

City of Stanwood



City Council Packet

Stanwood City Council Regular Meeting

Thursday, January 28, 2021



AGENDA
CITY COUNCIL REGULAR MEETING
Thursday, January 28, 2021 – 7:00 p.m.
This meeting will be conducted by telephone
and online, connection information will be
posted on City Website—
<https://www.stanwoodwa.org>

Stanwood City Hall
10220 270th St. NW, Stanwood, WA 98292

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE AGENDA**
4. **CITIZEN COMMENTS**
Anyone wishing to provide written or oral public comment, must pre-register by 9:00 a.m. the day of the meeting, by calling 360-454-5213, or by clicking on this link: <https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>
5. **STAFF REPORTS**
 - a. Police Compstat Report – December 2020 5-1
6. **COMMITTEE REPORTS**
 - a. Parks and Trails Advisory Committee Meeting Minutes- November 16, 2020 6-1
7. **CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks 7-1
 - b. Approve January 14, 2021 Regular City Council Meeting Minutes 7-7
 - c. Authorize the Mayor to Sign On-Call Professional Services Agreement Extensions 7-14
8. **OLD BUSINESS**
 - a. Approval of Change Order #7 with SRV Construction on the Viking Way Project 8-1
9. **PUBLIC HEARING**
Anyone wishing to provide written or oral public comment, must pre-register by 9:00 a.m. the day of the meeting by, by calling 360-454-5213, or by clicking on this link: <https://stanwoodwa.org/FormCenter/City-Clerk-5/Council-Meeting-Public-Hearing-Public-Co-69>
 - a. 2018 International Building and Fire Codes 9-1
 - i. Receive Public Comment on the Proposed Ordinance
 - ii. Second Reading and Final Adoption of Ordinance 1494
 - b. 2019-2020 Docket Comprehensive Plan Amendments and Zoning Code Amendments 9-34
 - iii. Receive Public Comment on the Proposed Ordinance
 - iv. First Reading of Ordinance 1491 and 1492
10. **NEW BUSINESS**
 - Authorize the Mayor to Sign PSA Amendment #3 with Mackenzie for the Stanwood Civic Campus Site Design Alternatives Analysis 10-1
11. **CITIZEN CLOSING COMMENTS – REMOVED VIA MOTION AT THE 3-26-20 MEETING**
12. **REPORTS OF OFFICERS AND COMMITTEES**
 - a. Mayor's Report
 - b. City Administrator's Report
 - c. Councilmember Reports/Questions
13. **ADJOURN**

Upcoming Meetings:

February 11, 2021 Special Workshop Meeting
February 11, 2021 Regular Meeting
February 25, 2021 Regular Meeting
March 11, 2021 Regular Meeting
March 25, 2021 Regular Meeting



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 5a
DATE: January 28, 2021
SUBJECT: Police Compstat Report
CONTACT PERSON: Chief Rob Martin
ATTACHMENTS: December, 2020 Compstat Report

SUMMARY STATEMENT

Attached is the December, 2020 Compstat Report for council review.

Stanwood Police Department

December 2020

Administrative Personnel

Chief Rob Martin
 Sergeant Karl Gilji
 Amanda Slattery – Stanwood City Employee
 Stacey Davis – Stanwood City Employee

Operational Personnel

	Assigned	Vacancies	Percentage
Sergeants	2	0	100%
MPD	0	0	N/A
Deputies	6	0	100%
SRO	1	0	100%
Detectives	1	0	100%
Total	10	0	100%

Area of Operation

The City of Stanwood contracts its police services through the Snohomish County Sheriff's Office. The population for Stanwood is currently 7,070. Stanwood's city limit encompasses 2.8 square miles.



COMPSTAT REPORT

Type of Crime	December 2020	Year to Date 2020	December 2019	Year To Date 2019
Homicide	0	0	0	0
Rape	0	3	0	0
Robbery	0	0	0	1
Assault	5	43	4	42
Burglary	0	24	2	19
Larceny	7	141	10	144
Motor Vehicle Theft	1	14	0	10
General	December 2020	Year to Date 2020	December 2019	Year To Date 2019
Calls for Service (Incidents)	767	9997	886	10301
Case Reports	41	602	54	631
Traffic Collisions	7	78	9	108
Arrests (Adult/Juvenile)	15	158	24	205
Drug Arrests	0	6	2	20
Warrant Arrests	3	22	8	58
Impaired Driving Arrests	1	12	2	16
Infractions Issued	15	197	9	307
Public Disclosure Requests	28	398	39	411
Concealed Pistol Licenses	27	292	30	511
Pistol Transfer Checks	31	497	42	279
Fingerprinting & Approx. timeframe	0	78 = 19.5 hrs	34 @ 8.5 hr	475 @ 118.75 hrs

2020 Stat Adjustments	
End of the year audit of stats are completed in January of the following year. Adjustments need to be made because new cases can come in after a month that has already been closed. The adjustments are reflected in the year to date totals on the above December 2020 report.	
Month and Item Adjusted	Adjustment
January	
Case Reports	1
Arrests	1
February	
Case Reports	2
Larceny	1
Arrests	1
March	
Case Reports	1
Larceny	1
April Adjustments	
May No Adjustments	
June	

Motor Vehicle Theft	1
July No Adjustments	
August No Adjustments	
September	
Case Reports	1
Larceny	3
October	
Case Reports	1
November No Adjustments	
December No Adjustments	

City Collisions for December 2020

City Collisions for December Totals: 7					
Date	Case Number	Location	H & R	Injured	Reason
12/16/2020	2020-9595	27800 Block of 271st St NW	x		Hit & Run/exit parking
12/16/2020	2020-9601	27000 Block of Florence Rd			DUI
12/17/2020	2020-9604	8400 Block of 271st St NW			Failure to yeild
12/17/2020	2020-9626	8300 Block of Pioneer Hwy	x		Pass on double yellow into oncoming vehicle
12/18/2020	2020-9654	27600 Block of 72nd Ave NW	x		Hit & Run to parked vehicle
12/19/2020	2020-9668	8400 Block of SR 532	x		Hit & run/three vehicle collision
12/24/2020	2020-9794	Cedarhome Dr and Triangle Dr			Failure to yeild

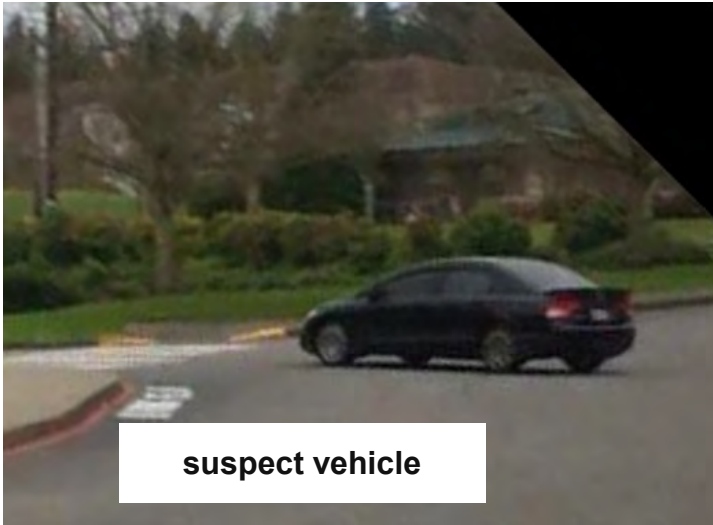
Stanwood School Dist. Resource Officer (SRO) Activity Report

No Report

Detective Report December Newsletter



Stanwood Case 2020-9001 Indecent Exposure



On 11-22-2020 Deputy Scott responded to an indecent exposure complaint and contacted a woman and her teenage son at the Stanwood Police Department. The woman was parked in front of the Haggan store earlier in the day with her son and other children in the car. Another vehicle pulled next to them and the driver opened his door. The teenage son reported seeing the male driver of the other vehicle put his hand down his pants and expose himself while looking at the teenage son and his younger sisters. The male driver reportedly laughed before getting into his car and driving away.

Detective Martin discovered the suspect's vehicle was sold recently and identified the new owner.

Detective Martin contacted the new owner and determined he was the only person driving the car during the time the incident occurred.

The charge of Indecent Exposure is being referred to the Prosecutor's Office for review.

Stanwood Case 2020-9736 Forgery/Identity Theft

On 12-14-2020 Deputy Scott responded to a forgery complaint and contacted the owner of a local business. The victim reported a male employee had altered a check written to another employee and deposited it into his account.

Video from the reception area of the business showed the male employee taking the check from the counter.

Detective Martin and Deputy Scott interviewed the male employee at the Stanwood Police Department. He admitted to altering the check by lining out the listed payee and writing his own name. The employee said he thought his employer made a mistake by writing the wrong employee name on the check, despite the check amount being double what he would normally get paid and the fact he had deposited his real paycheck days earlier.

Detective Martin wrote an affidavit supporting a search warrant for the male employee's bank account information. The warrant has been served.

The charges of Forgery and Identity Theft are being referred to the Prosecutor's Office.



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 6a

DATE: January 28, 2021

SUBJECT: Parks and Trails Advisory Committee Meeting Minutes

CONTACT PERSON: Patricia Love, Community Development Manager

ATTACHMENTS: A – November 16, 2020 Meeting Minutes

SUMMARY STATEMENT

Minutes from the November 16, 2020 Parks and Trails Advisory Committee Meeting are attached to this staff report for approval as presented



Parks and Trails Advisory Committee Meeting Minutes November 16, 2020

Zoom meeting – virtual attendance

Call to Order & Attendance: 3:03pm

Present:

Matt Withers

Dave Hall

David Moynahan

Gordon Bell

Gordy Holmes

Lisa Bruce

Rick Hawkins

Staff:

Carly Ruacho

Amy Bergemeier

Patricia Love

Absent: none

Also known to be present: Steve Shepro, Deb Bell

Citizen Comments:

- Councilmember Steve Shepro agrees with Lisa Bruce's comments made during the last meeting regarding the packed skate park located at Heritage Park. He has personally witnessed several youth at the park to the point of overcrowding on nice days and feels this definitely needs further discussion to look into a possible expansion of the skate park. Steve is also concerned that the soccer fields are in very poor condition and agrees with Lisa Bruce's concerns on this matter, especially pertaining to no irrigation for the soccer fields. He is wanting to know if this is part of any future budget spending to improve them.
- Director Patricia Love said it is not in the current 6 year CIP for the soccer fields. She needs clarification on whether the irrigation issue is a repair or an entire new project. She feels it definitely needs to be on a future agenda to discuss this issue further and it can certainly be added as a new project to the CIP.
- Carly Ruacho checked with Trevor in Public Works and clarified that there is currently irrigation to the all-weather soccer field. Trevor reports that it has quite a few issues that make it problematic, but they will be using it again once the repair/replacement of the irrigation at the baseball fields is complete.
- Lisa Bruce discussed the previous history of the soccer field issues and that the biggest issue was to handle the new parking lot and waiting to get a price for that in. Then we could discuss getting irrigation into the soccer fields and possibly some bleachers. Now we know the price is lower to redo the parking lot than first anticipated, hopefully we can focus next on the other improvements discussed.
- Director Patricia Love added she would like to get the Heritage Park into the Master Plan and into the Agenda to really prioritize many of the projects needing to be done. Patricia will be connecting with Carly to discuss any ideas on future projects and what the right path would be going forward.
- Lisa Bruce is wondering the process of renting/reserving the fields and facilities in the parks for usage. Carly explained all reservations go through the Public Works Dept. with Lisa Sokolik as the point of contact. Carly said there are certain fees involved when reserving the areas of parks like covered areas and ball fields. Gordon Bell asked if there is signage regarding the rental process for those that are reserving the picnic areas and ball fields in order to alert other park goers that the area is already taken for the time reserved. Gordy Holmes asked if the City has signage out regarding usage of parks during the Covid-19 crisis. Director Love said we do have signage out.



Parks and Trails Advisory Committee Meeting Minutes November 16, 2020

- Councilmember Steve Shepro asked if there are legitimate concerns with the potential of injuries due to the fields having holes and chunks of sod missing and, if there is, why we couldn't do minor patches to these areas. Member Dave Hall said these kind of patches need better repairs than a quick fix in order for them to be done right.

Approval of Minutes:

Gordon Bell made a motion to approve the revised minutes of the October 19, 2020 meeting. Gordy Holmes seconded the motion and it passed unanimously.

Hamilton Park Signage:

- Finalize Interpretive Signage
 - Gordon Bell motioned to approve the National Park Standard design, it was seconded by Rick Hawkins. All members are in favor. None Opposed. None Abstained.
- Finalize Kiosk Selection
 - Carly presented 3 options of a Kiosk sign; 1. Skagit Wildlife Area design, 2. Ovenell Park's kiosk design 3. Iverson Point kiosk design.
 - Matt Withers motioned to approve the Skagit Wildlife Area design as the Kiosk of choice and Rick Hawkins seconded it. All members are in favor. None Opposed, Lisa Bruce was absent from the vote.
- Entry Sign
 - Carly presented the options for entry signage; 1. Scandinavian Style, 2. City Entry Style, and 3. Wayfinding Style.
 - Gordon Motioned to approve the Wayfinding design and Gordy Holmes seconded. All members in favor, None Opposed, None Abstained. Lisa Bruce was absent from the vote.

Comments/Concerns Include:

***The preferred sample graphic** - It was agreed upon by all members as the type of graphics they are looking to use, with earth tones.

- Gordon Bell shared his screen to show some of the samples of other signs in the area showing different options for interactive types of signs.

***Locations** - Carly showed where the interpretive signs will be placed and the viewpoints & history they will discuss for Hamilton Park:

- Sign 1- Near the Park & Ride, showing the map of the trail.
- Sign 2 – On the berm part of the trail, showing information about flooding and its impacts and the purpose of dikes/levees as well as the history of the Town heritage possibly.
- Sign 3 – on the first corner of the Lagoon, showing the function of the Sewer treatment process/Lagoon function.
- Sign 4 – on the second corner of the Lagoon, showing the surrounding views of the mountains, zis a ba, and a display perhaps of the wildlife in the area.
- Sign 5 & 6– Will be the two signs at Hamilton Park itself, describing the site history (lumber mill operations) as well as the local environment (river, slough, wetland, bay etc).



Parks and Trails Advisory Committee Meeting Minutes November 16, 2020

- Gordy is wondering if sign 2 might need to be moved to the junction where they would be coming across the street from the QFC intersection in order to catch people's attention from that entry point or perhaps add a sign there. Carly will look into how many signs we can possibly have.
- Patricia Love suggests looking at the design from what we want and go from there once we build out pieces of the trail. She believes the budget for each sign is roughly \$7,000. Patricia also likes the idea of adding a sign at the Boy Scout overlook. Her goal is to have the trail connect the Boy Scout overlook to Hwy 532.
- Gordon suggests having a small map at each sign to show "you are here", allowing people to see where they are at on each sign.

***Kiosk Content –** Park Map, Rules, Hours, Messages/Notices, Warnings, Kids Scavenger Hunt.

- Gordon Bell asked if the signs are going to be two sided. Carly responded that yes, the Kiosks will be two sided for content.
- Gordy Holmes asked if the signage will include history of Hamilton Park including the smoke stack. Carly responded, yes some of the interpretive signs will include a history of the park.
- Director Love noted the kiosk won't be the only place safety signs will be placed in the park, there will be more signs right at the boat launch itself.
- Gordon Bell inquired if there will be a boat launch fee specifically. He recommends requiring a fee as with a free boat launch the parking would be overwhelmed non-stop. Director Love says this topic needs to be discussed for sure, at future meetings.

***Park Entry Sign Options –**

- Gordy likes the Wayfinding sign option as the metal posts match some of existing signs and it looks more modern, and easier to install.
- Gordon Bell likes the Scandinavian Style, but is concerned with the possible upkeep and the potential for them getting dated. In the end he feels the Wayfinding style would probably be the best option for now and going forward in the future, but he notes he really does enjoy the Scandinavian style.
- Dave Hall agrees that the standardization to have our park signage looking the same with the same style as it will draw visitor's eyes knowing when they see those signs they know it's a place of interest in Stanwood.
- Director Love pointed out the Wayfinding signage has the ability to change the information or title on the signs themselves. She is wondering if the entrance signs would be good to match up the same and perhaps in the parks themselves we could add the different styled signs that would fit like the Scandinavian styles.
- Gordon is wondering if the width of the Wayfinding sign can be widened to include a bit more of the artistic style of the Scandinavian design, Patricia Love said it's definitely an idea to look into as another option.
- Matt Withers doesn't mind the Wayfinding style, but he doesn't like the block type font in the picture shown that is currently at City Hall. He prefers a more artistic font to be used for park entrances.
- Carly summarized that the consensus is for the entry signs to have the Wayfinding design with the option of adding an "artistic flare" at the bottom banner.



Parks and Trails Advisory Committee Meeting Minutes November 16, 2020

Park Updates:

Church Creek Park - Playground Equipment

- The electrical has been fixed and we are back up and running, the power is on at the picnic shelter and the sprinkler is working again. The bill got sent onto the contractor as they inadvertently caused the outage during the playground equipment installation.

Heritage Park – Baseball Field Renovation

- The City got the notice to proceed after the additional cultural resources documentation was submitted requested by the State. We are working with the contractor on the plans to move forward now. The construction schedule takes them out through the month of January.

Hamilton Park – Park/Boat Launch Projects

- Director Love discussed the issues we have run into Hamilton Park. The city received an appeal from nearby property owners adjacent to the park regarding our SEPA determination and our portion on it. They are concerned about the safety of the boat launch and the possibility of the damage from inexperienced boaters, as well as the potential impact to the wildlife. This puts us on hold to put the project out to bid until the appeal is resolved. We are working with the WDFW on this appeal. There are possibly 2-3 outcomes of the appeal could come from the appeal; the appeal can get denied outright, it can get denied with options, or they can approve the appeal. The decision made will definitely affect what we can do going forward. The people behind the appeal are asking that we withdraw all approvals on the project and give an environmental impact statement. This is a big legal issue that the City is currently working with our legal team.
- Dave Hall asked who is behind the appeal. Director Love said it is roughly 5-6 property owners along 98th.
- Gordon Bell asked if it's down river of the park and if we are approaching a deadline with the WDFW and their involvement in the park project. Director Love said yes, and the City is asking for an extension on the deadline. Gordon also asked if there is the option that WDFW would be willing to fund their portion still, but the City could hire our own contractors if the deadline gets passed. Director Love will check with them on that option.

A motion was made by Rick Hawkins and seconded by Gordon Bell to cancel the December meeting and move the next PTAC meeting to Jan. 19th, 2021 due to the MKL Jr. holiday.

Next Meeting: January 19, 2021 @ 3:00pm.

PTAC committee takes place on the third Monday of each month.

Until allowed by the Governor, City Hall remains closed to the public. This means remote meetings will continue until that happens.

Adjourn – 5:00pm



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 7a
DATE: January 28, 2021
SUBJECT: Approval of Voucher and Payroll Checks
CONTACT PERSON: Reina Barber, Accounting Specialist
ATTACHMENTS: A - Voucher Check Detail

SUMMARY STATEMENT

Approve issuance of Washington Federal Bank electronic funds transfers and Washington Federal Bank voucher checks 33540 through 33612 in the amount of \$824,398.41. Approve issuance of Washington Federal Bank electronic payroll funds transfers and Washington Federal Bank payroll checks 1795 through 1807 in the amount of \$305,549.43.

RECOMMENDED MOTION

I MOVE TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK ELECTRONIC FUNDS TRANSFER AND WASHINGTON FEDERAL BANK VOUCHER CHECKS 33540 THROUGH 33612 IN THE AMOUNT OF \$824,398.41. APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK ELECTRONIC PAYROLL FUNDS TRANSFERS AND WASHINGTON FEDERAL BANK PAYROLL CHECKS 1795 THROUGH 1807 IN THE AMOUNT OF \$305,549.43.

CHECK REGISTER

City Of Stanwood

Time: 08:48:46 Date: 01/21/2020

01/07/2021 To: 01/21/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
146	01/14/2021	Claims	3	33571	APWA- (American Public Works Assoc.)	240.00	813304
147	01/14/2021	Claims	3	33572	Columbia Ford	68,148.91	City Of Stanwood
148	01/14/2021	Claims	3	33573	Edge Analytical Inc	200.00	STA01
149	01/14/2021	Claims	3	33574	Liberty Flags Inc	671.50	City Of Stanwood
150	01/14/2021	Claims	3	33575	Snohomish County 911	8,202.99	City Of Stanwood
151	01/14/2021	Claims	3	33576	Snohomish County Cities & Towns	100.00	City Of Stanwood
152	01/14/2021	Claims	3	33577	Stanwood Auto Parts	102.32	56100; 56100
153	01/14/2021	Claims	3	33578	Transpogroup Inc	17,113.75	City Of Stanwood
154	01/14/2021	Claims	3	33579	Unum Life Insurance	88.40	0220603-036 2
216	01/21/2021	Claims	3	33600	Daily Journal Of Commerce Inc	137.20	City Of Stanwood
217	01/21/2021	Claims	3	33601	Dog Waste Depot	91.98	City Of Stanwood
218	01/21/2021	Claims	3	33602	Edge Analytical Inc	26.00	STA01
219	01/21/2021	Claims	3	33603	Trevor Harrison	150.00	City Of Stanwood
220	01/21/2021	Claims	3	33604	Puget Sound Clean Air Agency	4,820.00	STAN008
221	01/21/2021	Claims	3	33605	Puget Tech LLC	2,784.00	City Of Stanwood
222	01/21/2021	Claims	3	33606	Quality Controls Corporation	155,017.05	City Of Stanwood
223	01/21/2021	Claims	3	33607	Refund - Stanislav Palval	35.46	Refund Stanislav Palval Utility #3723 - Escrow Overpaid Final Water Bill
224	01/21/2021	Claims	3	33608	Stanwood Auto Parts	27.11	56100
225	01/21/2021	Claims	3	33609	Stanwood Camano News	66.35	SCN-1530170
226	01/21/2021	Claims	3	33610	WA Cities Insurance	190,401.00	City Of Stanwood
227	01/21/2021	Claims	3	33611	Wave Broadband	122.25	3201-0316547-01
228	01/21/2021	Claims	3	33612	Ziply Fiber	82.47	360-939-0579-080320-5
001 General Fund						78,919.75	
101 Street Fund						28,654.02	
110 Building Improvement Fund						137.20	
115 Tourism And Promotion DSC						2,784.00	
401 Sewer Fund						38,278.01	
403 Sewer Construction Fund						155,017.05	
410 Drainage Fund						28,669.03	
421 Water Fund						48,020.77	
458 Drainage Equipment Reserve						68,148.91	
							Claims: 448,628.74
* Transaction Has Mixed Revenue And Expense Accounts						448,628.74	

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Stanwood, and that I am authorized to authenticate and certify to said claim.

() Finance Director () Auditing Officer Wendy Dowhower Date: Jan 21, 2021
 () Deputy Finance Director

CHECK REGISTER

City Of Stanwood

Time: 08:57:15 Date: 01/21/2021

01/07/2021 To: 01/21/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
44	01/08/2021	Payroll	3	EFT		3,914.71	December 2021 Payroll
45	01/08/2021	Payroll	3	EFT		4,000.85	December 2021 Payroll
46	01/08/2021	Payroll	3	EFT		2,225.28	December 2021 Payroll
47	01/08/2021	Payroll	3	EFT		1,958.17	December 2021 Payroll
48	01/08/2021	Payroll	3	EFT		4,639.90	December 2021 Payroll
49	01/08/2021	Payroll	3	EFT		1,300.20	December 2021 Payroll
50	01/08/2021	Payroll	3	EFT		3,883.31	December 2021 Payroll
51	01/08/2021	Payroll	3	EFT		6,012.15	December 2021 Payroll
52	01/08/2021	Payroll	3	EFT		4,078.47	December 2021 Payroll
53	01/08/2021	Payroll	3	EFT		2,619.14	December 2021 Payroll
54	01/08/2021	Payroll	3	EFT		2,289.61	December 2021 Payroll
55	01/08/2021	Payroll	3	EFT		1,979.73	December 2021 Payroll
56	01/08/2021	Payroll	3	EFT		5,114.78	December 2021 Payroll
57	01/08/2021	Payroll	3	EFT		3,086.04	December 2021 Payroll
58	01/08/2021	Payroll	3	EFT		3,930.19	December 2021 Payroll
59	01/08/2021	Payroll	3	EFT		5,784.86	December 2021 Payroll
60	01/08/2021	Payroll	3	EFT		391.11	December 2021 Payroll
61	01/08/2021	Payroll	3	EFT		1,542.03	December 2021 Payroll
62	01/08/2021	Payroll	3	EFT		4,503.95	December 2021 Payroll
63	01/08/2021	Payroll	3	EFT		5,589.83	December 2021 Payroll
64	01/08/2021	Payroll	3	EFT		4,095.56	December 2021 Payroll
65	01/08/2021	Payroll	3	EFT		3,491.87	December 2021 Payroll
66	01/08/2021	Payroll	3	EFT		391.19	December 2021 Payroll
67	01/08/2021	Payroll	3	EFT		3,297.92	December 2021 Payroll
68	01/08/2021	Payroll	3	EFT		2,898.43	December 2021 Payroll
69	01/08/2021	Payroll	3	EFT		341.11	December 2021 Payroll
70	01/08/2021	Payroll	3	EFT		391.19	December 2021 Payroll
71	01/08/2021	Payroll	3	EFT		3,279.18	December 2021 Payroll
72	01/08/2021	Payroll	3	EFT		1,380.61	December 2021 Payroll
73	01/08/2021	Payroll	3	EFT		5,330.90	December 2021 Payroll
74	01/08/2021	Payroll	3	EFT		2,277.22	December 2021 Payroll
75	01/08/2021	Payroll	3	EFT		3,759.58	December 2021 Payroll
76	01/08/2021	Payroll	3	EFT		391.19	December 2021 Payroll
77	01/08/2021	Payroll	3	EFT		2,349.27	December 2021 Payroll
78	01/08/2021	Payroll	3	EFT		4,165.57	December 2021 Payroll
79	01/08/2021	Payroll	3	EFT		2,532.71	December 2021 Payroll
80	01/08/2021	Payroll	3	EFT		2,466.64	December 2021 Payroll
81	01/08/2021	Payroll	3	EFT		3,554.85	December 2021 Payroll
82	01/08/2021	Payroll	3	EFT		391.19	December 2021 Payroll
83	01/08/2021	Payroll	3	EFT		391.19	December 2021 Payroll
90	01/08/2021	Payroll	3	EFT	HSA Bank	24,641.00	Pay Cycle(s) 01/08/2021 To 01/08/2021 - HSA Contributions ER; Pay Cycle(s) 01/08/2021 To 01/08/2021 - HSA Contr EE Over 55
91	01/08/2021	Payroll	3	EFT	Internal Revenue Service (941)	52,613.68	941 Deposit for Pay Cycle(s) 01/08/2021 - 01/08/2021
92	01/08/2021	Payroll	3	EFT	WA St Department Of Retirement Systems	44,295.21	Pay Cycle(s) 01/08/2021 To 01/08/2021 - PERS2; Pay Cycle(s) 01/08/2021 To 01/08/2021 - PERS 3; Pay Cycle(s) 01/08/2021 To 01/08/2021 - 457 - DRS (DCP)
93	01/08/2021	Payroll	3	1795	AFLAC	444.79	Pay Cycle(s) 01/08/2021 To 01/08/2021 - AFLAC, Pre-Tax; Pay Cycle(s) 01/08/2021 To 01/08/2021 - AFLAC, Post-Tax

CHECK REGISTER

City Of Stanwood

Time: 08:57:15 Date: 01/21/2021

01/07/2021 To: 01/21/2021

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
94	01/08/2021	Payroll	3	1796	AWC Employee Benefit Trust	17,719.20	Pay Cycle(s) 01/08/2021 To 01/08/2021 - AWC - Health First 250; Pay Cycle(s) 01/08/2021 To 01/08/2021 - AWC- Dental J; Pay Cycle(s) 01/08/2021 To 01/08/2021 - AWC - Vision; Pay Cycle(s) 01/08/2021 To;
95	01/08/2021	Payroll	3	1797	Colonial Life Insurance	66.75	Pay Cycle(s) 01/08/2021 To 01/08/2021 - Colonial Life Ins
96	01/08/2021	Payroll	3	1798	Hartford Retirement Plan Services	3,703.00	Pay Cycle(s) 01/08/2021 To 01/08/2021 - 457 - MassMutual (Hartford); Pay Cycle(s) 01/08/2021 To 01/08/2021 - Roth 457(b)(MassMutual)
97	01/08/2021	Payroll	3	1799	ICMA Retirement Trust	3,967.91	Pay Cycle(s) 01/08/2021 To 01/08/2021 - 457 - ICMA
98	01/08/2021	Payroll	3	1800	Legal Shield	75.80	Pay Cycle(s) 01/08/2021 To 01/08/2021 - Legal Shield
99	01/08/2021	Payroll	3	1801	Navia Benefits	87.50	Pay Cycle(s) 01/08/2021 To 01/08/2021 - Medical FSA-S125; Pay Cycle(s) 01/08/2021 To 01/08/2021 - Navia Limited FSA
100	01/08/2021	Payroll	3	1802	Western Conference of Teamsters Pension Trust	2,132.87	Pay Cycle(s) 01/08/2021 To 01/08/2021 - Teamsters Pension
101	01/08/2021	Payroll	3	1803	Teamsters Union Local 231	1,411.00	Pay Cycle(s) 01/08/2021 To 01/08/2021 - Teamsters Dues
102	01/08/2021	Payroll	3	1804	Washington Teamsters Welfare Trust	30,219.50	Pay Cycle(s) 01/08/2021 To 01/08/2021 - Teamsters Dental; Pay Cycle(s) 01/08/2021 To 01/08/2021 - Teamsters Medical
170	01/15/2021	Payroll	3	1805	Dept of Labor and Industries	5,526.85	4TH Quarter 10/01/2020 - 12/31/2020
171	01/15/2021	Payroll	3	1806	ESD - PFMLA	1,463.58	Pay Cycle(s) 10/01/2020 To 12/31/2020 - PFMLA
172	01/15/2021	Payroll	3	1807	Employment Security Dept	1,159.11	4th Quarter 10/01/2020 - 12/31/2020
001 General Fund						135,123.79	
101 Street Fund						26,074.28	
108 Transportation Sales Tax Fund						43.34	
401 Sewer Fund						53,560.18	
410 Drainage Fund						26,555.64	
421 Water Fund						64,192.20	
						305,549.43	Payroll: 305,549.43

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Stanwood, and that I am authorized to authenticate and certify to said claim.

