



## PLANNING COMMISSION AGENDA

Regular Meeting Date: 06.06.2018

Planning Commission  
Meeting:  
First Wednesday of every  
Month @ 7:00pm  
  
Planning & Community  
Development Department  
1812 Main Street  
Lake Stevens, WA 98258  
(425) 377-3235  
[www.lakestevenswa.gov](http://www.lakestevenswa.gov)

Municipal Code  
Available online:  
[www.lakestevenswa.gov](http://www.lakestevenswa.gov)  
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\*Items attached

\*\*Items previously  
distributed

# Items to be  
distributed

- A. **CALL TO ORDER: 7:00pm**  
Pledge of Allegiance
- B. **ROLL CALL**
- C. **GUEST BUSINESS**
- D. **ACTION ITEMS**  
1. Approval of minutes for May 16, 2018
- E. **PUBLIC HEARING:**  
1. LUA2017-0171 ADU Code Amendment D. Roth  
2. LUA2018-0035 Temporary Encampment Code Amendment J. Machen

Public hearing presentation will follow the public hearing format listed below:

### PUBLIC HEARING FORMAT

- 3. PC Chair Opens Public Hearing
- 4. Staff Presentation
- 5. Commission's questions for staff
- 6. Proponent's comments
- 7. Comments from the audience
- 8. Proponent rebuttal comments
- 9. Close public comments portion of hearing by motion
- 10. Re-open public comment portion of hearing for additional comments (optional)
- 11. Close Hearing by motion
- 12. COMMISSION ACTION BY MOTION—Recommendation to Council
  - A. Approve
  - B. Deny
  - C. Continue

- F. **BRIEFING:**  
1. Capital Facilities Plan R. Wright  
2. Revised Design Guideline for Downtown Subarea R. Wright
- G. **COMMISSIONER REPORTS-**
- H. **PLANNING DIRECTOR'S REPORT-**
- I. **FUTURE ITEMS-**  
1. Special Meeting for Public Hearing on June 13, 2018
- J. **ADJOURN**

### 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, at (425) 377-3227 at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service.*

**PLANNING COMMISSION REGULAR MEETING MINUTES**

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, May 16, 2018

CALL TO ORDER: 7:00 pm by Chair Janice Huxford

MEMBERS PRESENT: Karim Ali, Vicki Oslund, Tracey Trout and Linda Hoult

MEMBERS ABSENT Jennifer Davis

STAFF PRESENT: Community Development Director Russ Wright and Clerk Jennie Fenrich

OTHERS PRESENT: Councilmember McDaniel and Councilmember Petershagen

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**Excused Absence:** Commissioner Hoult made a motion to excuse Jennifer Davis' absence, Commission Trout seconded. Motion passed 4-0-0-1.

**Guest business:** Larry Cole asked for the City to consider a walkway and calming devices be added to Cedar Road, he walks here daily and feels it dangerous.

**Action Items:**

1. Commissioner Hoult made a motion Commissioner Ali seconded to approve the May 2, 2018 minutes. 4-0-0-1.

**Public Briefing:**

Director Wright gave a presentation of the Downtown Lake Stevens Subarea Plan. This public process has been underway since 2016. The City Council has adopted a preferred alternative which is High Growth Alternative. Director Wright showed examples of what the downtown vision could look like. These ideas are all preliminary. Subarea zoning allows specific uses within a designated area. The City's vision is mandatory storefront retail on the street level, with variations of mixed uses throughout the Downtown Corridor. This proposal also visions Grade Rd as the main entrance and it currently lends itself to a boulevard orientation. Director Wright turned the meeting back to Chair Huxford, who asked the public to share their thoughts. There were many comments from the audience. The concerns raised were the relocation of the war memorial, museum, Grimm House and location of parking.

Commissioner Hoult asked for clarification on what is being asked of the Commission tonight. Community Development Director Wright is asking for the Commission's feedback on Zoning Regulations and Planned Action Ordinance. He recommends removing the FAR(Floor to Area) requirements and modify bonus provisions to apply height increases as incentive along with basic updates to implement the plan.

**Commissioner Reports-** none

**Planning Director Report:** Community Development Director Wright attended the Economic Alliance Upgrade Tourism 2.0 Program for Parks.

**Future Agenda Items**

Downtown Subarea Capital Facilities Plan and revised Design Guidelines

**Adjourn.** Motion to adjourn by Commissioner Hoult, seconded by Commissioner Ali. Motion carried 4-0-0-1. Meeting adjourned.

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Janice Huxford, Chair

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Jennie Fenrich, Clerk, Planning &  
Community Development



Staff Report  
City of Lake Stevens Planning Commission  
Public Hearing  
Date: June 6, 2018

**SUBJECT:** Code Amendment to Accessory Dwelling Unit (ADU) regulations (LUA2017-0171)

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**CONTACT PERSON/DEPARTMENT:** Dillon Roth, *Associate Planner* / Planning and Community Development Department

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**SUMMARY:** Code amendment to create clear and more flexible ADU regulations.

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**ACTION REQUESTED OF PLANNING COMMISSION:** Forward a recommendation to City Council on proposed regulations.

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***Background on Code Amendment Process***

On December 14, 2017, the city initiated a code amendment to update regulations governing accessory dwelling units (ADU). The purpose of the update is to create clear and more flexible regulations for ADUs. The advantages of ADUs and flexible regulations include an expansion of property rights for current residential property owners; provide homeowners a means of obtaining rental income, companionship, security and services; make it possible for adult children to care for a parent or other relative in need of assisted living within their own homes; and build a more diverse housing stock to accommodate a wider variety of housing demands.

On March 21, 2018, the Planning Commission was briefed on the code amendment. Staff presented basic facts of the benefits and issues associated with ADUs, other cities' ADU regulations, the context of housing regulations in the City of Lake Stevens, and the proposed ADU regulations. In the following discussion, the Planning Commission agreed to loosen the restrictions currently governing ADUs and generally agreed on the proposed regulations.

On April 3, 2018, the code amendment was discussed at a City Council work session. Council supported further loosening the proposed regulations and directed staff to remove the owner occupancy requirement.

On May 2, 2018, the Planning Commission was briefed a second time. In this briefing, a first draft of the code language was reviewed. The first draft reflected the previously proposed regulatory framework and adjustments as directed by Council.

Since that briefing, SEPA review has been completed. A Determination of Non-Significance (DNS) was issued on May 17, 2018 and no comments or appeals were received. The code amendment was also sent to the Washington State Department of Commerce for expedited review. Expedited review was granted and no further comments have been received. Minor changes have been made to the first draft of the code based on further staff and partner agency review.

If the Planning Commission recommends approval of this code amendment, the amendment will go to

City Council for final approval on June 26, 2018.

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## **FINDINGS AND CONCLUSIONS:**

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

- Housing Element Goal 3.1 – Provide fair and equal access to a range of housing types and choices to meet the existing and projected housing needs of all Lake Stevens residents regardless of income level or demographic status.
- Housing Element Policy 3.1.6 – Allow accessory dwelling units in all residential zones so long as the unit maintains an appropriate residential character and provides a quality living environment.
- Housing Element Goal 3.2 – Increase the opportunity for all residents and special needs populations to have access to affordable, safe, and sanitary housing.

