high quality design befitting the role of local or regional government.*

- Local examples would include the School District Administration building in downtown Lake Stevens.

Central to the plan concept is the expansion of North Cove Park and the establishment of Main Street as a destination for pedestrian friendly and street-oriented retail storefronts. The plan's land use framework provides an emphasis on establishing distinctive mixed-use housing and commercial areas and providing community-oriented facilities that have historically defined the downtown.

This map shows the area around North Lake Middle School. The school is located at the top center. To its left is a residential area. To its right is a large area labeled 'Retail Emphasis' in red, which includes the 'Main St. Center'. A green area labeled 'Park' (North Cove Park) is located to the left of the retail area. A body of water, 'Lake Stevens North Cove', is on the far left. Streets shown include 123rd Ave NE, 20th St NE, N Lakeshore Dr, 19th St NE, 17th St NE, 16th St NE, E Lakeshore Dr, and Main St. Other labels include 'Gracie Rd', 'Hartford Rd', 'Fall Cove', and 'Main St'.

Goal 2: Establish downtown as a vibrant mixed-use destination and central gathering space for the community

## Policy 2.1 – North Cove Park

*2.1.2 Allow public spaces to be combined with storm drainage facilities with proper enhancements.*

*2.2.1 Encourage a concentration of street-oriented retail that will establish Main Street as a local and regional destination for shopping, dining and lakefront activities. Provide for a range of neighborhood serving retail opportunities, including the retention and potential expansion of Jay's Market. Storefront retail development is largely intended to be incorporated in buildings with, or adjacent to, a mix of uses such as housing, community facilities or public parking structures*

*2.2.2 Development should front Main Street and 18th Street NE to form an active street edge that supports a pedestrian friendly public realm. Primary building access will be from the street rather than directly from internal parking areas*

*2.2.3 Retail buildings should be urban—if a site is redeveloped, for commercial or retail uses a minimum 0.5 floor area ratio (FAR). Generally, buildings should range from one story to four stories in height with a minimal ground-floor setback and stepping back of upper floors above the third floor.*

*2.2.4 Fewer spaces or shared parking should be fostered. Where parking lots are built, parking will be required to be located behind or to the side of buildings.*

*2.2.5 Design techniques that minimize parked car visual impacts and the disruption of the vehicles crossing sidewalks will be required. For all development projects bicycle parking should be maximized.*

*2.2.6 Along Main Street and 18th Street NE prohibited uses will include those that incorporate a drive-thru or the retail sale of automobiles. Permitted uses along Main Street and 18th Street NE would include the sale of goods, hospitality, dining/drinking, entertainment uses and commercial services such as hair salons, ATM banking, or dry cleaners.*

### **Policy 2.3 – Community Facilities**

Downtown has historically served as the civic and cultural center of the community anchored by city hall, a community meeting room, the library, historical museum and essential services. While growth has shifted the population and development center of the community to the west side of the lake, there is a desire to retain some civic services and enhance others. Within the subarea, three development areas provide the opportunity to:

- Support a community/conference facility with space for community meetings, classes and accommodate private events, conference meetings/activities and corporate retreats on parcels bounded by 123rd Drive NE, 17th Place NE, Main Street and North Cove Park. To complement the community facilities the site would include lodging, storefront retail and structured public parking.
- Expand the existing Fire Station parcel by vacating the 21st Street NE right-of-way and utilizing existing city owned property for fire station redevelopment with the benefit of improving vehicle access and operations.
- Preserve some essential civic functions as applicable.

*2.3.1 Development will front primary streets such as Main Street, 18th Street NE and Grade Road to form an active street edge that supports a pedestrian friendly public realm.*

*2.3.2 Community buildings should be urban—with a minimum 0.5 floor area ratio (FAR). Buildings should range from one story to four stories in height with a minimal ground-floor setback and stepping back of upper floors above the third floor.*

*2.3.3 Fewer spaces or shared parking should be fostered. Parking is envisioned to be in parking structures, except for the fire station. In advance of a parking structure, surface lots may be built. Parking will be required to be located behind or to the side of buildings. Design techniques that minimize parked car visual impacts and the disruption of the vehicles crossing sidewalks will be required. For all development projects bicycle parking should be maximized.*

*2.3.4 On the community/ conference facility block (indicated on Figure 4.5 Community Facilities) active ground-floor retail storefronts would be required along Main Street and 18th Street NE (Extension) frontage. At the northwest corner of 18th Street NE and 125th Avenue NE active ground floor commercial or office storefronts would be required.*

### **Policy 2.4 – Commercial Emphasis**

The Grade Road and 20th Street NE corridors provide the necessary drive-by traffic and visibility to support growth and redevelopment of commercial uses that will complement the storefront retail uses envisioned along Main Street and provide for daily needs goods, services and employment uses that serve close-in neighborhoods.

*2.4.1 Development will front 20th Street NE and Grade Road to form an active street edge that supports a pedestrian friendly public realm. Primary building access will be from the street rather than directly from internal parking areas.*

*2.4.2 Commercial buildings should be urban—if a site is redeveloped, for commercial or retail uses a minimum 0.25 floor area ratio (FAR). Generally, buildings should range from one story to four stories in height with a minimal ground-floor setback for outdoor seating, display or landscaping or where steep topography restricts the ability to build directly to the sidewalk.*

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*2.4.3 Fewer spaces or shared parking should be fostered. Where parking lots are built, parking will be required to be located behind or to the side of buildings. Design techniques that minimize parked car visual impacts and the disruption of the vehicles crossing sidewalks will be required. For all development projects bicycle parking should be maximized.*

*2.4.4 Along 20th Street NE and Grade Road prohibited uses will include those that incorporate the retail sale of automobiles. Drive-thrus should be limited to internal circulation areas and not between the building and the sidewalks fronting Grade Road or 20th Street NE. Permitted uses along Grade Road or 20th Street NE would include the sale of goods, hospitality, dining/drinking, entertainment uses and personal services such as hair salons, banks, or dry cleaners. Residential and office uses would be allowed on upper floors.*

### **Policy 2.5 – Housing Emphasis**

Multifamily residential development in single use or mixed-use buildings are envisioned for blocks fronting 123rd Avenue NE and 22nd Street NE in the northwest portion of the subarea and mixed-use buildings within blocks fronting Main Street and 18th Street NE in the southwest portion of the subarea. Opportunities for upper story residences over ground-floor retail commercial are encouraged elsewhere in the subarea.

As noted in the market analysis, multifamily residential development is the most immediate opportunity in the downtown with the clearest case for strong market support. Robust household growth and strong income demographics should drive new unit demand well into the coming decade and beyond.

*2.5.1 Development will front primary streets to create an urban street edge that creates a more pedestrian friendly public realm. Primary building access will be from the street rather than directly from internal parking lots or parking ramps.*

*2.5.2 Multifamily buildings should be urban, covering a majority of development parcels. Generally, buildings should range from two to four stories in height. Upper floors should be stepped back to allow for views and reduce the scale of buildings.*

Prohibited uses will generally include those that are auto-oriented. In the housing area along 123<sup>rd</sup> Ave NE (indicated on Figure 4.8 Housing Emphasis)

ground-floor commercial use would be permitted but not required. In the housing area (indicated on Figure 4.8 Housing Emphasis) ground-floor retail would be required along the Main Street and 18th Street NE frontages.

### **Policy 2.6 – Housing Transition**

Two development areas adjacent to the lakefront and located west of 123rd Drive NE and south of 17th Place NE consist of single-family homes. Over time the transition of these single-family homes to higher intensity uses will support downtown as a unique destination for community gathering, shopping, recreation and entertainment while enhancing public use of Lake Stevens.

Each development area provides the opportunity for long term redevelopment that will:

- Allow for potential future expansion of lodging or community/conference facilities and public waterfront access between North Cove Park and the boat launch on parcels bound by 123rd Drive NE, North Cove Park, the boat launch and the lake; and
- Accommodate future expansion of boat launch parking and/or an enhanced rowing facility or other water recreation facility on parcels located south of 17th Place NE and adjacent to the lake.

*2.6.1 Development between the lake and 123rd Drive NE will be required to front the lake, North Cove Park and 123rd Drive NE to form an active building edge that supports a pedestrian friendly public realm. Primary building access will be provided on along these frontages.*

*2.6.2 Buildings should be urban—if a site is redeveloped, for commercial or retail uses a minimum 0.25 floor area ratio (FAR). Generally, buildings should range from one story to four stories in height with the ground-floor built to the sidewalk or with allowable setbacks of up to 10 feet for outdoor seating, or landscaping unless different shoreline regulations apply.*

*2.6.3 Fewer spaces or shared parking should be fostered. Where parking lots are built, parking will be required to be located behind or to the side of buildings. Design techniques that minimize parked car visual impacts and the disruption of the vehicles crossing sidewalks will be required. For all development projects bicycle parking should be maximized*

*2.6.4 Along 123rd Drive NE and 17th Place NE prohibited uses will include those that incorporate the retail sale of automobiles and motorized boats and drive-thrus. Permitted uses fronting 123rd Dr. NE would include community meeting or conference facilities, lodging, limited dining/drinking establishments and public/semi-public use. Permitted uses fronting 17th Place NE should be limited to vehicle/boat parking and limited to uses that cater to waterway dependent uses and/ or North Cove Park.*

### **Policy 2.7 – Public Parking**

Providing strategically located public parking facilities within proximity to retail and commercial development, North Cove park and the boat launch will facilitate growth and redevelopment by reducing or eliminating the cost associated with required off-street parking on each development site and allow for more intense development of parcels that support a pedestrian oriented and walkable downtown environment. Potential sites have been identified for public parking, see Figure 4.7, in either surface parking lots or in multi-level parking structures and include:

- Parking Sites 1 (PP1) and 2 (PP2) —these sites are optimal for structured parking due to their central downtown location and parcel size;
- Parking Site 3 (PP3) — a surface parking lot to provide parking for commercial uses along 20th Street NE and Grade Road; and
- Parking Site 4 (PP4) — a surface parking lot to serve the boat launch

*2.7.1 The parking structure on Parking Site 1 shall incorporate active ground-floor retail along Main Street and 18th Street NE (fronting North Cove Park) and the parking structure on Parking Site 2 shall be located behind or attached to commercial uses fronting 18th Street NE. Where parking uses abut a street, there should be a landscaped setback to screen the parking. Where active uses are incorporated into a structure they are to be built to the sidewalk or allowed up to a 10-foot setback for outdoor seating, display or landscaping.*

*2.7.2 Parking structures are to be designed with flat floors around the exterior and include an internal two-way ramp with one-way circulation around the perimeter. No dead ends are allowed. Vehicular access is to occur in a single in/out location for Parking Site 1 from 17th Place NE or from an*

*internal drive and for Parking Site 2 from 125th Avenue NE or from an internal drive.*

*2.7.3 Where parking lots are built, parking will be required to be located behind or to the side of buildings. Design techniques that minimize parked car visual impacts and the disruption of the vehicles crossing sidewalks will be required. For all development projects bicycle parking should be maximized.*

### **Policy 2.8 – Open Space**

Stevens Creek on one end and the wetland with tall tree stands and vegetation on the other establish the beginning and end to Main Street and are essential open space elements that define the downtown area.

*2.8.1 Encourage Stevens Creek bank stabilization and vegetation enhancements that remove potential invasive plant materials and manage waterflow and temperatures to support fish habitat and wildlife.*

Consider future wetland enhancements integrated with an interpretative trail network that would link Stevens Creek to the former

## **3. Land Use & Intensity**

While much of this subarea has developed over decades, future changes would result from infill redevelopment and new development on existing vacant or underutilized sites. For example, it will be economically viable to redevelop some strip retail centers, approaching the end of their economic life, into higher intensity buildings to meet demands of the contemporary market place. Moreover, some areas may no longer be suitable for their current use; other uses could succeed them. The plan envisions retail, commercial, employment and housing growth in areas where redevelopment and infill could reasonably occur over the next 20 years with some areas developing earlier and others later depending upon access, market demand and environmental factors among other variables. The following goals and policies support the intensification of land uses in this area.

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## Goals

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

## Policies

### Policy 3.1 – Land Uses

*Develop or revise existing comprehensive plan designations to support a distinct mix of land uses throughout the subarea.*

*3.1.1 Develop or revise existing zoning designations to support a distinct mix of land uses throughout the subarea.*

- For example, Main Street, 20<sup>th</sup> Avenue and Grade Road areas should have the highest intensity uses; while
- Areas along the periphery of the subarea should have less intensive uses that create a transition to residential or less intensive uses.

*3.1.2 Land uses, densities and intensities should vary throughout the subarea.*

### Policy 3.2 – Heights

*3.2.1 Encourage multistory story buildings within mixed-use areas, core retail areas and multifamily developments consistent with the proposed building typologies.*

*3.2.2 Consider height increases for mixed-use areas and core retail areas for buildings that include high-quality design and public amenities or other defined incentives.*

## 4. Circulation & Mobility

This subarea should have a complete transportation system that supports all modes of travel with:

- An emphasis on ‘active transportation’. Foster pedestrian & bicycle circulation systems to reduce auto dependency and traffic & parking impacts, maximize non-motorized access to downtown, North Cove Park, the waterfront and foster community health benefits.
- A network of interconnected streets. Provide balanced facilities for all modes—auto, truck, transit, pedestrian and bicycle; establish a framework for pedestrian and bicycle-oriented development; and ensure safe and direct connections between the downtown and adjacent neighborhoods

## Goals

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

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

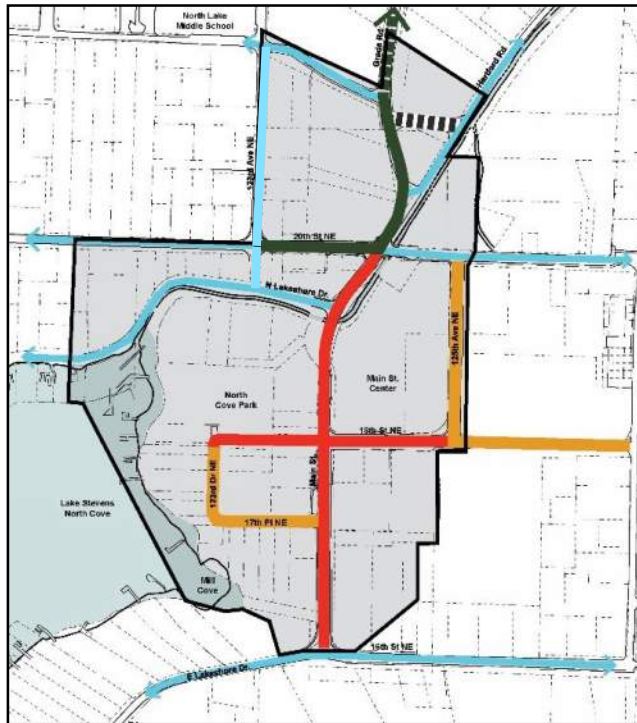
## Policies

### Policy 4.1 – Street Hierarchy

A prime objective of the Downtown Subarea Plan is to maintain and strengthen Downtown and the lake as a destination for residents and visitors alike. While essential access and mobility are identified for key routes, a priority toward the pedestrian and cyclist should be fostered for all streets in the downtown, including auto mobility streets such as 20th Street NE and Grade Road.

*4.1.1 Provide a street hierarchy framework that identifies key routes for auto, pedestrian and bicycle improvements and creates a network of streets that complement adjacent land uses and spur additional desirable Downtown development.*

*4.1.2 Provide an active transportation framework for pedestrian and bicycle facilities that connect the downtown to neighborhoods and area destinations such as existing and planned trails, schools, parks, the lake and open spaces.*



**Figure 5.3 Street Hierarchy**

Retail Street —  
'Front Door' Entry Street —  
Downtown Streets —  
Neighborhood Streets —  
Connector Streets —



**Figure 5.4 Active Transportation**

Multi-Use Path (Off-Street)  
Multi-Use Path (Off-Street)- Requires Further Study  
Stevens Creek Interpretive Trail- Requires Further Study  
Bike Lane (On-Street)  
Bike Lane (On-Street)- Requires Further study

## Policy 4.2 – Level of Service

4.2.1 Adopt Level of Service (LOS) standards that are consistent with the modal priorities for a given street type.

4.2.2 Adopt an automobile LOS D standard on the major arterials that focus on moving freight, regional traffic and transit.

4.2.3 Adopt LOS E for arterials and collectors and LOS C for local access roads, but accept a reduced LOS standard for the PM peak if better conditions would seriously degrade access by other modes of travel or would lead to a streetscape that is inconsistent with the design vision for the subarea because of physical constraints and given the vision for a mixed-use district that functions as a local and regional destination, with multimodal transportation elements and an emphasize on providing safe pedestrian amenities to maintain the character of the district.

## Policy 4.3 – Streets, Connectivity, & Safety

4.3.1 Identify additional public streets or significant re-alignment of existing streets to achieve more connectivity and accommodate infill development as it occurs.

- For example, connecting roadways could be built between some cul-de-sacs and existing roadway barriers removed.

4.3.2 Establish standard block lengths to aid in the formation of an effective transportation and circulation grid.

- For example, block lengths should not exceed 400 feet in length.

4.3.3 Where appropriate, streets should provide mid-block crosswalks on long blocks to allow more frequent crossing opportunities and reduce jaywalking.

4.3.4 Require landscaping or equivalent to buffer pedestrians from vehicle travel.

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*4.3.5 Implement Safe Routes to Schools programs for Hillcrest Elementary School, Lake Stevens Middle School and Skyline Elementary School.*

#### **Policy 4.4 – Trail Connections**

*4.1.1 Develop active transportation links, including an off-street trail network that connects commercial, retail, civic and residential areas to each other.*

*4.1.2 Encourage the development of multi-use trails through future and existing greenbelts and other open spaces, in the subarea, through the subdivision or other land use processes.*

*4.1.3 Develop trail standards for major trails and those adjacent to residential areas that include pedestrian-scale and energy efficient lighting to ensure safety and encourage use during the winter months.*

#### **Policy 4.5 – Enhance Transit**

*4.5.1 Support expanded transit service to allow convenient access to regional destinations, retail and employment centers, schools and residential areas.*

*4.5.2 Encourage the development of amenities, such as shelters, benches and lighting to provide a comfortable and safe environment for transit passengers in coordination with Community Transit.*

### **5. Sustainability & Natural Resources**

The subarea contains wetlands, creeks, a rolling terrain with stands of trees, open fields, interwoven into an otherwise urban environment. Redevelopment and infill projects should integrate into the natural systems of wetlands, creeks and greenbelts, subject to the city's adopted critical areas regulations and take advantage of the natural setting that offers views of the lake and mountains. To enhance and upgrade the area, the city should continue to support the retention and/or replacement of existing trees and natural vegetation including significant trees. The subarea contains a wetland, which provide valuable stormwater detention and habitat functions.

#### **Goals**

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

### **Policies**

#### **Policy 5.1 – Integration of Built Environment & Natural Features**

*5.1.1 Require the retention of a minimum percentage of existing trees and natural vegetation as part of new or revised zoning regulations.*

*5.1.2 Where feasible, natural vegetation and topography should be preserved and integrated with built elements of the development site to protect habitat and prevent slope erosion.*

*5.1.3 Parking lots should be designed as a collection of smaller lots, separated by landscaping and “stepped” to follow natural topography, as feasible.*

- Wholesale grading and benching to create large contiguous parking lots is discouraged.
- New trees of significant size should be required for new parking lots.

*5.1.4 Incorporate natural resources, view corridors and sensitive sites as amenities and design elements to enhance the character of the subarea.*

#### **Policy 5.2 – Stormwater & Critical Areas**

*5.2.1 Recognize the importance of natural and critical areas and ensure that all development within the subarea protects ground water, surface water hydrology and wildlife habitat in a manner consistent with the city's adopted critical areas regulations.*

*5.2.2 New development should avoid construction on portions of the site characterized by steep slopes, both to avoid threats to building safety and to preserve natural landforms.*

*5.2.3 Focus the location of new development away from natural resources and critical areas.*

*5.2.4 As this subarea redevelops and intensifies, provide investments necessary to manage flows, protect natural systems and encourage infiltration consistent with the requirements of the latest version of the Department of Ecology's Stormwater Management Manual for Western Washington.*

## Policy 5.3 Sustainability and Low Impact Development

*5.3.1 New development should incorporate “best practices” in Low Impact Development, stormwater management and protection of wetlands*

*5.3.2 New development within the subarea should utilize a variety of environmental enhancement and low impact techniques such as rain gardens, pervious pavement and other appropriate techniques as appropriate and feasible.*

*5.3.3 New buildings should incorporate Leadership in Energy and Environmental Design (LEED) standards of the U.S. Green Building Council or similar and include features such as green roofs, rainwater harvesting, pervious paving, water-and energy-efficient fixtures and renewable building materials.*

*5.3.4 The zoning code and design guidelines and standards should offer incentives for implementation of Low Impact Development.*

## 6. Public Places & Community Facilities

Community Gathering Places can come in many different forms. Investment in or planning for public and semi-public spaces is critical to attract high-quality residential and employment developments.

The city’s investment in North Cove Park expansion and future community center facilities illustrates to the development community the desire to attract future development through the creation of high quality parks, trails and community facilities. These actions by the local government in planning, financing and building new spaces will encourage Developers to contribute to the parks, open space and trails network.

Over time, a variety of parks may be beneficial throughout the subarea that could be recreation-oriented; others should be passive and offer a chance for respite and quiet. In addition to formal parks, the land use code should require (and /or provide incentives) usable public spaces.

## Goals

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

## Policies

### Policy 6.1 – Parks

*6.1.1 Identify high-level parks and recreation planning needs for the subarea, such as recreational preferences and general locations of spaces needed to serve the anticipated population.*

*6.1.2 Incorporate identified parks and recreation needs with future updates to the Parks and Recreation element of the Comprehensive Plan. This could include pea patches, parks or trails as part of a future master plan as part of the Parks and Recreation Element of the Comprehensive Plan.*

### Policy 6.2 – Community Gathering Places

*6.2.1 Encourage development to provide public or semi-public plazas, courtyards and gardens adjacent to public streets, parks or open space areas*

*6.2.2 The land use regulations should consider a “sliding scale” requirement for public spaces. Some will tend to be used principally by employees, residents or shoppers.*

*6.2.3 The city should support a community/conference facility with space for community meetings, classes and accommodate private events, conference meetings/activities and corporate retreats on parcels bounded by 123rd Drive NE, 17th Place NE, Main Street and North Cove Park. To complement the community facilities the site should include lodging, storefront retail and structured public parking.*

*6.2.4 The city should consider expanding the existing Fire Station parcel by vacating the 21st Street NE right-of-way and utilizing existing city owned property for fire station redevelopment with the benefit of improving vehicle access and operations.*

*6.2.5 Preserve some administrative city functions within the greater downtown.*

July 2018

## VI. Implementation

### A. Early Momentum and Game Changing Projects

Subarea Plan implementation requires the identification of public actions that will produce a sustained and widespread private market reaction. Revitalization of Downtown Lake Stevens will require the expenditure of city financial and staff resources to ‘prime the pump’ for private development.

A menu of projects is identified in the Subarea Plan. Not all projects are equal. Some are time sensitive and need to commence immediately, while others will require additional study and coordination. The Implementation Strategy identifies a concise list of game-changing and early momentum projects that best address the project objectives.

The implementation measures, primarily investments in physical infrastructure improvements (including associated planning, programming, design, engineering and construction), should be initiated primarily by the city of Lake Stevens and in some instances through coordination with the private development sector as public-private partnerships. Early momentum and game changing projects, with required actions, are:

#### 1. North Cove Expansion

- Williams Property Acquisition
- Temporary City Hall and Site Demolition
- Park Design Refinement, Phased Expansion Plan, & Costs
- Prepare Bid Package
- Select Contractor
- Construct Phased Expansion Areas
- Preserve or relocate the war memorial, historic building and other elements in park or other sites

#### 2. Retail Main Street Enhancements

- Prepare Street Concept Design, Phasing, & Costs
- Prepare Construction Documents
- Prepare Bid Documents
- Select Contractor
- Construct Street Improvements

#### 3. Community/Conference Center

- Property Acquisition
- Prepare Feasibility Study
- Establish Agreements with Fish and Wildlife for Boat Parking
- Prepare Site Development Framework
- Prepare Developer Offering
- Select Developer
- Prepare Development Agreement
- Construct Project

#### 4. 16th Street Mixed-Use Path

- Prepare Street Concept Design & Costs
- Prepare Construction Documents
- Prepare Bid Documents
- Select Contractor
- Construct Street Mixed Use Path

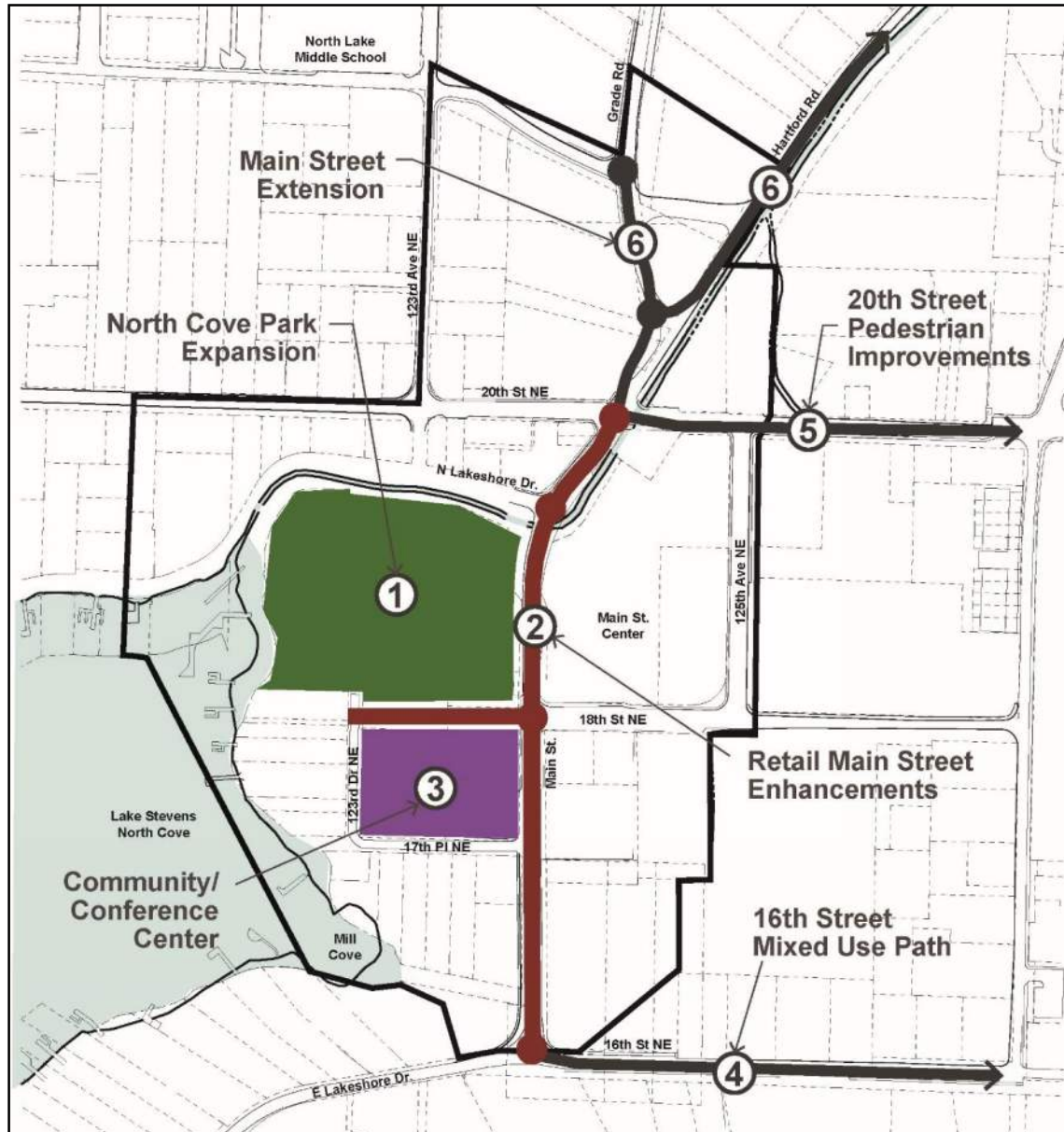
#### 5. 20th Street Pedestrian Improvements

- Prepare Street Concept Design, Phasing, & Costs
- Prepare Construction Documents
- Prepare Bid Documents
- Select Contractor
- Construct Street Improvements

#### 6. Main Street Expansion

- Acquire Right-of-Way
- Prepare Street Concept Design, Phasing, & Costs
- Prepare Construction Documents
- Prepare Bid Documents
- Select Contractor
- Construct Street and Mixed-Use Path Improvements

Figure 6.1 Early Momentum and Game Changing Projects



# Chapter 5: Parks, Recreation & 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 services and 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, recreation services, and open space; 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



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

natural resource lands and water, and develop parks and recreation facilities.” Capital improvements are included within the definition of “Public Facilities.”

- 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,
- Level of Service,
- 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 171 acres of public parks, 10 acres devoted to special uses, 5.53 acres of mini parks, 122 acres of open space and approximately seven miles of the Centennial trail (adjacent to or within city limits) in addition to approximately five miles of park trails. The numbers include city and county facilities (mini-parks, neighborhood parks and community parks), special use parks, trails and open space (undeveloped property and Native Growth Protection Areas). In addition to the public facilities described, there are approximately 145 acres of private parks and open spaces and an additional three miles of private trails that complement the city's inventory. Different homeowner's associations are responsible for these facilities created during the subdivision process for specific neighborhoods.

#### **Community Parks**

Community parks have the largest service area and attract citizens from across the community. A large size and variety of amenities characterize community parks. These parks provide a mix of informal, active, and passive recreation areas with permanent facilities. Community Parks are generally at least 10 acres, but must be large enough to provide room for multiple uses such as sports fields, a recreation center and group-use shelters alongside large open areas and playgrounds.



## 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
<b>Community Park</b>	> 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
<b>Neighborhood Park</b>	≤ 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
<b>Mini-Park</b>	≤ 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
<b>School Parks</b>	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
<b>Special Use Parks &amp; Facilities</b>	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
<b>Trails &amp; Pedestrian Facilities</b>	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
<b>Open Space</b>	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

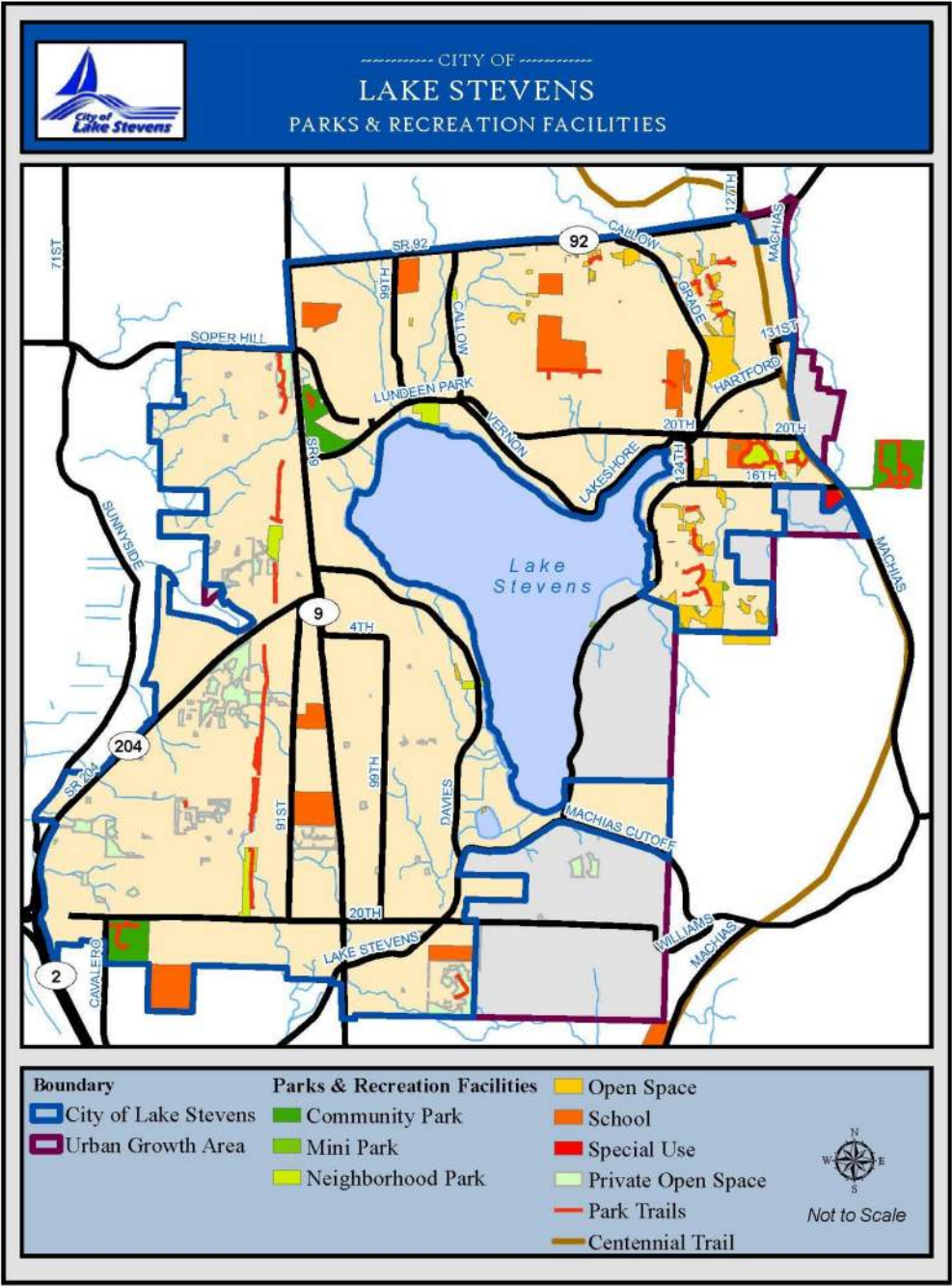


Figure 5.1 – Lake Stevens Parks & Recreation Facilities



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

**Cavalero Community Park** – The park is located off 20<sup>th</sup> Street SE, in the southwestern part of the city. Snohomish County [recently worked with the city to develop](#) of a skate park, basketball courts and picnic areas, [which opened in 2020](#). The park has an existing dog park and open space. This site is well poised to house a multi-sport complex and other organized sporting areas.