() Finance Director () Auditing Officer Wendy Dowhower Date: Jan 21, 2021
 () Deputy Finance Director

CHECK REGISTER

City Of Stanwood

Time: 08:47:37 Date: 01/20/2021

12/31/2020 To: 12/31/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6296	12/31/2020	Claims	3	EFT	US Bank	7,410.16	4485-5945-5564-1495
6265	12/31/2020	Claims	3	33540	A WorkSAFE Service, Inc	55.00	City Of Stanwood
6266	12/31/2020	Claims	3	33541	APP- Associated Petroleum Products	2,260.48	04-0100494
6267	12/31/2020	Claims	3	33542	Ace Hardware	718.16	20013
6268	12/31/2020	Claims	3	33543	Edward Avila	92.00	City Of Stanwood
6269	12/31/2020	Claims	3	33544	Badger Meter Inc	143.55	460708
6270	12/31/2020	Claims	3	33545	The Blueline Group	51,655.15	City Of Stanwood
6271	12/31/2020	Claims	3	33546	Cascade Natural Gas Corp	424.72	608 440 0000 4
6272	12/31/2020	Claims	3	33547	City of Everett *	1,025.00	STACITG
6273	12/31/2020	Claims	3	33548	Databar Inc.	823.88	8952
6274	12/31/2020	Claims	3	33549	Dataquest	35.00	CITYSTA
6275	12/31/2020	Claims	3	33550	Faber Construction Corp	84,280.20	City Of Stanwood
6276	12/31/2020	Claims	3	33551	Galt John E	2,767.50	City Of Stanwood
6277	12/31/2020	Claims	3	33552	HB Jaeger	4,972.52	CITSTA
6278	12/31/2020	Claims	3	33553	KBA Inc.	3,298.57	City Of Stanwood
6279	12/31/2020	Claims	3	33554	KPG	18,907.76	City Of Stanwood
6280	12/31/2020	Claims	3	33555	Maul Foster Alongi, Inc.	2,772.00	City Of Stanwood
6281	12/31/2020	Claims	3	33556	Navia Benefits	50.00	City Of Stanwood
6282	12/31/2020	Claims	3	33557	Office Depot	1,917.82	36274097; 36274097; 36274097
6283	12/31/2020	Claims	3	33558	PUD Of Snohomish County *	1,762.66	200128742; 222799900; 221854284
6284	12/31/2020	Claims	3	33559	Petty Cash/ Marcy Mathis -Custodian	27.15	City Of Stanwood
6285	12/31/2020	Claims	3	33560	Quality Controls Corporation	1,661.50	City Of Stanwood; City Of Stanwood; City Of Stanwood
6286	12/31/2020	Claims	3	33561	Rainier Environmental Laboratory	4,700.00	City Of Stanwood
6287	12/31/2020	Claims	3	33562	Ricoh USA, Inc.	425.52	1316669-3659652
6288	12/31/2020	Claims	3	33563	SRV Construction, Inc.	110,743.92	City Of Stanwood
6289	12/31/2020	Claims	3	33564	Shred-it US JV LLC	41.91	14668765
6290	12/31/2020	Claims	3	33565	Snohomish County Public Def Association	2,043.44	City Of Stanwood
6291	12/31/2020	Claims	3	33566	Stanwood Redi-Mix Inc	596.89	1CI090
6292	12/31/2020	Claims	3	33567	Utilities Underground Loc	55.47	134200
6293	12/31/2020	Claims	3	33568	Verizon Wireless	1,747.99	742373248-00001; 372541731-00001
6294	12/31/2020	Claims	3	33569	Waste Management Skagit	154.18	8-34465-95001
6295	12/31/2020	Claims	3	33570	Ziplay Fiber	1,229.48	206-188-0411-053105-5
6297	12/31/2020	Claims	3	33580	Bonner Electrical Contracting LLC	1,563.05	City Of Stanwood
6298	12/31/2020	Claims	3	33581	CPI Plumbing & Heating Inc	15.75	City Of Stanwood
6299	12/31/2020	Claims	3	33582	Confluence Environmental Company, Inc	3,932.50	City Of Stanwood; City Of Stanwood
6300	12/31/2020	Claims	3	33583	Forest Land Services Inc	1,652.09	City Of Stanwood
6301	12/31/2020	Claims	3	33584	Hamilton Lumber LLC	883.94	City Of Stanwood
6302	12/31/2020	Claims	3	33585	J.A. Brennan Associates, PLLC	2,430.75	City Of Stanwood
6303	12/31/2020	Claims	3	33586	Jessica McCready	1,883.34	City Of Stanwood
6304	12/31/2020	Claims	3	33587	Office Depot	82.96	36274097; 36274097
6305	12/31/2020	Claims	3	33588	PUD Of Snohomish County *	2,626.62	200240505; 200738672; 200103539; 201942398
6306	12/31/2020	Claims	3	33589	Pace Engineers, Inc	20,975.50	City Of Stanwood
6307	12/31/2020	Claims	3	33590	RH2 Engineering Inc	8,629.71	City Of Stanwood
6308	12/31/2020	Claims	3	33591	Skagit Farmers Supply	305.32	135052
6309	12/31/2020	Claims	3	33592	Sno Co Information Services *	9,862.63	DIS1107
6310	12/31/2020	Claims	3	33593	Sno Co Office Of Public Defense *	216.00	City Of Stanwood
6311	12/31/2020	Claims	3	33594	Snohomish County 911	8,001.44	City Of Stanwood
6312	12/31/2020	Claims	3	33595	Everett Daily Herald/ Sound Publishing	1,035.00	51439981

CHECK REGISTER

City Of Stanwood

Time: 08:47:37 Date: 01/20/2021

12/31/2020 To: 12/31/2020

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6313	12/31/2020	Claims	3	33596	Stanwood City Utility	2,240.57	4724; 4252; 2732; 2416; 1675; 1674; 1587; 1573; 1473; 1348; 1332; 1328; 1271; 1241;
6314	12/31/2020	Claims	3	33597	Stanwood Hardware	522.02	1414
6315	12/31/2020	Claims	3	33598	US Bank Na Custody/ Treas Div-Money Ctr	38.00	777221717
6316	12/31/2020	Claims	3	33599	Ziplay Fiber	72.90	360-939-0579-080320-5
001 General Fund						38,656.13	
101 Street Fund						2,662.17	
103 Street Construction Fund						130,248.57	
104 Park And Trail Improvement Fund						2,430.75	
108 Transportation Sales Tax Fund						36.52	
115 Tourism And Promotion DSC						2,846.02	
401 Sewer Fund						14,055.69	
403 Sewer Construction Fund						10,291.21	
410 Drainage Fund						1,570.07	
411 Drainage Construction Fund						160,513.35	
421 Water Fund						8,853.87	
422 Water Construction Fund						3,605.32	
							Claims: 375,769.67
* Transaction Has Mixed Revenue And Expense Accounts						375,769.67	

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Stanwood, and that I am authorized to authenticate and certify to said claim.

() Finance Director () Auditing Officer Wendy Dowhower Date: Jan 21, 2021
() Deputy Finance Director



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 7b

DATE: January 28, 2021

SUBJECT: City Council January 14, 2021 Regular Meeting Minutes

CONTACT PERSON: Sara Robinson, City Clerk

ATTACHMENTS: A – Council Regular Meeting Minutes

SUMMARY STATEMENT

Minutes of the January 14, 2021 Regular City Council Meeting are attached.

RECOMMENDED MOTION

I MOVE TO APPROVE THE MINUTES OF THE JANUARY 14, 2021 COUNCIL MEETING AS PRESENTED.

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, January 14, 2021 – 7:00 p.m.
Zoom Online Meeting & Telephone
MINUTES

1. Call to Order

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

2. Roll Call

Deputy Clerk Sara Robinson called the roll with the following Councilmembers present: Rob Johnson, Diane White, Darren Robb, Timothy Pearce, Steve Shepro, Sid Roberts and Judy Williams. The meeting was quorate.

Also present: Community Development Director Patricia Love, Public Works Director Kevin Hushagen, Assistant Public Works Director Shawn Smith, Fire Chief John Cermak, Police Chief Rob Martin, City Administrator Jennifer Ferguson and City Clerk Sara Robinson.

3. Approval of the Agenda

Councilmember Roberts requested adding the election of the 2021 Mayo Pro Tempore to the Agenda as required in the Council Rules of Procedure - Rule 7.

Motion by Councilmember Roberts, second by Councilmember Shepro to approve the agenda after amending it to add item 10d 2021 Mayor Pro Tempore. Motion carried unanimously.

4. Presentations

a. New Employees and Promotions

Public Works Director, Kevin Hushagen introduced the new Public Works Staff. There are two new Public Works Technicians, Robert Dunseth and Gil Bridges. Leigh Danielson was promoted to Public Works Supervisor.

City Administrator, Jennifer Ferguson introduced the new Finance Director, Scott James. City Hall also had two promotions. Krista Hintz was promoted from Administrative Assistant to Assistant to the Administrator & Communications Specialist and Sara Robinson promoted from Deputy Clerk to City Clerk.

Congratulations and Welcome!

Stanwood City Council Meeting Minutes – January 14, 2021

5. Citizen Comments

The City did not receive any written comments and received one request to from a citizen who would like to verbally address the Mayor and City Council. Citizens who wished to speak verbally, were required registered on the City Website by 9:00 am today, must be visible on camera and identify them-self with name and address.

Tim Schmitt- 27308 101st Ave NW, Stanwood, WA

The citizen comment is in regards to the Council Performance.

Mr. Schmitt wanted to applaud the council for all your hard work and diligence. He feels that some councilmembers are not reading the council packets until the day of the meeting, and that sometimes the consent agenda is approved on autopilot. Tim is hopeful that the new year will renew your desire and participation as councilmembers.

6. Staff Reports

- a. Police Compstat Report – November, 2020
- b. Small Works Roster Project Report

7. Committee Reports

- a. Community Development Committee Meeting Minutes- November 12, 2020
- b. Community Development Committee Meeting Minutes- December 01, 2020
- c. Economic Development Board Meeting Minutes – November 20, 2020
- d. Finance Committee Meeting Minutes – December 01, 2020
- Planning Commission Meeting Minutes – November 16, 2020

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve December 10, 2020 Regular Meeting Minutes
- c. Appointment of Economic Development Board Members
- d. Appointment of New Planning Commissioner
- e. Snohomish County Board of Health Appointment
- f. Authorize the Mayor to Approve Final Acceptance of the 297 Reservoir Project

Motion by Councilmember Roberts, Second by Councilmember Robb, to approve the Consent Agenda items a thru f. Motion carried unanimously.

9. Public Hearing

The public was invited to submit written public comments or by registering to speak via the City website.

The City Clerk did not receive any Public Comment written submissions or registrations to speak for the Public Hearing being held tonight.

Stanwood City Council Meeting Minutes – January 14, 2021

- a. 2018 International Building and Fire Codes
 - i. Receive Public Comment on the Proposed Ordinance
 - ii. First Reading of Ordinance 1494

Community Development Director, Patricia Love explained that this agenda item is for the Council adoption of the 2018 International Building and Fire Codes as mandated by the State of Washington. Every three years the International Code Council (ICC) updates the International Building and Fire Codes which is the standard by which all building permits are reviewed against in the United States. The State of Washington mandates that all counties, cities and towns adopt the updates by July 1 of the code cycle year. This year the State delayed adopted until February 1, 2021 due to the Covid-19 global pandemic. These codes establish the public safety standards for building construction and occupancy of structures throughout the nation. Council discussed the proposed Ordinance.

Motion by Councilmember Johnson, second by Councilmember Shepro accept the first reading of Ordinance 1494 as set forth in attachment "A" amending chapter 14.04 of the Stanwood municipal code, uniform codes, and proceed with the second and final reading of the ordinance on January 28, 2021.

Councilmember Robb – Yes, Councilmember Pearce – Yes, Councilmember Shepro – Yes, Councilmember Roberts – Yes, Councilmember Williams – Yes, Councilmember Johnson- Yes, Councilmember White – Yes.

Motion carried unanimously.

10. New Business

- a. Resolution 2021-01 SR 532 Renaming / Dedication

John Cermak, Fire Chief - North County Regional Fire Authority explained that the purpose of this item is for Council consideration and to pass Resolution 2021-01 dedicating a portion of SR 532 between Pioneer Highway and 72nd in recognition and tribute to those that lost their lives on September 11, 2001 (9-11).

Council discussed the proposed Resolution.

Motion by Councilmember Shepro, Second by Councilmember Johnson, approve Resolution 2021-01 in support of renaming SR 532, between Pioneer Highway and 72nd, Stanwood WA in honor of those who lost their lives on 9-11-2001.

Motion carried unanimously

- b. Authorize the Mayor to Sign the Jail Services ILA

Police Chief, Rob Martin presented of the proposed 2021 – 2023 Snohomish County Jail Services Interlocal Agreement. Stanwood's contract for jail services with the Snohomish

Stanwood City Council Meeting Minutes – January 14, 2021

County Jail expired at the end of 2020. Through this agreement, the County provides the facilities and personnel to confine persons who are arrested, detained or convicted of criminal offenses in the City of Stanwood.

Council discussed the proposed ILA.

Motion by Councilmember Shepro, Second by Councilmember Johnson to authorize the Mayor to sign the 2021 -2023 Snohomish County Jail Services Interlocal Agreement.

Motion carried unanimously.

10. Citizen Closing Comments – Removed via motion at the 3-26-2020 Meeting

11. Reports of Officers and Committees

a. Mayor's Report –

Mayor Callaghan is glad to be back. Hopes that everyone had a good break. Thank you to the Public Works crews for all their hard work during the recent storms. Today Mayor had the opportunity to give the State of the City address at the Chamber of Commerce lunch.

The City is lucky to have such a great group of people that is doing great things. Even through COVID a lot has stopped but a lot has not. Jennifer and the Mayor have been having great conversations with legislators. Congratulations to all the employee promotions and new hires.

b. City Administrator's Report-

City Administrator, Jennifer Ferguson started by saying Happy New Year. City staff is rocking busy, even with COVID our work is still getting done. Broadband is a high priority. Service providers are going to be giving information to council soon. County Councilmember, Nate Nehring has been involved in this project and has asked Jennifer to be on the Broadband Action Team. This is a regional effort for better broadband and fiber. The new Healthy Washington plan placed Stanwood in a region which is separate from Camano Island. Ferguson is working with Legislation to get Stanwood and Camano Island aligned. There is a new Community Transit shelter in place by the food bank. Thank you to Public Works and Councilmember Roberts for jumping in and getting this done. The SBA is doing a third round of PPP Loans. Hopefully there will be more funds for our local small businesses. The information for this program is located on the City website.

Director Sound-Bites-

Fire Chief, John Cermak reported that ESF 4 and Emergency Management have set up the mass vaccine site at the Evergreen State Fairgrounds. 330 shots were given today. Darren Reid is part of this effort. He has experience working at other vaccination sites in the past. COVID numbers peaked after Thanksgiving, then lowered and leveled out but are starting to peak again after Christmas

Stanwood City Council Meeting Minutes – January 14, 2021

Police Chief, Rob Martin said that the Police Department is seeing record numbers of new CPL and transfers.

Patricia Love, Community Development Director wanted to remind everyone that the RFP for the Parks feasibility study. We expect to have all the proposals in by January 28. This is an exciting step forward. The City is also working with Transpo Group regarding transportation. SR 532 saw a 12% decrease due to COVID however the traffic is picking back up as things get back to normal. Staff is meeting with WSDOT in February.

Kevin Hushagen, Public Works Director wanted to thank Council for accolades to the Public Works group tonight. The crew really deserves it. There have been a lot of sleepless nights recently due to the storms. Thank you to the Police and Fire departments also. The City received a lot of help from both during the storms.

c. Councilmember Reports and Questions-

Councilmember White told the group about the untimely passing of Linda Utgard. We acknowledge her fine work. She will be missed.

Councilmember Shepro called Linda Utgard an ultimate volunteer and told a story about her.

Councilmember Roberts thanked everyone for the kind words about Linda Utgard. Welcome all new employees and congratulations to the employees that were promoted.

Councilmember Robb spoke about Linda Utgard. He was able to work directly with her on the Planning Commission and saw first-hand how much she cares about the community. Tonight, on the consent agenda there were some new committee appointments and reappointments. Welcome Cody Davis to the Planning Commission.

Councilmember Williams echoed the thoughts about Linda. Williams also mentioned that there is a new complex being constructed near the Arlington airport. It is expected to be the largest facility for Amazon. With people moving out of the city that could mean growth for Stanwood. It is exciting to see what is to come.

Councilmember Pearce shared more wonderful memories about Linda Utgard. She will be missed in the community.

Councilmember Johnson wanted to say thank you to the hundreds of residents that put up the beautiful lights and decorations for the Holidays. It was amazing to drive around town and see them all.

12. Adjourn to Executive Session –

Mayor Callaghan adjourned the meeting to Executive Session at 8:15 pm. The session is anticipated to be 20 minutes long with no action to follow.

Stanwood City Council Meeting Minutes – January 14, 2021

At 8:40 pm Council asked for an additional 10 minutes and the Mayor officially adjourned the meeting at that time.

CITY OF STANWOOD

ATTEST:

Elizabeth Callaghan, Mayor

Sara Robinson, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7c

DATE: January 28, 2021

SUBJECT: Authorize the Mayor or designee to Negotiate
On-Call Professional Service Agreements

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – Sample Contract

PURPOSE

The purpose of this agenda item is for Council to authorize the mayor or designee to negotiate two-year on-call professional service agreements with fourteen (14) firms. The agreements will include an option to renew the contract for two (2) additional one (1) year terms upon the same terms and conditions.

BACKGROUND

The City currently has multiple projects under design and construction, with additional projects planned for the upcoming years. In addition, the City routinely performs maintenance projects throughout the city limits. Many of these projects require specialized consultation from a licensed professional firm, e.g. civil engineering and surveying. The City currently has an on-call agreement with eleven (11) Professional Service Firms (AESI, Alta, BHC, Blueline, Confluence, Harmsen, JA Brennan, KBA, Maul Foster & Alongi, Perteet, and Transpo) which will expire on January 31, 2021. Staff would like to enter into new agreements with these firms plus an additional three (3) firms (Lankford, Metron, and West Coast Code). All fourteen firms are listed on the MRSC Roster and are qualified to provide the City on-call professional services which may arise during the 2021 and 2022 calendar years and subsequent years 2023 and 2024.

Services requested include civil engineering, transportation engineering, utility system modeling, roadway design, land use and environmental permitting, surveying services, grant applications, GIS and CAD support, and SCADA and telemetry technology.

Selecting a team of on-call professional service firms allows the city more flexibility in matching firm expertise with project tasks. In some circumstances it will also allow the city to award consulting contracts more quickly ensuring the city's needs are addressed as quickly and efficiently as possible.

By selecting firms of various sizes (small, medium and large) with expertise in different disciplines (general civil engineering, utilities, environmental, transportation, planning, surveyors, and cultural) will allow the city to match the most qualified firm with each project.

General Civil Engineer	Water, Sewer & Storm	Geotech	Wetland / Environ	Transp Planning	Planning	Surveyors	Miscellaneous / Cultural
Perteet	BHC	AESI	Confluence	Transpo	Alta	Harmsen	Alta
Blueline			MFA		JA Brennan	Metron	JA Brennan
							KBA
							Lankford
							West Coast Code

The city will be responsible for assigning projects depending on the city's needs. Selected firms are not guaranteed work as a result of the on-call agreement. Some projects will require a separate competitive bidding process because the funding source requires advertisement and competitive bidding according to the Local Agency Guideline (LAG) Manual.

ANAYLSIS

There is no cost to enter into the on-call professional service agreements. The actual agreement cost is based on the city's needs and project estimates.

City staff recommend negotiating with each firm a specific scope of work matching the firm's skills and expertise with projects identified in the 2021-2022 budget.

RECOMMENDATIONS

Staff Recommendation:

Staff recommend the Mayor or designee to enter into an On-Call Professional Service Agreement with fourteen (14) Firms: AESI, Alta, BHC, Blueline, Confluence, Harmsen, JA Brennan, KBA, Lankford, Maul Foster & Alongi, Metron, Perteet, Transpo, and West Coast Code.

Committee/Board Recommendation:

The Public Works Committee has not reviewed this item.

CITY COUNCIL OPTIONS

1. Authorize the mayor or designee to negotiate on-call professional service agreements with all fourteen (14) firms.

2. Authorize the mayor to negotiate on-call professional service agreements with one or more firms. Council will need to direct staff on which firms they have selected.
3. Reject all agreements. This option will mean that staff will have to go out for an RFQ for each new project.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE MAYOR OR DESIGNEE TO NEGOTIATE ON-CALL PROFESSIONAL SERVICE AGREEMENTS WITH FOURTEEN FIRMS: AESI, ALTA, BHC, BLUELINE, CONFLUENCE, HARMSSEN, JA BRENNAN, KBA, LANKFORD, MAUL FOSTER & ALONGI, METRON, PERTEET, TRANSPOR, AND WEST COAST CODE.

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF STANWOOD, WASHINGTON
AND _____
FOR ON-CALL PROFESSIONAL SERVICES**

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Stanwood, Washington, a Washington State municipal corporation ("City"), and _____, a Washington _____ ("Consultant") **[LEGAL STATUS OF ENTITY SHOULD BE INSERTED i.e., LLC; Sole Proprietor; LLP; Inc., P.S.; Partnership, Foreign Corporation licensed to do business in Washington State] .**

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with on-call professional services regarding as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit "A"** and incorporated herein by this reference ("Scope of Services"). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant's profession.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 MINOR CHANGES IN SCOPE. The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

III.2 WORK PRODUCT AND DOCUMENTS. The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 TERM. The term of this Agreement shall commence on February 1, 2021 and shall terminate at midnight, January 31, 2023. The parties may extend the term of this Agreement annually by written mutual agreement for two additional one-year terms (not to exceed four years for the entire Agreement).

III.4 NONASSIGNABLE. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

III.5 EMPLOYMENT.

a. The term "employee" or "employees" as used herein shall mean any officers, agents, or employee of the of the Consultant.

b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please indicate No or Yes below)*

_____ No employees supplying work have ever been retired from a Washington state retirement system.

_____ Yes employees supplying work have been retired from a Washington state retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney’s fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event Consultant affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

III.6 INDEMNITY.

a. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

b. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

c. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

d. **Public Records Requests.**
In addition to Paragraph IV.3 b, when the City provides the Consultant with notice of a public records request per Paragraph IV. 3 b, Consultant agrees to save, hold harmless, indemnify and defend the City its officers, agents, employees and elected officials from and against all claims, lawsuits, fees, penalties and costs resulting from the consultants violation of the Public Records Act RCW 42.56, or consultant’s failure to produce public records as required under the Public Records Act.

e. The provisions of this section III.6 shall survive the expiration or termination of this agreement.

III.7 **INSURANCE.**

a. **Insurance Term**

The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

b. **No Limitation**

Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

c. **Minimum Scope of Insurance - Consultant shall obtain insurance of the types described below:**

- (1). Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
- (2). Commercial General Liability insurance shall be written at least as broad on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap, independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
- (3). Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- (4). Professional Liability insurance appropriate to the Consultant's profession.

d. **The minimum insurance limits shall be as follows:**

Consultant shall maintain the following insurance limits:

- (1) Comprehensive General Liability. \$1,000,000 combined single limit per occurrence for bodily injury personal injury and property damage; \$2,000,000 general aggregate.
- (2) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury and property damage.
- (3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington.

(4) Professional Liability/Consultant's Errors and Omissions Liability.
\$1,000,000 per claim and \$1,000,000 as an annual aggregate.

e. **Notice of Cancellation.** In the event that the Consultant receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Consultant shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

f. **Acceptability of Insurers.** Insurance to be provided by Consultant shall be with insurers with a current A.M.Best rating of no less than A:VII, or if not rated by Best, with minimum surpluses the equivalent of Best VII rating.

g. **Verification of Coverage.** In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

h. **Insurance shall be Primary - Other Insurance Provision.** The Consultant's insurance coverage shall be primary insurance as respect the City. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

i. **Claims-made Basis.** Unless approved by the City all insurance policies shall be written on an "Occurrence" policy as opposed to a "Claims-made" policy. The City may require an extended reporting endorsement on any approved "Claims-made" policy.

j. **Failure to Maintain Insurance** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

k. **Public Entity Full Availability of Consultant Limits**
If the Consultant maintains higher insurance limits than the minimums shown above, the Public Entity shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Consultant.

III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 UNFAIR EMPLOYMENT PRACTICES. During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 LEGAL RELATIONS. The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Snohomish County Superior Court.

III.11 INDEPENDENT CONTRACTOR.

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants and agrees that his status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

III.12 CONFLICTS OF INTEREST. The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

III.13 CITY CONFIDENCES. The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

III.14 SUBCONTRACTORS/SUBCONSULTANTS.

a. The Consultant shall be responsible for all work performed by subcontractors/subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors/subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subcontractor/subconsultant has proper license and bonding, if required by statute, must be included in the verification process. The Consultant will use the following Subcontractors/Subconsultants or as set forth in **Exhibit B**:

c. The Consultant may not substitute or add subcontractors/subconsultants without the written approval of the City.

d. All Subcontractors/Subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

ARTICLE IV. OBLIGATIONS OF THE CITY

IV.1 PAYMENTS.

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in Exhibit C "Schedule of Rates and Charges" and as provided in this section.

Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In

the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

b. The Consultant shall submit a monthly invoice to the City for services performed in the previous calendar month in a format acceptable to the City. The Consultant shall maintain time and expense records and provide them to the City upon request.

c. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 CITY APPROVAL. Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

IV.3 MAINTENANCE/INSPECTION OF RECORDS.

a. The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

b. Public Records

The parties agree that this Agreement and records related to the performance of the Agreement are with limited exception, public records subject to disclosure under the Public Records Act RCW 42.56. Further, in the event of a Public Records Request to the City, the City may provide the Consultant with a copy of the Records Request and the Consultant shall provide copies of any City records in Consultant's possession, necessary to fulfill that Public Records Request. If the Public Records Request is large the Consultant will provide the City with an estimate of reasonable time needed to fulfill the records request.

ARTICLE V. GENERAL

V.1 NOTICES. Notices shall be sent to the following addresses:

City of Stanwood
Kevin Hushagen, Public Works Director
10220 270th Street NW
Stanwood, WA 98292

Notices to the Consultant shall be sent to the following address:

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

V.2 TERMINATION. The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section IV.1.