**Conclusions** – The proposed code amendments are consistent with Comprehensive Plan goals as they relate to housing and land use.

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

- A DNS was issued on May 17, 2018 (Attachment 2).
- No comments or appeals from agencies or the public were received regarding the SEPA determination.

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

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

- The city requested expedited review from the Department of Commerce on May 10, 2018.
- The Department of Commerce sent granted approval on May 29, 2018 (Attachment 3).
- Staff will file the final ordinance with the Department of Commerce within 10 days of City Council action.

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

### **4. Public Notice and Comments**

- The city published a joint notice of SEPA determination and notice of public hearing in the Everett Herald on May 17, 2018. The notice was also posted at City Hall and on the city's website.
- Three comments were received as of this writing.
  - i. The first comment from the Kellers noted their support for the proposed code amendment to give homeowners the legal flexibility to obtain the advantages of ADUs (Attachment 4).
  - ii. The second comment from Mr. Ellis advocates for further loosening the proposed regulations to encourage more affordable housing in the city. To summarize the comment, it requests among other things, allow property owners to conditionally provide two ADUs rather than one, reducing the parking requirements and removing the requirement to make the ADU entrance less visible than the existing home's entrance (Attachment 5).
    - 1. Staff believes these suggestions are creative and well-intentioned.

However, the proposed regulations are believed to be the most appropriate regulations for Lake Stevens in the present day and are based on staff research and direction from the Planning Commission and City Council.

- iii. The third comment from Mr. Miller expressed support for the proposed code amendment (Attachment 6).

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

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**RECOMMENDATION:** Forward a recommendation to the City Council to APPROVE the proposed code amendment to update the ADU regulations.

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**ATTACHED:**

- 1) Draft Regulations
- 2) SEPA DNS
- 3) Commerce confirmation
- 4) Public Comment Keller
- 5) Public Comment Ellis
- 6) Public Comment Miller

#### 14.08.010 Definitions of Basic Terms.

~~Residence, Primary with Accessory Apartment. A residential use having the external appearance of a single-family residence but in which there is located a second dwelling unit that comprises not more than 25 percent of the gross floor area of the building nor more than a total of 750 square feet.~~

~~Accessory Dwelling Unit. A residential use having the external appearance of a residence and located on the same parcel as the single-family dwelling that it accompanies. The dwelling unit is an independent self-sustaining unit that provides the basic requirements of shelter, heating, cooking and sanitation or any combination of these.~~

~~Residence, Two-Family Apartment. A two-family residential use other than a duplex, two-family conversion, or primary residence with accessory apartment.~~

**(All other definitions in LSMC 14.08 shall remain in full force and effect, unchanged.)**

**TABLE 14.40-I: TABLE OF PERMISSIBLE USES BY ZONES<sup>16</sup>**

Use Descriptions	SR	WR	UR	HUR	MFR	NC <sup>4</sup>	LB	CBD	MU <sup>1</sup>	PBD <sup>5</sup>	SRC	LI	GI	P/SP
1.220 <del>Primary residence with Accessory apartment Dwelling Unit</del>	P <sup>3</sup>	P <sup>3</sup>	P <sup>3</sup>	P <sup>3g</sup>	P				P					
1.115 Class A, B, or C mobile home or apartment used exclusively for a night watchman and his/her family <sup>z</sup>												A	A	

<sup>z</sup> Subject to Section 14.44.065 (Accessory Apartment in Industrial Zones).

<sup>g</sup> Accessory dwelling units in the HUR zone shall only be permitted on lots larger than 125% of the minimum lot size for that zone.

#### **14.44.065 Accessory Apartment in Industrial Zones.**

Any accessory apartments permitted in the Light or General Industrial Zone pursuant to Use Class 1.~~447~~115 shall meet the following standards:

- (a) The total number of accessory dwellings on a site shall not exceed one.
- (b) The gross floor area of an accessory apartment site shall not exceed 1,000 square feet.
- (c) The accessory apartment shall be integrated into a larger building which also houses activities for the principally permitted use.
- (d) The apartment use shall not enjoy the protection of the Manufacturing and Processing Performance Standards as contained in Part III of Chapter 14.40. (Ord. 606, 1999)

#### **14.48.020 Duplexes in Single-Family Zones.**

Duplexes, ~~and~~ two-family conversions, ~~and primary residences with an accessory apartment,~~ in single-family zones, shall be allowed only on lots having at least 150 percent of the minimum square footage required for one dwelling unit on a lot in such district. (Ord. 676, Sec. 44, 2003; Ord. 590, 1998; Ord. 468, 1995)

**TABLE 14.72-I: TABLE OF PARKING REQUIREMENTS**

1.200	Two family residences.	2 spaces for each dwelling unit, except that one-bedroom units require only one space.
<u>1.220</u>	<u>Accessory Dwelling Unit</u>	<u>Single family detached residences with accessory dwelling units require 1 space in addition to the 2 spaces required for the principal dwelling.</u>

#### **14.44.045 Accessory Dwelling Units (ADU).**

The installation of an ADU in new and existing single-family dwellings shall be allowed in residential zones subject to specific development and design standards.

(a) Purpose. The purpose of allowing ADUs is to:

1. Offer a means for residents to remain in their homes and neighborhoods, despite rising costs of living; while obtaining rental income, companionship, security and services.
2. Expand housing options for residential property owners, particularly family caregivers, adult children, aging parents, and families seeking smaller households.
3. Provide another means for homeowners to reinvest in and improve their residential property.
4. Develop housing units in single-family neighborhoods that are appropriate for people at a variety of stages in the life cycle.
5. Promote a broader range of affordable housing options in Lake Stevens.
6. Comply with RCW 43.63A.215, which requires cities with populations greater than twenty thousand to include provisions for ADUs in their development regulations.
7. Comply with the goals and policies of the Housing Element in the Comprehensive Plan.
8. Protect neighborhood stability, property values, and the single-family residential appearance of the neighborhood by ensuring that ADUs are installed under the conditions of this Ordinance.

(b) Development Standards.

1. The ADU may be, within, attached to, or detached from, the principal dwelling unit or as part of a detached garage.
2. Only one ADU may be constructed per residential lot. Residential lots with a duplex are not eligible to construct an ADU.
3. An ADU can be constructed to a maximum size of up to 50% of the principal dwelling unit's total gross floor area, or to a maximum size of 800 square feet of total gross floor area, whichever is less.
  - i. Buildings and garages detached from the existing home shall be excluded from the total gross floor area calculation.
  - ii. If the ADU is completely located on a single floor of the principal dwelling unit, the Director or designee may allow an increased size to efficiently use the floor area, so long as all other standards set forth in this section are met.
4. An ADU shall not be smaller than 250 square feet of gross floor area.
5. In High Urban Residential zoning districts, ADUs may only be constructed on lots larger than 125% of the minimum lot size for that zone.
6. An ADU shall not be segregated from the ownership of the principal dwelling unit through any process that would subvert state and local statutes and ordinances.