**Eagle Ridge Park** — City Council adopted the Eagle Ridge Park Master Plan in 2010. The plan includes a capital cost estimate and a schedule to implement the Master Plan in three phases over a 10-15-year period. The master plan includes details for park development and proposed amenities and recreational opportunities. The overall vision for the park is that of an ‘outdoor classroom’ with both passive and active recreational activities that embrace and enhance the natural beauty of this park. Eagle Ridge currently houses the Lake Stevens Senior Center, soft trails, and open spaces. Phase 1 has been completed, adding a community garden parking and picnic areas. This park is notable for its eagle habitat. The master plan for this park envisions picnic shelters; an 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
Cavalero Community Park	2032 79th Ave SE	Snohomish County	32.93			X				X			X		X
Eagle Ridge	2424 Soper Hill Road	City of Lake Stevens	28.20			X				X		X	X		X
Lake Stevens Community Park	1601 North Machias Rd	Snohomish County	43.24	X	X	X	X	X	X		X		X	X	
<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 Cavalero parks are completed, each park will diversify the overall profile for community-level parks and contribute a unique set of amenities.



Chapter 5 – Parks, Recreation and Open Space Element

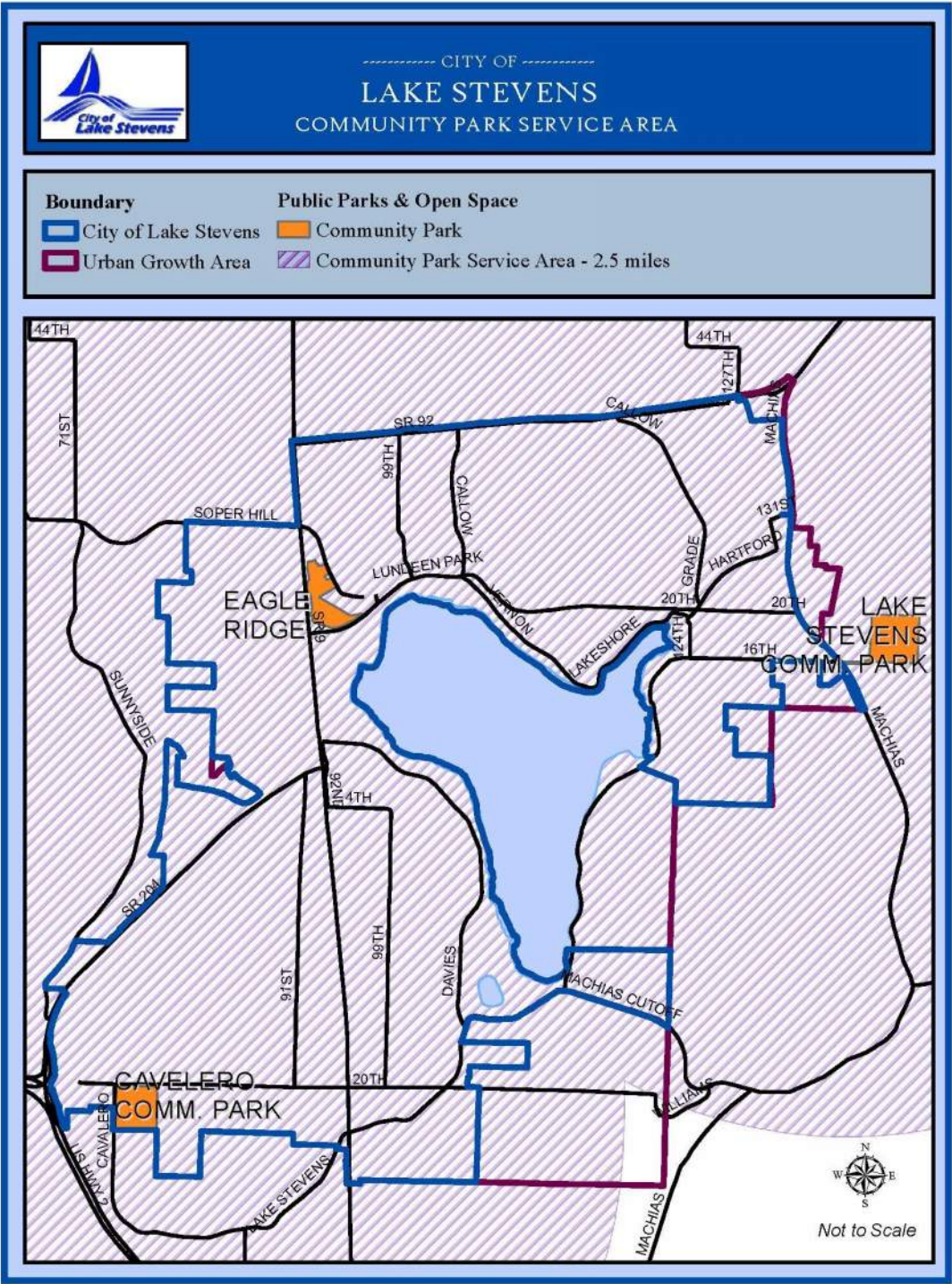


Figure 5.2 – Community Park Distribution



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

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 Cavalero parks provide a mix of high-quality recreational amenities, as they develop.

### **Neighborhood parks**

Neighborhood parks are the “backbone” of the city’s parks inventory. These parks offer common gathering sites for social interaction, physical activity and play to residents from contiguous neighborhoods or a larger service area depending on amenities provided. Neighborhood parks should be 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 Park** – A 7-acre multi-use park located at 8801 Frontier Circle West in the Lake Stevens Center Subarea. The city acquired this property in 2017 from the homeowner's association of the adjacent neighborhoods. This park includes basketball courts, tennis courts, playground and athletic fields. A Master Plan has been developed. ~~This park will be renovated to replace and update the current amenities and add a walking trail.~~ In 2020 the City began construction on Phase I improvements, including adding a walking path, basketball court, playground and parking. Future phases will include additional playground, a sensory garden, exercise stations and a viewing labyrinth.

**Lundeen Park** – A 9-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 Memorial, interpretive stations along a salmon-spawning creek, public restrooms, a rinse-off shower, a covered picnic area and 98 parking spaces. The Lake Stevens Chamber of Commerce maintains a Visitor Information Center at the park.



**North Cove Park** – A 3.66-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. North Cove Park underwent a major renovation in 2019 and added an 8,900 square foot multi-use facility (the Mill) that provides meeting space, covered patios, festival space and three-season section for community events. The park has a 250-foot municipal boardwalk / pier (fishing, interpretation & picnicking), picnic areas that include tables, sun shades benches, and paths. Parking facilities are shared with the City Hall complex. The city ~~is currently planning for~~ began work on Phase II ~~expansion and development of the~~





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

[park improvements in late 2020](#). This phase will include additional parking, playground, [a viewing deck](#), critical area replanting, picnic shelters and restrooms.

**Oak Hill Park** – A 2.63-acre park located at Oak Road and Callow Road. This park includes a playground, restroom, basketball court and a walking trail.

**Wyatt County Park Davies Beach** – A ~~three~~ [2 ½](#) - acre ~~regional-neighborhood~~ 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. It also houses a rowing club.



**20<sup>th</sup> Street Ballfields** – A 12.36-acre park acquired [in the southwest quadrant of the city](#) that [is scheduled to undergo a master planning process in 2021. Potential improvements will be developed to](#) include sports fields, parking, [trailhead](#), walking trails and a new playground [\(This park is Following development, the park will undergo a formal naming process.\)](#)

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 underwent a master planning effort and construction began in 2019. The North Cove Park plan increases public access to Lake Stevens for pedestrians and boaters, provides ADA accessibility throughout and picnic areas. Situated in North Cove Park, the [Pavilion-Mill](#) is a public facility that provides rental space, public plaza, festival venue and community gathering space. All 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.

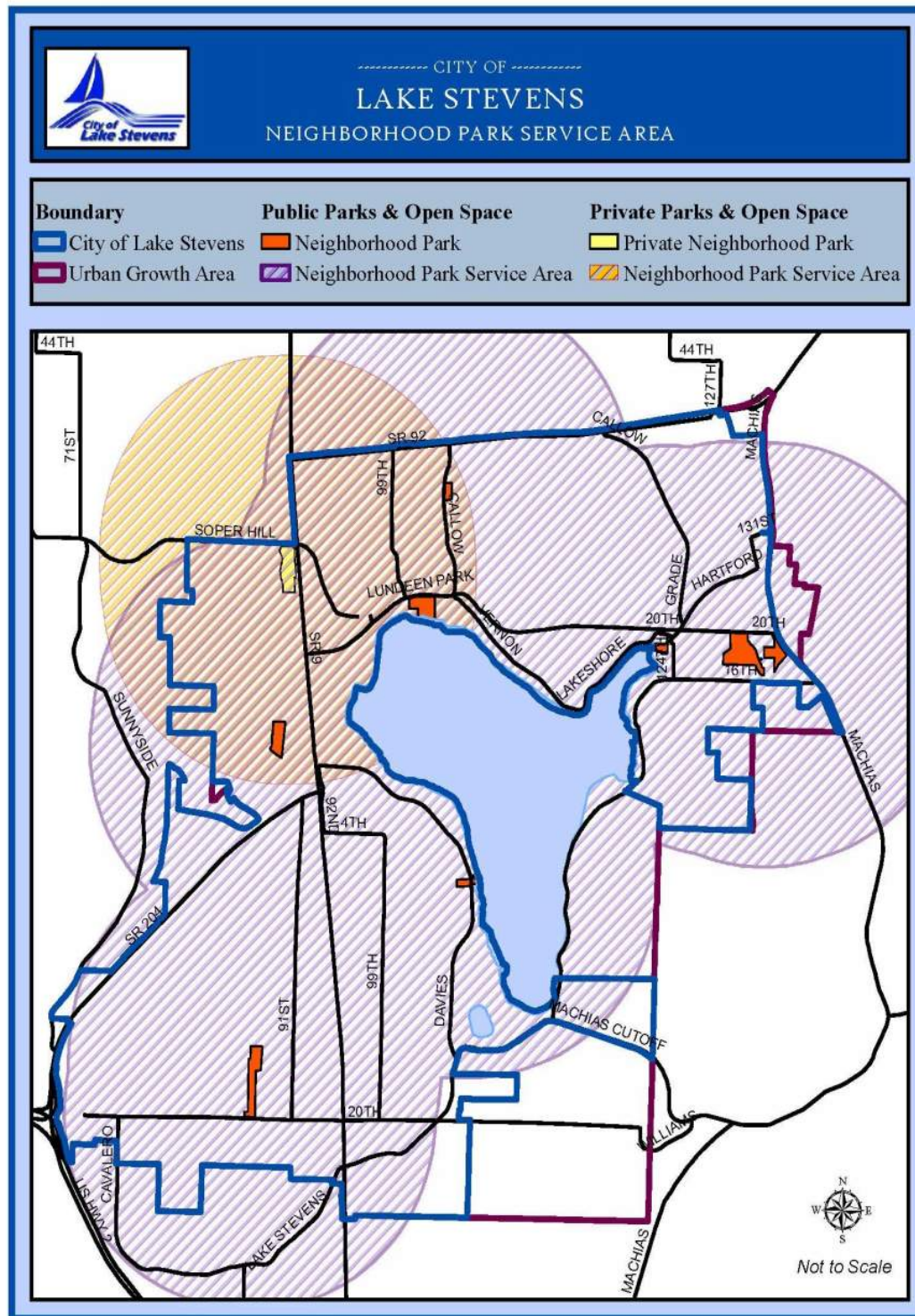


## Chapter 5 – Parks, Recreation and Open Space Element

**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
<b>Catherine Creek Park</b>	12708 20th St NE	Lake Stevens School District	16.55	X		X							X		X
<b>Centennial Woods Park</b>	131st Dr NE	City of Lake Stevens	6.02			X							X		
<b>Frontier Heights</b>	8801 Frontier Circle	City of Lake Stevens	7.2		X		X				X				
<b>Lundeen Park</b>	10108 Lundeen Parkway	City of Lake Stevens	10.05	X	X	X	X	X	X		X	X	X	X	X
<b>North Cove Park</b>	Main St & North Lane	City of Lake Stevens	3.66	X		X		X	X		X	X		X	X
<b>Oak Hill Park</b>	Oak Road	City of Lake Stevens	2.63	X		X	X					X			
<b>Wyatt Park</b> <b>Davies Beach</b>	20 South Davies Rd	<del>Snohomish County</del> City of Lake Stevens	2.48	X				X	X	X	X	X		X	X
<b>20<sup>th</sup> Street Ballfields</b>	20 <sup>th</sup> Street SE & 88th Avenue SE	City of Lake Stevens	12.36										X		X
<i>Neighborhood Parks Total Acres</i>			<b>60.95</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 southeastern part of the city. To provide equity of distribution, the city should concentrate on acquiring lands in the southeastern part of the city for additional neighborhood parks as opportunities arise. In 2017 acquisition of Frontier Heights as a public park eliminated the service gap in the western part of the city. The recent acquisition of the 20<sup>th</sup> Street Ballfields meets the level of service for the southwestern area of the city.





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

on sites within the park inventory. Mini-parks may be public or private. Many were created with neighborhood subdivisions. Mini-parks should be easily accessible to surrounding neighborhoods or within commercial centers. Ideally, mini-parks connect neighborhoods or commercial centers by paths, trails, sidewalks, bikeways or greenways.

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

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



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

North Lakeshore 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

**Trail and Park associated with Woodland Hills Subdivision-** This 0.6-acre park is located within the Woodland Hills Subdivision it is equipped with a playground and walking trail.

**Table 5.4 – Mini-Park Inventory**



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

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER/BENCHES	PLAYGROUND	TRAIL/PATHWAY	BEACH/SWIMMING	SOFTBALL/BASEBALL	DOCK	VIEW CORRIDOR	OPEN SPACE	LANDSCAPING
<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
Woodland Hills	79 <sup>th</sup> Ave SE	City of Lake Stevens	.66		X	X						
<b>Mini-Park – Created w/ Subdivisions Dedicated to the Public</b>												
Semi-Public Mini-Parks			3.86		X	X					X	X
<i>Mini-Park Parks Total Acres</i>			<i>5.53</i>									

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

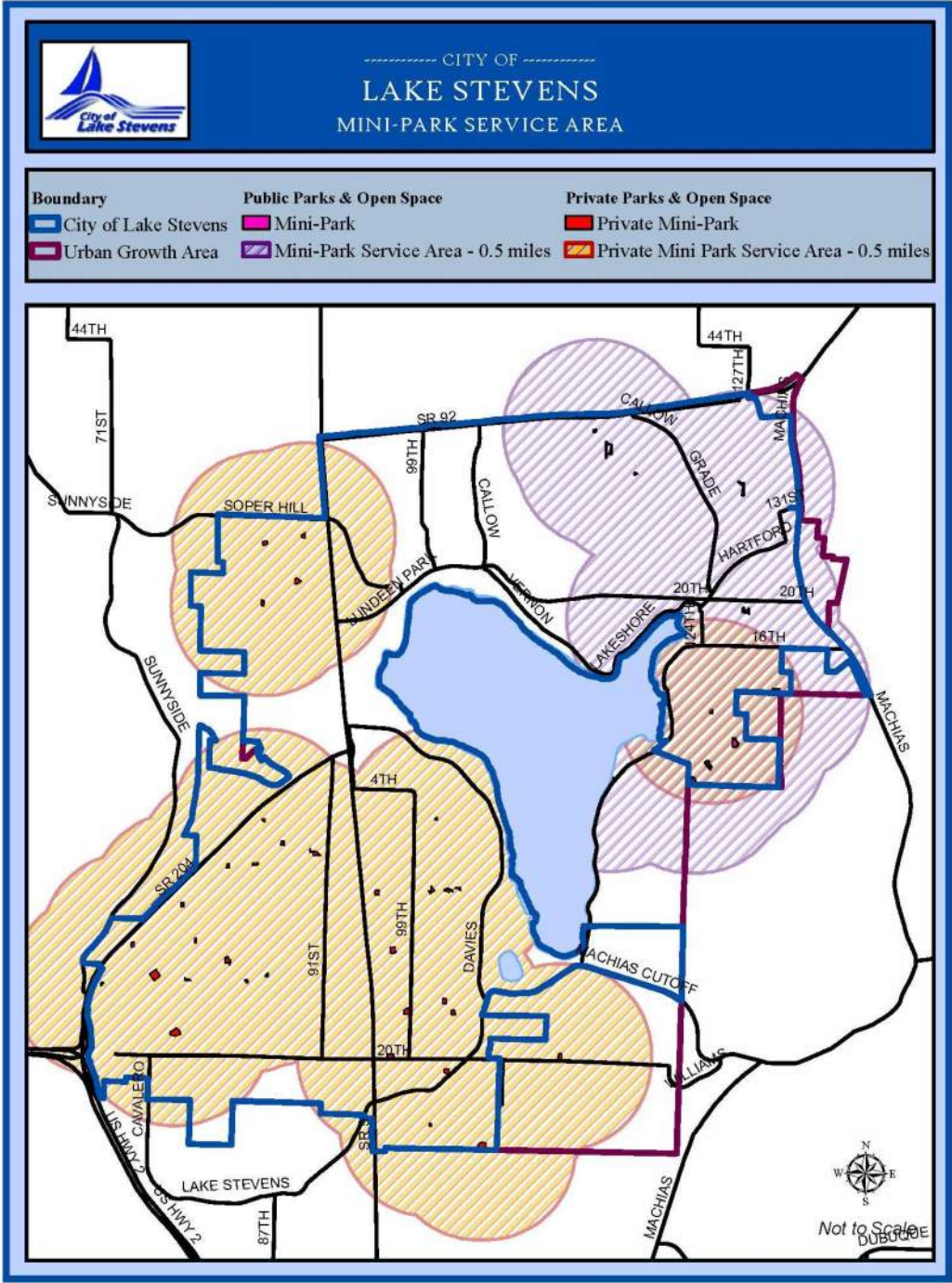


Figure 5.4 – Mini-Park Distribution



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

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

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

**Table 5.5 – School Parks Inventory (LSSD)**

FACILITY	LOCATION	PLAYGROUND	TRAIL/PATHWAY	BASKETBALL	TRACK	TENNIS	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	SWIMMING POOL	GYMNASIUM	OPEN SPACE
Cavelero Mid-High	8220 24th St SE		X		X	X	X	X		X	X
Centennial Middle	3000 S Machias Rd			X	X	X		X		X	X
Glenwood Elementary	2221 103rd Ave SE	X					X	X		X	X
Highland Elementary	3220 113th Ave NE	X					X	X		X	X
Hillcrest Elementary	9315 4th St SE	X		X	X			X		X	X
Lake Stevens High	2602 115th Ave NE				X	X	X	X	X	X	
Lake Stevens Middle/ Skyline Elementary	1031 91st Ave SE	X	X	X	X			X		X	X
North Lake Middle	2226 123rd Ave NE		X		X		X	X		X	X
Pilchuck Elementary	12708 20th St NE	X	X				X	X		X	X
Stevens Creek Elementary	9317 29 <sup>th</sup> Street NE	X	X	X				X		X	X



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

Sunnycrest Elementary	3411 99th Ave NE	X	X	X						X	X
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### Open Spaces and Natural Resources

Open spaces consist of undeveloped lands, passive recreation areas or Native Growth Protection Areas, both public and private. Open spaces allow residents to engage in low-intensity and passive recreation activities such as hiking and bird/wildlife watching, while protecting natural areas and resources. Typical amenities include soft trails, 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.



**Mill Cove Reserve** – A one-acre passive open space 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



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the old mill over the lake. The city will continue to seek grant opportunities to finance trails, signage and other passive recreation amenities.

### **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. In 2020 the city adopted the first Trails Master Plan to guide development of new trails and provide level of service standards.

Approximately ~~five~~-six 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. The city added a new 0.8-mile multi-use path along South Lake Stevens Road in 2020. Gravel trails leading through Centennial Woods Park connect Catherine Creek Park to the Centennial Trail. The Lake Stevens Reserve neighborhood has a network of gravel trails that provide pedestrian access. There is also a network of informal trails in the power line corridor, located in the western portion of the city. ~~The city has begun the process for a formal Trails Master Plan to be adopted in 2019.~~



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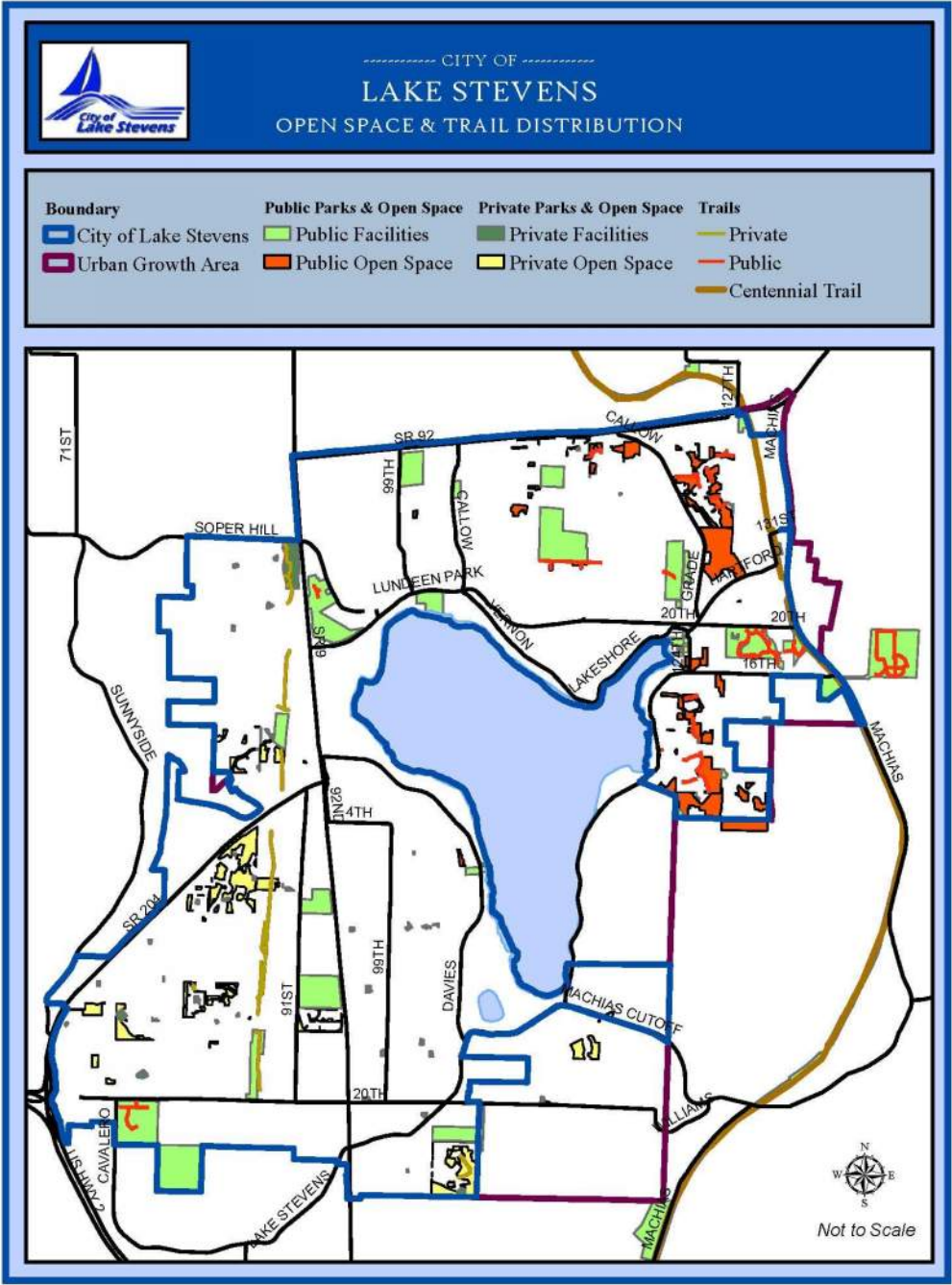


Figure 5.5 – Open Space and Trail Distribution



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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.

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 North Cove 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.





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

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

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

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

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

**North Cove Pavilion** ~~The Mill~~ – This approximately ~~9,670~~ 10,000 square foot multi-use facility constructed in ~~2019~~ 2020 provides meeting space, covered patios, festival space and three-season section for community events.

**Sno-Isle Regional Library, Lake Stevens Branch** – The city owns a 2,500 square foot building at 1804





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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.

**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
North Cove Boat Launch	North Drive	WA Dept of Fish & Wildlife	0.89			X	X		X	X
Grimm House	1804 Main Street	City of Lake Stevens	0.60							X
<del>North Cove Pavilion</del> The Mill	1808 Main Street	City of Lake Stevens	.58							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					
<b>Special Use Parks Total Acres</b>			<b>24.81</b>							

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

### 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.



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**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 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 -, soccer, football, and basketball. User fees fund LSJAA programs.

**Lake Stevens Little League** – A non-profit youth baseball and softball organization that organizes seasonal teams and maintain Bonneville Field.

**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, 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.

**Water Ski Club**- The Lake Stevens Water Ski Club was started in the late 1940's and hosted the West Coast Regional Championships in North Cove. The club is open to all interested families and friends who are looking for fun on and off the water.

## **FUTURE NEEDS AND LEVELS OF SERVICE**

### Methodology and Public Process

The city traditionally based its level of service for parks and recreation facilities on an overall population ratio. Under this model, using the 2012 population estimate, the city provided approximately five acres of developed or planned parkland per 1,000 residents.



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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, the city recognized that there were 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 or identify preferences for specific types of amenities.

At the last park element update the city determined the existing model of a population-based methodology did not adequately represent the needs of the community. In 2013 the City updated the methodology to include an acceptable individualized distance for residents to travel to reach each classification of parks, trails and facilities.

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 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. Based on these results and recommendations by the community, Park Board and Planning Commission new service levels were set.

As part of the 2019 update staff distributed a refined survey by social media, posted it on the city's website in spring of 2019. The Park and Recreation Planning Board held several regular meetings throughout the year. Staff also briefed the Planning Commission and City Council about the project throughout 2019 at open public meetings. Staff has refined the needs assessment based on survey responses and comments from the community and city officials.

### 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



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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 level parks should receive the highest priorities, but a desire to see all park types was evident from responses. 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 park properties, amenities and lake access. 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 fund matching. Additional questions focus on forming a recreation program and determining offerings to be included.

Through a process of applying the adopted parks and open space LOS standards, reviewing the current inventory and analyzing the 2019 Parks and Recreation Survey a clear picture of the city's needs for public park and recreation programs and facilities emerges. Four main categories comprise the current needs assessment: Planning, Acquisition, Site Development and Improvements, & Maintenance and Recreation programming. 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 trails, playgrounds, picnic areas, permanent restrooms and active recreation areas including sports fields and facilities. 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.



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1. Coordinate with Snohomish County to plan park facilities jointly within or adjacent to the city. Examples include future construction phases of Cavalero park, transfer of some park facilities, and a long-term analysis of county properties outside city limits.
2. The city is working with a consultant to develop 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 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.
4. 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) 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.
5. Implement a wayfinding program developed with the City Beautification Plan in 2020, 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 location for a new public neighborhood level park in the southeastern part of the city, near 20th Street SE.
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.
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



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in the western part of the city and east/west connections to the Centennial Trail and downtown.

### 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., landscaping, trail development, interpretive signs, etc.) and start construction of Phase 2 improvements (e.g., restroom facilities area, etc.) and Phase 3 improvements (e.g. playgrounds, 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 – Implement the Master Plan in phases, starting with grading and trail installation, restrooms, playground installation and resurfacing basketball court. Phase II includes
4. 20th Street Ballfields – Develop a Master Plan that incorporates the Trails Master Program and other recreational opportunities consistent with site design and location.

### 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.



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### Recreation Programming

Lake Stevens currently provides seasonal events for community recreation. Recreation programming will be developed over a 5-year plan to increase offerings to all ages and abilities.

### 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 considering 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 Trails, Paths and Pedestrian Facilities Master Plan**

**Total Cost:** \$50,000

**Target Start Date:** 2019

**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. 1 Powerline Park Master Plan / Dog Park**

**Total Cost:** \$50,000

**Target Start Date:** 2020-2022

**Description:** Develop park master plan for 20<sup>th</sup> Street Ballfields and parcel to the north. Plan elements will include parking, landscaping, recreation amenities and dog park.

#### **Planning Project No.2 Downtown Open Space Master Plan**

**Total Cost:** \$30,000

**Target Start Date:** 2020-2022



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**Description:** Open space plan for various downtown open spaces including shoreline, wetland, and riparian areas. The plan would include environmental analysis, identify appropriate connections between areas, develop interpretive information and provide engineered details for boardwalks, viewing areas and signage.

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

**Location:** Mill Cove Reserve, Grade Road Open Space, Wetlands between 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:** 2020-2035

**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:** \$500,000 to \$1 million

(Southeast Lake Stevens between 5 – 10 acres)

**Target Start Date:** 2020 - 2025

**Description:** Identify locations for and acquire lands for a neighborhood level park in the southeastern part of the city.

**Proposed Funding Sources:** Impact fees, REET

**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.



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

**Total Cost:** \$1 – 1.5 million

**Target Start Date:** 2020-2025

**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:** 2020-2030

**Description:** Purchase rights-of-way/easements for multi-use trails in the power line corridor.

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

**Location:** Power line corridor in the western part of Lake Stevens

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

### **Development Project No.1 North Cove Park Expansion**

**Total Cost:** \$1,300,000

**Target Start Date:** 2020

**Description:** Regrade remaining site, install new playgrounds, install public art, complete walking path around the park, construct picnic shelter and restrooms, parking and stormwater, add a public parking lot, add a boat moorage, [complete public plaza, relocate the museum and Grimm House](#) and restore the lake outlet and stream channel.

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

**Location:** 1820 Main Street

**Justification:** This project would meet the identified need of additional parks and preference for developing safe walking paths, picnic areas, playgrounds and water access.



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### Development Project No.2 Frontier Heights Redevelopment Phase II

**Total Cost:** \$500,000 ~~-\$1,000,000~~

**Target Start Date:** 2020~~1~~ - 2021~~2~~

**Description:** ~~Regrade site, install new playgrounds, sports field, public art, walking path around the park and integrates into regional trail system, restrooms, parking and stormwater.~~ Add parking along Frontier Circle W., add basketball court, labyrinth, sensory garden, multi-use athletic field, exercise stations and landscaping.

**Proposed Funding Sources:** Impact fees, Development, Grants

**Location:** 8801 Frontier Circle E

**Justification:** This project would meet the identified need of ~~additional parks~~ multi-use athletic fields and ~~preference for developing safe walking paths and multi-use trails~~ increasing active recreation opportunities throughout the community. This project would revitalize this neighborhood and increase economic development in the surrounding area. This project would meet the identified preference for developing neighborhood level parks.

### Development Project No.3 – Complete remaining Phases of the Eagle Ridge Master Plan

**Total Cost:** ~~\$831,210~~ 1,000,000

~~Phase 2 – \$271,205~~

~~Phase 3 – \$560,005~~

**Target Start Date:** 2021-2025

**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, Grants

**Location:** Eagle Ridge Park

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

### Development Project No.4 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:** 2020-2030



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**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. 5 – 20<sup>th</sup> Street Ballfields Development and Dog Park**

**Total Cost:** \$1,300,000

**Target Start Date:** 2020-2022

**Description:** Renovate existing facilities in two phases to increase safety standards. Phase I will include re-grading the existing fields. Phase II will include a dog park, and elements identified in master plan. This property will be a trail head for the Westside Trail. 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 and satisfy goals identified in the Trails Master Plan.

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

**Total Cost:** \$50,000

**Target Start Date:** 2020-2021

**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.

### **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



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**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 – Sunset Park**

**Total Cost: \$100,000**

**Description: This property is anticipated to come into the city's ownership at the time of annexation in late 2020. Initial assessment of the park noted several action items to be completed due to maintenance deferral and immediate safety issues. The bank is sloughing, and shore stabilization is needed. A visibility issue exists as entering East Lake Stevens Road from the park.**

**Location: Sunset Park**

**Justification: This project would meet the identified preference for developing safe parks and protecting natural resources.**

### **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.



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### 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.

### Grants

While the city has been successful in obtaining grants for parks, it will continue to apply for grants for acquisition, development, recreation programming and maintenance. 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 and Contributions

The Arts and Parks Foundation was established as a 501(c)(3) as an avenue for people to make tax-exempt contributions that directly support parks and art activities. Contributions can be from service clubs, individuals or organizations wishing to make a one-time or periodic gift to parks.

### Fundraising



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

Lake Stevens will promote fundraising opportunities within events, dedication of amenities and legacy gifts of properties and funds **in cooperation with the Arts and Parks Foundation.**

### **GOALS AND POLICIES**

An analysis of existing park, recreation and open space facilities along with community input provide the basis for establishing goals and policies within the Park Plan. The goals and policies provide guidelines and actions for achieving that Plan. Goals are broad intent statements that describe a desired outcome. Policies provide the framework for developing specific measurable actions.

#### **GOAL 5.1 PROVIDE A HIGH-QUALITY, DIVERSIFIED PARKS, RECREATION AND OPEN SPACE SYSTEM THAT PROVIDES RECREATIONAL AND CULTURAL OPPORTUNITIES FOR ALL AGES AND INTEREST GROUPS.**

##### Policies

- 5.1.1 Provide a system of multi-purpose neighborhood and community parks, throughout the community, accessible to all residents that meet the following levels of service:
  - a. Neighborhood Parks – one park within a one-mile radius of all residential areas and
  - b. Community Parks – one park within a 2.5-mile radius of all residential areas.
- 5.1.2 Provide a park, recreation and open space system with activities for all age groups and abilities, equally distributed throughout the community, with an emphasis on youth-oriented activities.
- 5.1.3 Provide a balanced mix of active recreational facilities including but not limited to court and field activities, skateboard/BMX areas, and multi-use trails and passive 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.



