



## 2024 Planning and Community Development (PCD) Year End Report

### 2024 Department Highlights

PCD reviewed development applications, with steady land use permits and increased business licenses. Residential and commercial development continued with new neighborhoods, varied housing types, and new commercial projects under design or construction.

PCD continued to emphasize process improvements (focused on workflows), staff training (leading to several new certifications) and internal growth (added one new position).



*Partial Staff Photo*

### Permitting Highlights

#### Residential Building Permits

- Vintage Senior Housing – 188 units
- Village Concepts Assisted Living – 141 units
- Single-Family Residences – 81 reviewed / 147 completed

#### Residential Land Use Permits

- 8 active subdivisions – 303 new lots in the queue
- 4 active townhome projects – 141 units in the queue
- ADUs – Applied: 4 new/1 alteration; Issued - 2 new/2 alterations

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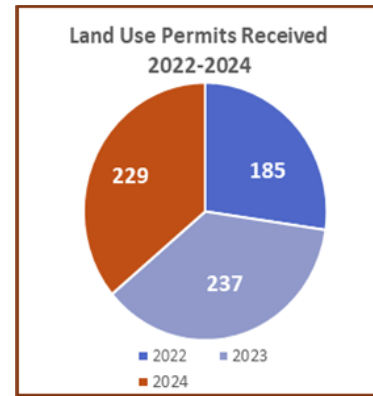
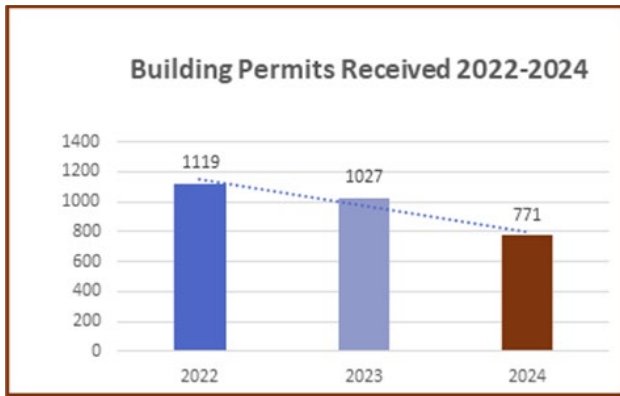
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*Fagerlie Subdivision Under Construction*

***6,226 Building inspections (17 per day) & 694 Land Use inspections (2 per day) completed***



*Three-Year Land Use and Building Permit Trends*

Most approved land use permits create a multiplier for building permits. For example, a **30-lot subdivision would include a building permit for each residence plus construction-related building permits**. There is generally a one-to-two-year lag between approved land use and building permits. We anticipate an increase in 2025 and 2026 building permit activity.



Each land use  
permit generates  
multiple Building  
Permits



### Civic Building & Land Use Permits

- Sno-Isle Library
- Food Bank repair
- Bayview Trail
- Main Street improvements
- Sewer lift station and capacity improvements
- 91<sup>st</sup> Ave Multi-Use Path

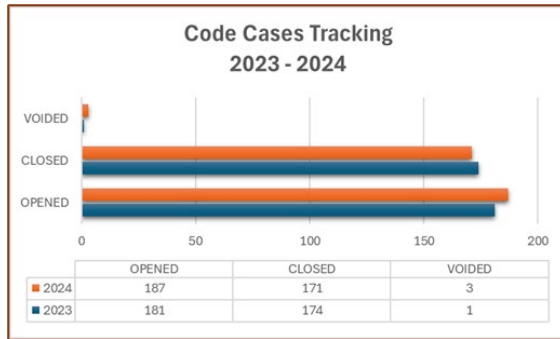
### Commercial Land Use Permits

- South Lake Business Park
- Lakeshore Plaza
- Meyer Industrial
- Panda Express
- Pursuit Fitness
- AJ Family Dentistry
- Planet Fitness



*Village Concepts Assisted Living Facility Under Construction*

## Code Enforcement



*Two-year Code Enforcement Trend*

Code Enforcement focused on customer compliance, remained proactive in response times and continued to monitor violations. New compliance forms and processes were developed with concise steps for customers, resulting in faster case resolution.

## 2024 PCD Long-Range Planning and Economic Development Highlights

### Long-Range Planning

#### 2024 Comprehensive Plan



The Comprehensive Plan Periodic Update dominated the 2024 Long Range Planning Work Program and represents the first major plan update since 2015. Community engagement was integral to the process, with extensive public outreach and several public meetings.

The updates addressed changes to the Growth Management Act for housing, climate change/sustainability and multimodal transportation, aligning the city's plan with

countywide and regional policies. The updates also adopted new growth targets through 2044, with targeted rezones to increase options for multi-family housing and commercial areas.

Lake Stevens Growth Targets	2019/2020 Estimate	2044 Growth Target	2020-2044 Increase
Population (people)	38,951	48,565	9,614
Employment (jobs)	5,675	8,894	3,219
Housing Units (units)	13,473	18,388	4,915

*Lake Stevens 2024 Growth Targets*



## Code Amendments

Four ordinances enacted code amendments for:

- 2021 International Building Codes updated building, construction and fire regulations.
- Code Clean Up corrected code inconsistencies and improved the administration of existing code to comply with state housing legislation.
- The Solicitor License ordinance amended the local Solicitor License code.
- Project Permit Review adopted local regulations to be consistent with SB 5290. The interim code is effective through December 2025 and will be replaced by permanent rules as part of a larger process code amendment in 2025.

***Code Amendments in Action – the City Council and staff spent considerable time working on a short-term rental ordinance in 2023 with a citizen’s committee and the Planning Commission. Since its inception, staff have approved 23 short-term rental applications and renewed eight applications in 2024. There have been no reported problems to date.***

## Economic Development and Other Outreach

The **91st Ave NE Sidewalk Project design was completed in 2024** after several months of public and council engagement and will provide a blueprint for future active commercial roads with bike paths and inviting sidewalks/pedestrian areas. Complete design is slated for January 2026, connecting neighborhoods to shopping and recreation areas and providing multiple safe transportation options when completed.

Other economic development activities this year focused on marketing surplus city properties, coordinating the floor plan of the Lake Stevens Historical Museum and bringing on a design team to complete the Municipal Service Campus.



*Photo Simulation of Future 91<sup>st</sup> Ave SE Improvements*

## Beautification Plan

- City-branded wayfinding signage was installed in the first quarter of 2024 throughout the city at several key locations.
- The first official City of Lake Stevens flag was created, bringing all four districts of the city together under the “One Community Around the Lake” banner.



- Staff has been coordinating with the Mayor and an HOA on a future mural to be painted on the long wall at SR-9 and Market Place.

## External Collaboration

- In May 2024, city staff and council members traveled with members of the Economic Alliance to Washington DC and met individually with our delegates to address city priorities, including transportation, housing and other topics.
- City staff actively participated with Snohomish County Tomorrow (SCT) and Puget Sound Regional Council (PSRC). The Community Development Director will participate on an exploratory committee in 2025 to evaluate the role of SCT as a regional group to improve communication across sub-committees.
- PCD worked with Community Transit Community and group of community representatives, resulting in the Zip Shuttle program. The Zip Shuttle provides over 50 daily rides.
- PCD staff continues to participate in the Alliance for Affordable Housing and in 2024 provided revised demographic information as part of the Comprehensive Plan.
- PDC Code Enforcement staff and building official meet regularly with their counterparts from other jurisdictions to discuss policy and ensure consistency across jurisdictions.



CT Community Working Group

***The cities of Lake Stevens, Monroe and Stanwood, received the WABO Award for their efforts coordinating with neighboring jurisdictions preparing and implementing handouts pertaining to the recent building code updates.***

## 2025 PCD LOOK AHEAD

### Process Improvements

#### ***Automation and Simplification are PCD's themes for 2025!***

PCD's goal is to become more efficient as we perform our daily activities.

- A 2024 upgrade to our permitting software provides additional automation opportunities. Automation will help improve workflows and increase processing efficiency.

As a city, staff will begin testing artificial intelligence (AI) across our various tasks using Microsoft Copilot.

- In PCD, AI can assist in preparing public notices, form updates and similar tasks.
- This tool will help us improve customer service through online prompts for permits and long-range projects.

Reduce meetings and focus on those that are purposeful.

Increase cross-training on processes and promote a holistic understanding of work to reduce silos to improve consistency and predictability, improving customers' experiences.

### ***Projects***

The 2025 Long-Range Work Program includes overhauling the permit process, revising streets and parking, updating critical areas, implementing additional housing / mixed-use tools, and reimagining the Lake Stevens Industrial Center. It will also oversee the annual docket.

Other projects will include adding beautification signs, public art, and continued coordination with external agencies.

PCD staff will deliver the Museum project this year and manage the development of the Civic Campus, which should be under construction in late 2025.

### ***Training and Staffing***

New for 2025 - New assistant planner, building supervisor and a planning intern to help with long-range projects. All staff will continue to receive additional training and certifications focusing on technology and best industry practices, allowing us to keep up with changing codes and techniques.