7. The construction of an ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire and any other applicable codes as adopted by the city and/or state.
8. An ADU shall be on a foundation as regulated by the current International Residential Code.
9. Applicants shall obtain all necessary approvals from agencies with jurisdiction over utility infrastructure.
10. The construction of ADUs shall not require the construction of frontage improvements in the public right-of-way pursuant to LSMC 14.56.170.
11. For the purposes of calculating impact fees, an ADU shall be considered an Apartment in the currently adopted fees resolution.

(c) Design Standards.

1. ADUs shall include architectural and design features that are visually compatible with single-family homes. Examples of these features may include using matching materials, colors, window style, or roof design. An ADU may be exempt from this design requirement if the structure is substantially screened from view of surrounding properties.
2. The privacy of dwelling units on adjacent lots and ADUs shall be protected to a reasonable extent by including a landscape screen, fencing, strategic window and door placement, or orienting the ADU to maximize privacy.
3. If the ADU's primary entrance is not the same as that for the principal dwelling unit, it shall be less visible from the street than the main entrance of the principal dwelling unit, and the ADU's stairways may not be constructed on the front of the principal dwelling unit.



## CITY OF LAKE STEVENS DETERMINATION OF NONSIGNIFICANCE (SEPA DNS)

**Issuance Date:** May 17, 2018

**Project Name (No.):** Accessory Dwelling Unit Ordinance (LUA 2017-0171)

**Proponent:** City of Lake Stevens

**Applicant:** City of Lake Stevens  
1812 Main Street  
Lake Stevens, WA 98258

**Description of Proposal:** The City of Lake Stevens is proposing code amendments to the regulations governing accessory dwelling units (ADU). The purpose of the code amendment is to create clear and more flexible regulations for ADUs while also including provisions to mitigate impacts to existing neighbors. The code amendment would result in a new definition for ADUs, changes to the permissible use table in Chapter 14.40 LSMC, and a new section LSMC 14.44.045 that sets development and design standards for ADUs.

**Project Location (including street address, if any):** Within the city limits of Lake Stevens

**Contact Person:** Dillon Roth, Associate Planner

**Phone:** (425) 212 - 3324

**Threshold Determination:** The City of Lake Stevens, acting as lead agency for this non-project action proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request. This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date of issuance.

**SEPA Responsible Official:**

Russ Wright, Community Development Director, City of Lake Stevens

**Comments on the Threshold Determination:** If you would like to comment on this Threshold Determination, your written comments should be sent to the address below by **May 31, 2018 (14 days from issuance)**. The Responsible Official may incorporate any substantial comments into the DNS. If the DNS is substantially modified, it will be reissued for further public review.

**Appeals:** You may appeal this determination of non-significance by submitting an appeal to the address below no later than 4:00 PM, **May 31, 2018 (14 days from issuance)**. The appeal must be in written form, contain a concise statement of the matter being appealed and the basic rationale for the appeal. A fee is required per the City's Fee Resolution. Please note that failure to file a timely and complete appeal shall constitute a waiver of all rights to an administrative appeal under City code. All comments or appeals are to be directed to City Hall, P.O. Box 257, Lake Stevens WA, 98258.

**From:** [COM GMU Review Team](#)  
**To:** [Dillon Roth](#)  
**Cc:** [Andersen, Dave \(COM\)](#)  
**Subject:** 24900, City of Lake Stevens, Expedited Review Granted, DevRegs  
**Date:** Tuesday, May 29, 2018 6:27:21 AM

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Dear Mr. Roth:

The City of Lake Stevens has been granted expedited review for the: Proposed amendment to change to their zoning code governing accessory dwelling units. This results in changes to LSMC 14.08.010, LSMC 14.48.020, Chapters 14.40 and 14.72, and adds a new section LSMC 14.44.045. This proposal was submitted for the required state agency review under RCW 36.70A.106.

As of receipt of this email, the City of Lake Stevens has met the Growth Management Act notice to state agency requirements in RCW 36.70A.106 for this submittal. For the purpose of documentation, please keep this email as confirmation.

If you have any questions, please contact [reviewteam@commerce.wa.gov](mailto:reviewteam@commerce.wa.gov)

**From:** [Doug Keller](#)  
**To:** [Dillon Roth](#)  
**Subject:** Re: Accessory Dwelling Unit code amendment; LUA2017-0171  
**Date:** Tuesday, May 29, 2018 5:33:15 PM

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May 29, 2018

City of Lake Stevens

Community Development

Planning and

Dillon Roth, Associate Planner

Re: Code Amendment to Update ADU

To: Dillon Roth and all others involved in the new ADU regulations,

We want to express in writing our support for modifying current regulations for ADU's and move forward to make the laws for ADU's in the City of Lake Stevens favorable to single family dwelling homeowners so that they can have the legal flexibility for:

*"expansion of property rights for current residential property owners; provide ... a means of obtaining rental income, companionship, security and services; make it possible for adult children to care for a parent or other relative in need of assisted living within their own homes; and build a more diverse housing stock to accommodate a wider variety of housing demands."*

Thank You,

Doug and Judy Keller

8610 Vernon Rd

Lake Stevens WA 98258

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**From:** Dillon Roth <[droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)>  
**Sent:** Tuesday, May 15, 2018 12:13:51 PM  
**Subject:** Accessory Dwelling Unit code amendment; LUA2017-0171

Dear party of record,

Please see attached for the notice of public hearing and notice of SEPA determination. This notice is in regards to the City's code amendment process for changing the regulations governing accessory dwelling units (ADU). If you would like to comment on this rule change, please reply to this email by May 31<sup>st</sup>. This public hearing will result in a recommendation from the Planning Commission to City Council. The City Council is the final decision maker and a public hearing will be scheduled with them at a later date.

Also attached for your reference is a draft of the code changes discussed at a briefing at the Planning Commission on May 2.

Let me know if you have any questions or comments.

Take care,  
Dillon

Dillon Roth, *Associate Planner*

**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

425.212.3324 | [droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)

NOTICE: All emails and attachments sent to and from City of Lake Stevens are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56).



## Staff Report City of Lake Stevens Planning Commission

Planning Commission Briefing  
Date: May 2, 2018

**SUBJECTS:** Accessory Dwelling Unit (ADU) Code Amendment (LUA2017-0171)

**CONTACT PERSON/DEPARTMENT:** Dillon Roth, Associate Planner

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**SUMMARY:** Code amendment to update ADU regulations

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**ACTION REQUESTED OF PLANNING COMMISSION:** Review and make recommendations on the proposed regulations.

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### **Background on Code Amendment Process**

On December 14, 2017, the city initiated a code amendment to update regulations governing accessory dwelling units (ADU). The purpose of the update is to create clear and more flexible regulations for ADUs. The advantages of ADUs and flexible regulations include an expansion of property rights for current residential property owners; provide homeowners a means of obtaining rental income, companionship, security and services; make it possible for adult children to care for a parent or other relative in need of assisted living within their own homes; and build a more diverse housing stock to accommodate a wider variety of housing demands.

