



Planning Commission
Meeting:
First Wednesday of
every Month @ 7:00pm

Planning & Community
Development
Department

1812 Main Street
Lake Stevens, WA
98258 (425) 622-9430

www.lakestevenswa.gov

Municipal Code

Available online:
www.codepublishing.com/WA/LakeStevens/

PLANNING COMMISSION AGENDA

Regular Meeting Date: 09/18/2019

Lake Stevens School District Educational Service Center

- **CALL TO ORDER 7:00pm**
Pledge of Allegiance
- **ROLL CALL**
- **GUEST BUSINESS**
- **ACTION ITEMS**
 1. Approve minutes from 08/07/2019
- DISCUSSION ITEMS**
 1. Briefing-Design Review Code Amend Planner Roth
 2. Briefing: Intro to Zoning code update/Subdivision code reorganization Director Wright/Planner Roth
 3. Briefing: Comprehensive Plan update Director Wright
- **COMMISSIONER REPORTS**
- **PLANNING DIRECTOR'S REPORT**
- **ADJOURN**

SPECIAL NEEDS

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PLANNING COMMISSION REGULAR MEETING MINUTES
Lake Stevens School District
12309 22nd St, Lake Stevens
Wednesday, August 07, 2019

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

MEMBERS PRESENT: Janice Huxford, Tracey Trout, Jennifer Davis John Cronin, Steve Ewing and Vicki Oslund

MEMBERS ABSENT: Linda Hoult

STAFF PRESENT: Planner Dillon Roth, Parks Coordinator Meis and Clerk Jennie Fenrich

OTHERS PRESENT: Councilmember Petershagen and Gailey

Excused Absence: Commissioner Davis made a motion to excuse Linda Hoult and Steve Ewing seconded. Motion passed 6-0-0-1.

Guest business: None

Action Items:

1. Commissioner Davis made a motion Commissioner Trout seconded to approve minutes for 06-05-2019. Motion passed 6-0-0-1.

Discussion items:

Planner Roth gave a briefing on Design Review Code amendment. The Design Review Board has been disbanded and is now an Administrative Review. He asked the commission to discuss what would be proper threshold for when the City should require design review. Commissioner Trout asked how the native trees and plantings would be determined. Planner Roth replied the landscape plans are provided at time of application and are prepared by landscape experts. There are standards that Planners have for which plantings are required. Chair Huxford suggested the City incorporate differences in Commercial versus Industrial zones for Design Review standards.

Parks Coordinator Jill Meis spoke about parks planning and the City's Comprehensive Plan that is currently being updated. The plan will include parks planning, recreational services, facility updates, and programming. Commissioner Ewing asked where the budget comes from for these projects. Ms. Meis stated we are currently using park mitigation fees. The City will be applying for grants for next year grant cycle at the end of this year. Commissioner Ewing asked about parks on the west side of Hwy 9 and if there are plans for any.

Commissioner Reports: Commissioner Davis reports she has heard many positive comments on the North Cove park development. Commissioner Oslund extended her thanks to the Aquafest committee and all their hard work. Commissioner Ewing said he had been in conversation with Barnes family and is thankful for the Community support of their family after their recent loss.

Planning Director Report: none

Adjourn. Motion to adjourn by Commissioner Davis, seconded by Commissioner Oslund. Motion carried 6-0-0-1. Meeting adjourned 7:46 pm.

Janice Huxford, Chair

Jennie Fenrich, Clerk, Planning & Community Development

DRAFT



Staff Report
City of Lake Stevens Planning Commission

Planning Commission Briefing
Date: **September 18, 2019**

SUBJECTS: Design Review Code Amendment (LUA2018-0178)

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

SUMMARY: Code amendment to update design review regulations

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

What is Design Review?

Design review is the local government practice of examining public and private projects for their aesthetic, architectural, or urban design quality and compatibility with nearby development. Design review focuses on the appearance of new construction, site planning, and such concerns as landscaping, signage, and other aesthetic issues. Design review typically involves reviewing development projects for their consistency with a community's adopted standards or criteria addressing community character and aesthetic quality (MRSC, Design Review, 2018, **Attachment 1**).

Purpose of Code Amendment

This is a city-initiated code amendment. City leaders seek to improve and simplify the permitting and design review process. The City is seeking permanent regulations to replace the current interim ordinance.

Background

On September 11, 2018, the City Council adopted ordinance 1034 dissolving the Design Review Board (DRB) and created interim regulations governing design review. On April 9, 2019, the City Council adopted ordinance 1055 to extend the effectiveness of the interim regulations.

In 2018, the City revised the [subarea guidelines](#) concurrent with the creation of the Downtown Subarea. The interim ordinance eliminated the Residential Design Guidelines document (created in 1995) and increased the scope of the revised subarea guidelines to be applicable citywide.

Framework of Proposed Regulations

The following bullet points are a summary of the draft regulations (**Attachment 2**):

- All Design review is a Type I permit with an administrative decision (Table 14.16A-I).
- Design review is applicable for all new commercial, industrial, multi-family and institutional structures. Design review is also applicable to exterior façade changes (14.16C.050(d)).
- Public notice is issued for new structures. Public meetings will only be held if one is requested by the public during the public comment period. No notice will be required for façade changes (14.16C.050(c)(3)).
- Code changes in the interim ordinance 1034 are made permanent.

Next steps

A briefing before City Council will be forthcoming.

ATTACHED:

- 1) Optional Reading, MRSC Design Review webpage
- 2) Draft Regulations

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Design Review

This page provides an overview of design review programs for cities and counties in Washington State, including their uses and legality, local examples, and links to design illustrations and other resources.

Overview

Design review is the local government practice of examining public and private projects for their aesthetic, architectural, or urban design quality and compatibility with nearby development. Design review focuses on the appearance of new construction, site planning, and such concerns as landscaping, signage, and other aesthetic issues. Design review typically involves reviewing development projects for their consistency with a community's adopted standards or criteria addressing community character and aesthetic quality.

Design review is common for commercial and multifamily development, downtown development, development in historic districts, and for projects within certain transportation corridors. In many communities, design review is conducted by an appointed design review board of volunteers that include architects, landscape architects, urban designers, and other design professionals as well as general citizen representatives. Some communities have administrative design review that is handled by city staff, typically planning or urban design staff.

In addition, a design element is an optional element of a comprehensive plan ([WAC 365-196-445](#)). Many communities have included urban or community design elements in their comprehensive plans.

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Jurisdictions use a variety of names for their design elements, including "guidelines," "standards," and "criteria." Although the terms are sometimes used interchangeably, design "standards" and "criteria" are typically mandatory elements that must be present in order for the project to be approved, while "guidelines" are typically used to present suggested design elements that are not necessarily mandatory. 7

Some jurisdictions have created design review boards to evaluate projects. Members are often have design backgrounds in architecture, urban design and planning. Other jurisdictions rely on staff/administrative review to evaluate designs. A third option is a "hybrid" process, in which some project designs are approved administratively, while others are approved by a design review board.



Image credit: City of Redmond

Why Design Review?

There are many reasons why communities enact design review programs. Design review can help to enhance desirable pedestrian characteristics and the aesthetic quality of the streetscape and avoid monotony in new construction. Design review is sometimes used to create an identity or a special physical character in an area of new development. In some older established communities, the interest is in ensuring the compatibility of new development with existing character.

Creating Design Standards/Guidelines

Since design standards/guidelines are often created to preserve or enhance the character of a community, the creation of the guidelines is typically the result of a public input or planning process. One way that jurisdictions have done this is by utilizing Visual Preference Surveys and design illustrations to spark public conversation and quantify what design elements are important to residents.

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Finding and Creating Illustrations of Good Design

Illustrations of successful examples of development projects can be helpful in encouraging good design. The MRSC [Planning Illustrated page](#) includes sections relevant to good design. The American Planning Association also maintains an [Image Library](#) accessible to members. Diagrams and illustrations can also be helpful if included as a part of the code provision and standards/guidelines.

Digital visualizations tools like [SketchUp](#) or [Streetmix](#) can be used to create images that can illustrate the effects of design standards/guidelines on new buildings and development sites. Streetmix is free and SketchUp offers a free version.



Image credit: [Streetmix](#)

Visual Preference Surveys

The Visual Preference Survey (VPS) was developed by architect Anton Nelessen and is an effective tool for educating and involving community members in land use planning. The process involves members of the community in ranking images of a community or region, including photographs of streets, houses, stores, office buildings, parks, open space, and other key civic features. The results of the VPS are useful in developing land use plans and transportation planning projects.

- [Institute for Public Administration: Visual Preference Survey Overview Presentation](#)
- [Mukilteo Downtown Business District Subarea Plan: Visual Preference Survey Results \(2008\)](#)

- [**Clark County Highway 99 Sub-Area Plan: Visual Preference Survey: Synopsis of Community** \(2007\)](#)

Evaluating Design Review Standards and Procedures

Periodic review can help to make the design review process more efficient and ensure that specific design outcomes are being achieved. Communities with more established design review often go through processes of evaluating and updating their standards and procedures.

The examples below rely on a combination of case studies from other cities, public input, and analysis of past projects to recommend changes to the design review process and standards:

- **Seattle Design Review Evaluation:**
 - [Design Review Program Improvements For Public Review](#) (2016)
 - [City Auditor's Report on Effectiveness of Design Review Program](#) (2006)
- **Portland, OR Design Overlay Zone Assessment** (2017)

Legality of Design Review and Selected Court Decisions

Until 1993, there were no Washington appellate cases ruling on the validity of design review ordinances. That year, the Washington State Court of Appeals decided in [*Anderson v. Issaquah*](#), 70 Wn. App. 64, 82 (1993) that Issaquah's design review regulations were invalid due to vagueness.

However, the issue of how far a city may go in regulating design is far from settled, and it is important for communities to develop meaningful design standards. In light of the Issaquah case, MRSC strongly advises cities, towns, and counties to review their proposed design review programs and criteria with their attorney's office.

The following are selected court decisions addressing design review:

- [*Anderson v. Issaquah*](#), 70 Wn. App. 64, 82 (1993) The court ruled that Issaquah's design review regulations were invalid due to vagueness. It found the guidelines deficient because they did not give meaningful guidance to the applicant or the design review board. The court affirmed the legitimacy of design review by stating that aesthetic standards are an appropriate component of land use governance.
- [*Swoboda v. Town of La Conner*](#), 97 Wn. App. 613 (1999) In a challenge to the

constitutionality of the town's historic preservation ordinance, the court determined that the ordinance contained ascertainable standards to protect against arbitrary and discretionary enforcement and defined prohibited or required conduct with sufficient definiteness, and therefore was not unconstitutional as applied. The town's preservation ordinance involves design review within the historic district. 10

Examples of Multifamily and Commercial Design Standards/Guidelines

The following are examples of general design review manuals and standards/guidelines for commercial, mixed-use, and multifamily development, including some code provisions and design review processes.

Featured Examples

- **Gig Harbor**
 - [Municipal Code Ch. 17.99](#) – Design Manual – comprehensive guidelines outlines specific requirements need for administrative approval and general requirements used by design review board to assess projects
 - [Municipal Code Ch. 17.98](#) – Design Standards and Review – process for using design manual
- **Kirkland**
 - [Design Guidelines for Pedestrian-Oriented Business Districts](#) (Updated 2018) – Establishes design guidelines used by design review board to evaluate projects
 - [Zoning Code Ch. 92](#) – Design Regulations – Applies to development in design districts including downtown and other business districts
- **Westport Design Standards and Guidelines** (2007) – Small community example that combines mandatory standards and voluntary guidelines utilized by city staff when reviewing permits and to supplement their codified development standards ([Ch. 17.20A.060](#))

Additional Examples

- **Kennewick**
 - [Municipal Code Ch. 18.75](#) – Residential Design Standards
 - [Municipal Code Ch. 18.78](#) – Commercial Design Standards
- **Olympia**
 - [Municipal Code Ch. 18.100](#) – Design Review
 - [Municipal Code Ch. 18.110](#) – Basic Commercial Design Criteria

- **Redmond Zoning Code Article III** – Design Standards

Examples of Downtown and Subarea Development Design Standards/Guidelines

Quite a few cities have developed specific design standards/guidelines for their downtowns and subareas. Many of the standards focus on integrating transportation option into the designs.

Featured Examples

- **Bellingham City Center Design Standards** (2014) – Includes specific guidelines for historic properties. All standards must be met in order for the project to be approved.
- **Bonney Lake Downtown Design Standards** (2007) – Downtown design standards apply to all new construction and some remodels; includes both mandatory and voluntary design elements
- **Kent Midway Design Guidelines** (2011) – Guidelines for new transit-oriented development around Sound Transit light rail stations. Menu of design options defines the minimum conditions for approval.
- **Mount Vernon Downtown Design Recommendations** (2009) – Example of a completely voluntary design guide for constructing, remodeling, and maintaining buildings in the downtown corridor.

Additional Examples

- **Burien Municipal Code Ch. 19.47** – Downtown Design Standards
- **Kirkland Design Guidelines for Totem Lake Neighborhood** (2006)
- **Seattle Design Guidelines** – Neighborhood guidelines are listed by District
- **Walla Walla Municipal Code Ch. 20.178** – Design Standards for Downtown Walla Walla

Examples of Single-Family and Duplex Design Standards/Guidelines

Single-family and duplex design standards/guidelines are not very common and generally focus on specific situations, such as development on very small lots, neo-traditional development, garage design, steep slopes or unique lot conditions, or transitional areas adjacent to more intensive uses.

Featured Examples

- **Mountlake Terrace** Smaller Lot Residential Design Standards (2008) – Visual design standards for detached houses on lots of less than 7,200 square feet located in the smaller lot overlay district
- **Sumner** Single-Family/Duplex Design and Development Guidelines (2013) – Detailed mandatory and voluntary guidelines address many topics, such as roof design and garage setbacks

Additional Examples

- **Bainbridge Island** Design Guidelines for R-8SF Urban Single-Family Overlay District (2004)
- **Gig Harbor** Municipal Code Sec. 17.99.490 – Single-family duplex and housing standards

Examples of the Design Review Process

Design Review Processes

- **Gig Harbor** Design Review Process – Applicants have the option of seeking administrative approval or review by the design review board
- **Kirkland** Design Review Process Brochure (2014) – New buildings greater than one story, large additions, and façade renovations are reviewed by the design review board. All others are subject to administrative review.
- **Tumwater** Design Review Process – Describes the administrative design review process.

Design Review Boards

- **Bellingham** Design Review Board – Purpose of board, typical decisions, and membership information
- **Kirkland** Design Review Board – Includes rules of procedure and design review process brochure
- **Langley** Design Review Board – Small city example

Examples of Design Elements in Comprehensive Plans

Featured Examples

- **Bellevue Comprehensive Plan: Urban Design and the Arts** (2015) – Visual plan integrating art and design elements, identifies streets and areas that are key to neighborhood identity
- **Clark County Comprehensive Plan Ch. 11: Community Design Element** (2015) – Example of how county has integrated design elements into comprehensive plan
- **Kennewick Comprehensive Plan: Urban Design Element** (page 57, 2017)

Additional Examples

- **Bellingham** Comprehensive Plan: Community Design Chapter (2016)
- **Bothell** Comprehensive Plan: Urban Design Element (2015)
- **Edmonds** Comprehensive Plan: Community Culture and Urban Design Element (2016)
- **Oak Harbor** Draft Comprehensive Plan: Urban Design Element (2016)
- **Shoreline** Comprehensive Plan: Community Design Goals and Policies and **Community Design Supporting Analysis** (2012)

Recommended Resources

- **MRSC** Historic Preservation Topic Page
- **MRSC** Form-Based Code and Traditional Neighborhood Development Topic Page
- **Puget Sound Regional Council** Featured Tool: Design Guidelines – Tools to Promote Housing Affordability – General introduction to design guidelines for affordable housing; includes case studies from Washington cities
- **American Planning Association**: Design Review Essential Info Packet – Available to APA members and PAS subscribers
- **Portland, OR** Design Guidelines – Links to many different design guideline documents
- **San Francisco, CA**
 - **Urban Design Guidelines Webpage** – Landing page that provides an overview of guidelines and design review process
 - **Urban Design Guidelines** (Adopted 2018) – Comprehensive guidelines that make good use of visuals and diagrams to demonstrate each guideline
- **New York City** Active Design Guidelines – Combine urban design principle with strategies for encouraging active lifestyles

- **Jim Leggitt/Drawing Shortcuts: Visualizing an Urban Master Plan with SketchUp** ¹⁴

Interesting example of how to use SketchUp and hand drawing to create design visualizations

Last Modified: July 18, 2018

Sample Documents

[Budgets](#)
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[Fee/Rate Schedules](#)
[Forms](#)
[Franchises](#)
[Job Descriptions](#)
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14.16A.030 Planning Agency Identified.

The Planning Agency (Chapter 35A.63 RCW) for the City shall be composed of the following:

- (a) The Director of the Department of Planning and Community Development;
- (b) The Building Official;
- (c) The Director of the Department of Public Works;
- (d) Design Review Board;
- (e) The Lake Stevens Hearing Examiner;
- (f) The Lake Stevens Planning Commission;
- (g) The Lake Stevens Park Board; and
- (h) The Lake Stevens City Council. (Ord. 1015, Sec. 4 (Exh. C), 2018; Ord. 811, Sec. 2 (Exh. 1), 2010)

14.16A.210 Types of Review.

- (a) The purpose of this section is to provide an overview of the six levels of land use review. Land use and development decisions are classified into six processes based on who makes the decision, the amount of discretion exercised by the decision maker, the level of impact associated with the decision, the amount and type of input sought, and the type of appeal opportunity.
- (b) Classification of Permits and Decisions.
 - (1) Type I Review - Administrative Decisions without Notice. A Type I process is an administrative review and decision by the appropriate department or division. Applications reviewed under the Type I process are minor administrative decisions and are exempt from certain administrative procedures, such as complete application review, noticing, and decision time frames. Appeals of Type I decisions are made to the Hearing Examiner, except shoreline permit appeals are made to the Shoreline Hearings Board. The permits and actions reviewed and decided as Type I are listed in the table in subsection (d) of this section.
 - (2) Type II Review - Administrative Decisions with Notice. A Type II process is an administrative review and decision with recommendation from staff, City departments or others and requiring public notice at the application and/or decision stages of the review. Appeals of Type II decisions are made to the Hearing Examiner, except shoreline permit appeals are made to the Shoreline Hearings Board. The permits and actions reviewed and decided as Type II are listed in the table in subsection (d) of this section.
 - (3) Type III Review - Quasi-Judicial Decisions - Hearing Examiner. This Type III process is a quasi-judicial review and decision by the Hearing Examiner. The Hearing Examiner makes a decision based on a staff report and, if required, the Design Review Board. A public meeting may be held prior to the Design Review Board recommendation. The Hearing Examiner considers public testimony received at an open record public hearing. Public notification is provided at the application, public hearing, and decision

stages of application review. Appeals of Hearing Examiner decisions are made to Snohomish County Superior Court, except shoreline permit appeals are made to the Shoreline Hearings Board. The permits and actions reviewed and decided as Type III are listed in the table in subsection (d) of this section.

(4) Type IV Review - Quasi-Judicial Decisions - City Council with Hearing Examiner Recommendation. A Type IV process is a quasi-judicial review and recommendation by the Hearing Examiner and a decision by the City Council. The Hearing Examiner considers ~~the recommendation from the Design Review Board, if required, as well as~~ public testimony received at an open record public hearing. The City Council makes a decision based on a recommendation from the Hearing Examiner during a closed record public meeting. Public notification is provided at the application, public hearing, and decision stages of application review. There is no opportunity for an administrative appeal. Appeals of City Council decisions are made to Snohomish County Superior Court. The permits and actions reviewed and decided as Type IV are listed in the table in subsection (d) of this section.

(5) Type V Review - Quasi-Judicial Decisions - City Council. A Type V process is a quasi-judicial review and decision by the City Council. Public notification is provided at the application, public hearing (if any), and decision stages of application review. There is no opportunity for an administrative appeal. Appeals of City Council decisions are made to Snohomish County Superior Court. The permits and actions reviewed and decided as Type V are listed in the table in subsection (d) of this section.

(6) Type VI Review - Legislative Decisions - City Council with Planning Commission Recommendation. A Type VI review is for legislative and/or non-project decisions by the City Council under its authority to establish policies and regulations regarding future private and public development and management of public lands. The Planning Commission makes a recommendation to the City Council. The Planning Commission will conduct a public hearing to obtain public testimony on the proposed legislation. The City Council may elect to conduct an additional public hearing. The actions reviewed and decided as Type VI are listed in the table in subsection (d) of this section.

(c) Permits and Actions Not Listed. If a permit or land use action is not listed in Table 14.16A-I, the Planning Director shall make the determination as to the appropriate review procedure.

(d) Permit-Issuing Authority and Appeal Authority. The permit-issuing authority and appeal authority for permit applications and legislative actions are established in Table 14.16A-I. A detailed explanation for each review procedure is in Chapter 14.16B under each part for each review type.

Table 14.16A-I: Classification of Permits and Decisions

Type of Review	Land Use Actions and Permits	Recommendation By	Public Hearing Prior to Decision	Permit-Issuing Authority	Administrative Appeal Body and Hearing
TYPE I Administrative without Public Notice	<ul style="list-style-type: none"> • Administrative Design Review • Administrative Deviation • Administrative Modifications • Boundary Line Adjustments • Change of Use • Code Interpretations • Events • Floodplain Development Permits • Home Occupations • Master Sign Program • Minor Land Disturbance • Reasonable Use Exceptions • Shoreline Exemptions • Signs • Temporary Uses 	None	None	Department director or designee	Hearing Examiner, except shoreline permits to State Shoreline Hearings Board, and Open Record

Table 14.16A-I: Classification of Permits and Decisions

Type of Review	Land Use Actions and Permits	Recommendation By	Public Hearing Prior to Decision	Permit-Issuing Authority	Administrative Appeal Body and Hearing
TYPE II Administrative with Public Notice	<ul style="list-style-type: none"> • Administrative Conditional Use (formerly Special Use) • Administrative Variance • Binding Site Plans • Final Plats (short subdivisions and subdivisions) • Major Land Disturbance • Planned Action Certification • SEPA Review (early or when not combined with another permit or required for a Type I permit) • Shoreline Substantial Developments • Short Plats - Preliminary • Short Plat Alterations 	None	None	Planning Director or designee	Hearing Examiner, except shoreline permits to State Shoreline Hearings Board, and Open Record

Table 14.16A-I: Classification of Permits and Decisions

Type of Review	Land Use Actions and Permits	Recommendation By	Public Hearing Prior to Decision	Permit-Issuing Authority	Administrative Appeal Body and Hearing
	<ul style="list-style-type: none"> • Short Plat Vacations • Site Plan Review 				
TYPE III Quasi-Judicial, Hearing Examiner	<ul style="list-style-type: none"> • Conditional Uses • Preliminary Plats • Shoreline Conditional Uses • Shoreline Variances • Variances 	<u>Design Review</u> <u>Board (if required)</u> <u>Planning Director</u> <u>or designee</u>	Open Record	Hearing Examiner	Superior Court, except shoreline permits to State Shoreline Hearings Board, and Closed Record
TYPE IV Quasi-Judicial, City Council with Hearing Examiner Recommendation	<ul style="list-style-type: none"> • Essential Public Facilities • Planned Neighborhood Developments • Rezone - Site-Specific Zoning Map Amendments • Secure Community Transition Facilities 	Hearing Examiner with Open Record Hearing	Closed Record	City Council	None, appeal to Superior Court
TYPE V Quasi-Judicial, City Council	<ul style="list-style-type: none"> • Plat Alterations • Plat Vacations • Right-of-Way Vacations 	<u>Design Review</u> <u>Board (if required)</u> <u>Planning Director</u> <u>or designee</u>	Open Record	City Council	None, appeal to Superior Court

Table 14.16A-I: Classification of Permits and Decisions

Type of Review	Land Use Actions and Permits	Recommendation By	Public Hearing Prior to Decision	Permit-Issuing Authority	Administrative Appeal Body and Hearing
TYPE VI Legislative, City Council with Planning Commission Recommendation	<ul style="list-style-type: none"> • Comprehensive Plan Amendments, Map and Text • Development Agreements • Land Use Code Amendments • Rezones - Area-Wide Zoning Map Amendments 	Planning Commission with Open Record Hearing	Open Record	City Council	Growth Management Hearings Board and Closed Record

14.16A.220 Application Procedures.

- (a) This section describes the requirements for making application for review, including pre-application conferences, submittal requirements, and fees.
- (b) Applications for development permits and other land use actions shall be made to the Department of Planning and Community Development, except Type I applications shall be made to the department which has the decision making authority (see Section 14.16A.210(d)).
- (c) The property owner or any agent of the owner with authorized proof of agency may apply for a permit or approval under the type of process specified. Consent to the application must be made by the owners or lessees of property or persons who have contracted to purchase property. Signatures by agents of these parties may be accepted, if a letter from the party with ownership interest is submitted which authorizes the agent to sign the application in their name.
- (d) Pre-Application Conferences.
 - (1) To achieve efficient and effective application of the requirements of this title, a pre-application conference between the applicant and the City staff is required for projects needing a conditional use permit, planned action certification and planned neighborhood developments.

(2) Pre-application conferences are highly recommended for applications requiring Type III, IV or V reviews, and/or design review. Pre-application conferences are optional for applications requiring Type I, II and VI reviews.

(3) Prior to submitting an application, the applicant may arrange a conference with Planning and Public Works staff to review the proposed action, to become familiar with City policies, plans and development requirements and to coordinate all necessary permits and procedures. Pre-application procedures and submittal requirements shall be determined by the Planning Director and available in the Department of Planning and Community Development.

(4) Since it is impossible for the conference to be an exhaustive review of all potential issues, the discussions at the conference shall not bind or prohibit the City's future application or enforcement of all applicable law.

(5) To request a pre-application conference, an applicant shall submit a set of preliminary plans to the City. The amount and quality of the information submitted is up to the applicant; however, better information provided initially is more likely to result in better feedback and discussion with planning staff. At a minimum, the plans should include a basic layout of the proposal, including circulation, lot patterns and building locations, location of critical areas, and other site constraints.

(e) Submittal Requirements.

(1) The Planning Director shall specify submittal requirements, including type, detail, and number of copies, for an application to be complete. Submittal requirements for each permit application shall be available in the Department of Planning and Community Development. At a minimum the following shall be submitted with new applications:

- (i) General application form;
- (ii) Applicable fees;
- (iii) Environmental checklist (if not exempt);
- (iv) Applicable signatures, stamps or certifications;
- (v) All required items stated in the applicable development handouts.

(2) The Planning Director may waive in writing specific submittal requirements determined to be unnecessary for review of an application. Alternatively, the Planning Director may require additional material, such as maps, studies, or models, when the Planning Director determines such material is needed to adequately assess the proposed project and submits the request in writing to the applicant.

(3) Applications for shoreline substantial development permits shall include submittal of the supplemental requirements set forth in Chapter 7 of the Shoreline Master Program and shoreline permits application materials.

(f) Determination of Complete Application.

(1) The presumption established by this title is that all of the information set forth in the specified submittal checklists is necessary to satisfy the requirements of this section. However, each development is unique, and therefore the Planning Director may request additional information, if necessary, or may

waive certain items if it is determined they are not necessary to ensure that the project complies with City requirements.

(2) The Planning Director shall make a determination of completeness pursuant to Section 14.16A.230(c).

(g) Consolidated Permit Process.

(1) When applying concurrently for a development that involves two or more related applications, individual permit numbers shall be assigned and separate permit fees shall be paid, but the applications shall be reviewed and processed collectively. A consolidated report setting forth the recommendation and decision shall be issued.

(2) Applications processed in accordance with subsection (g)(1) of this section, which have the same highest numbered procedure but are assigned different hearing bodies, shall be heard collectively by the highest decision maker(s). The City Council is the highest, followed by the Hearing Examiner and then the Design Review BoardAdministrative.

(3) No hearing or deliberation upon an application for a conditional use permit, subdivision, variance, planned neighborhood development, site plan review, administrative conditional use permit, shoreline permit, or similar quasi-judicial or administrative action, which is inconsistent with the existing Zoning Map, shall be scheduled for the same meeting at which the required Zoning Map amendment will be considered by the Hearing Examiner or the City Council. This section is intended to be a procedural requirement applicable to such actions as noted in RCW 58.17.070.

(h) Application and Inspection Fees. Fees are set forth in a separate fees resolution adopted by the City Council. (Ord. 1015, Sec. 4 (Exh. C), 2018; Ord. 898, Sec. 2, 2013; Ord. 876, Sec. 10, 2012; Ord. 811, Sec. 2 (Exh. 1), 2010)

14.16A.320 Planning Director.

(a) The Planning Director enforces the municipal code unless otherwise specified. As specified in this title, the Planning Director shall be the City's Planning and Community Development Director or designated representative.

(b) Authority and Duties. The Planning Director or designee shall have the authority to enter and inspect buildings and land during reasonable hours with permission of the occupant or owner or by court order, to issue abatement orders and citations and to cause the termination and abatement of violations of this title unless otherwise specified. The duties of the Planning Director shall include, but not be limited to, the following: enforce and administer this title unless otherwise specified; investigate complaints and initiate appropriate action; render decisions or make recommendations as specified in this title; and keep adequate records of land use applications, enforcement actions, and appeals. The Planning Director may also review administrative modifications pursuant to Section 14.16C.025 to items previously approved by the Design Review Board, Planning Commission, and/or City Council.

(c) Appeals. Appeals of final decisions of the Planning Director made in the course of interpretation or administration of this title shall be governed by Section 14.16A.265, Appeals. Code enforcement actions pursuant to Section 14.16A.040, Compliance with Title 14 Required, are not "final decisions" for the

purpose of this section, except as otherwise provided in this title. (Ord. 1015, Sec. 4 (Exh. C), 2018; Ord. 811, Sec. 2 (Exh. 1), 2010)

14.16A.340 Design Review Board.

(a) ~~The Design Review Board is created independent from the legislative functions of the City Council to review and make urban design decisions that will promote visual quality throughout the City. The purpose of the Design Review Board and their procedure includes but is not limited to the following:~~

(1) ~~To encourage and promote aesthetically pleasing and functional neighborhood and commercial developments for the citizens of Lake Stevens by establishing design review standards including site layout, landscaping, parking and preferred architectural features;~~

(2) ~~To implement the City's Comprehensive Plan policies and supplement land use regulation: promote high quality urban design and development, promote a coordinated development of the unbuilt areas, lessen traffic congestion and accidents, secure safety from fire, provide light and air, prevent the overcrowding of land, and conserve and restore natural beauty and other natural resources;~~

(3) ~~To encourage originality, flexibility, and innovation in site planning and development, including the architecture, landscaping and graphic design of proposed developments in relation to the City or design area as a whole;~~

(4) ~~To encourage low impact development (LID) by conservation and use of existing natural site features to integrate small scale stormwater controls, and to prevent measurable harm to natural aquatic systems from commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape;~~

(5) ~~To encourage green building practices to reduce the use of natural resources, create healthier living environments and minimize the negative impacts of development on local, regional, and global ecosystems;~~

(6) ~~To encourage creative, attractive harmonious developments and to promote the orderliness of community growth, the protection and enhancement of property values for the community as a whole and as they relate to each other, the minimization of discordant and unsightly surroundings, the need for harmonious and high quality of design and other environmental and aesthetic considerations which generally enhance rather than detract from community standards and values for the comfort and prosperity of the community and the preservation of its natural beauty and other natural resources which are of proper and necessary concern of local government, and to promote and enhance construction and maintenance practices that will tend to prevent visual impairment and enhance environmental and aesthetic quality for the community as a whole;~~

(7) ~~To aid in assuring that structures, signs and other improvements are properly related to their sites and the surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping and that proper attention is given to exterior appearances of structures, signs and other improvements;~~

- (8) To protect and enhance the City's pleasant environments for living and working and thus support and stimulate business and industry and promote the desirability of investment and occupancy in business and other properties;
- (9) To stabilize and improve property values and prevent blight areas to help provide an adequate tax base to the City to enable it to provide required services to its citizens;
- (10) To foster civic pride and community spirit by reason of the City's favorable environment and thus promote and protect the peace, health and welfare of the City and its citizens;
- (11) To ensure compatibility between new and existing developments.