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

- 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.
- 5.1.11 Create a recreation program that provides activities for all ages and abilities.
- 5.1.12 Support community events that create pride and provide for economic development.

**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. Implement Master Trail Plan as adopted.
- 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.**



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

### 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.

### **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 class rooms, 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



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

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.
- 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.



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5.5.10 Coordinate with Lake Stevens Police in park design to reduce unsafe park environments to reduce crime.

### **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 using the Lake Stevens Trails Master Plan to design and development standards that facilitate 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, dedication of benches or other amenities for fundraising, 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 7 – Public Services and Utilities Element***

# **Chapter 7: Public Services and Utilities Element**





## **Chapter 7 – Public Services and Utilities Element**

# **CHAPTER 7: PUBLIC SERVICES AND UTILITIES ELEMENT**

## **A VISION FOR PUBLIC SERVICES AND UTILITIES**

*Lake Stevens will strive to provide excellent public utilities and services to meet the health and safety needs of the community in proportion to future population growth, and will continue to coordinate with local service providers such as the Lake Stevens Sewer District, ~~Lake Stevens~~Snohomish Regional Fire and Rescue and the Lake Stevens School District to ensure service continuity as the community grows.*

## **INTRODUCTION.**

This element addresses public utilities and services available in the city of Lake Stevens. It specifically considers the general location, proposed location and capacity of all existing and proposed utilities and public facilities, including public structures and utility lines. It also discusses levels of services for current and future residents and businesses. The discussion in this section relates to other elements including Parks, Transportation and Capital Financing.

Much of the planning for utilities in the Urban Growth Area (UGA) is the responsibility of various service providers and special purpose districts. The city and utility plans are often interrelated, as the utilities provide service to the city and activities in the city affect the demands upon the utilities.

The city cooperates with other cities and service providers in the joint delivery of utilities and services. The city is open to all opportunities to coordinate and cooperate with neighboring service providers.

The Planned Action EIS documents for the 20<sup>th</sup> Street SE Corridor and Lake Stevens Center subarea plans included updated information on utilities and public services and facilities. The city met with service and utility providers to determine the availability of service for future development within the subareas. The EIS documents provide details for each subarea plan including mitigation measures, if required.



## **Chapter 7 – Public Services and Utilities Element**

### **PLANNING CONTEXT**

#### State Planning

Following the Growth Management Act (GMA), local jurisdictions must plan for the public service and facility needs in their communities based on projected growth. Planning for public services and utility facilities is imperative to guarantee sufficient local amenities for current and future residents within a defined level of service. Local public services and facilities range from municipal services, police, sewer and water infrastructure, schools, parks, etc. Regional services and facilities may include fire protection, telecommunications, transportation and electrical infrastructure. Communities must also incorporate policies to consider the location of essential public facilities such as education facilities, transportation facilities, correctional facilities, solid waste facilities and mental health/substance abuse facilities. Local jurisdictions must also develop a financing plan for public services and facilities, which is described in the Capital Facilities Plan.

The Washington Utilities and Transportation Commission (WUTC) regulate utilities and transportation. The WUTC is empowered to regulate utilities such as electrical, gas, irrigation, telecommunication and water companies. The WUTC has jurisdiction over rates and charges, services, facilities and practices of utilities. Any change in customer charges or service provision policy requires WUTC approval. The WUTC also requires gas providers to demonstrate that existing ratepayers will not subsidize new customers.

#### Regional Planning

The Puget Sound Regional Council (PSRC) Vision 2040 plan reiterates GMA goals and emphasizes providing adequate public services and facilities in a coordinated and cost-effective manner to support development. Vision 2040 also promotes a central theme of efficient use and conservation of resources and facilities across the region. In Lake Stevens, most utility providers are independent local or regional providers. The city will continue to coordinate with utility providers and special purpose districts for local and regional delivery of services and facilities.

#### Countywide Planning

The Snohomish County Countywide Goal for Public Services and Facilities states,

**“Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities.”**

The specific policies draw distinctions between services and facilities in urban and rural areas. Of note, the policies identify cities as the preferred urban service providers. As such, cities determine appropriate levels of service in incorporated areas or coordinate with the



## **Chapter 7 – Public Services and Utilities Element**

county through interlocal agreements for unincorporated areas to address services and facilities. Countywide, the cities and county should coordinate together and with service providers to determine the location and extent of public services and facilities to support jobs and housing. The countywide goals also emphasize conservation of public services, resources and facilities. Countywide planning policies identify standards for establishing and mitigating local, regional, statewide and federal essential public facilities. It also recommends the cities and county collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.

### Lake Stevens Planning

The city provides many municipal services, including governance, administration, planning and community development, building permits, public works and projects, governmental financing, grant development and management, fire inspection and police services. Planning and provision of other services and utilities in the UGA is the responsibility of special purpose districts and utility providers. Future staffing levels are directly related to the degree to which annexations occur. With the present size of the city, existing 2015 staffing levels are found generally to be adequate. When annexations occur, staffing levels will need to be re-evaluated.

The city does not currently have a central municipal campus. Services are spread out at different locations in the downtown area including City Hall, the Permit Center, Public Works Maintenance and Equipment yard, Shop and Police Station.

The city cooperates with other cities and service providers in the joint planning and delivery of services within its UGA based on current and future growth projections, adopted levels of service and concurrency requirements. The Comprehensive Plan provides policy guidance on how utilities and services shall be planned and provided to ensure consistency between city and county planning documents. Services provided directly by special purpose districts include health, school, fire, power, judicial and library services. Lake Stevens Fire Snohomish Regional Fire and Rescue (Fire District), which was created through the merger of the Lake Stevens Fire District with Snohomish County Fire District 7 in 2020, provides fire protection services within the city and UGA.

The city asserts its interest to participate in the planning of rural areas outside of the UGA where future UGA expansions could occur. Utility and service planning requires that the city be involved in the planning and decision-making of these areas both to comment on future service impacts and to do its own service planning.

The following section provides specific descriptions of public services and utilities within the city and its UGA.



## **Chapter 7 – Public Services and Utilities Element**

### **INVENTORY AND DESCRIPTION OF PUBLIC SERVICES AND UTILITIES.**

#### Police Services

The Lake Stevens Police Department (Police Department) currently provides a variety of services to its citizens. These services include marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, the School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping and animal control. The Police Department also contracts some of its services, including dispatch, jail, court services and vehicle maintenance. The Police Department currently responds to approximately 25,000 incidents annually. The average response time for the Police Department is three to four minutes for emergency calls and six to 10 minutes for all other calls.

#### Stormwater

The city of Lake Stevens provides stormwater services for the entire city. The system consists of surface runoff from roadways, inlets, pipes and ditch conveyance, water quality devices, storm ponds and outfalls. Within the system are two lakes, Stitch Lake and Lake Stevens. The stormwater system covers an area of approximately 5,700 acres (8.9 square miles) and is broken into 18 basins. Within the stormwater system, there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of roads side ditches, 66.2 miles of pipe and 22,942 feet of culverts.

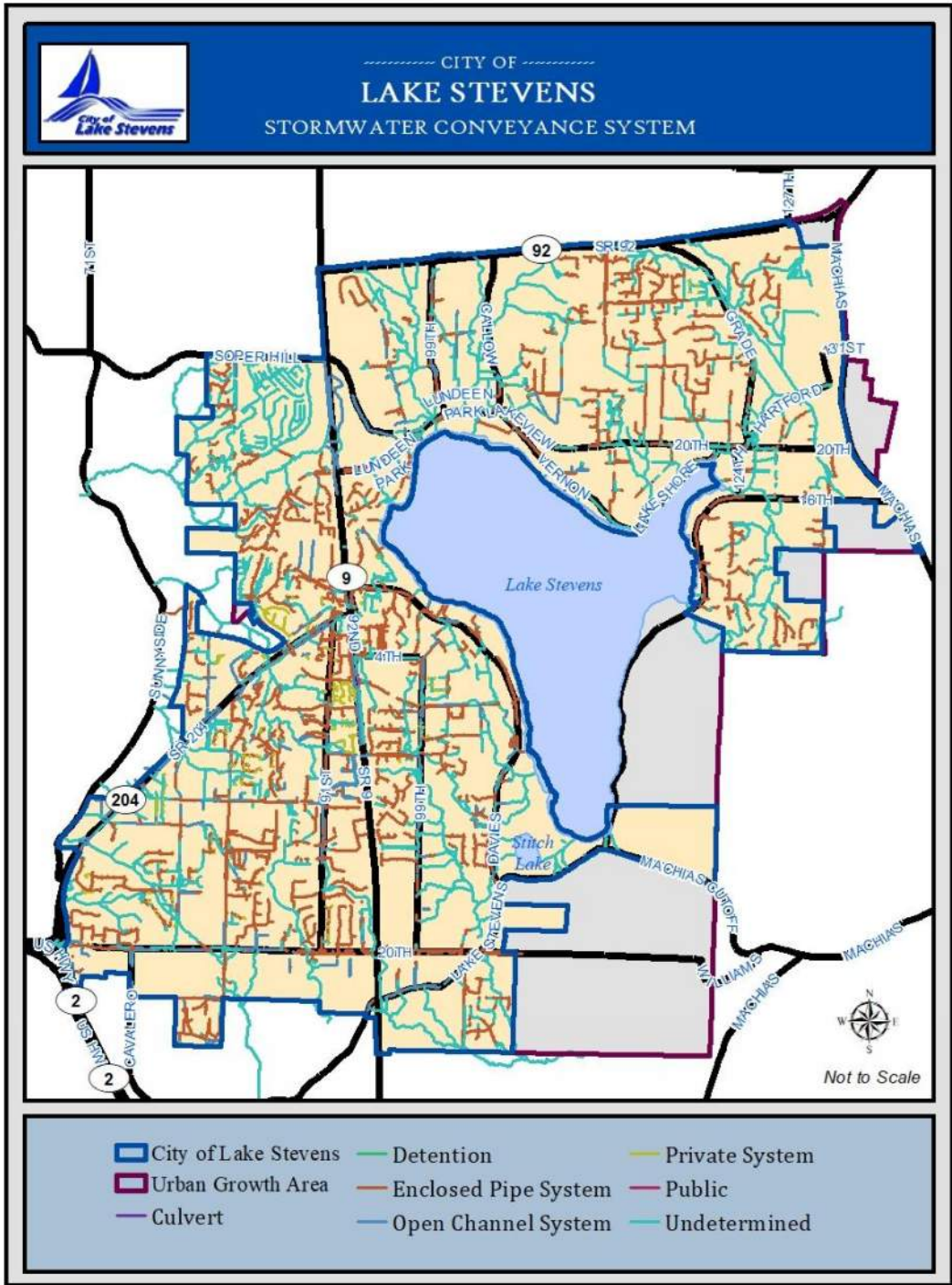
The city has numerous older developments approved and constructed to rural standards. In some cases, stormwater detention/retention, water quality and conveyance and storm drainage facilities may not have been required at the time of construction. While new projects provide facilities to urban standards, the older developments continually affect neighborhoods, streets and the lakes by conveying runoff that is not channeled and not treated. As part of a citywide stormwater inventory, opportunities for regional stormwater treatment systems should be developed.

Some of the detention systems and ditches within subdivisions and commercial developments are privately owned and maintenance is the responsibility of the individual property owner/s, which is often under a homeowners' association or property management service. As the city approves new projects, they must meet the requirements of the Department of Ecology (DOE) stormwater manual and include maintenance provisions for the owner(s).

Lake Stevens is the largest stormwater feature in the city. The lake has multiple inflow areas and one outfall monitored by the city. A weir system located at the outfall of the lake controls the lake level. In 2010, the city adopted a Lake Level Management Plan to provide guidance and policy to perform this service.



**Chapter 7 – Public Services and Utilities Element**



**Figure 7.1 - Lake Stevens Stormwater Conveyance System**



## **Chapter 7 – Public Services and Utilities Element**

Between April and through September the city manages the level of the lake. This serves three purposes:

- 1) Maintain the lake at a level to sustain downstream channel flows for aquatic habitat;
- 2) Protect downstream channel/flood from flash surges during heavy rainfall events; and
- 3) Maintain recreational usage of the lake in the historical shallow areas on the northwest side of the lake.

In August of 2012, the Washington State Department of Ecology (DOE) issued two new “NPDES Phase II” municipal stormwater permits that affect Lake Stevens. These permits were issued under the authority delegated to Ecology to implement requirements of the Federal Clean Water Act. The stormwater permits cover municipal storm sewer systems that discharge to surface waters that are not part of a combined sewer system. The city is currently operating under the requirements of this permit. The city updates its Stormwater Management plan yearly per the requirement of its National Pollutant Discharge Elimination System (NPDES) permit. The NPDES program regulates discharges of water to ensure pollutants do not enter waters of the United States. The service area and drainage basins of the city are shown on Figure 7.1.

### Sewer Service

In May of 2005, the city of Lake Stevens and the Lake Stevens Sewer District (Sewer District) entered into an interlocal agreement (ILA) entitled “Unified Sewer Services and Annexation Agreement.” Under the ILA, the Sewer District provides, maintains and operates sewer facilities throughout its district boundaries. The approximate 10.9 square mile service area includes the current city limits, Lake Stevens UGA and a small area of overlap into the Marysville UGA. The entire boundary is shown in Figure 7.2. The agreement also lays the groundwork for the eventual assumption of the Sewer District and its facilities, by the city, which will occur no sooner than 20 years from the District’s assumption of sewer responsibilities, unless both parties agree sooner to an amended schedule as part of continuing coordination between both agencies. The Sewer District will continue collecting and treating wastewater in the city and its UGA until this responsibility is transferred to the city per provisions of the ILA. As of the end of 2014, the District provided sewer service to 11,026 residential connections with an estimated population of 34,477 people. These connections are largely in the Lake Stevens UGA, with about 108 connections in plats either in the rural area or in the Marysville UGA. The District served an additional 162 commercial connections, representing approximately 854 equivalent residential units (ERUs).

The Lake Stevens Sewer District sewer system consists of a new wastewater treatment facility (WWTF, membrane bioreactor process, 2012), a former wastewater treatment plant site, 29 lift stations, over nine miles of force mains (4” to 19” diameter), over 112 miles of gravity sewer collection, trunk and interceptor pipes (6” to 36” diameter) and one gravity sewer dosing station. The collection system is a “separate” sewer system, designed to receive domestic, commercial and industrial pre-treated wastewater. The Sunnyside WWTF has a current permitted maximum month average daily flow capacity of 5.01 million gallons per day.





## **Chapter 7 – Public Services and Utilities Element**

The existing plant is in the process of decommissioning in phases, and the LSSD has initiated a project to remove much of the accumulated biosolids in the existing lagoon system. A future project will address final vacation of the site.

On October 24, 2016, the Lake Stevens Sewer District adopted a new Sanitary Sewer Comprehensive Plan. The 2016 Sanitary Sewer Comprehensive Plan for the Lake Stevens Sewer District presents the comprehensive planning needs for wastewater collection, transmission, treatment and discharge for the planning period 2016 through 2035. The District issued Amendment 1 in May 2019. The city has adopted these plans by reference into the city of Lake Stevens Comprehensive Plan. The sewer service and planning area is the Lake Stevens UGA and the two presently served plats referenced above. The 2016 Sewer Plan has also designated the rural-urban transition areas (RUTAs) around the geographic limits of the UGA as an Additional Study Area, in order to support an early estimate of the magnitude of potential future growth of the District's sewer service area. The main planning criteria is 70 gallons per capita per day of wastewater flow, and an average of 2.70 persons per dwelling unit or ERU. Additional allowances are made for extraneous flows in the wastewater system due to inflow and infiltration. ERUs for commercial connections are determined based on water consumption of 900 cubic feet per month, per ERU.

Additionally, the city and the Sewer District coordinate on capital facilities planning to benefit the community and its economic development. During the environmental impact process for the 20<sup>th</sup> Street SE Corridor and Lake Stevens Center subarea plans in 2012, the city and Sewer District reviewed projects and capital improvements required for development of the two subareas over the next 20 years. The city and Sewer District continue to plan jointly for the city's Growth Centers, including Downtown Lake Stevens.

This plan asserts a goal of eliminating all septic systems over time as the sewer system and the city limits expand. New developments, re-built structures, new industrial development in the Hartford Road and other non-residential areas would all be required to provide sewers to the extent the existing system is available or can be extended.

### Lake Stevens Snohomish Regional Fire District and Rescue

In August 2019, voters approved the merger of the Lake Stevens Fire District and Snohomish County Fire District 7, which became effective in January 2020 and was later renamed Snohomish Regional Fire and Rescue. The newly combined district covers an area of approximately 140 square miles, including the serves an area of about 46 square miles that Lake Stevens Fire previously served in Lake Stevens and its UGA (Figure 7.3). To the city itThe district provides fire prevention and suppression services, emergency medical services (EMS) including Advanced Life Support (ALS), technical rescue and fire marshal services. In 2019, the combined district responded to over 17,000 calls. The dDistrict has three—11 fire stations, administrative offices and conference centerincluding two in Lake Stevens:

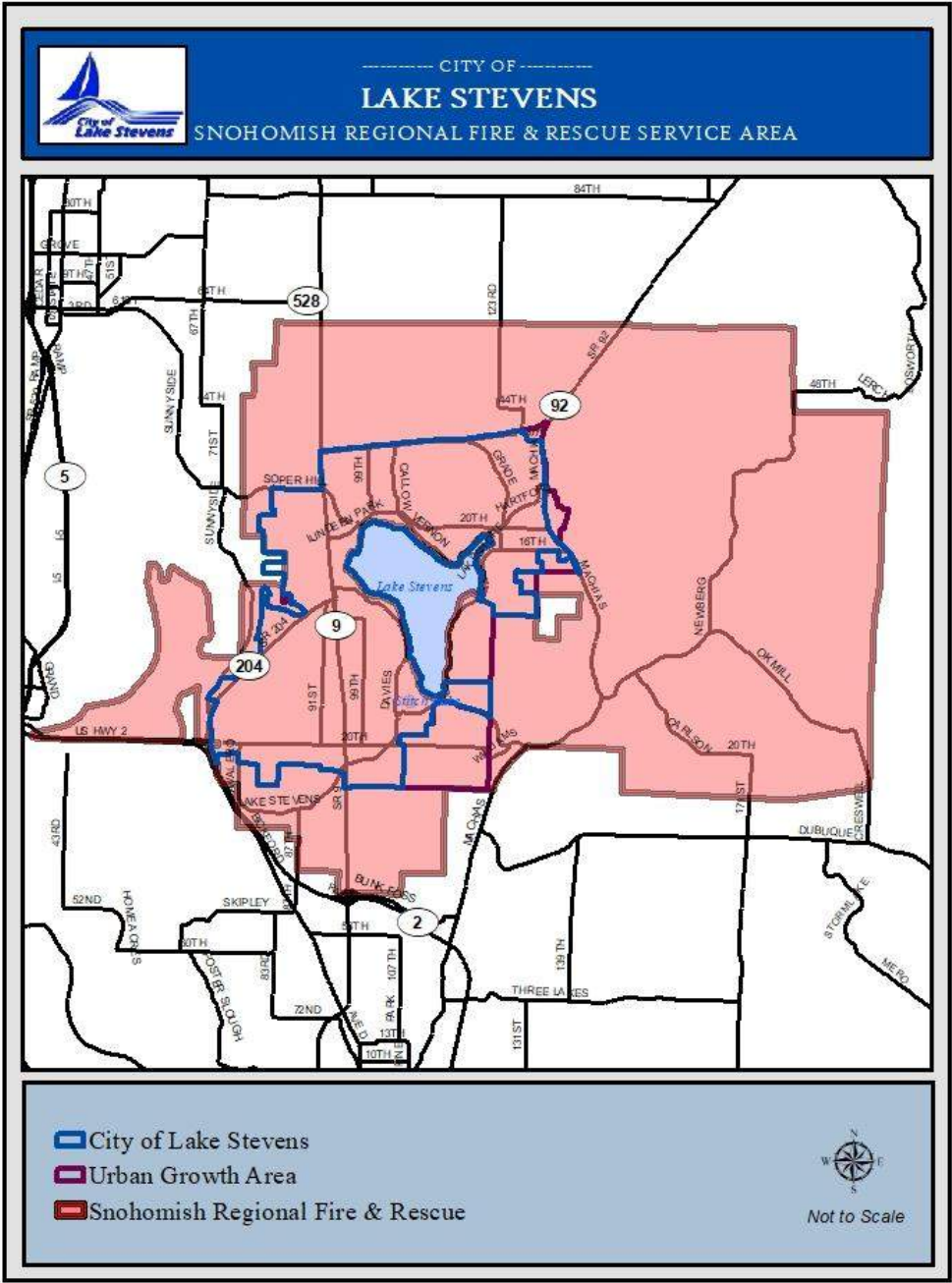


## **Chapter 7 – Public Services and Utilities Element**

- Station 81 (12409 21st Street NE, Lake Stevens 98258)
- Station 82 (9811 Chapel Hill Road, Lake Stevens 98258)
- ~~Station 83 (13717 Division Street, Snohomish 98290)~~
- ~~Administration Office and Conference Center (1825 S. Lake Stevens Rd, Lake Stevens)~~



**Chapter 7 – Public Services and Utilities Element**



**Figure 7.3 – Snohomish Regional Fire and Rescue Service Area**  
**Map Updated to Reflect New Fire District Name**



## Chapter 7 – Public Services and Utilities Element

~~The conference center provides a venue for conferences, retreats, and meetings for local government. It is also available as a rental for the public.~~

~~Lake Stevens Fire is the seventh busiest fire department in Snohomish County. In 2013, Lake Stevens Fire responded to 4,659 calls. Over the past five years, the Fire District has experienced an average annual increase in call volume of 1.5 percent. The Fire District currently maintains a minimum on-duty staffing of 11 firefighters 24 hours a day 365 days a year.~~

Through strategic planning the ~~fire department~~former district is on course ~~was able~~ to increase the daily staffing level to 14 firefighters ~~by year in~~ 2017. ~~Lake Stevens Fire~~The newly combined district plans to construct an additional fire station for the year 2022.

In 2013, the Washington Surveying and Rating Bureau completed its evaluation of the fire protection capabilities for the city of Lake Stevens. This evaluation resulted in an improved protection class rating from Protection Class 5 to Protection Class 4.

Annually the Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens ~~(381 in 2013)~~ and reviews land use and building permits through the Fire Marshal's office.

~~Lake Stevens Fire~~Snohomish Regional Fire and Rescue and the city will continue to partner together to meet the fire protection and emergency medical services needs of the community. The city has adopted by reference the Lake Stevens Fire Capital Facilities Plan and will adopt future versions of the Snohomish Regional Fire and Rescue CFP.

### Lake Stevens School District

The Lake Stevens School District covers approximately 37 square miles, encompassing all of Lake Stevens as well as portions of unincorporated Snohomish County and a small portion of the city of Marysville. The District is located south of the Marysville School District and north of the Snohomish School District (see Figure 7.4).

There is a current student population of 8,970~~9,200~~ within the Lake Stevens School District served by seven elementary schools grades K-5 (Stevens Creek, Mt. Pilchuck, Hillcrest, Sunnycrest, Glenwood, Highland and Skyline), two middle schools grades 6-7 (Lake Stevens and North Lake), one mid-high school grades 8-9 (Cavelero), one high school grades 10-12 (Lake Stevens), one early learning center and one homeschool partnership program for grades K-12 (HomeLink). The District also owns approximately 71~~6~~ acres of vacant land.



Chapter 7 – Public Services and Utilities Element

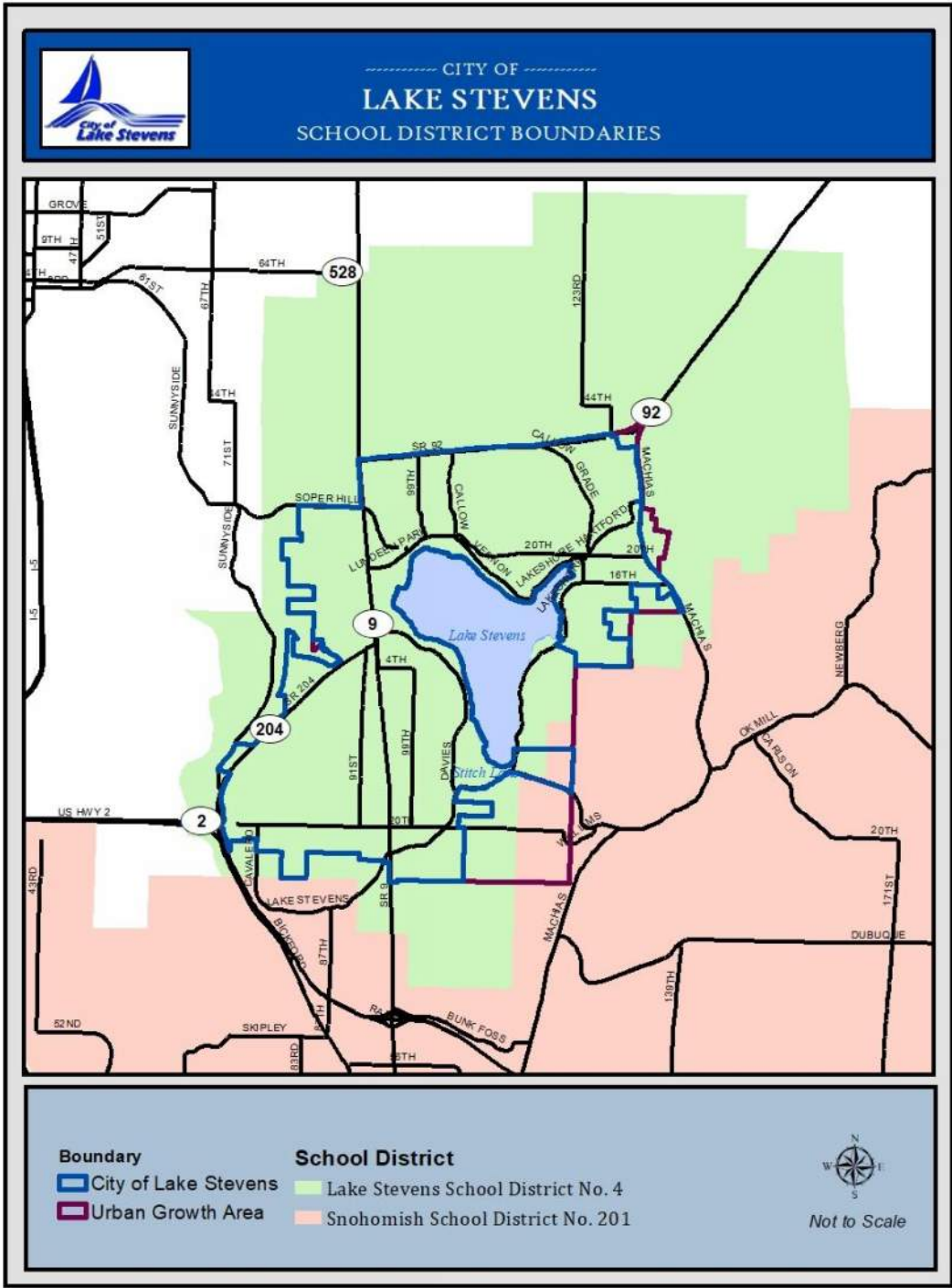


Figure 7.4 - School District Boundary



## Chapter 7 – Public Services and Utilities Element

The Lake Stevens School District has experienced steady upward growth in enrollment for the past four decades. Student enrollment in the School District remained relatively constant between 1973 and 1985 (15%) and then grew significantly from 1985 through 2005 (approximately 120%).

Between ~~October 2008 and October 2017~~ 2011 and 2019, student enrollment increased by ~~1003~~ 1,215 students, approximately ~~15~~ 153%.

Overall, there was a ~~two-percent decline~~ 2.5% increase countywide during this period. ~~The School District's October 2013 enrollment was 7,759 students, an increase of 1.6 percent over October of 2011.~~ The School District has been, and is projected to continue to be, one of the fastest growing districts in Snohomish County based on the Office of Financial Management population forecast. Population forecasts estimate the Lake Stevens UGA population will increase to 46,380 people in 2035. Likewise, the population within the Lake Stevens School District boundaries will rise from 43,000,238 in 2015 to over 61,000 in 2035. Planned improvements in the Lake Stevens School District through the Year 202~~5~~ 1 based on enrollment projections include the construction of ~~a~~ three new elementary schools, the installation of additional portable classrooms at existing facilities and new site acquisitions and improvements.

The city has adopted by reference the current Lake Stevens School District No. 4 ~~2018~~ 2020-202~~5~~ 3 Capital Facilities Plan, which was adopted in August 2020. This Plan provides the basis for charging GMA-based impact fees as implemented in the city's Land Use Code. The District participates in the school impact mitigation fee program and issues an updated Capital Facilities Plan every two years. The city applies a discount to the calculated rate, as do most other cities in Snohomish County.

### Snohomish School District.

The Snohomish School District covers a small corner of the southeastern portion of the UGA, south of 4th Street NE and east of 115th Avenue SE and serves residents south of the Lake Stevens School District. No Snohomish School District schools are currently located within the Lake Stevens UGA. The city will adopt the Snohomish School District's Capital Facilities Plan by reference into the Comprehensive Plan when the area served by the Snohomish School District is annexed into the city.

### Snohomish County Health District

The city contracts with the Snohomish County Health District for public health services. The most common task the Health District performs in the Lake Stevens area is approving septic systems. Other responsibilities include food service inspections and issuing state permits for certain (potentially noxious) activities (e.g., septic sludge recycling, soil processing, etc.).



## **Chapter 7 – Public Services and Utilities Element**

### Solid Waste

Waste Management Northwest, Incorporated and Republic Services provide solid waste services within the city. Solid waste service is contracted out for a three-year period. Recycling is provided by East Snohomish County Association of Recycling Cities (ESCARC), contracting with Fiber International. ESCARC members are Monroe, Snohomish, Lake Stevens, Sultan, Granite Falls and Gold Bar. These cities pool resources to provide the capital facilities for lower cost recycling. The city receives curbside service from Bill's Disposal service, which is a division of Fiber International.

### Natural Gas

Puget Sound Energy (PSE) provides natural gas service through a city franchise. PSE is the largest natural gas company in Washington serving approximately 770,000 customers in six counties and 64 cities. It is a demand-driven utility, meaning that no service is initiated until requested by a specific customer. As natural gas is a competitive energy source, it can be assumed that the demand for it will continue to grow, particularly if substantial savings over other fuels can be effectively demonstrated (Acme, 1993).

The U.S. Department of Energy estimates a 60-year supply of conventional natural gas reserves exists. Unconventional reserves requiring advanced technology are estimated at a 150-200 year supply.

### Telecommunications

Telecommunication facilities are private utilities that provide services such as television (broadcast, cable and satellite), phone (direct lines and cellular) and internet. Content is transmitted by a variety of methods that may include cable lines, electrical wires or fiber and optical fibers. Wireless technology includes traditional broadcasting, radio transmission and cellular networks. Telecommunication services often use existing infrastructure along utility corridors and public rights-of-way.

The telecommunications industry is evolving and will continue changing over the next 20 years. Telecommunications services are integral to the modern world and economy. For example, the telecommunications industry is the primary conduit for information exchange between individuals, corporations and public service providers. As this industry changes, there may be unknown impacts on land use planning, existing facilities and regulatory oversight. The city should coordinate with service providers to plan for the construction and reconstruction of facilities and provide feedback on capacity, design and equipment.

### Electrical Utilities

The Public Utility District No. 1 of Snohomish County (PUD), which purchases 80 percent of its power from the Bonneville Power Administration (BPA), serves the city of Lake Stevens.



## **Chapter 7 – Public Services and Utilities Element**

The remainder of the PUD's power is provided by a mix of renewable resources that include output from the PUD's Jackson, Youngs Creek and Woods Creek hydroelectric projects, and several long-term contracts for wind, landfill gas, biogas, and biomass.

The PUD uses an 115,000-volt transmission system to distribute electricity from three major BPA delivery points in Snohomish County to distribution substations. These substations transform the transmission voltage to 12,500-volt distribution voltage. PUD electrical facilities of less than 55,000 volts (55 kV) are referred to as distribution facilities. Facilities of more than 55,000 volts (55 kV) are referred to as transmission facilities.

There are three distribution substations, Hartford, Lake Stevens and Frontier, within the city limits of city of Lake Stevens. The city is fully served by these substations with distribution lines that extend service to all residential, commercial and public customers. According to the PUD, there is ample capacity to meet existing demand for both the incorporated city limits as well as the UGA.

In addition to PUD facilities, there are Bonneville Power Administration and Seattle City Light Transmission lines that pass through the city that constitute regional power transmission facilities.

### Water Utilities

Except for a few homes on wells, the Public Utility District No. 1 of Snohomish County (PUD) provides water service. The PUD currently owns and operates nine water systems. PUD's Lake Stevens Water System serves the city. The service area is bounded on the west by Ebey Slough and the Snohomish River; on the north by Marysville and Arlington; on the east by the Snohomish County Commercial Forest-Forest Transition Area (CF-FTA); and on the south by the boundaries of other water systems.

The city of Everett's transmission lines from Spada Lake pass through the water service area, delivering water to Everett and to many water customers. In 2012, PUD converted its emergency wells, in the northeast corner of the city, to full-time use to supplement the water supply purchased from Everett. The PUD's Walker Hill storage reservoirs (4 million gallons capacity) and Hillcrest reservoirs (6 million gallons capacity) serve both the city and the UGA. The distribution system within the city is shown in Figure 7.5. In 2012, PUD constructed water main extensions to merge its Lake Roesiger water system into the Lake Stevens system. In 2014, PUD constructed water main extensions to merge its Dubuque water system into the Lake Stevens system.

The following is an overview of the Lake Stevens water system and its major facilities, including updates provided by the PUD since its *2011 Water System Plan*:

**Source** – Eleven connections to the city of Everett's Transmission Pipeline Nos. 2, 3 and 5 provide the primary water supply to the Lake Stevens Water System. Water from five of these connections flows by gravity into the water system, while the remaining six have pump stations to deliver the water. Four connections are inside the city limits, including one



## ***Chapter 7 – Public Services and Utilities Element***

connection shared with the city of Marysville. As stated earlier, two wells supplement the primary water supply.



Chapter 7 – Public Services and Utilities Element

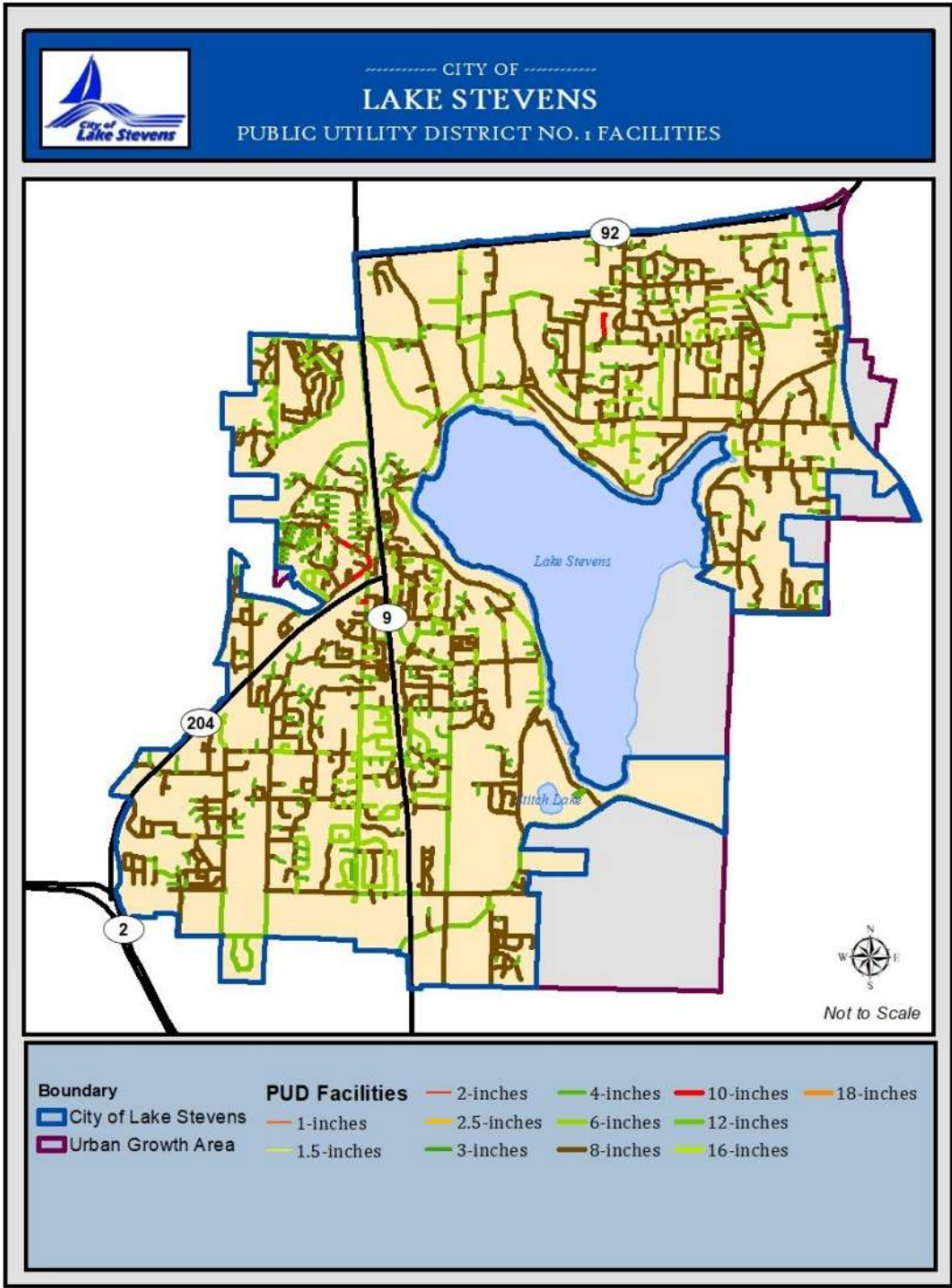


Figure 7.5 – Map of Water Facilities



## **Chapter 7 – Public Services and Utilities Element**

**Storage** – The PUD Lake Stevens water system contains eight storage reservoirs, with a combined capacity of over 14 million gallons. Four of these reservoirs are located in the city at the Walker Hill and Hillcrest tank sites. The water storage capacity in the city is 10 million gallons.

**Transmission and Distribution Pipelines** – There are over 330 miles of pipe in the PUD’s Lake Stevens water system. Pipeline sizes range from 3/4 to 40 inches and materials include cast iron, asbestos cement, ductile iron, galvanized, and steel

**Booster Pump Stations** – At higher elevations, booster pump stations provide additional pressure. In the city, there are two booster pump stations serving the Walker Hill and Hillcrest areas.

**Pressure Reducing Stations** – There are 35 pressure-reducing stations throughout the Lake Stevens Water System that help regulate pressure and define the separate pressure zones. Inside the city limits, there are six pressure zones served by seven pressure-reducing stations, which provide reasonable pressure to all city consumers.

The PUD normally designs its water facilities to provide fire flow capacity of at least 1,000 gallons per minute (gpm). In some areas, flows up to 3,000 gpm are available. Developers must fund and construct any improvements necessary to bring water to their projects and to achieve fire flow required by the Fire Marshal. The PUD’s water source and storage are adequate for projected growth within its water service area.

### Essential Public Facilities

Under GMA provisions (RCW 36.70A.200) jurisdictions shall include a process for identifying and siting essential public facilities. An essential public facility can be any facility owned or operated by a federal, state or local government, public utility, transportation authority or other entities that provide public services. Essential public facilities are typically difficult to site, such as education facilities, regional transportation facilities (e.g. airports), solid waste-handling facilities, regional transit authority facilities, state or local correctional facilities and in-patient facilities including substance abuse, mental health and group homes. The GMA provides that no comprehensive plan or development regulations may preclude the siting of essential public facilities. However, jurisdictions can impose reasonable conditions or mitigations on essential public facilities through its comprehensive plan or development regulations, provided these do not preclude the siting of the facility. The city has adopted essential public facilities standards within the municipal code.



## **Chapter 7 – Public Services and Utilities Element**

### **GOALS AND POLICIES**

#### **GOAL 7.1 COORDINATE WITH CITY DEPARTMENTS, SPECIAL PURPOSE DISTRICTS, UTILITY COMPANIES AND OTHER SERVICE PROVIDERS TO ENSURE THE ADEQUATE DISTRIBUTION OF PUBLIC SERVICES AND FACILITIES THROUGHOUT THE CITY AND CONSISTENCY WITH THE LAND USE ELEMENT.**

##### Policies

- 7.1.1 Coordinate with city departments including Administration, Finance, Planning and Community Development, Police Department and Public Works to ensure public facilities are adequately maintained and distributed to support the community's needs and that each department's planning documents are consistent.
- 7.1.2 Coordinate with special purpose districts including the Lake Stevens Sewer District and Snohomish County PUD and other utility providers (e.g., gas, electrical, phone, etc.) to ensure public facilities are adequately maintained and distributed to support the community's needs and that each agency's planning documents are consistent.
- 7.1.2 Coordinate with local and regional service providers including the Lake Stevens School District, ~~Lake Stevens Fire~~Snohomish Regional Fire and Rescue, Sno-Isle Library, etc. to ensure public services are adequately maintained and distributed to support the community's needs and that each agency's' planning documents are consistent.
- 7.2.1 Prepare and adopt a detailed master storm drainage plan for the city to coordinate storm drainage and detention/retention consistent with the concept plan adopted as part of this element to include cumulative watershed effects.
- 7.2.2 Prepare and adopt a detailed master sewer plan for the city to coordinate sewer and detention/retention consistent with the concept plan adopted as part of this element.
- 7.2.3 Protect existing regional transmission facilities for Snohomish County PUD, Lake Stevens Sewer District and Puget Sound Energy from encroachment by incompatible urban development.



## **Chapter 7 – Public Services and Utilities Element**

### **GOAL 7.2 PROVIDE THE BEST CITY HALL SERVICE ATTAINABLE WITHIN BUDGET PARAMETERS AND MINIMIZE GOVERNMENTAL EXPENDITURES BY REDUCING DUPLICATION OF SERVICES.**

#### Policies

- 7.2.1 Strive to maintain efficiency in the provision of city government services through continual evaluation and improvement of administrative, technical and personnel procedures and practices, as well as the Lake Stevens Municipal Code.
- 7.2.2 Devote adequate funds to ensure quality staffing.
- 7.2.3 Ensure that elected officials, appointed commissioners and staff maintain and/or improve their levels of expertise through continued education, development and peer consultation.
- 7.2.4 Take advantage of affordable technological advances where it results in better and more efficient levels of service.
- 7.2.5 In order to expand services to the citizens of Lake Stevens in a fiscally responsible manner, continue and expand the practice of interagency cooperation by sharing personnel and facilities wherever possible.
- 7.2.6 Provide adequate public facilities to support the city's administrative and field operations.
- 7.2.7 Assure private property is not taken for public use without just compensation.

### **GOAL 7.3 PROVIDE FOR ADEQUATE POLICE AND FIRE PROTECTION SERVICES.**

#### Policies

- 7.3.1 Periodically review and update police staffing analysis based on national practices using a work-load based model.
- 7.3.2 Maintain and update the Police Department Strategic Plan including goals to reduce crime and addressing conditions affecting the quality of life of the community.
- 7.3.3 Coordinate police services with fire protection services and other local, state and federal agencies to develop a disaster preparedness program for Lake Stevens.
- 7.3.4 Support the Snohomish County Fire Prevention District #78 to maintain its adopted level of service.



## **Chapter 7 – Public Services and Utilities Element**

- 7.3.5 Coordinate with the Fire District on review of submitted site and building plans.
- 7.3.6 Coordinate land use density and intensity with the Fire District's capital budget in order to provide services within the city.
- 7.3.7 Consider the disaster response implications in prioritizing Fire District capital improvement and public service planning.

### **GOAL 7.4 PROVIDE ADEQUATE SCHOOL FACILITIES.**

#### Policies

- 7.4.1 Support the Lake Stevens School District to maintain its adopted level of service.
- 7.4.2 Coordinate land use density and intensity with the School District's capital budget in order to provide services within the city.
- 7.4.3 The city will adopt by reference the Lake Stevens School District Capital Facilities Plan. The City Council shall review the CFP every two years to ensure that it is consistent with the requirements of the GMA; the impact fee calculation is consistent with the city's adopted formula and the CFP has been adopted by the District's Board of Directors.

### **GOAL 7.5 PROVIDE ADEQUATE STORMWATER FACILITIES AND SERVICES.**

#### Policies

- 7.5.1 Continue to implement programs and projects designed to meet the goals and requirements of Department of Ecology's NPDES permit.
- 7.5.2 Maintain and enforce land-use plans and ordinances requiring stormwater controls for new development and re-development.
- 7.5.3 Actively promote and support education efforts focusing on all facets of stormwater management.
- 7.5.4 Develop and maintain a comprehensive stormwater inventory and identify needs to ensure a functioning stormwater system.
- 7.5.5 Integrate distributed, small-scale stormwater controls and prevent measurable harm to streams, lakes, wetlands and other natural aquatic systems from



## **Chapter 7 – Public Services and Utilities Element**

commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape.

- 7.5.6 Promote education of controlling the release of chemicals from residential fertilizing and weed/insect control on Lake Stevens and its watershed.

### **GOAL 7.6 STRIVE TO PROVIDE ADEQUATE SEWER SERVICES TO EVERY RESIDENCE AND BUSINESS IN THE CITY.**

#### Policies

- 7.6.1 Support the Lake Stevens Sewer District to maintain its adopted level of service.
- 7.6.2 Support the implementation of the Lake Stevens Sewer District capital facilities plan. Coordinate land use density and intensity with the Sewer District's capital planning work and budget in order to provide services within the city.
- 7.6.3 As needed to further the purposes and goals of the Unified Sewer Service and Annexation Agreement, the city will continue to work with the Lake Stevens Sewer District to review and amend existing regulations to provide commonality, consistency, predictability and concurrent levels of sewer permits and regulation.
- 7.6.4 Coordinate city-sponsored capital improvements with the Lake Stevens Sewer District, Snohomish County Health District and neighboring jurisdictions to ensure effective and cost-efficient provision of sewer service.
- 7.6.5 Support the Lake Stevens Sewer District in accomplishing sewer expansions in future expanded urban growth boundaries and high priority development areas within the city as well as priority development areas such as Downtown Lake Stevens.
- 7.6.6 Replace failing septic systems within the urban growth area with sanitary sewers; use innovative and state-of-the-art design and techniques when replacing septic tanks to restore and improve environmental quality.
- 7.6.7 Support efforts to require new development within the urban growth area to obtain sanitary sewer systems or fit it with dry sewers in anticipation of connection to the sewer system. Alternative technology to sewers should only be considered when it can be shown to produce treatment at standards that are equal to or better than the sewer system and where a long-term maintenance plan is in place.



## **Chapter 7 – Public Services and Utilities Element**

### **GOAL 7.7 PROCESS PERMITS FOR UTILITY FACILITIES AND OTHER SERVICE PROVIDERS IN A FAIR AND TIMELY MANNER AND IN ACCORD WITH THE DEVELOPMENT REGULATIONS, WHICH ENCOURAGES PREDICTABILITY.**

#### Policies

- 7.7.1 Promote co-location of new public and private utility distribution facilities and coordination of construction timing to minimize construction-related disruptions and reduce the cost to the public of utility delivery.
- 7.7.2 Provide timely and effective notice to utilities to encourage coordination of public and private utility trenching activities for new construction and maintenance and repair of existing roads.
- 7.7.3 The city shall encourage provision of an efficient, cost effective and reliable utility service by ensuring land will be made available for the location of utility lines or other utilities.
- 7.7.4 The city will promote the extension of distribution lines to and within the urban growth area. Coordinate land use and facility planning to allow eventual siting and construction of any utility distribution lines within or adjacent to rights-of-way which are being dedicated or within roads which are being constructed or reconstructed.
- 7.7.5 The city shall encourage system design practices intended to minimize the number and duration of interruptions to customer service.
- 7.7.6 The city will formulate, interpret, and apply the land development regulations to allow the timely development of utility facility additions and improvements.

### **GOAL 7.8 ENSURE THAT UTILITIES PROVIDE SERVICE IN A MANNER THAT IS ENVIRONMENTALLY SENSITIVE, SAFE, RELIABLE AND COMPATIBLE WITH THE SURROUNDING PROPERTIES.**

#### Policies

- 7.8.1 Proposals for electricity generation facilities should be scrutinized carefully to avoid impacts on local air and water quality.
- 7.8.2 The city will consider public utility substations, transmission facilities and other regional facilities as “necessary public facilities” for purposes of permit review, provided that utility providers can prove locational need and significant mitigation of impacts.



## **Chapter 7 – Public Services and Utilities Element**

### **GOAL 7.9 PROMOTE CONSERVATION AND ENERGY EFFICIENCY AND ALLOW FOR ALTERNATIVE DESIGN STANDARDS AND/OR MATERIALS.**

#### Policies

- 7.9.1 Encourage conservation of resources and reduction of energy consumption to extend the life of existing electrical energy and infrastructure.
- 7.9.2 Promote the reduction of water consumption through conservation, efficiency, reclamation and reuse to reduce wastewater generation and ensure continued water availability.
- 7.9.3 Coordinate with water purveyors and local and tribal governments to identify and develop additional water supply sources to meet the region's long-term water needs and growth strategy, recognizing the potential impacts on water supply from climate change and fisheries protection.
- 7.9.4 Consider the needs for both human consumption and for environmental balance, including potential impacts of climate change on regional water sources.
- 7.9.5 Support renewable energy resources, energy management technology and the conversion to cost-effective and environmentally sensitive alternative technologies to meet the region's energy needs.
- 7.9.4 Promote low impact development projects and techniques on non-LID projects to conserve and use existing natural site features
- 7.9.5 The city should support development of a bio fuel technology to provide more options to reduce vehicular pollution (city fleet to cleaner fuels). The city will move toward bio fuel technology as fleet replacement occurs and as the technology is developed and proven.
- 7.9.6 Reduce the rate of energy use per capita, both in building use and in transportation activities.
- 7.9.7 Reduce greenhouse gases by expanding the use of conservation and alternative energy sources and by reducing vehicle miles traveled by increasing alternatives to driving alone.



## **Chapter 7 – Public Services and Utilities Element**

### **GOAL 7.10 SUPPORT LESS RESOURCE CONSUMPTION THROUGH PROGRAMS AIMED TOWARD REDUCING, REUSING, AND RECYCLING OF RESOURCES.**

#### Policies

- 7.10.1 Promote demand management and the conservation of services and facilities prior to developing new facilities.
- 7.10.2 Maintain and expand reduction, re-use, and recycling programs in the city.
- 7.10.3 Support local, regional, state, federal, and private programs aimed at reduction, re-use, and recycling of natural resources.
- 7.10.4 Allow zoning for businesses aimed at recycling materials when it does not pose a threat to the community's health and welfare.
- 7.10.5 Examine the feasibility of requiring, through zoning or other legislative mechanisms, that distributors of hazardous, noxious or toxic materials accept those materials for recycling.

### **GOAL 7.11 ESTABLISH A PROCESS AND IMPLEMENT DEVELOPMENT REGULATIONS TO IDENTIFY AND SITE LOCAL ESSENTIAL PUBLIC FACILITIES, CONSISTENT WITH THE PROVISIONS OF THE GMA.**

#### Policies

- 7.11.1 The city will not preclude the siting of essential public facilities; however, it shall enforce its Comprehensive Plan and development regulations to ensure reasonable compatibility with other land uses when considering location and intensity of development.
- 7.11.2 Local essential public facilities should be sited to support the countywide land use pattern, support economic activities, reduce environmental impacts, provide amenities or incentives, and minimize public costs. This siting process should include:
  - a. A definition of these facilities;
  - b. An inventory of existing and future facilities;
  - d. A public involvement strategy;
  - e. Assurance that the environment and public health and safety are protected; and
  - f. A consideration of alternatives to the facility.



## **Chapter 7 – Public Services and Utilities Element**

- 7.11.3 Collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.
- 7.11.4 Consider the location of local essential public facilities inside Urban Growth Areas, unless it is demonstrated that a non-urban site is the most appropriate location for such a facility. Local essential public facilities located outside of an Urban Growth Area shall be self-contained or be served by urban governmental services in a manner that shall not promote sprawl.
- 7.11.5 Develop reasonable conditions, alternatives and/or mitigation requirements to address the potential adverse impacts of siting local, regional, statewide, or federal essential public facilities.

### **GOAL 7.12 AS THE CITY ANNEXES NEW AREAS STRIVE FOR A SMOOTH TRANSITION OF SERVICE PROVIDERS TO MINIMIZE FINANCIAL AND LOGISTICAL IMPACTS ON CITIZENS.**

#### Policies

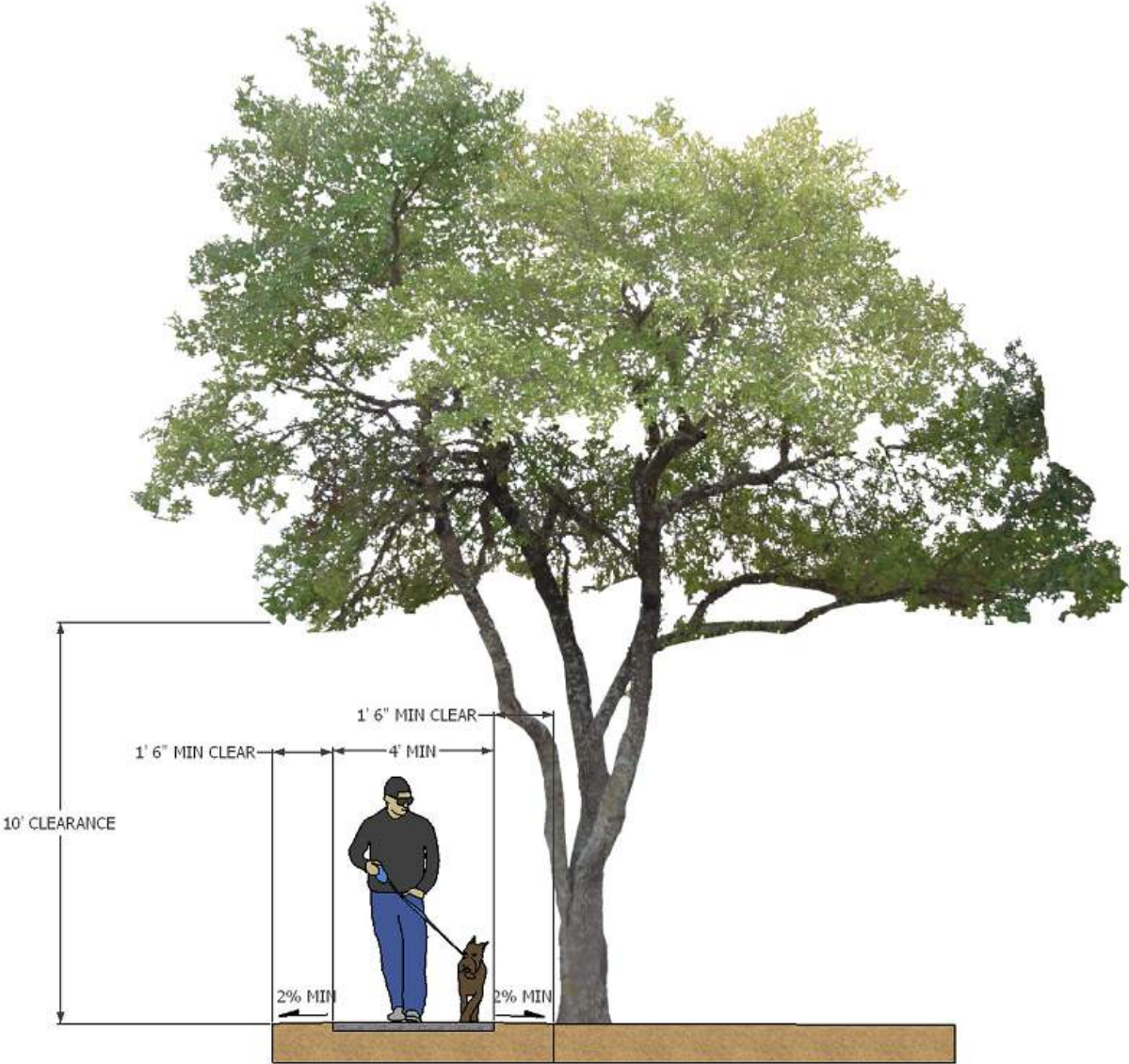
- 7.12.1 Under the Growth Management Act and Lake Stevens Comprehensive Plan the city is likely to be the provider of general government services within the Urban Growth Area. For potential annexation it is the city's policy to have interlocal agreements achieving the orderly transition of services during annexation.
- 7.12.2 Establish an interlocal agreement model with Snohomish County and other service provider agencies to facilitate the transfer of governance within the city's UGA in an expeditious and consistent manner.
- 7.12.3 The city asserts its interest in areas outside the UGA where it is possible that future UGA expansions could occur. The city will become involved in these areas' planning and decision making, both to comment on future service impacts and to assist its own service planning.



## ***Chapter 7 – Public Services and Utilities Element***

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# Chapter 9: Capital Facilities Element





## **Chapter 9 – Capital Facilities**

# **CHAPTER 9: CAPITAL FACILITIES ELEMENT**

## **A VISION FOR CAPITAL FACILITIES**

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

## **INTRODUCTION**

The Comprehensive Plan is a tool for helping government officials think strategically about all aspects of the community and the way the elements interact. The Capital Facilities Element is used to guide public 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.



## **Chapter 9 – Capital Facilities**

### **PLANNING CONTEXT**

#### State Planning

The Washington State Growth Management Act (GMA) requires that the city of Lake Stevens prepare and maintain a comprehensive plan capital 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.



## **Chapter 9 – Capital Facilities**

### **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 develop and retention of current jobs and revenue sources. Increasing municipal revenues from commercial sources is generally seen as one of the few ways that cities can improve their fiscal situation, recognizing the perception that housing and residents increase demands for services. Cities frequently look toward business attraction and creation to increase local revenues from utility taxes and sales taxes.

#### Taxes and Fees

There are limited additional sources of revenue that the city could use to meet its fiscal needs. These potential taxes and fees increase the cost of doing business or creating development in the city, and therefore may not be the solution to Lake Stevens' projected fiscal deficit with annexation.

- B&O taxes could potentially generate more revenue; however, at 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.



## **Chapter 9 – Capital Facilities**

### **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

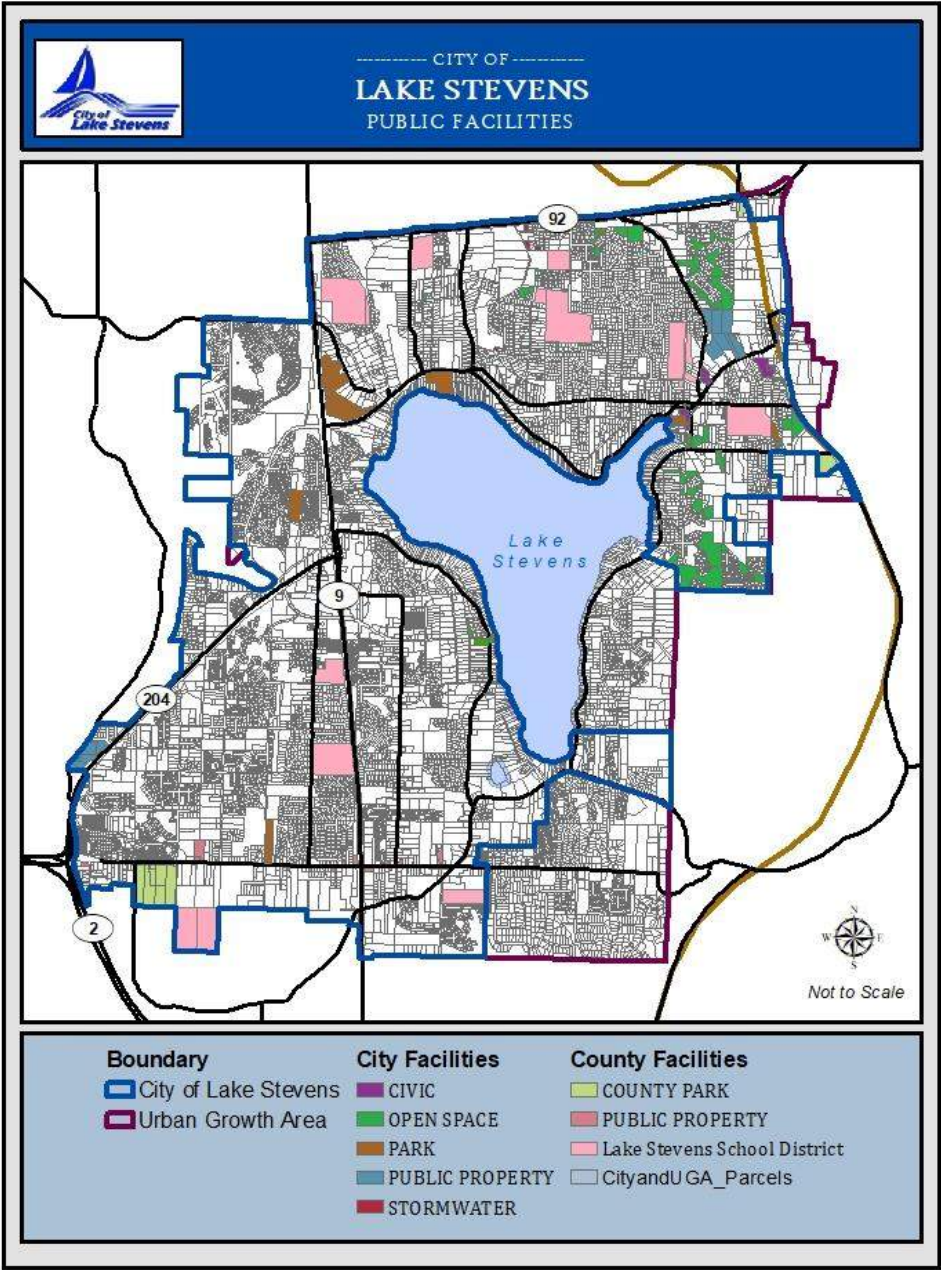


Figure 9.1 – Public Facilities Map  
Updated to reflect Davies Beach as city facility



## **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, 20<sup>th</sup> Street SE Corridor, and Downtown Lake Stevens 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. The capital plan describes the infrastructure requirements, phasing, cost partitioning and proposed financing alternatives for the subareas.

## **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 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.



## **Chapter 9 – Capital Facilities**

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 ~~2019-2020~~ 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**

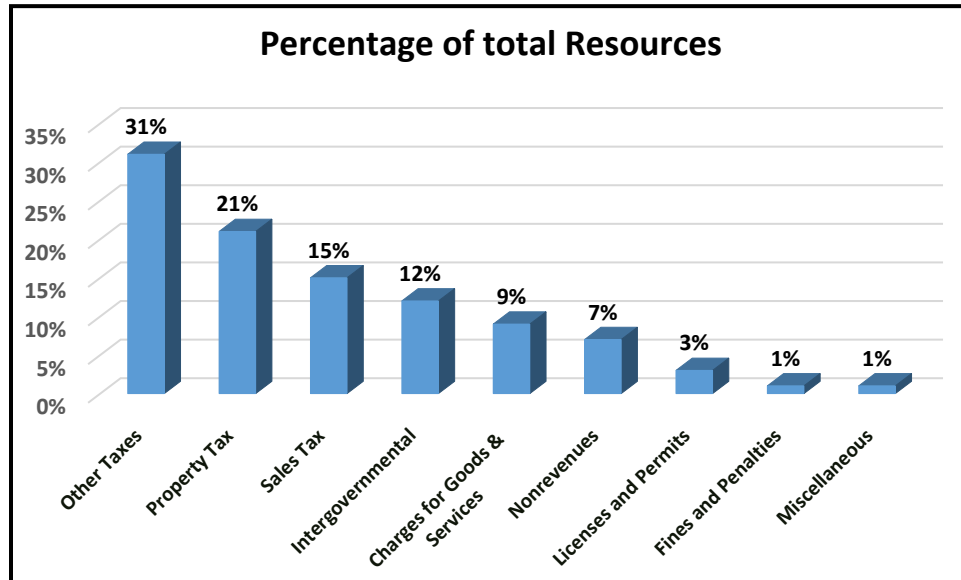
### Current Revenue Sources

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.



## Chapter 9 – Capital Facilities

**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.



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### Local Non-Levy Financing Mechanisms

**Reserve Funds:** Revenue that is accumulated in advance and earmarked for capital improvements. Sources of funds can be surplus revenues, funds in depreciation reserves or funds resulting from the sale of capital assets.

**Fines, Forfeitures and Charges for Services:** This includes various administrative fees and user charges for services and facilities operated by the jurisdiction. Examples are franchise fees, sales of public documents, property appraisal fees, fines, forfeitures, licenses, permits, income received as interest from various funds, sale of public property, rental income and all private contributions to the jurisdiction. Revenue from these sources may be restricted in use.

**User Fees, Program Fees and Tipping Fees:** Fees or charges for using park and recreational facilities, solid waste disposal facilities, sewer services, water services, surface water drainage facilities. 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**

I. INDEBTEDNESS FOR GENERAL PURPOSES WITHOUT A VOICE OF THE PEOPLE					
Councilmanic: Legal Limit 1.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
1.5% times 4,926,997,520 equals			73,904,963	11,106,000	62,798,963
II. INDEBTEDNESS FOR GENERAL PURPOSES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	0	123,174,938
I & II. TOTAL INDEBTEDNESS FOR GENERAL PURPOSES					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	11,106,000	112,068,938
III. INDEBTEDNESS FOR CITY UTILITY PURPOSES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	0	123,174,938
IV. INDEBTEDNESS FOR OPEN SPACE AND PARK FACILITIES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	0	123,174,938
TOTAL	7.50%		TOTAL CAPACITY	TOTAL LESS OUTSTANDING	TOTAL REMAINING DEBT CAPACITY
			369,524,814	11,106,000	358,418,814



## **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 support and encourage economic growth.



## **Chapter 9 – Capital Facilities**

- 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.



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**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)**

FUNDS	2015	2016	2017	2018	2019	2020
<b>General Fund</b>	9,229	8,741	8,696	8,789	8,878	8,985
Total General	<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
Total Transportation	<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
Total Proprietary	<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>	-	-	-	-	-	-
Total Capital Project	<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:

- The direct cost of scheduled capital improvement projects presently underway;



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- 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 that provide public facilities with the city's jurisdiction.



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8. The effectiveness of impact fees and dedications for assessing the degree to which new development pays for its impacts.
9. The impacts of special districts and any regional facility and service provision upon the city's ability to maintain its adopted LOS standards or to achieve its measurable objectives.
10. Success of securing grants or private funds to finance capital improvements.
11. Capital improvements needed for the latter part of the planning period for update of the Six-Year Schedule of Improvements.
12. Concurrency status.

### Analysis of Infrastructure

#### **Capacity of Infrastructure**

**City Hall Facilities:** As the city continues to grow, so has the need for updated facilities. In 2016, the city of Lake Stevens purchased property to house new civic buildings near Chapel Hill and 99th Ave NE. In 2017, the city began a master planning exercise and needs assessment to identify preferred alternatives for a centralized city campus that may include a potential location for a new library. In 2019, the city of Lake Stevens purchased property in the Fire District Complex off South Lake Stevens Road to house the new Police Station.

**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



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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.**



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### 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.



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### **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.
- 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



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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.



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**TABLE 9.1 – 20 YEAR CAPITAL FACILITIES PROGRAM, 2015-2035**

TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2020-2035 (Updated in 2020)								
TRANSPORTATION								
ROAD	FROM	TO	COST	YEAR/S	Local	State/Fed	Mitigation	Dev Imp
116 <sup>th</sup> Avenue NE	20 <sup>th</sup> St NE	26 <sup>th</sup> St NE	>2026	\$1,900,000	X		X	
117 <sup>th</sup> Avenue NE	20 <sup>th</sup> St NE to 26 <sup>th</sup> Street NE	150 ft. S of 28 <sup>th</sup> St NE	2020-2021	\$1,932,000	X		X	X
123rd Ave NE	20th St NE	22nd St. NE	2020-2026	\$500,000	X		X	X
123rd Ave NE	18th St NE	17th St NE	>2026	\$1,094,300	X		X	X
131 <sup>st</sup> Avenue NE	20 <sup>th</sup> St NE	Hartford Rd	2020-2026	\$1,489,000	X		X	
16 <sup>th</sup> Street NE	Main St	134 <sup>th</sup> Ave NE	>2026	\$1,737,000	X		X	
17th Pl NE-Stormwater System	114th Ave NE		2020-2026	\$300,000	X		X	X
18th St NE	Main St	125th Ave NE	>2021	\$428,820	X		X	X
18th St NE	Main St	125th Ave NE	>2021	\$2,649,804			X	X
18th St NE/Festival Street	123rd Ave NE	Main St NE	2020-2026	\$1,287,281	X		X	X
20th St NE	east of Main St	Centennial Trail	>2021	\$1,284,475	X	X	X	X
20th St NE	Grade Rd	500' w of 123rd SE	>2021	\$1,500,257	X		X	X
20th St NE & Main Intersection	Intersection		2021-2024	\$1,112,004	X	X	X	X
20th St SE	83rd Ave SE	91st Ave SE	2020-2021	\$8,000,000	X	X	X	X
20th St SE	79th Ave SE	83rd Ave SE	2020-2026	\$2,400,000	X		X	X
20th St SE	73rd Ave SE	79th Ave SE	>2026	\$2,455,200	X	X	X	X
20th St SE	US 2	73rd Ave SE	>2026	\$2,557,500	X	X	X	X
20th St SE/73rd SE - Intersection	73rd Ave SE	-	>2026	\$500,000			X	X
20th St SE/79th SE - Intersection	79th Ave SE	-	2020-2026	\$300,000	X	X	X	X
20th St SE/SR 9 - Intersection			>2026	\$4,327,000	X		X	X
20 <sup>th</sup> Street NE Widening	Main St	111 <sup>th</sup> Dr NE	>2026	\$1,668,000	X		X	
22 <sup>nd</sup> Street NE	117 <sup>th</sup> Ave NE	123 <sup>rd</sup> Ave NE	>2026	\$768,000	X		X	
24th St SE	73rd Ave SE	79th Ave SE	>2026	\$3,653,000			X	X



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24th St SE	83rd Ave SE	87th Ave SE	>2026	\$5,278,000			X	X
24th St SE	SR 9	91st Ave SE	>2026	\$3,000,000			X	X
24th St SE - Pedestrian and Road Improvement	83rd Ave SE	79th Ave SE	>2026	\$1,728,300			X	X
24th St SE/73rd SE - Intersection	73rd Ave SE	-	>2026	\$800,000			X	X
24th St SE/79th SE - Intersection	79th Ave SE	-	>2026	\$800,000			X	X
24th St SE/83rd SE - Intersection	83rd Ave SE	-	>2026	\$800,000			X	X
24th St SE/SR 9 - Intersection			>2026	\$4,000,000	X		X	X
26 <sup>th</sup> Street NE	115 <sup>th</sup> Ave NE	117 <sup>th</sup> Ave NE	>2026	\$280,000	X		X	
28 <sup>th</sup> Street NE	Old Hartford Rd	N. Machias Rd	>2026	\$470,000	X		X	
30 <sup>th</sup> Street NE non-motorized	113rd Ave NE	Cedar Rd NE	>2026	\$540,000	X	X	X	
32 <sup>nd</sup> Street NE	118 <sup>th</sup> St NE	Grade Rd	>2026	\$545,000	X		X	X
36 <sup>th</sup> Street NE	Grade Road	Old Hartford Road	2020-2026	\$1,000,000	X		X	
4th St SE	91st Ave SE	SR-9	>2026	\$622,000	X	X		
79th Ave SE - Pedestrian & Road Improvement	20th St SE	24th St SE	2020-2026	\$1,179,300			X	X
91st Ave SE - Pedestrian Improvement	20th St SE	4th St SE	>2026	\$4,770,000	X	X	X	X
91st Ave SE - Pedestrian Improvement & Road construction	20th St SE	24th St SE	2020-2026	\$4,600,000	X		X	X
91 <sup>st</sup> Ave NE- Pedestrian Improvements	8th Street NE	12 Street NE	>2026	\$610,000		X	X	
91 <sup>st</sup> Ave NE- Pedestrian Improvements	12 Street NE	20 <sup>th</sup> Street SE	>2026	\$1,100,000				
91st Ave NE (RT turn pocket on 91st Ave NE NB onto SR204)			2020-2026	\$800,000				
99th Ave NE	Market	4th St NE	>2026	\$1,170,000	X		X	X
99th Ave SE - Pedestrian Improvement	20th St SE	4th St SE	>2026	\$4,763,800	X	X	X	X
99th Ave SE - Pedestrian Improvement	20th St SE	Lake Stevens Rd	>2026	\$5,507,800			X	X
Callow Road Drainage Improvement	Drainage Easement	tributary to Lundeen Creek	2020-2026	\$200,000				
Cedar Road	Forest Road	29th St NE	>2026	\$2,273,000	X	X		
East Lakeshore Drive – non motorized	Main St	7 <sup>th</sup> St NE	>2026	\$1,450,000	X	X	X	
Grade Road	20th St NE	SR 92	>2026	\$15,607,836	X	X	X	X
Hartford Rd & Drainage Imp	Catherine Creek Crossing		>2026	\$700,000	X	X	X	
Lundeen Pkwy Corridor Ped Imp	Vernon Rd	99 <sup>th</sup> Ave NE	>2026	\$900,000	X		X	



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<b>Lundeen/Vernon - Intersection</b>	Vernon Rd	-	>2026	\$400,000	X	X	X	X
<b>Main Street</b>	16th St NE	20th St NE	2020-2026	\$6,500,000	X		X	X
<b>Market Pl (EB right turn on Market Pl onto SR9-striping only)</b>			2020-2026	\$50,000				
<b>Mitchell Dr/118<sup>th</sup> Ave NE</b>	N. Lakeshore Dr	20 <sup>th</sup> St NE	>2026	\$1,400,000	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	>2026	\$360,000	X		X	X
<b>N Davies/FV - RAB</b>	north Frontier Village		2022-2024	\$150,000		X		
<b>North Lakeshore Dr</b>	123rd Ave NE	550 west of 123rd NE	>2026	\$788,739	X	X	X	X
<b>North Lakeshore Dr</b>	123rd Ave NE	Main St NE	>2026	\$282,920	X		X	X
<b>Old Hartford Road</b>	36 <sup>th</sup> St NE	Hartford Road	>2026	\$2,323,000	X		X	
<b>S Lake Stevens Rd - intersection improvement</b>	S. Davies Rd		>2026	\$800,000	X		X	X
<b>S Lake Stevens Road Multi-use path</b>	18th St SE	East Lakeshore Drive	2020-2026	\$270,200	X	X	X	X
<b>S Lake Stevens Road Multi-use path</b>	East of SR9	99th Ave SE	2019-2026	\$5,000,000	X	X	X	X
<b>SR 92 &amp; Grade Rd RAB</b>	Intersection		>2026	\$4,105,221	X	X	X	X
<b>SR 92 and 127<sup>th</sup> Ave NE RAB</b>	Intersection		>2026	\$1,750,000		X		
<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>	2022-2024	\$69,000		X		
<b>Vernon Road</b>	91st Ave NE	SR 9	>2026	\$935,000	X	X	X	X
<b>Gateway Signs at Roundabouts</b>	SR9	SR204	2020-2026	\$50,000				
<b>Lake Stevens - Lake Level Study</b>			2020-2021	\$80,000				



## Chapter 9 – Capital Facilities

**TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2020-20~~35~~<sup>46</sup>**  
(Updated in 20~~20~~<sup>19</sup>)  
**FACILITIES**

FACILITIES	DESCRIPTION OF WORK	YEARS/S	COST
<del>North Cove Park-Phase 1</del>	<del>Pavillion Center for North Cove Park</del>	<del>2020-2022</del>	<del>\$6,000,000</del>
Police Station	<u>Remodel existing commercial building for new police station</u>	2020- <u>2021</u>	<u>\$4,259,000,000</u>
Old Police Station Rehabilitation	<u>Stabilize and restore existing police station</u>	202 <u>1</u> 0	\$200,000
<del>Community Conference Center</del>	<del>Design and Construction of Community Conference Center, near North Cove Park</del>	<del>2023-2026</del>	<del>\$2,500,000</del>
Public Works Shop	A tenant improvement of the City's Public Works Department Shop to include reconstruction of the office spaces and second floor. Individual offices and meeting space(s) will be added. The kitchen area will be remodeled.	2020-2021	<del>\$842,800</del> <u>1,400,000</u>
Decant Facility	Construct a decant facility on the City's property on Hartford Road. The decant facility will have five decant bays and four material storage bays. The site will be paved with asphalt and secured with a chainlink fence.	2020-202 <u>1</u> <sup>2</sup>	<del>\$2,300,000</del> <u>1,414,610</u>
Downtown Property Acquisition	Purchase property for potential parking and other public purpose	2020-2022	\$500,000



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**TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2020-204356 (Updated in 2019)**  
**PARKS**

PROJECT	DESCRIPTION OF WORK	YEAR/S	COST
<b>Cavalero Community Park Phase I Development (Partnership with Snohomish County)</b>	Construct Skate Park, and pedestrian pathway	2019-2022	\$750,000
<b>Frontier Heights Park Redevelopment Phase II</b>	Regrading, install storm improvements & pedestrian path, basketball court, picnic shelter, and playground. Design and construct a parking lot and park amenities	20230-2026	\$4,050,000
<b>20<sup>th</sup> Street Ballfields &amp; Parking Lot Development</b>	Provide three practice fields of various sizes that can be used for soccer, football, frisbee and other field sports. In addition, a perimeter gravel trail, a pickleball court, horseshoe pits and a natural playground will be installed. Limited perimeter fencing that does not exceed four feet tall will be installed to prevent park users from gaining access to nearby utility poles. The parking lot will be installed on an adjacent City property for use by park visitors. Construct a paved parking lot and construct other projects identified in master plan	2020-20262021	\$1,000,000300,000
<b>Lundeen Park Improvements</b>	Replace curbing, seal coat and stripe parking lot, add amenities	2021	\$75,000
<b>Eagle Ridge Master Plan Park Phase I</b>	Design and construct a playground, restroom, and other park amenities, and frontage improvements	20230-2026	\$30850,000
<b>North Cove Park – Phase II</b>	Northwest corner of North Cove Park. Project includes play structure, restroom, picnic shelter, grading, landscaping, riparian area restoration and parking lot.	2020-2021	\$1,300,0001,552,596
<b>North Cove Park – Phase III</b>	South addition to North Cove Park	2021	\$500,000
<b>Lakeside Path Right-of-Way/Easement Acquisition (northern section)</b>		>2021	\$327,382
<b>Lakeside Path Right-of-Way/Easement Acquisition (eastern section)</b>		>2021	\$222,684
<b>Lakeside Path Right-of-Way/Easement Acquisition (southern section)</b>		>2021	\$1,150,000



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Neighborhood Park Acquisition (near 20 <sup>th</sup> Street SE)		>2021	\$1,000,000
Shoreline Acquisition		>2020	\$1,500,000
Power Line Trail Right-of-Way/Easement Acquisition		>2020	\$838,200
Powerline Trail Construction (northern segment)		>2021	\$699,600
Power Line Trail Construction (southern segment)	<u>Design and construction of a trail from 20<sup>th</sup> St SE to 8<sup>th</sup> St SE</u>	<u>&gt;2021</u>	<u>\$641,700</u> <u>250,000</u>
Hartford Road Walking Path/Trail Head		>2021	\$50,000
Catherine Creek and Centennial Woods Trail Improvements		2020	15, 200

**Table 9.2 - 2020-2026 6-Year Capital Improvement Plan Summary**

Project ID #	PROJECT NAME	DESCRIPTION OF WORK	YEAR/S	TOTAL PROJECT COST
	<b>TRANSPORTATION &amp; STORMWATER IMPROVEMENTS</b>			
16041	79 <sup>th</sup> Ave SE Access Road	Construct 20 <sup>th</sup> Ave SE to 24 <sup>th</sup> Ave SE	<del>2020-2026</del> 2	\$1,179, <del>0300</del>
17005	24 <sup>th</sup> St and 91 <sup>st</sup> Ave Extensions, includes regional stormwater pond construction	Construct new collector roads between SR 9 and 20 <sup>th</sup> St SE	2020-2026	\$17,000,000
18004	South Lake Stevens Road Multi Use Path <u>Design</u>	<u>Design and construct a multi-use path on S. Lake Stevens Road between 18<sup>th</sup> St SE and East Lakeshore Drive. The 4,700-LF path will provide grade separation and landscaping buffer where possible. path along 20<sup>th</sup> St from 99<sup>th</sup> to SR 9</u>	<del>2019-2021</del>	<del>\$2,702,000</del> <u>100,000</u>
18008	20th Street SE Phase II <u>includes regional stormwater pond construction</u>	<u>The project will construct sidewalks along both sides of roadway, four (4) through lanes with a center turn lane, and storm drainage between 83rd to 91st. Project will also include the construction of a drainage pond, street lighting, interconnect infrastructure, and new signal cabinet. Additional travel lane and BAT lanes in each direction</u>	<del>2020-2023</del> 1	<del>\$8,000,000</del> <u>5,909,200</u>



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	<u>24<sup>th</sup> St SE Regional Pond</u>		<u>2021</u>	<u>\$642,138</u>
	<u>Main Street North and Roundabout Construction</u>	<u>RAB at Main Street and 20<sup>th</sup> St NE</u>	<u>2024</u>	<u>\$2,500,000</u>
	18th St NE/Festival Street	Construct festival street/18th St NE between Main street to 123rd Ave NE.	2021- <del>2022</del>	<del>\$2,280,000</del>
18013	Main Street	Construct 16 <sup>th</sup> Street NE to 20 <sup>th</sup> Street NE	2024- <del>2026</del>	<del>\$6,500,000</del> <u>\$5,800,000</u>
18021	US 2 Trestle HOV Transit Congestion Jump (BAT) Lane	HOV lane on 20th Street SE. WSDOT State Regional Mobility Grant of \$1.8 million with a required City match of \$800,000, for a total of \$2.6M for the project.	2020- <del>2026</del> <u>2021</u>	<del>\$2,700,000</del> <u>\$1,029</u>
18028	Callow Road Drainage Improvement	Design and construct approximately 1000 LF of drainage improvements, and a sediment settling facility along Callow road near the stream tributary east of Callow Road to minimize sediment deposit and seasonal flooding.	2020-2026	\$200,000
	Sidewalk Improvement Program	location varies annually	Annually	\$200,000 <u>per year</u>
18029	117th Sidewalk	<del>Design, survey and ROW for 20<sup>th</sup> to 26<sup>th</sup> St NE and construct approximately 2,200 LF of 5ft wide separated sidewalk along east side of 117th Ave NE. Work will also include storm drainage improvement, utility relocations and ROW acquisition.</del>	<del>2020-2026</del> <u>2021</u>	<del>\$1,345,000</del> <u>\$175,000</u>
18033	123rd Sidewalk	Construct 500 LF of sidewalk between 20th St. NE to 22nd St. NE	2021- <del>2026</del>	<del>\$500,000</del> <u>\$90,000</u>
	<u>2020 Safety Grant (4<sup>th</sup> SE to Market Place)</u>	<u>Safety improvement along 91<sup>st</sup> based on City's Safety Plan</u>	<u>2022</u>	<u>\$1,200,000</u>
19013	Bridge 6 Replacement & 36th St NE Road Improvement	The project is to design and replace existing Bridge 6 along 36th St NE; Work will also correct vertical sag curve on roadway near bridge.	2021- <del>20230-2026</del>	<del>\$1,700,000</del>
19009	17th Place/114th Stormwater System in cul-de-sac	This study is to evaluate historic, current and potential future hydrologic conditions in the Lake Stevens basin and outfall as it relates to lake level management and downstream conveyance, evaluate on-going and potential future flooding and/or habitat issues associated with different	2020-2021	\$30,000



## Chapter 9 – Capital Facilities

		precipitation or flow scenarios, and develop alternative solutions to address the identified problems.		
19010	Lake Stevens lake level study	This study is to evaluate historic, current and potential future hydrologic conditions in the Lake Stevens basin and outfall as it relates to lake level management and downstream conveyance, evaluate on-going and potential future flooding and/or habitat issues associated with different precipitation or flow scenarios, and develop alternative solutions to address the identified problems.	2020-2021	\$80,000
	<u>Weir Replacement and Channel Restoration (Design Only)</u>	<u>Replace the Lake Stevens outlet weir, restore stream channel capacity in outlet stream and Catherine Creek</u>	<u>2021</u>	<u>\$500,000</u>
	EB right turn on Market Pl onto SR9	EB right turn on Market Pl onto SR9 (restriping only)	<del>2020-2026</del> 2	<del>\$50,000</del> <u>120,000</u>
	RT turn pocket on 91st Ave NE Northbound onto SR204	RT turn pocket on 91st Ave NE Northbound onto SR204	2020-2026	\$800,000
	10ft multi-use path along South Lake Stevens Road (East of SR9 to 99th Ave SE)	10ft multi-use path along South Lake Stevens Road (East of SR9 to 99th Ave SE)	2020-2026	\$1,000,000
	<del>Hwy 9 Beautification</del> <u>Roundabout Entry Signs</u>	Gateway signs for <del>3 RABs (2 at Market St to Vernon Rd, one at 24th St SE &amp; SR9)</del> <u>Roundabouts</u>	<del>2020-2022</del> 1	<del>\$920,000</del>
	131st Ave NE sidewalk Improvement	Sidewalk between 20th St NE & Harford Dr. (possible ROW acquisition)	2026	\$2,000,000
	Pavement Preservation Program	Overlay and Crackseal — location varies annually	Annually	<u>\$4,077,000 (\$100,000 for study in 2022)</u>
<b>Project ID #</b>	<b>PROJECT NAME</b>	<b>DESCRIPTION OF WORK</b>	<b>YEAR/S</b>	<b>TOTAL PROJECT COST</b>
	<b>FACILITY PROJECTS</b>			
18035	Police Station	Construct tenant improvements and new evidence facility to convert the existing Fire Department Administration Complex into a police station. The City has acquired the properties from the fire district.	2020-2021	<u>\$4,259,000</u> ,000



## Chapter 9 – Capital Facilities

<del>90000</del>	Police Station Restoration – Existing Building	Repair structural deficiency	<del>2020-2021</del>	\$200,000
<del>18012</del>	<del>North Cove Park Phase I</del>	<del>Grading, construct North Cove Park pavilion building, water feature, plaza and street frontage improvements Near North Cove Park</del>	<del>2020-2022</del>	<del>\$6,000,000</del>
18003	Public Works Shop	A tenant improvement of the City's Public Works Department Shop to include reconstruction of the office spaces and second floor. Individual offices and meeting space(s) will be added. The kitchen area will be remodeled.	2020-2021	<del>\$842,800</del> <u>\$1,400,000</u>
	Downtown Property Acquisition	Purchase property for potential parking and other public purpose	2020-2022	\$500,000
<del>19006</del>	<del>Community Conference Center</del>	<del>Design and Construction of Community Conference Center, near North Cove Park.</del>	<del>2023-2026</del>	<del>\$2,500,000</del>
18037	Decant Facility	Construct a decant facility on the City's property on Hartford Road. The decant facility will have five decant bays and four material storage bays. The site will be paved with asphalt and secured with a chainlink fence.	2020-2021 <del>6</del>	<del>\$2,300,000</del> <u>\$1,414,610</u>
	<u>Water Tower Sculpture</u>		<u>2021</u>	<u>\$25,000</u>
	<u>Police Boat Storage Relocation</u>	<u>Relocate police boats from North Cove Park to another location</u>	<u>2020-2026</u>	<u>\$45,000</u>
	<u>Landre Property Demolition</u>	<u>Demolish structure purchased by city</u>	<u>2021</u>	<u>\$60,000</u>
	<u>Relocate Grimm House</u>		<u>2021</u>	<u>\$50,000</u>
	<b>PARK PROJECTS</b>			
	<i>Planning</i>			
	Trails, Paths and Pedestrian Facilities Master Plan		On-going	\$50,000
	<i>Acquisition</i>			
	Lakeside Path Right-of-Way/Easement Acquisition (northern section)		>2021	\$237,382
	Lakeside Path Right-of-Way/Easement Acquisition (eastern section)		>2021	\$222,684



## Chapter 9 – Capital Facilities

	Lakeside Path Right-of-Way/Easement Acquisition (southern portion)		>2021	\$1,150,000
	Shoreline Acquisition		2020-2026	\$1,500,000
	Power Line Trail Right-of-Way/Easement Acquisition		>2021	\$838,200
	<i>Development</i>			
<del>18036</del>	<del>Complete Phase I remaining phases of the Eagle Ridge Park Master Plan Phase II</del>	<del>Design and Construction of Playground, restroom, and other park amenities and frontage improvements</del>	<del>2020-2026</del> 2023	<del>\$308</del> 50,000
<u>18001</u>	<u>Lundeen Park Improvements</u>	<u>Replace curbing, seal coat and stripe parking lot, add amenities</u>	<u>2021</u>	<u>\$75,000</u>
	Power Line Trail Construction (northern segment)		On-going	\$699,600
	Power Line Trail Construction (southern segment)	<u>Design and construct a trail from 20<sup>th</sup> St SE to 8<sup>th</sup> St SE</u>	<del>On-going</del> <u>2021</u>	<del>\$641,700</del> <u>250,000</u>
<del>16011</del>	<del>Cavalero Community Park Development (Partnership with Snohomish County)</del>	<del>Construct skate park and pedestrian pathway</del>	<del>2019-2021</del>	<del>\$750,000</del>
18010	Frontier Heights <u>Redevelopment Phase II</u>	<u>Regrading, install storm improvements and pedestrian path, basketball court, picnic shelter, and playground. Design and construct a parking lot and park amenities</u>	2020-2023	<del>\$54,000</del> 0,000
18022	20 <sup>th</sup> Street Ballfields	Provide three practice fields of various sizes that can be used for soccer, football, frisbee and other field sports. In addition, a perimeter gravel trail, a pickleball court, horseshoe pits and a natural playground will be installed. Limited perimeter fencing that does not exceed 4 feet tall will be installed to prevent park users from gaining access to nearby near utility poles. The parking lot will be installed on an adjacent City property for use by park visitors.	202 <u>10</u> -2026	\$1,000,000
19012	North Cove Phase II	Northwest corner of North Cove Park. Project includes play structure, restroom, picnic shelter,	2020- <u>2021</u>	<del>\$1,300,000</del> <u>552,596</u>



## Chapter 9 – Capital Facilities

		grading, landscaping, riparian area restoration and parking lot.		
	<u>North Cove Phase III</u>	<u>South addition to North Cove Park</u>	<u>2021</u>	<u>\$500,000</u>
	<u>North Cove Park Bridge Replacement</u>	<u>Replace existing wood vehicle bridge with 8' wide pedestrian bridge</u>	<u>2021</u>	<u>\$15,000</u>
	<u>North Cove Boat Slips</u>		<u>2021</u>	<u>\$50,000</u>
	<u>North Cove Vehicle Charging Stations</u>	<u>Install EV charging stations</u>	<u>2021</u>	<u>\$30,000</u>
	<u>Davies Beach Dock and Facility Restoration</u>	<u>Dock Restoration</u>	<u>2021</u>	<u>\$100,000</u>
	<u>Hartford Road Walking Path/Trail Head</u>		<u>&gt;2020</u>	<u>\$1,300,000</u>
	<u>Sunset Beach Restoration</u>	<u>Restoration of Sunset Beach Park following acquisition from Snohomish County</u>	<u>2021</u>	<u>\$100,000</u>
	<u>Catherine Creek and Centennial Woods Trail Improvements</u>		<u>2020</u>	<u>\$15,200</u>
	<u>Oak Hill Park Improvements</u>	<u>Permanent shade structure</u>	<u>2021</u>	<u>\$15,000</u>



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

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# City of Lake Stevens

## 2015 - 2035 Comprehensive Plan

### Executive Summary

#### **2035 LAKE STEVENS VISION**

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

#### **PLANNING CONTEXT**

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



## **Executive Summary**

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

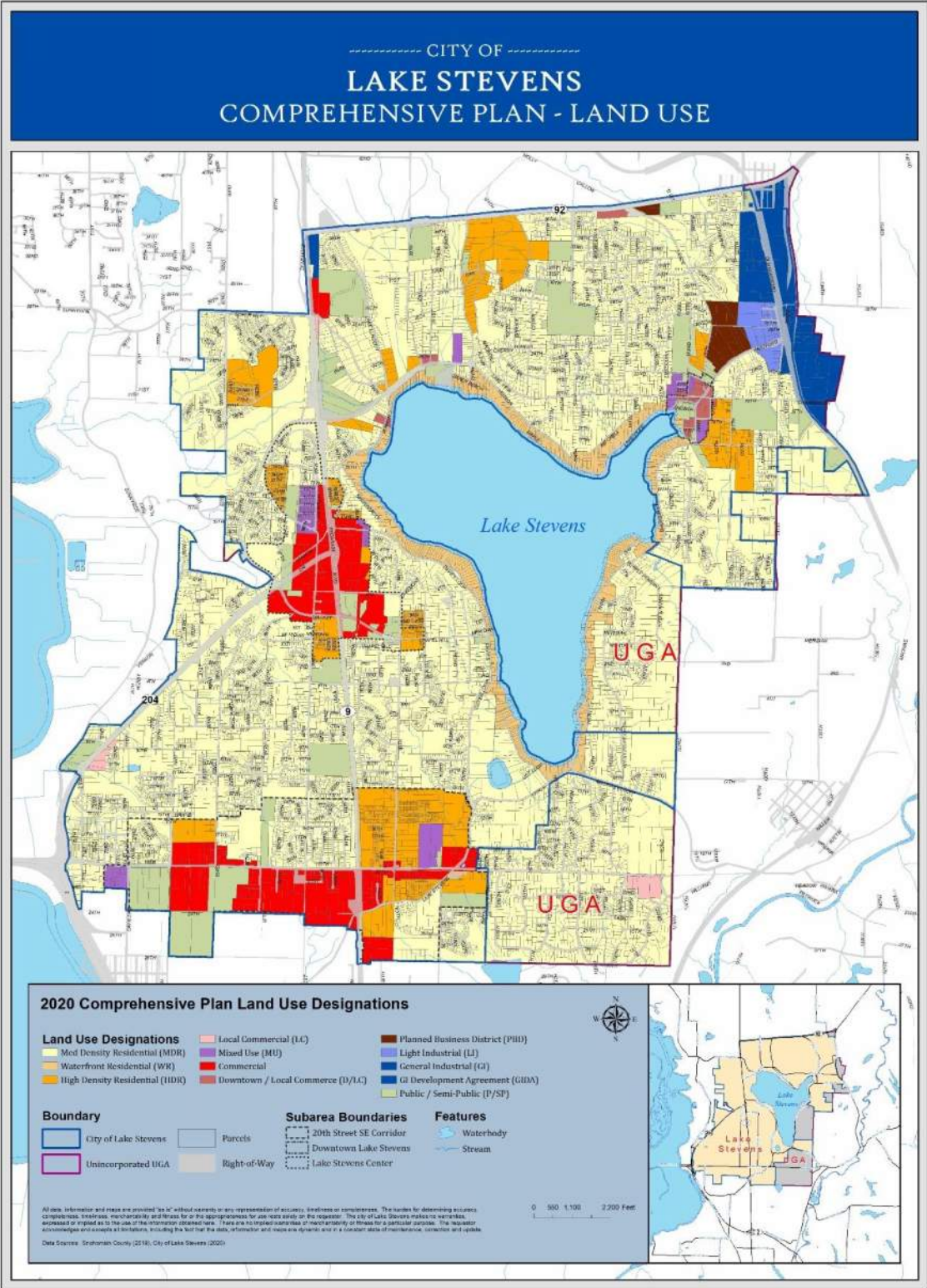
The GMA also directs local jurisdictions to consider specific planning goals to facilitate population and employment growth when developing land use policy and regulations, including control of urban growth and sprawl, encouraging efficient transportation systems, promoting economic development, providing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

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

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

## **PLANNING IN LAKE STEVENS**

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



Map Updated to Reflect 2019 Predesignations and 2020 Map Amendments



## ***Executive Summary***

As of December 31, 2009, all of the UGA west and southwest of the lake has been annexed. There are areas southeast of the lake, small areas east of downtown and one parcel west of Lundeen Parkway that remain unincorporated. As of October 2020, the city was pursuing two annexations – the Southeast Interlocal Annexation and the Machias Industrial Annexation.

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

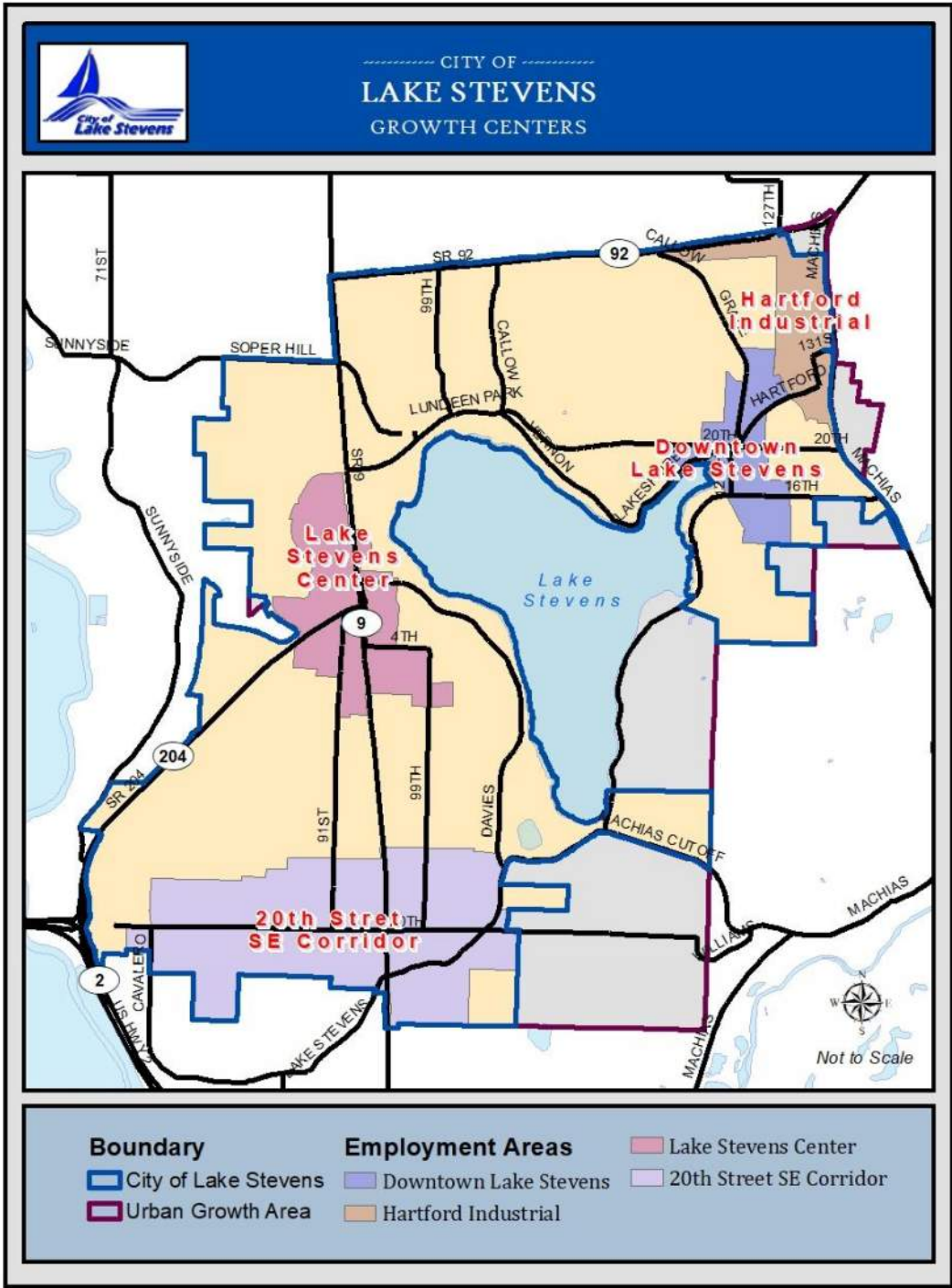
The GMA mandates jurisdictions complete thorough updates to comprehensive plans according to a predetermined schedule. Snohomish County cities, including Lake Stevens, must complete their major updates in 2015.

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

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

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

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





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

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

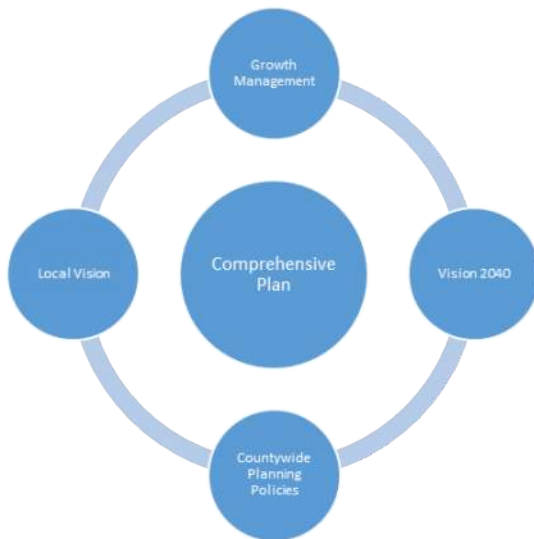
These responses provided a valuable framework for re-evaluating individual plan elements and updating goals and policies to reflect community preferences.

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



## INTRODUCTION

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

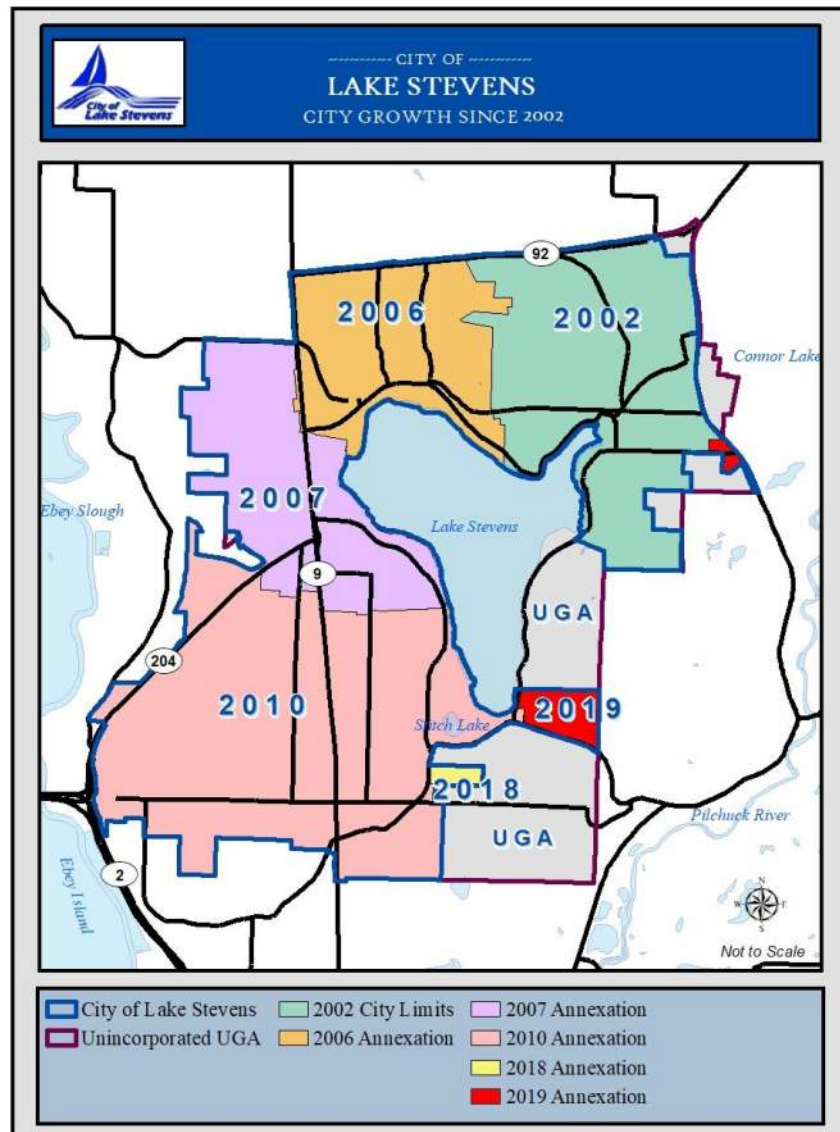


The Introduction describes the planning context for the Growth Management Act, PSRC VISION 2040 and Snohomish County as these relate to coordinated local planning; it provides a basic description of the planning area including the UGA and Rural Transition Area (RUTA); and describe the city's vision statement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

## Land Use Element

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

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



Major changes to the Land Use Element include an enhanced discussion of state, regional and countywide planning policies and updated statistical data and analysis, along with revised goals and policies. This section includes significant updates to the building lands data between 2007 and 2012. The *2012 Buildable Lands Report* (BLR) and the Snohomish County Growth Monitoring Report set the tone for evaluating the Land Use Element. Significant land use trends are highlighted below.

- The *Snohomish County Growth Monitoring Report* indicates the Lake Stevens population grew by over 341% between 2000 and 2010.
  - Since 2010, the city population has grown annually by approximately 4%.
- The 2014 city population was 29,170, and by 2020 was estimated to be 34,150.
- The Growth Monitoring Report establishes a 2035 population target of 46,380 for the UGA.
  - The city's portion would be 39,340 or an increase of 11,130 people by 2035.



- There will be an estimated 509 person surplus.
- The Growth Monitoring Report establishes a 2035 jobs target of 7,821 for the UGA
  - The city's portion would be 7,412 or an increase of 3,818 jobs by 2035.

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

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

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

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

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

## **Housing Element**

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

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



## ***Executive Summary***

- Since 2000, larger cities manifest the greatest population growth in Snohomish County, with Lake Stevens experiencing one the highest population increases since the last census.
  - The current city population of 29,170 represents an increase of 350% over the 2000 population, which was 6,361.
- Lake Stevens has the youngest median age at 32.1, while the median age in Snohomish County is 37.3.
- About 7% (1,951 people) of the Lake Stevens population is over 65 which is projected to increase over the next decade.
- There are currently 9,550 households in the city – approximately 74% of those are family households.
  - The combined, average household size in Lake Stevens is 2.87 persons, while the average county household size is 2.65 persons.
- The Growth Monitoring Report establishes a 2035 new housing unit target of 4,413 for Lake Stevens.
- In 2012, there were an estimated 10,414 dwelling units in Lake Stevens and 237,899 dwelling units in Snohomish County.
  - Lake Stevens ranked fourth (80%) for the highest ratio of single-family dwellings in the county.
  - The average house size for new construction between May 2013 and May 2015 was just under 2,400 square feet.
- The 2011 area median income (AMI) in Lake Stevens is \$73,000, which is slightly higher than the AMI for other larger cities at \$72,000 and Snohomish County, which is nearly \$68,000.
- Approximately 47% of the occupied housing units in the Lake Stevens and Snohomish County are cost-burdened.
- The 2011 unemployment rate in the city was 5.5% compared to 5.7% for the county.
- The 2013 median home price in Lake Stevens is \$246,900.
  - Owner occupancy increased from 75% in 2000 to 78.2% in 2010.
- The average monthly rent in 2000 was \$716 while in 2010 the average monthly rent increased to \$1,254
  - Rental unit vacancy increased from 5.4% in 2001 to 9.1% in 2010.
- In 2011 the special needs population within the county was over 110,000.
  - 43,600 residing in the unincorporated areas
  - 32,000 in larger cities
  - 3,009 in Lake Stevens

## Executive Summary



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



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

## Environment and Natural Resources



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



## Executive Summary

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

### Parks Element

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

The Parks Element includes an inventory of parks, recreation and opens spaces, describes the unique park classifications, establishes levels of service for each park type, and provides a needs assessment and capital facilities plan. Only minor changes are proposed to the Parks Element including ~~an updated vision statement and~~ updated references in the capital projects list ~~to include a discussion of to reflect RCO update in 2019 and updated narrative and maps to reflect recent property acquisitions and projects.~~



### Economic Development

#### **A Vision for Economic**

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

The Economic Development Element describes the city's economic development strategy in terms of growth patterns and fiscal conditions. Changes to the Economic Development Element include updated goals and policies to reflect the city's focus, efforts and progress toward the economic strategy plan adopted by the city in 2010. Updates also include market and demographic data used as economic indicators that will guide further emphasis on specific strategies supporting economic growth in the areas of job sector diversification, retail and personal services industry growth to serve the community's needs. This data is ever changing and will be used as a "snap shot" in time. Therefore the Chapter further provides for updating, monitoring data and analyzing results as an on-going activity to ensure city resources are used for the best possible yield and in a responsible



manner. The changes are supported in the Land Use Element and other Comprehensive Plan elements by directing retail and employment growth into the city's growth centers.

## **Public Services and Utilities Element**

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

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

- The Lake Stevens Police Department continues to provide a variety of services including marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping and animal control.
- Within the city's stormwater system there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of road side ditches, 66.2 miles of pipe and 22,942 feet of culverts
- The sewer system includes a network of trunk and collector lines, a flow telemetry system, manholes, and pump/lift stations and a treatment plant operated by the Lake Stevens Sewer District.
  - Since the last update the new Sunnyside Treatment Plant and Southwest Interceptor have been completed, providing additional capacity for development.
  - The Sewer District has completed the 2016 update to their Sanitary Sewer Comprehensive Plan
- Lake Stevens FireSnohomish Regional Fire and Rescue serves an area of about 140 square miles, including the 46 square miles with and 3 stations and 1 administration building of the previous Lake Stevens Fire District, which merged with District 7 on January 1, 2020.
  - The Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens (381 in 2013) and reviews land use and building permits through the Fire Marshal's office.



## Executive Summary

- In 2013, ~~Lake Stevens Fire~~the Fire District responded to 4,659 calls. The newly combined district responded to over 17,000 calls in 2019.
- Over the past 5 years, the Fire District has experienced an annual increase in call volume of 1.5%.
- The Fire District plans to increase the daily staffing level to 14 firefighters by year 2017 and build a new station by 2022.
- The Lake Stevens School District covers approximately 37 square miles
  - The District currently serves a student population of 8,3929.200 with seven elementary schools, two middle schools, one mid-high school, one high school and one homeschool partnership program (HomeLink). The District estimates the enrollment will total 9,114–10,776 students in 20251.The District has projected permanent capacity shortfall by 20251 for K-5 of 1,1061,581 students (with no improvements).
  - Currently five of the seven elementary schools are above their design capacity.
  - The city has adopted the most recent School District Capital Facilities Plan.
- The city coordinates with the Snohomish County Health District for public health services, specifically the review of septic systems and food service inspections.
- Waste Management Northwest, Incorporated and Republic Services provide solid waste services within the city under contract for a 3-year period.
- Puget Sound Energy provides natural gas service through a city franchise.
- The Public Utility District No. 1 of Snohomish County (PUD), serves the city of Lake Stevens
  - 80% of its power comes from the Bonneville Power Administration, with the remainder provided from a mix of renewable resources.
  - The PUD operates 3 distribution substations within the city and multiple transmission lines.
- The PUD also manages the city's water system, which includes 8 reservoirs and 330 miles of pipe.
  - The primary water supply to the Lake Stevens Water System comes from Spada Lake and is purchased from the city of Everett.
  - Former emergency wells, in the northeast corner of the city, have been converted to full-time use to supplement the water supply.

## Transportation

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



The Transportation Element contains updated information related to road classifications, level of service standards, street inventory, multi-modal planning, and mass transit. The chapter includes required GMA, PSRC and county-required goals and policies. Analysis of future roadway, safety and pedestrian and bicycle needs have also been reviewed and updated. The goals and policies have been revised as needed to ensure required elements are included for consistency with other plan elements.

## **Capital Facilities**

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

The Capital Facilities Element was substantially changed in 2012 and 2013 as a result of the newly adopted Subarea Plans for Lake Stevens Center and 20th Street SE Corridor. The primary modifications to the Capital Facilities Element in 2016 contain updates of financial data, inventory, funding mechanisms and clarification of the 6-year Capital Improvement Plan. The Goals and Policies are updated to reflect the city's desire to be a sustainable community around the Lake with unsurpassed infrastructure supporting an exceptional quality of life. The city expects to accomplish these goals by ensuring good fiscal stewardship, using smart growth principles to understand how the city's planned growth pattern affects the investments that will be needed and investing in where new growth should occur. The changes in this Element also provide for the short and long term cost planning to support infrastructure expenditures.



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**CITY OF LAKE STEVENS**  
**Lake Stevens, Washington**  
**ORDINANCE NO. 1106**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, ADOPTING FINDINGS AND CONCLUSIONS RECOMMENDED BY THE PLANNING COMMISSION; MAKING ADDITIONAL FINDINGS SUPPORTED BY THE RECORD; AMENDING THE OFFICIAL ZONING MAP AS A CONCURRENT LAND USE ACTION WITH THE 2020 COMPREHENSIVE PLAN UPDATE; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.**

**WHEREAS**, as part of its 2020 Comprehensive Plan update, the City has proposed land use map amendments along with concurrent rezones; and

**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 rezones are considered area-wide rezones because the proposed changes are tied to Comprehensive Plan Amendments; and

**WHEREAS**, as part of the 2019 Comprehensive Plan docket, the City adopted pre-designations for unincorporated areas including zoning designations as part of the Official Zoning Map; and

**WHEREAS**, the city and its partner agencies did review the application materials pursuant to the requirements of LSMC 14.16C.090; and

**WHEREAS**, a SEPA Addendum and Adoption of Existing Documents were issued for the Docket on October 8, 2020; and

**WHEREAS**, on October 8, 2020, the City submitted the proposed 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; 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 Comprehensive Plan land use map, zoning change request, text and figure amendments and associated rezones, held a duly noticed public hearing on November 18, 2020, and no public testimony was provided; and

**WHEREAS**, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed Comprehensive Plan land use map, text and figure amendments and associated rezones and held a duly noticed public hearing and considered all public testimony on December 8, 2020; and

**WHEREAS**, area-wide rezones are Type VI legislative decisions 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**, the City Council considered the Planning Commission's recommendation on December 8, 2020.

**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 the findings and conclusions for approving a rezone as set forth in the Planning Commission's recommendation, pursuant to LSMC 14.16C.090 and adopts the Planning Commission's Recommendation, including the conditions of approval, dated November 19, 2020, attached hereto as **Exhibit A and incorporated by this reference.**

**Section 2.** The City Council makes the following findings 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.

**Section 3.** The Official Zoning Map is hereby amended as depicted in **Exhibit B 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 8th day of December 2020.

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Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

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Kelly Chelin, City Clerk

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

First and Final Reading: December 8, 2020

Published:

Effective Date:

## **EXHIBIT A**



*One Community Around the Lake*

November 19, 2020

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

**RE: Planning Commission Recommendation on 2020 Comprehensive Plan Docket**

**Commissioners Present:** Jennifer Davis, John Cronin, Janice Huxford, Vicki Oslund, Linda Hoult, Todd Welch and Michael Duerr

**Commissioners Absent:** None

**PLANNING COMMISSION PUBLIC HEARING**

On November 18, 2020, Planning and Community Development staff presented the 2020 Docket and responded to questions and comments from the Planning Commission. Staff discussed the background and overview of the proposed Comprehensive Plan text and map amendments as well as the concurrent rezone proposals. Staff also provided an overview of the public and agency notice for the amendments. No members of the public attended or provided testimony during the public hearing.

Staff concluded that each amendment met the approval criteria of the Comprehensive Plan and the Growth Management Act (GMA). A synopsis of each amendment is provided below.

T-1 – The city is proposing text amendments Chapter 2 – the Land Use Element and the Downtown Lake Stevens Subarea Plan. Comprehensive Plan Figures 2.3 and 2.4 would be updated to reflect map changes and minor text amendments would reflect city growth and proposed annexations. Text, tables, and figures in the Downtown Lake Stevens Subarea Plan would be amended to reflect the proposed map amendments to four parcels along 17<sup>th</sup> Pl NE.

T-2 – The city is proposing text amendments to Chapter 5 – the Parks, Recreation and Open Space Element, which would describe new and recently completed park projects in the capital project list and update park planning descriptions.

T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current Lake Stevens School District Capital Facilities Plan and update references to Snohomish Regional Fire and Rescue (formerly Lake Stevens Fire).

T-4 - The city is proposing text amendments to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element and update the public facilities map (Figure 9.1).

T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addenda).

The city-initiated map amendments and concurrent rezone applications (M-1) include the following:

1. Updated Comprehensive Plan map, including updated pre-designations within the city's UGA;
2. Change the land use designation of four (4) Waterfront Residential properties on 17<sup>th</sup> PI NE to Downtown/ Local Commerce to complete an implementation task identified in the Downtown Lake Stevens Subarea Plan, with an associated rezone to change the zoning designations to Central Business District; and
3. Change the land use pre-designations of four (4) Local Commercial properties within the city's UGA along 20<sup>th</sup> St SE from Local Commercial to Medium Density Residential, with an associated rezone to change the zoning pre-designations to R6.

#### FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report and analysis sheets, dated November 18, 2020, and concludes that the proposed amendments and rezones 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;
3. The associated rezones meet the criteria for amending the Zoning Map; and
4. The Docket complies with the Growth Management Act.

#### PLANNING COMMISSION RECOMMENDATIONS

Commissioner Welch made a motion to forward a recommendation to the City Council to approve the 2020 Comprehensive Plan Amendments with the following amendment:

1. Exclude the proposed amendment to the Shoreline Master Program (SMP) Shoreline Environment designation for the four parcels along 17<sup>th</sup> PI NE and remove all references to the proposed SMP amendment from the proposed text amendments to the Downtown Lake Stevens Subarea Plan.

Commissioner Hoult seconded the motion.

Motion passed 7-0.

Respectfully Submitted,

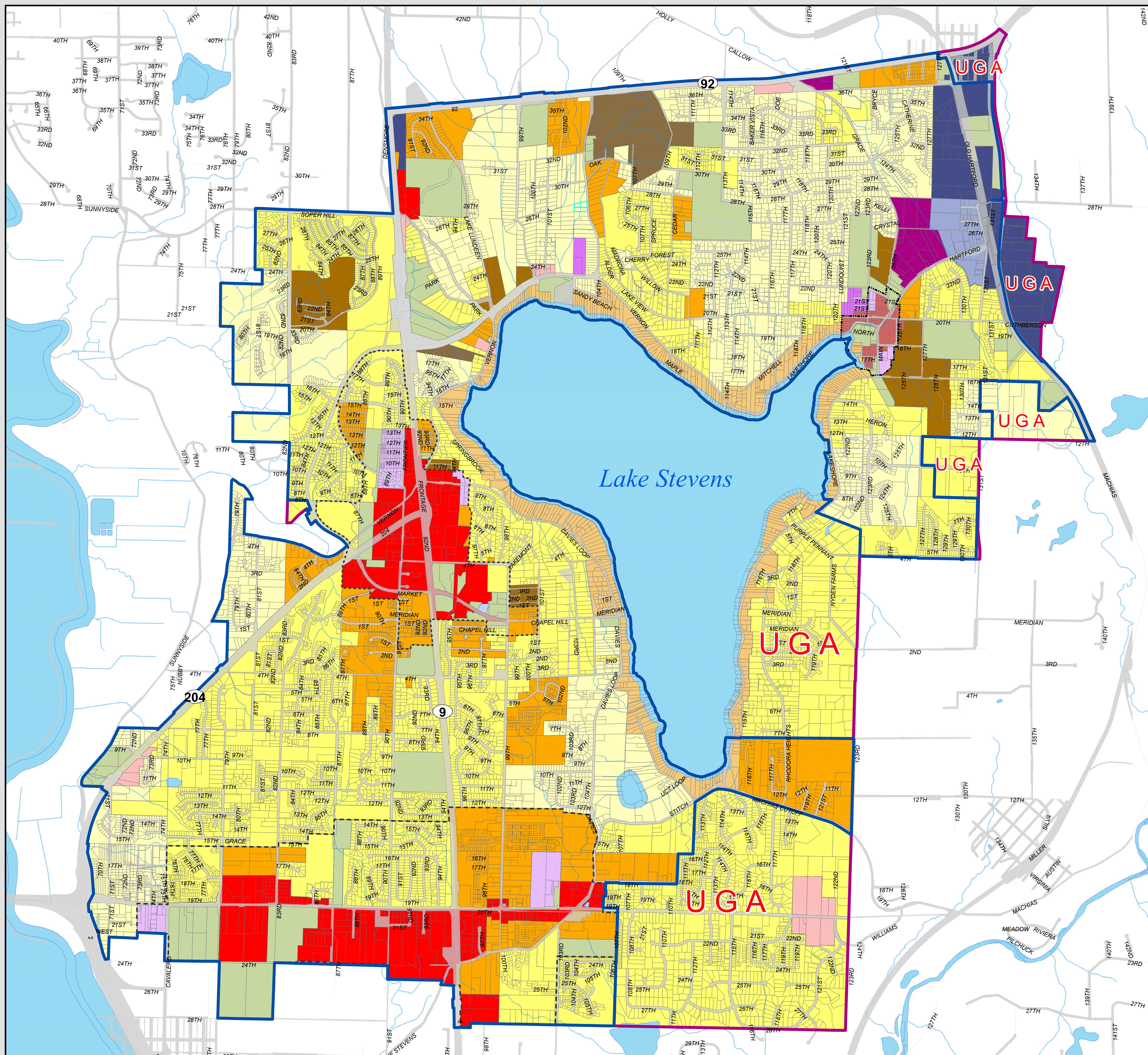


Jennifer Davis, Chair

**EXHIBIT B**



# CITY OF LAKE STEVENS ZONING MAP



## City Zoning

R4 (formerly SR)	Multi-Family Residential (MFR)	Neighborhood Business (NB)	Business District (BD)
R6 (formerly UR)	MF Development Agreement (MFDA)	Central Business District (CBD)	Light Industrial (LI)
R8-12 (formerly HUR)	Mixed Use (MU)	Commercial District (CD)	General Industrial (GI)
Waterfront Residential (WR)	Mixed-Use Neighborhood (MUN)	Planned Business District (PBD)	GI Development Agreement (GIDA)
Local Business (LB)	Public / Semi-Public (P/PS)		

## Boundary

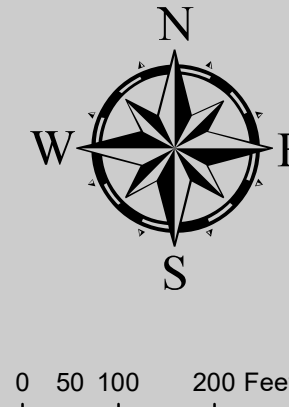
City of Lake Stevens
Unincorporated UGA

## Subarea Boundaries

20th Street SE Corridor
Lake Stevens Center
Downtown

## Features

Waterbody
Stream

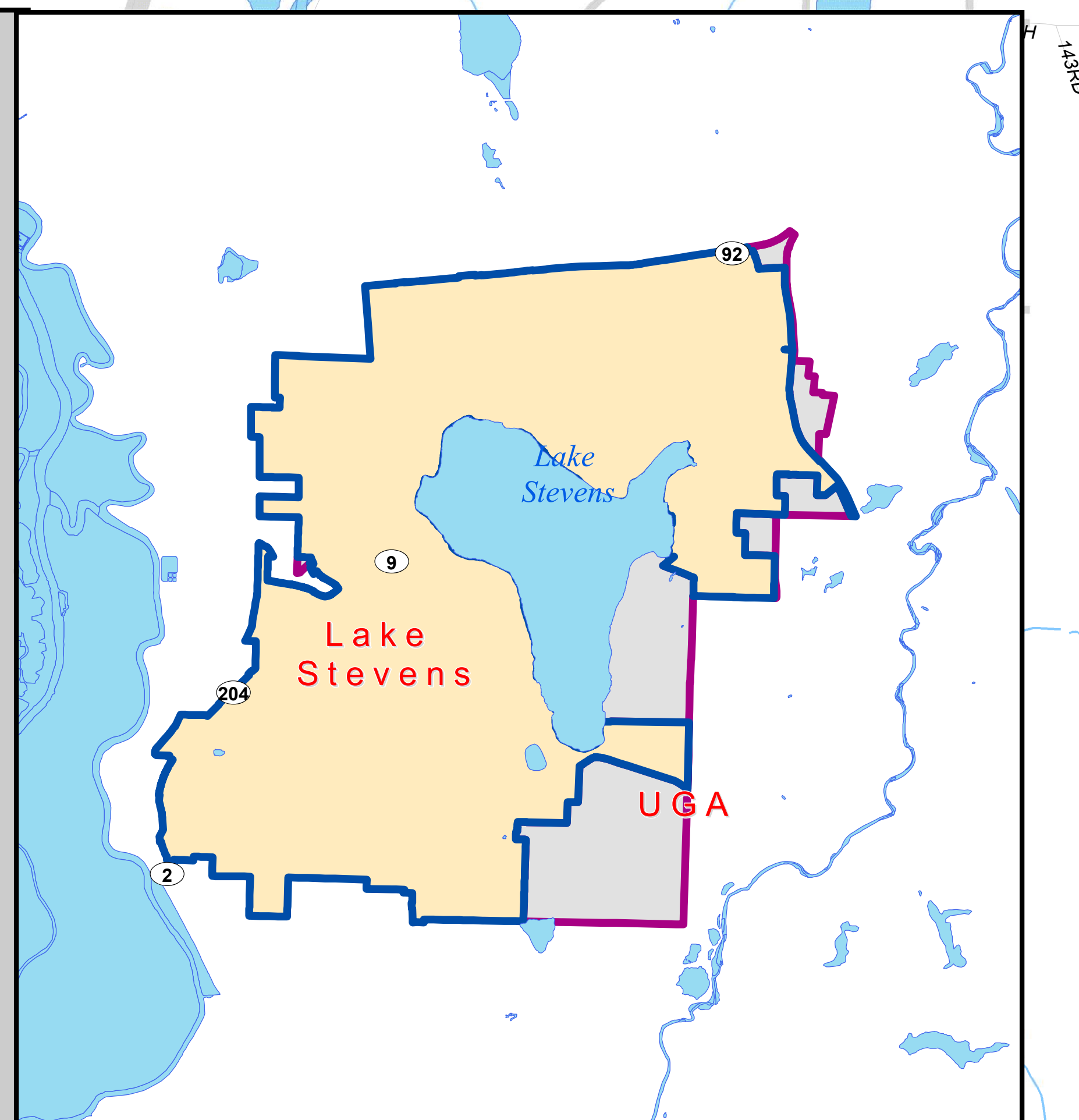


All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of 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 requester 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 (2020), City of Lake Stevens (2020)

Revision Date: December 2020

Updated via:  
Ordinance No. 1106





*One Community Around the Lake*

## Staff Report City of Lake Stevens Planning Commission

2020 Comprehensive Plan Docket / Rezone Public Hearing  
Date: November 18, 2020

**Subject:** 2020 Comprehensive Plan Docket Public Hearing  
**Contact Person/Department:** David Levitan, Senior Planner

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**ACTION REQUESTED:** Hold a public hearing on the 2020 Comprehensive Plan Docket along with associated rezones and forward a recommendation to the City Council.

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**SUMMARY:** Public hearing to consider city-initiated amendments to the Comprehensive Plan land use map and city-initiated text amendments that include annual updates to the land use element, parks element, public service element, capital facility element and administrative updates (LUA2020-0090) along with associated rezones (LUA2020-0163). There are also updates to the Downtown Lake Stevens Subarea Plan.

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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 Planning Commission held a public hearing for recommendation to ratify the 2020 Docket on February 19, 2020. City Council ratified the 2020 Docket on March 10, 2020.

The city is proposing city-initiated map amendments; text amendments to the land use element, parks element, public services element and capital facility element; and other minor administrative amendments to the Comprehensive Plan. 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 update text reflecting proposed map changes and pending annexations (**Exhibit 2**). The amendments would also require updates to text and tables in the Downtown Lake Stevens Subarea Plan (**Exhibit 3**) to reflect the proposed map amendments for four properties on 17<sup>th</sup> PI NE.
2. T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would describe new park projects in the capital project list. The amendments would revise narratives, figures and park planning and improvement descriptions (**Exhibit 4**). The amendments were reviewed by the Park and Recreation Planning Board at their November 9 meeting.
3. T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current School District Capital Facilities Plan and Lake Stevens Sewer District Comprehensive Plan and the merging of the Lake Stevens Fire District with Snohomish County Fire District 7 to form the new Snohomish Regional Fire and Rescue (**Exhibit 5**).

4. T-4 - 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 Tables 9.1 and 9.2 of the Capital Facilities Element. The amendments would also update the public facilities map. (**Exhibit 6**).
5. T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addenda) (**Exhibit 7**).

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

1. Updated Comprehensive Plan Map (**Exhibits 8**), including minor amendments to the pre-designations for future annexation areas that were included as part of the 2019 docket (described below);
2. Change the Land Use predesignation of four properties along 20<sup>th</sup> St SE within the city's UGA to Medium Density Residential to allow for continued residential use of the properties following annexation, along with associated rezone to change the zoning predesignation to R6 (**Exhibits 9a–9b**).
3. Change the Land Use Designation of four residential properties in the Downtown Lake Stevens Subarea to Downtown/Local Commerce with an associated rezone to change the zoning designation to Central Business District (**Exhibits 10a-10b**).

## COMP PLAN CRITERIA

### 14.16C.040 Comprehensive Plan Amendments - Text and Maps

- (a) Amendments to the City of Lake Stevens Comprehensive Plan include amendments, additions and deletions to the text, maps, or charts and do not include amendments to the Zoning Map as set forth in Section [14.16C.090](#).
- (b) Procedure. Comprehensive Plan amendments shall follow the procedures established in Chapter [14.16B](#) for a Type VI permit process and appropriate State statutes including RCW [36.70A.130](#). Public notice was issued as required by Chapter 14.16B and the city received one question from a nearby property owner (**Exhibit 13**).
- (c) Amendment Criteria. All amendments to the Comprehensive Plan processed under this section shall be in conformance with the Lake Stevens Vision, consistency requirements, and revisions and amendments sections of Chapter 1 of the Comprehensive Plan.
- (d) Exemptions. Changes in the organization, format, appearance, illustrations, examples or other nonmaterial changes to the Comprehensive Plan may be made by the Department of Planning and Community Development and are exempt from this section.
- (e) Approval by Ordinance. All amendments shall be approved by ordinance of the City Council.

*Findings: The 2020 Docket for map and text amendments was set by resolution 2020-01. The review of the 2020 Docket followed the amendment process for Type VI Legislative Actions and the state process for comprehensive plan reviews per Chapter 36.70A RCW and environmental SEPA review per Chapter 197-11 WAC. **Exhibit 11** (Text Amendment Analysis Sheet) and **Exhibit 12** (Map Amendment Analysis Sheet) address these criteria and criteria from the Comprehensive Plan.*

## REZONE REQUIREMENTS

### 14.16C.090 Rezones - Official Zoning Map Amendments

- (g) Decision Criteria. The following factors are to be taken into account by the Planning Commission, Hearing Examiner and the City Council when considering a map amendment:

- (1) The amendment complies with the Comprehensive Plan Land Use Map, policies, and provisions and adopted subarea plans;
- (2) The amendment is in compliance with the Growth Management Act;
- (3) The amendment serves to advance the public health, safety and welfare;

*Findings: The 2020 Docket including associated rezones have been reviewed in conjunction with land use map changes and text changes to the comprehensive plan following local and state requirements meeting the first three criteria above.*

- (4) The amendment is warranted because of changed circumstances, a mistake, or because of a need for additional property in the proposed zoning district;

*Findings: The proposed land use designation changes and associated rezones would 1) fulfill an implementation task from the Downtown Lake Stevens Subarea Plan for the four properties on 17<sup>th</sup> Pl NE and 2) amend the predesignations for four properties along 20<sup>th</sup> St SE within the city's UGA to allow for continued residential development following annexation, which is required to be eligible to utilize the interlocal annexation method established in 2020 by Senate Bill 5522.*

- (5) The subject property is suitable for development in general conformance with zoning standards under the proposed zoning district;

*Findings: The properties will be suitable for development associated with the new zoning classifications following local and state rules in effect at the time of development.*

- (6) The amendment will not be materially detrimental to uses or property in the immediate vicinity of the subject property;

*Findings:*

- *The rezones will not be materially detrimental to adjacent uses.*
- *The properties along 20<sup>th</sup> St SE have existing residential zoning designations from Snohomish County, and the proposed R6 zoning predesignation would be the same as surrounding properties.*
- *The four properties along 17<sup>th</sup> Pl NE are identified as a "Housing Transition" area in the Downtown Lake Stevens Subarea Plan, and the plan included an implementation task to rezone the properties for commercial use in the future.*

- (7) Adequate public facilities and services are likely to be available to serve the development allowed by the proposed zone;

*Findings: The areas proposed for zoning reclassifications are all served by existing or planned infrastructure improvements. Concurrency for future development will need to be met at the time of application.*

- (8) The probable adverse environmental impacts of the types of development allowed by the proposed zone can be mitigated, taking into account all applicable regulations, or the unmitigated impacts are acceptable;

*Findings: Potential impacts from the proposed zoning reclassifications can be addressed through mitigation measures and code regulations including items like screening, traffic mitigation and design guidelines.*

- (9) The amendment complies with all other applicable criteria and standards in this title; and

*Findings: The proposed zoning reclassifications meet the applicable criteria and standards of Title 14 LSMC.*

- (10) If the proposal is located within an adopted subarea plan:

- (i) The rezone is to a zoning designation allowed within the applicable subarea; and

- (ii) The rezone does not increase the established intensities adopted as part of the planned action ordinance or mitigates increased or additional impacts by supplementing, amending or adding the applicable planned action draft and final environmental impact statement.

*Findings: The proposed zoning reclassifications include four properties within the Lake Stevens Subarea. The planned action thresholds for the subarea have been reviewed and revisions to the thresholds are not required.*

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on October 8, 2020 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents were issued for the Docket on October 8, 2020 (**Exhibit 14**). A SEPA Addendum and Adoption of Existing Documents were issued for the Downtown Lake Stevens Subarea on October 8, 2020 (**Exhibit 15**).

**Conclusion: All proposed comprehensive plan and rezone changes meet the requirements for granting the proposed amendments and have met state and local requirements for review.**

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#### **RECOMMENDATION:**

Forward a recommendation to City Council approving:

1. Approve the map and text changes for the 2020 Comprehensive Plan (LUA2020-0090);
2. Approve city-initiated rezones associated with the 2020 Comprehensive Plan Amendments (LUA2020-0163)

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 signature by the Commission Chair.

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#### **ATTACHMENTS:**

- |  |  |
|--|--|
| 1. Amendments Summary                            | 9. UGA Predesignation Map Changes  |
| 2. T-1 Land Use Element                          | 10. Downtown Lake Stevens Map Changes  |
| 3. Downtown Lake Stevens Subarea Plan            | 11. Text Amendment Analysis Sheet  |
| 4. T-2 Parks, Recreation and Open Space Element  | 12. Map Amendment Analysis Sheet   |
| 5. T-3 Public Services and Utilities Element     | 13. Public Comments  |
| 6. T-4 Capital Facilities Element                | 14. SEPA Addendum #12 to 2005 Integrated Comprehensive Plan and FEIS         |
| 7. T-5 / T-6 Administrative Updates & Appendices | 15. SEPA Addendum #1 to 2018 FEIS for the Downtown Lake Stevens Subarea Plan |
| 8. Updated Comprehensive Plan Map                |  |

## SUMMARY OF 2020 DOCKET PROPOSALS

RATIFICATION MAPS		
#	NAME	REQUEST
M-1	City-Initiated Map Amendment	<p>A. City request to change the land use predesignation for four parcels along 20<sup>th</sup> St SE within the city's UGA to Medium Density Residential to allow for residential development following annexation.</p> <p>B. City request to change the land use designation for four parcels on 17<sup>th</sup> Pl NE to Downtown/Local Commerce, consistent with an implementation task in the Downtown Lake Stevens Subarea Plan.</p> <p>C. Concurrent rezones and SMP map amendments for A) and B).</p>
RATIFICATION TEXT		
#	NAME	REQUEST
T-1	Chapter 2 – Land Use	City-initiated text amendments to update the land use element to update references to the downtown subarea plan, update statistical data and other information related to proposed map amendments as needed.
T-2	Chapter 5 – Parks, Recreation & Open Space	City-initiated text amendment to update status of planned and recently completed parks projects and list of capital improvement projects.
T-3	Chapter 7 – Public Services & Utilities	City-initiated text amendment to update references to the current School District Capital Facilities Plan and update references to the new Snohomish Regional Fire and Rescue (formerly Lake Stevens Fire).
T-4	Chapter – 9 Capital Facilities	City-initiated text amendments to update park, road and facility projects in the Capital Project List and Figure 9-1.
T-5	Appendices	Update environmental review documents to account for addenda to 2005 Comprehensive Plan and FEIS and 2018 Lake Stevens Subarea Plan FEIS.
T-6	Update Dates & Table of Contents	Update dates, cover, footers, Executive Summary and Table of Contents as needed.



CITY OF  
**LAKE STEVENS**  
PROPOSED LAND USE MAP AMENDMENTS

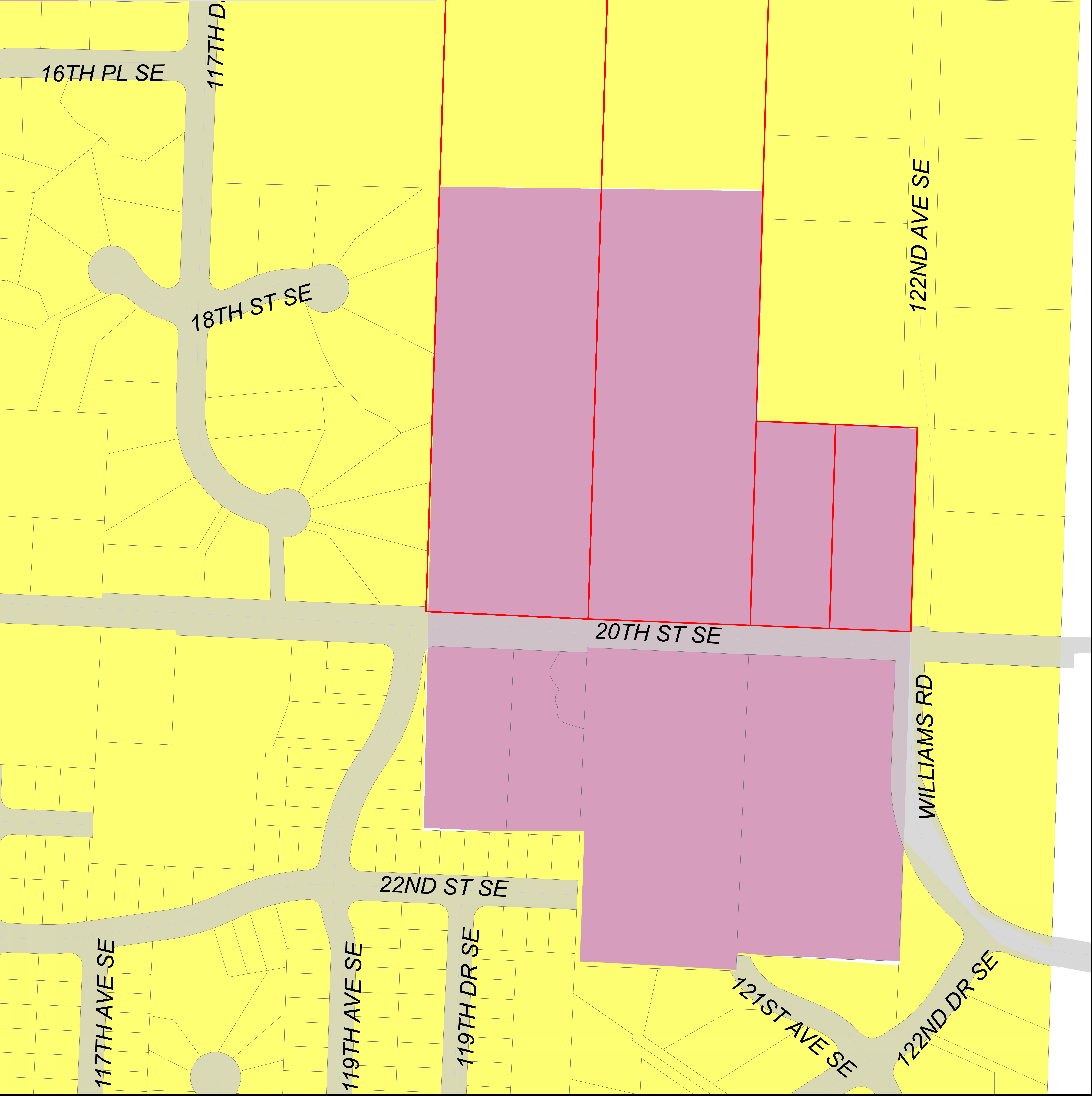
**Legend**

 Change to MDR

**Land Use Predesignation**

 Medium Density Residential

 Local Commercial






CITY OF  
**LAKE STEVENS**  
PROPOSED ZONING MAP AMENDMENTS

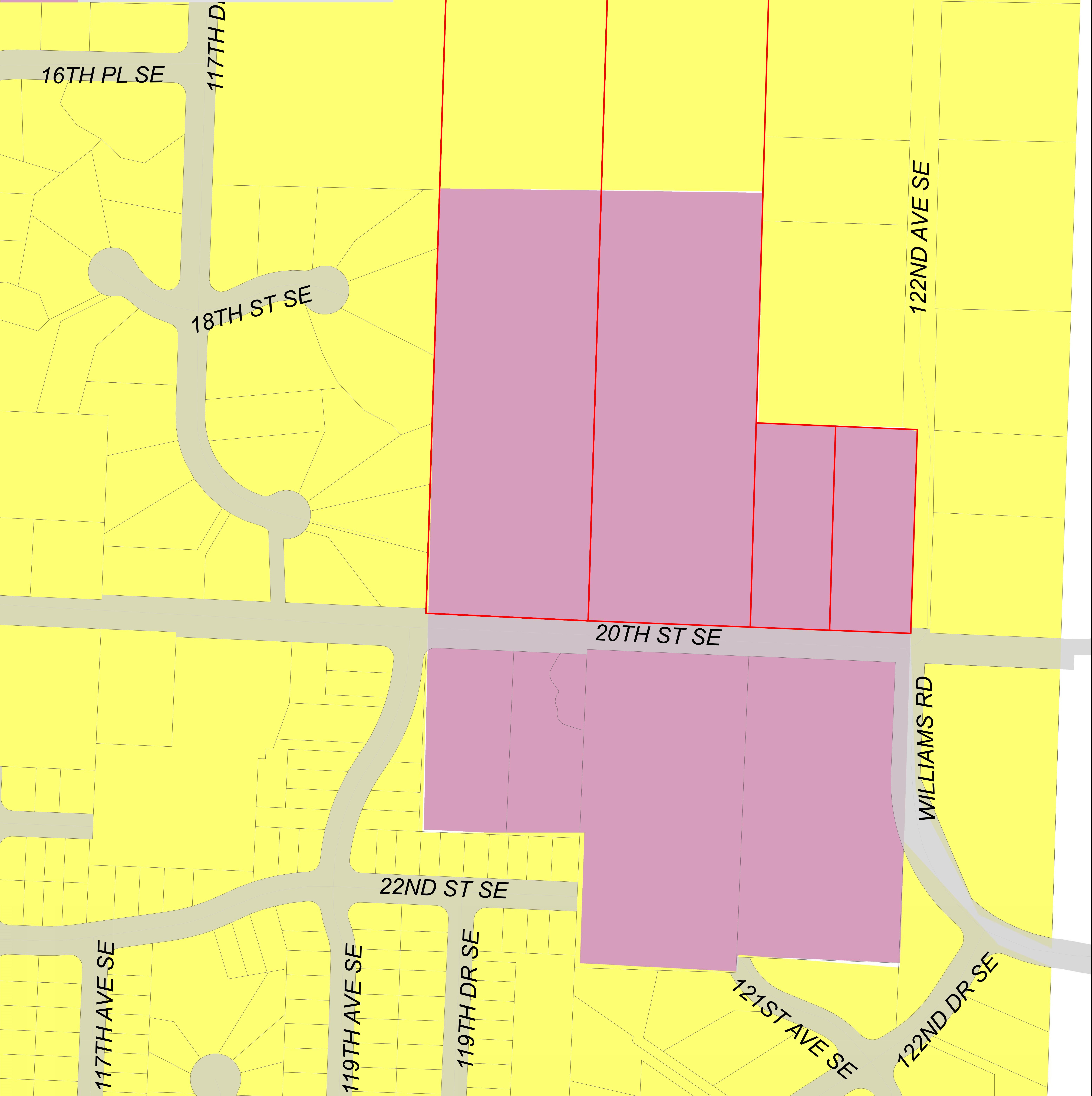
**Legend**

 Change to R6

**Zoning Predesignation**

 R6 (Formerly UR)

 Local Business







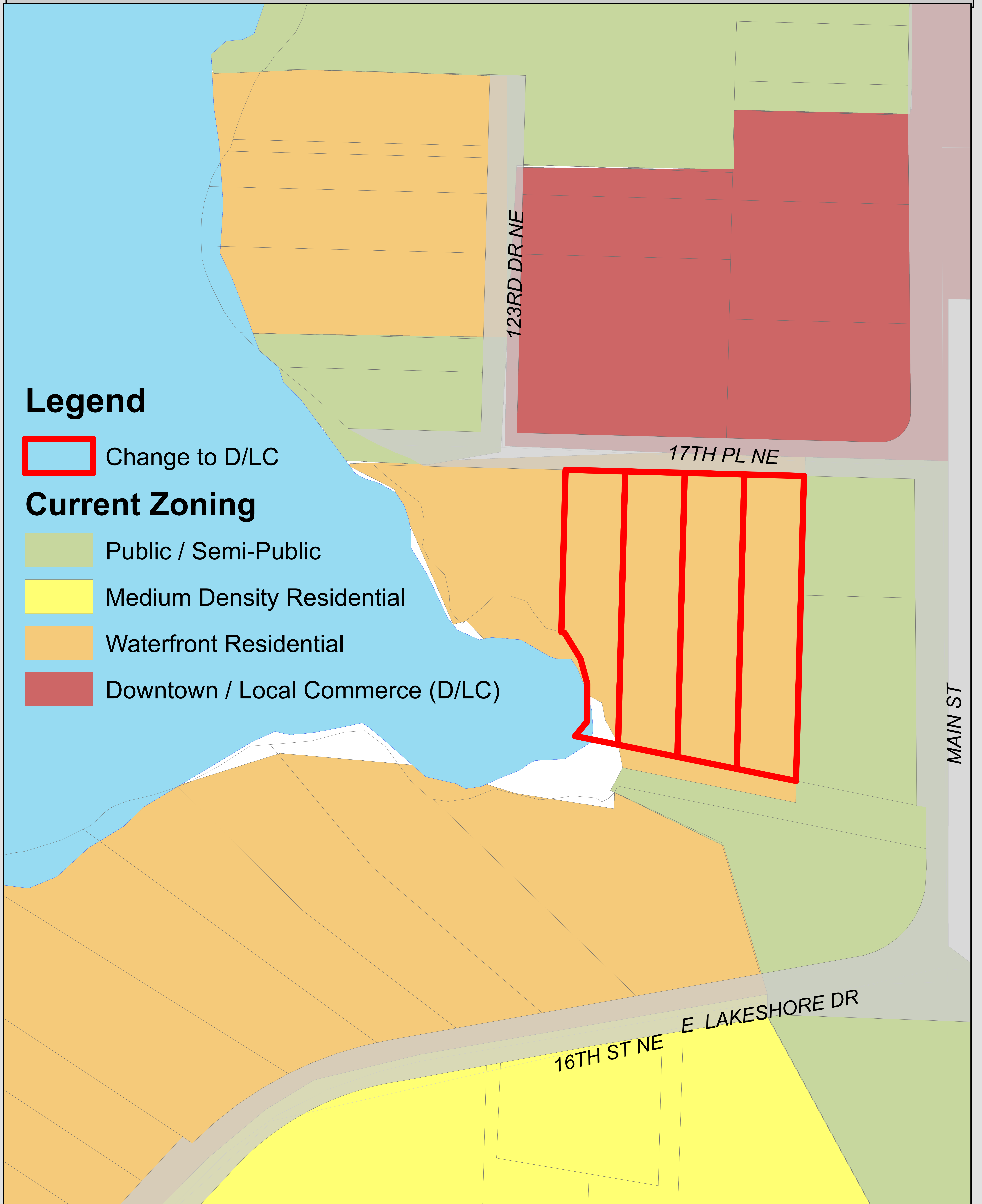
----- CITY OF -----  
**LAKE STEVENS**  
**PROPOSED LAND USE MAP AMENDMENTS**

## Legend

 Change to D/LC

## Current Zoning

-  Public / Semi-Public
-  Medium Density Residential
-  Waterfront Residential
-  Downtown / Local Commerce (D/LC)



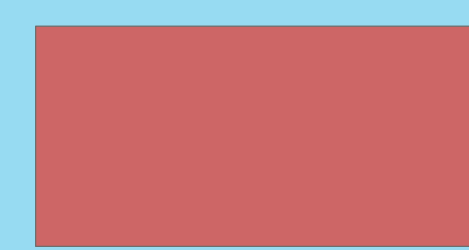
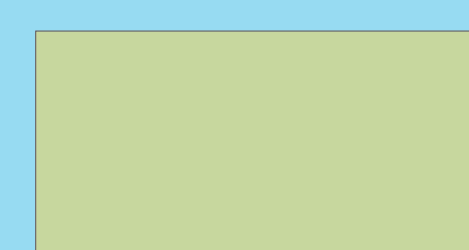




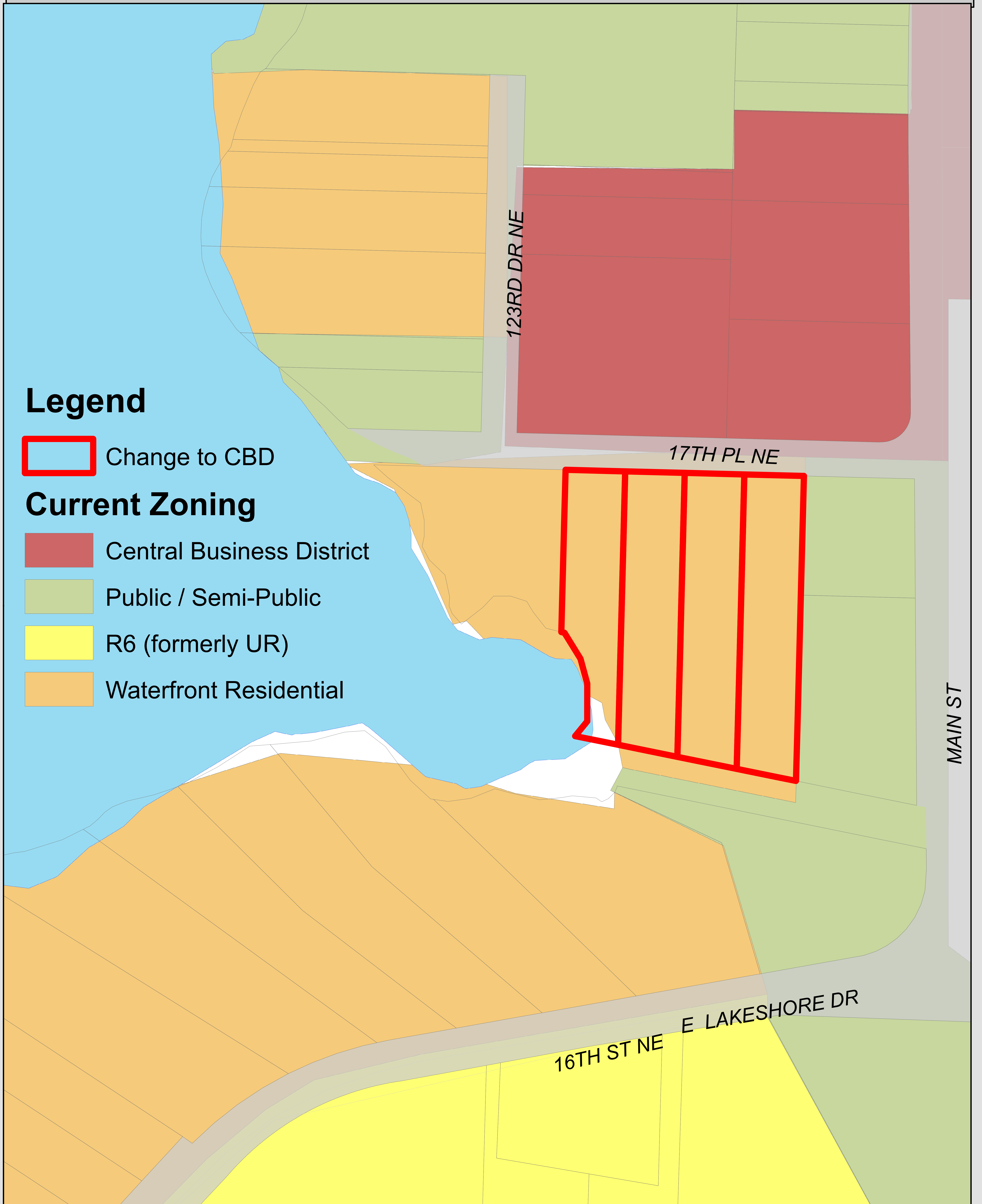
----- CITY OF -----  
**LAKE STEVENS**  
**PROPOSED ZONING MAP AMENDMENTS**

## Legend

 Change to CBD

## Current Zoning

-  Central Business District
-  Public / Semi-Public
-  R6 (formerly UR)
-  Waterfront Residential





*One Community Around the Lake*

## **2020 Comprehensive Plan**

### **Text Amendments - Staff Summary**

#### **Lake Stevens City Council & Planning Commission**

City Council Hearing Date: December 8, 2020  
Planning Commission Hearing Date: November 18, 2020

**Summary** City-initiated amendments to the Comprehensive Plan as part of the annual docket including updates to the Subarea Plans, Land Use, Parks, Public Facilities and Capital Facilities Elements along with administrative updates.

#### **Proposed Change(s):**

1. Chapter 2 Land Use (T-1)
  - Update Figures 2.3 and 2.4 to reflect map changes
  - Update land use text to reflect map changes and recent/upcoming annexations
  - Update text, tables and figures in Downtown Lake Stevens Subarea Plan to reflect map changes along 17<sup>th</sup> PI NE
2. Chapter 5 Parks Recreation and Open Space (T-2)
  - Revise park inventory descriptions and capital projects list
3. Chapter 7 Public Services and Utilities (T-3)
  - Update references to the current School District Capital Facilities Plan.
  - Update references to the current Lake Stevens Sewer District Comprehensive Plan
  - Update name and data regarding Snohomish Regional Fire and Rescue, which was formed through merger of Lake Stevens Fire District and Fire District 7
  - Map changes to reflect recent annexations
4. Chapter 9 Capital Facilities (T-4)
  - Update Figure 9.1 to reflect acquisition of Davies Beach
  - Update Capital Project tables
5. T-5 Appendices (T-5) Appendices
  - Incorporate SEPA documents into Appendix
6. Administrative (T-6)
  - Standard administrative updates, including and updating the dates on the cover, footnotes and the Table of Contents and updating the Executive Summary

Granting or Denial of Amendments – Decision Criteria	Meets	
<p><i>1. The effect upon the physical, natural, economic, and/or social environments.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• The proposed changes reflect limited changes to land use/zoning designations for properties along 17<sup>th</sup> PI NE and 20<sup>th</sup> St SE, provide internal plan consistency with changes since the last update, and update capital projects.</li> <li>• Potential effects on the built and natural environment have been addressed in the Environmental Impact Statements and Addenda supporting the Comprehensive Plan.</li> <li>• Project specific impacts will be reviewed against applicable regulations at the time of application.</li> </ul>	X	
<p><i>2. The compatibility with and impact on adjacent land uses and surrounding neighborhoods including whether the amendment would create pressure to change the land use designation of other properties in the vicinity</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Proposed Land Use text changes will not create pressure for future changes. The proposed changes to pre-designations for county parcels along 20<sup>th</sup> St SE will allow for annexation through the interlocal agreement method established by SB 5522 and which is being utilized by the city for the SE Interlocal Annexation.</li> <li>• The proposed changes are consistent with the designations of adjacent properties.</li> <li>• Updates to the Public Services and Capital Facilities Elements do not impact adopted property uses. These updates ensure services and infrastructure improvements are defined and available throughout the city.</li> <li>• Administrative changes do not affect land uses and neighborhoods.</li> </ul>		X

<p>3. <i>The adequacy of and impact on public facilities and services, including utilities, roads, public transportation, parks, recreation, and schools.</i></p> <p><b>Discussion:</b> All of the text changes promote appropriate land use zoning and adequacy of planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes.</p>	X	
<p>4. <i>The quantity and location of land planned for the proposed land use type and density</i></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. As the city updates its comprehensive plan and land uses there is always a goal to maintain a job to housing balance to ensure that the city can meet its growth targets and has an adequate buildable land supply. In addition, the city has adopted levels of service standards for parks and transportation.</p>	X	
<p>5. <i>The effect, if any, upon other aspects of the Comprehensive Plan</i></p> <p><b>Discussion:</b> The annual docket process assures that the city reviews each element in a comprehensive manner to ensure that the document is internally consistent and reflects changes in population, development trends, community desires for parks and recreation and addresses capital and service needs.</p>	X	
<b>Additional Criteria</b>	<b>Meets</b>	
<p>1. <i>The amendment must be consistent with the Growth Management Act and other applicable State laws.</i></p> <p><b>Discussion:</b> The proposed text changes are consistent with the planning elements of the GMA per RCW 36.70A and have followed the process for State Environmental Policy Act (SEPA) Review per Chapter 197-11 WAC and Chapter 16.04 of the Lake Stevens Municipal Code.</p>	X	
<p>2. <i>The amendment must be consistent with the applicable County-wide Planning Policies.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>Each element of the Comprehensive Plan integrates key countywide planning policies. There are no anticipated inconsistencies with countywide planning policies.</li> <li>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</li> </ul>	X	

<p>more vibrant urban places while preserving our valued rural and resource lands.”</p> <ul style="list-style-type: none"> <li>• The county’s plan emphasizes the implementation of state and regional standards and guidance.</li> <li>• Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities.</li> <li>• Many policies give guidance for counties (and, where appropriate, cities) to review special district plans for consistency with local plans and Vision 2040</li> </ul>		
<p>3. <i>The amendment must not be in conflict with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Each element of the Comprehensive Plan sets a specific vision. The overall vision of the plan follows:   <i>The city will integrate the Growth Management Act (GMA), defined in Chapter 36.70A of the Revised Code of Washington (RCW), as an essential planning framework for the Lake Stevens Comprehensive Plan. The GMA principles will help direct community, regional, and statewide efforts to enhance the quality of life, environmental protection and economic vitality for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as a unique lakeside community</i></li> <li>• The proposed text amendments are consistent with the following selected goals of the Comprehensive Plan   <u>Land Use Goal 2.1</u> Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.   <u>Land Use Goal 2.2</u> Achieve a well balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.   <u>Housing Goal 3.5</u> Provide a balanced development pattern, which promotes pedestrian activities, a sense of community and safety.   <u>Parks Goal 5.1</u> Provide a high-quality, diversified parks, recreation and open space system that provides recreational and cultural opportunities for all ages and interest groups.</li> </ul>	<p>X</p>	

<p><u>Economic Development Goal 6.3</u> Enhance retail and personal services growth to address the community's needs and expand the city's retail sales tax base.</p> <p><u>Economic Development Goal 6.4</u> Support employment growth in the city.</p> <p><u>Public Services Goal 7.1</u> Coordinate with city departments, special purpose districts, utility companies and other service providers to ensure the adequate distribution of public services and facilities throughout the city and consistency with the land use element</p> <p><u>Capital Facilities Goal 9.2</u> Provide public facilities in a manner which protects investments in, and maximizes use of, existing facilities and promotes orderly compact urban growth.</p> <p><u>Capital Facilities Goal 9.4</u> Provide needed capital improvements to maintain adopted levels of service.</p> <p><u>Capital Facilities Goal 9.5</u> Coordinate land use decisions and financial resources with a schedule of capital improvements to meet adopted level of service standards, measurable objectives.</p>		
<p><i>4. The amendment can be accommodated by all applicable public services and facilities, including transportation.</i></p> <p><b>Discussion:</b> Proposed text changes do not impact planned infrastructure and services by the city or partner agencies as detailed in Chapters 7, 8 and 9 of the Comprehensive Plan. Services, utilities and infrastructure in county areas would be analyzed as part of a future annexation process.</p>	X	
<p><i>5. The amendment will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>Proposed text changes promote appropriate land use zoning and adequacy of planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes</li> <li>Direct impacts are reviewed at the time of development pursuant to city and state regulations in effect.</li> </ul>	X	

<p>6. <i>The amendment will result in long-term benefits to the community as a whole, and is in the best interest of the community.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"><li>• Updates to the Land Use Element are limited in nature and will provide predictability with current county regulations for those properties along 20<sup>th</sup> St SE in the city's UGA.</li><li>• As shown in the recent Marketing Report and Land Capacity Analysis, the city has significant encumbrances in commercial areas. Amending the designations for properties along 17<sup>th</sup> Pl NE to allow for commercial uses will help address current deficiencies.</li><li>• Staying current on Public Service and Capital Facilities ensures that the city can continue to meet adopted level of services and provide for efficient delivery of public facilities, infrastructure and services.</li></ul>	<p><b>X</b></p>	
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*One Community Around the Lake*

## **2020 Comprehensive Plan**

### **Map Amendments - Staff Summary**

#### **Lake Stevens City Council & Planning Commission**

City Council Hearing Date: December 8, 2020  
Planning Commission Hearing Date: November 18, 2020

<b>Summary</b>	
<b>Location in Comprehensive Plan:</b> Chapter 2 Land Use Element	
<b>Proposed Change(s):</b>  City request to change the land use / zoning designations for: <ol style="list-style-type: none"><li>1. Updated Comprehensive Plan Map, including UGA Predesignations (<b>Exhibit 8</b>);</li><li>2. Change the Land Use Predesignation of four parcels on 20<sup>th</sup> St SE in the city's UGA from Local Commercial to Medium Density Residential along with associated rezones to change the zoning designations to R6 (<b>Exhibits 9a and 9b</b>).</li><li>3. Change the Land Use Designation of Waterfront Residential Properties along 17<sup>th</sup> Pl NE in the Downtown Lake Stevens Subarea to Downtown/Local Commerce with an associated rezone to change the zoning designations to Central Business District (<b>Exhibits 10a – 10b</b>).</li></ol>	
<b>Applicant:</b> City of Lake Stevens	<b>Property Location(s):</b> Four parcels on 17 <sup>th</sup> Pl NE and four parcels on 20 <sup>th</sup> St SE
<b>Existing Land Use Designations</b>	<b>Proposed Land Use Designation</b>
Local Commercial and Waterfront Residential	Medium Density Residential and Downtown/Local Commerce
<b>Existing Zoning Districts</b>	<b>Proposed Zoning District</b>
Waterfront Residential (WR) and Local Business (LB)	Central Business District (CBD) and R6

**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 Granting or Denial if Amendments Section I.

Granting or Denial of Amendments – Decision Criteria	Meets	
<p><i>1. The effect upon the physical, natural, economic, and/or social environments.</i></p> <p><b>Discussion:</b> The proposed land use map changes reflect limited changes to two areas of the city and its UGA and will result in more predictable land use/zoning designations that are consistent with existing county regulations and other adopted city documents, such as the Downtown Lake Stevens Subarea Plan. The potential effects on the built and natural environment have been addressed in the Environmental Impact Statements and Addenda supporting the Comprehensive Plan. Impacts of development are reviewed against applicable regulations at the time of application.</p>	X	
<p><i>2. The compatibility with and impact on adjacent land uses and surrounding neighborhoods including whether the amendment would create pressure to change the land use designation of other properties in the vicinity</i></p> <p><b>Discussion:</b> The proposed land use map changes for parks will not create pressure for future changes. The minor amendments to the pre-designations for county parcels along 20<sup>th</sup> St SE will be consistent with existing county regulations and surrounding uses, resulting in greater stability and predictability as these properties annex into the city in the future. The proposed changes for commercial areas along 17<sup>th</sup> PI NE will help achieve an implementation task in the Downtown Lake Stevens Subarea Plan and provide more opportunities for future downtown commercial development.</p>	X	
<p><i>3. The adequacy of and impact on public facilities and services, including utilities, roads, public transportation, parks, recreation, and schools.</i></p> <p><b>Discussion:</b> All of the land use changes inside the city and its UGA are in areas with existing or planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes.</p>	X	
<p><i>4. The quantity and location of land planned for the proposed land use type and density</i></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. As the city updates its comprehensive plan and land uses there is always a goal to maintain a job to housing balance to ensure that the city can meet its growth targets and has an adequate buildable land supply. Proposed changes are limited in nature and will provide better consistency with existing county regulations and will complete an implementation task from the Downtown Lake Stevens Subarea Plan for the properties on 17<sup>th</sup> PI NE.</p>	X	

<p><i>5. The effect, if any, upon other aspects of the Comprehensive Plan</i></p> <p><b>Discussion:</b> Comprehensive Plan Goals and Policies that support the proposed map changes can be found in the Land Use, Housing, Parks and Economic Development Elements.</p> <p><u>Land Use</u></p> <p>Goal 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.</p> <p>Goal 2.2 Achieve a well balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.</p> <p><u>Housing</u></p> <p>Goal 3.5: Provide a balanced development pattern, which promotes pedestrian activities, a sense of community and safety.</p> <p><u>Parks</u></p> <p>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.</p> <p><u>Economic Development</u></p> <p>Goal 6.1: Improve the city’s economic conditions for a healthy, vibrant, and sustainable community with a high quality of life.</p> <p>Goal 6.3: Enhance retail and personal services growth to address the community’s needs and expand the city’s retail sales tax base.</p> <p>Goal 6.4: Support employment growth in the city.</p> <p>Goal 6.7: Provide a predictable development atmosphere.</p>	<p>X</p>	
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Additional Criteria	Meets	
<p><i>1. The amendment must be consistent with the Growth Management Act and other applicable State laws.</i></p> <p><b>Discussion:</b> The proposed land use map changes and rezones are consistent with the planning elements of the GMA per RCW 36.70A and have followed the process for State Environmental Policy Act (SEPA) Review per Chapter 197-11- WAC and Chapter 16.04 of the Lake Stevens Municipal Code.</p>	X	
<p><i>2. The amendment must be consistent with the applicable County-wide Planning Policies.</i></p> <p><b>Discussion:</b> Each element of the Comprehensive Plan integrates key countywide planning policies. There are no anticipated inconsistencies with countywide planning policies.</p>	X	
<p><i>3. The amendment must not be in conflict with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan.</i></p> <p><b>Discussion:</b> The proposed amendments are consistent with the following selected goals and policies of the Comprehensive Plan as detailed above in answers to Question 5 and the following vision statements</p> <p><u>Land Use</u> – 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.</p> <p><u>Parks</u> – 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.</p> <p><u>Economic Development</u> – Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.</p>	X	
<p><i>4. The amendment can be accommodated by all applicable public services and facilities, including transportation.</i></p> <p><b>Discussion:</b> All the land use and zoning changes inside the city and its UGA are in areas with existing or planned infrastructure and services including transportation by the city or partner agencies as detailed in Chapter 7 of the Comprehensive Plan. Services, utilities and infrastructure in county areas would be analyzed as part of a future annexation process.</p>	X	

<p>5. <i>The amendment will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• The proposed changes to pre-designations for county parcels along 20<sup>th</sup> St SE will not create significant adverse impacts on existing sensitive land uses and will provide better consistency with existing county regulations.</li> <li>• The proposed changes to allow for commercial uses on the parcels on 17<sup>th</sup> Pl NE will fulfill an implementation task identified in the Downtown Lake Stevens Subarea Plan and will expand opportunities for commercial uses and employment in the downtown area.</li> <li>• Direct impacts are reviewed at the time of development pursuant to city and state regulations in effect.</li> </ul>	X	
<p>6. <i>The amendment will result in long-term benefits to the community as a whole, and is in the best interest of the community.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• As previously noted, assigning land use and zoning designations for areas in the Urban Growth Area provide predictability with development regulations upon annexation and provide more consistency with abutting properties in existing neighborhoods. The proposed map changes along 20<sup>th</sup> St SE will provide better consistency with existing county regulations.</li> <li>• As shown in the recent Marketing Report and Land Capacity Analysis, the city has significant encumbrances in commercial areas. The proposed changes to four parcels along 17<sup>th</sup> Pl NE in Downtown Lake Stevens will result in additional opportunities for commercial development and expand employment capacity in the downtown area.</li> </ul>	X	

## David Levitan

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**From:** David Levitan  
**Sent:** Wednesday, November 11, 2020 8:28 AM  
**To:** welch.garrett@gmail.com  
**Subject:** RE: LU2020-163 Parcels on 20th AVE SE  
**Attachments:** Exhibit 9 - UGA Map Amendments.pdf

Hi Garrett:

Attached is a map of the four parcels that are proposed to be changed from LB to R6. The parcel numbers are 29062000302401, 29062000301600, 29062000301800, and 29062000301900.

Please let me know if you have any additional questions.

David Levitan, *Senior Planner*  
**City of Lake Stevens | Planning & Community Development**  
1812 Main Street | PO Box 257  
Lake Stevens, WA 98258-0257  
425.622.9425 | [dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)

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**From:** welch.garrett@gmail.com <welch.garrett@gmail.com>  
**Sent:** Tuesday, November 10, 2020 1:08 PM  
**To:** David Levitan <dlevitan@lakestevenswa.gov>  
**Subject:** LU2020-163 Parcels on 20th AVE SE

Thank you for the mailed notice of the planning commission proposed changes. After looking through the Lake Stevens Website I was not able to locate the Parcels in question that will have their designation changed from Local Business to R6.

Please could you provide amore information or the Tax id number so I can look them up in the county site?

Thank you  
Garrett Welch  
1605 123<sup>rd</sup> ave SE  
Lake Stevens WA 98258



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# **ADDENDUM NO. 12 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS**

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

**Adoption of Map Amendments; Text Revisions to the  
Executive Summary; Land Use Element; Parks, Recreation  
and Open Space Element; Public Utilities and Services  
Element; Capital Facilities Element; and Appendices, Covers,  
Footers, Dates, and Table of Contents pursuant to the 2020  
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: October 8, 2020**

## **ADDENDUM #12 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS**

### **FACT SHEET**

#### **ADDENDUM NO. 12 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 map and text amendments for the 2020 Docket, including city-initiated map amendments (with concurrent rezones and SMP map amendments), city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, Public Utilities and Services 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. 12 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 2020 Docket contains 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 the title page, header and footers and table of contents as needed with final draft.

**Executive Summary** – City-initiated text amendment the Executive Summary (**Exhibit 1**):

- ES-3 – Update the Land Use Map;
- ES-4 – Update Annexation History narrative
- ES-12 – Update Parks Element narrative;
- ES-14 – Update School District and Fire District narrative

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

- LU-2 – Minor update to Introduction;
- LU-13 – Update Figure 2.3 City Land Use Map (**Exhibit 2a**);
  - 17<sup>th</sup> Pl NE (Four parcels)– City request to change the land use designation from Waterfront Residential to Downtown/Local Commercial, with concurrent rezone to Central Business District and SMP designation to High Intensity,

## **ADDENDUM #12 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS**

- LU-16 – Update Figure 2.3 City Land Use Map (**Exhibit 2b**);
  - 20<sup>th</sup> St SE (Four parcels)– City request to change the land use designation from Local Commercial to Medium Density Residential, with concurrent rezone to R6, as required by SB 5522 interlocal annexation process.
- LU-17 – Minor text amendments to reflect proposed map amendments;

**Chapter 5 – Parks, Recreation and Open Space Element** - The chapter has been updated to include revised text and figures to reflect recent acquisitions and improvements (**Exhibit 3**).

- P-4 – Revise narrative for inventory of park facilities;
- P-6 – Update Figure 5.1 to reflect acquisition of Davies Beach Park
- P-7 – Update description of Cavalero Park planning;
- P-12 – Change name of Wyatt County Park to Davies Beach;
- P-13 – Update Table 5.3 to reflect new name of Davies Beach;
- P-17 – Update Figure 5.4 to reflect additional mini-parks;
- P-20 – Update Trail and Pedestrian Facilities text to account for adoption of Trails Master Plan and new multi-use path;
- P-21 – Update Figure 5.5 to include new S Lake Stevens multi-use path;
- P-22 – Change name to North Cove Boat Launch;
- P-23 – Change name and photo for The Mill facility;
- P-24 – Update Table 5.6 to include new name for the Mill; and
- P-30 - through P-34 – Update capital project descriptions;

**Chapter 7 – Public Services and Utilities Element** – City-initiated text amendment to the Public Services and Utilities Element that will include the following additions (**Exhibit 4**):

- PS-9 through PS-12 – Update Fire District section to reflect merger of Lake Stevens Fire with Snohomish County Fire District 7;
- PS-11 – Update Figure 7.3 to account for new fire district name;
- PS-12 through PS-14 – Update narrative to reflect new School District projections and adoption of 2020-2025 Capital Facilities Plan; and
- PS-21 – Update Policy 7.3.4 to reflect new name of Fire District.

**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-37 – Update Table 9.2 Six Year Capital Improvement Plan

## **ADDENDUM #12 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS**

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

- **Appendix A** – Add this document as “Addendum No. 12”.

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

This addendum and adoption of existing environmental documents is to add information relating to the 2020 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 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 2020 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 2020 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) 622-9424 or <a href="mailto:rwright@lakestevenswa.gov">rwright@lakestevenswa.gov</a>
<b>Date of Issuance:</b>	October 8, 2020
<b>Responsible Official:</b>	Signature:   Russell Wright, <i>Community Development Director</i>
<b>Public Hearing:</b>	Staff has briefed both the City Council and the Planning Commission on the 2020 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.

## **ADDENDUM #12 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS**

### **Exhibit List:**

1. Executive Summary
2. Chapter 2 Amendments – Land Use Element
  - 2a Proposed Land Use Map Changes with Concurrent Rezone/SMP Map Amendment
  - 2b Proposed Land Use Pre-designations Changes with Concurrent Rezone
3. Chapter 5 Amendments – Parks, Recreation and Open Space Element
4. Chapter 7 Amendments – Public Services and Utilities Element
5. Chapter 9 Amendments – Capital Facilities Element

# **ADDENDUM NO. 1 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS**

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

### **Adoption of Proposed Text and Map Amendments and Concurrent Rezone and SMP Designation Amendments with the 2020 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: October 8, 2020**

**ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2018 FINAL ENVIRONMENTAL  
IMPACT STATEMENT FOR THE DOWNTOWN LAKE STEVENS SUBAREA PLAN**

**FACT SHEET**

**ADDENDUM NO. 1 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS TO  
THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR  
THE DOWNTOWN LAKE STEVENS 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 map and text amendments for the 2020 Docket, including city-initiated map amendments with concurrent rezones and SMP designation amendments, along with minor amendments to the Downtown Lake Stevens Subarea Plan (**Exhibit 1**) and Planned Action Ordinance to reflect the changes. 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.

Proposed Map Changes

1. City request to change the land use designation of four parcels along the north side of 17<sup>th</sup> Pl from Waterfront Residential to Downtown/Local Commercial (Figure 4.11), with concurrent rezone to Central Business District (Figure 4.13) and Shoreline Designation to High Intensity (Figure 4.12), as shown on **Exhibits 2a-c**.

Proposed Text Changes

2. Amendments to calculated acreage in Table 3 (Subarea Land Use Designations) and Table 4 (Subarea Zoning Districts) to reflect proposed zoning map amendments.
3. Additional text added to Section IV.A.7 (Housing Transition, Page 17) to describe the proposed land use, zoning and SMP amendments.
4. Bullet point added under Section IV.C (Shoreline Designations, Page 20) to note proposed change to Shoreline Environment designation.

The Downtown Lakes Subarea was the subject of a Final Environmental Impact Statement (FEIS) and subsequent adoption by Ordinance #1026 (July 2018). The FEIS amended and became an element of the Lake Stevens Comprehensive Plan in 2018. 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 addendum, map amendments and concurrent rezones as described above will not significantly alter the analysis of alternatives considered in the FEIS for the Downtown Lake Stevens Subarea. No updates to the currently adopted FEIS are proposed.

Planning and Community Development has prepared this Addendum No. 1 to the City of Lake Stevens 2018 FEIS for the Downtown Lake Stevens Subarea Plan along with an adoption of existing environmental documents.

**ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2018 FINAL ENVIRONMENTAL  
IMPACT STATEMENT FOR THE DOWNTOWN LAKE STEVENS SUBAREA PLAN**

**Purpose of the FEIS Addendum:**

This addendum and adoption of existing environmental documents is to add information relating to the 2018 Final Environmental Impact Statement (FEIS) for the Downtown Lake Stevens 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 #1026 (July 2018). The City 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 2020 Comprehensive Plan Docket.

**Location of Proposal:** City of Lake Stevens

**Proponent:** City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258  
**Lead Agency:** (425) 622-9424


**Required Approvals:** Adoption of 2020 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.

**Circulation:** This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.

**Comment:** No comment period is required for this addendum.

**Contact Person:** Russell Wright, *Community Development Director*  
(425) 622-9424 or [rwright@lakestevenswa.gov](mailto:rwright@lakestevenswa.gov)

**Date of Issuance:** October 8, 2020

**Responsible Official:** Signature:   
Russell Wright, *Community Development Director*

**Public Hearing:** Staff will hold 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.

**ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2018 FINAL ENVIRONMENTAL  
IMPACT STATEMENT FOR THE DOWNTOWN LAKE STEVENS SUBAREA PLAN**

**Documents:** All of the application materials and staff documents are available at the Permit Center. Electronic copies may be requested.

**Exhibits:**

1. Downtown Lake Stevens Subarea Plan Track Changes
2. Proposed Land Use Map Change and Concurrent Rezone/SMP Amendment
  - a. Changes to Figure 4.11 (Downtown Subarea Land Use Designations)
  - b. Changes to Figure 4.13 (Downtown Subarea Zoning Districts)
  - c. Changes to Figure 4.12 (Downtown Subarea Shoreline Environments)



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** December 8, 2020

**Subject:** 2020 Budget Amendment #3

**Contact Person/Department:** Barb Stevens/ Finance

**Budget Impact:** Yes

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

**REVIEW:** Ordinance No. 1102 Amending Budget Ordinances 1079 and 1095. Will come back for Action/Consent Approval on December 15<sup>th</sup>.

**SUMMARY/BACKGROUND:**

Throughout the year the City Council authorizes various purchase requests and agreements. At the time of authorization, the budget impact is presented to the Council as part of the information required in order for the Council to make an informed decision. The budget amendment follows to adjust the specific line items that will be affected by purchase or contract awards.

Amendments are being proposed in revenue and expenditure line items throughout the funds. Proposed amendments are based on changes in estimates, or other obligations related to grants, previously approved projects or new requests.

**Summary of Ordinance 1102 - Amendment #3 to the 2020 Budget – CITYWIDE**

Budget Action	Budgeted Beginning Balance	Budgeted Resources	Budgeted Expenditures	Budgeted Ending Balance
2020 Original Budget - 1071	\$31,121,718	\$43,474,883	\$50,477,474	\$24,119,127
Budget Amendment #1 - 1079	\$3,925,844	\$4,431,747	\$8,674,370	(\$316,779)
Budget Amendment #2 - 1095	\$0	\$889,927	\$1,801,781	(\$911,854)
Budget Amendment #3 - 1102	\$0	\$6,812,028	\$7,705,337	(\$893,309)
<b>Totals</b>	<b>\$35,047,562</b>	<b>\$55,608,585</b>	<b>\$68,658,962</b>	<b>\$21,997,185</b>

**Summary of Ordinance 1102 – Amendment #3 to 2020 Budget by FUND**

Fund #	Fund Name	Change in Beginning Balance	Change in Resources	Change in Expenditures	Change in Ending Balance
001	General	\$0	\$3,646,573	\$3,747,874	(\$101,301)
101	Street	\$0	\$22,697	\$0	\$22,697
214	2019A LTGO Bond	\$0	\$206	\$206	\$0
301	Cap. Proj. -Dev. Contrib. Traffic	\$0	\$3,000,000	\$3,000,000	\$0
302	Park Mitigation	\$0	\$0	\$556,000	(\$556,000)
303	Cap. Imp.-REET	\$0	\$0	\$224,267	(\$224,267)
304	Cap. Improvements	\$0	\$121,250	\$121,250	\$0
410	Storm and Surface Water	\$0	\$21,302	\$16,350	\$4,952
540	Aerator Equip (Lake Treatment)	\$0	\$0	\$39,390	(\$39,390)
	<b>Total</b>	<b>\$0</b>	<b>\$6,812,028</b>	<b>\$7,705,337</b>	<b>(\$893,309)</b>

**Explanation of Amendments:**

- General Funds
  - Revenue and expenditure increases related to COVID-19 and the CARES Act funding
    - Includes additional pass through CARES grant from Snohomish County

- Interfund Loan to the Traffic Mitigation fund to cover expenditures related to the 20<sup>th</sup> Street SE capital project. This loan is needed due to the timing of grant reimbursements from the Transportation Improvement Board (TIB). The TIB is funded in part by Motor Vehicle Fuel Taxes (MVFT) which has been severely affected this year causing a delay in payments. The loan will be reimbursed as grant payments are received.
  - Expenditures for a consultant to provide annexation related census services.
- 101 - Street Fund
  - CARES grant revenues to reimburse staff salaries and benefits expended from that fund
- 410 - Storm Water Management Fund
  - CARES grant revenues to reimburse staff salaries and benefits expended from that fund
  - The purchase of a sandbag machine recently discussed with Council
- 214 - 019A Bond Fund (and related REET 1 Transfer)
  - Interfund transfer to pay the prorated bond fee from 2019. This is a “zero balance” fund as its only use is to accumulate funds to pay debt service. As such, even such a small amendment is needed in order to avoid going over budget.
- 302 - Park Mitigation Fund
  - Purchase contract for Cavelero Park sign. Cost may be shared with Snohomish County.
  - Interfund transfer to the Downtown Redevelopment Fund for the North Cove Phase I project. This is a one-sided amendment to account for the internal transfer of cash to reimburse the fund for payments made. Revenues and expenditures were budgeted appropriately in the project fund. This capital project fund was used as a “zero balance” fund to accumulate expenditures to be reimbursed by various other sources including a grant. As payments are made, transfers of cash are made. No other line items or funds are affected by this budget amendment.
- 303 – REET I
  - Consultant contract previously approved by Council for the Civic Center Campus study
- 304 – REET II
  - Revenues and expenditures related to Dept of Commerce grant for the playground equipment at Frontier Heights Park.
- 540 – Aerator (Lake Management) Fund
  - Per ILA with Snohomish County, this is a “shared” fund that originally accumulated funds to pay for major repairs to the Aerator. The ILA was amended to include the cost of removing the aerator and any remaining costs would be used to pay for the alum treatment over a number of years. It was then agreed upon by both parties that the entire alum treatment for 2020 could be paid from this fund. This amendment increases the allowable expenditure budget.

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**APPLICABLE CITY POLICIES:**

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, changes in the adopted budget must be brought before the City Council.

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**BUDGET IMPACT:**

The budget ordinance will amend revenues and expenditures in the funds set forth in the ordinance.

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**ATTACHMENTS:**

- ▶ Attachment A: Ordinance No. 1102
- ▶ Attachment B: Budget Amendment Detail

**CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON  
ORDINANCE NO. 1102**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2020 BUDGET AS SET FORTH IN ORDINANCE NO. 1071 AND AS AMENDED IN ORDINANCE NOS. 1079 AND 1095 CONCERNING FUND BALANCES, REVENUES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2020.

WHEREAS, the City of Lake Stevens adopted the 2020 budget pursuant to Ordinance No. 1071 and amended the budget in Ordinances 1079 and 1095; and

WHEREAS, the City of Lake Stevens will receipt revenues and incur expenditures in categories and amounts other than anticipated in the adopted 2020 budget; and

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

**SECTION 1.** The 2020 budget, as adopted in Ordinance No. 1071 and as amended in Ordinances 1079 and 1095, is hereby amended as follows:

<i>Fund</i>	<i>Description</i>	<i>Current Budget</i>	<i>Amended Budget</i>	<i>Amount of Inc/(Dec)</i>	<i>ExpRev</i>
001 - General	Revenues	\$19,209,299	\$22,855,872	\$3,646,573	Rev.
001 - General	Expenditures	\$19,107,252	\$22,855,126	\$3,747,874	Exp.
001 - General	Ending Fund Balance	\$10,652,693	\$10,551,392	(\$101,301)	EndBal.
101 - Street	Revenues	\$2,570,031	\$2,592,728	\$22,697	Rev.
101 - Street	Ending Fund Balance	\$2,030,873	\$2,053,570	\$22,697	EndBal.
214 - 2019A LTGO Bond	Revenues	\$433,996	\$434,202	\$206	Rev.
214 - 2019A LTGO Bond	Expenditures	\$433,996	\$434,202	\$206	Exp.
301 - Cap. Proj - Dev. Contrib.	Revenues	\$6,377,464	\$9,377,464	\$3,000,000	Rev.
301 - Cap. Proj - Dev. Contrib.	Expenditures	\$9,534,499	\$12,534,499	\$3,000,000	Exp.
302 - Park Mitigation	Expenditures	\$2,230,076	\$2,786,076	\$556,000	Exp.
302 - Park Mitigation	Ending Fund Balance	\$876,020	\$320,020	(\$556,000)	EndBal.
303 - Cap. Imp. - REET I	Expenditures	\$789,829	\$1,014,096	\$224,267	Exp.
303 - Cap. Imp. - REET I	Ending Fund Balance	\$4,323,657	\$4,099,390	(\$224,267)	EndBal.
304 - Cap. Imp. - REET II	Revenues	\$3,175,378	\$3,296,628	\$121,250	Rev.
304 - Cap. Imp. - REET II	Expenditures	\$5,216,145	\$5,337,395	\$121,250	Exp.
410 - Storm & Surface Water	Revenues	\$3,269,730	\$3,291,032	\$21,302	Rev.
410 - Storm & Surface Water	Expenditures	\$4,693,584	\$4,709,934	\$16,350	Exp.
410 - Storm & Surface Water	Ending Fund Balance	\$237,498	\$242,450	\$4,952	EndBal.
540 - Aerator Equip (Lake Treatment)	Expenditures	\$38,000	\$77,390	\$39,390	Exp.
540 - Aerator Equip (Lake Treatment)	Ending Fund Balance	\$66,225	\$26,835	(\$39,390)	EndBal.

SECTION 2. Except as set forth above, all other provisions of Ordinance 1071 and as amended in Ordinances 1079 and 1102 shall remain in full force, unchanged.

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

PASSED by the City Council of the City of Lake Stevens this 15th day of December, 2020.

\_\_\_\_\_  
Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

\_\_\_\_\_  
Kelly Chelin, City Clerk

\_\_\_\_\_  
APPROVED AS TO FORM:

\_\_\_\_\_  
Greg Rubstello, City Attorney

Presented: December 8, 2020  
Final Reading: December 15, 2020

Published:  
Effective:

Project	Fund	Fund #	Revenue/Expenditure Account	Type	Budgeted	Total Amended	New Budget	Notes
Annexation	GF	001	UGA-RUTA-Annexation	Exp	\$35,000	\$33,000	\$68,000	Consultant - Annexation Census
Cavelero	PM	302	Cavelero Park	Exp	\$124,034	\$56,000	\$180,034	Cavelero Park Sign - Potentially shared cost w/SnoCo
Civic Center	REET	303	Civic Center	Exp	\$0	\$224,061	\$224,061	Stowe - Civic Center Study
NorthCove 1	PM	302	Transfer Out	Exp	\$105,030	\$500,000	\$605,030	Interfund transfer of cash for North Cove phase 1 project from Park Mitigation.
SWM Op	SWM	410	Capital Expenditures	Exp	\$47,487	\$16,350	\$63,837	Sandbag Machine
Lake Maintenance	Aerator	540	Lake Maintenance	Exp	\$38,000	\$39,390	\$77,390	SnoCo)
Bond Fees	Bond	214	2019A Bond Fees	Exp	\$300	\$206	\$506	Pro Rated fee from October 2019
Bond Fees	Bond	214	Interfund Transfer In	Rev	\$433,996	\$206	\$434,202	Transfer to cover bond fee
Bond Fees	Bond	303	Transfer Out New PD	Exp	\$433,996	\$206	\$434,202	Transfer to cover bond fee
Frontier Heights	REET	304	Commerce Grant	Rev	\$0	\$121,250	\$121,250	Playground Grant reimbursement
Frontier Heights	REET	304	Frontier Heights Park	Exp	\$400,000	\$121,250	\$521,250	Playground Expense
COVID	GF Reserve	002	TREAS Fed Ind 21.019 - SC	Rev	\$0	\$194,372	\$194,372	CARES Pass thru Grant from SnoCo
COVID	GF Reserve	002	CVSC - Grant Pass Thru	Exp	\$0	\$194,372	\$194,372	COVID Related SBG - SnoCo
COVID	GF	001	TREAS Fed Ind 21.019	Rev	\$992,400	\$452,201	\$1,444,601	Additional CARES Grant Revenues
COVID	Street	101	TREAS Fed Ind 21.019	Rev	\$0	\$22,697	\$22,697	Allocation of Revenues by Fund for Sal/Ben
COVID	SWM	410	TREAS Fed Ind 21.019	Rev	\$0	\$21,302	\$21,302	Allocation of Revenues by Fund for Sal/Ben
COVID	GF Reserve	002	CV - Supplies	Exp	\$40,860	\$45,262	\$86,122	COVID Related Expenses
COVID	GF Reserve	002	CV - Services	Exp	\$0	\$48,378	\$48,378	COVID Related Expenses
COVID	GF Reserve	002	CV - Grant Pass Thru	Exp	\$415,000	\$426,862	\$841,862	Small Business & Human Services Grants
20th St SE	GF Permit	003	Interfund Loan	Exp	\$0	\$3,000,000	\$3,000,000	Loan required due to delayed TIB grant reimbursement
20th St SE	TM	301	Interfund Loan Receipt	Rev	\$0	\$3,000,000	\$3,000,000	Loan required due to delayed TIB grant reimbursement
20th St SE	TM	301	Interfund Loan Repay	Exp	\$0	\$3,000,000	\$3,000,000	Loan required due to delayed TIB grant reimbursement
20th St SE	GF Permit	003	Interfund Loan Repay Receipt	Rev	\$0	\$3,000,000	\$3,000,000	Loan required due to delayed TIB grant reimbursement



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 8, 2020

**Subject:** 18003 – Public Works Shop Remodel – Construction Contract Award

**Contact** Eric Durpos, Public Works Director and Aaron **Budget** \$1,397,000  
**Person/Department:** Halverson, Capital Projects Coordinator **Impact:** \_\_\_\_\_

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Motion to authorize the Mayor to execute a Public Works Contract with American West Construction, LLC in the amount of \$1,241,909 with a contingency of \$182,091 for a total construction cost of \$1,397,000.

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**SUMMARY/BACKGROUND:** Bids for this project were opened at 2:00 PM on December 2<sup>nd</sup>, 2020. The City received twelve bids with a low bid from American West Construction, LLC of Enumclaw, of \$1,214,909.

The Lake Stevens Public Works Tenant Improvement project is the 2,910 sf renovation and 2,910 sf mezzanine addition in an existing 10,030 sf building. The existing building shell is CMU with 6” slab-on grade, and wood framed roof. New mezzanine will be wood framed with engineered products. New floor finishes will be carpet, sheet vinyl, and vinyl plank. New interior walls are 2x wood construction with gypsum wallboard.

In addition to the construction contract, the City requests a 15% management reserve for \$182,091 to account for additional costs that are inherent in remodel projects.

The call for bids was advertised on November 6, 2020 and November 11, 2020 in the Daily Journal of Commerce and the Everett Daily Herald. The City has reviewed bids, verified references for the low bidder and completed debarment checks. The Administration recommends award of this contract.

Construction is anticipated to begin in January 2020.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:** The 2021 budget for this project is \$1.4 million.

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**ATTACHMENTS:**

- ▶ Attachment A: Public Works Contract
- ▶ Attachment B: Bid Summary

# DRAFT AIA® Document A101™ – 2017

## **Standard Form of Agreement Between Owner and Contractor** *where the basis of payment is a Stipulated Sum*

**AGREEMENT** made as of the «      » day of «      » in the year     

**BETWEEN** the Owner:

*(Name, legal status, address and other information)*

«City of Lake Stevens »« »  
«PO Box 257»  
«Lake Stevens, WA 98258 »  
« »

and the Contractor:

*(Name, legal status, address and other information)*

« »« American West Construction, LLC. »  
« 25228 Baker Street, #287 »  
« Black Diamond, WA 98010 »  
« »

for the following Project:

*(Name, location and detailed description)*

«City of Lake Stevens Public Works – Tenant Improvement »  
« »  
« »

The Architect:

*(Name, legal status, address and other information)*

«MJ Neal Associates, Architects PLLC »« »  
«200 Palouse St., Ste. 202 »  
«Wenatchee, WA 98801 »  
«509-663-6455 »

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101™-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201™-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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## TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

## EXHIBIT A INSURANCE AND BONDS

### ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

### ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

### ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:  
(Check one of the following boxes.)

- ☐ [ « » ] The date of this Agreement.
- ☒ [ «X» ] A date set forth in a notice to proceed issued by the Owner.
- ☐ [ « » ] Established as follows:  
(Insert a date or a means to determine the date of commencement of the Work.)
- « »

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

#### § 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

Not later than «Two hundred and ten » ( «210 » ) calendar days from the date of commencement of the

Work.

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

#### ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be \$1,214,909, subject to additions and deductions as provided in the Contract Documents.

#### § 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
N/A	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.  
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A		

§ 4.3 Allowances, if any, included in the Contract Sum:  
(Identify each allowance.)

Item	Price
N/A	

§ 4.4 Unit prices, if any:  
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
N/A		

§ 4.5 Liquidated damages, if any:  
(Insert terms and conditions for liquidated damages, if any.)

« Reference Project Manual

§ 4.6 Other:  
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

« Reference Project Manual

#### ARTICLE 5 PAYMENTS

##### § 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

« »

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the 1st day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the 30th day of the same month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than 30 days after the Architect receives the Application for Payment.

*(Federal, state or local laws may require payment within a certain period of time.)*

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

#### § 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

« 5% »

§ 5.1.7.1.1 The following items are not subject to retainage:

*(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)*

« N/A »

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

*(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)*

«N/A »

**§ 5.1.7.3** Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

*(Insert any other conditions for release of retainage upon Substantial Completion.)*

«N/A »

**§ 5.1.8** If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

**§ 5.1.9** Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

## **§ 5.2 Final Payment**

**§ 5.2.1** Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

**§ 5.2.2** The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

« N/A »

## **§ 5.3 Interest**

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

*(Insert rate of interest agreed upon, if any.)*



## **ARTICLE 6 DISPUTE RESOLUTION**

### **§ 6.1 Initial Decision Maker**

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

*(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

« N/A »

« »

« »

« »

### **§ 6.2 Binding Dispute Resolution**

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

*(Check the appropriate box.)*

[ ☐ ] Arbitration pursuant to Section 15.4 of AIA Document A201–2017

[ ☐ ] Litigation in a court of competent jurisdiction

[ ☒ ] Other (*Specify*)

« Article 15.2 of AIA Document A201-2017 »

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

## ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:  
(*Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.*)

« N/A »

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

## ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:  
(*Name, address, email address, and other information*)

«Aaron Halverson »  
« City of Lake Stevens »  
« 1812 Main Street , PO Box 257 »  
«Lake Stevens WA »  
« »  
« »

§ 8.3 The Contractor’s representative:  
(*Name, address, email address, and other information*)

« Bryan Sutton »  
« American West Construction, LLC. »  
«25228 Baker Street, PO Box 287 »  
« Black Diamond, WA 98010 »  
« »  
« »

§ 8.4 Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

## § 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

*(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)*

« N/A »

§ 8.7 Other provisions:

« N/A »

## ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
- .5 Drawings

Number	Title	Date
Reference Drawing Index		

- .6 Specifications

Section	Title	Date	Pages
Reference Project Manual Table of Contents			

- .7 Addenda, if any:

Number	Date	Pages
1, 2 ,3	11/16/20, 11/20/20,11/25/20	12, 23, 27

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

- .8 Other Exhibits:

Document	Title	Date	Pages

- .9 Other documents, if any, listed below:

«Invitation To bid  
Instructions to Bidders »

This Agreement entered into as of the day and year first written above.

OWNER (Signature)  
« »« »  
(Printed name and title)

CONTRACTOR (Signature)  
« »« »  
(Printed name and title)

FOR  
BY  
A

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

## § 15.2 RESOLUTION OF CLAIMS AND DISPUTES

§ 15.2.1 All Claims, disputes and other matters in question of the Contractor arising out of, or relating to, the Contract Documents or the breach thereof ('claims'), except claims which have been waived under the terms of the Contract Documents, shall be decided exclusively by the following dispute resolution procedure unless the parties mutually agree in writing otherwise.

§ 15.2.2 The Contractor shall give written notice to the Owner and the Architect of all claims within 21 days of the event giving rise to them. Failure to properly give such notice shall constitute waiver of the claim. The Contractor shall not be entitled to any change in the Contract Sum or the Contract Time, nor any other compensation, for any events or costs that occurred more than 21 days before the written notice. The Contractor shall provide the Owner with written notice of the amount of the claim and the extent of any claim for a change in the Contract Time with supporting data prior to the Level I meeting described below, unless the Owner agrees in writing to a continuance of the Level I meeting to ascertain more accurate supporting data. The notice shall be deemed to include a statement that the claim covers all changes in cost and in time (direct, indirect, impact, and consequential) to which the Contractor is entitled. Prior to being obliged to attend the Level II meeting, the Owner or its representatives shall have the right to audit the books and records of the Contractor and of any Subcontractor of any tier making a Claim.

§ 15.2.2.1 Level I. Within seven days of receipt of the written notice, the senior site representative of the Contractor, the project representative of Architect, and the project representative of the Owner shall meet, confer, and attempt to resolve the claim.

§ 15.2.2.2 Level II. If the claim is not resolved within seven days of the close of the Level I meeting, an officer of the Contractor (who did not attend the Level I meeting), a principal of the Architect, and the Owner's Superintendent (who did not attend the Level I meeting) shall meet, confer, and attempt to resolve the claim within the seven days thereafter.

§ 15.2.2.3 The terms of the resolution of all claims concluded in Level I or II meetings shall be memorialized in writing and signed by each party.

§ 15.2.2.4 Mediation. If the claim is not resolved, the Contractor may bring no claim against the Owner in litigation unless the claim is first subject to non-binding mediation before a single mediator agreeable to both parties. This requirement cannot be waived except by an explicit written waiver signed by the Owner. An officer of the Contractor and the Superintendent of the Owner, both having full authority to settle the claim, must attend the mediation session. To the extent there are other parties in interest, such as Subcontractors or Suppliers, their representatives, with full authority to settle the claim, shall also attend the mediation session. Unless the Owner and the Contractor mutually agree in writing otherwise, all unresolved claims shall be considered at a single mediation session which shall occur prior to Final Acceptance by the Owner.

§ 15.2.2.5 Litigation. The Contractor may bring no litigation on claims unless such claims have been properly raised and considered in the procedures of subparagraphs 4.4.1 and 4.4.2.4 above. All unresolved claims shall be waived and released unless the Contractor has strictly complied with the time limits of the Contract Documents, and litigation is served and filed within the earlier of (a) 60 days after Final Acceptance, or (b) 120 days after Substantial Completion. This requirement cannot be waived except by an explicit written waiver signed by the Owner.

§ 15.2.3 The Contractor shall diligently carry on the Work and maintain the Construction Network and or schedule during any dispute resolution proceedings, unless otherwise agreed by it and the Owner in writing.

§ 15.2.4 The Contractor agrees that the Owner may join the Contractor as a party to any litigation/arbitration involving the Project in any way. All disputes shall be decided by litigation in strict accordance with the time limits prescribed in the Contract.

§ 15.2.5 Notwithstanding the above, the Owner may demand arbitration, before a single arbitrator appointed by the

American Arbitration Association under the Expedited Procedure of the Construction Industry Arbitration Rules within five days of the demand, for the purpose of seeking a declaratory judgment regarding the propriety of the Owner's prospective termination of the Contractor. The hearing shall occur within seven days of the appointment of the arbitrator, and the award shall be made within two days of the close of the hearing and shall be final and binding.

**§ 15.2.6** If a claim or dispute cannot be resolved as set forth under paragraph 15.2.2.4 and either party deems it necessary to institute legal action or proceedings to settle any claim, or to enforce any right or obligation under this Agreement, the parties agree that any such action shall be initiated in Snohomish County Superior Court. Each party shall pay its own attorney fees and costs incurred.

## **§ 15.2 Initial Decision**

**§ 15.2.1** Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

**§ 15.2.2** The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

**§ 15.2.3** In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

**§ 15.2.4** If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of the request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished, or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

**§ 15.2.5** The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

**§ 15.2.6** Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

**§ 15.2.6.1** Either party may, within 30 days from the date of receipt of an initial decision, demand in writing that the other party file for mediation. If such a demand is made and the party receiving the demand fails to file for mediation within 30 days after receipt thereof, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

# LAKE STEVENS PUBLIC WORKS DEPARTMENT: PUBLIC WORKS SHOP T.I.



## Bid Tabulation

*Bids received: DECEMBER 2, 2020 @ 2:00PM*



RANK	BIDDER	BASE BID			
1	American West	\$1,214,909.00			
2	Good News Group	\$1,237,000.00			
3	Accord Contractors	\$1,255,900.00			
4	James Company	\$1,299,000.00			
5	Redtail	\$1,317,842.40			
6	Faber Construction	\$1,327,000.00			
7	Olympic Penninsula Construction	\$1,394,314.00			
8	Kirtley Cole	\$1,415,000.00			
9	CDK Construction	\$1,423,900.00			
10	Colacurcio Brothers	\$1,608,000.00			
11	Lincoln Construction	\$1,645,341.00			
12	Forma Construction	\$1,886,547.00			