On March 21, 2018, the Planning Commission was briefed on the code amendment. Staff presented basic facts of the benefits and issues associated with ADUs, other cities' ADU regulations, the context of housing regulations in the City of Lake Stevens, and the proposed ADU regulations. In the following discussion, the Planning Commission agreed to loosen the restrictions currently governing ADUs and generally agreed on the proposed regulations.

On April 3, 2018, the code amendment was discussed at a City Council work session. Council supported further loosening the proposed regulations and directed staff to remove the owner occupancy requirement. *include that there will be no additional Impact fees for any ADU's added to or included with New Construction where impact fees were, or are being paid for the main residence*  
(A forgiveness of impact fees based on financial hardship) and an exemption from frontage improvements was also discussed. Staff revised the proposed regulations and drafted the ADU code based on model ordinances and these discussions with the Planning Commission and City Council (Attachment 1).

### **Draft Code Summary**

The attached draft code is intended for review and comment by the Planning Commission. The draft code generally reflects the proposed regulations that were previously discussed on March 21. To summarize, the draft code revises the definition of ADU, removes the minimum lot size except in high urban residential zones, adds a purpose statement, clarifies the development standards, and adds design requirements. Generally, the draft code reflects a more ADU-friendly code than what the city currently has adopted. In addition to more flexible ADU regulations, the draft code also includes provisions to mitigate impacts. *ie: only 1 set of fees to be paid on each property, None on ADUs as the main Purpose is Low Cost Housing becoming more available in the City of Lake Stevens.*  
Mitigation measures include, requirements to protect the privacy of neighbors and ADU residents to be visually compatible with single-family homes and to maintain the single-family appearance of the

neighborhood from the street. *Although Tiny houses of min 120 sq ft and ADU units built above attached or detached Garages with similar character Next steps* *Shall also be Allowed.*  
To continue the code amendment process, staff will begin the SEPA review process and the Department of Commerce review process. Staff plans to bring the code amendment before the Planning Commission at a public hearing on June 6 and a public hearing before the City Council on June 26.

**ATTACHED:**

- 1) Draft ADU Code

#### 14.08.010 Definitions of Basic Terms.

Residence, Primary with Accessory Apartment. A residential use having the external appearance of a single-family residence but in which there is located a second dwelling unit that comprises not more than 25 percent of the gross floor area of the building nor more than a total of 750 square feet.

Accessory Dwelling Unit. A residential use having the external appearance of a residence. The dwelling unit is an independent self-sustaining unit that provides the basic requirements of shelter, heating, cooking and sanitation or any combination of these.

Residence, Two-Family Apartment. A two-family residential use other than a duplex, two-family conversion, or primary residence with accessory apartment.

TABLE 14.40-I: TABLE OF PERMISSIBLE USES BY ZONES<sup>16</sup>

Use Descriptions	SR	WR	UR	HUR	MFR	NC <sup>4</sup>	LB	CBD	MU <sup>1</sup>	PRD <sup>5</sup>	SRC	LI	GI	P/SP
1.220 <u>Primary residence with accessory apartment dwelling unit</u>	P <sup>3</sup>	P <sup>3</sup>	P <sup>3</sup>	P <sup>3g</sup>	P				P	P				
1.115 Class A, B, or C mobile home or apartment used exclusively for a night watchman and his/her family <sup>2</sup>												A	A	

<sup>1</sup> Subject to Section 14.44.065 (Accessory Apartment in Industrial Zones).

<sup>2</sup> Accessory dwelling units in the HUR zone shall only be permitted on lots larger than 125% of the minimum lot size for that zone.

#### 14.44.065 Accessory Apartment in Industrial Zones.

Any accessory apartments permitted in the Light or General Industrial Zone pursuant to Use Class 1.447-115 shall meet the following standards:

- The total number of accessory dwellings on a site shall not exceed ~~one~~ *two one attached & one detached*
- The gross floor area of an accessory apartment site shall not exceed 1,000 square feet.
- The accessory apartment shall be integrated into a larger building which also houses activities for the principally permitted use.
- The apartment use shall not enjoy the protection of the Manufacturing and Processing Performance Standards as contained in Part III of Chapter \_\_\_\_\_. (Ord. 606, 1999)

#### 14.48.020 Duplexes in Single-Family Zones.

Duplexes, and two-family conversions, and primary residences with an accessory apartment, in single-family zones, shall be allowed only on lots having at least 150 percent of the minimum square footage required for one dwelling unit on a lot in such district. (Ord. 676, Sec. 44, 2003; Ord. 590, 1998; Ord. 468, 1995)

*except where the second unit follows the ADU requirements.*



TABLE 14.72-J: TABLE OF PARKING REQUIREMENTS

1.200	Two family residences.	1 spaces for each dwelling unit, except that one-bedroom units require only one space.
1.220	Accessory Dwelling Unit	Single family detached residences with accessory dwelling units require 1 space in addition to the 2 spaces required for the principal dwelling.

*Cottage Homes shall be required only 1 parking space for the main cottage and 1 space for each ADU up to 2 ADUs*

14.44.045 Accessory Dwelling Units (ADU).

The installation of an ADU in new and existing single-family dwellings shall be allowed in residential zones subject to specific development and design standards.

(a) Purpose. The purpose of allowing ADUs is to:

1. Offer a means for residents to remain in their homes and neighborhoods, despite rising costs of living; while obtaining rental income, companionship, security and services.
2. Expand housing options for residential property owners, particularly family caregivers, adult children, aging parents, and families seeking smaller households.
3. Provide another means for homeowners to reinvest in and improve their residential property.
4. Develop housing units in single-family neighborhoods that are appropriate for people at a variety of stages in the life cycle.
5. Promote a broader range of affordable housing options in Lake Stevens.
6. Comply with RCW 43.63A.215, which requires cities with populations greater than twenty thousand to include provisions for ADUs in their development regulations.
7. Comply with the goals and policies of the Housing Element in the Comprehensive Plan.
8. Protect neighborhood stability, property values, and the single-family residential appearance of the neighborhood by ensuring that ADUs are installed under the conditions of this Ordinance.

*a. Support Low Cost and Low Income Housing for the Lake Stevens Community*

(b) Development Standards.

1. The ADU <sup>one may be</sup> may be, within, attached to, or detached from, the principal unit.
2. Only ~~one~~ ADU may be constructed per residential lot. Residential lots with an existing duplex are not eligible to construct ~~an ADU~~ <sup>more than 1 ADU</sup>.
3. An ADU can be constructed to a maximum size of up to 50% of the existing single-family home's total gross floor area, or to a maximum size of 800 square feet of total gross floor area, whichever is less.
  - a. The gross floor area is defined in LSMC 14.08.010. Buildings and garages detached from the existing home shall be excluded from calculating the existing home's total gross floor area.
  - b. The total gross floor area of the ADU shall exclude garage space.
  - c. If the ADU is completely located on a single floor, the Director may allow an increased size in order to efficiently use the floor area, so long as all other standards set forth in this section are met.
4. An ADU shall not be smaller than <sup>120</sup> ~~250~~ square feet of gross floor area.
5. In High Urban Residential zoning districts, ADUs may only be constructed on lots larger than 125% of the minimum lot size for that zone.
6. An ADU shall not be segregated from the ownership of the principal dwelling through any process that would subvert state and local statutes and ordinances.
7. The construction of an ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire and any other applicable codes.
8. Applicants shall obtain all necessary approvals from agencies with jurisdiction over utility infrastructure.
9. The construction of ADUs shall not require the construction of frontage improvements in the public right-of-way pursuant to LSMC 14.56.170.

*except that One RU, Park model or Tiny home  
Built to  
RU Code  
shall be  
Allowed  
in the event new or  
additional services are necessary.*

(c) Design Standards.

1. ADUs shall include architectural and design features that are visually compatible with single-family homes. Examples of these features include using matching materials, colors, window style, or roof design.
2. The privacy of dwelling units on adjacent lots and ADUs shall be protected to a reasonable extent by including a landscape screen, fencing, strategic window and door placement, or orienting the ADU to maximize privacy. *reasonably where possible*
3. *out* If the ADU's primary entrance is not the same as that for the principal dwelling, it shall be less visible from the street view of the principal dwelling than the main entrance of the principal dwelling unit, and the ADU's stairways may not be constructed on the front of the principal dwelling unit. *out*

*Out. This clause #3. may penalize some properties with an unusual existing main entrance. or where the ADU may be in front of the main residence that is set back from the main entrance street or over a garage built in front of the main residence etc. external stairways can be built with pleasant appearance and not detract from existing neighborhoods.*

## Additional ADU Proposal

1. One each up to 800 square foot ADU, plus one Bonus up to 400 square foot ADU, per SFR. The Bonus unit could utilize the following criteria, with at least one of the 3 options being utilized.

Opt. 1. A Family member needs the additional ADU unit.

Opt 2. One of the 3 units is a Low income ADU

Opt 3. At Least one resident of one of the 3 units provides community service to help fulfill a need in the Lake Stevens area. Minimum service of 3 hours once per month.

In the event none of the above 3 options are met at any time. The property owner may make a \$100.00 dollar per month donation to a Local community service fund.

**From:** [Eric Miller](#)  
**To:** [Dillon Roth](#)  
**Subject:** RE: Accessory Dwelling Unit code amendment; LUA2017-0171  
**Date:** Thursday, May 31, 2018 1:57:26 PM

---

Dillon,

No comment, it looks like a much needed update to the rule and I hope it passes through the system smoothly.

Thank you,

***Eric Miller***

206-618-5992

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**From:** Dillon Roth [mailto:[droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)]  
**Sent:** Tuesday, May 15, 2018 12:14 PM  
**Subject:** Accessory Dwelling Unit code amendment; LUA2017-0171

Dear party of record,

Please see attached for the notice of public hearing and notice of SEPA determination. This notice is in regards to the City's code amendment process for changing the regulations governing accessory dwelling units (ADU). If you would like to comment on this rule change, please reply to this email by May 31<sup>st</sup>. This public hearing will result in a recommendation from the Planning Commission to City Council. The City Council is the final decision maker and a public hearing will be scheduled with them at a later date.

Also attached for your reference is a draft of the code changes discussed at a briefing at the Planning Commission on May 2.

Let me know if you have any questions or comments.

Take care,  
Dillon

Dillon Roth, *Associate Planner*

**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

425.212.3324 | [droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)

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Staff Report  
City of Lake Stevens  
Planning Commission  
Public Hearing  
Date: **June 6, 2018**

**SUBJECT:** LUA2018-0035- City initiated code amendment regarding Temporary Encampments

**CONTACT PERSON/DEPARTMENT:** Joshua Machen, *Senior Planner* / Russ Wright, *Community Development Director*

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**SUMMARY:**

The City has drafted regulations regarding the sitting of Temporary Encampments within the City.

**ACTION REQUESTED OF PLANNING COMMISSION:**

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Hold a public hearing, considering public comments and the drafted regulations regarding Temporary Encampments, then make a recommendation to the City Council.

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***What is a Temporary Encampment?***

*Temporary encampment.* Means a short-term residence facility for a group of people that is composed of tents or other temporary structures on a site provided or arranged for by a sponsor with services provided by a sponsor and supervised by a managing agency. These encampments are most often sponsored by a church or religious organization.

***Purpose of Code Amendment***

The City of Lake Stevens insurance provider, WCIA, performs regular audits of our municipal codes, among other things, to limit the City's potential liability. As part of their last audit, they pointed out that the City needed to develop "temporary encampment" regulations as preemptive measures, providing protection to the City. During a City Council meeting discussing the 2018 Long Range Planning Work Program, the Council requested that work on regulations for temporary encampments begin as soon as possible. The City Council expressed that these regulations are needed to ensure public safety.

The proposed regulations as drafted address the concerns of the insurance provider and initial comments and concerns expressed by the City Council during their workshop on May 1, 2018.

**Attachments**

- A Proposed Changes to the Lake Stevens Municipal Code to regulate Temporary Encampments



## Staff Report City of Lake Stevens Planning Commission

Planning Commission Briefing  
Date: **June 06, 2018**

Subject: **Subarea Plan Update**

Contact Person/Department: **Russ Wright**, Community Development Director

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**ACTION REQUESTED OF PLANNING COMMISSION:** No action required by the Planning Commission

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### **BACKGROUND:**

Over the past few months, staff has briefed the Planning Commission and Council on the fundamental concepts, land use / zoning, proposed infrastructure improvements and potential environmental impacts related to the draft subarea plan. On February 12, 2018, the City Council adopted a preferred alternative, which was a modified high growth alternative, for the Downtown Lake Stevens Subarea Plan. Staff discussed the preferred alternative and subarea plan with the Planning Commission on April 18, 2018. The Final Environmental Impact Statement (FEIS) was issued on April 27, 2018. The end of the comment period was May 11, 2018 – to date no additional comments were received. The Planning Commission held an open house on the Planned Action Ordinance and reviewed the draft development regulations on May 16, 2018. Staff has also held individual meetings with each subcommittees of the Citizen's Advisory Committee for the project. The Subarea Plan and FEIS are available at: <http://lakestevensdowntown.com>. Hard copies of the plan and documents are available for pick up at the Permit Center upon request.

### **DESIGN GUIDELINES**

As part of the original subarea plan development in 2012, the city adopted Subarea Design Guidelines that all new development follows. The Design Guidelines cover implementation, site orientation, building design, multifamily neighborhoods and definitions. Crandall Arambula will be providing a list of proposed changes before the meeting that identify specific sections that will be updated for the downtown plan. The existing guidelines are available at:

<http://www.lakestevenswa.gov/DocumentCenter/View/816/Subarea-Design-Guidelines-9-24-12>.

### **CAPTIAL FACILITIES PLAN**

As part of the original subarea plan development in 2012, the city adopted a *Subareas Capital Facilities Plan* and developed a Draft *Traffic Impact Zone 1 Capital Improvement Framework Plan* for Downtown (attached). These documents set the basis for establishing traffic impact fees and identified infrastructure improvements necessary to implement the various plans. Crandall Arambula is revising the Capital Framework Plan for Downtown Lake Stevens to eliminate prior projects that are not consistent with the current plan and include updated road projects, utilities, facilities and parks projects. They will be providing a list of proposed changes before the meeting that identify specific sections to be updated.

### **NEXT STEPS**

The Planning Commission will hold a public hearing on June 13, 2018 and provide a recommendation to the City Council. City Council will hold hearings on June 26 and July 10.

### **Attachments**

Attachment A: Traffic Impact Zone 1 Capital Improvement Framework Plan

*A great place to  
▲live ▲work ▲shop ▲visit*

Attachment A

City of Lake Stevens

# Traffic Impact Zone 1 Capital Improvement Framework Plan

**DRAFT OCTOBER 2012**



## TRAFFIC IMPACT ZONE (TIZ)1 NEEDS

This study describes conceptual capital transportation improvements for Traffic Impact Zone (TIZ)1 to implement the Downtown Framework Plan, Grade Road Planned Business District Master Plan, and other projects identified in the city's current Capital Improvement Plan related to northeast Lake Stevens. These improvements would ensure that the street system meets the proposed level of service (LOS E) for the TIZ 1 and support development. Estimated costs represent expenses typical for public works projects. The estimated costs are partitioned by expected funding sources, which could change based on available public funding, grants, development or private financing, or negotiated development agreements.

The Traffic Impact Zone (TIZ)1 Improvement Framework is separate from the City's Six-Year Transportation Improvement Plan; however, projects will be evaluated annually with the City's Six-Year Transportation Improvement Plan to ensure projects priorities are relevant given development activity and funding opportunities.

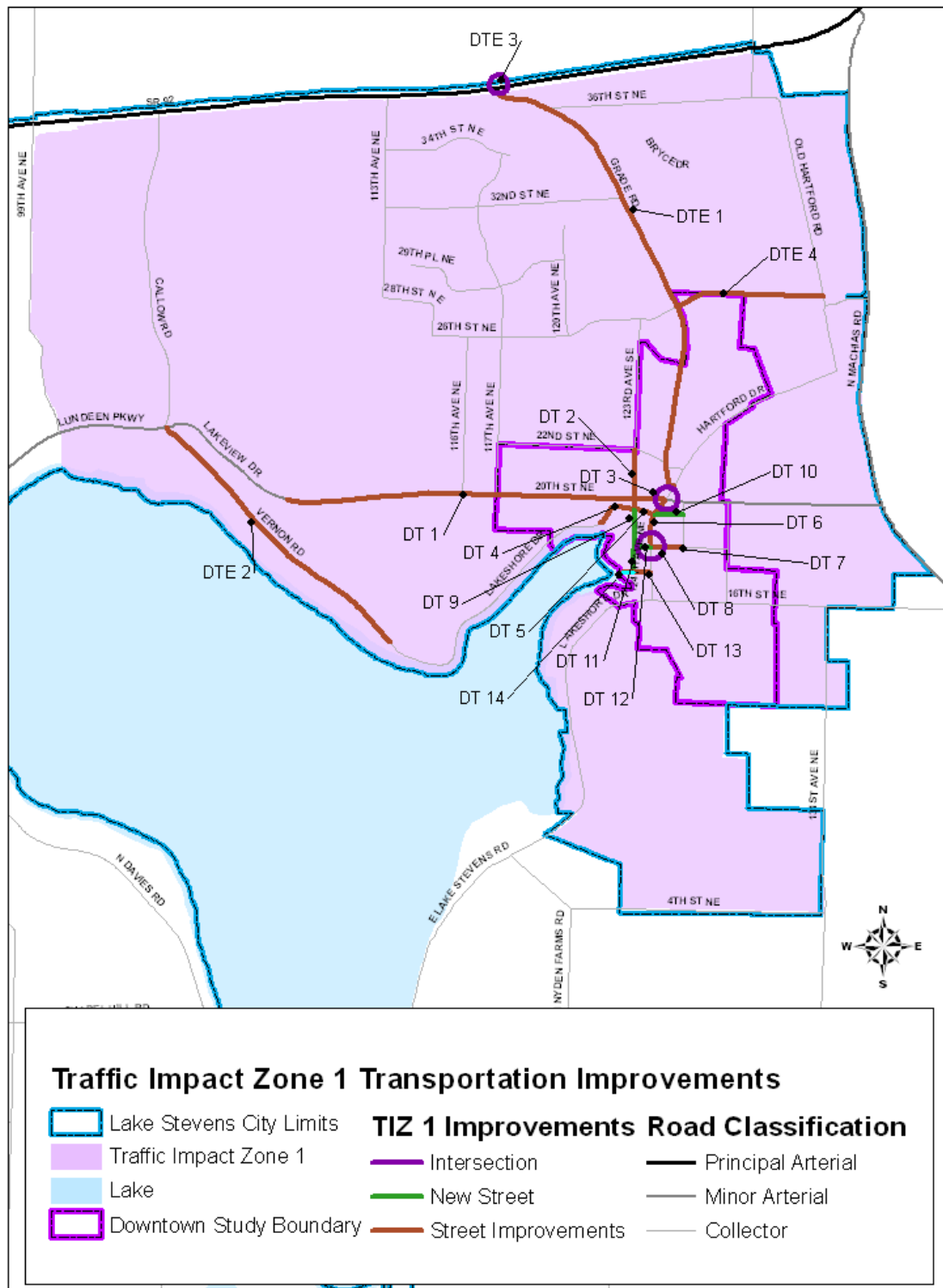
Table I is an overview of system wide transportation projects divided by project type and cost. Cost estimates include required stormwater costs. Table II provides the proposed capital projects list, with planning levels costs. Subsequent sections provide detailed descriptions of each project. Figure 1 illustrates the location of transportation network improvements for the Downtown Area.