(b) Appointments and Qualifications.

(1) The Design Review Board shall consist of five individuals, of which at least three are City residents, from the following representatives selected by the City Council and shall include staff as a resource:

- (i) At least one member and a designated alternate of the Lake Stevens Planning Commission;
- (ii) At least one member and a designated alternate who work as urban design professionals experienced in the disciplines of architecture, landscape architecture, urban design, graphic design or similar disciplines and need not be residents of the City; and
- (iii) At least one member and a designated alternate who is a city resident that has expressed an interest in urban design.

(2) The term of each professional and resident position is three years and shall expire on December 31st in the final year of each term. When establishing the Design Review Board, one professional shall have a term of three years and the second, if required, shall have a term of two years to start. The Planning Commission representatives shall be voted on by the Planning Commission yearly.

(c) Authority and Duties. The Design Review Board shall review all structures and site features in specific zones and for specific regulations listed in Section 14.16C.050.

(d) Meetings. The Design Review Board shall meet on an as-needed basis.

(e) Rules. The Design Review Board may adopt rules for the transaction of its business. The rules shall be consistent with the development code and may provide for but are not limited to:

- (1) Date, time, place and format of public meetings;
- (2) Record of proceedings, reports, studies, findings, conclusions and decisions;
- (3) Election of a chairman and vice chairman of the Design Review Board for a one-year term.

(f) Approval Required. No design review approval shall be granted, no building permit shall be issued, and no construction shall begin until the Design Review Board has completed the review specified in this section and determined that the requested action is consistent with the adopted design criteria.

(g) Appeals of Design Review Board Decisions. Applicants and any interested party may appeal decisions of the Design Review Board. Only those issues under the authority of the Design Review Board

as established by this section are subject to appeal. Appeals of the decisions of the Design Review Board will be heard as follows:

- (1) If a related land use permit does not require an open record public hearing, then the appeal shall be heard by the permit issuing or review body.
- (2) If a related development permit requires an open record public hearing, then the appeal shall be heard at that hearing and decided upon by the hearing body or officer hearing the related development permit. (Ord. 1015, Sec. 4 (Exh. C), 2018; Ord. 811, Sec. 2 (Exh. 1), 2010)

14.16B.010 Classification.

Land use actions, permits and decisions shall be classified according to which procedures apply. In the following table, a symbol in a cell means the specified procedure (row) pertains to the specified permit type (column). Section [14.16A.210\(d\)](#) Table 14.16A-I, Classification of Permits and Decisions, lists all land use actions, permits and decisions for each type of review.

Procedure Category	Permit Types					
	I	II	III	IV	V	VI
Unique permit submittal requirements & decision criteria apply	X	X	X	X	X	X
Public notice required		X	X	X	X	X
SEPA threshold determination required		*	*	X	*	*
Public meeting may be required	*	*	*	*	*	
Public hearing required			X	X	X	X
Design Review Board required	*	*	*	*	*	
Pre-application conference recommended	O	O	H	H	H	O

X - required; * - may be required depending on the project; O - optional; H - highly recommended

(Ord. 811, Sec. 3 (Exh. 2), 2010)

14.16B.305 Purpose.

A Type III process is a quasi-judicial review and decision made by the Hearing Examiner. The Hearing Examiner makes a decision based on a recommendation from staff ~~and, if required, the Design Review Board~~. A public meeting (e.g., scoping, neighborhood, etc.) may be held prior to ~~a staff or Design Review Board~~ recommendation. The Hearing Examiner considers public testimony received at an open record public hearing. Public notification is provided at the application, public hearing and decision stages of

application review. The administrative appeal body is the Superior Court, except shoreline permits are appealed to the State Shoreline Hearings Board. The purpose of this part is to provide the necessary steps for permit approvals requiring Type III review. (Ord. 811, Sec. 3 (Exh. 2), 2010)

14.16B.310 Overview of Type III Review.

(a) This section contains the procedures the City will use in processing Type III applications. This process begins with a complete application, followed by notice to the public of the application and a public comment period, during which time an informational meeting may be held. The permit-issuing authority and designated appeal body for each application reviewed as a Type III are indicated in Table 14.16A-I.

(b) If required by the State Environmental Policy Act, a threshold determination will be issued by the SEPA Responsible Official. The threshold determination shall be issued prior to the issuance of staff's or Design Review Board's recommendation on the application.

~~(c) Following issuance of the Design Review Board recommendation, if applicable, a public hearing will be held before the city Hearing Examiner.~~

~~(cd) The decision of the Hearing Examiner on a Type III application is appealable to the Superior Court, except shoreline permit appeals are made to the State Shoreline Hearings Board. The Hearing Examiner action deciding the appeal and approving, approving with modifications, or denying a project is the final City decision on a Type III application. A final appeal may be made to the Snohomish County Superior Court. (Ord. 811, Sec. 3 (Exh. 2), 2010)~~

14.16B.340 Notice of Public Hearing.

(a) Public notice of the date of the Hearing Examiner public hearing for the application shall be published in a newspaper of general circulation. The public notice shall also include a notice of availability of the staff ~~or Design Review Board~~ recommendation. If a determination of significance was issued by the SEPA responsible official, the notice of staff ~~or Design Review Board~~ recommendation shall state whether an EIS or supplemental EIS was prepared or whether existing environmental documents were adopted. The public hearing shall be scheduled no sooner than 10 days following the date of publication of the notice.

(b) The Planning Director shall mail notice of the public hearing and the availability of the recommendation to each owner of real property within 300 feet of the project site.

(c) The Planning Director shall mail or email notice of the availability of the recommendation and the date of the public hearing to each person who submitted oral or written comments during the public comment period or at any time prior to the publication of the notice of recommendation.

(d) The Planning Director shall post the notice of the date of the public hearing and the availability of the recommendation on site and at City Hall. The Planning Director shall establish standards for size, color, layout, design, wording and placement of the notice boards. (Ord. 811, Sec. 3 (Exh. 2), 2010)

14.16B.405 Purpose.

A Type IV process is a quasi-judicial review and recommendation made by the Hearing Examiner and a decision made by the City Council. At an open record public hearing, the Hearing Examiner considers the

recommendation from staff ~~and, if required, the Design Review Board~~, as well as public testimony received at the public hearing. The City Council makes a decision, based on a recommendation from the Hearing Examiner, during a closed record public meeting. Public notification is provided at the application, public hearing, and decision stages of application review. There is no opportunity for an administrative appeal. Appeals of City Council decisions are made to Snohomish County Superior Court. The purpose of this part is to provide the necessary steps for permit approvals requiring Type IV review. (Ord. 811, Sec. 3 (Exh. 2), 2010)

14.16B.410 Overview of Type IV Review.

- (a) This section contains the procedures the City will use in processing Type IV applications. This process begins with a complete application, followed by notice to the public of the application and a public comment period, during which time an informational meeting may be held. The permit-issuing authority and designated appeal body for each application reviewed as a Type IV are indicated in Table 14.16A-I.
- (b) If required by the State Environmental Policy Act, a threshold determination will be issued by the SEPA responsible official. The threshold determination shall be issued prior to the issuance of staff ~~or Design Review Board's~~ recommendation on the application.
- (c) Following issuance of staff ~~or Design Review Board~~ recommendation, a public hearing will be held before the City Hearing Examiner.
- (d) The recommendation of the Hearing Examiner on a Type IV application is forwarded to the City Council. The City Council action approving, approving with modifications, or denying a Type IV application is the final City decision. (Ord. 811, Sec. 3 (Exh. 2), 2010)

14.16B.440 Notice of Public Hearing.

- (a) Public notice of the date of the Hearing Examiner public hearing for the application shall be published in a newspaper of general circulation. The public notice shall also include a notice of the availability of the staff ~~or Design Review Board~~ recommendation. If a determination of significance was issued by the SEPA responsible official, the notice of staff ~~or Design Review Board~~ recommendation shall state whether an EIS or supplemental EIS was prepared or whether existing environmental documents were adopted. The public hearing shall be scheduled no sooner than 10 days following the date of publication of the notice.
- (b) The Planning Director shall mail or email notice of the availability of the recommendation and the date of the public hearing to each person who submitted comments during the public comment period or at any time prior to the publication of the notice of recommendation.
- (c) The Planning Director shall mail notice of the public hearing and the availability of the recommendation to each owner of real property within 300 feet of the project site.
- (d) The Planning Director shall post the notice of the date of the public hearing and the availability of the recommendation on site and at City Hall. The Planning Director shall establish standards for size, color, layout, design, wording and placement of the notice boards. (Ord. 811, Sec. 3 (Exh. 2), 2010)

14.16C.020 Administrative Design Review.

(a) The purpose of this section is to allow administrative review and approval of design for small development by establishing the criteria the Planning Director will use in making a decision upon an application for administrative design review in all zones. All other design review must be reviewed by the Design Review Board pursuant to Section 14.16C.050.

(b) Procedure. Applications that seek administrative design review shall follow the procedures established in Chapter 14.16B for a Type I permit process.

(c) The Planning Director will make a determination if the project can be reviewed administratively or is required to go through the Design Review Board.

(d) Limitations. Administrative review is limited to small projects with minimal impacts to exterior design elements, including changes to existing structures, facades, landscaping, or site design with a construction value less than \$100,000. The Planning Director will make a determination if the project can be reviewed administratively or is required to go through the Design Review Board.

(e) Decision Criteria. The Planning Director's decision shall be based on the extent to which the proposed project meets applicable design guidelines adopted by Council. (Ord. 811, Sec. 4 (Exh. 3), 2010)

14.16C.025 Administrative Modifications.

(a) This section governs requests to modify any final approval granted pursuant to this title, excluding all approvals granted by passage of an ordinance or resolution of the City Council and requests to revise a recorded plat governed by Chapter 14.18.

(b) Procedure. Applications that seek administrative modification that meet the criteria below shall follow the procedures established in Chapter 14.16B for a Type I permit process.

(c) Decision Criteria.

(1) The Planning Director may determine that an addition or modification to a previously approved project or decision will require review as a new application rather than an administrative modification, if it exceeds the criteria in subsection (c)(2) of this section. If reviewed as a new application rather than an administrative modification, the modification shall be reviewed by the same body that reviewed the original application. ~~If the application resulting in the approval which is the subject of the request for modification was reviewed by the Design Review Board and the modification would have minimal impacts to design, then the Planning Director shall review the request and make a final decision.~~ The criteria for approval of such a modification shall be those criteria governing original approval of the permit which is the subject of the proposed modification.

(2) A proposed modification or addition will be decided as an administrative modification, if the modification meets the following criteria:

(i) No new land use is proposed;

- (ii) No increase in density, number of dwelling units or lots is proposed;
- (iii) No changes in location or number of access points are proposed;
- (iv) Minimal reduction in the amount of landscaping is proposed;
- (v) Minimal reduction in the amount of parking is proposed;
- (vi) The total square footage of structures to be developed is the lesser of 10 percent or 6,000 gross square footage; and
- (vii) Minimal increase in height of structures is proposed to the extent that additional usable floor space will not be added exceeding the amount established in subsection (c)(2)(vi) of this section. (Ord. 811, Sec. 4 (Exh. 3), 2010)

14.16C.050 Design Review.

(a) ~~The~~ Design Review Board is created required to review and make urban design decisions that will promote visual quality throughout the City. The purpose of design review includes but is not limited to the following:

- (1) To encourage and promote aesthetically pleasing and functional neighborhood and commercial developments for the citizens of Lake Stevens by establishing design review standards and guidelines including site layout, landscaping, parking and preferred architectural features;
- (2) To implement the City's Comprehensive Plan policies and supplement the City's land use regulations, promote high-quality urban design and development, supplement land use regulation, promote a coordinated development of the unbuilt areas, improve walkability, lessen traffic congestion, provide light and air, prevent the overcrowding of land, and conserve and restore natural beauty and other natural resources;
- (3) To encourage originality, flexibility, and innovation in site planning and development, including the architecture, landscaping and graphic design of proposed developments in relation to the City or subarea as a whole;
- (4) To encourage low impact development (LID) by conservation and use of existing natural site features in order to integrate small-scale stormwater controls and to prevent measurable harm to natural aquatic systems from commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape;
- (5) To encourage green building practices in order to reduce the use of natural resources, create healthier living environments, and minimize the negative impacts of development on local, regional, and global ecosystems;
- (6) To encourage creative, attractive and harmonious developments and to promote the orderliness of community growth, the protection and enhancement of property values for the community as a whole and as they relate to each other, the minimization of discordant and

unsightly surroundings, the need for harmonious and high quality of design and other environmental and aesthetic considerations which generally enhance rather than detract from community standards and values for the comfort and prosperity of the community and the preservation of its natural beauty and other natural resources which are of proper and necessary concern of local government, and to promote and enhance construction and maintenance practices that will tend to prevent visual impairment and enhance environmental and aesthetic quality for the community as a whole;

- (7) To aid in assuring that structures, signs and other improvements are properly related to their sites and the surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping, and that proper attention is given to exterior appearances of structures, signs and other improvements;
- (8) To protect and enhance the City's community vision for living and working and thus support and stimulate business and industry and promote the desirability of investment and occupancy in business and other properties;
- (9) To stabilize and improve property values to help provide an adequate tax base to the City to enable it to provide required services to its citizens;
- (10) To foster civic pride and community spirit by reason of the City's favorable environment and thus promote and protect the health, safety and welfare of the City and its citizens; and
- (11) To ensure compatibility between new and existing developments.

- (b) The City Council shall adopt design guidelines or standards by ordinance.

~~(1) City of Lake Stevens Design Guidelines (Residential Development Handbook for Snohomish County Communities) were readopted on April 17, 1995, for use within City limits, excluding subareas.~~

~~(2) The Subarea Design Guidelines apply to the Downtown Lake Stevens Subarea Plan as presently adopted and as hereafter may be amended, Lake Stevens Center Subarea Plan and 20th Street SE Corridor Subarea Plan. To assure an attractive, pedestrian-friendly environment, all applicable development occurring within either subarea shall comply with these design guidelines which are attached to the subarea plans. If design guidelines appear to conflict with another provision of this title, the design guidelines shall prevail.~~

~~(c) Design Review Board. Review of permit applications for conformance with the development design guidelines shall be done by the Design Review Board in public meetings, as set forth in Section 14.16A.260.~~

~~(d) Projects requiring design review that meet the limitations in Section 14.16C.020(d) shall follow the procedures established in Chapter 14.16B for a Type I permit process as an administrative design review. All other projects requiring design review shall follow the procedures in subsection (e) of this section.~~

(ec) Procedure. Applicants that seek design review shall follow the procedures established in Chapter 14.16B for a Type I permit process and as follows:

- (1) Pre-Application Meeting. If design review is required, a pre-application meeting with the City is highly recommended prior to submittal of a formal application.
- (2) Design Review Submittal Requirements. Seven Two color, hard copies and one electronic copy are required for each submittal for review by the Design Review Board.
 - (i) Buildings and Site Development Plans. The following information and materials shall be submitted to the City for review under this chapter:
 - a. A completed application.
 - b. Site plan at an engineering scale from one inch equals 20 feet to one inch equals 50 feet, showing:
 1. Location of all proposed structures and any existing structures to be retained or incorporated into the development.
 2. Location of building setback lines.
 3. Proposed pedestrian and vehicular circulation including driveways, access points, sidewalks and pedestrian pathways.
 4. Parking lot layout, design and, if applicable, loading areas.
 5. Public improvements including sidewalks, curbs, gutters, etc.
 6. Location of existing trees and vegetation to be retained.
 - c. Building material samples and color chips.
 - d. Plans and section drawings depicting the relationship of the proposed project to abutting properties and buildings.
 - e. Building elevations and/or perspective renderings drawn to scale and indicating the exterior color and material composition (including mechanical equipment and screening).
 - f. Roof plan including the location of mechanical equipment.
 - g. A lighting plan, if required, adequate to determine the location, character, height and style of fixtures and the amount and impacts of spillover on adjacent properties.
 - h. A brief narrative description of the design elements or objectives of the proposal and discussion of the project's relationship to surrounding properties.

(ii) Landscape Plans. The following information and materials shall be submitted to the City for review under this chapter:

- a. A completed application.
- b. Site plan at an engineering scale from one inch equals 20 feet to one inch equals 50 feet, showing:
 1. Location of all proposed structures and any existing structures to be retained or incorporated into the development.
 2. Proposed pedestrian and vehicular circulation including driveways, access points, sidewalks and pedestrian pathways.
 3. Parking lot layout, design and loading areas if applicable.
 4. Public improvements including sidewalks, curbs, gutters, etc.
 5. Location and size of existing trees and vegetation to be retained.
 6. Plans and section drawings depicting the relationship of the proposed project to abutting properties and buildings.
 7. Landscape plan showing the location of proposed plant materials, including a plant schedule identifying plants by common and scientific names, spacing, size at time of planting, size at maturity, location of any existing vegetation and trees to be retained, and special notes.
 8. Photographs of proposed plant material.
 9. Plans showing proposed grading/topography, drawn to the same scale as the landscape plan.

(iii) ~~Sign Plans.~~ The following information and materials shall be submitted to the City for review under this chapter:

- a. A completed application.
- b. A site plan, drawn to scale, showing the location of the building upon which the sign will be installed, surrounding buildings, and adjacent streets.
- c. A drawing showing the size, shape and exact location of the proposed sign(s). For wall or building mounted signs, the drawing shall portray the proposed sign's relationship to any existing or proposed signs located on the same facade or common building wall. Drawings must be to scale or contain dimensions indicating the size of the sign and the length and height of the appropriate building surface.

- d. Dimensions, area (in square feet), and style of letters/symbols of the proposed signs.
- e. A colored illustration of the proposed signs.
- f. Sign materials (wood, plastic, metal, etc.) and color samples.

(iiiiv) The Director may require the submission of such other information determined to be appropriate and necessary for a proper review of the requested action.

(3) Public Notice. A notice of application shall be completed pursuant to Section 14.16B.225 for new structures, as described in subsection (d) of this section. A design review public meeting is not required unless requested by the public during the notice of application comment period or as required by an associated land use application, like a conditional use permit.

(43) Recommendation. A staff report of findings, conclusions and recommendations shall be forwarded to the Design Review Board Director or designee before a public meeting. The conclusions and recommendations shall indicate how the recommendations carry out the goals, policies, plans and requirements of the development design guidelines. The findings shall be referenced to contested issues of fact, and the conclusions shall be referenced to specific provisions of the development design guidelines and review criteria incorporated therein, together with reasons and precedents relied upon to support the same. The conclusions shall make reference to the effect of the decision upon the Comprehensive Plan, as well as the effect of both approval and denial on property in the vicinity, on business or commercial aspects, if relevant, and on the general public. The decision shall be based upon a consideration of the whole record of the application.

(df) ApplicabilityConformance with Design Guidelines or Standards.

(1) All new commercial, industrial, multi-family and institutional structures, like places of worship and civic buildings, must comply with the design guidelines or standards adopted per subsection (b) of this section or when the development is located within an adopted subarea. Existing structures with exterior façade changes must also comply with the adopted design guidelines to the extent possible.

(1) Structures within the following zones are subject to the design guidelines or standards adopted per subsection (b) of this section, except when the project meets the limitations in Section 14.16C.020(d) or when the development is located within an adopted subarea plan and is required to meet the adopted subarea design guidelines:

- (i) Central Business District (except Class 1.100 or 1.200 uses);
- (ii) Mixed Use (except Class 1.100 or 1.200 uses);
- (iii) Neighborhood Commercial (except Class 1.100 or 1.200 uses);
- (iv) Local Business (except Class 1.100 or 1.200 uses);

- ~~(iv) Planned Business District;~~
- ~~(vi) Sub-Regional Commercial;~~
- ~~(vii) High Urban Residential;~~
- ~~(viii) Multi-Family Residential (multifamily developments);~~
- ~~(ix) Light Industrial;~~
- ~~(x) General Industrial; or~~
- ~~(xi) Public/Semi-Public.~~

(2) Structures are subject to the design guidelines or standards adopted per subsection (b) of this section when developed under specified regulations listed below, except when the project meets the limitations in Section [14.16C.020](#)(d):

- (i) Planned neighborhood developments (Section [14.16C.080](#));
- (ii) Planned residential developments (Section [14.44.020](#)); and
- (iii) Innovative Housing Options Program (Chapter [14.46](#)).

(3) No building or land use permit shall be issued for structures or uses which do not conform to the applicable guidelines or standards, except as allowed under subsection (f)(4) of this section.

(4) A building or land use permit may be issued for a structure or use that does not comply with subsection (f)(1), (2) or (3) of this section, if any one of the following findings can be made by the permit-issuing authority:

- (i) The structure is of a temporary nature which, in all likelihood, will be replaced by a permanent structure within a reasonable time frame.
- (ii) The structure is minor to the overall use of the property and will not be noticeably visible from a public right-of-way.
- (iii) The structure will not be visible from an existing, planned, or proposed public right-of-way.
- (iv) The structure is pre-existing with proposed changes to portions of the facade that are not visible from public rights-of-way. (Ord. 1027, Sec. 3, 2018; Ord. 903, Sec. 19, 2013; Ord. 876, Sec. 12, 2012; Ord. 811, Sec. 4 (Exh. 3), 2010)

14.44.020 Planned Residential Developments.

It is intended that a PRD will: result in a residential environment of higher quality than traditional lot-by-lot development by being held to higher standards of design of buildings, parks, open space, landscaping, roadways, entrance and other project features; provide flexibility to the property owners; protect critical areas and significant stands of trees; encourage a variety or mixture of housing types; and encourage compatibility of the development with the surrounding neighborhood. In addition to meeting the other relevant requirements of this title, planned residential developments (PRDs) must comply with the following:

- (a) The PRD may only be located on tracts of at least five acres within a Suburban Residential, Urban Residential, High Urban Residential, or Multi-Family Residential zoning district.
- (b) The gross density of a PRD shall not exceed the allowable density specified in Section [14.48.010](#).
- (c) Permissible types of residential uses within a PRD include single-family detached dwellings (use classification 1.111), single-family attached (1.130), two-family residences (1.200), and multifamily residences (1.300) regardless of the underlying zone.
- (d) In the SR and UR zones the developer may create lots and construct buildings with reduced lot size, width, or setback restrictions, except that:
 - (1) In the SR zone, perimeter lots must have a minimum area of 7,500 square feet and width of 60 feet, and in the UR zone, perimeter lots must have a minimum area of 6,000 square feet and width of 45 feet.
 - (2) At least 50 percent of the total number of dwelling units must be single-family detached residences on lots of at least 6,000 square feet in all zones except for the Multi-Family Residential.
 - (3) Comply with the fire protection requirements of the International Building Code (IBC) and the International Fire Code (IFC). Additional fire protection is required by these rules when setbacks are reduced below the standard five feet.
 - (4) Setback requirements of the underlying zone shall apply for all property lines located on the perimeter of the PRD.
 - (5) Each lot must be of a size and shape to contain the proposed improvements.
 - (6) The lots are designed so that homes can be constructed at least 15 feet from any environmentally critical area buffer.
 - (7) In providing additional amenity pursuant to subsection (h) of this section, priority shall be given to maintaining native areas in a natural condition.
 - (8) Homes shall be designed so as to minimize the visual impact of garages and automobiles from the streets and sidewalks through either:
 - (i) Providing alleys which provide access to the garage at the rear of the lot; or

- (ii) Locate the garage at least 20 feet behind the front of the house; or
- (iii) Locate the garage at least five feet behind the front of the house, with the combined width of garage doors no wider than 18 feet or 50 percent of the width of the front of the house (including garage), whichever is less.

(e) The design of a PRD, including site layout, landscaping, public facilities (e.g., storm drainage, parks, streets, etc.) and building design shall be subject to Design Review ~~Board (DRB) approval~~ and shall meet the City's adopted ~~Development~~ Design Guidelines. ~~In lieu of the DRB approving each SFR structure, the applicant may propose project specific design guidelines, in which case the DRB may approve the guidelines, to be implemented administratively by the Department of Planning and Community Development. Where authority is granted by the DRB to staff to review individual single family residential structures, the DRB shall be the arbiter between the applicant and staff.~~

(f) When located in the SR, UR or HUR zone, multifamily portions of a PRD shall be developed more toward the interior rather than the periphery of the tract so that only single-family detached residences border adjacent properties and roads.

(g) Type A screening (Chapter [14.76](#)) shall apply to the exterior boundaries of the PRD, but are not required between uses within the PRD.

(h) When creating a PRD, the applicant must improve 10 percent of the site with common amenities, in addition to the open space requirements. The amenities can include, but are not limited to, additional usable open space area, landscaped entries into the project (in addition to the standard roadway dedication and landscaping requirements), landscape islands in the center of roads, special treatment of roads (such as concrete pavers), protection of significant clusters of trees, or other amenities as may be appropriate. Common amenities do not include protected critical areas and their buffers, unless passive recreation is provided within the buffer areas. In such case, credit for trails will be given at a rate of 10 square feet for each lineal foot of trail, 10 square feet for each park bench and five square feet for each interpretive sign. Park space will be given credit towards meeting this requirement only when it meets the criteria for dedication contained in Chapter [14.120](#).

(i) Protected critical areas and significant stands of trees will be used as an amenity to the project through such techniques as providing pervious trails and benches in buffers and significant stands of trees, orienting buildings to create views, and any other technique to provide visual and physical access. (Ord. 903, Sec. 31, 2013; Ord. 746, Sec. 5, 2007; Ord. 741, Sec. 6, 2007; Ord. 639, Sec. 3, 2001; Ord. 579, 1998; Ord. 501, Sec. 9, 1995; Ord. 468, 1995)

14.46.015 Review and Processing.

Innovative housing projects shall be reviewed and processed according to the requirements of Sections [14.16C.015](#), [14.16C.045](#) and [14.40.020](#)(b), with the additional requirements below:

(a) A pre-application conference per Section [14.16A.220](#)(d) is required to exchange general and preliminary information and to identify potential issues.

(b) After the pre-application conference, the applicant shall schedule and host a neighborhood meeting before submitting an application to the City. The purpose of the neighborhood meeting is to provide residents who live adjacent and nearby to the proposed cottage housing development an opportunity to obtain information about the proposal and provide comment on the overall project before an applicant expends significant time and resources in developing the specific site and development features of the proposal.

- (1) The meeting shall be located in the general area of the proposed project.
- (2) Notice of the neighborhood meeting shall be mailed to all property owners located within 300 feet of the proposed project or 20 property owners (whichever results in more property owners being noticed) and shall provide details of the proposed project, including a description of any modification or flexibility in site design standards that will be requested.
- (3) Comprehensive notes describing the meeting shall be submitted with the project application.
- (4) Following the neighborhood meeting, the applicant shall consider public input received during the neighborhood meeting and shall consider recommendations, if any, for revising the proposed innovative housing project to respond to neighborhood concerns.

(c) ~~The Design Review Board shall consider project proposals at one meeting with staff and provide a recommendation for design approval of~~ is required for projects in accordance with this chapter.

Duties and authority are as follows:

~~(1) The Design Review Board is required to meet with the Director and City staff at a meeting to discuss proposed innovative housing development site plans and recommend modifications.~~

~~(21) Prior to a final decision by the Director or the Hearing Examiner, the Design Review Board shall make a recommendation based on a staff report including findings of fact must be provided demonstrating~~ whether the proposed project meets the specific design requirements provided in this chapter for the specific type of innovative housing option and may propose allowable modifications. (Ord. 872, Sec. 5, 2012; Ord. 811, Sec. 54, 2010; Ord. 798, Sec. 7 (Exh. 2), 2009)

14.46.035 Modifications to the Provisions in this Chapter.

- (a) An applicant may request modifications to the provisions of this chapter or other provisions of this title related specifically to this chapter, to the extent that such modifications are consistent with the purpose, intent and requirements of this chapter.
- (b) The applicant must describe each requested modification and document in writing how the modifications are consistent with the purpose, intent and requirements of this chapter.
- (c) The Director or Hearing Examiner may approve modifications after:

- (1) Considering the Design Review ~~Board's recommendations~~ staff report and findings of fact; and

- (2) Documenting in writing that the modifications are consistent with the purpose and requirements of this chapter and do not threaten the public health, safety, or welfare.
- (d) Minor changes to a site plan or design elements approved under this chapter may be approved by the Director. Changes that increase the intensity of development, e.g., trips generated or number of residential units; alter the character of the development or balance of mixed uses; increase the floor area in one building by more than 10 percent; change access points; move buildings around on the site; reduce the acreage of common open area or buffering areas; or diminish the effectiveness of perimeter buffers, are major and shall be subject to the requirements of this chapter. Major modifications may be approved by the original decision body and ~~shall~~may be subject to design review approval. (Ord. 872, Sec. 6, 2012; Ord. 798, Sec. 7 (Exh. 2), 2009)



Staff Report
City of Lake Stevens Planning Commission
Planning Commission Briefing
Date: September 18, 2019

SUBJECTS: Land Use Code Amendment

CONTACT PERSON/DEPARTMENT: Russ Wright, *Community Development Director*
Dillon Roth, *Planner*
Sabrina Gassaway, *Assistant Planner*

SUMMARY: Over the last several months staff has been holding meetings with a Land Use Advisory Committee made up citizens and developers to evaluate the city's zoning code and make recommendations for ways to develop a flexible and efficient code that can increase diversity in housing stock throughout the community and promote quality neighborhoods.

ACTION REQUESTED OF PLANNING COMMISSION: None required

Project Goals:

1. Define what new development can look like in standard subdivisions for properties within and outside city limits considering the current land supply;
2. Define innovative housing tools that will support more diverse neighborhoods with a mix of housing types; and
3. Define an infill toolbox for re-developable and partially-used properties.

Zoning Code Update:

At tonight's meeting staff is providing an outline (**Attachment 1**) of proposed comprehensive code changes to implement the work from the Land Use Advisory Committee. Each of the major sections will be reviewed by the Planning Commission, over the next couple of months, including subdivision updates, general and zoning standards updates, and infill requirements. Many of the amendments required restructuring and reorganizing existing code with minor adjustments to support the greater project. Tonight's meeting will focus on changes to the subdivision code, in particular the Planned Residential Development Code. The next meeting will include representatives from the Land Use Advisory Committee discussing their process and recommendations after which staff will present the updates to the zoning code.

Subdivision Code:

Updating the subdivision code primarily consists of reorganizing and consolidating various subdivision sections into one cohesive chapter (**Attachment 2**). Chapter 14.18 currently contains two parts, Subdivisions and Binding Site Plans. The chapter will now include two more parts, Boundary Line Adjustments and Alternative Subdivisions. Alternative Subdivisions (Part IV) include Planned Residential Developments (PRD), Cluster Subdivisions and Unit Lot Subdivisions. These types of subdivisions already exist in the LSCM but are scattered throughout.

Most of the subdivision code amendment is simply removing sections of code from various chapters and placing those sections into Chapter 14.18. However, the PRD code has some noteworthy changes. Generally, PRDs are a type of development that allows greater flexibility to the zoning standards in exchange for a higher quality design and more common amenities. Specific changes to the PRD section include a 20% density bonus, a density calculation and requiring different house plans for adjacent PRD lots.

Next Steps

Staff will present additional code sections for the Commission's consideration leading to a Public Hearing in late November.