V.3 DISPUTES. The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 EXTENT OF AGREEMENT/MODIFICATION. This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

V.5 SEVERABILITY

a. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

b. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

V.6 NONWAIVER. A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

V.7 FAIR MEANING. The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

V.8 GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

V.9 VENUE. The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

V.10 **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

V.11 **AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT.** The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

DATED this _____ day of _____.

CITY OF STANWOOD

[INSERT TRUE AND ACCURATE NAME OF COMPANY]

By _____
Jennifer Ferguson, City Administrator

By _____
[PRINT OR TYPE NAME AND TITLE]

Approved as to form:

Grant Weed, City Attorney

Exhibit A Scope of Services

The Consultant will provide professional services as authorized by the City. The consulting firm provides services to both the Public Works Departments and Community Development. These services are administered and billed independently but will be authorized under on contract. Work is performed primarily at the consultant's office but may work on site at the city as directed.

1. Tasks for Community Development Department.

- A. Review plans submitted for development for compliance with City development standards and practices.
- B. Interpret City code requirements and standards as requested by the Department Director.
- C. Reviews associated with Record and Surveys for subdivisions and boundary changes.
- D. Meeting and phone conversations with developers and/or his or her agents as directed by the City including pre-application meetings as requested by the developer.
- E. Review and analyze information made available through the City that may assist in the development of a given project.
- F. Site inspections on an on call basis as needed.

2. Task required for Public Works Department and Projects

- G. Provide support for utility system modeling.
- H. Assist the City with engineering, design and construction management of small public works project as directed by the City.
- I. Assist the City in procurement of field information that may be required for
- J. Prepare data and reports as required, for Environmental and Economic Impact Statements, permit, loan, grant and franchise applications to Federal, State and local regulatory agencies, and attend meetings and hearings concerning these matters as directed.
- K. Prepare responses to questions or issues arising from significant controversies at public hearings on the Environmental and Economic Assessments.
- L. Provide such services as may be requested by the City.

3. Tasks that support both Public Works and Community Development and functions

- Attend Council meetings or staff meetings as directed by the City to provide professional engineering consultation.
- Provide GIS and CAD mapping support.
- Support the Public Works and Planning department with construction related issues.

On-call professional consulting services, as requested by the City of Stanwood, for such work may include:

- Arborist
- Civil Engineering Services
- Compaction Testing
- Coastal / Estuarine Engineering Services
- Environmental Services
- Geotechnical and Hydrogeological Engineering
- GIS and CAD Mapping Support
- Historical, Archeological and Cultural Resources Review and Compliance
- Inspections and Construction Management of Projects
- Land Use and Environmental Permitting
- Loan, Grant, and Franchise Applications
- Parks and Trails General Planning Services
- Plan Review for Compliance with City Code and Development Standards
- Preparation of Contract Plans and Specifications
- Project Cost Estimator
- Responding to Emergency Requests
- Roadway Design and Channelization
- SCADA and Telemetry Technology
- Stormwater Analysis and Design
- Structural Analysis
- Surveying Services
- Transportation Engineering
- Utility System Modeling
- Wetlands and Critical Areas Delineation and Mapping

EXHIBIT B
SUBCONTRACTORS/SUBCONSULTANTS

EXHIBIT C
SCHEDULE OF RATES AND CHARGES



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8a

DATE: January 28, 2021

SUBJECT: Change Order #7 with SRV Construction on the Viking Way project

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A - Change Order #7
B - Justification Packet
C – CIP Project Overview, Sources and Uses

PURPOSE

The purpose of this agenda item is for Council to consider approval of Change Order #7 (ATT A) for \$219,517.41 with SRV Construction on the Viking Way project.

BACKGROUND

The Viking Way project is substantially complete with just some minor punchlist items and contractor training requirements outstanding. During construction several unforeseen issues arose that caused delays and inefficiencies to the contractor's workflow. SRV is seeking compensation for these issues and our construction management (CM) firm, KBG, has worked through the details and provided a justification packet (ATT B) consistent with contract and WSDOT language dealing with allowable and recoverable charges.

ANALYSIS

Fiscal Impact			
The overall multi-year project budget is set at \$5.7 million. The project expenditures have not exceeded the budget to-date as contingency was establish for unknown issues as the project is constructed. See Attachment C.			
Fund(s):	Street Capital Project Fund		
Amount:	\$ 219,517	Project Estimate:	\$ 5,743,896
Budget Authorized	☒ Yes ☐ No	Amendment Required	☐ Yes ☒ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation:

Staff recommend the final approval of change order #7.

Committee/Board Recommendation:

The Public Works Committee reviewed this at their meeting on January 4th and recommended bringing it to full Council. However, there was a calculation error on the information provided at that meeting and the change order amount increased by \$4,000.

CITY COUNCIL OPTIONS

1. Approve payment of change order #7.
2. Reject approval and direct staff to areas of concern.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO APPROVE CHANGE ORDER #7 FOR \$219,517.41 WITH SRV CONSTRUCTION, INC FOR THE VIKING WAY PROJECT.



**90TH AVE NW EXTENSION
CONTRACT #2020-29
FEDERAL AID #STPUS-9311(001)
CONTRACT CHANGE ORDER #07 – Design Change #8 Inefficiencies**

Contractor Name:	SRV Construction Inc. POB 507 Anacortes, WA 98221
Original Contract Amount:	\$2,407,661.86 (including WSST)
Changer Order #07 Change Amount:	\$219,517.41 (including WSST)
Previous Change Order(s) Total Amounts (through Change Order #06):	\$181,000.80 (including WSST)
New Contract Total:	\$2,808,180.07 (including WSST)
Contract Working Days:	140
Contract Time Affected by this Change Order:	Zero (0) days added or reduced
New Estimated Contract Completion Date:	10/28/20

Reason for Contract Change Order:

It was agreed to track all work related to DC #8 via Force Account, and to then calculate that portion that would be paid by Contract unit prices and deduct that total value from the total F/A value. This Change Order is to create the Lump Sum Bid Item to pay for this complete calculation.

Description of Work included in Change Order: Multiple utility conflicts were encountered at 271st ST NW; see table below. Design Change #6 was written to address these, but then further conflicts and information arose necessitating the need for Design Change #8, which modified DC #6.

Conflict	Location	Comment
Water	37+20	Requires relocation to accommodate storm connection
Gas	17+40 & 37+20	Impacted placement for storm connections to main on 271st
Fiber Duct Bank	17+34	Concrete encased duct bank prevented placement of sewer and storm per plan

Cost Summary:

SRV submitted tracked daily Force Account information which was reviewed and revised, as well as the cost of additional storm drain materials. The value of CO #5 was included, and so needed to be

deducted to avoid double payment; also deducted was the dollar value of associated bid items that had been paid under contract bid items. The grand total of these calculations is \$215,517.41.

BI # A-CO07 Design Change #08 Inefficiencies 1 LS \$219,517.41

All other terms of the contract remain the same.

The Contractor is hereby directed to make the changes from the plans and specifications or perform the work described herein. The work described herein shall be completed in accordance with the applicable provisions of the plans and specifications, except as modified by this Change Order. The City of Stanwood hereby accepts the above-described Change in the Work and authorizes the performance of the changes specified. This instrument constitutes a Change Order to the Contract Documents only when the authorizing signatures are affixed.

Accepted by Contractor:

SRV Construction, Inc.

_____	_____
Krysta Verbarendse, Contract Administrator	Date

Approval Recommended:

City of Stanwood:

_____	_____
Kevin Hushagen, Public Works Director	Date

Authorized By:

WSDOT:

_____	_____
	Date

Date: 11/9/2020**JUSTIFICATION FOR CHANGE ORDER #07****1. Why is this change order being written?**

Multiple utility conflicts were encountered at 271st S; see table below. Design Change #6 was written to address these, but then further conflicts and information arose necessitating the need for Design Change #8, which modified DC #6. (See both DCs attached). It was agreed to track all work related to DC #8 via Force Account, and to then calculate that portion that would be paid by Contract unit prices and deduct that total value from the total F/A value. This Change Order is to create the Lump Sum Bid Item to pay for this work. The F/A tracking and associated materials package is attached; see **Exhibit #1**.

Conflict	Location	Comment
Water	37+20	Requires relocation to accommodate storm connection
Gas	17+40 & 37+20	Impacted placement for storm connections to main on 271 st
Fiber Duct Bank	17+34	Concrete encased duct bank prevented placement of sewer and storm per plan

2. What did the plans and specifications require?

Plan sheets per Design Change #6 shows Drainage installations. The highlighted runs on the attached sheet DR3 could not be placed per plan due to conflicts shown in the table under section 1.

3. Why won't the current plans work?

See sections 1 and 2. Also, Design Change #6 was written to change the design of the storm sewer at the crossing of 90th Ave NW and 271st St SW due the incorrect location on the original plans of an existing duct bank and fiber vault on the southwest corner of this intersection. Subsequently on June 25, 2020, it was discovered that the fiber duct bank has elevation changes which impact both the placement of new storm sewer design planned per Design Change #6 and water main work. Design Change #8 revises DC #6.

4. Which items will be added by this Change Order?

A-CO07 Design Change #08 Inefficiencies 1 LS \$219,517.41

5. Which items will be affected by this Change Order? (Include increased or decreased plan quantities)

Portions of contract bid items that were part of the DC #08 work were agreed to be paid via contract unit prices and then the dollar value of that portion would be deducted from the total of CO #07. See **Exhibit #2**.

What does this change order accomplish?

See Section 1.

6. (A) How does this change order solve the problem?

See Section 1 and 3.

(B) What is it you are asking the contractor to do?

The Conflicts described in this justification impact critical path work. Design Change #8 was issued to revise Design Change #6.

7. What new materials (if any) will be incorporated into this change order?

n/a

8. Are you requiring the contractor to use specific procedures to do this work? And if so, please explain.

See Design Change #8.

9. How is this to be paid for? Which units will you using for this C.O.? (i.e., square foot, square yard, ton, force account, etc.) List item and unit.

LS

10. Will working days be affected?

☐ YES

☒ NO

The Engineer did not charge working days 7/1, 7/2, 7/6 - 7/10 and 7/13 – 7/17/20, as the Contractor was unable to pursue Critical Path work due to conflicts and material procurement delays.

It was agreed upon by the Engineer and Contractor, that 12 working days would be charged during these dates

☐ YES

☒ NO

Date Requested from Contractor: N/A

11. Approval / Concurrence (*Needed prior to beginning work*)

See Change Order signatures

12. Engineer's Estimate:

13. Attachments:

Exhibits #1 & #2; Design Changes #6 and #8

Exhibit #1

#1261 - 90th Avenue NW Extension, Stanwood

Design Change #08 Force Account Work

#	Date	SRV \$	Comments / Description
* Standby	Wk End 07/10	\$ 30,458.42	Notice of Standby Sent 7/6/2020
* Standby	Wk End 07/17	\$ 31,228.73	Demob/Remob Costs Sent 7/9/2020
* 3409	7/20/2020	\$ 19,907.07	Return to Work on Force Account DC #08
* 3410	7/21/2020	\$ ~~30,077.71~~	CB #A.02 to CB #A.03 \$29,047.96
* 3411	7/22/2020	\$ ~~22,271.45~~	CB #A.03, CB #0.3 including E/W Connections \$22,252.68
* 3412	7/23/2020	\$ ~~18,867.21~~	CB#A1.1, CB A0.1, CB #A2.1, CB #3 (Demo 3 CB's) \$18,925.51
* 3413	7/27/2020	\$ ~~19,232.13~~	Water Relocation, Flush & Purity Tests \$19,252.14
* 3414	7/28/2020	\$ ~~18,706.52~~	15" ADS A0.0 to A1.1, CB2.1, A1.1 to CB2.1 \$18,762.08
* 3415	7/29/2020	\$ ~~19,723.54~~	15" ADS CB #A3 to CB A1.1, CB A2.2, Schedule Tie-ins \$20,782.53
* 3416	7/30/2020	\$ ~~20,304.90~~	Water Tie-Ins \$20,413.05
* Standby	7/31/2020	\$ 6,245.75	Standby by - Friday
* 3418	8/3/2020	\$ ~~18,921.50~~	Final Day of Isolated DC #8, CB #A2.2, CB #A2.3, CB #A4 \$22,581.17
* 3419	8/4/2020	\$ ~~12,418.07~~	15" ADS CB #4 to CB #5 \$14,526.20
* 3423	8/11/2020	\$ 2,820.25	Raise Set and Mud CB per DC #8
* 3424	8/12/2020	\$ 894.52	Mud Risers per DC #8
		* \$ 25,480.23	Storm Drainage Materials for DC #08
		\$ ~~(24,022.35)~~	Reduce Pay Item Units (PE #4) Now part of Exhibit #2
		\$ ~~(16,766.21)~~	Reduce Pay Item Units (PE #5) Now part of Exhibit #2
		~~\$ 256,769.44~~	
* 3420	8/6/2020	\$2,327.01	

Totals: * Standby: \$67,933.12

* Dailies: \$212,492.19

* Added Materials: ~~\$25,480.23~~ .66

Total: \$305,905.97

Deduct Exhibit #2 (\$57,038.56)

\$248,867.41

Deduct CO #05 (\$29,350.00)

Total for CO #07: \$219,517.41

EXHIBIT #2

#1261 - 90th Avenue NW Extension, Stanwood

was paid by unit price and will be deducted from Change Order #07

KGP Tally to be deducted from Units and Paid in Force Account

PE #4	A	16	Remove Drainage Structure	13	Each	\$ 950.00	3	\$ 2,850.00	
PE #4	A	17	Remove Cem Conc Sidewalk	391	SY	\$ 15.00	115.1	\$ 1,726.50	
PE #4	A	18	Remove Cem Conc Curb &Gutter	324	LF	\$ 6.50	253	\$ 1,644.50	
PE #4	A	24	Struct Exc Class B w/ Haul	1360	CY	\$ 13.50	174.3	\$ 2,353.05	
PE #4	A	25	Shoring/Extra Exc Class B	7967	SF	\$ 0.20	929	\$ 185.80	
			Triaxial Geogrid Reinforcement						
PE #4	A	28	for Subgrade	5322	SY	\$ 8.50	75	\$ 637.50	
PE #4	A	29	Const Geotextile for Separation	10158	SY	\$ 2.00	75	\$ 150.00	
PE #4	A	40	Catch Basin Type 1	29	Each	\$ 1,300.00	1.8	\$ 2,340.00	CB #A.1, CB #A0.3
PE #4	A	41	Catch Basin Type 1L	2	Each	\$ 1,800.00	1.8	\$ 3,240.00	CB #A2.1, CB #A1.1
PE #4	A	42	Catch Basin Type 2-48"	6	Each	\$ 4,350.00	1.8	\$ 7,830.00	CB #A0.2, CB #A0.3
PE #4	A	43	Connect to Drainage Structure	9	Each	\$ 1,065.00	1	\$ 1,065.00	DC #8 on 271st
Deduct from Units PE #04								\$ 24,022.35	

PE #5	A	24	Struct Exc Class B w/ Haul	1360	CY	\$ 13.50	219.2	\$ 2,959.20	See notes
PE #5	A	25	Shoring/Extra Exc Class B	7967	SF	\$ 0.20	1355	\$ 271.00	See notes
			Triaxial Geogrid Reinforcement						
PE #5	A	28	for Subgrade	5322	SY	\$ 8.50	74.17	\$ 630.45	
PE #5	A	29	Const Geotextile for Separation	10158	SY	\$ 2.00	332.78	\$ 665.56	
PE #5	A	40	Catch Basin Type 1	29	Each	\$ 1,300.00	0.9	\$ 1,170.00	CB #A3
PE #5	A	41	Catch Basin Type 1L	2	Each	\$ 1,800.00	1.8	\$ 3,240.00	CB #A4, CB #A5
PE #5	A	42	Catch Basin Type 2-48"	6	Each	\$ 4,350.00	1.8	\$ 7,830.00	CB #A2, CB #A2.2
Deduct from Units PE #5								\$ 16,766.21	

PE #7 A 16 7 EA = \$6,650.00

PE #7 B 11 4 EA = ~~\$8,000.00~~ 2 EA = \$4,000

PE #7 B 16 2 EA = \$5,600.00

Total: ~~\$20,250.00~~ \$16,250.00

PE #04: \$24,022.35

PE #05: \$16,766.21

PE #07: ~~\$20,250.00~~ \$16,250.00

Total Deducted from CO#07: ~~\$61,038.56~~ \$57,038.56

Design Change/Clarification
Federal Aid No. STPUS-9311(001)

Date: June 4, 2020 **DC#:** 6

To: John Snyder – SRV Construction, Inc.
Contractor

From: David Meisenheimer
Resident Engineer

City of Stanwood – 90th Avenue NW Extension

Subject: Storm Sewer Revisions 271st

Reference Drawings: DR3, DP3, DP5, UT3

Reference Specification: 7-04, 7-05 & 7-09 SP

Reference Bid Items: A35 – Schedule A Storm Sewer Pipe 18 IN. Diam, A-41 – Catch Basin Type 1L, B10 – PVC Pipe for Water Main 12 In. Diam.

Direction:

See attached drawings for revisions to the roadway section. A change order is to follow to incorporate additional materials for storm sewer and water main work on 271st ST NW. Please provide pricing for the water main adjustments on 271st ST NW.

- ☒ **Incorporate this direction into your contract documents.**
- ☐ **All other work shall be covered under unit prices**
- ☐ **Work is incidental; no additional payment or Change Order will be issued.**
- ☐ **A No-Cost Change Order will follow.**
- ☒ **A Change Order will follow.**
- ☐ **This DC does not affect the critical path**

Background: Prior to starting the project locates were shown for fiber duct bank crossing 90th Ave NW at 271st ST SW. The per plan storm sewer could not be placed due to the existing duct bank and fiber vault on the southwest corner of the intersection.

CONSTRUCTION NOTES:

- 1

INSTALL RECTANGULAR SOLID METAL COVER AND FRAME PER WSDOT STD. PLAN B-30.10-03 AND B-30.20-04.
- 2

INSTALL RECTANGULAR BI-DIRECTIONAL VANED GRATE PER WSDOT STD. PLAN B-30.40-03.
- 3

CONNECT NEW PIPE TO EXISTING CATCH BASIN OR STORM MANHOLE.
- 4

PROTECT EXISTING DRAINAGE STRUCTURE.
- 5

CONNECT NEW PIPE TO EXISTING PIPE. PIPE LENGTH TO BE VERIFIED BY CONTRACTOR. CONNECT PIPE PER WSDOT STD. PLAN B-60.20-01, OR AS DIRECTED BY ENGINEER.
- 6

INSTALL CIRCULAR FRAME (RING) AND COVER, PER WSDOT STD. PLAN B-30.70-04.
- 7

CONNECT EXISTING PIPE TO NEW CATCH BASIN OR MANHOLE.
- 8

INSTALL CATCH BASIN TYPE 1 PER WSDOT STD. PLAN B-5.20-02.
- 9

INSTALL CATCH BASIN TYPE 1L PER WSDOT STD. PLAN B-5.40-02.
- 10

INSTALL CATCH BASIN TYPE 2-48" PER WSDOT STD. PLAN B-10.20-02.

LEGEND:

- CUT

CUT

CUT

CUT LINE
- FILL

FILL

FILL

FILL LINE
- SS

SS

SS

NEW SANITARY SEWER PIPE
- SD

SD

SD

NEW STORM DRAIN PIPE
- W

W

W

NEW WATER LINE PIPE
- SS

SS

SS

EXISTING SANITARY SEWER PIPE
- SD

SD

SD

EXISTING STORM DRAIN PIPE
- W

W

W

EXISTING WATER LINE PIPE
- G

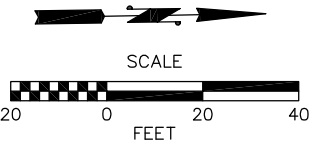
G

G

EXISTING GAS LINE
- CATCH BASIN TYPE 1
- CATCH BASIN TYPE 1 (SOLID LID)
- EXISTING CATCH BASIN
- CATCH BASIN TYPE 2
- CATCH BASIN TYPE 2 W/ CIRCULAR FRAME AND COVER
- SANITARY SEWER MANHOLE
- FIRE HYDRANT
- CONSTRUCTION NOTE

GENERAL NOTES:

1. FOR SANITARY SEWER DESIGN AND WATER DESIGN, SEE DWG. NO. UT1-UT3.
2. LOCATIONS OF CATCH BASINS AND STORM MANHOLES ARE CALLED OUT TO THE CENTER OF GRATE UNLESS OTHERWISE NOTED.
3. ALL STORM SEWER PIPE SHALL BE SCHEDULE 4 SMOOTH INTERIOR WALL STORM SEWER PIPE, UNLESS OTHERWISE NOTED.
4. ALL CATCH BASINS SHALL HAVE A VANED GRATE, PER WSDOT STD PLAN B-30.30-01 UNLESS OTHERWISE NOTED.
5. SEE DWG. NO. DP1-DP6 FOR RIM AND INVERT ELEVATIONS OF PROPOSED STORM DRAINAGE STRUCTURES.
6. PIPE LENGTHS ARE MEASURED FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
7. SEE DWG. NO. DP1-DP6 FOR PROPOSED STORM DRAIN PIPE LENGTHS AND SLOPES.



5/18/20	STORM DRAIN DESIGN CHANGE	PAH	DID
5/28/20	STORM DRAIN DESIGN CHANGE #2	PAH	DID
No.	Date	Revision	By

PERTEET

2707 COLBY AVENUE, SUITE 900
EVERETT, WA 98201
425.252.7700 | 800.615.9900



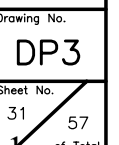
Drawn By	Date	SCALE
P. HOUGHTALING	08/2019	Horiz 1"=20'
Designed By		Vert 1"=5'
R. CRAVEN	08/2019	Project Number 20140144
Checked By		
D. DEKOEKOEK	08/2019	
Approved By		
D. HANSEN	08/2019	

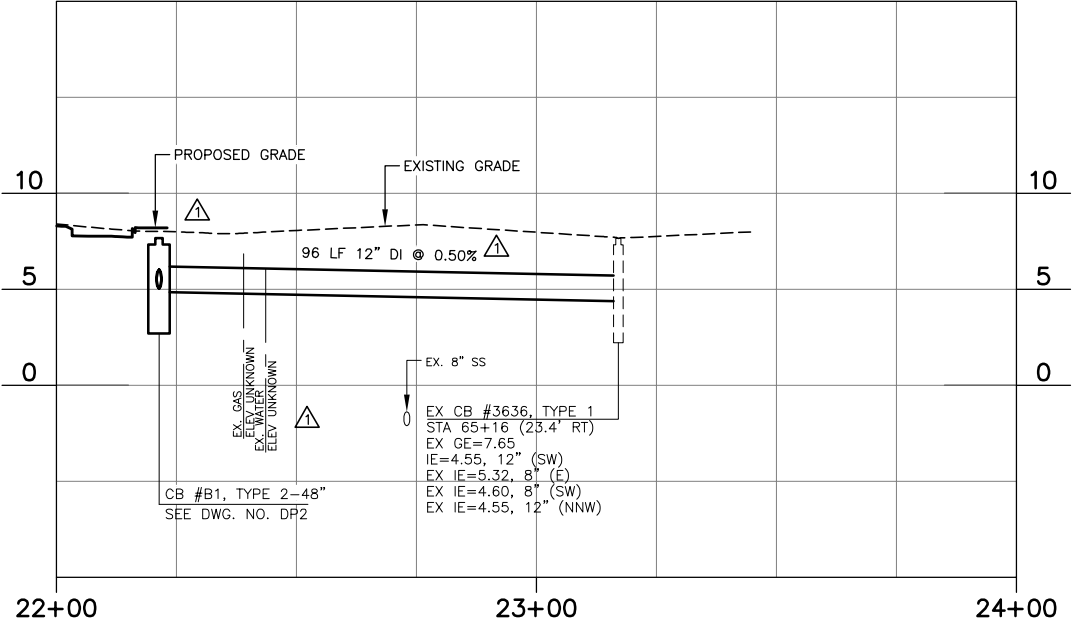
CITY OF STANWOOD

90TH AVENUE NW EXTENSION
STA 14+75 TO E.O.P.
DRAINAGE PLAN

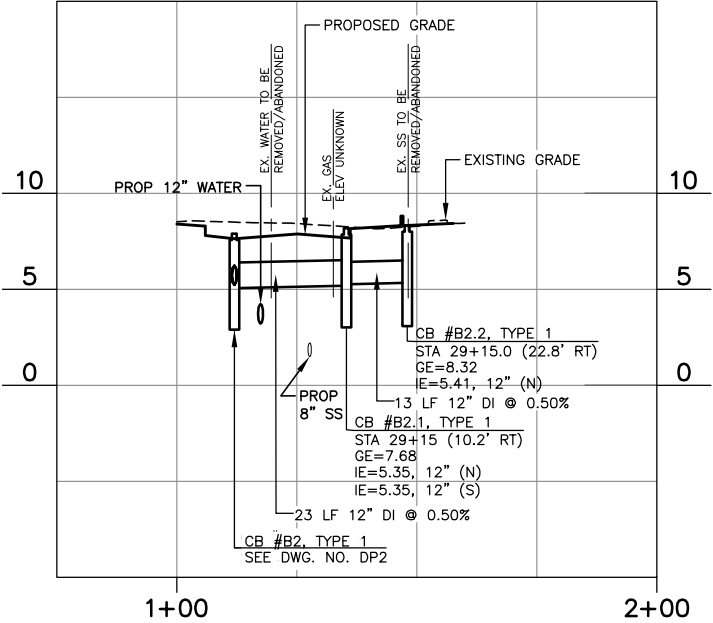
Drawing No. DR3

Sheet No. 28 of 57

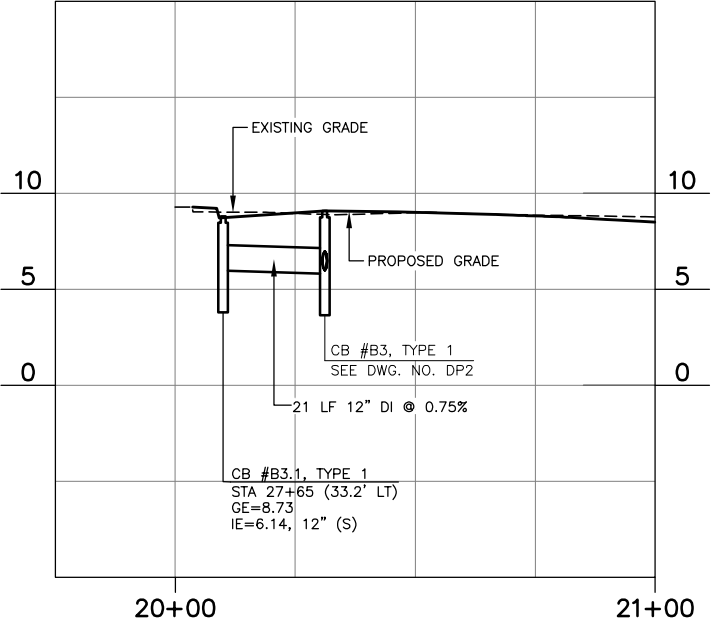




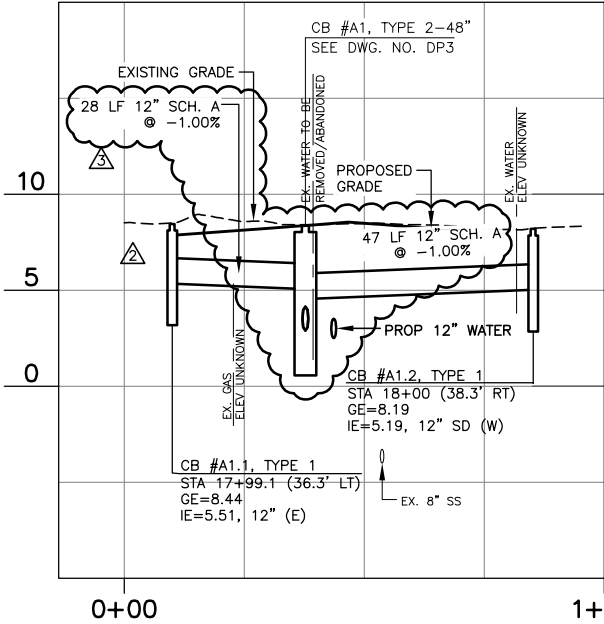
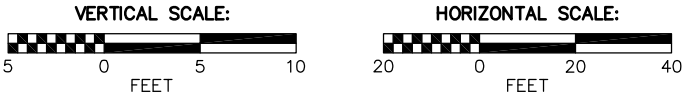
CB #B1 TO EX CB
SEE DWG. NO. DR2