**Table I Traffic Impact Zone 1 Planning Level Transportation Costs\***

<b>TIZ 1 Projects</b>	<b>Cost</b>
Downtown Extended (DTE)	\$25,102,753
Downtown (DT)	\$18,369,397
<i>City Total</i>	<b>\$43,472,150</b>

\*Planning level cost estimates include right-of-way acquisition and construction/engineering

**Figure 1 - Conceptual TIZ 1 Transportation Improvement Map**



**Table II Traffic Impact Zone 1 Transportation Projects**

ID #	Project	Total \$	Distribution				Estimated Cost Share			
			City			Dev	City			Dev
			Local	Mit	Grant	Incl ROW	Local	Mit	Grant	Incl ROW
DTE 1	Grade Road	\$15,607,836	5%	10%	50%	35%	\$780,392	\$1,560,784	\$7,803,918	\$5,462,742
DTE 2	20th St NE	\$1,284,475	5%	10%	20%	65%	\$64,224	\$128,447	\$256,895	\$834,909
DTE 3	SR 92 & Grade Rd RAB	\$4,105,221	5%	10%	40%	45%	\$205,261	\$410,522	\$1,642,088	\$1,847,350
DTE 4	City Campus Rd (26th NE)	\$4,105,221	25%	10%		65%	\$1,026,305	\$410,522	\$0	\$2,668,394
DT 1	20th St NE	\$1,500,257	5%	10%		85%	\$75,013	\$150,026	\$0	\$1,275,219
DT 2	123rd Ave NE	\$1,263,630	5%	10%		85%	\$63,181	\$126,363	\$0	\$1,074,085
DT 3	20th St NE & Main Int	\$1,112,004	5%	10%	20%	65%	\$55,600	\$111,200	\$222,401	\$722,802
DT 4	North Lakeshore Dr	\$788,739	5%	10%	60%	25%	\$39,437	\$78,874	\$473,243	\$197,185
DT 5	North Lakeshore Dr	\$282,920	5%	10%		85%	\$14,146	\$28,292	\$0	\$240,482
DT 6	Main Street	\$1,274,558	5%	10%		85%	\$63,728	\$127,456	\$0	\$1,083,374
DT 7	18th St NE	\$428,820	5%	10%		85%	\$21,441	\$42,882	\$0	\$364,497
DT 8	18th St NE	\$1,287,281		10%		90%	\$0	\$128,728	\$0	\$1,158,553
DT 9	123rd Ave NE	\$4,040,621		10%		90%	\$0	\$404,062	\$0	\$3,636,559
DT 10	19th St NE	\$2,649,804		5%		95%	\$0	\$132,490	\$0	\$2,517,313
DT 11	123rd Ave NE	\$1,094,300	5%	10%		85%	\$54,715	\$109,430	\$0	\$930,155
DT 12	18th Pl NE	\$808,375	5%	5%		90%	\$40,419	\$40,419	\$0	\$727,538
DT 13	17th Pl NE	\$899,614	5%	10%		85%	\$44,981	\$89,961	\$0	\$764,672
DT 14	17th Pl NE	\$938,474	5%	10%		85%	\$46,924	\$93,847	\$0	\$797,703
<b>Totals</b>		<b>\$43,472,150</b>					<b>\$2,595,766</b>	<b>\$4,174,306</b>	<b>\$10,398,545</b>	<b>\$26,303,532</b>

Notes: This table represents estimated funding sources and costs for the entire financial planning period. All estimates are subject to change depending upon financial capacity, financing markets, and other expenditures and revenues.

## PROJECT DESCRIPTIONS

### Project No.DTE1 – Grade Road Reconstruction

**Total Cost:** \$15,607,836

**Target Start Date:** 20XX

**Description:** Widen Grade Rd to a 44-foot section with sidewalks along west side only (due to critical lands along east), street lighting, street trees, some planter islands, drainage, and turn pockets at intersections.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** Grade Road between 20<sup>th</sup> Street NE and SR-92

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, pedestrian circulation and meet established LOS.

### Project No.DTE2 – 20<sup>th</sup> Street NE Reconstruction

**Total Cost:** \$1,284,475

**Target Start Date:** 20XX

**Description:** Reconstruct 20<sup>th</sup> Street NE to include sidewalks along the south side with widened travel lanes to allow for bikes. Road will be 28-feet side. Most road improvements exist from Pilchuck. This will be a half road improvement on the south side.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** 20<sup>th</sup> Street NE east of Main Street to the Centennial Trail

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, pedestrian circulation and meet established LOS.

### Project No.DTE3 – SR-92 & Grade Road Intersection

**Total Cost:** \$3,500,000

**Target Start Date:** 20XX

**Description:** Construct a roundabout at the intersection of SR-92 and Grade Road

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** Grade Road between 20<sup>th</sup> Street NE and SR-92

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, and meet established LOS.

### Project No.DTE4– City Campus

**Total Cost:** \$4,105,221

**Target Start Date:** 20XX

**Description:** Construct new 28-foot roadway with widened bike lane/shoulder, five-foot sidewalk along the south side due to environmental constraints, street lighting, and landscaping. Bridge will be required over critical areas.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** City Campus Road between Grade Road and Old Hartford

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, pedestrian circulation, and meet established LOS.

### **Project No.DT1 – 20th St NE Improvements**

**Total Cost:** \$ 1,500,257

**Target Start Date:** 20XX

**Description:** This project consists of reconstructing 930 feet of 20<sup>th</sup> Street NE to include wider sidewalks with street trees.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** 20th St NE - Grade Rd to 500 feet west of 123rd Ave SE

**Justification:** Street improvements to satisfy legal, health, or safety requirements, increase capacity and pedestrian circulation and meet established LOS.

### **Project No.DT2 – 123rd Ave NE Improvements**

**Total Cost:** \$1,263,630

**Target Start Date:** 20XX

**Description:** This project consists of reconstructing 220 feet of 123<sup>rd</sup> Ave NE to include wider road section, sidewalks with street trees. Additionally, this project will include the construction of two mini-roundabouts at the intersection of 123rd Ave NE/20<sup>th</sup> Street NE and 123rd Ave NE/North Lakeshore Drive.

**Proposed Funding Sources:** Mitigation and Developer Contributions

**Location:** 123rd Ave NE - 20th St NE to N Lakeshore Dr

**Justification:** Intersection and street improvements to satisfy legal, health, or safety requirements, increase road capacity and meet established LOS.

### **Project No.DT3 – 20th St NE & Main Intersection**

**Total Cost:** \$1,112,004

**Target Start Date:** 20XX

**Description:** Reconstruct intersection to include minor realignment, minor widening, bridge to remain unchanged, sidewalk improvements, ground landscaping where possible, lighting, and street trees 90<sup>th</sup> Avenue NE Connector.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** 20th St NE & Main Intersection

**Justification:** Intersection improvements to satisfy legal, health, or safety requirements, increase road capacity and meet established LOS.

### **Project No.DT4 – North Lakeshore Drive Improvements**

**Total Cost:** \$788,739

**Target Start Date:** 20XX

**Description:** Shoulder widening along north side of roadway transitioning into a sidewalk with tree wells.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** N Lakeshore Dr between 123rd Ave NE to 550 west of intersection

**Justification:** Improve pedestrian capacity, connectivity, and safety.

### **Project No.DT5 – North Lakeshore Drive Improvements**

**Total Cost:** \$282,920

**Target Start Date:** 20XX

**Description:** Shoulder widening along north side of roadway transitioning into a sidewalk with tree wells

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** N Lakeshore Dr between 123rd Ave NE and Main Street NE

**Justification:** Improve pedestrian capacity, connectivity, and safety.

### **Project No.DT6 – Main Street Improvements**

**Total Cost:** \$1,274,558

**Target Start Date:** 20XX

**Description:** This project would include pedestrian and access improvements with minor intersection enhancements, streetscape and decorative street lighting enhancements.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** Main Street between 20th St NE and 17th Pl NE

**Justification:** Street network and pedestrian improvement to satisfy legal, health, or safety requirements.

### **Project No.DT7 – 18th Street NE Reconstruction**

**Total Cost:** \$1,287,281

**Target Start Date:** Beyond 2018

**Description:** Reconstruct street to act as a public connector including one intersection at 18th St NE. The intersection will be a mini-Roundabout. The roadway will be 36-feet wide with sidewalks and tree wells.

**Proposed Funding Sources:** Mitigation

**Location:** 18th St NE between Main St and 125th Ave NE

**Justification:** Street network improvement to satisfy legal, health, or safety requirements, increase circulation & road capacity for consistency with the subarea plan.

### **Project No.DT8 – 18th Street NE Improvements**

**Total Cost:** \$428,820

**Target Start Date:** Beyond 2018

**Description:** Construct roadside enhancements with tree bulb-outs.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** 18<sup>th</sup> Street NE / Main Street Intersection

**Justification:** Intersection improvements to satisfy legal, health, or safety requirements, increase pedestrian mobility, meet established LOS for consistency with the subarea plan.

### **Project No.DT9 – 123<sup>rd</sup> Ave NE Construction**

**Total Cost:** \$4,040,621

**Target Start Date:** Beyond 2018

**Description:** Construct 480 feet of new road including one intersection at 18th St NE. The intersection will be constructed as a mini-roundabout. The roadway will be 36-feet wide with sidewalks and planter strip.

**Proposed Funding Sources:** Mitigation

**Location:** 123rd Ave NE - N Lakeshore Dr to 18th St NE

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, and meet established LOS.

### **Project No.DT10 – 19th Street NE Construction**

**Total Cost:** \$2,649,804

**Target Start Date:** Beyond 2018

**Description:** Construct new grid road to include sidewalks on both sides of the road, planter strips, and street lighting.

**Proposed Funding Sources:** Mitigation

**Location:** 19th Street NE - Main St to 125th Ave NE

**Justification:** Street network and pedestrian improvement to satisfy legal, health, or safety requirements.

### **Project No.DT11 – 123<sup>rd</sup> Ave NE Construction**

**Total Cost:** \$1,094,300

**Target Start Date:** Beyond 2018

**Description:** Construct 325 feet of new connector road including two intersections. Intersections will be mini-Roundabout. The roadway will be 36-feet wide with sidewalks and tree wells.

**Proposed Funding Sources:** Mitigation and Developer Contribution

**Location:** 123rd Ave NE - 18th St NE to 17th St NE

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, and meet established LOS

### **Project No.DT12 – 18<sup>th</sup> Place NE Construction**

**Total Cost:** \$808,375

**Target Start Date:** Beyond 2018

**Description:** Construct new connector road (18<sup>th</sup> Place NE) between 123<sup>rd</sup> Ave NE and Main Street NE. The new road will include one uncontrolled intersection at 18<sup>th</sup> Pl NE intersection. The roadway will be 28-feet wide with sidewalks and tree wells.

**Proposed Funding Sources:** Mitigation and Developer Contribution

**Location:** 18th Place NE between Main St and 123th Ave NE

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase circulation and capacity, and meet established LOS.

### **Project No.DT13 – 17th Place NE Construction**

**Total Cost:** \$899,614

**Target Start Date:** Beyond 2018

**Description:** Construct new connector road including one uncontrolled intersection at 17th Place NE. The roadway will be 28 feet wide with sidewalks and tree wells.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** 17th Place NE between 123<sup>rd</sup> Ave NE and 180 feet west of 123<sup>rd</sup> Ave NE

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, and meet established LOS

### **Project No.DT14 – 17th Place NE Construction**

**Total Cost:** \$938,474

**Target Start Date:** Beyond 2018

**Description:** Construct new connector road including one uncontrolled intersection at 17th Place NE. The roadway will be 28 feet wide with sidewalks and tree wells.

**Proposed Funding Sources:** Mitigation, Grants, and Developer Contributions

**Location:** 17th Place NE between Main St and 123th Ave NE

**Justification:** Street network improvements to satisfy legal, health, or safety requirements, increase road capacity, and meet established LOS.

## **FINANCING ALTERNATIVES**

There are a number of financing alternatives available to the City that would provide capital for transportation improvements while providing a rational for the allocation of costs, facilitating private development, and enhancing the value of properties to be redeveloped. Funding comes from a variety of sources including, but not limited to, Federal grant or loan distributions, State grant or loan distributions, Real Estate Excise Taxes, and Developer contributions. Recently, the economic conditions has created deficiencies in grant or loan funding, as well as created new opportunities and programs. The City will determine the overall financing strategy that will likely combine a number of funding methods to meet the strategic objectives for downtown development. Table III summarizes the primary funding mechanisms for the identified transportation projects. .



**Table III Summary of Primary Funding Mechanisms**

Method of Funding	Description
General Fund	General Fund revenues mainly support general government services, security of persons and property, and parks. Sources of general fund revenue include property taxes, sales tax, fines, fees, charges for services, and investment earnings.
Impact/Mitigation Fees	Fees, based on the impact of the development upon the City's infrastructure (transportation, parks, schools, etc.) assessed to offset the costs of growth to the public facilities.
Developer Contribution	Developer contributions may include direct payments, construction of improvements in lieu of fees, dedication of right of way, development agreement, and late comers agreements.
Secured Debt	Long-term (10-30 years) financing for capital projects from bonds, usually repaid from general funds, utility rates, and user fees.
Grants	Funds received from federal & state governments or other entities to fund specific projects through a competitive application.
LIDs	Local Improvement District (LID) is a special tax assessment fund for projects that benefit a specific geographic area and a specific needed improvement. The City issues bonds for the improvements and liens/bills the benefiting properties for their portions of the assessment.
Special Revenue Funds	Special revenue from taxes, charges for services, & other general sources, such as state shared revenues. Special Revenue Fund expenditures are limited by statute or ordinance to specific purposes. Examples are the Streets, Arterial Streets, and Hotel/Motel Tax
REET I & II	Real Estate Excise Taxes (REET) are taxes applied to sale of real estate. The City collects an amount equal to 0.5% of the transaction. The proceeds are divided equally between REET I and REET II. These funds must be used for capital projects, which includes planning, acquisition, construction, reconstruction, repair or improvement of streets, roads, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, parks, recreational facilities, fire protection facilities, trails, libraries, and administrative and judicial facilities. REET II cannot be used for new construction of park, recreational, trails, law enforcement facilities, fire protection facilities, libraries, and administrative and judicial facilities.
Other / Miscellaneous	Undetermined funds not considered that may be applied to projects with or without limitations.

## CONCLUSION AND REASSESSMENT

The Traffic Impact Zone 1 Capital Improvement Framework allows the City to meet concurrency requirements and the adopted levels of service for capital facilities established in the Comprehensive Plan, the Downtown Framework Plan, and Grade Road Planned Business District Master Plan. This document included a conceptual description of the capital facilities necessary to implement theses plan as envisioned. It is important to recognize that the Capital Improvement Framework relies on assumptions of likely future improvements. However, the city will reassess its needs and priorities annually based on a review of public and market demands and changing capital facility needs.