Attachments:

1. Code amendment outline
2. Draft subdivision code

Proposed Zoning Code Structure Changes

TITLE 14 LAND USE

Chapter 14.16C Land Use Actions, Permits and Determinations - Decision Criteria and Standards

14.16C.080 Planned Neighborhood Developments – **minor changes for consistency with a major overhaul as a separate project in 2020**

Chapter 14.18 Subdivisions and Lot Adjustments

Part I. Subdivisions

- Subdivisions
- Short Subdivisions

Part II. Boundary Line Adjustments

- Lot Line Adjustments
- Lot Consolidations

Part III Binding Site Plans

Part IV Alternative Subdivisions

- Planned Residential Developments
- Cluster Subdivisions
- Unit Lot Subdivisions

Chapter 14.36 Zoning

Part I Zoning Districts

14.36.010 Residential Zones

- R4 – 4 dwellings per acre / proposed lot size 8,600 square feet.
- WR – 4 dwellings per acre / proposed lot size 8,600 square feet.
- R6 – 6 dwellings per acre / proposed lot size 6,000 square feet.
- R8 – 8 dwellings per acre / proposed lot size 4,200 square feet.
- R12 – 12 dwellings per acre / proposed lot size 2,800 square feet
- MFR – Minimum 12 dwellings per acre

14.36.020 Commercial Zones

- Neighborhood Business
- Local Business
- Commercial District
- Business District
- Central Business District

14.36.030 Industrial Zones

- General Industrial

- Light Industrial

14.36.040 Mixed Use Zones

- Mixed Use – Combine and/or revise Mixed Use zones
- Mixed Use Neighborhood – Combine and/or revise Mixed Use zones
- Main Street – **recommend deletion**

14.36.050 Public/Semi-Public Zone

14.36.060 Floodplain

14.36.070 Shoreline

Part II Zoning Map

Part III Zoning Compatibility (Update)

Update Table 14.36-I: Land Use Designation/Zone Compatibility Matrix

Other changes

14.36.030 Manufacturing Districts Established – strike and change to Industrial

14.36.040 Planned Neighborhood Development Districts Established – **minor changes for consistency with a major overhaul as a separate project in 2020**

Chapter 14.38 Subarea Plans

14.38.020 – Various changes – Combine and/or revise Mixed Use zones code regulations

Chapter 14.44 Supplementary Use Regulations

Part I (changes)

14.44.010 Mixed Use – Combine and/or revise Mixed Use zones code regulations

14.44.020 Planned Residential Development – strike and move to subdivision code

14.44.035 Cottage Housing Development – strike / redundant with innovative housing chapter

14.44.090 Planned Business District – **combine with PBD as a separate project in 2020**

14.44.095 Neighborhood Commercial – strike NC zoning district does not exist

Part IV Design (changes)

14.44.320 Diversity within Planned Residential Districts – combine with PRD section

Chapter 14.46 Innovative Housing Options Program (Re-title Innovative Housing and Infill)

Part I General Provisions (changes)

14.46.030 Unit Lot Subdivisions – strike and move to subdivision section

Part II Cottages

Part III Infill Development – new code section

- Single-Family Infill Standards
- Design Provisions

Part IV Multifamily Uses in WR Zone

- Establish zoning criteria

Chapter 14.48 Density and Dimensional Regulations

14.48.040 Building Setback Requirements – update for consistency with other changes

14.48.050 Exceptions to Building Setback Requirements – update for consistency with other changes

14.48.055 Maximum Impervious Surface – strike as standards are contained in dimensional table

14.48.070 Cluster Subdivisions – strike and move to subdivision chapter

14.48.085 – add section for density calculation

14.48.100 Rural Subdivisions – strike as there are no rural lands in the UGA

New section 14.48.110 Dimensional Standards

- Table 14.48-I: Residential Density and Dimensional Standards – Update to reflect new zoning titles and standards
- Table 14.48-II Non-Residential Density and Dimensional Standards

Sections:

Part I. ~~Subdivisions and Boundary Line Adjustments~~

- 14.18.010 Subdivisions**
- 14.18.015 Review of Subdivisions**
- 14.18.020 Limitations on Re-Subdividing Short Plats**
- 14.18.025 Criteria for Preliminary Plat Approval**
- 14.18.030 Application for Final Plat Approval**
- 14.18.035 Approval of Final Plats**
- 14.18.040 Content of the Final Plat**
- 14.18.045 Endorsements on Short and Long Subdivision Plats**
- 14.18.050 Plat Approval Not Acceptance of Dedication Offers**
- 14.18.055 Subdivision Recording Requirements**
- 14.18.060 Alterations of Subdivisions**
- 14.18.065 Vacations of Subdivisions**
- 14.18.070 ~~Boundary Line Adjustments~~**

Part II. Binding Site Plans

- 14.18.105 Purpose and Applicability**
- 14.18.110 Procedure**
- 14.18.115 Additional Application Requirements**
- 14.18.120 Decision Criteria**
- 14.18.125 Subsequent Development Permits**
- 14.18.130 Conditions of Approval**
- 14.18.135 Conditions for Previously Approved Site Plan**
- 14.18.140 Conditions When Concurrently Reviewed**
- 14.18.145 Design Standards - Access Requirements**
- 14.18.150 Road and Right-of-Way Establishment and Right-of-Way Dedication**
- 14.18.155 Phased Development**
- 14.18.160 Acceptance of Site Improvements**
- 14.18.165 Bond or Performance Security**
- 14.18.170 Revisions**
- 14.18.175 Recording with County Auditor**
- 14.18.180 Vacation**

Part III. Boundary Line Adjustments

14.18.200 Lot Line Adjustments

14.18.210 Lot Consolidations

Part IV. Alternative Subdivisions

14.18.300 Planned Residential Developments

14.18.310 Cluster Subdivisions

14.18.320 Unit Lot Subdivisions

Part I. Subdivisions and Boundary Line Adjustments

14.18.010 Subdivisions.

Unless exempted by Chapter [58.17](#) RCW, all subdivision activity is subject to the requirements of this title. No person may subdivide land except in accordance with all of the provisions of this chapter. Short plats consist of subdivisions which result in nine or fewer lots. Subdivisions of 10 or more lots may also be referred to as formal or long plats/subdivisions. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.015 Review of Subdivisions.

No person may subdivide his land except in accordance with the provisions of this title. Long and short subdivisions are subject to a three-step approval process. The first step is approval of the preliminary plat, the second is approval and construction of the infrastructure necessary to serve the plat, and the third step is for approval of the final plat. Each step requires a separate application and fee as set by Council resolution. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.020 Limitations on Re-Subdividing Short Plats.

Short plats can be re-subdivided with a subsequent short plat within five years if the total number of lots created between the original and second short plat does not exceed nine. If the number of lots exceeds nine, re-subdivision requires a long plat. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.025 Criteria for Preliminary Plat Approval.

- (a) A preliminary plat shall follow the procedures for a Type II review for a short plat and Type III review for plats pursuant to Chapter [14.16B](#).
- (b) A preliminary plat shall be approved if it meets the approval criteria in Chapter [58.17](#) RCW and the requirements of this title.

(c) Preliminary plat approvals may contain conditions as deemed necessary to ensure the approval criteria are met. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.030 Application for Final Plat Approval.

The application for final plat approval shall include:

- (a) Completed application form with fee.
- (b) Five Two draft copies of the following information:
 - (1) Mathematical lot closures showing error of closures not to exceed 0.005 times the square root of "n," where "n" equals the number of sides and/or curves of a lot.
 - (2) A certification from a professional land surveyor, licensed in the State of Washington, as to the survey data, layout of streets, alleys and other rights-of-way.
 - (3) A certification that bridges, sewage, water systems and other structures together with the information provided by the professional land surveyor for the approval signature of a licensed engineer acting on behalf of the City.
 - (4) A complete survey of the section or sections in which the plat is located, or as much thereof as may be necessary to properly orient the plat within the section or sections. A computer printout showing closures of the section or subdivision breakdown (if any), plat boundary, road centerlines, lots and tracts. The maximum allowable error of closure shall be .02 feet in any such closure.
 - (5) A title company certification which is not more than 30 calendar days old containing:
 - (i) A legal description of the total parcel sought to be subdivided; and
 - (ii) A list of those individuals, corporations, or other entities holding an ownership interest in the parcel; and
 - (iii) Any easements or restrictions affecting the property with a description, purpose and reference by auditor's file number and/or recording number; and
 - (iv) Any encumbrances on the property; and
 - (v) Any delinquent taxes or assessments on the property.
 - (6) An approved subdivision name reservation form from the Snohomish County Auditor's Office.

(7) If lands are to be dedicated or conveyed to the City as part of the subdivision, an American Land Title Association title policy shall be required.

(8) The Planning Director may require the applicant to submit any other information deemed necessary to make this determination, including, but not limited to, a copy of the tax map showing the land being subdivided and all lots previously subdivided from that tract of land within the previous five years. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.035 Approval of Final Plats.

(a) Final plats for subdivisions and short subdivisions are approved by the Planning and Public Works Directors. Final plats shall be approved if it is found that the requirements of preliminary plat, including applicable conditions of approval, have been met, and the requirements of Chapter [58.17](#) RCW have been met.

(b) The final plat submitted for recording shall be drawn in waterproof ink on a sheet made of material that will be acceptable to the Snohomish County Auditor's Office for recording purposes, and having dimensions of 18 inches by 24 inches.

(c) When more than one sheet is required to include the entire subdivision, all sheets shall be made of the same size and shall show appropriate match marks on each sheet and appropriate references to other sheets of the subdivision. The scale of the plat shall be at one inch equals not more than 50 feet.

(d) The applicant shall also provide all final plat maps and engineered as-builts in digital form. Files shall be submitted in “*.dwg” or other AutoCad-compatible format approved by Public Works. (Ord. 1023, Sec. 2 (Exh. A), 2018; Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.040 Content of the Final Plat.

The final plat shall contain the following information:

(a) The name of the subdivision, which name shall not duplicate the name of any existing subdivision as recorded in the Snohomish County Registry.

(b) The name and signatures of the subdivision owner or owners.

(c) The location by quarter section/section/township/range and/or by other legal description, the county, and state where the subdivision is located.

(d) The name, registration number, and seal of the professional land surveyor responsible for preparation of the plat, and a certification on the plat by said surveyor to the effect that (1) it is a true and

correct representation of the land actually surveyed by him/under his supervision; (2) that the exterior plat boundary, and all interior lot corners have been set on the applicant's property by him/under his supervision using appropriate permanent materials, with a field traverse with a linear closure of one to 10,000 and corresponding angular closure as specified in WAC [173-303-610](#); and (3) that all street centerline monuments (points of intersection, points of curve, points of tangency, etc.) within the plat and all intersections with existing street centerlines have been monumented with concrete monuments in case or other permanent material approved by the City.

- (e) The scale according to which the plat is drawn in feet per inch or scale ratio in words or figures and bar graph. The drawing shall be of legible scale, and shall include the north arrow and basis of bearings. Unless otherwise approved by the Planning Director, the scale of the final plat will be at one inch equals 50 feet in order that all distances, bearings and other data can be clearly shown.
- (f) A boundary survey prepared by a Professional Land Surveyor, licensed in the State of Washington, shall be shown on the proposed plat and shall reference the plat to the Washington Coordinate System, North Zone (North American Datum, 1983) with a physical description of such corners. When the necessary G.P.S. points exist within one-half mile of the subject property, they shall be located on the plat and used as primary reference datums.
- (g) The boundary lines of the plat, based on an accurate traverse, with angular and linear dimensions.
- (h) The exact location, width, number or name of all rights-of-way and easements within and adjoining the plat and a clear statement as to whether each is to be dedicated or held in private ownership.
- (i) The true courses and distances to the nearest established right-of-way lines or official monuments which will accurately locate the plat.
- (j) Curved boundaries and centerlines shall be defined by giving radii, internal angles, points of curvature, tangent bearings and lengths of all arcs.
- (k) All lot and block numbers and lines, with accurate dimensions in feet and hundredths of feet, and bearings to one second of arc. Blocks in numbered additions to subdivisions bearing the same name must be numbered consecutively through the several additions.
- (l) Accurate locations of all monuments at such locations as required by the City Engineer.
- (m) All plat meander lines or reference lines along bodies of water which shall be established above, but not farther than 20 feet from the high waterline of the water or within a reasonable distance, to ensure reestablishment.

(n) Accurate outlines and dimensions of any areas to be dedicated or reserved for public use, with purposes indicated thereon and in the dedication; and/or any area to be reserved by deed covenant for common uses of all property owners.

(o) A full and correct legal description of the property.

(p) All permanent restrictions and conditions on the lots or tracts or other areas in the plat required by the City.

(q) Any additional pertinent information required at the discretion of the Public Works Director or Planning and Community Development Director.

(r) An endorsement to be signed, prior to recordation, by the proper officer in charge of tax collections, certifying that all taxes and delinquent assessments have been paid, satisfied, or discharged.

(s) The following declaration: "All conditions of the preliminary ~~short~~ plat, embodied within the Form of Decision [recorded in Book ____, Page ____ of the Snohomish County Registry/which is attached hereto as Exhibit ____], shall remain conditions of construction of the public improvements." (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.045 Endorsements on Short and Long Subdivision Plats.*

All subdivision plats shall contain the following endorsements, specific language of which is to be made available by the Planning Director: certificate of subdivision approval, certificate of approval of public improvements, certificate of ownership and dedication, certificate of survey and accuracy, certificate of City Treasurer, Planning and Public Works Directors Approvals, Snohomish County treasurer's certificate, and recording certificate. (Ord. 903, Sec. 22, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)

* Code reviser's note: This section has been updated to correspond to changes made by Ordinance 1023 and the intent of the city council in passing Ordinance 1023.

14.18.050 Plat Approval Not Acceptance of Dedication Offers.

Preliminary approval of a plat does not constitute acceptance by the City of the offer of dedication of any streets, sidewalks, parks, or other public facilities shown on a plat. Offers of dedication will be officially accepted with approval of the final plat. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.055 Subdivision Recording Requirements.

When the City approves a final subdivision or final short subdivision, the applicant shall record the original signed final plat or final short plat with the Snohomish County Auditor. The applicant will also furnish the

City with one reproducible copy of the recorded documents, and the Snohomish County Assessor shall be furnished one paper copy. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.060 Alterations of Subdivisions.

- (a) If an applicant wishes to alter a subdivision or short subdivision or any portion thereof, except as provided in Section [14.18.065](#), that person shall submit an application to the Department of Planning and Community Services requesting the alteration. The application shall contain the signatures of all persons having an ownership interest in lots, tracts, parcels, sites or divisions within the subdivision or short subdivision or in that portion to be altered.
- (b) The Planning Director shall have the authority to determine whether the proposed alteration constitutes a minor or major alteration. Major alterations are those which substantially change the basic design, density, open space, or other similar requirements or provisions.
- (c) If the subdivision or short subdivision is subject to restrictive covenants, which were filed at the time of the approval, and the application for alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the alteration of the subdivision or short subdivision or any portion thereof.
- (d) If the alteration is requested prior to final plat or final short plat review and signature, a minor alteration may be approved with consent of the Planning Director. A long plat or short plat major alteration shall require consent of the Planning Director as a Type II review for short subdivisions after public notice or the City Council Hearing Examiner as a Type VIII review for subdivisions after public notice and a public hearing is held. Notice shall be provided of the application for a long plat or short plat alteration to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the original subdivision or short subdivision application. The Planning Director shall have the authority to determine whether the proposed alteration constitutes a minor or major alteration pursuant to subsection (b) of this section.
- (e) If the alteration is requested after final plat or final short plat review and signature, but prior to filing the final plat or final short plat with Snohomish County, a plat or short plat alteration may be approved with consent of the Planning Director for short subdivisions as a Type II review or the City Council for subdivisions as a Type V review. Upon receipt of an application for alteration, notice shall be provided of the application to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the original application. The notice shall establish a date for a public hearing.

(f) If the alteration is requested after filing the final plat or final short plat with Snohomish County, a minor plat ~~or short plat~~ alteration may be approved with consent of the Planning Director ~~in the case of short subdivisions~~ as a Type II review ~~or the City Council for subdivisions as a Type V review~~. If the Planning Director determines that the proposed alteration is a major alteration, pursuant to subsection (b) of this section, then the Planning Director may require replatting pursuant to this chapter. Upon receipt of an application for alteration, notice shall be provided of the application to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the subdivision or short subdivision plat application. The notice shall establish a date for a public hearing.

(g) The City shall determine the public use and interest in the proposed alteration and may deny or approve the application for alteration. If any land within the alteration is part of an assessment district, any outstanding assessments shall be equitably divided and levied against the remaining lots, parcels, or tracts, or be levied equitably on the lots resulting from the alteration. If any land within the alteration contains a dedication to the general use of persons residing within the subdivision, such land may be altered and divided equitably between adjacent properties.

(h) After approval of the alteration, the City shall order the applicant to produce a revised drawing of the approved alteration of the subdivision or short subdivision, and after signature the final plat or final short plat shall be filed with Snohomish County to become the lawful plat or short plat of the property.

(i) This section shall not be construed as applying to the alteration or replatting of any plat or short plat of State-granted shore lands. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.065 Vacations of Subdivisions.

(a) Whenever an applicant wishes to vacate a subdivision or short subdivision or any portion thereof, that person shall file an application for vacation with The Department of Planning and Community Services. The application shall set forth the reasons for vacation and shall contain signatures of all parties having an ownership interest in that portion of the subdivision subject to vacation.

(b) If the development is subject to restrictive covenants which were filed at the time of the approval, and the application for vacation would result in a violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the vacation of the subdivision or short subdivision or portion thereof.

(c) When the vacation application is specifically for a City street or road, the procedures for right-of-way vacation in Section [14.16C.095](#) shall be followed for the street or road vacation. When the application is

for the vacation of the plat or short plat together with the streets or roads, the procedure for vacation in this section shall be used, but vacations of streets may not be made that are prohibited under State law.

(d) Notice shall be given to all owners of property within the subdivision or short subdivision, to all property owners within 300 feet of short subdivision and subdivision boundaries, and to all applicable agencies. The Planning Director shall conduct a public meeting in the case of short subdivisions, and the City Council shall conduct a public hearing on the application for a vacation. The application for vacation of a subdivision or short subdivision may be approved or denied after the City has determined the public use and interest to be served by the vacation. If any portion of the land contained in the proposed vacation was dedicated to the public for public use or benefit, such land, if not deeded to the City, shall be deeded to the City unless the City Council sets forth findings that the public use would not be served in retaining title to those lands.

(e) Title to the vacated property shall vest with the rightful owner as shown in Snohomish County records. If the vacated land is land that was dedicated to the public, for public use other than a road or street, and the City Council has found that retaining title to the land is not in the public interest, title thereto shall vest with the person or persons owning the property on each side thereof, as determined by the City Council. When a road or street that is to be vacated was contained wholly within the subdivision or short subdivision and is part of the boundary of the subdivision or short subdivision, title to the vacated road or street shall vest with the owner or owners of property contained within the vacated subdivision.

(f) This section shall not be construed as applying to the vacation of any plat or short plat of State-granted shore lands. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.070 Boundary Line Adjustments.

~~(a) Minor lot line adjustments are exempt from the subdivision regulations. Minor lot line adjustments to existing legal lots are permitted when no new lots are created through the process and the adjusted lots either meet all requirements of this title and other City regulations. In the case of existing legal nonconforming lots, the adjustment shall not create a new or greater nonconformity with respect to any City regulations.~~

~~(b) Application for a boundary line adjustment (BLA) is made by submitting to the Planning Director a land use development application, with a survey of the subject property showing existing and proposed lot lines, before and after legal descriptions, owner's certificate, surveyor's certificate, and Planning Director's approval certificate.~~

(e) ~~To finalize an approved boundary line adjustment, it shall be recorded with the Snohomish County auditor's office no later than one year after final approval has been issued by the Planning Director or the application and approval shall lapse and a new application must be submitted.~~

(d) ~~Recording fees and applicable state fees shall be paid by the applicant. Immediately after recording, copies of the recorded BLA documents shall be provided to the City. The BLA shall not take effect until recorded with the Snohomish County auditor and copies returned to the City.~~

(e) ~~The department may grant up to a one year extension of a BLA for good cause, if a written request for extension, including a description of reason for request, is submitted to the Planning Director at least two weeks before approval lapses.~~

(f) ~~If the BLA affects more than one property owner, a conveyance document(s) shall be recorded at the same time as the BLA documents. The conveyance document(s) shall establish ownership consistent with the approved, adjusted boundaries.~~

(g) ~~When a BLA is recorded subsequent to a record of survey for the same property, the recording number of the record of survey shall be noted on the BLA map. (Ord. 903, Sec. 23, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)~~

Part II. Binding Site Plans

14.18.105 Purpose and Applicability.

(a) The purpose of this chapter is to provide an alternative method for the division of land as authorized by RCW [58.17.035](#) and [58.17.040](#)(4), (5), and (7). A binding site plan ensures through covenants, conditions, restrictions, easements, and other requirements binding upon all lot owners that the collective lots continue to function as one site concerning but not limited to public roads, improvements, open spaces, drainage, and other elements specified in this chapter.

(b) The provisions of this part shall apply to:

- (1) The division of commercial or industrial zoned land for sale or lease when used for commercial or industrial purposes, or the division of land for lease when used as a mobile home park;
- (2) The division of land resulting from subjecting a portion of a parcel or tract to the Horizontal Property Regimes Act, Chapter [64.32](#) RCW, or the Condominium Act, Chapter [64.34](#) RCW; and
- (3) The division of land for the creation of special purpose tracts.

(c) The provisions of this part do not apply to:

- (1) Divisions of commercial or industrially zoned property for lease during exhibitions or other special events of a temporary, short-term nature, not to exceed six months' duration;
- (2) Boundary line adjustments;
- (3) Housing cooperatives; and
- (4) Divisions for commercial or industrial zoned land when such lands are being used only for single-family or multifamily residential purposes, or are proposed for such residential purposes, except when the division is proposed pursuant to subsection (b)(2) of this section. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.110 Procedure.

The department will process a binding site plan according to the procedures for a Type II administrative decision. Application requirements are established and implemented per Section [14.16A.220](#). A binding site plan application will be processed concurrently with any other application for development of the same site, unless the applicant requests otherwise. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.115 Additional Application Requirements.

The submittal requirements for binding site plan applications are set forth in an application checklist provided by the Department pursuant to Section [14.16A.220](#). All binding site plan applications must include one of the following site plan representations, which show the proposed and existing location of all roads, improvements, open space, and any other element specified by this title:

- (a) A previously approved site plan;
- (b) A revision to a previously approved site plan; or
- (c) A new site plan for proposed development. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.120 Decision Criteria.

In order to approve a binding site plan, the Department must find that the newly created lots function and operate as one site and that the binding site plan and record of survey comply and are consistent with the following provisions as well as any other applicable regulations as determined by the Department:

- (a) Requirements of this part;
- (b) Requirements for noise control, Chapter [9.56](#);

- (c) Requirements for public or private roads, right-of-way establishment and permits, access, and other applicable road and traffic requirements;
- (d) Compliance with fire lane, emergency access, fire-rated construction, hydrants and fire flow, and other requirements of Chapter [14.84](#);
- (e) Compliance with applicable construction code requirements, Chapter [14.80](#);
- (f) Compliance with applicable use and development standard requirements of this title;
- (g) Compliance with applicable shoreline management code requirements of the Shoreline Master Program, Chapter [14.92](#) and/or flood hazard area requirements of Chapter [14.64](#);
- (h) Compliance with environmental policies and procedures and critical areas regulations of Title [16](#) and Chapter [14.88](#);
- (i) Compliance with applicable drainage requirements of Chapter [14.64](#);
- (j) Compliance with applicable impact fee requirements;
- (k) Provisions for adequate sewer service, water supply and refuse disposal; and
- (l) Any other applicable provision of this title. (Ord. 898, Sec. 4, 2013; Ord. 855, Sec. 19, 2011; Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.125 Subsequent Development Permits.

Subsequent site development permits for the land are subject to compliance with the zoning, building, and other applicable land use codes and regulations existing at the time of development permit review, unless addressed as part of the binding site plan review and expressly depicted on the binding site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.130 Conditions of Approval.

- (a) The Department is authorized to impose conditions and limitations on the binding site plan. By this authority, and if the Department determines that any delay in satisfying requirements will not adversely impact the public health, safety, or welfare, the Department may allow requirements to be satisfied prior to issuing the first building permit for the site, or prior to issuing the first building permit for any phase, or prior to issuing a specific building's certificate of occupancy, or in accordance with an approved phasing plan.

(b) The binding site plan shall contain a provision requiring that any development of the site shall be in conformity with the approved binding site plan.

(c) The Department may authorize sharing of open space, parking, access, and other improvements among properties subject to the binding site plan. Conditions and restrictions on development, use, maintenance, shared open space, parking, access, and other improvements shall be identified on the binding site plan and enforced by covenants, conditions, restrictions, easements, or other legal mechanisms.

(d) All provisions, conditions, and requirements of the binding site plan shall be legally enforceable on the owner, purchaser, and any other person acquiring a possessory ownership, security, or other interest in any property subject to the binding site plan.

(e) After approval of a binding site plan for land zoned and used for commercial or industrial purposes, or for land zoned and used for mobile home parks, the applicant shall record the approved binding site plan with a record of survey (except for the provision of RCW [58.09.090](#)(1)(d)(iv)) as one recording document complying with the requirements of this section.

(f) After approval of a binding site plan for land, all or a portion of which will be subjected to the provisions of Chapter [64.32](#) or [64.34](#) RCW, the applicant shall record the approved binding site plan with a record of survey (except for the provisions of RCW [58.09.090](#)(1)(d)(iv)) as one recording document complying with the requirements of this section. Following recordation of the binding site plan with record of survey, the applicant shall independently complete improvements shown on the approved binding site plan and file a declaration of condominium, and survey map and plans as required by Chapter [64.32](#) or [64.34](#) RCW.

(g) Under subsection (e) or (f) of this section, when a record of survey is not required pursuant to RCW [58.09.090](#)(1)(d)(iv), the applicable record of survey data, consistent with the application requirements as adopted by the department pursuant to Section [14.16A.220](#), shall be shown on the binding site plan to be recorded. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.135 Conditions for Previously Approved Site Plan.

If a previously approved site plan is submitted for binding site plan approval, the conditions and limitations imposed by the department may, where appropriate, include any conditions and limitations contained in the previously approved site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.140 Conditions When Concurrently Reviewed.

When a binding site plan is being considered concurrently with another land development application, the department will incorporate all conditions and limitations imposed on the concurrent application into the binding site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.145 Design Standards - Access Requirements.

Access requirements and road standards to and within lots of the binding site plan shall be provided in accordance with Chapters [14.56](#) and [14.72](#) and the EDDS. New public road(s) shall be provided for lot access where determined by the Public Works Director to be reasonably necessary as a result of the proposed development or to make appropriate provisions for public roads. The applicant may also propose establishment of public road(s). (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.150 Road and Right-of-Way Establishment and Right-of-Way Dedication.

- (a) Where road and/or right-of-way establishment is required for a binding site plan application or proposed by the applicant, establishment shall be in accordance with Chapter [14.56](#) and shall occur prior to recording the binding site plan with record of survey. The establishment shall be effective upon recording of the binding site plan with record of survey.
- (b) Where dedication of new right-of-way is required for binding site plan approval, the dedication shall be made in accordance with Chapter [14.56](#), prior to or at the time of recording the binding site plan with record of survey. The dedication shall be effective upon recording of the binding site plan with record of survey.
- (c) Road and right-of-way establishment and right-of-way dedications stated as approval conditions for a previously approved site plan requiring implementation prior to issuance of any subsequent building or development permit shall be implemented at the time of binding site plan with record of survey recording.
- (d) Where right-of-way is established by recording a binding site plan with record of survey but not required or built upon at the time of site development, a revised binding site plan with record of survey may be prepared, approved, and recorded showing the elimination of the right-of-way.
- (e) This section shall not apply where the establishment or dedication has already been approved or is being considered for approval with another concurrent land development application that includes a site plan approval. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.155 Phased Development.

- (a) An applicant who chooses to develop a site in phases or divisions shall submit to the department a phasing plan consisting of a written schedule and a drawing illustrating the plan for concurrent review with the application for a binding site plan.

- (b) Site improvements designed to relate to, benefit, or be used by the entire development (such as stormwater detention ponds or tennis courts in a residential development) shall be noted on the phasing plan. The phasing plan shall relate completion of such improvements to completion of one or more phases or stages of the entire development.
- (c) Once a phasing plan has been approved, the information contained therein shall be shown on, or the phasing plan attached to and made a part of, the binding site plan.
- (d) Approval of a phasing plan does not constitute approval of the binding site plan. No land may be used, no buildings may be occupied, and no lots may be sold except in accordance with the approved binding site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.160 Acceptance of Site Improvements.

All public and private site improvements must be completed and accepted by the City or subjected to a performance security approved by the department prior to issuing the first building permit for the site, prior to issuing the first building permit for any phase, or prior to issuing a specific building's certificate of occupancy. Alternatively, the Department may condition the completion of such improvements pursuant to an approved phasing plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.165 Bond or Performance Security.

(a) Prior to issuing the first building permit for a site development, prior to issuing the first building permit for each phase, or prior to issuing a specific building's certificate of occupancy, the Director may require performance security or security to be provided in a form and amount deemed necessary to assure that all work or actions required by this title are satisfactorily completed in accordance with the approved binding site plan and to assure that all work or actions not satisfactorily completed will be corrected to comply with the approved binding site plan to eliminate hazardous conditions, to restore environmental damage or degradation, and to protect the health, safety, and general welfare of the public bonding in accordance with Section [14.16A.180](#), Security Mechanisms.

- (b) The bond or other security device must be conditioned on:
 - (1) The work or requirements being completed in accordance with the binding site plan;
 - (2) The site being left in a safe condition; and
 - (3) The site and adjacent or surrounding areas being restored in the event of damages or other environmental degradation from development activities conducted pursuant to the binding site plan.

(Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.170 Revisions.

- (a) The applicant may revise a binding site plan application or may request that the department revise conditions of binding site plan approval. The department will consider revisions upon an applicant's request, payment of any fees, and submittal of materials required by the department.
- (b) If a revision to a previously recorded binding site plan or record of survey is approved, the applicant must record the revised binding site plan or record of survey.
- (c) Any request for a revision to an approved plan shall be reviewed pursuant to Section [14.16A.235](#).
(Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.175 Recording with County Auditor.

- (a) To finalize an approved binding site plan, it shall be recorded with the Snohomish County auditor's office no later than one year after final approval has been issued by the Planning Director or the application and approval shall lapse and a new application must be submitted.
- (b) Immediately after recording, copies of the recorded binding site plan documents shall be provided to the City. The BLA binding site plan shall not take effect until recorded with the Snohomish County auditor and copies returned to the City. (Ord. 903, Sec. 24, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.180 Vacation.

The department is authorized to approve vacation of a binding site plan pursuant to Section [14.16A.240](#) upon the request of all owners of the subject property. If determined appropriate by the department, the Planning Director shall require that all parties having an interest in property subject to the binding site plan consent to vacation and that all legal instruments effecting the division of property into lots be rescinded. (Ord. 811, Sec. 5 (Exh. 4), 2010)

Part III. Boundary Line Adjustments **[SECTION MOVED FROM 14.18.070]**

14.18.070200 Boundary Line Adjustments.

- (a) Minor lot line adjustments are exempt from the subdivision regulations. Minor lot line adjustments to existing legal lots are permitted when no new lots are created through the process and the adjusted lots either meet all requirements of this title and other City regulations. In the case of existing legal nonconforming lots, the adjustment shall not create a new or greater nonconformity with respect to any City regulations.

(b) Application for a boundary line adjustment (BLA) is made by submitting to the Planning Director a land use development application, with a survey of the subject property showing existing and proposed lot lines, before and after legal descriptions, owner's certificate, surveyor's certificate, and Planning Director's approval certificate.

(c) To finalize an approved boundary line adjustment, it shall be recorded with the Snohomish County auditor's office no later than one year after final approval has been issued by the Planning Director or the application and approval shall lapse and a new application must be submitted.

(d) Recording fees and applicable state fees shall be paid by the applicant. Immediately after recording, copies of the recorded BLA documents shall be provided to the City. The BLA shall not take effect until recorded with the Snohomish County auditor and copies returned to the City.

(e) The department may grant up to a one-year extension of a BLA for good cause, if a written request for extension, including a description of reason for request, is submitted to the Planning Director at least two weeks before approval lapses.

(f) If the BLA affects more than one property owner, a conveyance document(s) shall be recorded at the same time as the BLA documents. The conveyance document(s) shall establish ownership consistent with the approved, adjusted boundaries.

(g) When a BLA is recorded subsequent to a record of survey for the same property, the recording number of the record of survey shall be noted on the BLA map. (Ord. 903, Sec. 23, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)

14.18.210 Lot Consolidations

Coming Soon...

Part IV. Alternative Subdivisions

14.18.300 Planned Residential Developments.

It is intended that a Planned Residential Development (PRD) will result in a higher quality neighborhood that incorporates residential environment of higher quality than traditional lot-by-lot development by being held to higher standards of design for buildings, parks, open space, landscaping, roadways, entrance and other project features; provide flexibility to the property owners; protect critical areas and significant stands of trees; encourage a variety or mixture of housing types; and promotes encourage compatibility of the development with the surrounding neighborhoods. In addition to meeting the other

relevant requirements of this title, ~~planned residential developments~~ (PRDs) must comply with the following:

(a) The PRD ~~must may only~~ be located on ~~tracts of at least five acres within a Suburban Residential, Urban Residential, High Urban Residential, or Multi-Family Residential sites containing at least five acres within a R4, R6 or R8 zoning district.~~

(b) ~~The gross density of a PRD shall not exceed the allowable density specified in Section 14-48.010 Number of Dwelling Units. For all PRDs the maximum number of dwelling units permissible shall be one hundred twenty percent of the maximum computed density of the underlying zone. The density of the underlying zone for all PRDs shall be computed as follows:~~

~~(1) Determine Net Development Area. Subtract from gross development land area the actual percentage of area devoted to infrastructure including streets and stormwater up to 20 percent of the gross development area, the net development area shall be eighty percent of the gross development area;~~

~~(2) Divide net development area by the minimum lot area per dwelling unit permitted in the underlying zone; and~~

~~(3) Multiply the resulting number of units by 1.2 for all PRDs.~~

(c) Permissible types of residential uses within a PRD include single-family detached dwellings (use classification 1.111), single-family attached (1.130), two-family residences (1.200), and multifamily residences (1.300) regardless of the underlying zone.

~~(d) In the SR and UR zones the developer may create lots and construct buildings with reduced lot size, width, or setback restrictions, except that:~~

~~(1) In the SR zone, perimeter lots must have a minimum area of 7,500 square feet and width of 60 feet, and in the UR zone, perimeter lots must have a minimum area of 6,000 square feet and width of 45 feet.~~

~~(2) At least 50 percent of the total number of dwelling units must be single-family detached residences on lots of at least 6,000 square feet in all zones except for the Multi-Family Residential.~~

~~(3) Comply with the fire protection requirements of the International Building Code (IBC) and the International Fire Code (IFC). Additional fire protection is required by these rules when setbacks are reduced below the standard five feet.~~

~~(4) Setback requirements of the underlying zone shall apply for all property lines located on the perimeter of the PRD.~~

~~(5) Each lot must be of a size and shape to contain the proposed improvements.~~

~~(6) The lots are designed so that homes can be constructed at least 15 feet from any environmentally critical area buffer.~~

~~(7) In providing additional amenity pursuant to subsection (h) of this section, priority shall be given to maintaining native areas in a natural condition.~~

~~(8) Homes shall be designed so as to minimize the visual impact of garages and automobiles from the streets and sidewalks through either:~~

- ~~(i) Providing alleys which provide access to the garage at the rear of the lot; or~~
- ~~(ii) Locate the garage at least 20 feet behind the front of the house; or~~
- ~~(iii) Locate the garage at least five feet behind the front of the house, with the combined width of garage doors no wider than 18 feet or 50 percent of the width of the front of the house (including garage), whichever is less.~~

(d) Alternative development standards may be used through the PRD process, including reduced lot size, width, or setback restrictions for a portion of the lots, subject to the following:

(1) At least 60 percent of the total number of dwelling units must be single-family detached residences comprised of a minimum of two graduated tiers (i.e., distinct lot patterns representing different zoning districts) for single-family lot sizes

- i. Perimeter lots and first tier SFR lots must be designed to achieve at least 80 percent of the underlying zone's lot size and lot width,
- ii. Secondary tier SFR lots must be designed to achieve at least 80 percent of the next smaller zone's lot size and lot width standards,
- iii. Multifamily portions of a PRD shall be developed more toward the interior rather than the periphery of the tract so that only single-family detached residences border adjacent neighborhoods,
- iv. Attached units may use the R12 or MFR bulk standards per Table XX.

(2) Setback requirements of the underlying zone shall apply within the PRD for each tier or land use used.

~~(e) The design of a PRD, including site layout, landscaping, public facilities (e.g., storm drainage, parks, streets, etc.) and building design shall be subject to Design Review Board (DRB) approval and shall meet the City's adopted Development Design Guidelines. In lieu of the DRB approving each SFR structure, the applicant may propose project-specific design guidelines, in which case the DRB may approve the guidelines, to be implemented administratively by the Department of Planning and Community Development. Where authority is granted by the DRB to staff to review individual single-family residential structures, the DRB shall be the arbiter between the applicant and staff.~~

(e) The design of a PRD, including site layout, buildings, landscaping, infrastructure and community amenities shall be subject to Design Review per LSMC XX and shall meet the City's adopted Design Guidelines.

(1) Homes shall be designed to minimize the visual impact of garages and automobiles from the streets and sidewalks through either:

- (i) Providing alleys which provide access to the garage at the rear of the lot; or
- (ii) Locate the garage at least 20 feet behind the front of the house; or

(iii) Locate the garage at least five feet behind the front of the house, with the combined width of garage doors no wider than 18 feet or 50 percent of the width of the front of the house (including garage), whichever is less.

(2) There shall be a minimum of ~~XX~~ house plans, with no two adjacent lots in any direction using the same house plan/elevation, including across the street.

(3) Each townhouse shall have horizontal or vertical variation either within each dwelling unit's front building face and/or between the front building faces of all adjoining units to provide visual diversity to the townhouse structure and individual identity to townhouse units, which may incorporate variations in roof lines, common wall "fin" extensions, setbacks and other structural variations.

(4) Type A screening (Chapter 14.76) shall apply to the exterior boundaries of the PRD but are not required between uses within the PRD.

(f) When located in the SR, UR or HUR zone, multifamily portions of a PRD shall be developed more toward the interior rather than the periphery of the tract so that only single family detached residences border adjacent properties and roads.

(g) Type A screening (Chapter 14.76) shall apply to the exterior boundaries of the PRD, but are not required between uses within the PRD.

(h) When creating a PRD, the applicant must improve 10 percent of the site with common amenities, in addition to the open space requirements. The amenities can include, but are not limited to, additional usable open space area, landscaped entries into the project (in addition to the standard roadway dedication and landscaping requirements), landscape islands in the center of roads, special treatment of roads (such as concrete pavers), protection of significant clusters of trees, or other amenities as may be appropriate. Common amenities do not include protected critical areas and their buffers, unless passive recreation is provided within the buffer areas. In such case, credit for trails will be given at a rate of 10 square feet for each lineal foot of trail, 10 square feet for each park bench and five square feet for each interpretive sign. Park space will be given credit towards meeting this requirement only when it meets the criteria for dedication contained in Chapter 14.120.

(h) The PRD must include 10 percent of the site with common amenities including but not limited to:

(1) Usable open space area for parks and recreation;

(2) Landscaped entries into the project (in addition to the standard roadway dedication and landscaping requirements), landscape islands in the center of roads, special treatment of roads (such as concrete pavers); and

(3) Protection of significant clusters of trees, or other amenities as may be appropriate. Common amenities do not include protected critical areas and their buffers or stormwater facilities.

(4) Park space will be given credit towards meeting this requirement only when it meets the criteria for dedication contained in Chapter 14.120.

~~(i) Protected critical areas and significant stands of trees will be used as an amenity to the project through such techniques as providing pervious trails and benches in buffers and significant stands of trees, orienting buildings to create views, and any other technique to provide visual and physical access.~~

14.18.310 Cluster Subdivisions [SECTION MOVED FROM 14.48.070]

(a) In any single-family residential subdivision or short subdivision of six lots or more, a developer may create lots that are smaller than those required by Section [14.48.010](#) if such developer complies with the provisions of this section ~~and if the lots so created are not smaller than the minimums set forth in Table 14.48-1.~~

(b) The intent of this section is to authorize ~~the developer to~~ decrease ~~in~~ lot sizes and leave the land "saved" by so doing as usable open space, thereby lowering development costs and increasing the amenity of the project without increasing the density beyond what would be permissible if the land were subdivided into the size of lots required by Section [14.48.010](#).

~~1) Lot sizes may be reduced up to 20 percent of the underlying zone~~

~~1)2) Lot Widths may be reduced up to 20 percent of the underlying zone~~

(c) The amount of usable open space that must be set aside shall be determined by:

(1) Subtracting from the standard square footage requirement set forth in Section [14.48.010](#) the amount of square footage of each lot that is smaller than that standard;

(2) Adding together the results obtained in subsection (c)(1) of this section for each lot.

(d) The provisions of this section may only be used if the usable open space set aside in a subdivision comprises at least 10,000 square feet of space that satisfies the definition of usable open space.

(e) The setback requirements of Sections [14.48.040](#) and [14.48.050](#) shall apply in cluster subdivisions.
(Ord. 903, Sec. 40, 2013; Ord. 501, Sec. 10, 1995; Ord. 468, 1995)

14.18.320 Unit Lot Subdivisions [SECTION MOVED FROM 14.46.030]

(a) ~~The primary purpose of these provisions is to allow for the creation of unit lots for townhouse dwellings, while applying only those site development standards applicable to the parent site as a whole. The provisions of this section apply exclusively to the unit lot subdivision of land for innovative housing developments pursuant to this chapter in zones where such uses are permitted.~~

- (b) Innovative housing developments may be subdivided into individual unit lots. The development as a whole shall meet development standards applicable at the time the permit application is vested. As a result of the subdivision, development on individual unit lots may be nonconforming as to some or all of the development standards of this title based on analysis of the individual unit lot, except that any private open space for each dwelling unit shall be provided on the same lot as the dwelling unit it serves.
- (c) Unit lot subdivisions and subsequent platting actions, additions or modifications to the structure(s) may not create or increase any nonconformity of the parent lot.
- (d) Private access drives are allowed to provide access to dwellings and off-street parking areas within a unit lot subdivision. Access, joint use and maintenance agreements shall be executed for use of common garage or parking areas, common open area and other similar features, as recorded with Snohomish County.
- (e) Within the parent lot, required parking for a dwelling unit may be provided on a different unit lot than the lot with the dwelling unit, as long as the right to use that parking is formalized by an easement on the plat, as recorded with Snohomish County.
- (f) The facts that the unit lot is not a separate buildable lot and that additional development of the individual unit lots may be limited as a result of the application of development standards to the parent lot shall be noted on the plat, as recorded with Snohomish County. (Ord. 798, Sec. 7 (Exh. 2), 2009)



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: Sept. 19, 2019

Subject: 2019 Comprehensive Plan Docket / Land Use Code Amendment

Contact Person/Department: Russ Wright, Community Development Director

Budget Impact: N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: This is an informational briefing – No action required

BACKGROUND/ DISCUSSION:

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 has been briefed on this year's docket and had an introduction to the Park and Recreation Element. The purpose of this briefing is to introduce proposed changes to the Land Use Element of the Comprehensive Plan (**Exhibit 1**). Several place holders in the chapter are indicated by highlights pending this evening's discussion and final mapping. Many of the changes will correspond to parallel proposed zoning updates, a recent market analysis (**Exhibit 2**), recent annexations and a desire to develop pre-annexation land use / zoning designations.

Comprehensive Plan

Changes to the Land Use Element will include the following items:

1. Text amendments

- Update land use tables to reflect map changes and recent annexations
- Update land use text to reflect map changes, recent annexations and market analysis
- Provide addenda for Lake Stevens Center and 20th Street SE Corridor subareas to reflect current market conditions (**Exhibits 3 and 4**)
- Update text, goals and policies related to adoption of the Downtown Lake Stevens subarea
- Standard administrative updates, including incorporating SEPA documents and updating the dates on the cover, footnotes and the Table of Contents

2. City-Initiated Land Use Map Amendment and Rezone

- Update land use / development maps with concurrent rezones
 - General Land Use and Zoning Maps
 - Designate park parcels for 20th Street Ballfields, Frontier Height and Oak Hill Park from Medium Density Residential to Public/Semi-Public (**Exhibit 5**)

- Re-designate land uses for certain parcels within the subareas to provide additional commercial area (**Exhibit 6**)
- Add pre-annexation land use and zoning designations for unincorporated areas (**Exhibit 7 – will be distributed at the meeting**)

Zoning Code Update:

Over the last several months staff has been holding meetings with a Land Use Advisory Committee made up citizens and developers to evaluate the city's zoning code and make recommendations for ways to develop a flexible and efficient code that can increase diversity in housing stock throughout the community and promote quality neighborhoods. Primary goals include the following:

1. Define what new development can look like in standard subdivisions for properties within and outside city limits considering the current land supply;
2. Define innovative housing tools that will support more diverse neighborhoods with a mix of housing types; and
3. Define an infill toolbox for re-developable and partially-used properties.

At tonight's meeting staff is providing an outline (**Exhibit 8**) of proposed comprehensive code changes to implement the work from the Land Use Advisory Committee. Each of the major sections will be reviewed by the Planning Commission, over the next couple of months, including subdivision updates, general and zoning standards updates, and infill requirements. Many of the amendments required restructuring and reorganizing existing code with minor adjustments to support the greater project. The Land Use Advisory Committee will provide their findings to the Planning Commission at its October meeting after which staff will present the updates to the zoning code.

After final briefings, staff will hold a public hearing with the Planning Commission and City Council for the Comprehensive Plan Amendments, Rezones and Code Amendments.

APPLICABLE CITY POLICIES: Comprehensive Plan

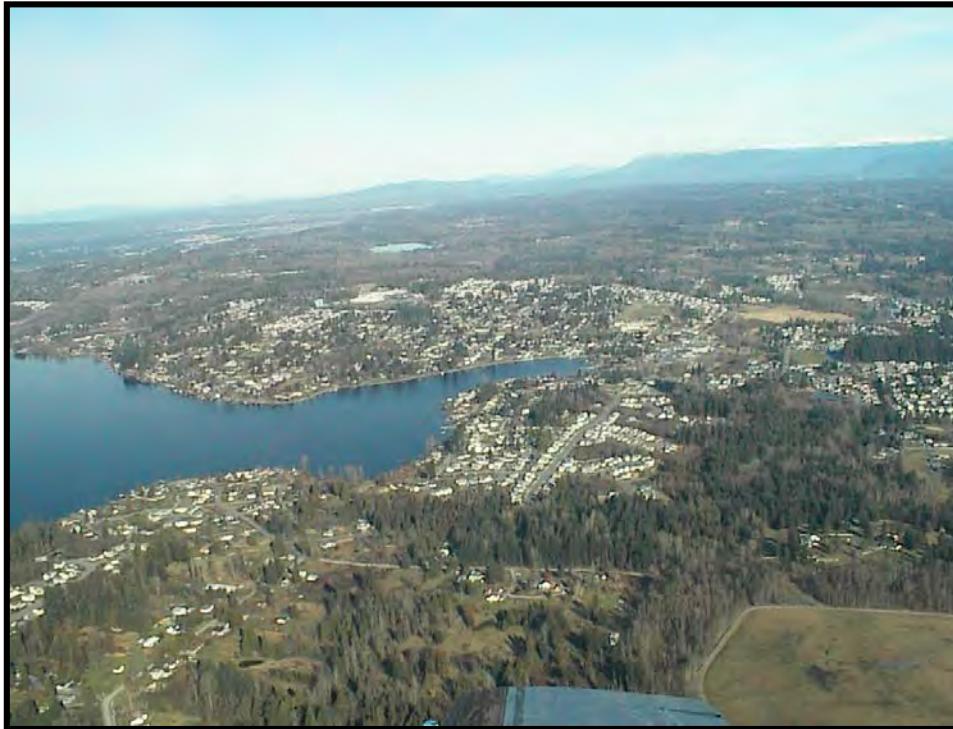
BUDGET IMPACT: None

Attachments

1. Land Use Element
2. BERK Report
3. LSC Addendum
4. 20th Street Addendum
5. Proposed Map Changes
6. Subarea Map Changes for Discussion
7. Annexation Zoning Map – to be distributed at meeting
8. Zoning Change Overview

Exhibit 1

Chapter 2: Land Use Element





Chapter 2 – Land Use

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 ~~The current~~ city boundaries, established in December 2009, ~~following a series of annexations between 2000 and 2009.~~ As of November 2019, the city, encompasses an area of approximately 5,760 acres (8.9 square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of 2,192 acres (3.4 square miles) including the lake. The current Lake Stevens UGA provides sufficient capacity to accommodate population and employment forecasts considering environmental constraints, existing development, infrastructure and services, existing and/or planned transportation corridors and areas where urban services could be extended logically. The city limits currently surround the northern, northeastern and western banks of Lake Stevens. The city anticipates that the remainder of the Urban Growth Area (UGA) will be annexed over the next planning horizon.

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

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



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potential supply of land for employment and residential land uses and possible inclusion in a UGA.

PLANNING CONTEXT

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

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

State Planning

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

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

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



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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



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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.

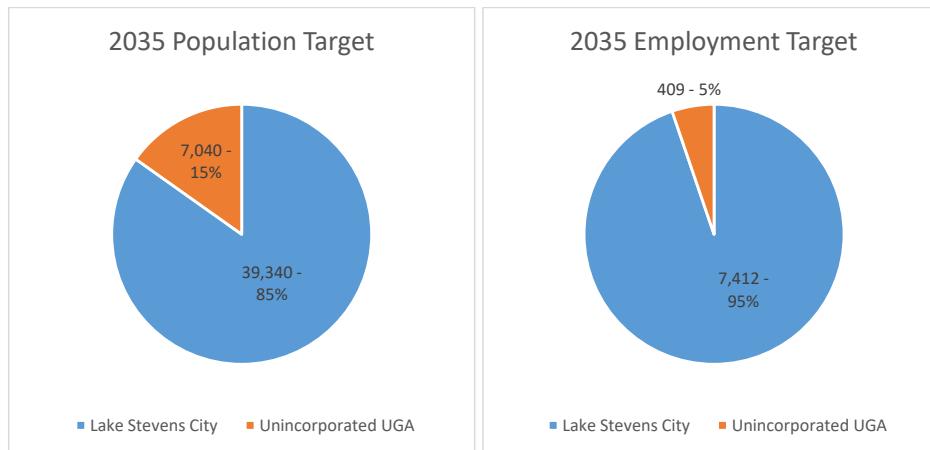


Figure 2.1 – 2035 Growth Targets



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LAKE STEVENS GROWTH STRATEGY

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

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

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

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

The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets ensuring economic diversity and vitality. ~~The first big~~
~~The city has achievement in the city's strategy was the adoption of two-adopted three~~ Subarea Plans: ~~in 2012 (e.g., 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. ~~In addition, a framework plan has been completed for Downtown Lake Stevens as a precursor to a future subarea plan. City Council has authorized a subarea plan to be completed by the end of 2016.~~



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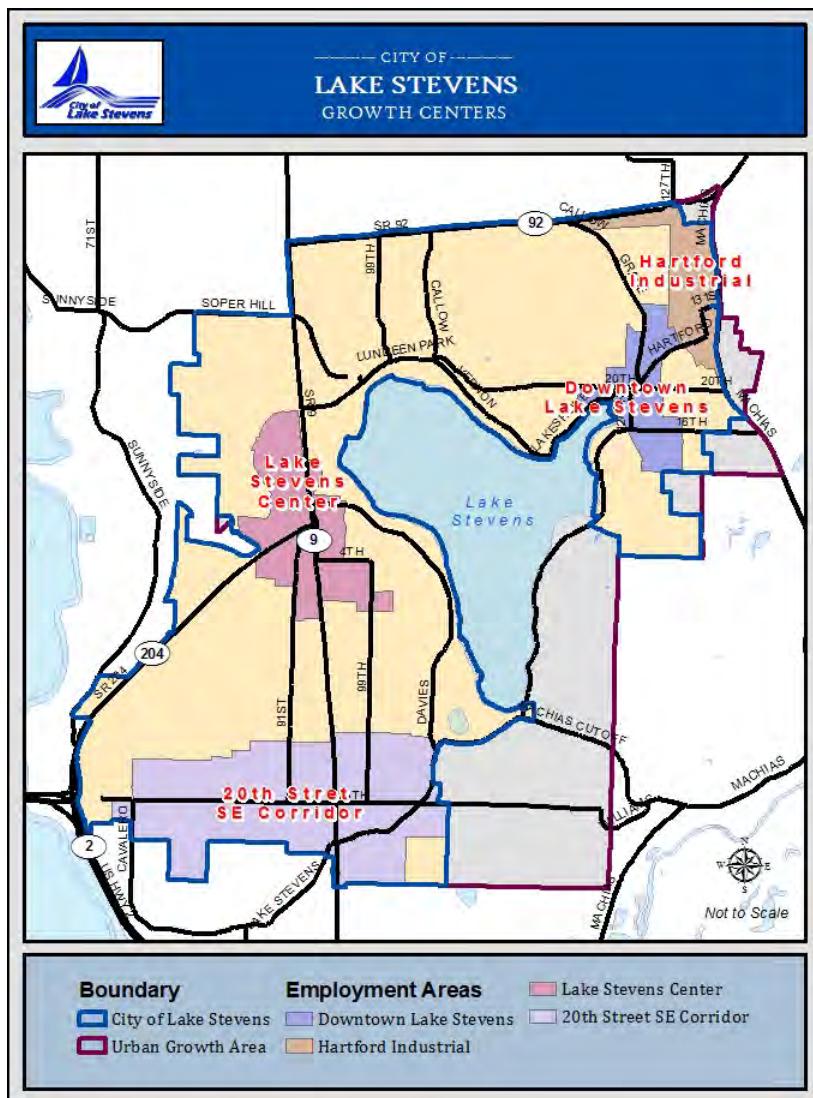


Figure 2.2 – Growth Centers Map



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Table 2.1 - Growth and Development Potential of Existing Growth Centers

Commented [RW1]: Update

	DOWNTOWN LAKE STEVENS	LAKE STEVENS CENTER	HARTFORD CENTER	20 TH STREET SE CORRIDOR
Size (Acres)	<u>23930</u>	359	267	845
Subarea Planning	<ul style="list-style-type: none"> Framework plan completed in 2012 Subarea plan <u>proposed for 2016 completed July 2018</u> 	<ul style="list-style-type: none"> Subarea Plan adopted 2012 Planned Action Ordinance adopted 2012 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> Subarea Plan adopted 2012 Planned Action Ordinance adopted 2012
Relation to Transportation System	<ul style="list-style-type: none"> Local access via 20th St NE Indirect access to SR 92 via Grade Rd 	<ul style="list-style-type: none"> Direct access to SR 9 and SR 204 Indirect access to US 2 via SR 204 	<ul style="list-style-type: none"> Indirect access to SR 92 via Machias Rd., Old Hartford Dr. Indirect access to US 2 via Machias Road Limited internal network of roads 	<ul style="list-style-type: none"> Indirect access to SR 9 via 20th St SE, S Lake Stevens Rd.
Existing Land Use Pattern	<ul style="list-style-type: none"> Small to medium parcels (0.2-3.0 acres) in Historic Town Center Existing residential uses on commercially zoned parcels Significant amount of multi-family residential uses and zoning in southeast portion of center with small to large parcels (0.3-10 acres) Medium to large parcels (1-10 acres) in Grade Rd. area, largely undeveloped 	<ul style="list-style-type: none"> Auto-oriented commercial uses primarily on large parcels (>10 acres) with smaller parcels (<0.5 acres) carved out along street frontage Primarily multi-family residential uses and zoning at edges of center with some single family residential uses in eastern portion of center Significant portion of government-owned property on eastside of SR 9 @ Market Pl. 	<ul style="list-style-type: none"> Primarily medium to large parcels (3-30 acres) Cluster of smaller parcels (< 1 acre) in middle of center Largely undeveloped 	<ul style="list-style-type: none"> Primarily medium to large parcels (1-10 acres) with several irregular parcels due to diagonal intersection Limited existing commercial uses and zoning at intersection of 20th St SE and S Lake Stevens Rd. in eastern portion of center Primarily mix of multi-family and single-family residential uses Several large parcels (> 10 acres) zoned multi-family



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



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DOWNTOWN LAKE STEVENS

The greater ~~D~~owntown Lake Stevens includes an area of more than 200 acres near 20th St NE, Main St and Hartford Drive NE, and consists of the historic town center adjacent to the northwestern tip of the lake, the Grade Road Planned Business District, and associated residential areas. 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 ~~This framework will lead to a~~ full subarea plan that ~~will identify identified~~ land uses, development intensity, parking requirements, public improvements, program development, etc.

Downtown Lake Stevens ~~will have 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 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 potential growth sectors to more closely match current market conditions. The revised plan ~~assumes future growth predicts 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. To date XX percent of the capacity remains. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

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



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

HARTFORD INDUSTRIAL CENTER

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

NEIGHBORHOOD SERVICE CENTERS

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



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ANNEXATION AND RURAL URBAN TRANSITION AREA (RUTA)

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

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

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

LAND USES AND ZONING

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

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



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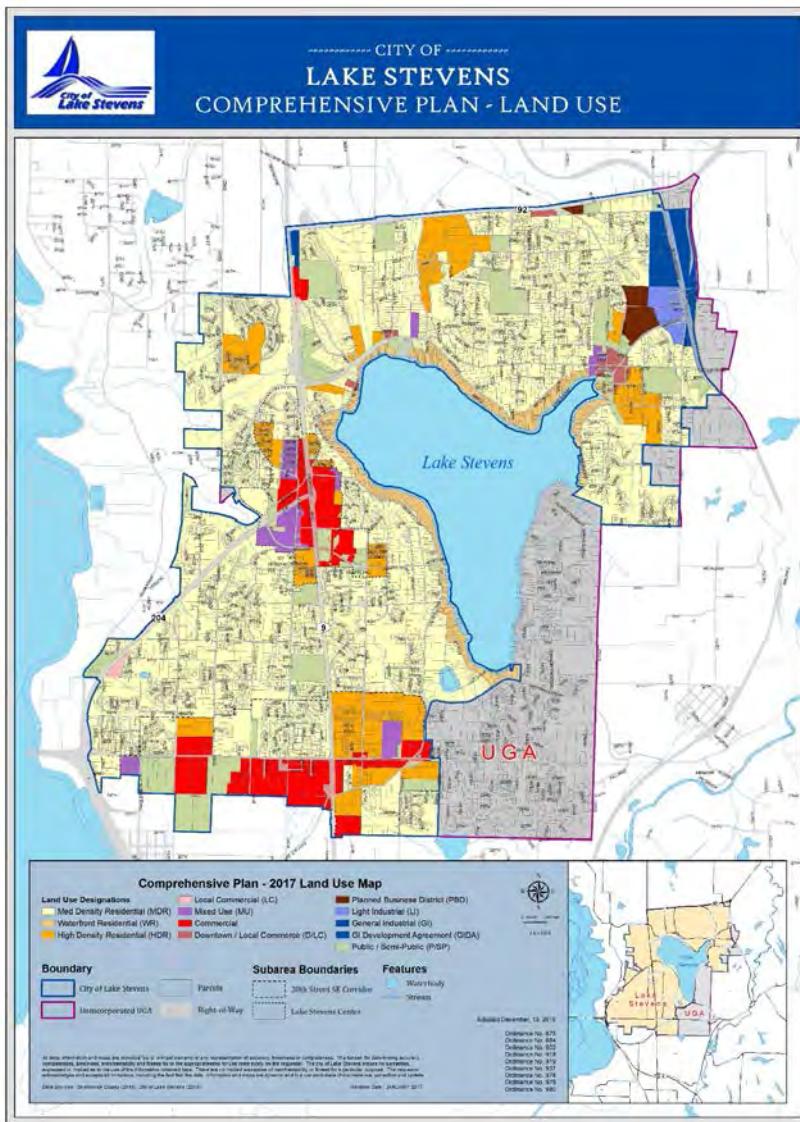


Figure 2.3 – City Land Use Map

Commented [RW2]: To be updated



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- High Density Residential allows any form of single-family, two-family, and multifamily residential uses with no density limits. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between single-family designations and commercial designations where infrastructure and public transportation is readily available.
- Medium Density Residential allows single-family, two-family and some multifamily residential development with a ~~gross-net~~ density between four (4) to ~~12.8~~ units per acre based on zoning. This designation includes detached and attached units, accessory units, townhouses, condominiums, duplexes, tourist homes, special service homes and manufactured/mobile structures. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between high density designations and rural areas where infrastructure is readily available.
- Waterfront Residential allows single-family ~~(1 du/lot)~~ residential uses with a gross density of four (4) units per acre. It includes detached, tourist homes, and special service homes. It also allows limited 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 ~~High Urban Residential Zone (HUR)~~ 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



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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



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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.

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. All new residential zoning will be between R-6 and R8. 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. The pre-designation and zoning are shown on the following map.

Commercial/Industrial Zoning Districts

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

TABLE 2.2 - EMPLOYMENT ZONING IN LAKE STEVENS UGA

Commented [RW3]: Update

EMPLOYMENT ZONE	ACRES	PERCENT OF CITY	PERCENT OF UNINCORPORATED UGA ¹
General Industrial	94.39	1.64%	1.19%
General Industrial w/Development Agreement	7.02	0.12%	0.09%
Light Industrial	40.19	0.70%	0.51%
Central Business District	21.78	0.38%	0.27%
Planned Business District	43.83	0.76%	0.55%
Local Business	18.88	0.33%	0.24%
Mixed Use	14.98	0.26%	0.19%
Business District	104.07	1.81%	1.31%

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



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Commercial District	196.96	3.42%	2.48%
Main Street District	32.78	0.57%	0.41%
Neighborhood Business	50.10	0.87%	0.63%
Mixed-Use Neighborhood	58.89	1.02%	0.74%
Heavy Industrial (Snohomish County Code)	62.35	1.08%	0.78%
Business Park (Snohomish County Code)	23.62	0.41%	0.30%
Total	769.84	13.37%	9.68%

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), ~~Main Street District (MS)~~, and Mixed-Use Neighborhood (MUN). The BD zone is geared toward high-tech and other professional occupations. The CD zone allows the most intensive retail uses in the city, while the BD zone is geared toward retail needs of adjacent neighborhoods. The MS and MUN zones are mixed-use zones. With adoption of the Lake Stevens Center and 20th Street SE Corridor subarea plans, approximately ~~13 percent of the land within the city~~, or 10 percent of total UGA (city plus UGA) is zoned for commercial and employment uses.

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

Residential Zoning Districts

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



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TABLE 2.3 - RESIDENTIAL ZONING

Commented [RW4]: Update

	CITY ONLY		UNINCORPORATED UGA	
	Acres	Percent	Acres	Percent
Higher-Density Zoning	791.63	13.74%	9.8	0.12%
Single-family Zoning	3733.38	64.82%	1,165.7	14.65%

Approximately 14 percent of the city is zoned for higher-density residences while approximately 65 percent is zoned for single-family residential uses. Areas zoned for higher-density residential development are found within designated growth centers, subareas and several areas outside of these centers, along SR 9 and Callow Road in the northern portion of the city. A smaller area zoned for multifamily residential uses occurs along Lundein Parkway, approximate to the northwest tip of the lake. Snohomish County zoning applies to unincorporated areas within the Lake Stevens UGA. Approximately 0.12 percent of the unincorporated UGA is zoned for multifamily residential uses while approximately 15 percent of the area is zoned for single-family residential.

BUILDABLE LANDS ANALYSIS / GROWTH TARGETS

~~The annexation of lands through 2009~~ 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 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



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study was designed to reflect a more accurate picture of the growth potential and/or limitations in the city limits and the UGA given the city's annexation goals and schedule. The county and cities worked diligently to reach consensus on the methodologies used to calculate land capacity; all major differences were reconciled at the UGA level.

Since 2007, as the city limits grew through annexation, the city identified reasonable measures to address capacity deficiencies and inconsistencies within the UGA. A detailed list of reasonable measures are found later in this section. As discussed previously, through the city's growth center strategy it has developed two subarea plans, which directly address employment deficiencies. Moving into the 2012 BLR, the Lake Stevens UGA has reconciled its forecasted employment deficit. Overall, there is an adequate land capacity to accommodate the adopted 2035 population and employment growth targets. Table 2.4 compares the 2012 buildable lands capacity estimates and adopted 2035 growth targets for population and employment for the Lake Stevens UGA. The city's portion of the 2035 growth targets for employment would be 7,412 jobs and 39,340 population respectively.

Table 2.4 Buildable Lands / 2035 Growth Target Comparison

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

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

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

ZONING DISTRICT – RESIDENTIAL	TOTAL ACRES ³	BUILDABLE ACRES ⁴	ADDITIONAL HOUSING CAPACITY	ADDITIONAL POPULATION CAPACITY
Commercial District	197.07	0.165	1	3
Main Street	32.78	9.248	178	327
Mixed-Use Neighborhood	71.27	31.939	297	585

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

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

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



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Mixed-Use	14.98	1.636	3	5
Multifamily Development Agreement	80.03	29.881	288	802
Multifamily Residential	136.93	10.346	163	300
High Urban Residential	588.09	205.271	1,198	2,278
Suburban Residential	1,500.54	144.852	531	1,481
Urban Residential	1,976.72	268.448	1,082	3,009
Waterfront Residential	256.11	14.844	43	119
City Totals		716.63	3,784	8,909
Unincorporated UGA Residential		385.923	1,211	3,372
Lake Stevens UGA Total		1,212.016	5,465	13,416

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

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

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

Commented [RW5]: Strike employment capacity column.

ZONING DISTRICT - EMPLOYMENT	TOTAL ACRES	BUILDABLE ACRES	ADDITIONAL EMPLOYMENT CAPACITY
High Urban Residential	588.09	33.86	75
Mixed-Use Neighborhood	71.27	25.36	53
Mixed-Use	14.98	1.64	19
Main Street	71.27	5.86	49
Commercial District	197.07	32.61	477
Neighborhood Business	37.75	8.04	67
Local Business	18.88	4.36	32

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



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Business District	104.11	47.53	1,167
General Industrial	93.85	2.18	15
City Totals	161.43		1,954
Unincorporated UGA Employment	56.74		455
Lake Stevens UGA Total	218.17		2,410

DEVELOPMENT TRENDS

Commented [RW6]: New comments

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

Residential

Commented [RW7]: Update

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

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

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

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

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

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

- Between 2012 and mid-2017, approximately 926 new single-family dwellings were constructed.



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

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



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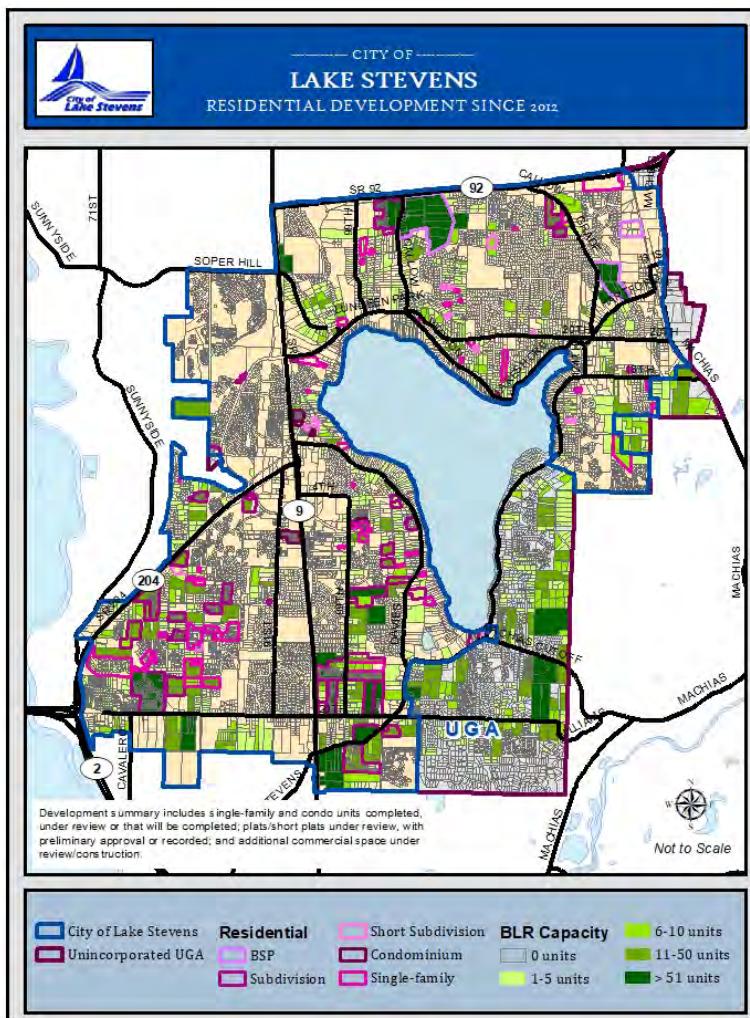


Figure 2.4 – Development Trends Map



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Commercial

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

Commented [RW8]: Update

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

Between 2012 and mid-2016, the city has approved 43 new commercial/industrial projects, with roughly half of those approved in 2016. The city has also approved a new elementary school and early learning center off of Soper Hill Road and a new shopping center in Lake Stevens Center. There remains untapped capacity for new commercial development throughout the city, notably in the two Planned Business Districts, undeveloped or underdeveloped downtown properties, and properties located in the Lake Stevens Center and 20th Street SE Corridor.

Industrial

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

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



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REASONABLE MEASURES

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

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

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

Table 2.7 – Reasonable Measures Included in Countywide Planning Policies

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



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

MEASURES TO INCREASE EMPLOYMENT CAPACITY

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



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



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



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LAND USE GOALS AND POLICIES

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

Policies

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

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

Policies

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



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

2.2.2 Allow the following commercial land use designations as described.

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



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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.



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

Policies

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

GOAL 2.5 ~~DEVELOP A SUBAREA PLAN FOR~~ 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 ~~The lakefront property owned by the city is a valuable community asset under public ownership and with public access. The subarea plan shall e~~ Ensure that significant lakeside non-commercial public access is maintained for informal and formal recreational opportunities, and is balanced with the desire to develop a vibrant mixed-use downtown
- 2.5.2 ~~Develop or revise specific design guidelines for Downtown Lake Stevens that e~~ Emphasize a high-quality design, and pedestrian orientation and integrated



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flexibility in the red-development of downtown design concept, within certain parameters such as building location, building massing and circulationLake Stevens.

2.5.3 ~~Encourage a design standard that accentuates historic commercial elements and storefronts in Lake Stevens, as documented in Lake Stevens' Historical Museum photography collection and avoids trendy and artificial themes which may be quickly out dated. The architecture should incorporate strong traditional downtown elements as expressed in the Downtown Lake Stevens Subarea Plan and the that accentuate a stable design concept shall be stable enough to 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.



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2.7.2 Ensure that design of highway accessible/visible commercial uses along SR-92, SR-9, and the Hartford/Machias Road is aesthetically pleasing from both the roadway and the local roads.

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

Policies

2.8.1 Participate in the Snohomish County Tomorrow Planning Advisory Committee (PAC) to improve inter-jurisdictional coordination of land use planning activities in the adopted urban growth area.

2.8.2 Coordinate planning efforts among jurisdictions, agencies, and federally recognized Indian tribes, where there are common borders or related regional issues, to facilitate a common vision.

2.8.3 Promote cooperation and coordination among transportation providers, local governments and developers to ensure that developments are designed to promote and improve physical, mental and social health, and reduce the impacts of climate change on the natural and built environments.

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

Policies

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

2.9.2 It is the city's intent to annex the entire Lake Stevens Urban Growth Area over the planning horizon to become one city, considering the following:

- 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.
- 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.
- To provide an accessible and open forum in which citizens may participate in their own governance.



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- d. To create a larger city which can have greater influence on regional and state policy decisions and can be more competitive for grants.
- e. To stabilize the development environment, striving to bring land use predictability to residents and property owners.
- d. To ensure that urban infrastructure is provided at the time development occurs to minimize the need to retrofit substandard improvements in the future.

2.9.3 To the degree reasonably possible, annexations should serve to regularize city boundaries, and not divide lots. The intent is to ensure practical boundaries in which services can be provided in a logical, effective and efficient manner.

2.9.4 Prior to any annexation, the city should consider the effects on special purpose districts and County services within the Urban Growth Area, considering the following:

- a. Outstanding special bonds or other debt,
- b. Absorbing the district's or county's service provision responsibilities and acquiring the necessary assets at the appropriate stage (set by state law); and
- c. Impacts on the district's or county's operations and personnel.

2.9.5 The city's intent is to minimize disruption to residents, businesses and property owners in annexed areas, considering the following:

- a. Annexed property should be designated in the Comprehensive Plan and zoning ordinance in a manner that most closely reflects the ~~pre-annexation~~ designations ~~adopted by Snohomish County~~identified in Figure XX. 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.



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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.



Chapter 2 – Land Use Element

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.



Chapter 2 – Land Use Element

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.

Exhibit 2

City of Lake Stevens

Economic and Market Analysis of Lake Stevens Center & 20th Street SE Corridors Subarea Plans

SUMMARY OF FINDINGS
September 2019





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Founded in 1988, we are an interdisciplinary strategy and analysis firm providing integrated, creative and analytically rigorous approaches to complex policy and planning decisions. Our team of strategic planners, policy and financial analysts, economists, cartographers, information designers and facilitators work together to bring new ideas, clarity, and robust frameworks to the development of analytically-based and action-oriented plans.

Economic and Market Analysis of Lake Stevens Center & 20th Street SE Corridors Subarea Plans

City of Lake Stevens - September 2019

SUMMARY

Under the City of Lake Stevens' current planning framework, Lake Stevens Center and 20th Street SE Corridor are two of the three primary districts for commercial activity in the city (with the downtown providing the third commercial center under the City's growth strategy). In 2012, the City adopted Subarea Plans for these two districts to guide efforts to spur new development. Altogether, these Plans outlined development concepts for these two locations that would result in up to 1,200 new housing units, 600,000 sf of new retail space, and 1.4 million sf of new office space in the city.

Since these Subarea Plans were adopted, there have been some significant changes to the real estate market and economy of Lake Stevens. Generally, there has been a high rate of growth in the city's population, especially after the recovery from the last recession, and an associated increase in demand for local shopping and services has accompanied these new residents. However, the type and nature of commercial growth in the two Subareas has not necessarily aligned with what the Subarea Plan had outlined, especially with respect to demand for office space in the market.

Overall, this report provides policy guidance regarding the long-term management of these two Subareas. To accommodate future growth in employment and economic activity, it is essential that land use regulations in these areas support the scale and format of commercial real estate that is in demand in the local market. Recommendations are provided to help align market trends with the needs of the city for commercial growth.

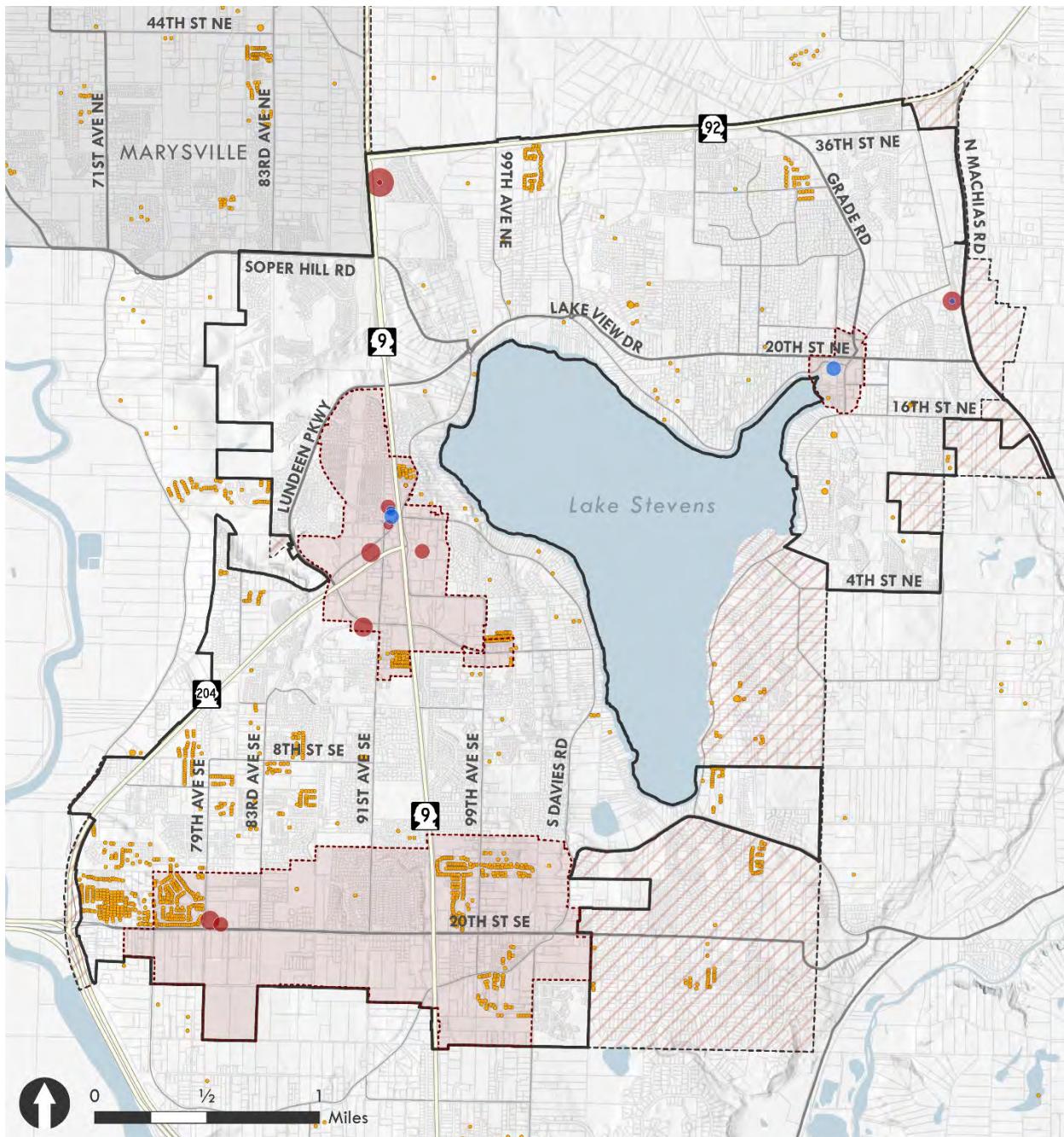
Major Findings

The research conducted as part of this report includes the following findings relevant to long-term management of commercial growth in Lake Stevens:

Regional Trends and Projections

- **Office commercial development in the regional market has been slow and focused in existing centers.** Since the approval of the Subarea Plans in 2012, new office development in Snohomish County has been slow, with about 600,000 sf constructed from 2012–2018. In Lake Stevens, only about 11,000 sf has been developed, primarily medical office.
- **There has been more of a market for new retail space in the region.** A more substantial amount of retail development has occurred in the County, however. According to County Assessor records, about 1.2 million sf of retail development has occurred since 2012. This includes about 67,000 sf of development in Lake Stevens, supported primarily by new retail in Lake Stevens Center.
- **Employment in construction and healthcare services has experienced the most significant growth recently in the regional economy.** Covered employment estimates provided by the Employment Security Department indicate that the largest economic sector for growth in Snohomish County since 2012 has been with construction (+9.4%), with significant job additions in healthcare (+4.3%). Manufacturing has experienced declines from 2012 (-1.6%), which has primarily been due to cyclical hiring patterns from Boeing and associated aerospace suppliers.
- **Future regional planning intends to promote decentralized job growth, but with a greater focus on communities in transit corridors.** The draft VISION 2050 regional growth strategy currently under review by the Puget Sound Regional Council (PSRC) provides a regional approach where planning for employment growth is envisioned to be focused in core urban centers and communities served by high-capacity transit. Cities and towns in the County outside of these corridors, including Lake Stevens, are expected to receive about 18,000 additional jobs by 2050, or 8% of expected County growth. This represents an average growth rate of about 1.6% per year, which is a decline from the 12% allocated to “Small Cities” in Snohomish County as part of the VISION 2040.
- **County and regional plans identify Lake Stevens as a location for locally important goods, services, and employment.** Although Lake Stevens is sited away from the I-5 corridor, it is positioned in a strategic location as a service center for surrounding communities, including rural areas of central Snohomish County. This can provide a broader market for retail and service businesses in Lake Stevens, but also puts retail districts in competition with locations in Snohomish, Everett, and Marysville.

Exhibit 1. New Development in Lake Stevens, 2012–2018



Legend

- City Boundaries
- Subarea Boundaries
- Urban Growth Area
- Parcels
- Highway
- Arterial
- Other Streets

Development

Retail	Office	Apart
●	●	● 2,000 SF or less
●	●	● 2,001-4,000 SF
●	●	● 4,001-8,000 SF
●	●	● 8,001-16,000 SF
●	●	● 16,001-48,000 SF
●	●	● 48,001 SF or more

Housing

● 1 unit
● 2-3 units
● 4-5 units
● 6-10 units
● 11 or more units

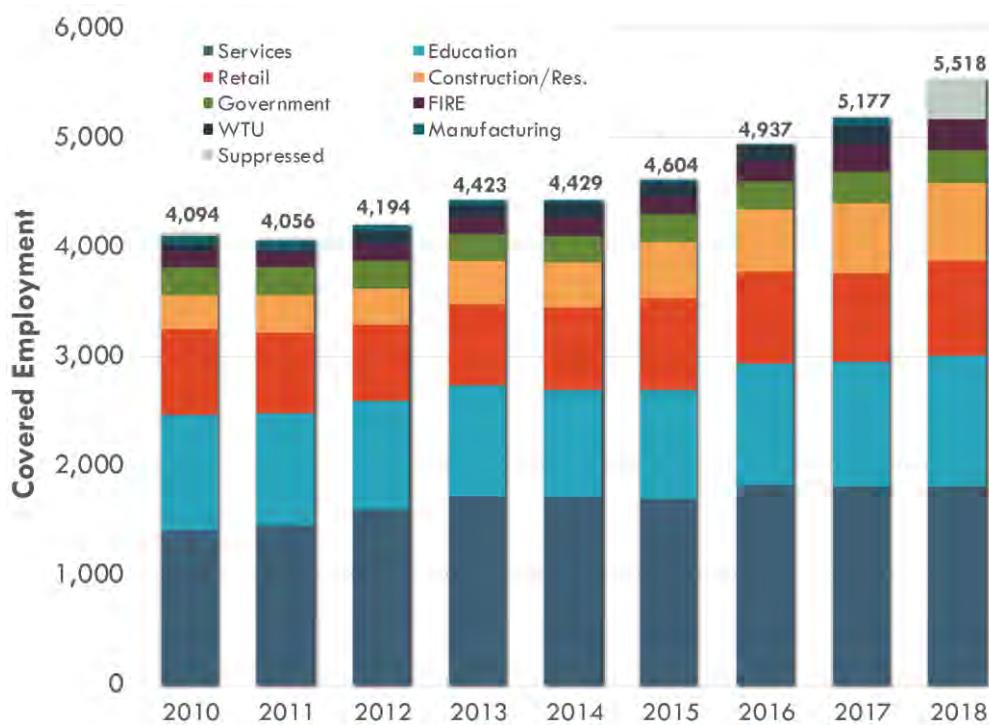
BERK
Map Date: September 2019

Source: Snohomish County Assessor, 2019; BERK, 2019

City-wide Market Analysis

- **Estimates indicate that Lake Stevens has experienced significant employment growth, primarily related to warehousing, construction, and services.** PSRC estimates of employment in Lake Stevens suggest that there has been significant growth since 2010, averaging 3.9% per year. 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).

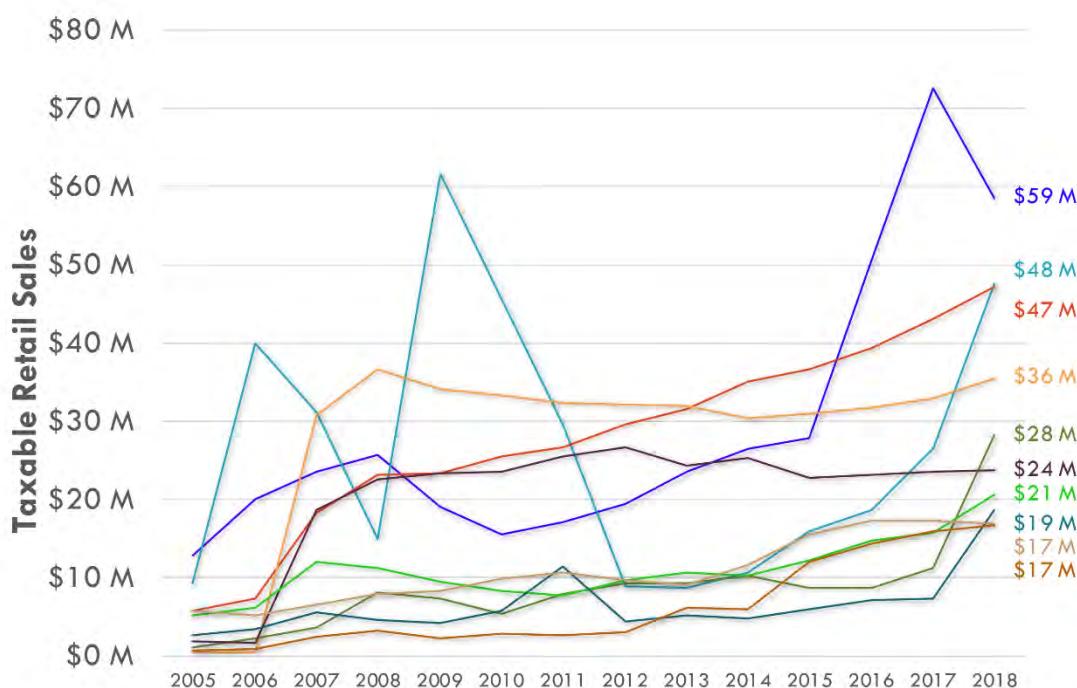
Exhibit 2. Covered Employment Estimates, Lake Stevens, 2010–2018.



Source: PSRC, 2019; BERK, 2019

- **Taxable retail sales data highlight that construction-related activities, restaurants, and general merchandise stores provide the greatest amount of retail activity in the market.** Trends in taxable retail sales can demonstrate economic activity in the local market and present information on how these trends may impact municipal revenue. Recent data has indicated that construction activities, primarily with specialty trades and building construction, as well as restaurants and general merchandise stores present the largest amount of taxable retail activity. Taxable activity with construction tends to be highly variable from year to year and general merchandise activity has remained constant, but restaurants have experienced consistent growth since 2009 which has outpaced inflation.

Exhibit 3. Taxable Retail Sales, Lake Stevens, 2005–2018

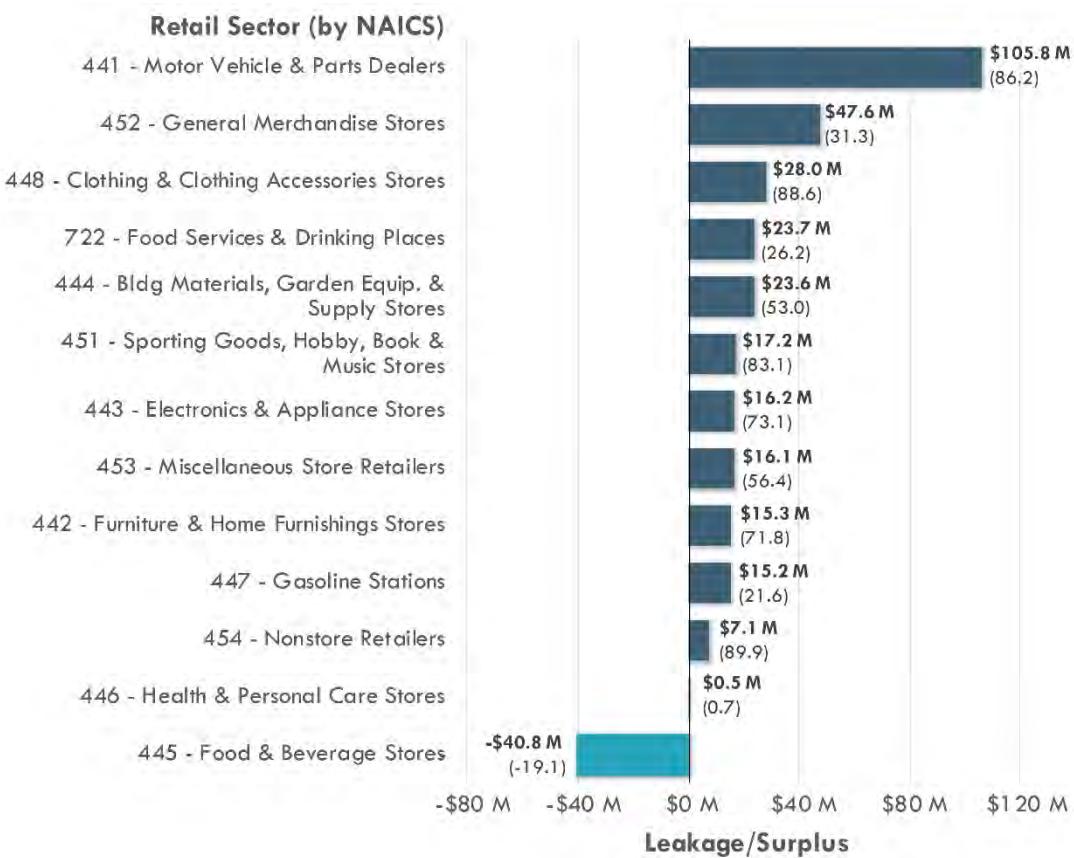


Sector	2018 TRS	Yearly Growth (2010–2018)
Specialty Trade Contractors	\$59 M	22%
Construction of Buildings	\$48 M	3%
Food Services and Drinking Places	\$47 M	8%
General Merchandise Stores	\$36 M	0%
Miscellaneous Store Retailers	\$28 M	13%
Food and Beverage Stores	\$24 M	-1%
Building Material and Garden Equipment	\$21 M	12%
Administrative and Support Services	\$19 M	8%
Telecommunications	\$17 M	9%
Gasoline Stations	\$17 M	32%

Source: WA Department of Revenue, 2019; BERK, 2019

- **A retail leakage analysis indicates that there may be opportunities for expansion with several types of businesses, including general merchandise stores and restaurants. An assessment of local supply and demand for retail businesses by sector indicates that there are unmet opportunities within the Lake Stevens market that could be open for new development. The most significant of these is with Motor Vehicle & Parts Dealers, although siting this type of use may be a consideration. Aside from this, other significant retail sectors for possible expansion include General Merchandise Stores, Clothing Stores, Food Services & Drinking Places, and Building Materials, Garden Equipment & Supply Stores.**

Exhibit 4. Taxable Retail Sales, Lake Stevens, 2005–2018



Source: ESRI, 2019; BERK, 2019

- **Local rents and vacancy rates suggest that in the short-term smaller office spaces may be at a premium.** Examining the local market for real estate indicates that vacancy rates for office space are low, and smaller-scale development, primarily with medical office space, would be possible. Vacancies for retail are higher, but average rents, recent small-scale development, and interest by large format retailers suggest that there may be room in the market for additional development.

Exhibit 5. Office Rents, 2006–2019

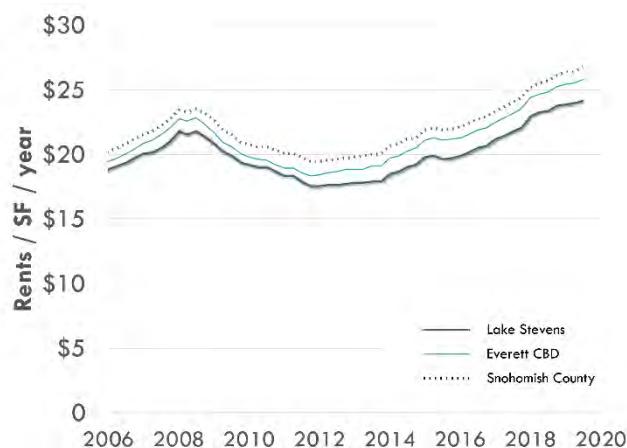


Exhibit 6. Retail Rents, 2006–2019

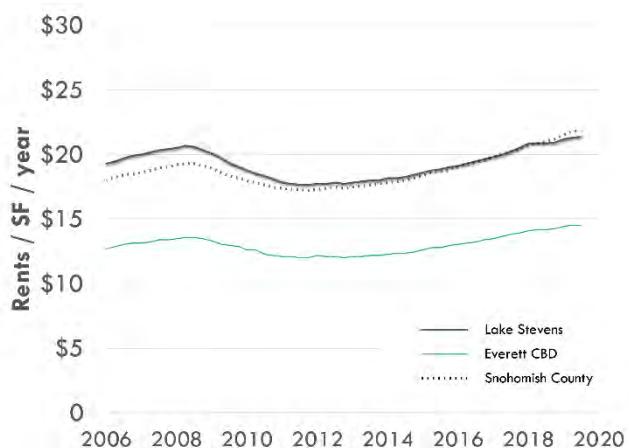


Exhibit 7. Office Vacancy Rates, 2006–2019

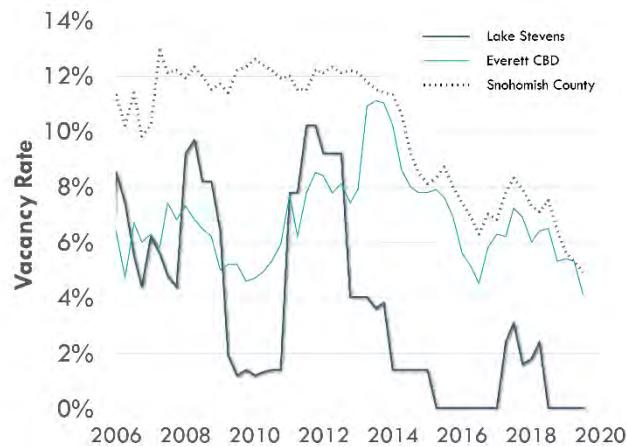


Exhibit 8. Retail Vacancy Rates, 2006–2019



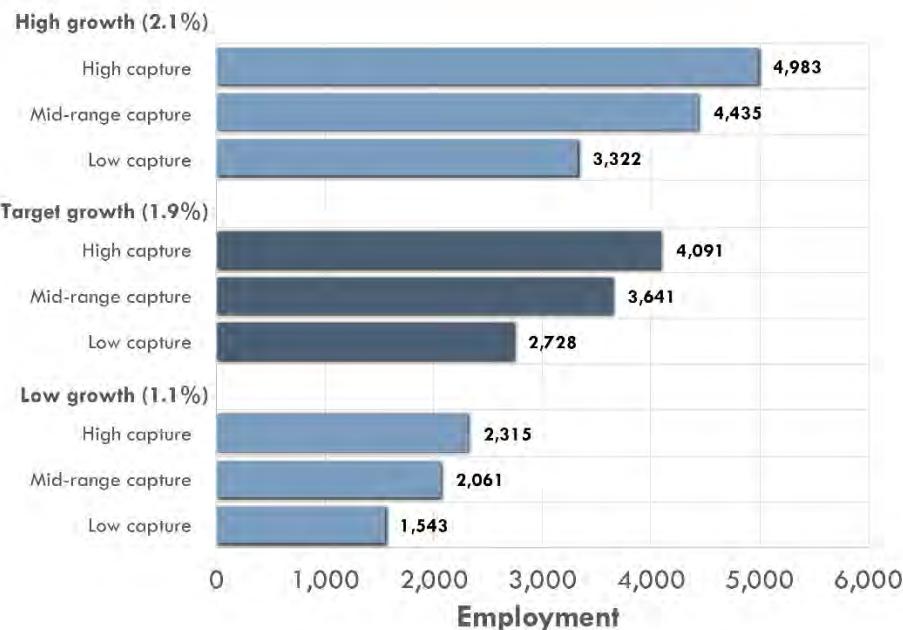
Source: CoStar, 2019; BERK, 2019

- **Projections estimate that employment in Lake Stevens should grow by 3,600–4,000 jobs, with a need for 1.1–1.2 million sf of commercial space.** To derive the increase in employment in Lake Stevens over the next 20 years, it is assumed that the city will capture a proportion of the total employment growth in the County overall. This relies on three assumptions:
 - Projections for County employment increases are based on historic trends and existing assessments, and include *high* (2.1% yearly growth), *target* (1.9%), and *low* (1.1%) growth scenarios. Draft VISION 2050 targets for Snohomish County generally align with the “*target*” scenario.
 - Assumptions about the City’s share of growth include *high* (2.9% of County growth), *mid-range* (2.6%), and *low* (1.9%) capture rates, with historic rates corresponding to the “*high*” scenario and allocations in the draft VISION 2050 strategy corresponding to the “*low*” capture rate.
 - Allocations of growth between economic sectors are assumed to be at the same proportion as growth defined in the VISION 2040 projections.

Estimates based on the target growth rate and the mid-range to high capture rates suggest that employment in Lake Stevens will grow by about **3,600–4,000 jobs**. Based on assumptions about the allocation of this growth, the general development that would be necessary to support this growth includes:

- **Retail / Restaurant:** 430,000–480,000 sf
- **Office (including services):** 660,000–740,000 sf
- **Industrial / Warehousing:** 290,000–330,000 sf

Exhibit 9. Projected Increase in Lake Stevens Employment, 2018–2040



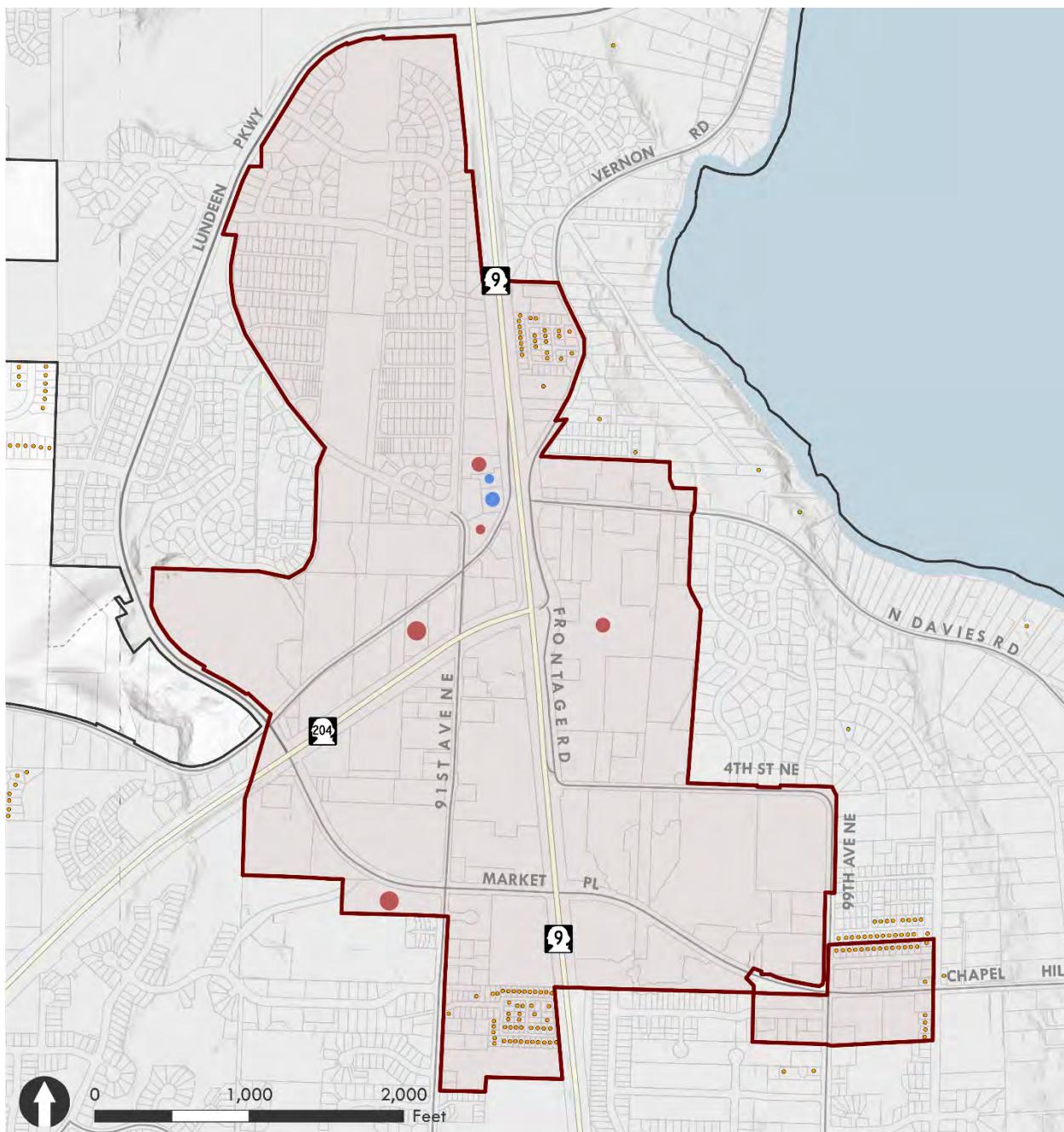
Source: BERK, 2019

- **Growth in the number of mini-storage facilities in the city suggest that limits to these uses in planned commercial and retail areas should be maintained.** The rapid development of mini-storage facilities in both industrial and some commercial areas in the past few years suggests that there may be additional demand in the market for these businesses. Although this need in the market should be accommodated, strategic planning should continue to locate these uses away from possible locations for more productive retail and office uses.

Lake Stevens Center Subarea

- **Lake Stevens Center has experienced some retail and residential growth that aligns with the current Subarea Plan, but tourism and office commercial growth has been limited to date.** Under the Subarea Plan, Lake Stevens Center has experienced some retail development, primarily associated with recent development on existing pads at Vernon Village, and the construction of a new Bartell's drug store and The Ram restaurant. Office commercial growth has been limited and focused on medical office uses. Tourism uses, which are highlighted in the Subarea Plan, have not been explored here and may not be as suitable for an auto-oriented convenience retail node as downtown Lake Stevens.
- **Multimodal transportation, streetscape, and building massing requirements in the Subarea Plan may impact potential development for this site, and future transportation improvements will promote a more auto-oriented environment.** Although the Subarea Plan has defined a more pedestrian-oriented concept for Lake Stevens Center, including streetscape improvements and maximum setbacks for the "Main Street" zoning area, there has been only a limited amount of development in this area. Additionally, planned widening of Highway 9 and the installation of new roundabouts will challenge the ability of new improvements to create a pedestrian-friendly environment. Although improvements to sidewalks and access should be promoted to encourage pedestrian safety, requirements to promote a pedestrian-oriented public realm in Lake Stevens Center may increase the costs for site redevelopment and constrain potential opportunities for new projects.
- **Additional infill and redevelopment may be possible on certain sites, but redevelopment of large format retail to align with the Subarea Plan will be challenging.** In the short-term, redevelopment of older retail and office uses in Lake Stevens Center will be possible, as well as ongoing development of some additional pads in the existing community shopping centers. However, there is little available land for commercial development in this area. Large-scale redevelopment and intensification of large-format retail spaces will likely be possible in the long term as rents and land prices increase and these buildings depreciate, but in the short term it may be challenging to achieve significant development yields on sites with existing uses.

Exhibit 10. New Development in Lake Stevens Center, 2012–2018



Legend

- City of Lake Stevens
- Subarea Boundaries
- Urban Growth Area
- Parcels
- ~~~~ Highway
- ~~ Arterial
- ~ Other Streets

Development

Retail	Office	Apart	
●	●	●	2,000 SF or less
●	●	●	2,001-4,000 SF
●	●	●	4,001-8,000 SF
●	●	●	8,001-16,000 SF
●	●	●	16,001-48,000 SF
●	●	●	48,001 SF or more

Housing

- 1 unit
- 2-3 units
- 4-5 units
- 6-10 units
- 11 or more units

BERK
Map Date: September 2019

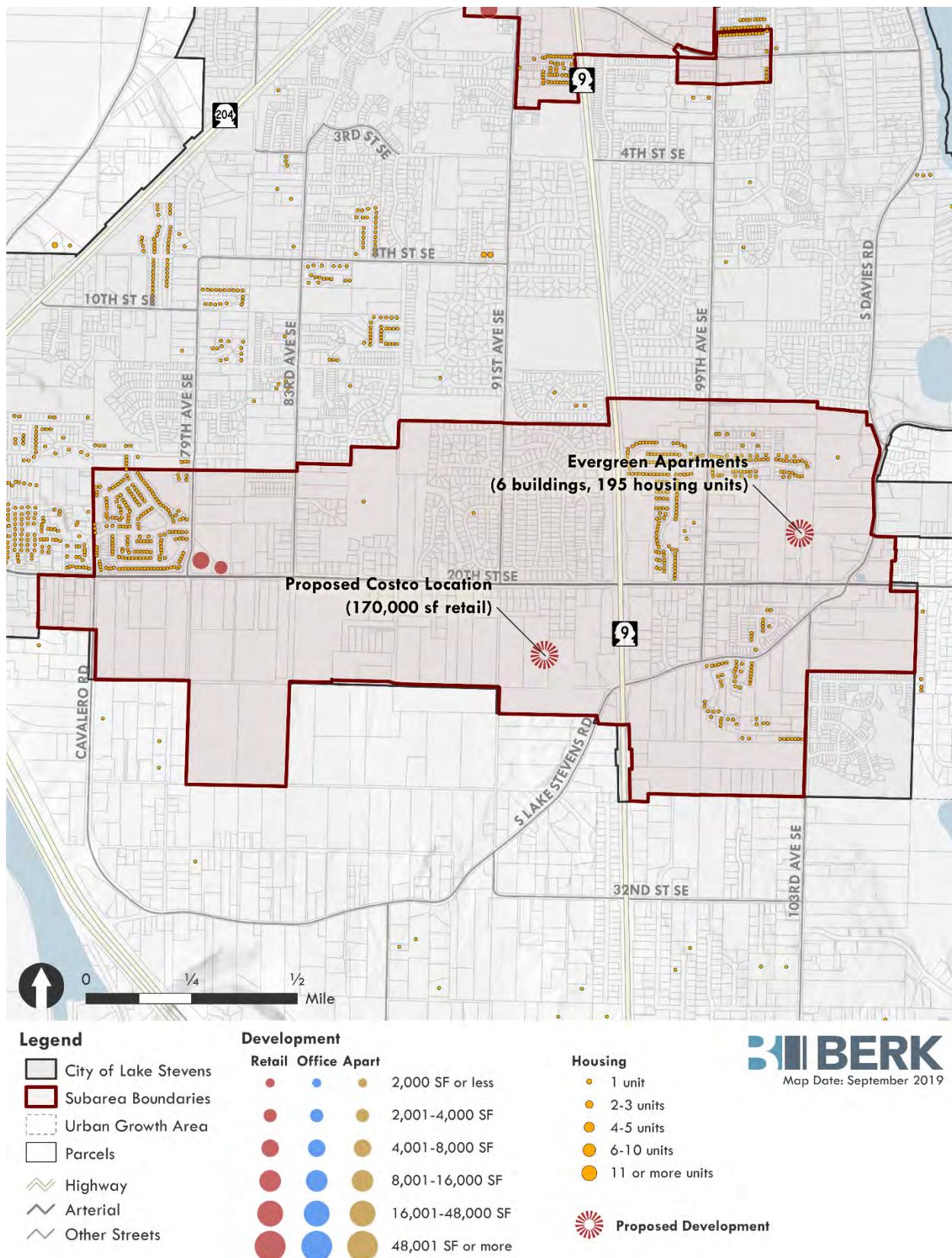
Source: Snohomish County Assessor, 2019; BERK, 2019

20th St SE Corridor Subarea

- **The 20th St SE Corridor has experienced a slow rate of development to date due to infrastructure capacity, site limitations, and divided ownership.** To date, there has only been a small amount of non-residential development in the 20th St SE Corridor, most notably the development of the convenience retail / gas station at Trestle Station. This slow rate of development has been due to several issues, including the need for access improvements, willingness of owners to develop, and site limitations on development (including easements and wetlands). The potential 170,000 sf Costco development at 20th St SE and Highway 9 does present an opportunity for a regional retail draw that may catalyze interest in the area for new commercial uses.
- **Wetlands will limit the ability to develop portions of the Subarea.** Although the 20th St SE Corridor is positioned to serve as a major auto-oriented commercial district in Lake Stevens, there are wetlands located to the south of 20th St SE that will likely reduce the amount of developable land in this area and pose challenges to site configuration and drainage. This has been represented in part in previous Buildable Lands assessments and may restrict the ability to achieve the commercial development yields identified in the Subarea Plan and Planned Action EIS.
- **The water transmission line easement controlled by the City of Everett will also pose a significant constraint for development.** An easement for a water transmission line controlled by the City of Everett is located to the south of 20th St SE. Given the sensitivity and importance of this water line to the City, development is subject to restrictions that include the following:
 - The City of Everett maintains the rights to use the full width of the easement and add future lines. Additionally, the City may access the easement at any time, and it can provide for excavations as needed for repairs regardless of the impacts to the landowner.
 - A Right-of-Way Use Permit is required for any development on parcels impacted by the easement.
 - Utility and driveway crossings of the easement are allowed, but may only be permitted at right angles, and in the case of subsurface utilities, must be located under the water transmission line.
 - Parking is not permitted on the easement.

These limitations present a distinct challenge for development and may not only increase construction costs related to servicing and restrict site configurations, but also present a risk that access to site uses would be shut down for transmission line repairs. While building alternate access (e.g., a new 24th St SE alignment) has been explored by the site design for the proposed Costco, further extension of access into this area would be complicated by wetlands and would challenge the development of uses oriented to the corridor itself.

Exhibit 11. New Development in 20th St SE Corridor, 2012–2018



Source: Snohomish County Assessor, 2019; BERK, 2019

Conclusions and Recommendations

Based on the findings of this review, realigning the policies of the Comprehensive Plan and Subarea Plans as they apply to the two Subareas will likely be necessary.

These recommendations include the following:

Planning should look to accommodate 1.1–1.2 million sf of new commercial space overall by 2040.

Based on continuing trends and regional planning, long-term regional employment growth rates of 1.8–2.1% are likely, with a focus on employment growth in services and retail. Over about a 30-year planning horizon, this suggests an increase of about 3,600–4,000 jobs. This would require a net increase of 430,000–480,000 sf of retail/restaurant space and a 660,000–740,000 sf net increase of office space, with a greater focus on smaller-scale professional and medical office uses over larger office/business parks.

Actions include:

- Review City growth strategies in conjunction with upcoming County Buildable Lands assessments to ensure that the City has enough land available to meet these development targets, and that Subarea Plan development thresholds under the Planned Action EIS are aligned to expected development needs.
- Coordinate with the County to confirm these employment growth targets. Since the draft VISION 2050 strategy identifies that Lake Stevens may be receiving a lower share of overall employment growth in the region, the County may strive to focus commercial development in urban centers and along transit corridors. If the final plan and the subsequent implementation by the County constrains employment growth in Lake Stevens, these estimates may need to be reduced according to the “low capture” scenario as noted previous.

Design requirements in Lake Stevens Center should be relaxed to allow for more opportunities for redevelopment. Design requirements for the Lake Stevens Center Subarea should be altered by the City to reflect short- and moderate-term auto-oriented development formats, which would reflect the likely long-term trajectory of the neighborhood. This approach would likely incorporate shorter-term redevelopment of older, strip/convenience shopping development along 91st Ave NE, with longer-term intensification and redevelopment of Lake Stevens Marketplace and Frontier Village.

Actions include:

- Ensure that growth strategies for Lake Stevens Center recognize that further yields of commercial space in this area will likely result from longer-term redevelopment, with a limited amount of redevelopment and infill outside of the major community shopping centers.
- Review the Commercial District (CD) designation in this neighborhood under LSCM 14.38.020(b) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In addition, increase the requirements for a conditional use permit for health care, professional, scientific, and technical services in buildings with a footprint greater than 10,000 sf.
- Review the Main Street District (MS) designation in this neighborhood under LSCM 14.38.020(c) to expand the list of principal uses to include health care / professional services, entertainment, and

other commercial uses as principal uses. In addition, increase the 5,000-sf limit on building footprints for health care, professional, scientific, or technical services.

- Remove the maximum setbacks included in LSCM 14.38.040 for MS and Mixed Use Neighborhood (MUN) designations in this neighborhood to provide additional flexibility with site configuration and massing.
- Maintain the use of the design guidelines in the Subarea Plan to reinforce community identity but re-orient the pedestrian-oriented guidelines, building design standards, and streetscape standards to create comfortable and welcoming internal circulation nodes that tie adjacent development together. Integrate this with the standards for plazas, courtyards, and seating areas and pedestrian connections.
- Note that a development bonus such as the one included in LSCM 14.38.050 will not likely be applicable in the short-term as a means of encouraging additional commercial development. Over the long term these bonuses may provide incentives for redevelopment, especially with respect to mixed-use and multifamily projects. Review and adjust the development incentives provided for the bonus height when new multi-story development is proposed for this area.
- Maintain the current development thresholds for the Planned Action EIS included in LSCM 14.38.120(c), but re-evaluate these targets after additional commercial development occurs in the neighborhood to ensure that this mix of uses is being attained.

Adjust the 20th St SE Corridor concept to permit a mix of uses that is more reflective of market trends and considers site limitations. The City should adjust the land use concepts for the 20th St SE Corridor Subarea to reflect site limitations and development trends. This includes lower overall targets for development, and a shift from large-scale office parks to auto-oriented retail and smaller-scale professional and medical office development.

Actions include:

- Shift the overall land use concept for the subarea away from business/office park commercial development and put a greater focus on shorter-term retail and service commercial offerings that cannot be accommodated in Lake Stevens Center.
- Review the Business District (BD) designation in this neighborhood under LSCM 14.38.020(a) to allow for a more flexible range of uses to be accommodated. Retail trade, restaurants, and personal services should be accommodated as principal uses, and the 5,000-sf limit on service uses and retail trade should be removed.
- Review the Commercial District (CD) designation in this neighborhood under LSCM 14.38.020(b) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In addition, increase the 10,000-sf requirement for a conditional use permit for building with health care, professional, scientific, and technical services.
- Coordinate future revisions to the Planned Action EIS that adjust development thresholds in LSCM 14.38.120(c) to align with projections. Final determination of the amounts of development should be dependent on traffic generation and the development capacity determined through the Buildable Lands assessment.

- Maintain the use of the design guidelines in the Subarea Plan to reinforce community identity but re-orient the pedestrian-oriented guidelines, building design standards, and streetscape standards to create comfortable and welcoming internal circulation nodes that tie adjacent development together. Integrate this with the standards for plazas, courtyards, and seating areas and pedestrian connections.
- Explore alternative access routes for development impacted by the water transmission line easement. As primary access to site uses may be impacted or even cut off by the need to access the Everett water transmission line, alternate access routes may provide a backup for emergencies. This may include extending the prospective 24th St SE access for the proposed Costco development, although further extensions may be limited by the wetlands located in this area.
- Note that the development bonus included in LSCM 14.38.050 will not likely be applied to greenfield commercial and residential development in this area, as it is unlikely that additional height will be an attractive incentive for new development under current market conditions given the as-of-right height limits currently in place. Explore other approaches to promote the provision of open space and sustainability with new development in this area, such as voluntary programs and informational campaigns.

Continue negotiations with Everett to mitigate easement restrictions on properties. Efforts should continue with the City of Everett to negotiate the use of the City of Everett's water transmission line easement, which will reduce the limitations on uses impacted by the easement in the 20th St SE area.

Actions include:

- Discuss the potential for relaxing access requirements for the water transmission pipeline to allow for parking to be sited on the easement. This would permit greater efficiency with respect to site utilization and configuration.
- Conduct advance negotiation for Right-of-Way Use Permits for impacted parcels with the City of Everett to streamline this process and assure future owners/developers of the allowable uses and site requirements. This may require aligning the Land Use Code to provide confirmation that the water transmission line will be considered in the regulation of development and uses in this area.

Areas for additional commercial development should be explored by the City, potentially through annexation. Additional commercial development may be incorporated into Lake Stevens Center and the 20th St SE Corridor, but there is the potential that more capacity will be required after short-term development and redevelopment projects expend land currently available in both locations. The amount of additional land required will be dependent on the actual capacity present in the 20th St SE Corridor, and this should be refined further through the Buildable Lands process if possible.

Given that other opportunities for commercial development in the City and surrounding UGA may be limited, new locations should be examined for mid- to long-term UGA expansion and annexation.

Potential locations should be preferred based on the following characteristics:

- Locations along major arterials, or other sites with suitable transportation access and visibility
- High feasibility / low cost for the extension of services and other infrastructure as required

- Availability of larger greenfield parcels for development to reduce the impacts of fragmentation of ownership.
- Contiguity with existing commercial development, with the potential to add onto or extend existing commercial districts.

Considering these characteristics, one potential option may be unincorporated lands to the east of Highway 9, north of the city boundary and directly east of Marysville. This would extend existing commercial uses northwards and would provide for an additional retail node along Highway 9 in Lake Stevens.

Exhibit 3

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Lake Stevens Center Subarea Plan Addendum



November 26, 2019

Ordinance No. XX

NOVEMBER 2019

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Lake Stevens Center Addendum

A. Subarea Plan Review

1. Plan Goals and Assumptions

The subarea planning process for the Lake Stevens Center grew out of a vision expressed in the City's Comprehensive Plan to establish concentrated growth centers for future employment, retail, and housing growth. As a first step, the City hired a consultant team to prepare economic assessments and economic development reports (Leland Consulting Group & LMN Architects, 2011a and 2011b; Leland Consulting Group, 2011). A key finding from the reports indicated that significant retail "leakage" was occurring (i.e., consumers were travelling outside the City for retail purposes) in Lake Stevens. The assessments evaluated the opportunities and constraints associated with each growth center. The city realized it had an opportunity to attract new retail development and employment based on its demographics, location and quality of life.

The City developed a framework for the development of the Lake Stevens Center through this planning effort. The primary impetus of the subarea plan was to revitalize the City's retail core bestow a renewed vitality and character to the district. The subarea enjoys excellent transportation access because of the intersections of two regional highways, notably SR-9 and SR-204. Being a crossroads for markets, the Lake Stevens Center's location favors its position for retail growth with considerable pass-through traffic from commuters to the east and north. Three strategies will help attract additional retail development:

- Capture retail "leakage" (i.e., goods purchased in another market that could or should be purchased locally).
- Become a retail destination.
- Increase the City's tourism draw.

The City goal to revitalize the Lake Stevens Center appearance, improve traffic and pedestrian circulation; and expand retail, office, and residential development by enhancing the appearance of streets, sidewalks, sites, and buildings; and transforming the area into a regional center with anchor retail, a greater array of restaurants, visitor lodging, family-oriented entertainment, and public spaces. These actions will make the subarea a destination for shopping, services, dining, and entertainment. Most of the primary goals of the plan remain valid today.

- Promote economic development and balanced jobs and housing.
- Recognize and strengthen Lake Stevens Center as an important crossroad for commerce for communities along SR-9.
- Transform the area into a regional center with anchor retail, mixed-use nodes, restaurants, visitor lodging, family-oriented entertainment, professional services and public spaces, utilized by the local and regional community.
- Encourage infill, greater intensity and redevelopment where older buildings have outlived their economic life and look for opportunities to upgrade older properties into places where people can live as well as conduct business.
- Incorporate mixed-use residential buildings with ground-floor retail or office that allow people to work within walking distance of their homes.
- Upgrade the transportation network to ensure that multiple modes of travel have effective circulation and access to destinations.
- Enhance the appearance of streets, sidewalks, sites, and buildings through the development of effective development regulations, guidelines, and standards to create a welcoming entry to the community.
- Protect important environmental resources.
- Strengthen attributes that reflect Lake Stevens as a distinct, unified community.
- Create an incentive for redevelopment through a SEPA Planned Action.

2. Original Plan Alternatives

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Addendum - Table 1) that included a strong emphasis on employment growth, economic diversification and capturing retail spending occurring outside the City. The Lake Stevens City Council selected Alternative 2 as the preferred land use alternative.

Alternative	Retail (Gross Sq. Ft)	Office (Gross Sq. Ft)	Housing (Dwelling Units)
Alternative 1 – No Action	50,000- 60,000	30,000- 40,000	100- 120
Alternative 2 – Center Revitalization	140,000- 150,000	140,000- 150,000	180- 200
Alternative 3 – Residential & Retail Emphasis	140,000- 150,000	100,000- 120,000	500- 600

Addendum Table 1 Summary of EIS alternatives

The Preferred Alternative/Alternative 2 emphasized intensifying employment and commercial growth in the city's traditional retail core, with an increase in higher-density residential uses along the periphery of the subarea to provide a transition to existing single-family neighborhoods.

3. Purpose & Authority

To help realize its economic strategy, the City developed a subarea plan for the Lake Stevens Center, under the Revised Code of Washington (RCW) 36.70A.080, to promote balanced development in this growth center and to support the addition of employment and retail growth in the City in an area with larger parcels for development. The City adopted the subarea plan as a supplementary document to the City's Comprehensive Plan. The subarea plan identified the land use goals and

policies for the area that framed the regulatory development regulations. The plan is also a primary mechanism to identify actions and capital investments necessary to implement the plan. The City adopted the Lake Stevens Center Subarea Plan in accordance with the Lake Stevens Comprehensive Plan and incorporated associated regulations as part of the municipal code. The City also adopted 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 streamlines SEPA review for subsequent projects that are consistent with the plan.

B. Plan Updates and Development Trends

1. Development Trends

The city has achieved several of the objectives laid out in the subarea plan including the construction of approximately 65,500 square feet of new commercial and office development, including Vernon Village, Petco, the Ram and new Bartell's.

Some issues that have affected commercial growth include the limited amount of remaining developable acres. Other factors have been the regional trend of renewed commercial development following significant residential growth.

As part of the 2019 Comprehensive Plan Docket, the City Council requested staff reevaluate the market conditions along the corridor and assess if the growth targets identified in the Subarea Plan and Planned Action Ordinance remain valid. The city retained BERK consultants to evaluate current local and regional market trends in its re-evaluation of the growth targets for the Lake Stevens Center.

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BERK's findings indicated that under current conditions, the office targets are overly ambitious. They also indicated that Lake Stevens is well positioned to expand retail development targets.

- * **Planning should look to accommodate 1.1–1.2 million sf of new commercial space overall by 2040**
- * **Design requirements in Lake Stevens Center should be relaxed to allow for more opportunities for redevelopment.**
- * **Areas for additional commercial development should be explored by the City, potentially through annexation**

The City Council and Planning Commission have reviewed the findings of the report and recommended moving forward with identified changes, including modifying some of the growth targets in the different employment sectors.

2. Public Process

Stakeholder Meeting

- BERK toured the city on July 24, 2019 and met with a group of local stakeholders including developers, property owners and real estate professionals to gauge their thoughts on the plan and potential changes.

Noticing and Document Issuance Dates

- On September 20, the city issued an SEPA addendum to the Lake Stevens Comprehensive Plan and FEIS for the 20th Street SE and sent notice to the Department of Commerce of proposed changes.

Planning Commission

- 1st Briefing on Comprehensive Plan and Subarea Plan changes September 18, 2019
- 2nd Briefing on Comprehensive Plan and Subarea Plan changes September 18, 2019

- Comprehensive Plan Hearing November 6, 2019

City Council

- 1st Briefing on Comprehensive Plan and Subarea Plan changes September 19, 2019
- Comprehensive Plan Hearing / 1st Reading November 6, 2019
- Comprehensive Plan Hearing / 2nd Reading November 26, 2019

C. Updated Market Conditions

1. BERK Assessment

- * Lake Stevens Center has experienced some retail and residential growth that aligns with the current Subarea Plan, but tourism and office commercial growth has been limited to date.
- * Multimodal transportation, streetscape, and building massing requirements in the Subarea Plan may impact potential development for this site, and future transportation improvements will promote a more auto-oriented environment
- * Additional infill and redevelopment may be possible on certain sites, but redevelopment of large format retail to align with the Subarea Plan will be challenging

2. Regional Trends

- Office commercial development in the regional market has been slow and focused in existing centers
- There has been more of a market for new retail space in the region
- Employment in construction and healthcare services has experienced the most significant growth recently in the regional economy
- Future regional planning intends to promote decentralized job growth, but with a greater focus on communities in transit corridors

- County and regional plans identify Lake Stevens as a location for locally important goods, services, and employment

3. Lake Stevens Market

- Estimates indicate that Lake Stevens has experienced significant employment growth, primarily related to warehousing, construction, and services.
- Taxable retail sales data highlight that construction-related activities, restaurants, and general merchandise stores provide the greatest amount of retail activity in the market
- A retail leakage analysis indicates that there may be opportunities for expansion with several types of businesses, including general merchandise stores and restaurants
- Local rents and vacancy rates suggest that in the short-term smaller office spaces may be at a premium
- Projections estimate that employment in Lake Stevens should grow by 3,600–4,000 jobs, with a need for 1.1–1.2 million sf of commercial space
- Growth in the number of mini-storage facilities in the city suggest that limits to these uses in planned commercial and retail areas should be maintained

3. Recommendations

- Ensure that growth strategies for Lake Stevens Center recognize that further yields of commercial space in this area will likely result from longer-term redevelopment, with a limited amount of redevelopment and infill outside of the major community shopping centers.
- Review the Commercial District (CD) designation in this neighborhood under LSMC 14.38.020(b) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In addition, increase the requirements for a conditional use permit

for health care, professional, scientific, and technical services in buildings with a footprint greater than 10,000 sf.

- Review the Main Street District (MS) designation in this neighborhood under LSMC 14.38.020(c) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In addition, increase the 5,000-sf limit on building footprints for health care, professional, scientific, or technical services.
- Remove the maximum setbacks included in LSMC 14.38.040 for MS and Mixed Use Neighborhood (MUN) designations in this neighborhood to provide additional flexibility with site configuration and massing.
- Maintain the use of the design guidelines in the Subarea Plan to reinforce community identity but re-orient the pedestrian-oriented guidelines, building design standards, and streetscape standards to create comfortable and welcoming internal circulation nodes that tie adjacent development together. Integrate this with the standards for plazas, courtyards, and seating areas and pedestrian connections.
- Note that a development bonus such as the one included in LSMC 14.38.050 will not likely be applicable in the short-term as a means of encouraging additional commercial development. Over the long term these bonuses may provide incentives for redevelopment, especially with respect to mixed-use and multifamily projects. Review and adjust the development incentives provided for the bonus height when new multi-story development is proposed for this area.
- Maintain the current development thresholds for the Planned Action EIS included in LSMC 14.38.120(c), but re-evaluate these targets after additional commercial development occurs in the neighborhood to ensure that this mix of uses is being attained.

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D. Revised Targets, Land Use Designations and Zoning

1. Preferred Alternative

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Table 4.1), all of which envisioned the Lake Stevens Center with a strong emphasis on employment growth, economic diversification and capturing the retail spending occurring outside the City. The recent market analysis does not change this goal but allows the City to be adaptable and modify targets for individual employment sectors under the previously adopted preferred alternative. Proposed changes fall within the analysis for all the original growth targets.

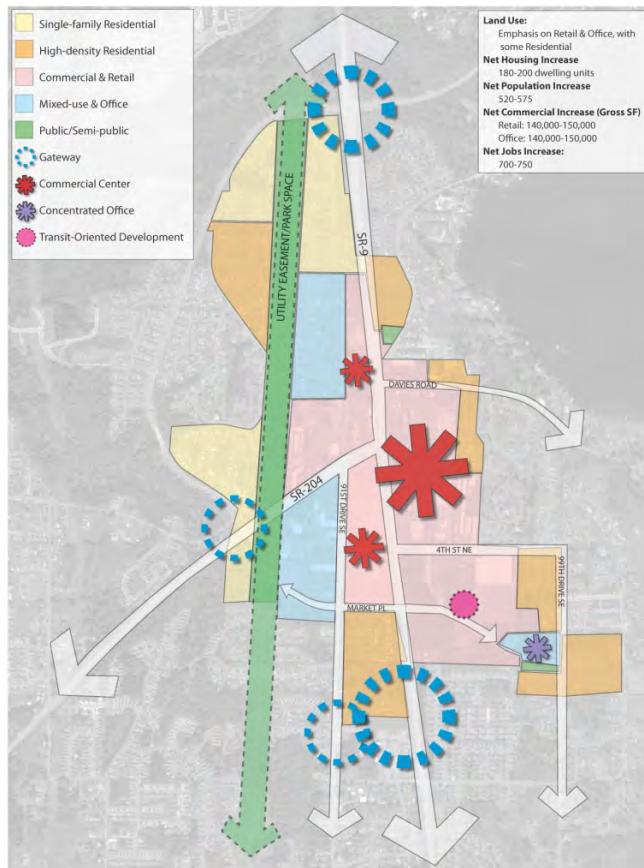
Preferred Alternative	Retail (Gross Sq. Ft.)	Office (Gross Sq. Ft.)	Housing (Dwelling Units)
PREFERRED ALTERNATIVE			
Alternative 2 – Employment/ Commercial	400,000-450,000	15,000	200

Addendum Table 2 Preferred Alternative

The Preferred Alternative

The Preferred Alternative for allocation of land uses will remain the same. What will change is the acreage devoted to each land use type to facilitate that targets. The changes fall within the alternatives evaluated are consistent with the subarea plan and the EIS.

emphasizes retail and employment growth and significant redevelopment in the subarea focused in existing or expanded centers and mixed-use areas alongside some higher-density residential growth along the periphery of the subarea to provide a transition to existing single-family neighborhoods



LSC Preferred Alternative: Center Revitalization

July 2012

Walman Consulting, LLC
Fisher & Peers
Globe
LMN

Figure 4.1 Preferred Alternative/Alternative 2 Employment Emphasis

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B. Land Use Changes

Based on the updated market analysis and revised market allocations, land use designations were assigned to all parcels within the subarea (Figure 4.2). Table Addendum-3 shows acreages for designations.



Addendum Table 3 Revised Land Use / Zoning Summary

C. Zoning Changes

Based on the revised land use map, zoning districts were assigned to all parcels within the subarea (Figure 4.3). Acreages are in Table 4.2.

Land Use Designation	Acres	Zoning	Acreage
Medium Density Residential	79.5		
High Density Residential	65		
Commercial	120		
Mixed Use	63		
Public/Semi-Public	32		

Table 4.2 Summary of acreage for land use designations and zoning districts

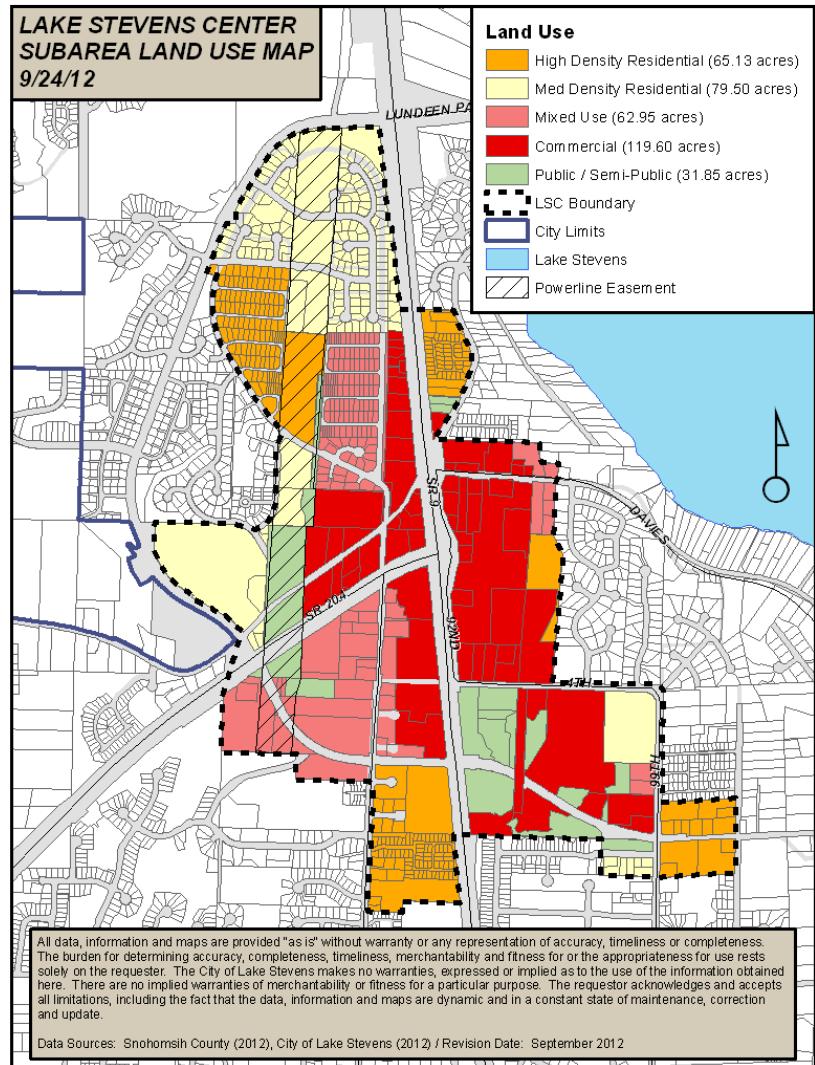
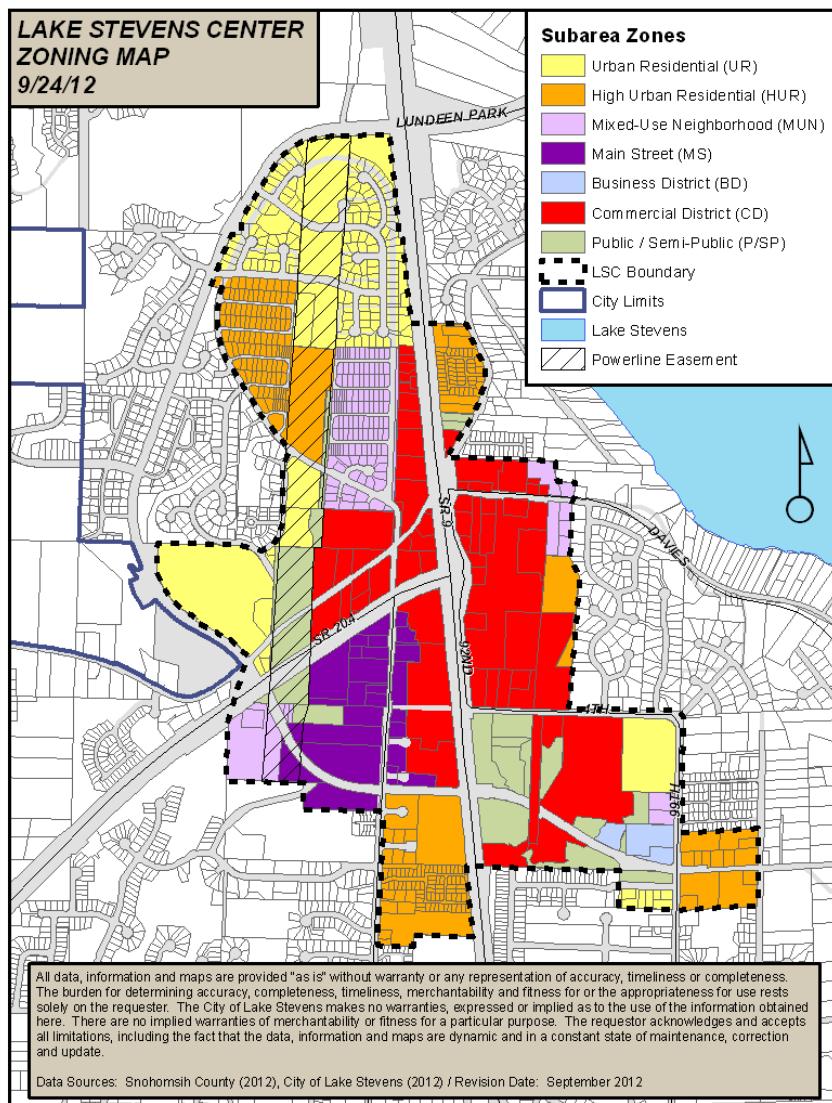


Figure 4.2 Land Use Map

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Figure 4.3 Zoning Map



E. Implementation

1. Market and Promotion

City staff has been cultivating relationships with developers and major property owners who have expressed a desire to develop along portions of the corridor. As a future implementation task, the City should develop updated marketing materials, actively promote the subarea and continue reaching out to developers, companies and real estate professionals with a deliberate marketing approach.

2. Partnerships

No City on its own can create a transformation of an area in all its many forms, nor does it have the financial resources to accomplish that. The City should identify strategic partners who can contribute resources, investments, and efforts to implement the Lake Stevens Center Subarea Plan. Partners include utility districts, school districts, Snohomish County, Washington Department of Transportation, non-profit groups, civic organizations, and private developers.

3. Gateways and Wayfinding

To capitalize on the positive changes envisioned in the subarea plan, the City should implement Gateway and Wayfinding following the City's adopted beautification plan. Future signs could reflect the unique character of the subarea and its diverse residential and commercial areas and provide clear direction to amenities, businesses, and services within the subarea for visitors and residents. A successful Gateway and Wayfinding program is a key tool to enhance economic development and help establish an attractive and dynamic subarea that connects the subarea seamlessly to greater Lake Stevens.

4. Associated Documents

The Subarea Plan provides guidance for the Vision, but the plan is implemented through land use regulations, design guidelines, capital facilities plan and the planned action ordinance. Follow up actions

should include an update to the planned action ordinance and review of the development regulations in Title 14 of the Lake Stevens Municipal Code for consistency with the Subarea Plan and associated documents. Updates to the Capital Facilities Plan will be through the annual docket process and six-year capital plan as City Council sets priorities for road and park improvements.

Exhibit 4

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20th Street SE Corridor Subarea Plan Addendum



November 26, 2019

Ordinance No. XX

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IV. Addendum

A. Subarea Plan Review

1. Plan Goals and Assumptions

The subarea planning process for the 20th Street SE Corridor grew out of a vision expressed in the City's Comprehensive Plan to establish concentrated growth centers for future employment, retail, and housing growth. As a first step, the City hired a consultant team to prepare economic assessments and economic development reports (Leland Consulting Group & LMN Architects, 2011a and 2011b; Leland Consulting Group, 2011). A key finding from the reports indicated that significant retail "leakage" was occurring (i.e., consumers were travelling outside the City for retail purposes) in Lake Stevens. The assessments evaluated the opportunities and constraints associated with each growth center. The city realized it had an opportunity to attract new retail development and employment based on its demographics, location and quality of life.

The 20th Street SE Corridor Subarea Plan was developed as a key tool to create an employment center in the southern part of the city. The plan for the 20th Street SE Corridor identified the potential for providing the City's highest concentration of jobs, particularly professional and technical services, integrated with retail nodes to serve workers and residents along with higher-density housing on the periphery. The primary goals of the plan remain valid today.

- Establish 20th Street SE as an appealing gateway into the City with attributes reflecting a distinct, unified community.
- Promote economic development and a more positive balance of jobs and housing by providing a mixture of jobs, goods and services, housing with recreation/open space and protection of important environmental resources.
- Attract a variety of employers of varying sizes.
- Encourage a concentration of local and regional retailing and services around the intersection of 20th Street SE and SR-9.

- Create pockets of parks and open space throughout the corridor.
- Continue the widening of 20th Street SE westward towards the Hewett Avenue (US 2) trestle.
- Provide multiple routes of travel with clear circulation and access to destinations including parallel east-west circulation routes north and south of 20th Street SE.
- Enhance the appearance of streets, sidewalks, sites, and buildings.

2. Original Plan Alternatives

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Addendum - Table 1) that included a strong emphasis on employment growth, economic diversification and capturing retail spending occurring outside the City. The Lake Stevens City Council selected Alternative 2 as the preferred land use alternative.

Alternative	Retail (Gross Sq. Ft.)	Office (Gross Sq. Ft.)	Housing (Dwelling Units)
Alternative 1 – No Action	150,000- 180,000	20,000- 35,000	600-1,200
PREFERRED ALTERNATIVE Alternative 2 – Employment/ Commercial Emphasis	400,000- 450,000	1-1.25 million	900-1,000
Alternative 3 – Moderate Employment/Commercial & Residential Emphasis	300,000- 350,000	600,000- 750,000	1,200- 1,400

Addendum Table 1 Summary of EIS alternatives

The Preferred Alternative/Alternative 2 emphasized employment and commercial growth that focused growth in office parks, commercial and mixed-use nodes along the corridor, and larger complexes, with an increase in higher-density residential uses along the periphery of the subarea to provide a transition to existing single-family neighborhoods.

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3. Purpose & Authority

To help realize its economic strategy, the City developed a subarea plan for the 20th Street SE Corridor, under the Revised Code of Washington (RCW) 36.70A.080, to promote balanced development in this growth center and to support the addition of employment and retail growth in the City in an area with larger parcels for development. The City adopted the subarea plan as a supplementary document to the City's Comprehensive Plan. The subarea plan identified the land use goals and policies for the area that framed the regulatory development regulations. The plan is also a primary mechanism to identify actions and capital investments necessary to implement the plan. The City adopted the 20th Street SE Corridor Subarea Plan in accordance with the Lake Stevens Comprehensive Plan and incorporated associated regulations as part of the municipal code. The City also adopted 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 streamlines SEPA review for subsequent projects that are consistent with the plan.

B. Plan Updates and Development Trends

1. Development Trends

The city has achieved several of the objectives laid out in the subarea plan. The residential component of the plan has been most successful. Since 2012, the area has seen the development of pre-development of 839 new dwelling units, including 307 attached units. One thousand (1000) units were anticipated. There has been limited commercial development. The most significant project was the Trestle Station complex an 18,000. There is significant commercial and institutional development on the horizon including a new fire station / headquarters and Food Bank with civic offices of approximately 11,000 square feet.

Remaining barriers. Some issues that have affected commercial growth along the corridor include the presence of critical areas and the Everett waterline south of 20th Street SE. Other factors have been the regional

trend of renewed commercial development following significant residential growth. Snohomish County has seen limited office production countywide.

As part of the 2019 Comprehensive Plan Docket, the City Council requested staff reevaluate the market conditions along the corridor and assess if the growth targets identified in the Subarea Plan and Planned Action Ordinance remain valid. The city retained BERK consultants to evaluate current local and regional market trends in its re-evaluation of the growth targets for the 20th Street SE Corridor.

BERK's findings indicated that under current conditions, the office targets are overly ambitious. They also indicated that Lake Stevens is well positioned to expand retail development targets.

- * **Planning should look to accommodate 1.1–1.2 million sf of new commercial space overall by 2040**
- * **Continue negotiations with Everett to mitigate easement restrictions on properties.**
- * **Adjust the 20th St SE Corridor concept to permit a mix of uses that is more reflective of market trends and considers site limitations.**
- * **Areas for additional commercial development should be explored by the City, potentially through annexation**

The City Council and Planning Commission have reviewed the findings of the report and recommended moving forward with identified changes, including modifying some of the growth targets in the different employment sectors.

2. Public Process

Stakeholder Meeting

- BERK toured the city on July 24, 2019 and met with a group of local stakeholders including developers, property owners and real estate professionals to gauge their thoughts on the plan and potential changes.

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Noticing and Document Issuance Dates

- On September XX, the city issued an SEPA addendum to the Lake Stevens Comprehensive Plan and FEIS for the 20th Street SE and sent notice to the Department of Commerce of proposed changes.

Planning Commission

- 1st Briefing on Comprehensive Plan and Subarea Plan changes September 18, 2019
- 2nd Briefing on Comprehensive Plan and Subarea Plan changes September 18, 2019
- Comprehensive Plan Hearing November 6, 2019

City Council

- 1st Briefing on Comprehensive Plan and Subarea Plan changes September 19, 2019
- Comprehensive Plan Hearing / 1st Reading November 6, 2019
- Comprehensive Plan Hearing / 2nd Reading November 26, 2019

C. Updated Market Conditions

1. BERK Assessment

- The 20th St SE Corridor has experienced a slow rate of development to date due to infrastructure capacity, site limitations, and divided ownership.
- Wetlands will limit the ability to develop portions of the Subarea
- The water transmission line easement controlled by the City of Everett will also pose a significant constraint for development

2. Regional Trends

- Office commercial development in the regional market has been slow and focused in existing centers
- There has been more of a market for new retail space in the region

- Employment in construction and healthcare services has experienced the most significant growth recently in the regional economy
- Future regional planning intends to promote decentralized job growth, but with a greater focus on communities in transit corridors
- County and regional plans identify Lake Stevens as a location for locally important goods, services, and employment

3. Lake Stevens Market

- Estimates indicate that Lake Stevens has experienced significant employment growth, primarily related to warehousing, construction, and services.
- Taxable retail sales data highlight that construction-related activities, restaurants, and general merchandise stores provide the greatest amount of retail activity in the market
- A retail leakage analysis indicates that there may be opportunities for expansion with several types of businesses, including general merchandise stores and restaurants
- Local rents and vacancy rates suggest that in the short-term smaller office spaces may be at a premium
- Projections estimate that employment in Lake Stevens should grow by 3,600–4,000 jobs, with a need for 1.1–1.2 million sf of commercial space
- Growth in the number of mini-storage facilities in the city suggest that limits to these uses in planned commercial and retail areas should be maintained

4. Recommendations

- Shift the land use concept away from business/office parks and put a greater focus on retail and commercial that cannot be accommodated in Lake Stevens Center.

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- Review the Business District (BD) designation in this neighborhood under LSMC 14.38.020(a) to allow for a more flexible range of retail uses to be accommodated.
- Review the Commercial District (CD) designation in this neighborhood under LSMC 14.38.020(b) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In addition, increase the 10,000-sf requirement for a conditional use permit for building with health care, professional, scientific, and technical services.
- Coordinate future revisions to the Planned Action EIS that adjust development thresholds in LSMC 14.38.120(c) to align with projections.
- Maintain the use of the design guidelines in the Subarea Plan to reinforce community identity but re-orient the pedestrian-oriented guidelines, building design standards, and streetscape standards to create comfortable and welcoming internal circulation nodes that tie adjacent development together. Integrate this with the standards for plazas, courtyards, and seating areas and pedestrian connections.
- Explore alternative access routes for development impacted by the water transmission line easement.
- Note that the development bonus included in LSMC 14.38.050 will not likely be applied to greenfield commercial and residential development in this area. Explore other approaches to promote the provision of open space and sustainability with new development in this area, such as voluntary programs and informational campaigns.

D. Revised Targets, Land Use Designations and Zoning

1. Revised Preferred Alternative

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Table 4.1), all of which envisioned the 20th Street SE

Corridor with a strong emphasis on employment growth, economic diversification and capturing the retail spending occurring outside the City. The recent market analysis does not change this goal but allows the City to be adaptable and modify targets for individual employment sectors under the previously adopted preferred alternative. Proposed changes fall within the analysis for all the original growth targets.

Revised Preferred Alternative	Retail (Gross Sq. Ft.)	Office (Gross Sq. Ft.)	Housing (Dwelling Units)
PREFERRED ALTERNATIVE			
Alternative 2 – Employment/ Commercial Emphasis	800,000	500,000	1,000

Addendum Table 2 Revised Preferred Alternative

The Revised Preferred Alternative

The Revised Preferred Alternative continues to emphasize employment and commercial growth with office parks, commercial and mixed-use nodes alongside higher-density residential uses throughout the subarea. Based on the 2019 market analysis, the allocations have shifted toward less office and more retail. Residential capacity has not changed. The changes fall within the alternatives evaluated are consistent with the subarea plan and the EIS.

B. Land Use Changes

Based on the updated market analysis and revised market allocations, land use designations were assigned to all parcels within the subarea (Figure 4.2). Table Addednum-3 shows acreages for designations.

- A large portion of the subarea north of 20th Street SE and west of State Route 9 remains in Medium Density Residential (MDR).
- Other residential areas north of 20th Street SE changed to High Density Residential (HDR) or Mixed Use (MU).
- South of 20th Street SE, most of the MDR changed to Commercial (COM) or MU.

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Land Use Designations	Acres	Zoning District	Acres
Medium Density Residential	267	Urban Residential	267
High Density Residential	210	High Urban Residential	210
Commercial	210	Business District	XX
		Commercial District	XX
		Neighborhood Business	XX
Mixed Use	42	Mixed-Use Neighborhood	42
Public/Semi-Public	120	Public/Semi-Public	120

Addendum Table 3 Revised Land Use / Zoning Summary

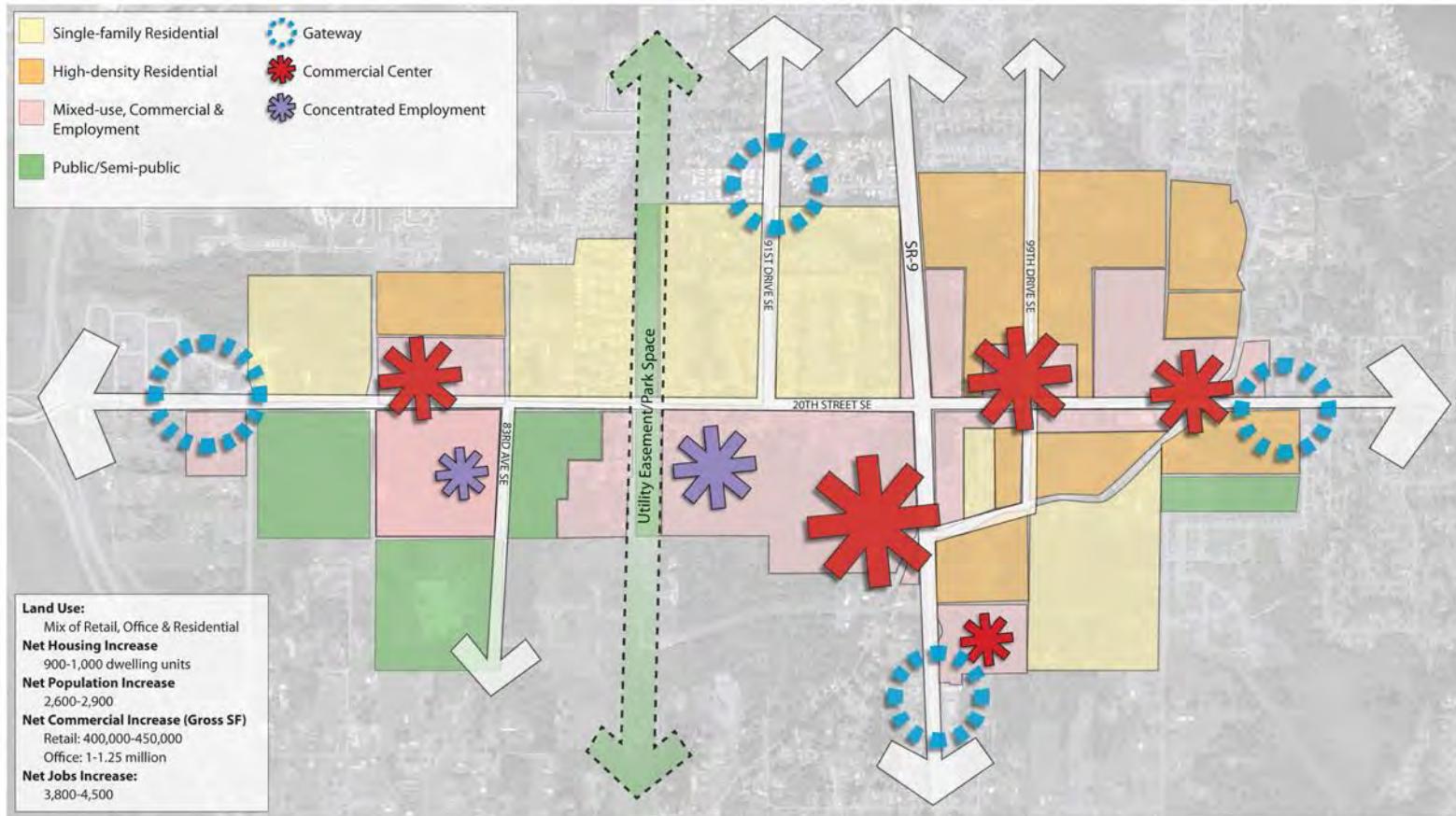
C. Zoning Changes

Based on the revised land use map, zoning districts were assigned to all parcels within the subarea (Figure 4.3). A large portion of the subarea north of 20th Street SE and west of State Route 9 remains in Urban Residential (SR). Other residential areas north of 20th Street SE and east of State Route 9 changed to High Urban Residential (HUR) or Mixed Use (MU). South of 20th Street SE and west of State Route 9, most of the SR changed to Business District (BD) and the Sub-Regional Commercial changed to the new, but comparable Commercial District (CD). A node of Neighborhood Business (NB) was created north of the intersection of 20th Street SE and 79th Avenue SE and the existing commercial node at South Lake Stevens north of 20th Street SE was extended west to 99th Avenue SE. East of State Route 9 and south of 20th Street SE, some residential areas changed to MU or COM and other areas increased in density to HUR. Acreages are in Table 4.2.

Table 4.2 Summary of acreage for land use designations and zoning districts

NOVEMBER 2019

Figure 4.1 Preferred Alternative/Alternative 2 Employment Emphasis



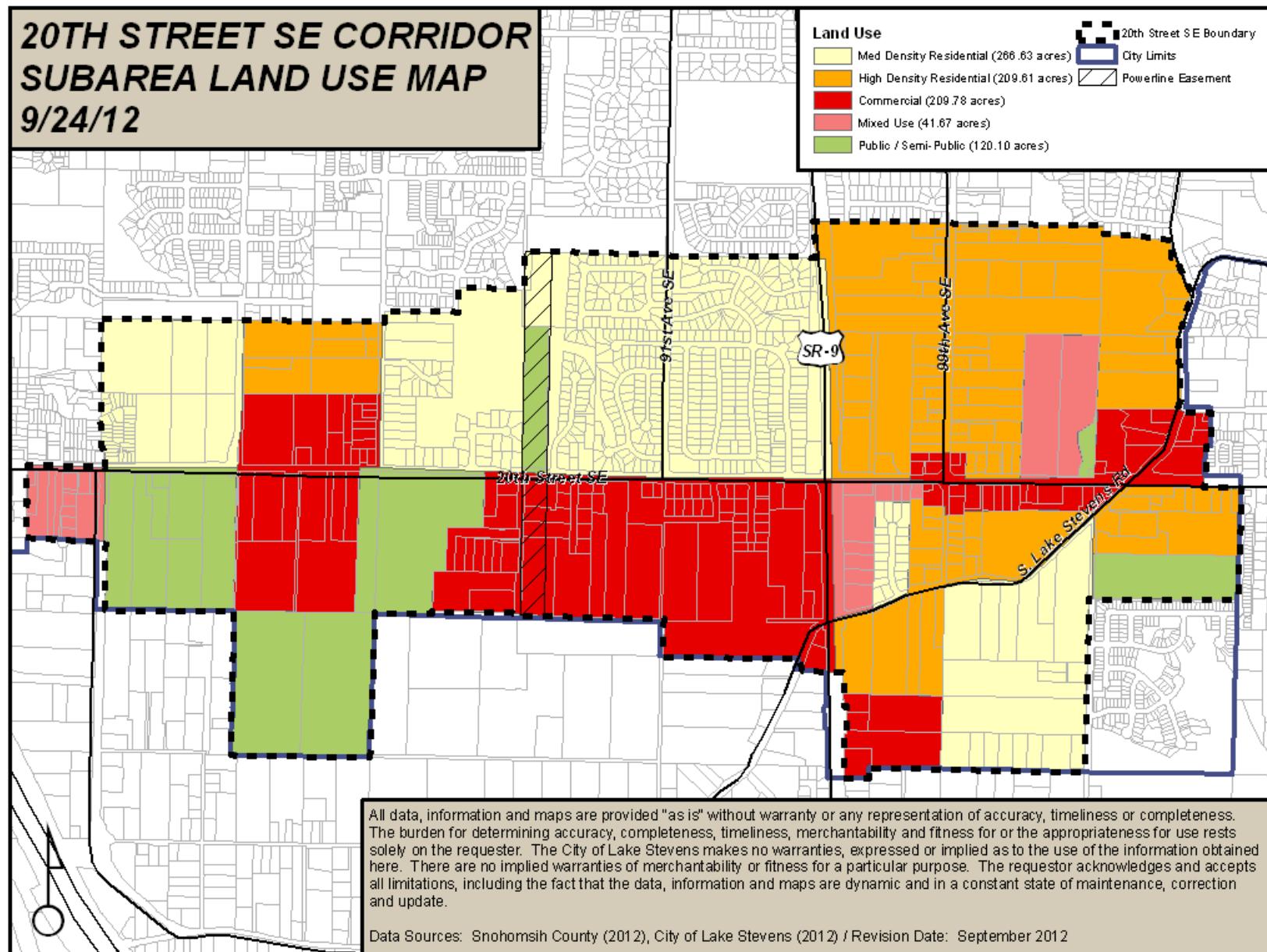
20th Street SE Corridor Preferred Alternative: Intensive Employment with Residential

July 2012



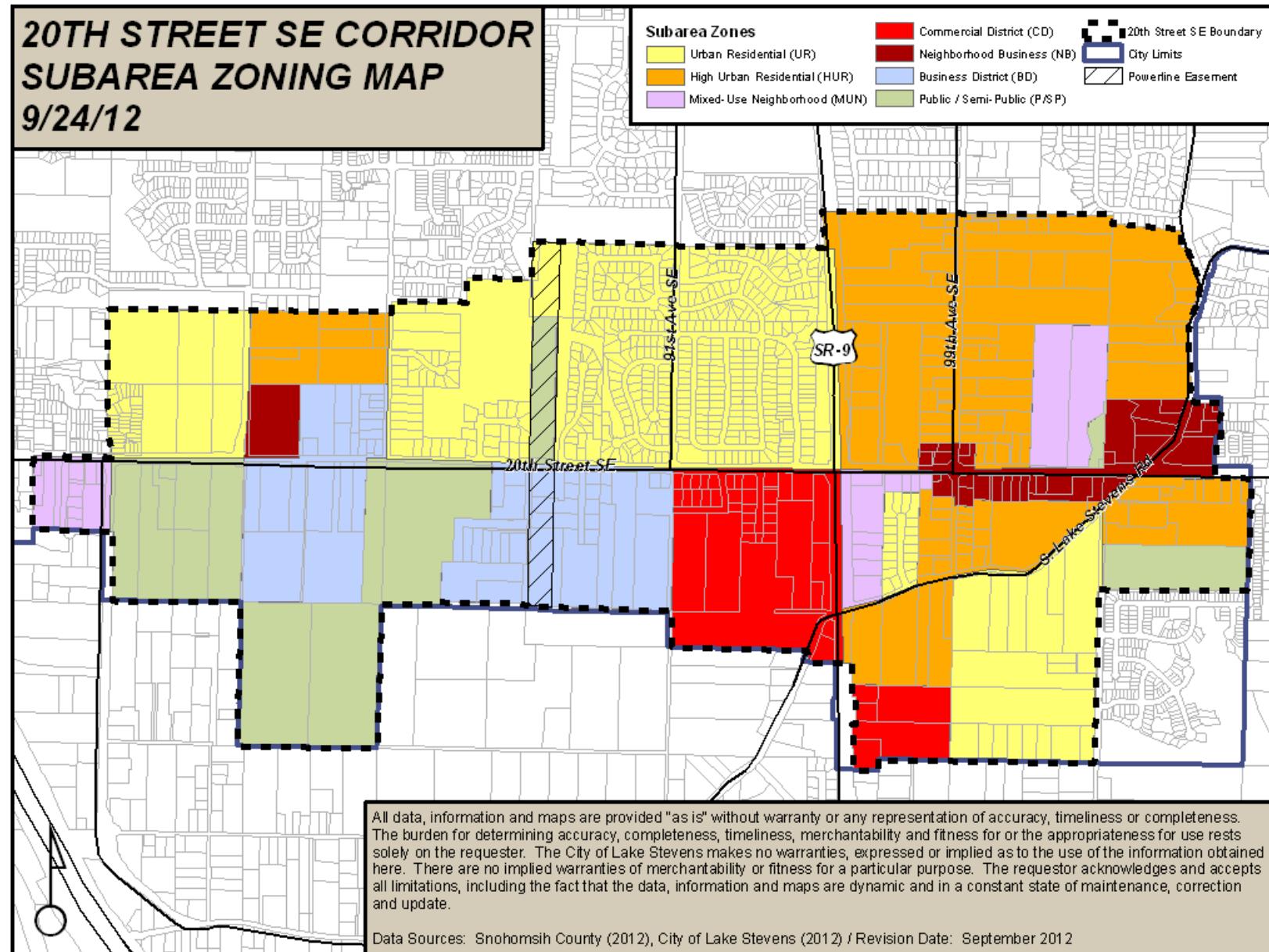
NOVEMBER 2019

Figure 4.2 Land Use Map



NOVEMBER 2019

Figure 4.3 Zoning Map



E. Implementation

1. Market and Promotion

City staff has been cultivating relationships with developers and major property owners who have expressed a desire to develop along portions of the corridor. As a future implementation task, the City should develop updated marketing materials, actively promote the subarea and continue reaching out to developers, companies and real estate professionals with a deliberate marketing approach.

2. Partnerships

No City on its own can create a transformation of an area in all its many forms, nor does it have the financial resources to accomplish that. The City should identify strategic partners who can contribute resources, investments, and efforts to implement the 20th Street SE Corridor Subarea Plan. Partners include utility districts, school districts, Snohomish County, Washington Department of Transportation, non-profit groups, civic organizations, and private developers.

3. Gateways and Wayfinding

To capitalize on the positive changes envisioned in the subarea plan, the City should implement Gateway and Wayfinding following the City's adopted beautification plan. Future signs could reflect the unique character of the subarea and its diverse residential and commercial areas and provide clear direction to amenities, businesses, and services within the subarea for visitors and residents. A successful Gateway and Wayfinding program is a key tool to enhance economic development and help establish an attractive and dynamic subarea that connects the subarea seamlessly to greater Lake Stevens.

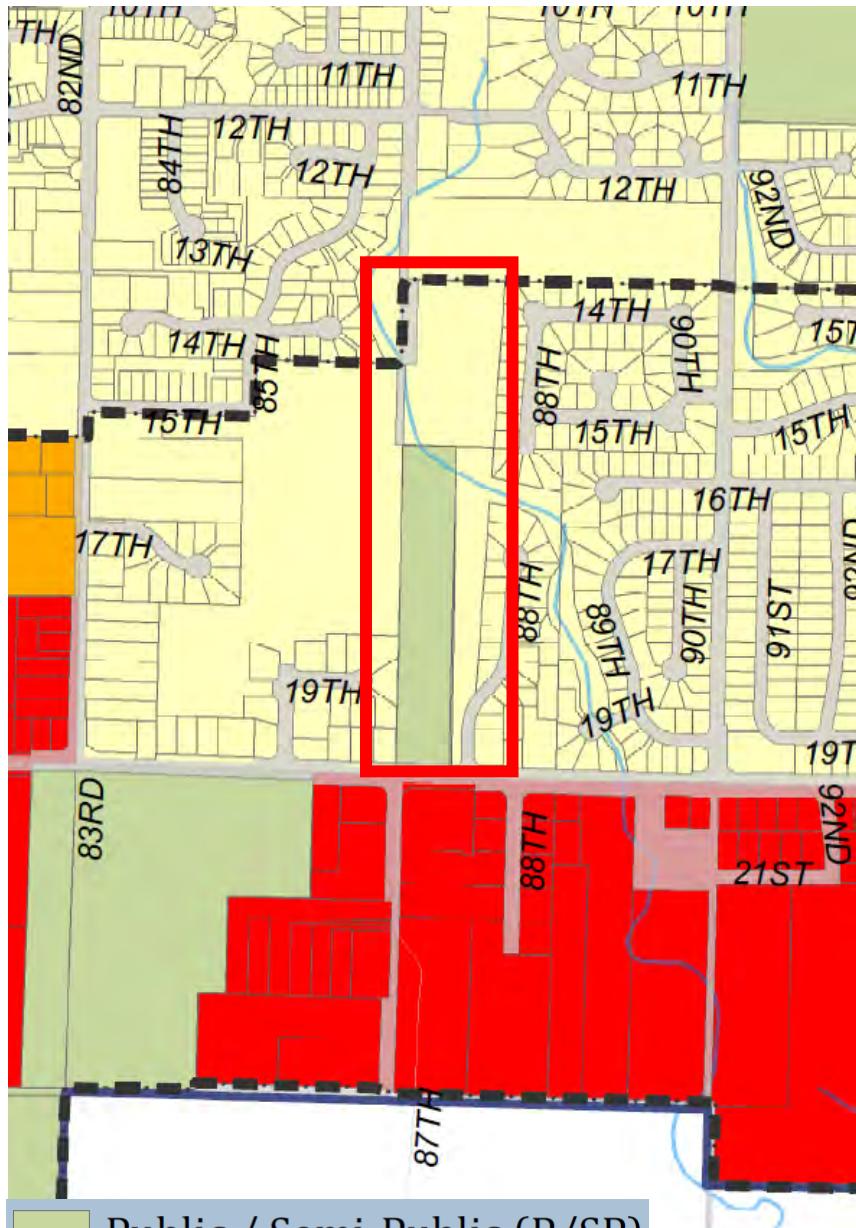
4. Associated Documents

The Subarea Plan provides guidance for the Vision, but the plan is implemented through land use regulations, design guidelines, capital facilities plan and the planned action ordinance. Follow up actions should include an update to the planned action ordinance and review of the development regulations in Title 14 of the Lake Stevens Municipal

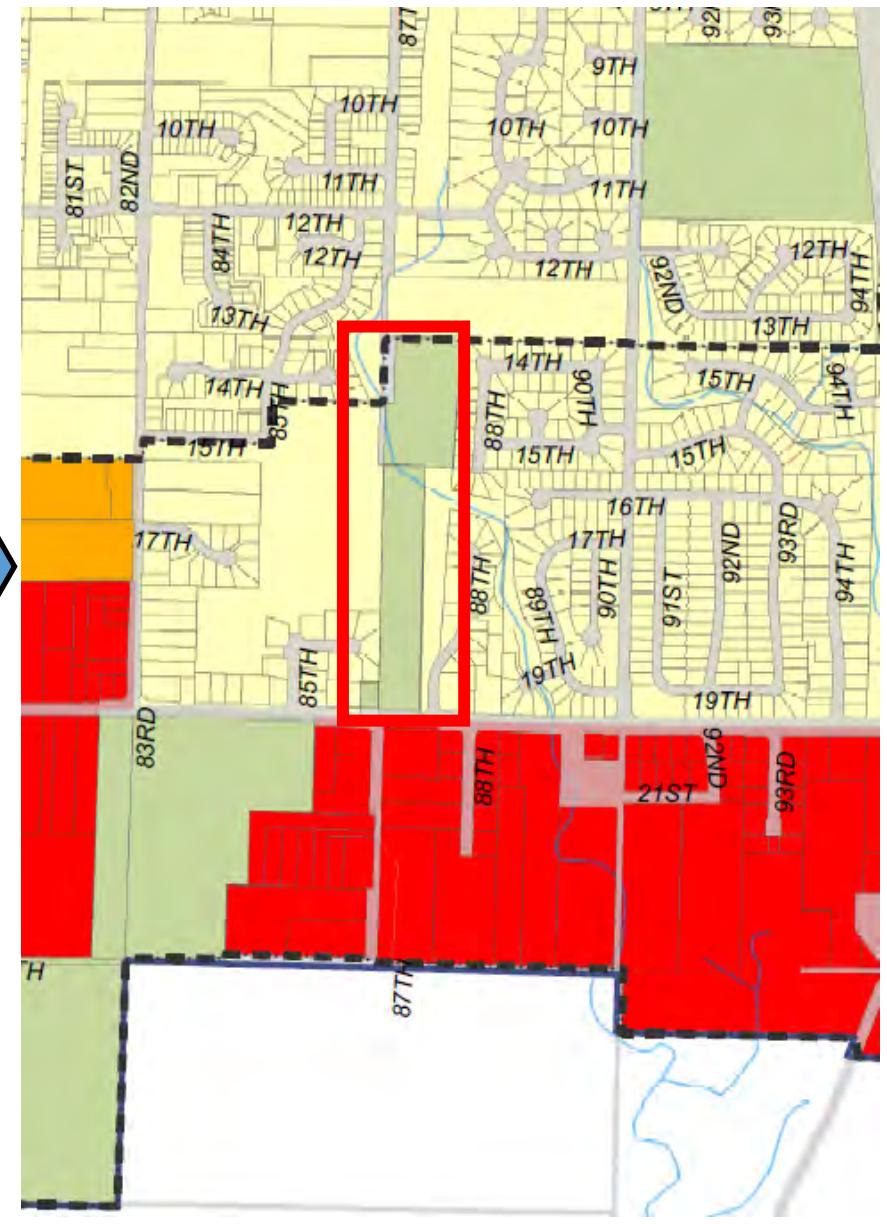
Code for consistency with the Subarea Plan and associated documents. Updates to the Capital Facilities Plan will be through the annual docket process and six-year capital plan as City Council sets priorities for road and park improvements.

20th Street Ballfields

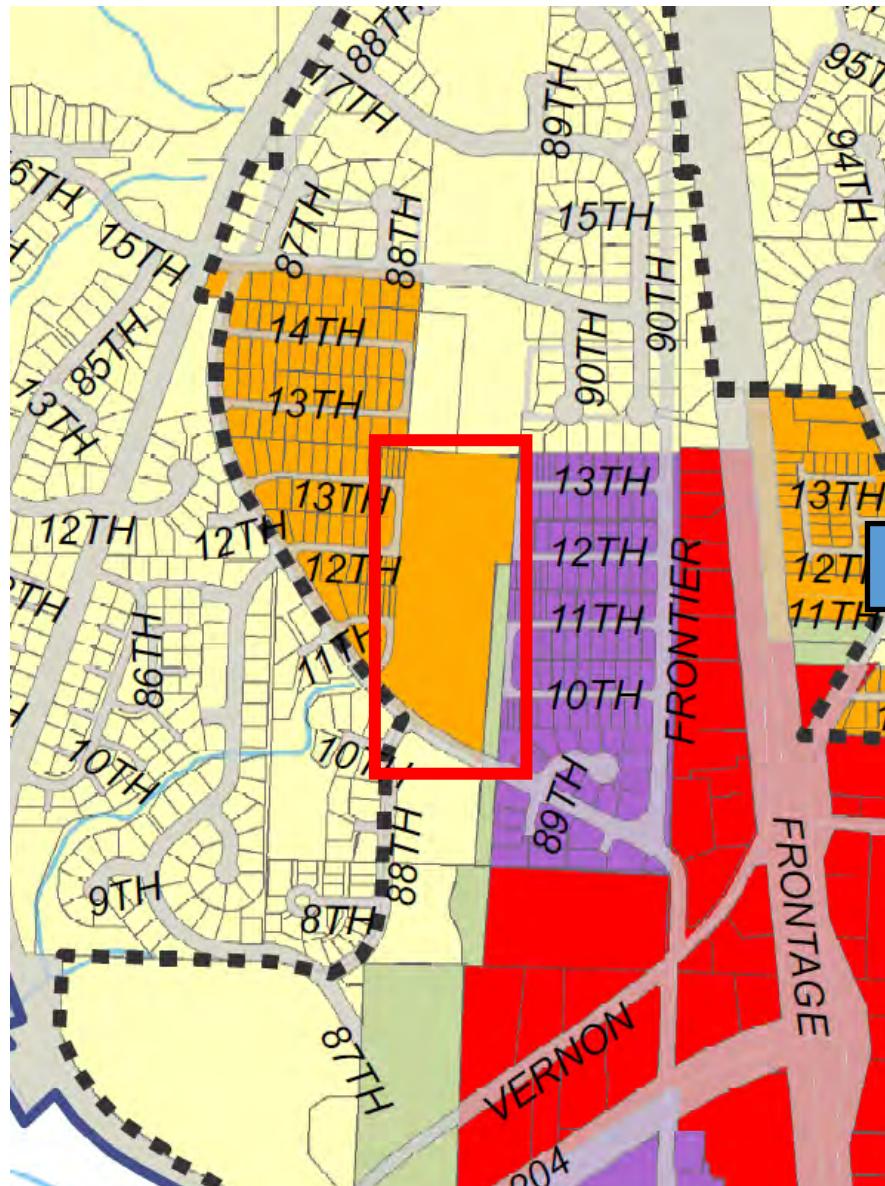
Exhibit 5



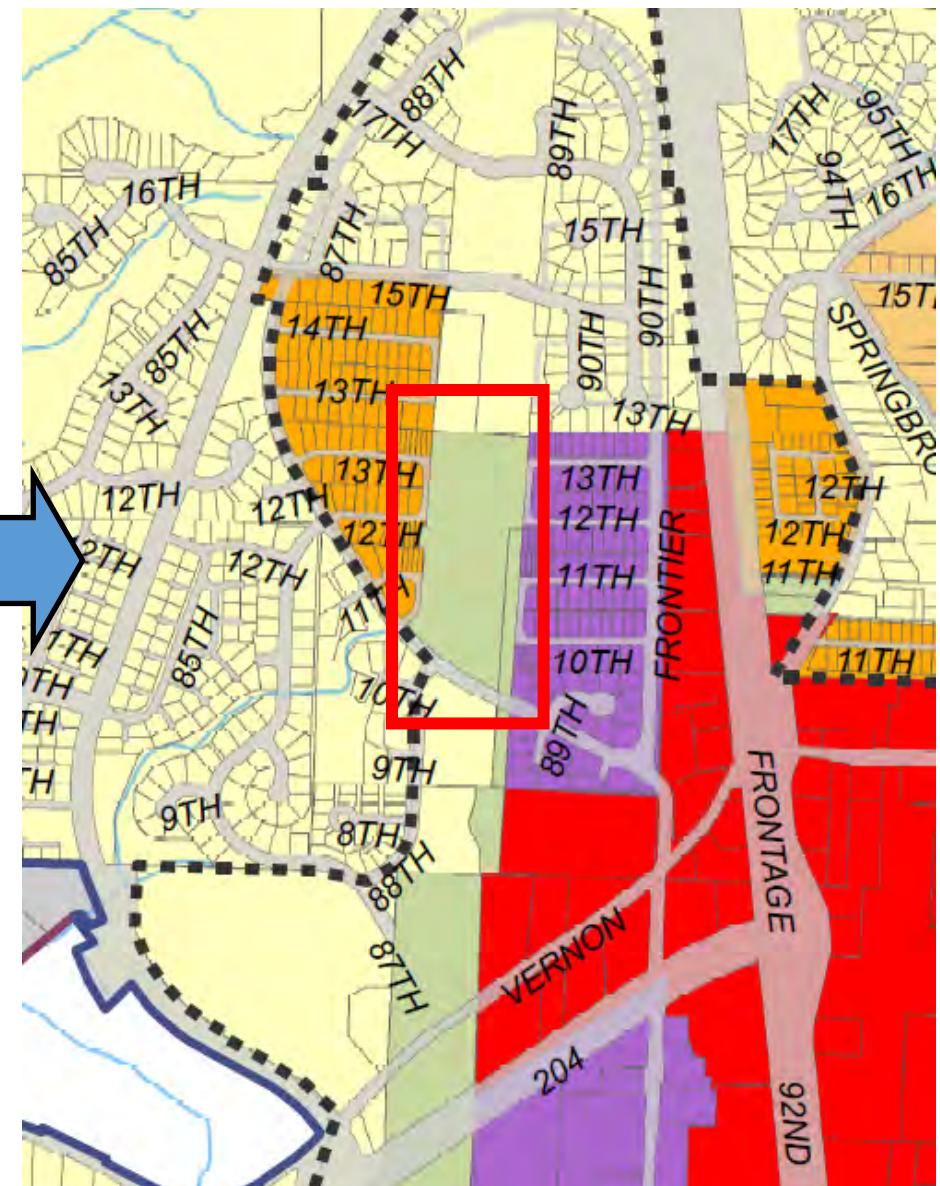
Public / Semi-Public (P/SP)
Med Density Residential (MDR)



Frontier Heights Park



- Public / Semi-Public (P/SP)
- High Density Residential (HDR)

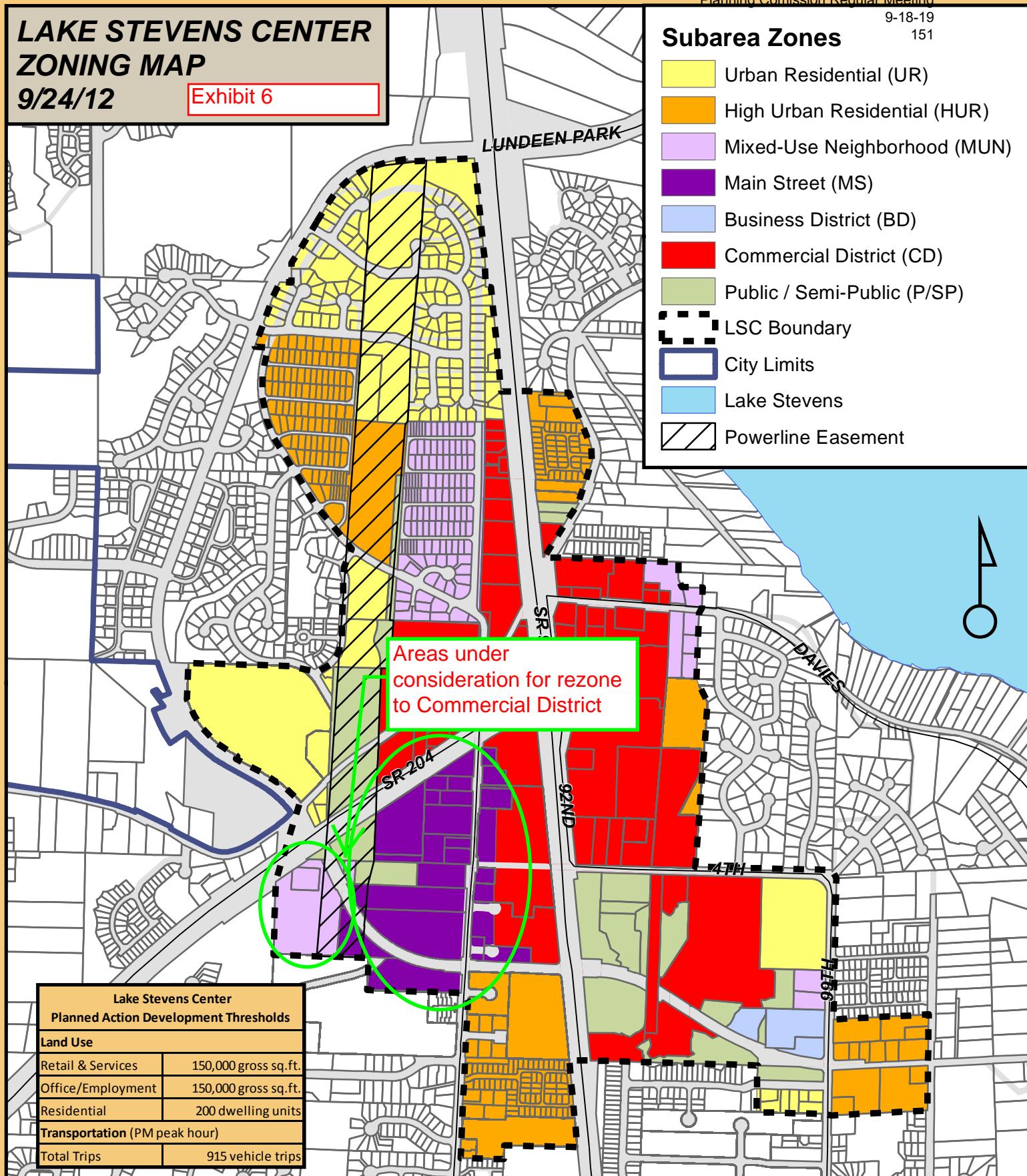


LAKE STEVENS CENTER**ZONING MAP**

9/24/12

Exhibit 6**Subarea Zones**

- Urban Residential (UR)
- High Urban Residential (HUR)
- Mixed-Use Neighborhood (MUN)
- Main Street (MS)
- Business District (BD)
- Commercial District (CD)
- Public / Semi-Public (P/SP)
- LSC Boundary
- City Limits
- Lake Stevens
- Powerline Easement



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

20TH STREET SE CORRIDOR SUBAREA ZONING MAP

9/24/12

Subarea Zones

- Yellow: Urban Residential (UR)
- Orange: High Urban Residential (HUR)
- Purple: Mixed-Use Neighborhood (MUN)

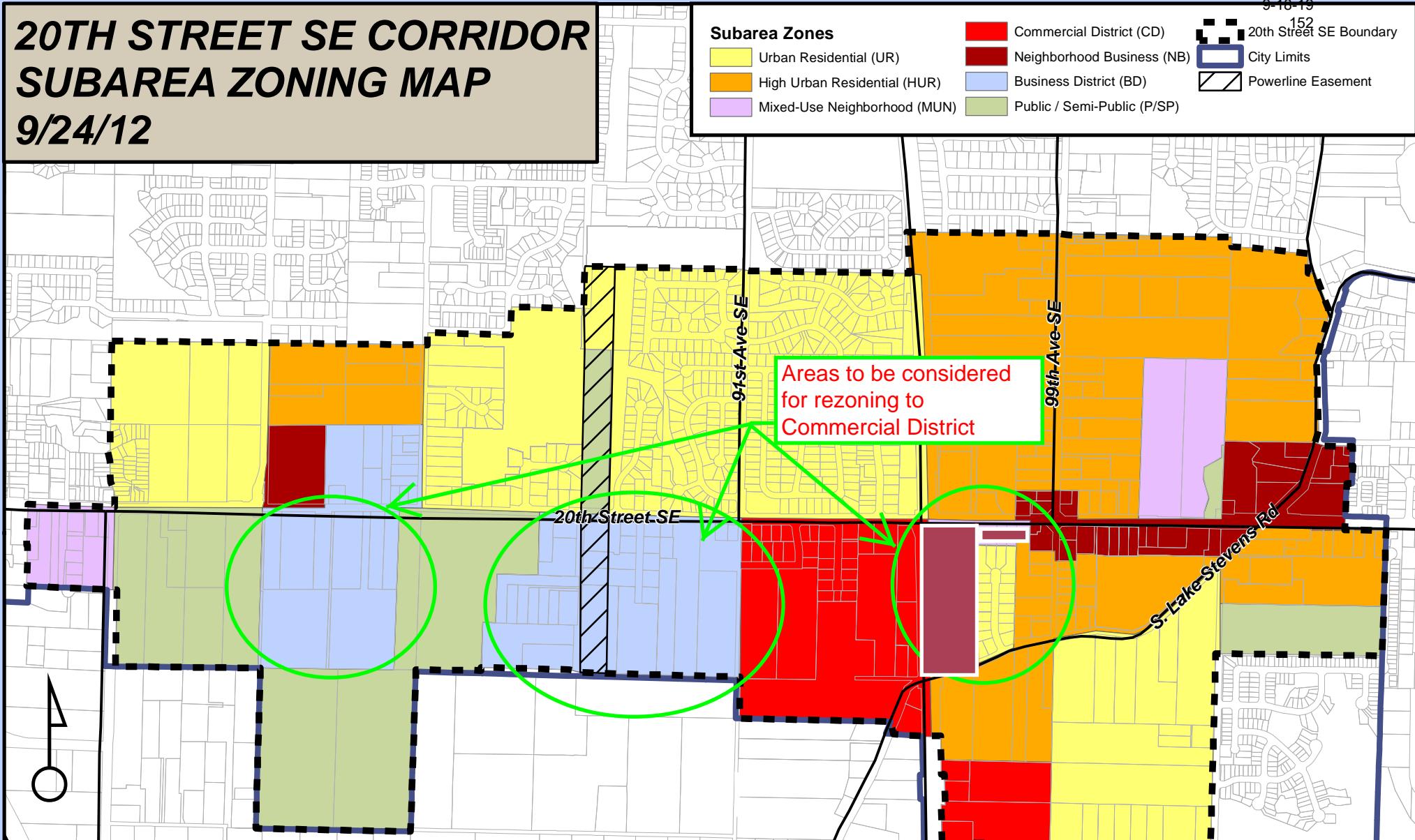
Commercial District (CD)

Neighborhood Business (NB)

Business District (BD)

Public / Semi-Public (P/SP)

- 152: 20th Street SE Boundary
- City Limits
- Powerline Easement



20th Street SE Corridor Planned Action Development Thresholds

Land Use

Retail & Services 450,000 gross sq.ft.

Office/Employment 1.25 million gross sq.ft.

Residential 1,000 dwelling units

Transportation (PM peak hour)

Total Trips 3441 vehicle trips

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Data Sources: Snohomish County (2012), City of Lake Stevens (2012) / Revision Date: September 2012

Exhibit 8

Proposed Zoning Code Structure Changes

TITLE 14 LAND USE

Chapter 14.16C Land Use Actions, Permits and Determinations - Decision Criteria and Standards

14.16C.080 Planned Neighborhood Developments – **minor changes for consistency with a major overhaul as a separate project in 2020**

Chapter 14.18 Subdivisions and Lot Adjustments

Part I. Subdivisions

- Subdivisions
- Short Subdivisions

Part II. Boundary Line Adjustments

- Lot Line Adjustments
- Lot Consolidations

Part III Binding Site Plans

Part IV Alternative Subdivisions

- Planned Residential Developments
- Cluster Subdivisions
- Unit Lot Subdivisions

Chapter 14.36 Zoning

Part I Zoning Districts

14.36.010 Residential Zones

- R4 – 4 dwellings per acre / proposed lot size 8,600 square feet.
- WR – 4 dwellings per acre / proposed lot size 8,600 square feet.
- R6 – 6 dwellings per acre / proposed lot size 6,000 square feet.
- R8 – 8 dwellings per acre / proposed lot size 4,200 square feet.
- R12 – 12 dwellings per acre / proposed lot size 2,800 square feet
- MFR – Minimum 12 dwellings per acre

14.36.020 Commercial Zones

- Neighborhood Business
- Local Business
- Commercial District
- Business District
- Central Business District

14.36.030 Industrial Zones

- General Industrial

- Light Industrial

14.36.040 Mixed Use Zones

- Mixed Use – Combine and/or revise Mixed Use zones
- Mixed Use Neighborhood – Combine and/or revise Mixed Use zones
- Main Street – **recommend deletion**

14.36.050 Public/Semi-Public Zone

14.36.060 Floodplain

14.36.070 Shoreline

Part II Zoning Map

Part III Zoning Compatibility (Update)

Update Table 14.36-I: Land Use Designation/Zone Compatibility Matrix

Other changes

14.36.030 Manufacturing Districts Established – strike and change to Industrial

14.36.040 Planned Neighborhood Development Districts Established – **minor changes for consistency with a major overhaul as a separate project in 2020**

Chapter 14.38 Subarea Plans

14.38.020 – Various changes – Combine and/or revise Mixed Use zones code regulations

Chapter 14.44 Supplementary Use Regulations

Part I (changes)

14.44.010 Mixed Use – Combine and/or revise Mixed Use zones code regulations

14.44.020 Planned Residential Development – strike and move to subdivision code

14.44.035 Cottage Housing Development – strike / redundant with innovative housing chapter

14.44.090 Planned Business District – **combine with PBD as a separate project in 2020**

14.44.095 Neighborhood Commercial – strike NC zoning district does not exist

Part IV Design (changes)

14.44.320 Diversity within Planned Residential Districts – combine with PRD section

Chapter 14.46 Innovative Housing Options Program (Re-title Innovative Housing and Infill)

Part I General Provisions (changes)

14.46.030 Unit Lot Subdivisions – strike and move to subdivision section

Part II Cottages

Part III Infill Development – new code section

- Single-Family Infill Standards
- Design Provisions

Part IV Multifamily Uses in WR Zone

- Establish zoning criteria

Chapter 14.48 Density and Dimensional Regulations

14.48.040 Building Setback Requirements – update for consistency with other changes

14.48.050 Exceptions to Building Setback Requirements – update for consistency with other changes

14.48.055 Maximum Impervious Surface – strike as standards are contained in dimensional table

14.48.070 Cluster Subdivisions – strike and move to subdivision chapter

14.48.085 – add section for density calculation

14.48.100 Rural Subdivisions – strike as there are no rural lands in the UGA

New section 14.48.110 Dimensional Standards

- Table 14.48-I: Residential Density and Dimensional Standards – Update to reflect new zoning titles and standards
- Table 14.48-II Non-Residential Density and Dimensional Standards