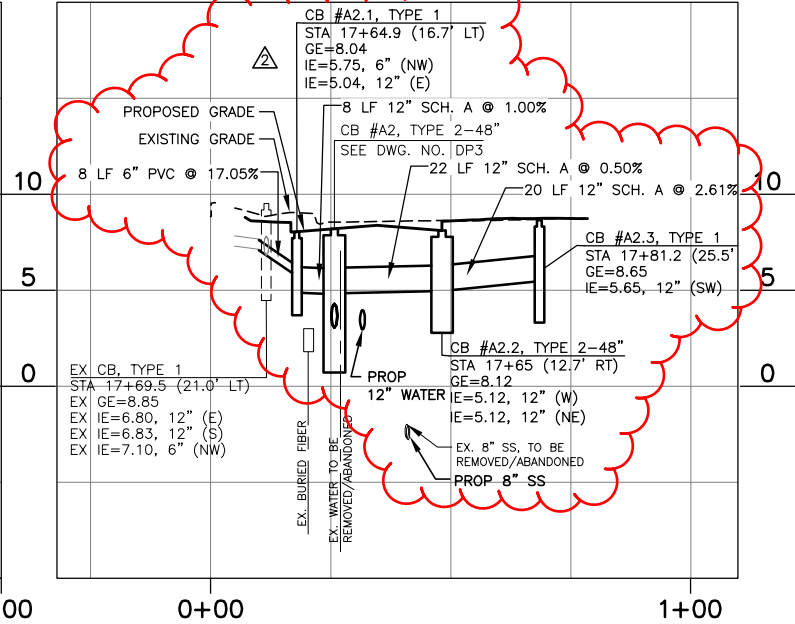
CB #B2 TO CB #B2.2
SEE DWG. NO. DR2



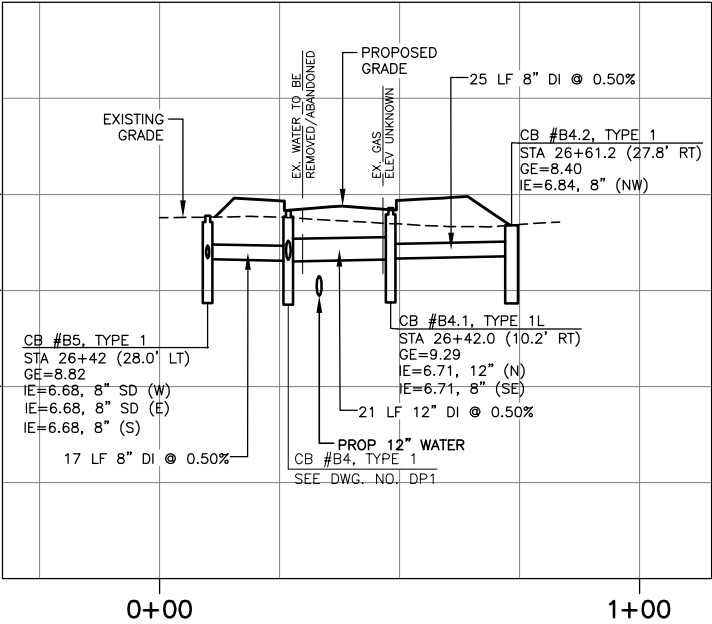
CB #B3 TO CB #B3.1
SEE DWG. NO. DR2



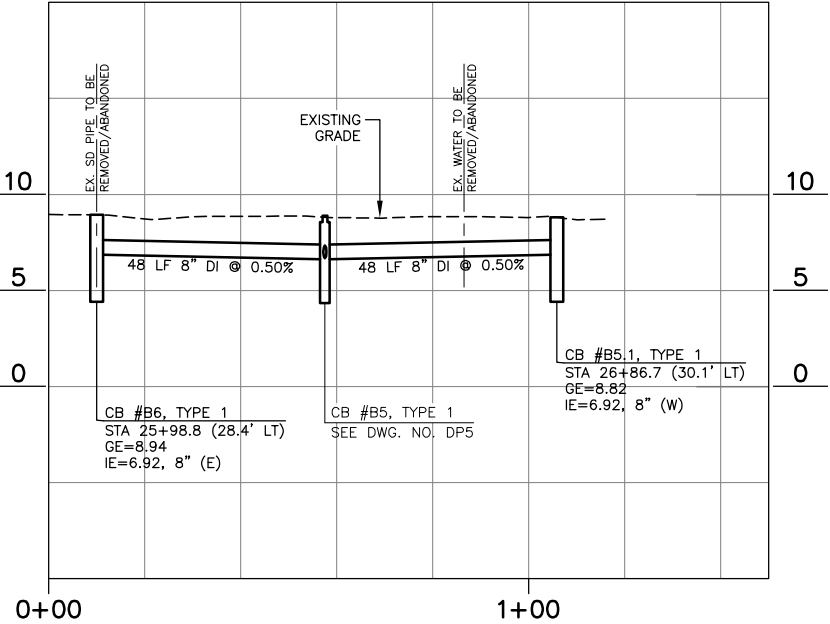
CB #A1.1 TO CB #A1.2
SEE DWG. NO. DR3



EX. CB TO CB #A2.3
SEE DWG. NO. DR3



CB #B4 TO CB #B4.1
SEE DWG. NO. DR1 & DR2

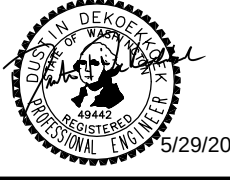


CB #B5.1 TO CB #B6
SEE DWG. NO. DR1 & DR2

May 28, 2020 - 10:55am panchaughalling 3xStanwood_City of Projects\20140144 - 90th Ave NW Extension\CADD\Plan Sheets\20140144 DP.dwg Layout Name: DP5

1/2020	ADDENDUM #1	PAH	DID
5/18/20	STORM DRAIN DESIGN CHANGE	PAH	DID
5/28/20	STORM DRAIN DESIGN CHANGE #2	PAH	DID
No.	Date	Revision	By

PERTEET
2707 COLBY AVENUE, SUITE 900
EVERETT, WA 98201
425.252.7700 | 800.615.9900



Drawn By	Date
P. HOUGHTALING	08/2019
Designed By	
R. CRAVEN	08/2019
Checked By	
D. DEKOEKOEK	08/2019
Approved By	
D. HANSEN	08/2019

SCALE
Horiz 1"=20'
Vert 1"=5'
Project Number 20140144

CITY OF STANWOOD
90TH AVENUE NW EXTENSION
DRAINAGE PROFILES

Drawing No. DP5
Sheet No. 33 of 57

CONSTRUCTION NOTES:

- CONNECT TO EXISTING WATER MAIN.
- INSTALL FIRE HYDRANT PER CITY OF STANWOOD STD. DWG. NO. W-8.
- CONNECT NEW SERVICE LINE TO EXISTING SERVICE LINE.
- CONNECT TO EXISTING WATER VALVE BOX.
- REMOVE EXISTING MANHOLE AND EXTEND EXISTING PIPE TO NEW MANHOLE.
- CONNECT EXISTING PIPE TO NEW MANHOLE.
- CONNECT NEW SIDE SEWER TO EXISTING SIDE SEWER.
- CONNECT NEW PIPE TO EXISTING SEWER MANHOLE.
- INSTALL COMBINATION AIR RELEASE/ AIR VACUUM VALVE ASSEMBLY, PER WSDOT STD. PLAN B-90.30-00.
- EXTEND HYDRANT TO PROPOSED GRADE.
- INSTALL 5/8" WATER SERVICE, PER CITY OF STANWOOD STD. DWG. W-1.
- NOT USED.
- INSTALL 2" WATER SERVICE, PER CITY OF STANWOOD STD. DWG. W-3.
- INSTALL 1-1/2" IRRIGATION SERVICE, PER SPECIAL PROVISIONS AND CITY OF STANWOOD STD. DWG. W-3.
- INSTALL MANHOLE 48" DIAM. TYPE 1 PER WSDOT STD. PLAN B-15.20-01.
- REMOVE EX 12" DI WATER MAIN AND INSTALL (4) VERTICAL 22.5" BENDS TO GO OVER PROPOSED STORM MAIN. RESTRAIN BENDS AND CONNECTIONS TO EXISTING WITH WEDGE RESTRAINT GLANDS. SEE DWG NO. DP4 FOR PROFILE.
- RESTRAIN ALL EXISTING FITTINGS AND JOINTS WITHIN 25 FEET OF BOTTOM VERTICAL BENDS WITH SPLIT WEDGE RESTRAINT GLAND (HARNES IF PUSH-ON JOINT).

LEGEND:

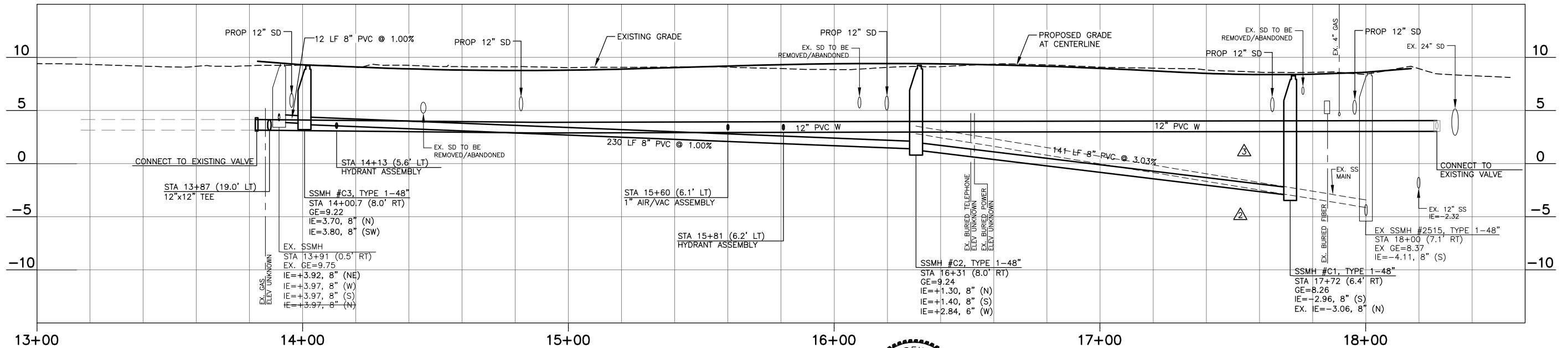
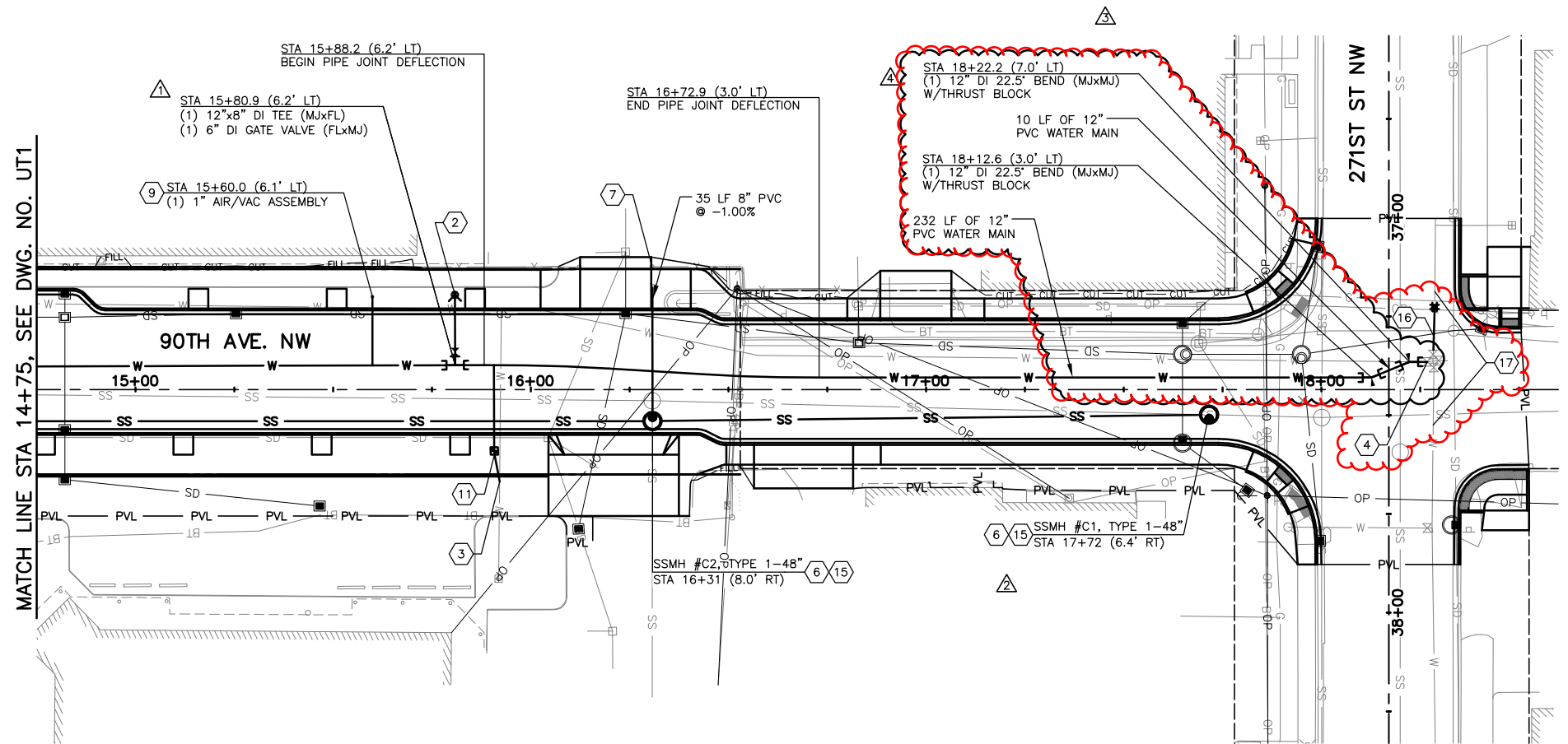
- CUT — CUT — CUT — CUT LINE
FILL — FILL — FILL — FILL LINE
- SS — NEW SANITARY SEWER PIPE
SD — NEW STORM DRAIN PIPE
W — NEW WATER LINE PIPE
- SS — EXISTING SANITARY SEWER PIPE
SD — EXISTING STORM DRAIN PIPE
W — EXISTING WATER LINE PIPE
G — EXISTING GAS LINE
- STORM DRAIN CATCH BASIN TYPE 1
STORM DRAIN CATCH BASIN TYPE 2
SANITARY SEWER MANHOLE
COUPLING
FIRE HYDRANT
MECHANICAL JOINT
GATE VALVE
THRUSTING BLOCK
COMBINATION AIR RELEASE/AIR VACUUM VALVE

GENERAL NOTES:

- THE CONTRACTOR SHALL POTHOLE ALL UTILITY CROSSINGS PRIOR TO STARTING CONSTRUCTION OF THE PIPE RUN.
- ALL PROPOSED SEWER PIPE SHALL BE 8" PVC ASTM D3034 SDR 35.
- SANITARY SEWER PIPES SHALL BE CLEANED AND TESTED.
- PROPOSED WATER LINE ELEVATIONS ARE APPROXIMATE. CONTRACTOR SHALL INSTALL WATER LINES WITH 6" MINIMUM VERTICAL SEPARATION FROM OTHER UTILITIES.
- WATER LINES SHALL BE 3.0' TO 6.5' DEEP. UNLESS SHOWN OTHERWISE.
- ALL PROPOSED WATER MAIN PIPE SHALL BE C900 PVC DR 18.

SEC. 19, T. 32 N., R. 4 E., W.M.

FEDERAL AID NO. STPUS-9311(001)



1/2020	ADDENDUM #1		
4/17/20	SEWER DESIGN CHANGE	PAH	DID
5/18/20	STORM DRAIN DESIGN CHANGE	PAH	DID
5/28/20	STORM DRAIN DESIGN CHANGE #2	PAH	DID
No.	Date	Revision	

PERTEET
2707 COLBY AVENUE, SUITE 900
EVERETT, WA 98201
425.252.7700 | 800.615.9900



Drawn By	Date
P. HOUGHTALING	08/2019
Designed By	
R. CRAVEN	08/2019
Checked By	
D. DEKOEK	08/2019
Approved By	
D. HANSEN	08/2019

SCALE
Horiz 1"=20'
Vert 1"=5'
Project Number 20140144

CITY OF STANWOOD
90TH AVENUE NW EXTENSION
STA 14+75 TO E.O.P.
UTILITY PLAN

Drawing No. **UT3**
Sheet No. 37 of 57
813 of Total

Design Change/Clarification
Federal Aid No. STPUS-9311(001)

Date: July 9, 2020 **DC#:** 8

To: John Snyder – SRV Construction, Inc.
Contractor

From: David Meisenheimer
Resident Engineer

City of Stanwood – 90th Avenue NW Extension

Subject: Revisions to Design Change #6

Reference Drawings: CR2, DR3, DP1, DP3-DP6, UT3

Reference Specification: 1-04.4, 7-04, 7-05 & 7-09 SP

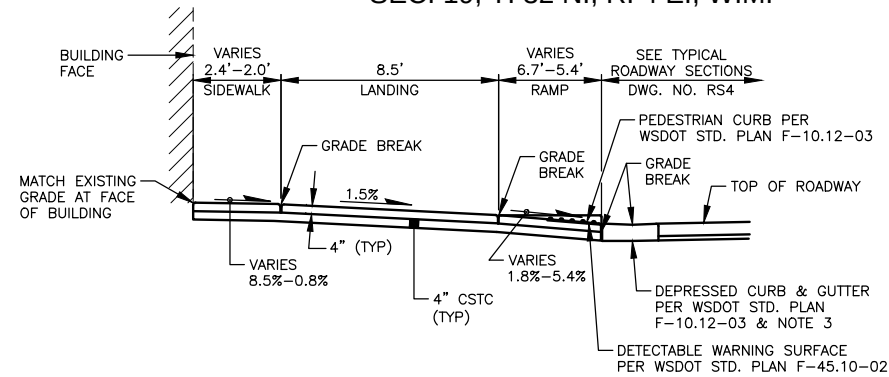
Reference Bid Items: A35 – Schedule A Storm Sewer Pipe 18 IN. Diam, A-41 – Catch Basin Type 1L, A42 – Catch Basin Type 2 48 IN.

Direction:

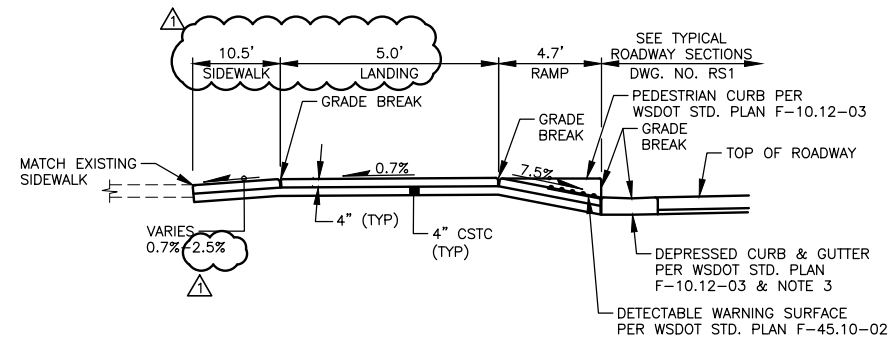
See attached drawings for revisions to the storm sewer on 90th Ave NW at 271st ST NW. A change order is to follow to incorporate additional materials for storm sewer and water main work on 271st ST NW. Water main adjustments on 271st ST SW to be tracked under time and materials.

- ☒ **Incorporate this direction into your contract documents.**
- ☒ **All other work shall be covered under unit prices**
- ☐ **Work is incidental; no additional payment or Change Order will be issued.**
- ☐ **A No-Cost Change Order will follow.**
- ☒ **A Change Order will follow.**
- ☐ **This DC does not affect the critical path**

Background: On June 25th, while placing the new water main on 90th Ave NW it was discovered that the fiber duct bank at 271st ST NW dives and impacts the placement of the storm sewer per Design Change #6. Pot holing occurred on Thursday July 2 to verify new location for storm sewer placement to cross fiber duct bank.

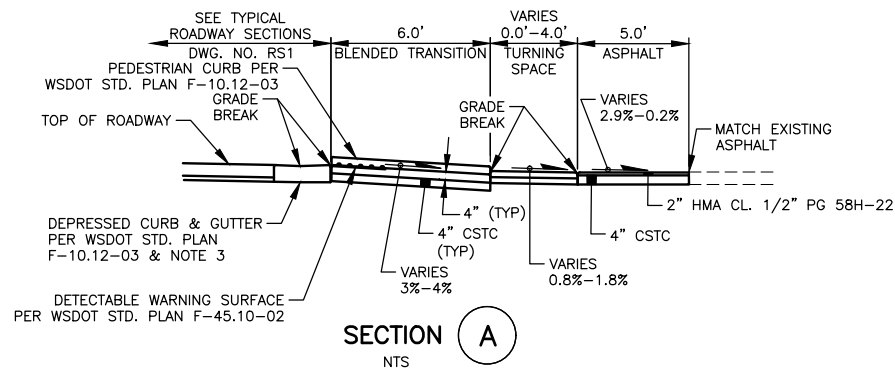


SECTION **A**
NTS



SECTION **(B)**
NTS

POINT NO.	STATION	OFFSET	ELEVATION	LOCATION
A	18+52.9	36.1' LT	8.80'	MATCH EX. SIDEWALK AT BUILDING FACE
B	18+50.5	36.1' LT	8.60'	MATCH EX. SIDEWALK
C	18+42.0	36.1' LT	8.28'	MATCH EX. SIDEWALK
D	18+50.5	25.6' LT	8.67'	BACK OF LANDING
E	18+42.0	25.6' LT	8.54'	TOP OF RAMP
F	18+34.7	25.6' LT	8.35'	BOTTOM OF RAMP/FLOWLINE
G	18+52.5	20.6' LT	8.69'	MATCH EX. SIDEWALK AT BUILDING FACE
H	18+50.0	20.6' LT	8.70'	TOP OF RAMP
I	18+45.5	20.6' LT	8.63'	TOP OF RAMP
J	18+42.0	20.6' LT	8.58'	TOP OF RAMP
K	18+36.0	20.6' LT	8.27'	BOTTOM OF RAMP/FLOWLINE
L	18+50.0	15.4' LT	8.34'	BOTTOM OF RAMP/FLOWLINE
M	18+45.5	15.4' LT	8.27'	BOTTOM OF RAMP/FLOWLINE



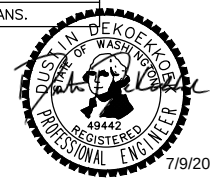
SECTION A

POINT NO.	STATION	OFFSET	ELEVATION	LOCATION
A	18+52.0	20.1' RT	8.28'	FRONT OF BLENDED TRANS./FLOWLINE
B	18+52.0	26.6' RT	8.05'	BACK OF BLENDED TRANS.
C	18+52.0	30.6' RT	7.98'	BACK OF SIDEWALK/BEGIN ASPHALT
D	18+52.5	30.6' RT	7.98'	BEGIN ASPHALT
E	18+52.5	35.6' RT	7.97'	MATCH EX. ASPHALT
F	18+44.6	20.1' RT	—	CURB RETURN PT. SEE CURB RETURN TABL ON DWG. NO. RD3
G	18+44.6	26.6' RT	8.10'	BACK OF BLENDED TRANS./PT
H	18+41.2	30.1' RT	8.06'	BACK OF BLENDED TRANS./PC
I	18+41.2	30.6' RT	8.05'	BACK OF BLENDED TRANS./BEGIN ASPHALT
J	18+40.6	35.6' RT	7.92'	MATCH EX. ASPHALT
K	18+34.7	30.1' RT	—	CURB RETURN PC. SEE CURB RETURN TABL ON DWG. NO. RD3
L	18+34.7	30.6' RT	8.22'	FRONT OF BLENDED TRANS.

1. WHERE "GRADE BREAK" IS CALLED OUT, THE ENTIRE LENGTH OF THE GRADE BREAK BETWEEN THE TWO ADJACENT SURFACE PLANES SHALL BE FLUSH.
2. DO NOT PLACE GRATINGS, JUNCTION BOXES, ACCESS COVERS, OR OTHER APPURTENANCES ON ANY PART OF THE CURB RAMP OR LANDING, OR IN THE DEPRESSED CURB AND GUTTER WHERE THE LANDING CONNECTS TO THE ROADWAY.
3. THE BID ITEM "CEMENT CONCRETE CURB RAMP TYPE ____" DOES NOT INCLUDE THE ADJACENT CURB, CURB AND GUTTER, DEPRESSED CURB AND GUTTER, OR SIDEWALKS.
4. CURB RAMPS AND LANDINGS SHALL RECEIVE A BROOM FINISH. SEE WSDOT STANDARD SPECIFICATIONS 8-14.



Know what's **below**.
Call before you dig.



Drawn By	Date
<u>P. HOUGHTALING</u>	<u>08/2019</u>
Designed By	
<u>R. CRAVEN</u>	<u>08/2019</u>
Checked By	
<u>D. DEKOEKOEK</u>	<u>08/2019</u>
Approved By	
<u>D. HANSEN</u>	<u>08/2019</u>

SCALE

Horiz $1"=10'$

Vert NA

Project Number
20140144

CITY OF STANWOOD
90TH AVENUE NW EXTENSION
CURB RAMP DETAILS

Drawing No.
CR2
 Sheet No.
 21 of 57

CONSTRUCTION NOTES:

- 1

INSTALL RECTANGULAR SOLID METAL COVER AND FRAME PER WSDOT STD. PLAN B-30.10-03 AND B-30.20-04.
- 2

INSTALL RECTANGULAR BI-DIRECTIONAL VANED GRATE PER WSDOT STD. PLAN B-30.40-03.
- 3

CONNECT NEW PIPE TO EXISTING CATCH BASIN OR STORM MANHOLE.
- 4

PROTECT EXISTING DRAINAGE STRUCTURE.
- 5

CONNECT NEW PIPE TO EXISTING PIPE. PIPE LENGTH TO BE VERIFIED BY CONTRACTOR. CONNECT PIPE PER WSDOT STD. PLAN B-60.20-01, OR AS DIRECTED BY ENGINEER.
- 6

INSTALL CIRCULAR FRAME (RING) AND COVER, PER WSDOT STD. PLAN B-30.70-04.
- 7

CONNECT EXISTING PIPE TO NEW CATCH BASIN OR MANHOLE.
- 8

INSTALL CATCH BASIN TYPE 1 PER WSDOT STD. PLAN B-5.20-02.
- 9

INSTALL CATCH BASIN TYPE 1L PER WSDOT STD. PLAN B-5.40-02.
- 10

INSTALL CATCH BASIN TYPE 2-48" PER WSDOT STD. PLAN B-10.20-02.

LEGEND:

- CUT

CUT

CUT

CUT

CUT LINE
- FILL

FILL

FILL

FILL

FILL LINE
- SS

SS

SS

SS

NEW SANITARY SEWER PIPE
- SD

SD

SD

SD

NEW STORM DRAIN PIPE
- W

W

W

W

NEW WATER LINE PIPE
- SS

SS

SS

SS

EXISTING SANITARY SEWER PIPE
- SD

SD

SD

SD

EXISTING STORM DRAIN PIPE
- W

W

W

W

EXISTING WATER LINE PIPE
- G

G

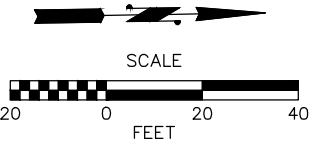
G

G

EXISTING GAS LINE
- CATCH BASIN TYPE 1
- CATCH BASIN TYPE 1 (SOLID LID)
- EXISTING CATCH BASIN
- CATCH BASIN TYPE 2
- CATCH BASIN TYPE 2 W/ CIRCULAR FRAME AND COVER
- SANITARY SEWER MANHOLE
- FIRE HYDRANT
- CONSTRUCTION NOTE

GENERAL NOTES:

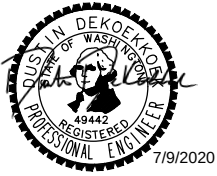
1. FOR SANITARY SEWER DESIGN AND WATER DESIGN, SEE DWG. NO. UT1-UT3.
2. LOCATIONS OF CATCH BASINS AND STORM MANHOLES ARE CALLED OUT TO THE CENTER OF GRATE UNLESS OTHERWISE NOTED.
3. ALL STORM SEWER PIPE SHALL BE SCHEDULE 4 SMOOTH INTERIOR WALL STORM SEWER PIPE, UNLESS OTHERWISE NOTED.
4. ALL CATCH BASINS SHALL HAVE A VANED GRATE, PER WSDOT STD PLAN B-30.30-01 UNLESS OTHERWISE NOTED.
5. SEE DWG. NO. DP1-DP6 FOR RIM AND INVERT ELEVATIONS OF PROPOSED STORM DRAINAGE STRUCTURES.
6. PIPE LENGTHS ARE MEASURED FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
7. SEE DWG. NO. DP1-DP6 FOR PROPOSED STORM DRAIN PIPE LENGTHS AND SLOPES.



5/18/20	STORM DRAIN DESIGN CHANGE	PAH	DID
5/28/20	STORM DRAIN DESIGN CHANGE #2	PAH	DID
7/8/20	STORM DRAIN DESIGN CHANGE #3 - ROUTE WEST OF VAULT	PAH	DID
No.	Date	Revision	By

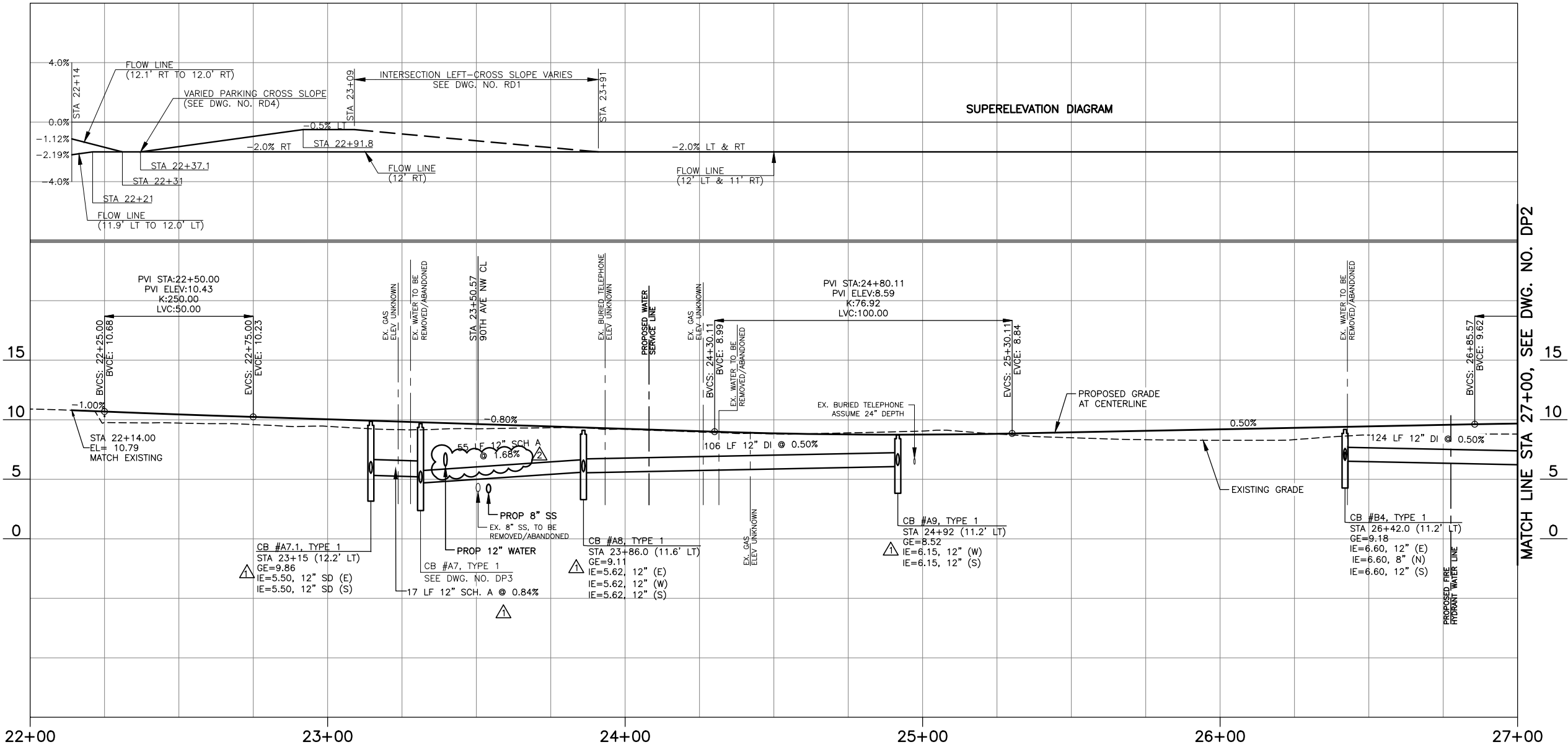
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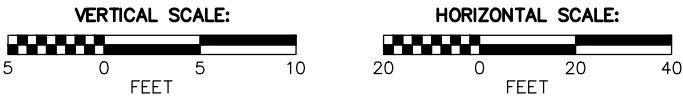


Drawn By	Date	SCALE
P. HOUGHTALING	08/2019	Horiz 1"=20'
Designed By		Vert 1"=5'
R. CRAVEN	08/2019	Project Number 20140144
Checked By		
D. DEKOEKOEK	08/2019	
Approved By		
D. HANSEN	08/2019	

CITY OF STANWOOD		Drawing No.
90TH AVENUE NW EXTENSION STA 14+75 TO E.O.P.		DR3
DRAINAGE PLAN		Sheet No. 28 of 57

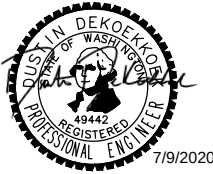


VIKING WAY PROFILE
SEE DWG. NO. DR1 & DR2



No.	Date	Revision	By	Appr.
1	5/18/20	STORM DRAIN DESIGN CHANGE	PAH	DID
2	7/8/20	STORM DRAIN DESIGN CHANGE #3 - ROUTE WEST OF VAULT	PAH	DID

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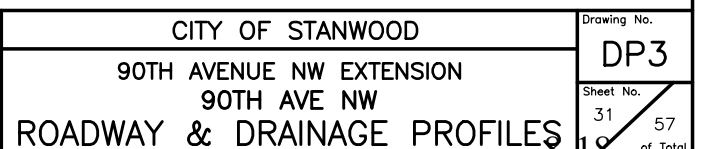


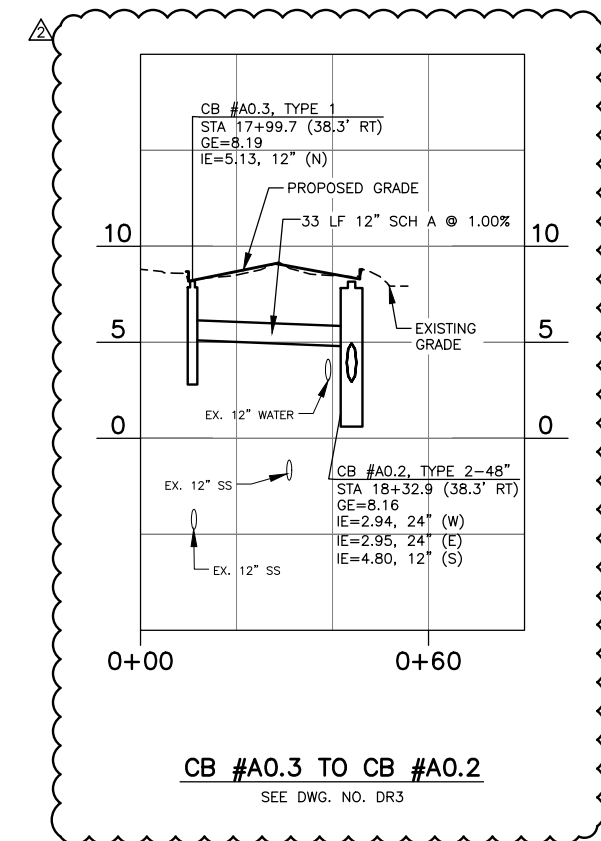
Drawn By	Date
P. HOUGHTALING	08/2019
Designed By	
R. CRAVEN	08/2019
Checked By	
D. DEKOEKOEK	08/2019
Approved By	
D. HANSEN	08/2019

SCALE
Horiz 1"=20'
Vert 1"=5'
Project Number 20140144

CITY OF STANWOOD
90TH AVENUE NW EXTENSION
VIKING WAY
ROADWAY & DRAINAGE PROFILES

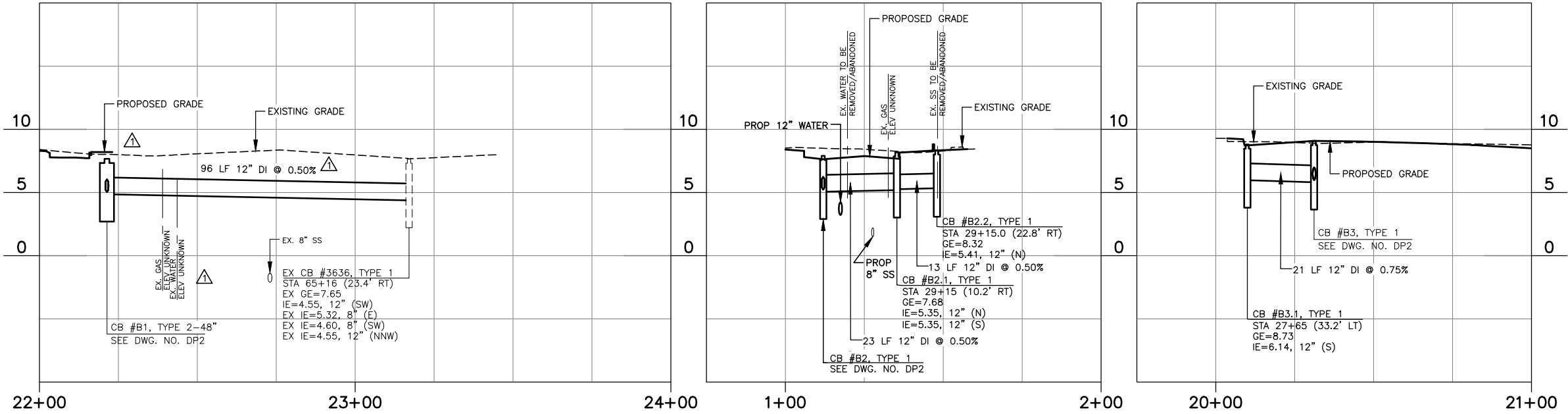
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Sheet No.	29
57	of Total





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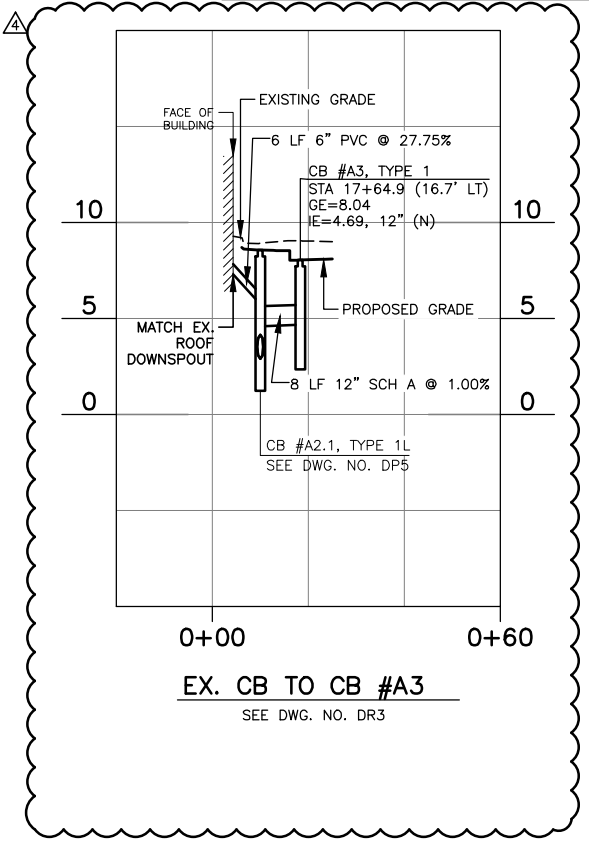
Drawn By <u>P. HOUGHTALING</u> Designed By <u>R. CRAVEN</u> Checked By <u>D. DEKOEKOEK</u> Approved By <u>D. HANSEN</u>	Date <u>08/2019</u> <u>08/2019</u> <u>08/2019</u> <u>08/2019</u>	SCALE Horiz 1"=20' Vert 1"=5' Project Number 20140144	CITY OF STANWOOD 90TH AVENUE NW EXTENSION 271ST ST NW ROADWAY & DRAINAGE PROFILES	Drawing No. DP4 Sheet No. 32 of 57 of Total
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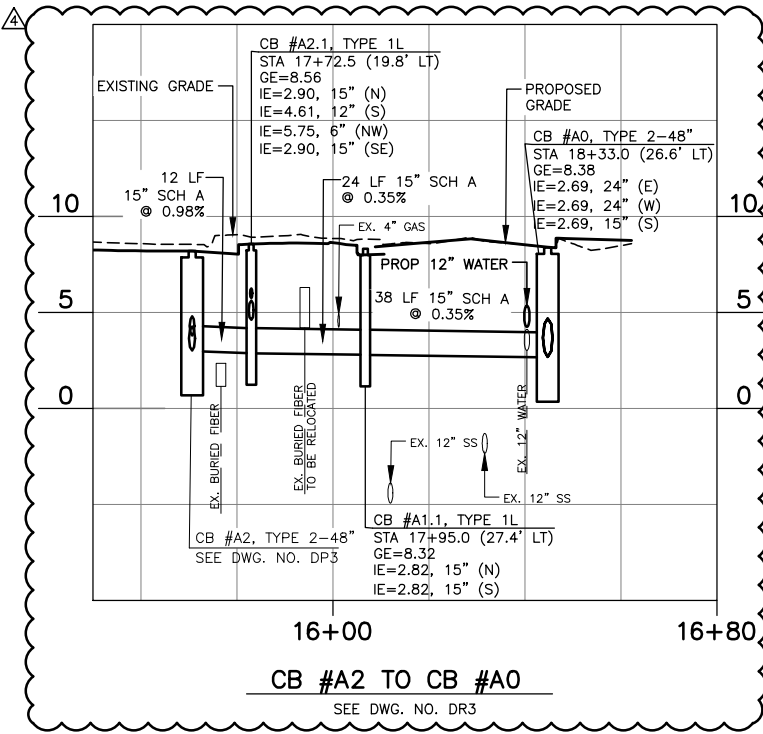
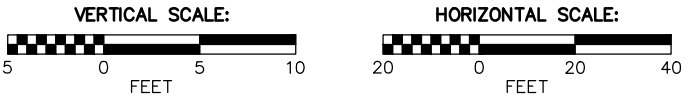
CB #B1 TO EX CB
SEE DWG. NO. DR2

CB #B2 TO CB #B2.2
SEE DWG. NO. DR2

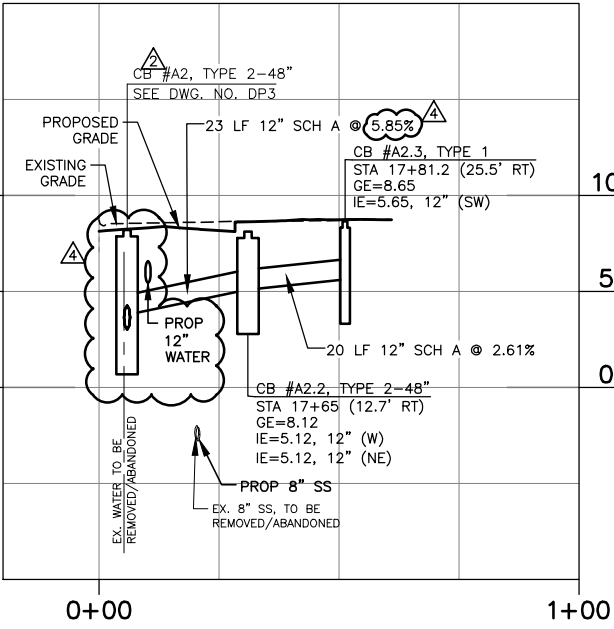
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SEE DWG. NO. DR2



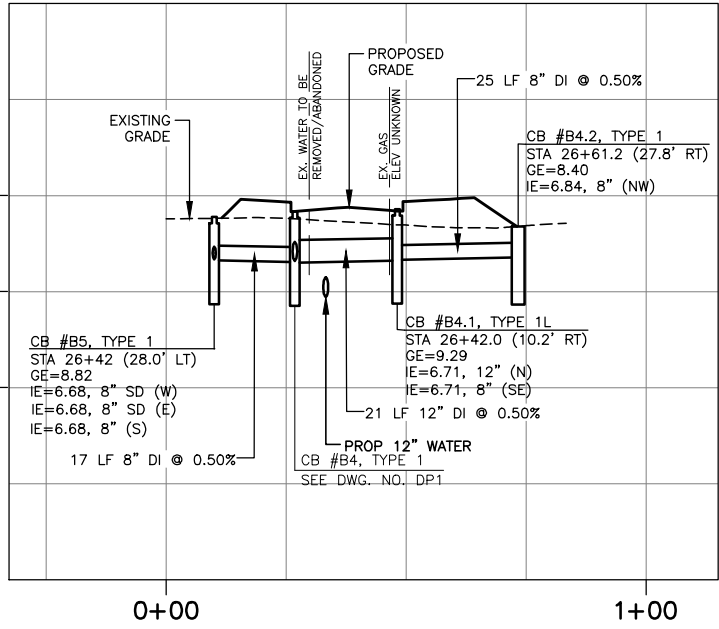
EX. CB TO CB #A3
SEE DWG. NO. DR3



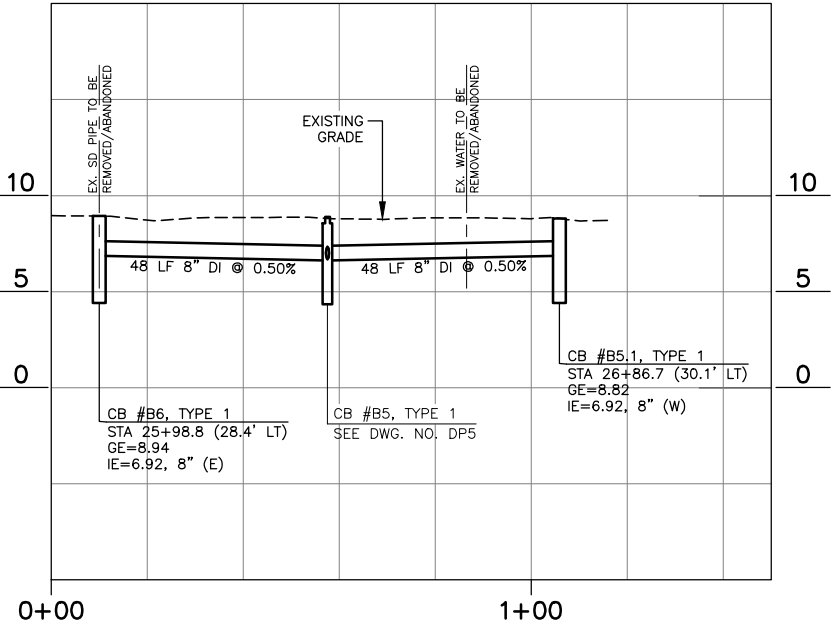
CB #A2 TO CB #A0
SEE DWG. NO. DR3



CB #A2 TO CB #A2.3
SEE DWG. NO. DR3



CB #B4 TO CB #B4.1
SEE DWG. NO. DR1 & DR2



CB #B5.1 TO CB #B6
SEE DWG. NO. DR1 & DR2

1/2020	ADDENDUM #1	PAH	DID
5/18/20	STORM DRAIN DESIGN CHANGE	PAH	DID
5/28/20	STORM DRAIN DESIGN CHANGE #2	PAH	DID
7/6/20	STORM DRAIN DESIGN CHANGE #3 - ROUTE WEST OF VAULT	PAH	DID
No.	Date	Revision	By

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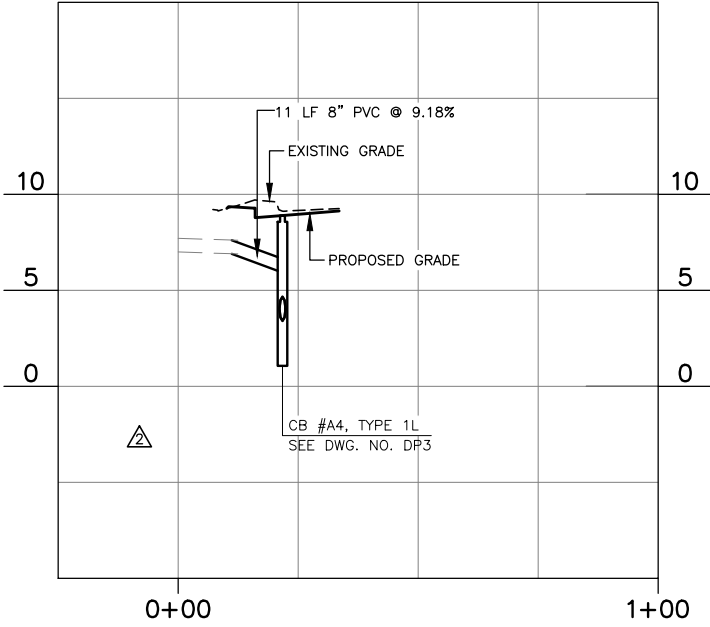
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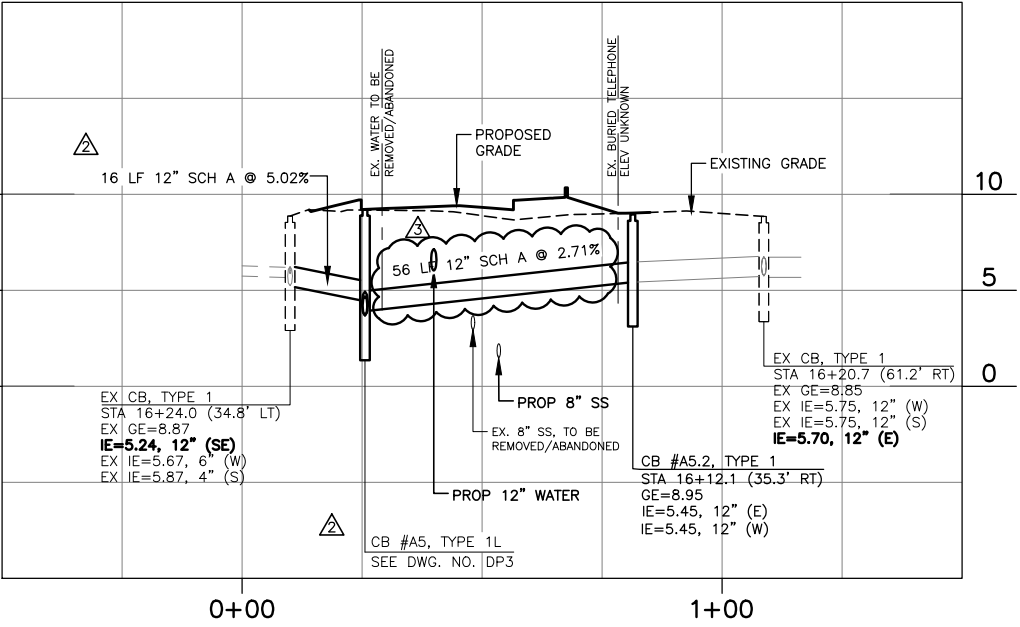
Drawn By	Date
P. HOUGHTALING	08/2019
Designed By	
R. CRAVEN	08/2019
Checked By	
D. DEKOEKKOEK	08/2019
Approved By	
D. HANSEN	08/2019

CITY OF STANWOOD
90TH AVENUE NW EXTENSION
DRAINAGE PROFILES

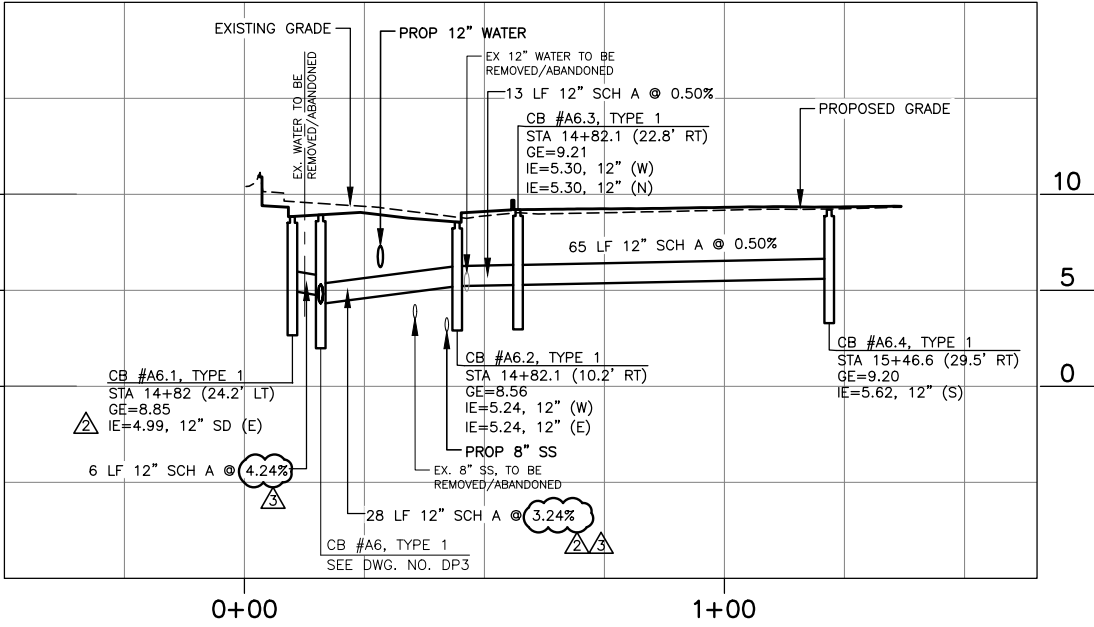
Drawing No. **DP5**
Sheet No. 33 of 57



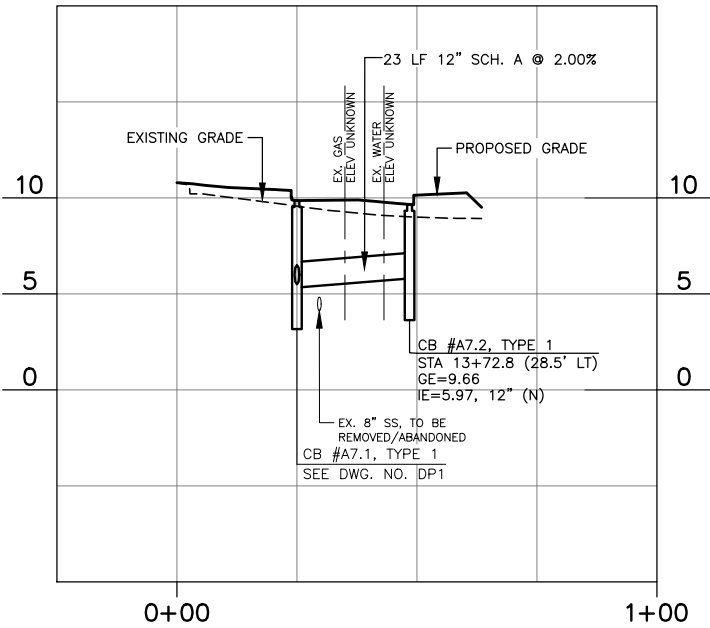
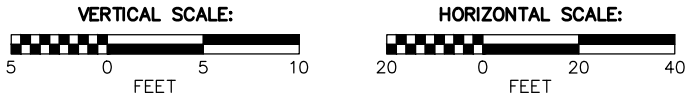
EX. PIPE TO CB #A4
SEE DWG. NO. DR3



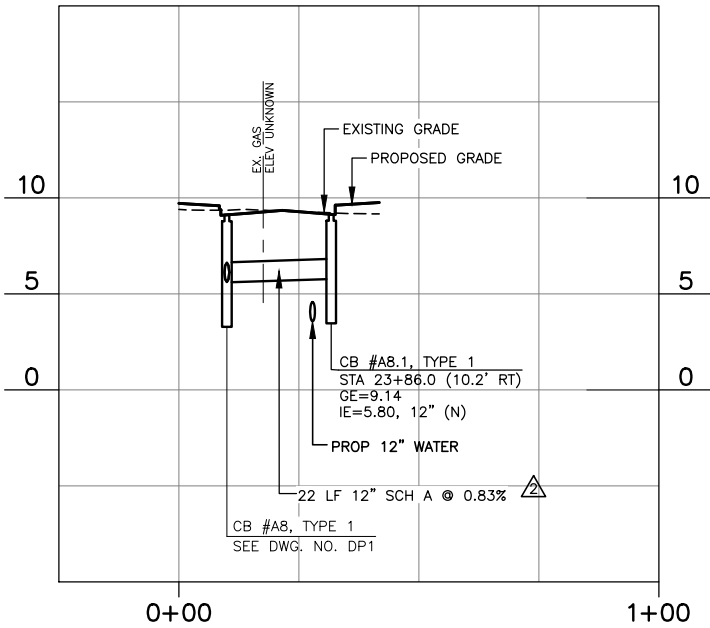
EX. CB TO CB #A5
SEE DWG. NO. DR3



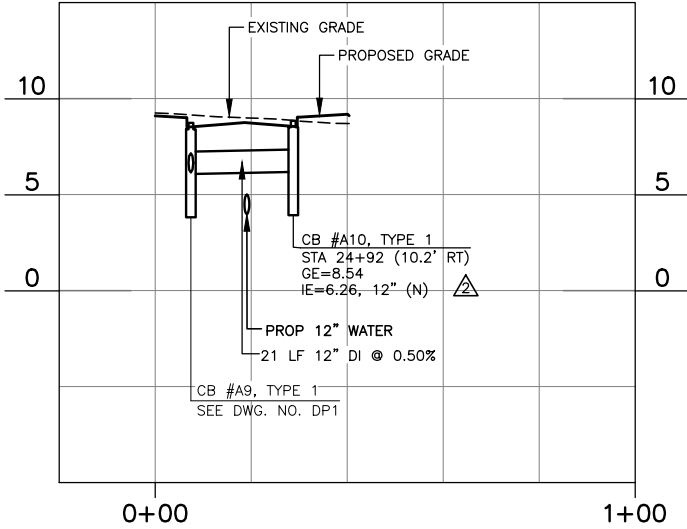
CB #A6.1 TO CB #A6.4
SEE DWG. NO. DR3



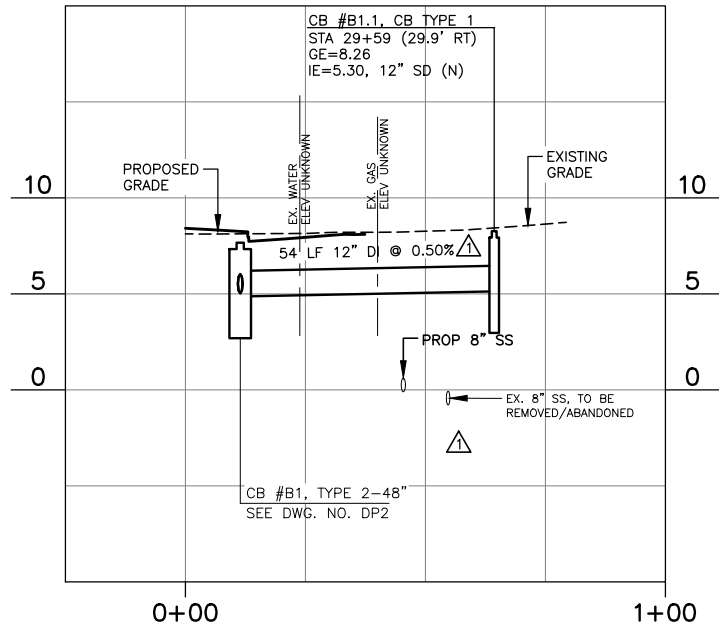
CB #A7.1 TO CB #A7.2
SEE DWG. NO. DR1



CB #A8 TO CB #A8.1
SEE DWG. NO. DR1



CB #A9 TO CB #A10
SEE DWG. NO. DR1



CB #B1 TO CB #B1.1
SEE DWG. NO. DR2

No.	Date	Revision	By	Appr.
1	1/2020	ADDENDUM #1	PAH	DID
2	5/18/20	STORM DRAIN DESIGN CHANGE	PAH	DID
3	7/8/20	STORM DRAIN DESIGN CHANGE #3 - ROUTE WEST OF VAULT	PAH	DID

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R. CRAVEN	08/2019
Checked By	
D. DEKOEKOEK	08/2019
Approved By	
D. HANSEN	08/2019

CITY OF STANWOOD
90TH AVENUE NW EXTENSION
DRAINAGE PROFILES

Drawing No. **DP6**
Sheet No. 34 of 57

CONNECT TO EXISTING WATER MAIN.

INSTALL FIRE HYDRANT PER CITY OF STANWOOD STD. DWG. NO. W-8.

CONNECT NEW SERVICE LINE TO EXISTING SERVICE LINE.

CONNECT TO EXISTING WATER VALVE BOX.

REMOVE EXISTING MANHOLE AND EXTEND EXISTING PIPE TO NEW MANHOLE.

CONNECT EXISTING PIPE TO NEW MANHOLE.

CONNECT NEW SIDE SEWER TO EXISTING SIDE SEWER.

CONNECT NEW PIPE TO EXISTING SEWER MANHOLE.

INSTALL COMBINATION AIR RELEASE/ AIR VACUUM VALVE ASSEMBLY, PER WSDOT STD. PLAN B-90.30-00.

EXTEND HYDRANT TO PROPOSED GRADE.

INSTALL 5/8" WATER SERVICE, PER CITY OF STANWOOD STD. DWG. W-1.

NOT USED.

INSTALL 2" WATER SERVICE, PER CITY OF STANWOOD STD. DWG. W-3.

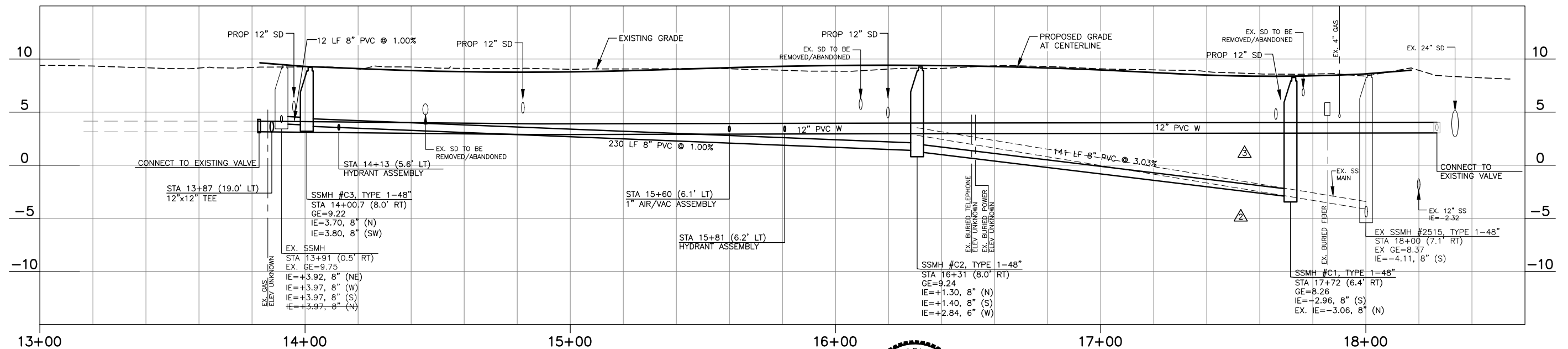
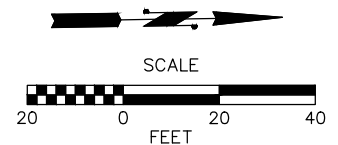
INSTALL 1-1/2" IRRIGATION SERVICE, PER SPECIAL PROVISIONS AND CITY OF STANWOOD STD. DWG. W-3.

INSTALL MANHOLE 48" DIAM. TYPE 1 PER WSDOT STD. PLAN B-15.20-01.

REMOVE EX 12" DI WATER MAIN AND INSTALL (4) VERTICAL BENDS TO GO OVER PROPOSED STORM MAIN. RESTRAINT BENDS AND CONNECTIONS TO EXISTING WITH WEDGE RESTRAINT GLANDS. SEE DWG NO. DP4 FOR PROFILE.

— CUT —	CUT —	CUT —	CUT LINE
— FILL —	FILL —	FILL —	FILL LINE
— SS —			NEW SANITARY SEWER PIPE
— SD —			NEW STORM DRAIN PIPE
— W —			NEW WATER LINE PIPE
— SS —			EXISTING SANITARY SEWER PIPE
— SD —			EXISTING STORM DRAIN PIPE
— W —			EXISTING WATER LINE PIPE
— G —			EXISTING GAS LINE
			STORM DRAIN CATCH BASIN TYPE 1
			STORM DRAIN CATCH BASIN TYPE 2
			SANITARY SEWER MANHOLE
			COUPLING
			FIRE HYDRANT
			MECHANICAL JOINT
			GATE VALVE
			THRUSTING BLOCK
			COMBINATION AIR RELEASE/AIR VACUUM VALVE

1. THE CONTRACTOR SHALL POTHOLE ALL UTILITY CROSSINGS PRIOR TO STARTING CONSTRUCTION OF THE PIPE RUN.
2. ALL PROPOSED SEWER PIPE SHALL BE 8" PVC ASTM D3034 SDR 35.
3. SANITARY SEWER PIPES SHALL BE CLEANED AND TESTED.
4. PROPOSED WATER LINE ELEVATIONS ARE APPROXIMATE. CONTRACTOR SHALL INSTALL WATER LINES WITH 6" MINIMUM VERTICAL SEPARATION FROM OTHER UTILITIES.
5. WATER LINES SHALL BE 3.0' TO 6.5' DEEP. UNLESS SHOWN OTHERWISE.
- 6. ALL PROPOSED WATER MAIN PIPE SHALL BE C900 PVC DR 18.



1	1/2020	ADDENDUM #1
2	4/17/20	SEWER DESIGN CHANGE
3	5/18/20	STORM DRAIN DESIGN CHANGE
4	5/28/20	STORM DRAIN DESIGN CHANGE #2
5	7/8/20	STORM DRAIN DESIGN CHANGE #3 - ROUTE WEST OF VAULT

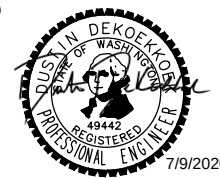
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	PAH	DID
	PAH	DID



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Designed By	
R. CRAVEN	08/2019
Checked By	
D. DEKOEKOEK	08/2019
Approved By	
D. HANSEN	08/2019

SCALE

Horiz $1"=20'$

Vert $1"=5'$

Project Number
20140144

CITY OF STANWOOD
90TH AVENUE NW EXTENSION
STA 14+75 TO E.O.P.
UTILITY PLAN

Drawing No.

UT3

Sheet No. /

37 57
of Total

City of Stanwood Multi-Year Capital Project		
Project:	Viking Way-90th Ave	Project Overview: Construct Viking Way and 90th Ave
Tracking Fund:	103 Street Construction	
Department:	Public Works	
Project Manager:	Shawn Smith	Justification:
Year Identified:	1980	Improve mobility through the local community, enhance driver safety at 92nd and provide an alternative to SR532
Completion Year:	2023	
Strategic or Master Plan Reference:	TIP	Detailed Project Description:
Program Reference:	N/A	Construct Viking Way from 88th Avenue to current end of Viking Way and construct 90th Avenue from Viking Way to 271st Street. Amenities includes new road, wide sidewalks with street trees, planters, benches, and utility improvements of water, sewer and storm drainage.
Project Priority:	N/A	
Project Score:	N/A	
Asset Category:	Street, Utilities	2021 Phase II of the project includes design of Viking Way to continue west through what is currently the PUD pole yard. Funding for the project comes from federal and state grants, utility funds and TBD sources. Once design has been completed and the ROW need identified, ROW negotiations and acquisition will take place. An additional grant through PSRC (perhaps RTCC) will be sought with a local match to purchase ROW. Once ROW is secured the construction phase will commence and an additional grant will be sought again through PSRC with a local match from TIF.
Address/Location:	Viking Way-90th Ave	
Related Project(s):	N/A	
		Operating Impacts:

[illegible]

Project Updates:	



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 9a

DATE: January 28, 2021

SUBJECT: Second Reading and Final Adoption of Ordinance 1494
Adoption of 2018 International Building and Fire Codes

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – Ordinance 1494, Adoption of 2018 International Building
and Fire Codes
B – Building Code Amendment Summary
C – Fire Code Amendments Summary

PURPOSE

The purpose of this agenda item is for the second reading and final Council adoption of Ordinance 1494, the 2018 International Building and Fire Codes as mandated by the State of Washington.

BACKGROUND

Every three years the International Code Council (ICC) updates the International Building and Fire Codes which is the standard by which all building permits are reviewed against in the United States. The State of Washington mandates that all counties, cities and towns adopt the updates by July 1 of the code cycle year. This year the State delayed adopted until February 1, 2021 due to the Covid-19 global pandemic.

ANALYSIS

Stanwood Municipal Code, Chapter 14.04 lists the adopted versions of the IBC building and fire codes. These codes establish the public safety standards for building construction and occupancy of structures throughout the nation.

The general purpose of regular IBC code updates is to:

- Incorporate emerging technology and materials into construction to increase building safety; and
- Decrease differences in construction standards between communities.

The proposed code amendment replaces the 2015 edition of the IBC with the 2018 edition. International Code Amendments include updates to:

- Building Code
- Residential Code

- Mechanical Code
- Plumbing Code
- Fire Code
- Energy Code
- Fuel Gas Code
- Swimming and Spa Code

The proposed amendments are shown in strike through and bold / underline. These amendments are consistent with the state mandates with one exception. The proposed ordinance deletes the International Property Maintenance Code which establishes maintenance standard responsibilities for property owners, operators and building occupants. This code can put the city in the middle of property disputes. To avoid this problem the City is recommending deleting this optional IBC standard. However, be assured that if there are life and safety issues, the other adopted IBC standards provide the city with full authority to require building improvements to address life and safety concerns.

Fiscal Impact			
None; Mandated State Update			
Fund(s):			
Amount:	\$	Project Estimate:	\$ -
Budget Authorized	☐ Yes ☐ No ☒ N/A	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation:

1. Open the public hearing and allow for the second reading and final adoption of Ordinance 1494 adopting the 2018 version of the International Building and Fire Codes.

Committee/Board Recommendation:

The Council Community Development Committee's November 2020 meeting included a briefing on the proposed update to the IBC building and fire codes. At that meeting the Committee understood that the amendments are mandated by the state and recommended forwarding the code amendment to the full Council for adoption.

CITY COUNCIL OPTIONS

1. Accept the second reading and final adoption of Ordinance 1494 adopting the 2018 version of the International Building and Fire Codes.
2. Do not accept the second reading and final adoption of Ordinance 1494 adopting the 2018 version of the International Building and Fire Codes, with the inclusion of the 2018 version of the International Property Maintenance Code and direct staff

PROPOSED MOTION

“I MOVE TO APPROVE THE SECOND READING AND FINAL ADOPTION OF ORDINANCE 1494 AS SET FORTH IN ATTACHMENT “A” AMENDING CHAPTER 14.04 OF THE STANWOOD MUNICIPAL CODE, UNIFORM CODES.”

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE NO. 1494

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING STANWOOD MUNICIPAL CODE CHAPTER 14.04, UNIFORM CODES, TO ADOPT THE 2018 INTERNATIONAL BUILDING AND FIRE CODES AS ADOPTED BY THE STATE OF WASHINGTON AND ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the state legislature has mandated, per RCW 19.27.031, that cities enforce the State Building Code as adopted and amended by the State Building Code Council; and

WHEREAS, the State Building Code Council, pursuant to RCW 19.27.074, reviewed and adopted the 2018 updated versions of the International Building Code, International Residential Code, International Mechanical Code and International Fire Code as published by the International Code Council, Inc. and the Uniform Plumbing Code and Uniform Plumbing Code Standards as published by the International Association of Plumbing and Mechanical Officials; and

WHEREAS, Stanwood currently is administering the 2015 International Building Codes; and

WHEREAS, the Stanwood City Council desires to update its building and fire codes consistent with state mandates; and

WHEREAS, these revised codes will take affect statewide on February 1, 2021; and

WHEREAS, the Responsible Official has determined that the adoption of building codes is exempt from the State Environmental Policy Act (SEPA) under administrative actions containing no substantive standards respecting use or modification of the environment per WAC 197-11-800(19), Procedural Actions.

WHEREAS, the proposed code amendment is not a “development regulation” as defined as RCW 36.70A.030(7) and is therefore exempt from State of Washington Department of Commerce noticing requirements.

WHEREAS, the City Council Community Development Committee reviewed the proposed language and amendments set forth in this Ordinance at their November 12, 2020, meeting; and

WHEREAS, the City Council held their first reading of the draft code amendment on January 14, 2021 and their second and final reading on January 28, 2021 and accepted public comment; and

WHEREAS, the City Council of Stanwood has authority under Title 35A, RCW to adopt plans and regulations related to development and operations within the City of Stanwood; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. International Codes. Stanwood Municipal Code, Section 14.04.020, Adoption of International Codes, is hereby amended to replace the 2015 codes with the 2018 International Building Code updates as provided below.

14.04.020 Adoption of International Codes

The following international codes, which have been adopted with amendments by the State Building Code Council pursuant to Chapter [19.27](#) RCW, are herewith adopted by reference as though fully set forth in this chapter:

(1) International Building Code ~~2015~~ **2018** Edition, as published by the International Code Council, together with Washington State amendments as set forth in Chapter [51-50](#) WAC, together with Appendix E and Appendix J, Sections 101 through 111, together with all Washington State amendments as contained in Chapter [51-50](#) WAC, and together with the applicable references to the National Fire Protection Association (NFPA), current edition as amended, except that:

(a) Section 105.2 shall be modified to add the following:

#14. Platforms not more than 30 inches above the grade and not over any basement or story below;

#15. Replacement of nonstructural siding on IRC structures except for veneer, stucco, or exterior finish and insulation systems (EIFS);

#16. In-kind window replacement for IRC structures where no alteration of structural members is required and which the window U values meet the prescriptive requirements within the Washington State Energy Code;

#17. Job shacks that are placed at a permitted job site during construction may be allowed on a temporary basis and shall be removed upon final approval of construction;

#18. In-kind reroofing of one and two family dwellings provided roof sheathing is not removed or replaced; and

(b) Section 105.3.2 shall be amended to add the following:

i. Applications for which no permit is issued within 18 months following the date of application shall expire by limitation and plans and other data submitted for review may thereafter be returned to the applicant or destroyed in accordance with state law;

ii. Applications may be cancelled for inactivity, if an applicant fails to respond to the department's written request for revisions, corrections, actions or additional information within 90 days of the date of request. The building official may extend the response period beyond 90 days; and

(c) Section 105.5 is replaced with a new section, "Time limitation on building permits," to read as follows:

i. Every permit issued shall expire two years from the date of issuance. The building official may approve a request for an extended expiration date where a construction schedule is provided by the applicant and approved prior to permit issuance. **The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.**

ii. ~~Every permit that has been expired for one year or less may be renewed for a period of one year for an additional fee as long as no changes have been made to the originally approved plans. For permits that have been expired for longer than one year, a new permit must be obtained and new fees paid. No permit shall be renewed more than once.~~

(2) International Residential Code, published by the International Code Council, ~~2015~~ **2018** Edition, together with Washington State amendments as set forth in Chapter ~~51-~~ **51-** WAC **as hereby adopted, except that:** . Appendix Q, Dwelling Unit Sprinkler Systems, is not adopted. Sections P2501 through P3201 and E3401 through E4209 are not adopted.

(a) **Appendix Q, Dwelling Unit Sprinkler Systems, is not adopted.**

(b) **Sections P2501 through P3201 and E3401 through E4209 are not adopted.**

(c) **Section R313.1.1 shall be amended to read: "Automatic residential sprinkler systems for townhouses shall be designed and installed in**

accordance with Section P2904 or NFPA 13D. All spaces, including attached garages and covered balconies/patios, shall be provided with fire sprinkler coverage”.

(3) International Existing Building Code, published by the International Code Council, 2015 **2018** Edition.

(4) International Mechanical Code, published by the International Code Council, 2015 **2018** Edition, together with Washington State amendments as set forth in Chapter [51-52](#) WAC.

(5) Uniform Plumbing Code, published by the International Association of Plumbing and Mechanical Officials, IAPMO, 2015 **2018** Edition, together with Washington State amendments as set forth in Chapter [51-56](#) WAC, except that Table 1-1, Chapter 12, Fuel Gas Piping, and Chapter 15, Alternate Water Sources For Nonpotable Applications, are not adopted. The Uniform Plumbing Code Standards (Appendix 1), 2015 **2018** Edition, together with all Washington State amendments contained in Chapters [51-56](#) and [51-57](#) WAC, are hereby adopted.

(6) International Fire Code, published by the International Code Council, 2015 **2018** Edition, together with Appendices B, C, D, E, F, and G, and together with all Washington State amendments as contained in Chapter [51-54A](#) WAC, is hereby adopted, except that: ~~International Fire Code Section 903.2.6 is hereby amended to include B occupancies.~~

(a) Section 503 shall be adopted in its entirety as published by the International Code Council.

(b) New Section 901.7.7 is added to read as follows: “Replacing systems to service. When a fire alarm control panel needs replacing or is no longer serviceable, the entire building must comply with current codes”.

(c) Section 903.2.6 is hereby amended to include B occupancies.

(d) Section 903.3.1.1 shall be modified to read: “Where the provisions of this code require that a building or portion thereof be equipped throughout with an automatic sprinkler system in accordance with this section, sprinklers

shall be installed throughout in accordance with NFPA 13 except as provided in Section 903.3.1.1.1”.

- (e) Section 903.3.1.1.2 shall be modified to read: “In Group R occupancies, sprinklers shall be required in all bathrooms located within individual dwelling units or sleeping units”.
- (f) Section 903.3.1.2 shall be amended to read: “Automatic sprinkler systems in Group R occupancies up to and including four stories in height in buildings not exceeding 60 feet in height above grade plane shall be permitted to be installed throughout in accordance with NFPA 13R. Sprinklers shall also be installed in all closets (whether in the living areas or attached to the patio/balcony), pantries, storage rooms, and attached garage(s)”.
- (g) Section 905.3.1 shall be amended to read: “A standpipe system, as determined by the Fire Code Official, shall be installed throughout buildings where any of the following conditions exist:”
- (h) Section 907.2.9.1 shall be amended to read: “A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group R-2 occupancies where any of the following conditions apply:
 - 1. Any dwelling unit or sleeping unit is located two or more stories above the lowest level of exit discharge.
 - 2. Any dwelling unit or sleeping unit is located more than one story below the highest level of exit discharge of exits serving the dwelling unit or sleeping unit.
 - 3. The building contains more than 16 dwelling units or sleeping units.

Exceptions:

- 1. Manual fire alarm boxes are not required where the building is equipped throughout with an automatic fire sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2 and the occupant notification appliances will automatically activate throughout the notification zones upon a sprinkler water flow”.

~~(7) International Property Maintenance Code, published by the International Code Council, 2015 2018 Edition.~~

(8 ~~7~~) Washington State Energy Code, published by the Washington State Building Code Council, latest edition, together with Washington State amendments as set forth in Chapters [51-11C](#) and [51-11R](#) WAC.

(9 ~~8~~) International Fuel Gas Code, published by the International Code Council, ~~2015~~ **2018** Edition, together with Washington State amendments as set forth in Chapter [51-52](#) WAC.

(~~10~~ **9**) International Swimming Pool and Spa Code, published by the International Code Council, ~~2015~~ **2018** Edition.

(a) WAC [51-50-3109](#) Section 3109 – Swimming pools, spas and other water recreation devices, and WAC [51-51-0329](#).

(b) All other “water recreation facilities” as defined in RCW [70.90.110](#) are regulated under Chapters [246-260](#) and [246-262](#) WAC. Public swimming pool barriers are regulated by WAC [246-260-031](#)(4).

Section 2. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 4. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 4. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED AND APPROVED by the Stanwood City Council this 28th day of January 2021.

CITY OF STANWOOD

Elizabeth Callaghan, Mayor

ATTEST:

By: _____
Sara Robinson,
City Clerk

APPROVED AS TO FORM:

By: _____
Brett Vinson, City Attorney

Date of Publication: _____
Effective Date: _____

DRAFT

2018 IBC Update

Based on the 2018 International Building Code,® (IBC®)

ICC LEARNING CENTER

The *International Building Code*® (IBC®), establishes minimum regulations for building safety.

This handout will identify important changes in the IBC from 2015 to 2018 edition. Participants will be presented with those changes that will most impact their use of the code when they adopt these I-Codes. The learner will receive an overview of the most important code changes.

Goal

Participants will be able to use this document to identify changes between the 2015 and 2018 IBC allowing them to apply these code requirements to design, plan submittals and/or inspection.

The lecture and activity format allows participants to discuss the changes, reasons for the changes, and answer knowledge review questions. Information presented will allow participants to apply these new code requirements to design, plan review, and/or inspection.

Objectives

Upon completion, participants will be better able to:

- Identify the most significant differences between the 2015 and the 2018 IBC.
- Explain the differences between the current and previous edition.
- Identify changes in organization and code requirements.
- Identify the applicability of design, plan review and inspection requirements.

Content

Chapters of the IBC included in this handout:

- | | | |
|---|--|---|
| • Chapter 2, Definitions | • Chapter 9, Fire Protection Systems | • Chapter 18, Soils and Foundations |
| • Chapter 3, Use and Occupancy Classification | • Chapter 10, Means of Egress | • Chapter 19, Concrete |
| • Chapter 4, Special Detailed Requirements Based on Use and Occupancy | • Chapter 11, Accessibility | • Chapter 22, Steel |
| • Chapter 5, Building Heights and Areas | • Chapter 12, Interior Environment | • Chapter 23, Wood |
| • Chapter 6, Types of Construction | • Chapter 13 Energy Efficiency | • Chapter 26, Plastic |
| • Chapter 7, Fire and Smoke Protection Features | • Chapter 14, Exterior Walls | • Chapter 30, Elevators and Conveying Systems |
| • Chapter 8, Interior Finishes | • Chapter 15, Roof Assemblies and Rooftop Structures | • Chapter 31, Special Construction |
| | • Chapter 16, Structural Design | • Appendix G, Flood-Resistant Construction |
| | • Chapter 17, Special Inspections and Tests | • Appendix N, Replicable Buildings |

Chapter 2: Definitions			
Code Section		Section Title	Description of Change
2018	2015		
202	202	Definitions (Several definitions have been added to this edition of the IBC, as well as deleting and revising existing definitions.)	New definitions include “Greenhouse” and “Repair garage”. The definition for “Sleeping unit” has been clarified while “Ambulatory care facility” and “Clinic, outpatient” have been deleted. GREENHOUSE. A structure or thermally isolated area of a building that maintains a specialized sunlit environment used for, and essential to, the cultivation, protection or maintenance of plants. REPAIR GARAGE. A building, structure or portion thereof used for servicing or repairing motor vehicles. SLEEPING UNIT. ~~A room or space in which people sleep, which can also include single unit providing rooms or spaces for one or more persons that includes~~ permanent provisions for sleeping, and can include provisions for living, eating, and either sanitation or kitchen facilities but not both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units. ~~AMBULATORY CARE FACILITY.~~ ~~CLINIC, OUTPATIENT.~~

Chapter 3: Use and Occupancy			
Code Section		Section Title	Description of Change
2018	2015		
302.1 Clarification	302.1	Classification of Outdoor Areas	It has been clarified that occupied roofs are to be assigned one or more occupancy classifications in a manner consistent with the classification of uses inside the building, based upon the fire and life safety hazards posed by the rooftop activities.
303.4 Clarification	303.4	Assembly Use of Greenhouses Classification	Where the use of the greenhouse is assembly in nature due to public access for the viewing of plants, classification as a Group A-3 occupancy is appropriate.
309.1 Clarification	309.1	Mercantile Use of Greenhouses Classification	Where a greenhouse is provided with public access for the purpose of the display and sale of plants, a Group M occupancy shall be assigned.
310.3, 310.4 Clarification	310.3, 310.4	Classification of Congregate Living Facilities	Dormitories and similar nontransient uses now are to be considered as Group R-3 occupancies where the occupant load is 16 or less. In addition, transient lodging houses, such as bed-and-breakfast establishments, can only be considered as Group R-3 occupancies where their total occupant load is 10 or less.

Chapter 3: Use and Occupancy, Continued			
Code Section		Section Title	Description of Change
2018	2015		
310.4.2 Modification	310.4.2	Owner-Occupied Lodging Houses	The criteria permitting compliance with the IRC for the design and construction of owner-occupied lodging houses has been expanded by now also requiring that the total number of lodging house occupants be limited to 10.
311.1.1 Modification	311.1.1	Classification of Accessory Storage Spaces	Regardless of size, storage rooms and spaces that are accessory to other uses are to be classified as part of the occupancy to which they are accessory.
312.1.1 Clarification	312.1.1	Classification of Agricultural Greenhouses	Because a Group U occupancy includes those low-hazard structures that do not conform to any other specific occupancy classification, it has been clarified that greenhouses are only to be considered as Group U where they are not more appropriately classified as one of the other occupancies established in the IBC.

Chapter 4: Special Requirements for Use and Occupancy			
Code Section		Section Title	Description of Change
2018	2015		
403.2.1.1 Modification	403.2.1.1	Type of Construction in High-Rise Buildings	The reduction in the minimum required fire-resistance ratings for certain building elements of high-rise buildings is no longer applicable to Group H-2, H-3 and H-5 occupancies due to the high physical hazard level such uses pose.
404.6 Modification	404.6	Enclosure of Atriums	The requirement that those spaces not separated from an atrium be accounted for in the design of the smoke control system now applies only in those cases where the atrium is provided with a smoke control system.
406.1 Clarification	406.1	Motor Vehicle- Related Occupancies	Provisions specific to motor-vehicle-related uses have been reformatted in a manner such that those requirements that apply to all such uses have been relocated in a single Section 406.1.
407.5 Modification	407.5	Maximum Smoke Compartment Size	The allowance for larger smoke compartments in hospitals and other Group I-2, Condition 2 occupancies has now been modified to only include compartments containing single-patient sleeping rooms and suites, as well as those compartments without patient sleeping rooms.
407.5.4 Modification	407.5.4	Required Egress from Smoke Compartments	In Group I-2 occupancies, any smoke compartment that does not have an exit from the compartment must now provide direct access to a minimum of two adjacent smoke compartments.
420.7 Modification	420.7	Corridor Protection in Assisted Living Units	Shared living spaces, group meeting spaces and multipurpose therapeutic spaces are now permitted to be open to fire-rated corridors in Group I-1 assisted living housing facilities provided specific conditions are met.
420.8 Addition		Group I-1 Cooking Facilities	A room or space containing a cooking facility with domestic cooking appliances is now permitted to be open to a corridor in Group I-1 occupancies provided nine specific conditions are met.
420.10 Addition		Dormitory Cooking Facilities	The installation and use of domestic cooking appliances are now regulated in both common areas and sleeping rooms of Group R-2 college dormitories.

Chapter 4: Special Requirements for Use and Occupancy, Continued			
Code Section		Section Title	Description of Change
2018	2015		
427 Addition		Medical Gas Systems	In order to provide a more comprehensive and efficient compilation of construction regulations, those IFC medical gas system requirements related directly to building construction have now been replicated in the IBC.
428 Addition		Higher Education Laboratories	Higher education laboratories using hazardous materials can now be considered Group B occupancies provided such laboratories comply with new Section 428 which provides an alternative approach to the existing control area provisions.

Chapter 5: Heights and Areas			
Code Section		Section Title	Description of Change
2018	2015		
503.1, 706.1 Modification	503.1, 706.1	Scope of Fire Wall Use	The use of fire walls is now strictly limited to only the determination of permissible types of construction, based upon allowable building area and height.
503.1.4 Addition		Allowable Height and Area of Occupied Roofs	New criteria is now provided establishing the appropriate methodology in the regulation of building height in stories above grade plane where one or more occupancies is located on the roof.
Table 506.2, Note i Modification	Table 506.2, Note i	Allowable Area of Type VB Greenhouses	The tabular allowable area for nonsprinklered single-story greenhouses classified as Group U occupancies has been substantially increased for Type VB buildings to be consistent with those greenhouses classified as Group B, M, F-2 and E.
507.4 Clarification	507.4	Sprinklers in Unlimited Area Group A-4 Buildings	The sprinkler omission permitted for indoor participant sport areas of unlimited area Group A-4 buildings is now clearly not applicable to storage rooms, press boxes, concession areas and other ancillary spaces.
508.4.1, Table 508.4 Modification	508.4.1, Table 508.4	508.4.1, Table 508.4 Separated Occupancies vs. Fire Area Separations	New provisions in Section 508.4.1 and Table 508.4 clarify that the fire separations used for mixed occupancy purposes and those used for fire area purposes address different concerns, and as such the most restrictive fire-resistance-rated conditions shall apply.
510.2 Clarification	510.2	Horizontal Building Separation	Vertical offsets are permitted in the horizontal fire-resistance-rated separation mandated for "podium buildings" provided the minimum required fire-resistance rating is maintained for the offsets and their supporting elements.

Chapter 6: Types of Construction			
Code Section		Section Title	Description of Change
2018	2015		
Table 601, Note b Modification	Table 601, Note b	Fire Protection of Structural Roof Members	All portions of the roof construction, including primary structural frame members such as girders and beams, are now selectively exempted from fire-resistance requirements based on Table 601 where every portion of the roof construction is at least 20 feet above any floor below.
602.3, 602.4.1 Clarification	602.3, 602.4.1	FRT Wood Sheathing in Exterior Wall Assemblies	It has now been clarified that wood sheathing, as well wood framing, is permitted in exterior walls of Type III and IV buildings where fire-retardant-treated wood is used.

Chapter 7: Fire and Smoke Protection Features			
Code Section		Section Title	Description of Change
2018	2015		
704.2, 704.4.1 Modification	704.2, 704.4.1	Column Protection in Light-Frame Construction	In walls of light-frame construction where primary structural frame members require fire-resistive protection, columns extending only between the bottom and top plates do not need to be provided with individual encasement protection.
Modification 705.2.3, 705.2.3.1, 705.2.4	1406.3, 1406.4	Combustible Balconies, Projections, and Bay Windows	Construction requirements for balconies, porches, decks, bay windows and oriel windows have been relocated from Section 1406 (Combustible Materials on the Exterior Side of Exterior Walls) to Section 705.2.3 (Combustible Projections).
706.1.1 Modification	706.1.1	Party Walls Not Constructed as Fire Walls	Construction as a fire wall is no longer required for a party wall provided the aggregate height and area of the buildings on each side of the party wall are compliant with Chapter 5 and applicable easements and agreements are established addressing the maintenance of all fire and life safety systems of both buildings.
706.2 Modification	706.2	Structural Continuity of Double Fire Walls	In Seismic Design Categories D through F, floor and roof sheathing is permitted to continue through light-frame double fire wall assemblies where the sheathing does not exceed a thickness of ¾ inch.
708.4 Clarification	708.4	Continuity of Fire Partitions	The continuity requirements for fire partitions have been reformatted to provide for increased clarity of their construction requirements.
708.4.2 Clarification	708.4.2	Fireblocking and Draftstopping at Fire Partitions	Fireblocking and draftstopping requirements for fire partitions of combustible construction have been consolidated and modified.
713.8.1 Modification	713.8.1	Membrane Penetrations of Shaft Enclosures	Membrane penetrations not related to the purpose of a shaft enclosure are no longer prohibited from penetrating the outside of the enclosure.
716.2.6.5 Addition		Delayed-Action Self-Closing Doors	Self-closing doors that are not also required to be automatic-closing are now permitted to be equipped with delayed-action closers.

Chapter 8: Interior Finishes			
Code Section		Section Title	Description of Change
2018	2015		
803.3 Modification	803.3	Interior Finish Requirements for Heavy Timber Construction	Materials considered heavy timber construction must now comply with interior finish requirements where exposed in interior exit stairways and exit passageways.
803.11, 803.12 Addition		Flame Spread Testing of Laminates and Veneers	Specific flame-spread testing provisions have been added to the IBC to address the use of factory-produced laminated products with a wood substrate as well as facings and wood veneers applied over a wood substrate on site.

Chapter 9: Fire Protection Systems			
Code Section		Section Title	Description of Change
2018	2015		
901.6.2 Addition		Integrated Fire Protection System Testing	Test criteria have been added to the code with a reference to new NFPA 4, <i>Standard for Integrated Fire Protection and Life Safety System Testing</i> , to ensure that where multiple fire protection systems or life safety systems are integrated, the acceptance process and subsequent testing must evaluate all of the integrated systems as a whole.
902.8 Addition		Fire Pump and Fire Sprinkler Riser Rooms	A number of prescriptive requirements have been added regulating the design and construction of automatic sprinkler system riser rooms and fire pump rooms.
903.2.1 Clarification	903.2.1	Sprinklers Required in Group A Occupancies	The extent to which automatic sprinkler systems are required in multi-story Group A occupancies has been clarified.
903.2.3 Modification	903.2.3	Sprinklers in Group E occupancies	Criteria for occupant load threshold and location within the building have been added as conditions that could require sprinkler protection in an Group E educational occupancy.
903.3.1.2.1 Modification	903.3.1.2.1	Sprinkler Protection at Balconies and Decks	Where nonrated balconies and similar combustible projections of dwelling and sleeping units are permitted in Type IIIA and VA buildings, it has been clarified that the sprinkler protection is to be extended to the area of the projections.
903.3.1.2.3 Addition		Protection of Attics in Group R Occupancies	Sprinkler protection or acceptable alternative methods for the protection of attics are now addressed for mid-rise buildings housing multi-family occupancies and equipped with an NFPA 13R sprinkler system.

Chapter 9: Fire Protection Systems, Continued			
Code Section		Section Title	Description of Change
2018	2015		
904.13 Modification	904.13	Domestic Cooking Protection in Institutional and Residential Occupancies	Where domestic-type cooking operations are present in Group I-1 occupancies and college dormitories classified as Group R-2, an automatic fire-extinguishing system is now mandated in conjunction with the required hood over any cooktop or range.
904.14 Addition		Aerosol Fire Extinguishing Systems	The installation, inspection, testing and maintenance of aerosol fire extinguishing systems are now addressed through applicable references to Sections 901 and 904.4 of the IBC and NFPA 2010, as well as the system's listing and manufacturer's instructions.
905.3.1 Modification:	905.3.1	Class III Standpipes	Standpipe system protection is now required in those buildings having four or more stories above or below grade plane regardless of the vertical distance between the floor level of the highest story and the level of the fire department vehicle access.
905.4 Modification	905.4	Class I Standpipe Connection Locations	Modifications have been made regarding the location of hose connections within interior exit stairway enclosures as well as the minimum number of connections required where open breezeways and open stairs are provided.
907.2.1 Modification	907.2.1	Fire Alarms in Group A Occupancies	An additional criterion now mandates the installation of a manual fire alarm system where there is a Group A occupant load of more than 100 located above or below the level of exit discharge.
907.2.10 Deletion	907.2.10	Group R-4 Fire Alarm Systems	The installation of a manual fire alarm system and an automatic smoke detection system are no longer required in Group R-4 occupancies.

Chapter 10: Means of Egress			
Code Section		Section Title	Description of Change
2018	2015		
1004.8, Table 1004.5 Modification	1004.8, Table 1004.5	Occupant Load Calculation in Business Use Areas	The method of calculating occupant load in business areas has been revised which will typically result in reduced design occupant loads. However, higher design occupant loads can be now be assigned to concentrated business areas such as telephone call centers and similar uses.
1006.2.1, Table 1006.2.1 Modification	1006.2.1, Table 1006.2.1	Group R Spaces with One Exit or Exit Access Doorway	Allowances for single-exit Group R spaces have been reformatted and the approach to accumulating occupant loads from adjacent rooms discharging through foyers and lobbies has been clarified.

Chapter 10: Means of Egress, Continued			
Code Section		Section Title	Description of Change
2018	2015		
1006.3 Clarification	1006.3	Egress Through Adjacent Stories	The determination of means of egress requirements has been clarified where the occupants must travel to an adjacent story to reach a complying exit or exits.
1010.1.1 Clarification	1010.1.1	Size of Doors	Provisions addressing limits to the width and height of door openings have been selectively reformatted and revised as necessary to correlate with the technical accessibility requirements of ICC A117.1.
1010.1.4.4 Addition		Locking Arrangements in Educational Occupancies	Guidance has been provided to allow for enhanced security measures on educational classroom egress doors and yet still continue to comply with applicable means of egress requirements.
1010.1.9.8 Modification	1010.1.9.8	Use of Delayed Egress Locking Systems in Group E Classrooms	The allowance for the use of delayed egress locking systems has been expanded to also include egress doors serving Group E classrooms with an occupant load of less than 50, as well as secondary exits or exit access doors serving courtrooms.
1010.3.2 Addition		Security Access Turnstiles	New conditions of use are now provided to the building official with criteria to evaluate security access turnstiles that are located in a manner to obstruct a means of egress.
1013.2 Modification	1013.2	Floor Level Exit Sign Location	The permitted location for low-level exit signs selectively required in Group R-1 occupancies has been expanded to now allow the bottom of such sign to be mounted up to 18 inches above the floor.
1023.3.1 Modification	1023.3.1	Stairway Extensions	Fire-resistance-rated separation is not required between an interior exit stairway and its exit passageway extension where both the stair enclosure and exit passageway are pressurized.
1026.4 Modification	1026.4	Refuge Areas for Horizontal Exits	The method for determining the minimum required refuge area size where a horizontal exit has been provided has been modified to allow for a more appropriate determination of the occupant load assigned to the refuge area.
1030.1 Clarification	1030.1	Required Emergency Escape and Rescue Openings	The occupancies where emergency openings are required have been clarified and the minimum number of required openings in a residential basement has been revised.

Chapter 11: Accessibility			
Code Section		Section Title	Description of Change
2018	2015		
1103.2.14 Modification	1103.2.14	Access to Walk-In Coolers and Freezers	Revised conditions have now been placed on the use of walk-in cooler and freezers exempted from accessibility provisions by requiring them to be accessed from only employee work areas and limiting the scope to only pieces of equipment.
1109.2.1.2 Modification	1109.2.1.2	Fixtures in Family or Assisted-Use Toilet Rooms	Family or assisted-use toilet rooms may now also contain a child height water closet and lavatory in order to provide a higher level of accommodation.

Chapter 12: Interior Environment			
Code Section		Section Title	Description of Change
2018	2015		
1206.2, 1207.3 Modification	1206.2, 1207.3	Engineering Analysis of Sound Transmission	A performance-based alternative approach for meeting the required sound transmission class ratings for unit separation walls and floor/ceiling assemblies in residential buildings has been introduced which allows for the use of an engineering analysis based upon a comparison to previously-tested assemblies.

Chapter 14: Exterior Walls			
Code Section		Section Title	Description of Change
2018	2015		
Modification Table 1404.2	Table 1404.2	Weather Covering Minimum Thickness	The minimum required thicknesses of masonry and stone veneer weather coverings have been updated to align with current industry standards.

Chapter 15: Roof Assemblies and Rooftop Structures			
Code Section		Section Title	Description of Change
2018	2015		
1504.3.3 Addition		Metal Roof Shingles	Metal roof shingles are now addressed separately from other metal panel roof systems with reference made to applicable standards for the labeling and testing of wind resistance for the shingles.
1507.1 Clarification	1507.1	Underlayment	Reorganization: Underlayment and ice barrier requirements have been relocated from sections describing each type of roofing material and placed into one new section describing the type, attachment and application of underlayment.

Chapter 16: Structural Design			
Code Section		Section Title	Description of Change
2018	2015		
1603.1 Modification	1603.1	Construction Documents	The construction document requirements for environmental and special loads have been updated for rain, snow and wind forces and their components.
1604.3.7 Addition		Deflection of Glass Framing	Limits to the deflection of framing which supports glazing has been added to Section 1604.3.
1604.10 Addition		Storm Shelters	The development of loads for storm shelters is to be based on ICC 500 which provides wind speeds for tornado and hurricane shelter design using ASCE 7 load combinations.
Table 1607.1 Modification	Table 1607.1	Deck Live Load	Table 1607.1 is now consistent with the provisions in the 2010 and 2016 editions of ASCE 7 for minimum uniformly distributed live loads on decks and balconies by increasing the deck live load to one and one-half times the live load of the area served.
1607.14.2 Addition		Minimum Fire Load	The minimum lateral load that fire walls are required to resist has been established at five pounds per square foot.
1609 Modification	1609	Wind Loads	Section 1609 now has updated wind speed maps, including maps for the state of Hawaii. Terminology for describing wind speeds has been changed again with ultimate design wind speeds now called basic design wind speeds.
1613 Modification	1613	Earthquake Loads	The site coefficients contained in the IBC have now been brought into alignment with the newest generation of ground motion attenuation equations.
1613.3.1 Modification	1613.3.1	Seismic Maps	The IBC seismic maps have been updated to match new maps in the 2015 NEHRP Provisions and 2016 ASCE 7 standard.
1615 Addition		Tsunami Loads	There are many coastal communities in the western United States and on islands in the Pacific Ocean which need tsunami-resistant design of critical infrastructure and essential facilities. New IBC Section 1615, Tsunami Loads, has been added to address design of these facilities.

Chapter 17: Special Inspections and Tests			
Code Section		Section Title	Description of Change
2018	2015		
1704.6 Modification	1704.6	Structural Observations	Section 1704.6.1 has been added requiring structural observation of buildings that are considered a high-rise or assigned to Risk Category IV.
1705.2.2 Modification	1705.2.2	Metal-plate-connected Wood Trusses	Five-foot tall wood trusses requiring permanent bracing now require a periodic special inspection to verify that the required bracing has been installed.
1705.12.6 Item 6 Addition		Designated Seismic Systems	Section 1705.12.6 adds a provision for minimum clearance of fire sprinkler components considered as a designated seismic system.

Chapter 18: Soils and Foundations			
Code Section		Section Title	Description of Change
2018	2015		
1807.2 Modification	1807.2	Retaining Walls	The requirement for consideration of a keyway in the sliding analysis of retaining walls has been deleted from Section 1807.2.1.
1810.3.8.3 Modification	1810.3.8.3	Precast Prestressed Piles	Equations in Section 1810.3.8.3 addressing precast prestressed piles have been updated.

Chapter 19: Concrete			
Code Section		Section Title	Description of Change
2018	2015		
1901.2 Modification	1901.2	Seismic loads for precast concrete diaphragms	New language adds a requirement for the design of precast concrete diaphragms in high seismic regions to use ASCE 7 Section 14.2.4.

Chapter 22: Steel			
Code Section		Section Title	Description of Change
2018	2015		
2207.1, Chapter 35 Modification	2207.1, Chapter 35	SJI standard	The 2015 edition of the combined SJI-100, Standard Specification for K-Series, LH-Series, and DLH-Series Open Web Steel Joists and Joist Girders, is the new referenced standard for steel joists.
2211 Modification	2211	Cold-formed Steel Light-frame Construction	The 2015 editions of the AISI standards for cold-formed steel are adopted in the 2018 IBC. These new standards include AISI S240, AISI S400 and AISI S202.

Chapter 23: Wood			
Code Section		Section Title	Description of Change
2018	2015		
2303.2.2 Modification	1203.2.2	Fire-retardant treated wood	The types of chemical treatment allowed for fire-resistant-treated lumber are clarified.
2303.6 Modification	2303.6	Nails and Staples	Nails and staples are required to conform to the standard ASTM F 1667 including Supplement 1. Minimum average bending moment values are added for staples.

Chapter 23: Wood			
Code Section		Section Title	Description of Change
2018	2015		
Table 2304.9.3.2 Addition		Mechanically Laminated Decking	A new alternative fastener schedule for construction of mechanically laminated decking is added to the 2018 IBC giving equivalent power-driven fasteners for the 20 penny nail.
Table 2304.10.1 Modification	Table 2304.10.1	Ring Shank Nails	The 2018 IBC and IRC are now aligned by requiring an 8-penny common or ring shank nail when nailing 6:12 on center for roof sheathing.
2304.12.2.5, 2304.12.2.6 Modification	2304.12.2.5, 2304.12.2.6	Supporting members for permeable floors and roofs	The provisions for permeable floors and roofs are modified to require positive drainage of water and ventilation below the floor or roof to protect supporting wood construction.
Table 2308.4.1.1 (1) Modification	Table 2308.4.1.1 (1)	Header and Girder Spans – Exterior Walls	The header and girder spans for the exterior bearing wall table are updated to allow #2 Southern Pine design values rather than #1 Southern Pine thereby reducing span lengths.
Table 2308.4.1.1 (2) Modification	Table 2308.4.1.1 (2)	Header and Girder Spans – Interior Bearing Walls	The header and girder spans for the interior bearing walls table are updated to allow No. 2 Southern Pine design values for spans rather than No. 1 Southern Pine thereby reducing span lengths.

Chapter 26: Plastic			
Code Section		Section Title	Description of Change
2018	2015		
2603.13 Addition		Cladding attachment over foam sheathing to wood framing	Requirements for cladding over foam sheathing and wood framing are added to the <i>International Building Code</i> to match the <i>International Residential Code</i> and cold-framed steel stud requirements.

Chapter 30: Elevators and Conveying Systems			
Code Section		Section Title	Description of Change
2018	2015		
3001.2 Addition		Emergency Elevator Communication Systems	Additional communication capabilities are now required in accessible elevators to enhance the usability of the two-way communication system by individuals with varying degrees of hearing or speech impairments.

Chapter 30: Elevators and Conveying Systems			
Code Section		Section Title	Description of Change
2018	2015		
3007.1 Modification	3007.1	Extent of Fire Service Access Elevator Travel	Fire service access elevators, where required, now only need to provide access to those floor levels at and above the lowest level of fire department access. In addition, elevators that only connect a parking garage to a building's lobby need not serve as fire service access elevators.
3008.1 Modification	3008.1	Required Number of Occupant Evacuation Elevators	A reduction in the minimum number of elevators that must be considered as occupant evacuation elevators now reflects a more reasonable performance-based approach while still retaining the capacity to evacuate a high-rise building more quickly than stairs alone.

Chapter 31: Special Construction			
Code Section		Section Title	Description of Change
2018	2015		
3112 Addition		Relocatable Buildings	A process of acceptance for relocatable modular buildings has been established in order to provide clear and consistent direction in the relocation, reuse and/or repurposing of such buildings.

Chapter 33: Safeguards During Construction			
Code Section		Section Title	Description of Change
2018	2015		
3310.1 Modification	3310.1	Stairways in Buildings under Construction	At least one temporary or permanent stairway must now be provided in a building under construction once the building has reached a height of 40 feet as measured from the lowest level of fire department vehicle access.
3314 Addition		Fire Watch During Construction	In order to protect adjacent properties from fire in a building of considerable height when under construction, new provisions have been established to give authority to the fire code official to require a fire watch during those hours where no construction work is being done.

Appendix G: Flood-Resistant Construction			
Code Section		Section Title	Description of Change
2018	2015		
G103.6 Modification	G103.6	Watercourse Alteration	Notification of a watercourse alteration should be given to all adjacent building departments, not just those a building department believes will be affected.

Appendix N: Replicable Buildings			
Code Section		Section Title	Description of Change
2018	2015		
Appendix N Addition		Replicable Buildings	Guidelines for replicable buildings have been added to the appendix in order to give jurisdictions a tool they can adopt to help streamline the plan review process in regard to code compliance.

2018 International Residential Code proposed amendment:

- (c) Section R313.1.1 shall be amended to read: "Automatic residential sprinkler systems for townhouses shall be designed and installed in accordance with Section P2904 or NFPA 13D. All spaces, including attached garages and covered balconies/patios, shall be provided with fire sprinkler coverage".**

This amendment specifically adds attached garages and covered balconies/patios to the section. Fires frequently occur in these added areas, thus adding fire sprinkler coverage to these areas will assist in early detection of fire and control an incipient fire while allowing more time for occupants of the residence to escape the building unharmed while also reducing the extent of damage that could be caused by the fire.

2018 International Fire Code proposed amendments:

- (a) Section 503 shall be adopted in its entirety as published by the International Code Council.**

Section 503, which pertains to fire apparatus access roads, was not adopted by the Washington State Building Code Council. The state amendment for this section deferred adoption to local jurisdictions.

- (b) New Section 901.7.7 is added to read as follows: "Replacing systems to service. When a fire alarm control panel needs replacing or is no longer serviceable, the entire building must comply with current codes".**

This new section was added so as to follow suit with the majority of fire departments in King and south Snohomish Counties. This will simplify the answer given for "what is required if....?" and allow for the AHJ to have consistency with regard to what will be required for the repair/replacement of a fire alarm system.

- (c) Section 903.2.6 is hereby amended to include B occupancies.**

This amendment is currently adopted under the 2015 International Fire Code.

- (d) Section 903.3.1.1 shall be modified to read: "Where the provisions of this code require that a building or portion thereof be equipped throughout with an automatic sprinkler system in accordance with this section, sprinklers shall be installed throughout in accordance with NFPA 13 except as provided in Section 903.3.1.1.1".**

This amendment removes Section 903.3.1.1.2 from its verbiage and allows the next amendment (e) to be modified as amended.

- (e) **Section 903.3.1.1.2 shall be modified to read: "In Group R occupancies, sprinklers shall be required in all bathrooms located within individual dwelling units or sleeping units".**

This amendment deletes an exception to installing fire sprinklers in bathrooms less than 55 square feet in size in Group R occupancies. Fires occur in bathrooms and children are known to ignite fires in bathrooms, thus the elimination of this exception was made so as to require sprinklers be installed in bathrooms of all sizes in Group R occupancies.

- (f) **Section 903.3.1.2 shall be amended to read: "Automatic sprinkler systems in Group R occupancies up to and including four stories in height in buildings not exceeding 60 feet in height above grade plane shall be permitted to be installed throughout in accordance with NFPA 13R. Sprinklers shall also be installed in all closets (whether in the living areas or attached to the patio/balcony), pantries, storage rooms, and attached garage(s)".**

This amendment adds fire sprinkler coverage in closets, pantries, storage rooms and attached garages, which NFPA 13R does not already require. These added areas are known places where fires originate and will ensure that fire sprinkler coverage is provided throughout all living areas in these instances.

- (g) **Section 905.3.1 shall be amended to read: "A standpipe system, as determined by the Fire Code Official, shall be installed throughout buildings where any of the following conditions exist:"**

This amendment removes the specific type of standpipe called for by the code and allows the fire code official to determine what type of standpipe is to be installed.

- (h) **Section 907.2.9.1 shall be amended to read: "A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group R-2 occupancies where any of the following conditions apply:**
- 1. Any dwelling unit or sleeping unit is located two or more stories above the lowest level of exit discharge.**

2. Any dwelling unit or sleeping unit is located more than one story below the highest level of exit discharge of exits serving the dwelling unit or sleeping unit.
3. The building contains more than 16 dwelling units or sleeping units.

Exceptions:

1. Manual fire alarm boxes are not required where the building is equipped throughout with an automatic fire sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2 and the occupant notification appliances will automatically activate throughout the notification zones upon a sprinkler water flow”.

This amendment lowers the requirement for a manual fire alarm system by lowering the number of stories of the building from 3 to 2 and deletes exceptions 1 and 3.

other surface below on the exterior of the building, the operable window shall comply with one of the following:

1. Operable window openings will not allow a 4-inch-diameter (102 mm) sphere to pass through where the openings are in their largest opened position.
2. Operable windows are provided with window fall prevention devices that comply with ASTM F2090.
3. Operable windows are provided with window opening control devices that comply with Section R312.2.2.

R312.2.2 Window opening control devices. Window opening control devices shall comply with ASTM F2090. The window opening control device, after operation to release the control device allowing the window to fully open, shall not reduce the net clear opening area of the window unit to less than the area required by Section R310.2.1.

SECTION R313 AUTOMATIC FIRE SPRINKLER SYSTEMS

R313.1 Townhouse automatic fire sprinkler systems. An automatic residential fire sprinkler system shall be installed in townhouses.

Exception: An automatic residential fire sprinkler system shall not be required where *additions* or *alterations* are made to existing townhouses that do not have an automatic residential fire sprinkler system installed.

R313.1.1 Design and installation. Automatic residential fire sprinkler systems for townhouses shall be designed and installed in accordance with Section P2904 or NFPA 13D.

R313.2 One- and two-family dwellings automatic fire sprinkler systems. An automatic residential fire sprinkler system shall be installed in one- and two-family dwellings.

Exception: An automatic residential fire sprinkler system shall not be required for *additions* or *alterations* to existing buildings that are not already provided with an automatic residential sprinkler system.

R313.2.1 Design and installation. Automatic residential fire sprinkler systems shall be designed and installed in accordance with Section P2904 or NFPA 13D.

SECTION R314 SMOKE ALARMS

R314.1 General. Smoke alarms shall comply with NFPA 72 and Section R314.

R314.1.1 Listings. Smoke alarms shall be *listed* in accordance with UL 217. Combination smoke and carbon monoxide alarms shall be *listed* in accordance with UL 217 and UL 2034.

R314.2 Where required. Smoke alarms shall be provided in accordance with this section.

R314.2.1 New construction. Smoke alarms shall be provided in dwelling units.

R314.2.2 Alterations, repairs and additions. Where *alterations*, *repairs* or *additions* requiring a permit occur, the individual dwelling unit shall be equipped with smoke alarms located as required for new dwellings.

Exceptions:

1. Work involving the exterior surfaces of dwellings, such as the replacement of roofing or siding, the *addition* or replacement of windows or doors, or the addition of a porch or deck.
2. Installation, alteration or repairs of plumbing or mechanical systems.

R314.3 Location. Smoke alarms shall be installed in the following locations:

1. In each sleeping room.
2. Outside each separate sleeping area in the immediate vicinity of the bedrooms.
3. On each additional story of the dwelling, including basements and habitable attics and not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.
4. Smoke alarms shall be installed not less than 3 feet (914 mm) horizontally from the door or opening of a bathroom that contains a bathtub or shower unless this would prevent placement of a smoke alarm required by this section.

R314.3.1 Installation near cooking appliances. Smoke alarms shall not be installed in the following locations unless this would prevent placement of a smoke alarm in a location required by Section R314.3.

1. Ionization smoke alarms shall not be installed less than 20 feet (6096 mm) horizontally from a permanently installed cooking appliance.
2. Ionization smoke alarms with an alarm-silencing switch shall not be installed less than 10 feet (3048 mm) horizontally from a permanently installed cooking appliance.
3. Photoelectric smoke alarms shall not be installed less than 6 feet (1828 mm) horizontally from a permanently installed cooking appliance.

R314.4 Interconnection. Where more than one smoke alarm is required to be installed within an individual dwelling unit in accordance with Section R314.3, the alarm devices shall be interconnected in such a manner that the actuation of one alarm will activate all of the alarms in the individual dwelling unit. Physical interconnection of smoke alarms shall not be required where listed wireless alarms are installed and all alarms sound upon activation of one alarm.

R314.5 Combination alarms. Combination smoke and carbon monoxide alarms shall be permitted to be used in lieu of smoke alarms.

CHAPTER 5

FIRE SERVICE FEATURES

User note:

About this chapter: Chapter 5 provides requirements that apply to all buildings and occupancies and pertain to access roads, access to building openings and roofs, premises identification, key boxes, fire protection water supplies, fire command centers, fire department access to equipment and emergency responder radio coverage in buildings. Although many safety features are part of the building design, features such as proper fire department access roads and radio coverage are necessary in case of emergency and are important tools for emergency responders for public safety and their own safety.

SECTION 501 GENERAL

501.1 Scope. Fire service features for buildings, structures and premises shall comply with this chapter.

501.2 Permits. A permit shall be required as set forth in Sections 105.6 and 105.7.

501.3 Construction documents. Construction documents for proposed fire apparatus access, location of fire lanes, security gates across fire apparatus access roads and construction documents and hydraulic calculations for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.

501.4 Timing of installation. Where fire apparatus access roads or a water supply for fire protection are required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction except where approved alternative methods of protection are provided. Temporary street signs shall be installed at each street intersection where construction of new roadways allows passage by vehicles in accordance with Section 505.2.

SECTION 502 DEFINITIONS

502.1 Definitions. The following terms are defined in Chapter 2:

AGENCY.
FIRE APPARATUS ACCESS ROAD.
FIRE COMMAND CENTER.
FIRE DEPARTMENT MASTER KEY.
FIRE LANE.
KEY BOX.
TRAFFIC CALMING DEVICES.

SECTION 503 FIRE APPARATUS ACCESS ROADS

503.1 Where required. Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3.

503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exceptions:

1. The fire code official is authorized to increase the dimension of 150 feet (45 720 mm) where any of the following conditions occur:
 - 1.1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
 - 1.2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
 - 1.3. There are not more than two Group R-3 or Group U occupancies.
2. Where approved by the fire code official, fire apparatus access roads shall be permitted to be exempted or modified for solar photovoltaic power generation facilities.

FIRE SERVICE FEATURES

503.1.2 Additional access. The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.

503.1.3 High-piled storage. Fire department vehicle access to buildings used for high-piled combustible storage shall comply with the applicable provisions of Chapter 32.

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8.

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

503.2.2 Authority. The fire code official shall have the authority to require or permit modifications to the required access widths where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction.

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

503.2.4 Turning radius. The required turning radius of a fire apparatus access road shall be determined by the fire code official.

503.2.5 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus.

503.2.6 Bridges and elevated surfaces. Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with AASHTO HB-17. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges where required by the fire code official. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces that are not designed for such use, approved barriers, approved signs or both shall be installed and maintained where required by the fire code official.

503.2.7 Grade. The grade of the fire apparatus access road shall be within the limits established by the fire code official based on the fire department's apparatus.

503.2.8 Angles of approach and departure. The angles of approach and departure for fire apparatus access roads shall be within the limits established by the fire code official based on the fire department's apparatus.

503.3 Marking. Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING—FIRE LANE shall be

provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Sections 503.2.1 and 503.2.2 shall be maintained at all times.

503.4.1 Traffic calming devices. Traffic calming devices shall be prohibited unless approved by the fire code official.

503.5 Required gates or barricades. The fire code official is authorized to require the installation and maintenance of gates or other approved barricades across fire apparatus access roads, trails or other accessways, not including public streets, alleys or highways. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.

503.5.1 Secured gates and barricades. Where required, gates and barricades shall be secured in an approved manner. Roads, trails and other accessways that have been closed and obstructed in the manner prescribed by Section 503.5 shall not be trespassed on or used unless authorized by the owner and the fire code official.

Exception: The restriction on use shall not apply to public officers acting within the scope of duty.

503.6 Security gates. The installation of security gates across a fire apparatus access road shall be approved by the fire code official. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.

SECTION 504 ACCESS TO BUILDING OPENINGS AND ROOFS

504.1 Required access. Exterior doors and openings required by this code or the International Building Code shall be maintained readily accessible for emergency access by the fire department. An approved access walkway leading from fire apparatus access roads to exterior openings shall be provided where required by the fire code official.

504.2 Maintenance of exterior doors and openings. Exterior doors and their function shall not be eliminated without prior approval. Exterior doors that have been rendered non-functional and that retain a functional door exterior appearance shall have a sign affixed to the exterior side of the door with the words THIS DOOR BLOCKED. The sign shall consist of letters having a principal stroke of not less than 3/4 inch (19.1 mm) wide and not less than 6 inches (152 mm) high on a contrasting background. Required fire department access

TABLE 903.2.11.6
ADDITIONAL REQUIRED FIRE SUPPRESSION SYSTEMS

SECTION	SUBJECT
914.2.1	Covered and open mall buildings
914.3.1	High-rise buildings
914.4.1	Atriums
914.5.1	Underground structures
914.6.1	Stages
914.7.1	Special amusement buildings
914.8.2	Airport traffic control towers
914.8.3, 914.8.6	Aircraft hangars
914.9	Flammable finishes
914.10	Drying rooms
914.11.1	Ambulatory care facilities
1029.6.2.3	Smoke-protected assembly seating
1103.5.1	Existing Group A occupancies
1103.5.2	Pyroxylin plastic storage in existing buildings
1103.5.3	Existing Group I-2 occupancies
1103.5.4	Existing Group I-2, Condition 2 occupancies
1103.5.4	Pyroxylin plastics
2108.2	Dry cleaning plants
2108.3	Dry cleaning machines
2309.3.2.6.2	Hydrogen motor fuel-dispensing area canopies
2404.2	Spray finishing in Group A, E, I or R
2404.4	Spray booths and spray rooms
2405.2	Dip-tank rooms in Group A, I or R
2405.4.1	Dip tanks
2405.9.4	Hardening and tempering tanks
2703.10	HPM facilities
2703.10.1.1	HPM work station exhaust
2703.10.2	HPM gas cabinets and exhausted enclosures
2703.10.3	HPM exit access corridor
2703.10.4	HPM exhaust ducts
2703.10.4.1	HPM noncombustible ducts
2703.10.4.2	HPM combustible ducts
2807.3	Lumber production conveyor enclosures
2808.7	Recycling facility conveyor enclosures
3006.1	Class A and B ovens
3006.2	Class C and D ovens
Table 3206.2	Storage fire protection
3206.4	Storage
3704.5	Storage of more than 1,000 cubic feet of loose combustible fibers
5003.8.4.1	Gas rooms
5003.8.5.3	Exhausted enclosures
5004.5	Indoor storage of hazardous materials

(continued)

TABLE 903.2.11.6—continued
ADDITIONAL REQUIRED FIRE SUPPRESSION SYSTEMS

SECTION	SUBJECT
5005.1.8	Indoor dispensing of hazardous materials
5104.4.1	Aerosol product warehouses
5106.3.2	Aerosol display and merchandising areas
5306.2.1	Exterior medical gas storage room
5306.2.2	Interior medical gas storage room
5306.2.3	Medical gas storage cabinet
5606.5.2.1	Storage of smokeless propellant
5606.5.2.3	Storage of small arms primers
5704.3.7.5.1	Flammable and combustible liquid storage rooms
5704.3.8.4	Flammable and combustible liquid storage warehouses
5705.3.7.3	Flammable and combustible liquid Group H-2 or H-3 areas
6004.1.2	Gas cabinets for highly toxic and toxic gas
6004.1.3	Exhausted enclosures for highly toxic and toxic gas
6004.2.2.6	Gas rooms for highly toxic and toxic gas
6004.3.3	Outdoor storage for highly toxic and toxic gas
6504.1.1	Pyroxylin plastic storage cabinets
6504.1.3	Pyroxylin plastic storage vaults
6504.2	Pyroxylin plastic storage and manufacturing

For SI: 1 cubic foot = 0.023 m³.

903.3 Installation requirements. *Automatic sprinkler systems* shall be designed and installed in accordance with Sections 903.3.1 through 903.3.8.

903.3.1 Standards. Sprinkler systems shall be designed and installed in accordance with Section 903.3.1.1, unless otherwise permitted by Sections 903.3.1.2 and 903.3.1.3 and other chapters of this code, as applicable.

903.3.1.1 NFPA 13 sprinkler systems. Where the provisions of this code require that a building or portion thereof be equipped throughout with an *automatic sprinkler system* in accordance with this section, sprinklers shall be installed throughout in accordance with NFPA 13 except as provided in Sections 903.3.1.1.1 and 903.3.1.1.2.

903.3.1.1.1 Exempt locations. Automatic sprinklers shall not be required in the following rooms or areas where such rooms or areas are protected with an *approved* automatic fire detection system in accordance with Section 907.2 that will respond to visible or invisible particles of combustion. Sprinklers shall not be omitted from a room merely because it is damp, of fire-resistance-rated construction or contains electrical equipment.

1. A room where the application of water, or flame and water, constitutes a serious life or fire hazard.
2. A room or space where sprinklers are considered undesirable because of the nature of the

contents, where *approved* by the fire code official.

3. Generator and transformer rooms separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a *fire-resistance rating* of not less than 2 hours.
4. Rooms or areas that are of noncombustible construction with wholly noncombustible contents.
5. Fire service access elevator machine rooms and machinery spaces.
6. Machine rooms, machinery spaces, control rooms and control spaces associated with occupant evacuation elevators designed in accordance with Section 3008 of the *International Building Code*.

903.3.1.1.2 Bathrooms. In Group R occupancies, sprinklers shall not be required in bathrooms that do not exceed 55 square feet (5 m²) in area and are located within individual *dwelling units* or *sleeping units*, provided that walls and ceilings, including the walls and ceilings behind a shower enclosure or tub, are of noncombustible or limited-combustible materials with a 15-minute thermal barrier rating.

903.3.1.2 NFPA 13R sprinkler systems. *Automatic sprinkler systems* in Group R occupancies up to and including four stories in height in buildings not exceeding 60 feet (18 288 mm) in height above grade plane shall be permitted to be installed throughout in accordance with NFPA 13R.

The number of stories of Group R occupancies constructed in accordance with Sections 510.2 and 510.4 of the *International Building Code* shall be measured from the horizontal assembly creating separate buildings.

903.3.1.2.1 Balconies and decks. Sprinkler protection shall be provided for exterior balconies, decks and ground floor patios of *dwelling units* and *sleeping units* where either of the following conditions exists:

1. The building is of Type V construction, provided that there is a roof or deck above.
2. Exterior balconies, decks and ground floor patios of dwelling units and sleeping units are constructed in accordance with Section 705.2.3.1, Exception 3 of the *International Building Code*.

Sidewall sprinklers that are used to protect such areas shall be permitted to be located such that their deflectors are within 1 inch (25 mm) to 6 inches (152 mm) below the structural members and a maximum distance of 14 inches (356 mm) below the deck of the exterior balconies and decks that are constructed of open wood joist construction.

903.3.1.2.2 Open-ended corridors. Sprinkler protection shall be provided in *open-ended corridors* and associated *exterior stairways* and *ramps* as specified in Section 1027.6, Exception 3.

903.3.1.2.3 Attics. Attic protection shall be provided as follows:

1. Attics that are used or intended for living purposes or storage shall be protected by an *automatic sprinkler system*.
2. Where fuel-fired equipment is installed in an unsprinklered attic, not fewer than one quick-response intermediate temperature sprinkler shall be installed above the equipment.
3. Where located in a building of Type III, Type IV or Type V construction designed in accordance with Section 510.2 or 510.4 of the *International Building Code*, attics not required by Item 1 to have sprinklers shall comply with one of the following if the roof assembly is located more than 55 feet (16 764 mm) above the lowest level of required fire department vehicle access:

- 3.1. Provide *automatic sprinkler system* protection.
- 3.2. Construct the attic using noncombustible materials.
- 3.3. Construct the attic using fire-retardant-treated wood complying with Section 2303.2 of the *International Building Code*.
- 3.4. Fill the attic with noncombustible insulation.

The height of the roof assembly shall be determined by measuring the distance from the lowest required fire vehicle access road surface adjacent to the building to the eave of the highest pitched roof, the intersection of the highest roof to the exterior wall, or the top of the highest parapet, whichever yields the greatest distance. For the purpose of this measurement, required fire vehicle access roads shall include only those roads that are necessary for compliance with Section 503.

4. Group R-4, Condition 2 occupancy attics not required by Item 1 to have sprinklers shall comply with one of the following:
 - 4.1. Provide *automatic sprinkler system* protection.
 - 4.2. Provide a heat detection system throughout the attic that is arranged to activate the building fire alarm system.
 - 4.3. Construct the attic using noncombustible materials.
 - 4.4. Construct the attic using fire-retardant-treated wood complying with Section 2303.2 of the *International Building Code*.
 - 4.5. Fill the attic with noncombustible insulation.

905.3 Required installations. Standpipe systems shall be installed where required by Sections 905.3.1 through 905.3.8. Standpipe systems are allowed to be combined with *automatic sprinkler systems*.

Exception: Standpipe systems are not required in Group R-3 occupancies.

905.3.1 Height. Class III standpipe systems shall be installed throughout buildings where any of the following conditions exist:

1. Four or more stories are above or below grade plane.
2. The floor level of the highest story is located more than 30 feet (9144 mm) above the lowest level of the fire department vehicle access.
3. The floor level of the lowest story is located more than 30 feet (9144 mm) below the highest level of fire department vehicle access.

Exceptions:

1. Class I standpipes are allowed in buildings equipped throughout with an *automatic sprinkler system* in accordance with Section 903.3.1.1 or 903.3.1.2.
2. Class I standpipes are allowed in Group B and E occupancies.
3. Class I manual standpipes are allowed in open parking garages where the highest floor is located not more than 150 feet (45 720 mm) above the lowest level of fire department vehicle access.
4. Class I manual dry standpipes are allowed in open parking garages that are subject to freezing temperatures, provided that the hose connections are located as required for Class II standpipes in accordance with Section 905.5.
5. Class I standpipes are allowed in *basements* equipped throughout with an *automatic sprinkler system*.
6. Class I standpipes are allowed in buildings where occupant-use hose lines will not be utilized by trained personnel or the fire department.
7. In determining the lowest level of fire department vehicle access, it shall not be required to consider either of the following:

- 7.1. Recessed loading docks for four vehicles or less.
- 7.2. Conditions where topography makes access from the fire department vehicle to the building impractical or impossible.

905.3.2 Group A. Class I automatic wet standpipes shall be provided in nonsprinklered Group A buildings having an *occupant load* exceeding 1,000 persons.

Exceptions:

1. Open-air-seating spaces without enclosed spaces.
2. Class I automatic dry and semiautomatic dry standpipes or manual wet standpipes are allowed in buildings that are not high-rise buildings.

905.3.3 Covered and open mall buildings. Covered mall and open mall buildings shall be equipped throughout with a standpipe system where required by Section 905.3.1. Mall buildings not required to be equipped with a standpipe system by Section 905.3.1 shall be equipped with Class I hose connections connected to the *automatic sprinkler system* sized to deliver water at 250 gallons per minute (946.4 L/min) at the hydraulically most remote hose connection while concurrently supplying the automatic sprinkler system demand. The standpipe system shall be designed not to exceed a 50 pounds per square inch (psi) (345 kPa) residual pressure loss with a flow of 250 gallons per minute (946.4 L/min) from the fire department connection to the hydraulically most remote hose connection. Hose connections shall be provided at each of the following locations:

1. Within the mall at the entrance to each exit passageway or corridor.
2. At each floor-level landing within *interior exit stairways* opening directly on the mall.
3. At exterior public entrances to the mall of a covered mall building.
4. At public entrances at the perimeter line of an open mall building.
5. At other locations as necessary so that the distance to reach all portions of a tenant space does not exceed 200 feet (60 960 mm) from a hose connection.

905.3.4 Stages. Stages greater than 1,000 square feet (93 m²) in area shall be equipped with a Class III wet standpipe system with 1½-inch and 2½-inch (38 mm and 64 mm) hose connections on each side of the stage.

Exception: Where the building or area is equipped throughout with an *automatic sprinkler system*, a 1½-inch (38 mm) hose connection shall be installed in accordance with NFPA 13 or in accordance with NFPA 14 for Class II or III standpipes.

905.3.4.1 Hose and cabinet. The 1½-inch (38 mm) hose connections shall be equipped with sufficient lengths of 1½-inch (38 mm) hose to provide fire protection for the stage area. Hose connections shall be equipped with an *approved* adjustable fog nozzle and be mounted in a cabinet or on a rack.

905.3.5 Underground buildings. Underground buildings shall be equipped throughout with a Class I automatic wet or manual wet standpipe system.

905.3.6 Helistops and heliports. Buildings with a rooftop *helistop* or *heliport* shall be equipped with a Class I or III standpipe system extended to the roof level on which the *helistop* or *heliport* is located in accordance with Section 2007.5.

905.3.7 Marinas and boatyards. Standpipes in marinas and boatyards shall comply with Chapter 36.

905.3.8 Rooftop gardens and landscaped roofs. Buildings or structures that have rooftop gardens or landscaped roofs and that are equipped with a standpipe system shall have the standpipe system extended to the roof level on which the rooftop garden or landscaped roof is located.

907.2.6.3.3 Automatic smoke detection system. An automatic smoke detection system shall be installed throughout resident housing areas, including sleeping units and contiguous day rooms, group activity spaces and other common spaces normally open to residents.

Exceptions:

1. Other approved smoke detection arrangements providing equivalent protection, including, but not limited to, placing detectors in exhaust ducts from cells or behind protective guards listed for the purpose, are allowed where necessary to prevent damage or tampering.
2. Sleeping units in Use Conditions 2 and 3 as described in Section 308 of the *International Building Code*.
3. Smoke detectors are not required in sleeping units with four or fewer occupants in smoke compartments that are equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1.

907.2.7 Group M. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group M occupancies where one of the following conditions exists:

1. The combined Group M occupant load of all floors is 500 or more persons.
2. The Group M occupant load is more than 100 persons above or below the lowest level of exit discharge.

Exceptions:

1. A manual fire alarm system is not required in covered or open mall buildings complying with Section 402 of the *International Building Code*.
2. Manual fire alarm boxes are not required where the building is equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1 and the occupant notification appliances will automatically activate throughout the notification zones upon sprinkler water flow.

907.2.7.1 Occupant notification. During times that the building is occupied, the initiation of a signal from a manual fire alarm box or from a waterflow switch shall not be required to activate the alarm notification appliances when an alarm signal is activated at a constantly attended location from which evacuation instructions shall be initiated over an emergency voice/alarm communication system installed in accordance with Section 907.5.2.2.

907.2.8 Group R-1. Fire alarm systems and smoke alarms shall be installed in Group R-1 occupancies as required in Sections 907.2.8.1 through 907.2.8.3.

907.2.8.1 Manual fire alarm system. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group R-1 occupancies.

Exceptions:

1. A manual fire alarm system is not required in buildings not more than two stories in height where all individual sleeping units and contiguous attic and crawl spaces to those units are separated from each other and public or common areas by not less than 1-hour fire partitions and each individual sleeping unit has an exit directly to a public way, egress court or yard.
2. Manual fire alarm boxes are not required throughout the building where all of the following conditions are met:
 - 2.1. The building is equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2.
 - 2.2. The notification appliances will activate upon sprinkler water flow.
 - 2.3. Not fewer than one manual fire alarm box is installed at an approved location.

907.2.8.2 Automatic smoke detection system. An automatic smoke detection system that activates the occupant notification system in accordance with Section 907.5 shall be installed throughout all interior corridors serving sleeping units.

Exception: An automatic smoke detection system is not required in buildings that do not have interior corridors serving sleeping units and where each sleeping unit has a means of egress door opening directly to an exit or to an exterior exit access that leads directly to an exit.

907.2.8.3 Smoke alarms. Single- and multiple-station smoke alarms shall be installed in accordance with Section 907.2.10.

907.2.9 Group R-2. Fire alarm systems and smoke alarms shall be installed in Group R-2 occupancies as required in Sections 907.2.9.1 and 907.2.9.3.

907.2.9.1 Manual fire alarm system. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group R-2 occupancies where any of the following conditions apply:

1. Any dwelling unit or sleeping unit is located three or more stories above the lowest level of exit discharge.
2. Any dwelling unit or sleeping unit is located more than one story below the highest level of exit discharge of exits serving the dwelling unit or sleeping unit.

3. The building contains more than 16 dwelling units or sleeping units.

Exceptions:

1. A fire alarm system is not required in buildings not more than two stories in height where all dwelling units or sleeping units and contiguous attic and crawl spaces are separated from each other and public or common areas by not less than 1-hour fire partitions and each dwelling unit or sleeping unit has an exit directly to a public way, egress court or yard.
2. Manual fire alarm boxes are not required where the building is equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2 and the occupant notification appliances will automatically activate throughout the notification zones upon a sprinkler water flow.

3. A fire alarm system is not required in buildings that do not have interior corridors serving dwelling units and are protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, provided that dwelling units either have a means of egress door opening directly to an exterior exit access that leads directly to the exits or are served by open-ended corridors designed in accordance with Section 1027.6, Exception 3.

907.2.9.2 Smoke alarms. Single- and multiple-station smoke alarms shall be installed in accordance with Section 907.2.10.

907.2.9.3 Group R-2 college and university buildings. An automatic smoke detection system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group R-2 occupancies operated by a college or university for student or staff housing in all of the following locations:

1. Common spaces outside of dwelling units and sleeping units.
2. Laundry rooms, mechanical equipment rooms and storage rooms.
3. All interior corridors serving sleeping units or dwelling units.

Exception: An automatic smoke detection system is not required in buildings that do not have interior corridors serving sleeping units or dwelling units and where each sleeping unit or dwelling unit either has a means of egress door opening directly to an exterior exit access that leads directly to an exit or a means of egress door opening directly to an exit.

Required smoke alarms in dwelling units and sleeping units in Group R-2 occupancies operated by a college or university for student or staff housing shall be

interconnected with the fire alarm system in accordance with NFPA 72.

907.2.10 Single- and multiple-station smoke alarms. Listed single- and multiple-station smoke alarms complying with UL 217 shall be installed in accordance with Sections 907.2.10.1 through 907.2.10.7 and NFPA 72.

907.2.10.1 Group R-1. Single- or multiple-station smoke alarms shall be installed in all of the following locations in Group R-1:

1. In sleeping areas.
2. In every room in the path of the means of egress from the sleeping area to the door leading from the sleeping unit.
3. In each story within the sleeping unit, including basements. For sleeping units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

907.2.10.2 Groups R-2, R-3, R-4 and I-1. Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and I-1 regardless of occupant load at all of the following locations:

1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bed-rooms.

2. In each room used for sleeping purposes.

3. In each story within a dwelling unit, including basements but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

907.2.10.3 Installation near cooking appliances. Smoke alarms shall not be installed in the following locations unless this would prevent placement of a smoke alarm in a location required by Section 907.2.10.1 or 907.2.10.2:

1. Ionization smoke alarms shall not be installed less than 20 feet (6096 mm) horizontally from a permanently installed cooking appliance.
2. Ionization smoke alarms with an alarm-silencing switch shall not be installed less than 10 feet (3048 mm) horizontally from a permanently installed cooking appliance.
3. Photoelectric smoke alarms shall not be installed less than 6 feet (1829 mm) horizontally from a permanently installed cooking appliance.

907.2.10.4 Installation near bathrooms. Smoke alarms shall be installed not less than 3 feet (914 mm) horizontally from the door or opening of a bathroom



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 9b

DATE: January 28, 2021

SUBJECT: 2020 Comprehensive Plan and Zoning Code Amendments

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – Ordinance 1491, Adoption of the 2020 Comprehensive Plan Amendments
B – Ordinance 1492, Adoption of the 2020 Implementing Zoning Code Amendments
C – Planning Commission Meeting Minutes November 16, 2020

PURPOSE

The purpose of this agenda item is for Council adoption of the 2020 Comprehensive Plan and Zoning Code Amendments.

BACKGROUND

The Growth Management Act of the State of Washington requires “early and continuous” public participation in the city’s review and adoption of comprehensive plans and development regulations. One planning tool used to meet the “early and continuous” standard is the Docket process. The “Docket” is a public participation procedure required by state law (GMA) that allows residents the opportunity to request amendments to the City’s comprehensive plan and development regulations on an annual basis. The 2019 / 20202 docket application period ran from August 1 through August 31, 2019 and resulted in several rezone requests and city-initiated amendments.

All amendments to the Comprehensive Plan shall be considered concurrently and no more than once per year, except in the event of an emergency, so that their cumulative effects can be ascertained. The 2020 Comprehensive Plan Amendment includes the following Future Land Use Map (FLUM) amendments, Zoning Map Amendments and implementing zoning regulation amendments.

As part of the 2019/2020 Docket advertisement, five (5) rezone applications were received: Three by Scott Wammack for mixed-use rezones in the Uptown Center District, and two (2) by the City of Stanwood to rezone a portion of 271st Street from Light Industrial to Commercial and to create a new Parks and Open Space zoning district for the City’s park lands. The following is a summary of the proposed 2020 Comprehensive Plan Amendments and Rezone requests:

1. Scott Wammack /
Lisa Sather (Sather
Family Trust)

Comprehensive Plan Map Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to 2 vacant parcels currently zoned General Commercial located south of 265th Street NW within the Hagen Complex. Parcel Numbers: 32042900204500 and 32042900207100

Wammack / Sather Rezone Request



2. Scott Wammack /
Brett Sibert

Comprehensive Plan Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to a vacant parcel currently zoned General Commercial located on the southwest corner of 265th Street and 72nd Avenue. Parcel Number: 32042900206000

Wammack / Sibert Rezone Request



3. City of Stanwood

Comprehensive Plan Amendment with a concurrent rezone from Light Industrial to Mainstreet Business II along the north side of 271st Street between 92nd Avenue NW and 90th Avenue NW. Parcel Numbers: 32041900304800, 32041900305100, 32041900308700, 32041900305200, 32041900308900, 32041900305300, and 32041900302600

271st Street (Main Street) Rezone



4. City of Stanwood

Comprehensive Plan Amendment with concurrent zone of City park properties from various zoning districts to a new Parks and Open Space designation. Parks subject to this proposal include:

- Heritage Park (Parcel Numbers: 32032400413200, 32032400400100 and 32032400304900),
- