



**ADMINISTRATIVE CODE INTERPRETATION  
RELATED TO THE ADMINISTRATION OF LSMC 4.04.130 CANVASSERS, PEDDLERS AND  
SOLICITORS**

**1. Authority**

Lake Stevens Municipal Code (LSMC) 14.04.120(a), allows city departments to administratively adopt guidelines, standards, reference materials, forms or other documents that aid the public, applicant, staff or decision-maker in interpreting the municipal code. LSMC 14.16C.035 outlines the process for administrative interpretations to clarify the provisions of this title. This code interpretation is initiated per the Director's initiative, pursuant to LSMC 14.16C.035(c). Code interpretations are intended to:

- (1) Clarify ambiguous provisions of the code applied to a specific project;
- (2) Determine nonconforming rights;
- (3) Determine whether a use is allowed in a particular zone; and
- (4) Interpret the meaning of terms.

**2. Intent**

This policy provides clarification on the administration of licenses for Canvassers, Peddlers and Solicitors as codified in Chapter 14.40 LSMC, Table 14.40-II and LSMC 4.04.130.

**3. Process/Review Criteria**

Mobile Sales and Delivery including peddlers and similar uses are outright permitted uses in all zoning districts. The city issues licenses for Canvassers, Peddlers and Solicitors to perform door to door sales of goods and services in conjunction with the issuance of business licenses following the process laid out in LSMC 4.04.130. Nonprofit and not-for-profit activities and fundraising sales carried on by religious, charitable, educational, benevolent, fraternal or social organizations are exempt per LSMC 14.04.040(b)(1).

**Issue:** Due to changes in Federal Bureau of Investigation and State regulations, the city cannot currently administer all the standards outlined in LSMC 4.04.130(c) that require the Police Department to take fingerprints of the applicant, which subsequently relates to the type of background check performed.

**4. Implementation**

As an interim step, the Police Department will administer background checks through the Washington Access to Criminal History system, administered by the Washington State Patrol. The city will collect fees for this service pursuant to LSMC 4.04.130(h). Based on a review of application material provided to the city, results of the background check and the limited criteria found in LSMC 14.04.130(e) and (f), the Police Chief or designee will approve, deny or condition

the license and forward their recommendation to the Department of Planning and Community Development to issue the license .

**5. Interpretation**

The city has determined that the Police Department cannot currently take fingerprints from applicants at this time. The Police Department and Planning and Community Development will bring forward recommendations to the City Council within 12 months to update the city ordinance pertaining to Canvassers, Peddlers and Solicitors.



July 11, 2022

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Russell Wright  
*Community Development Director*

Date



July 11, 2022

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Jeffery Beazizo  
*Police Chief*

Date

This code interpretation is a Type I Review and is issued pursuant to LSMC 14.16C.035 and may be appealed to the Hearing Examiner pursuant to LSMC 14.16A.210(b)(1). Appeals must be filed within 14 days after the date of this interpretation and must be filed with a written description of the specific aspect being appealed, any supporting evidence and filing fee pursuant to LSMC 14.16B.115.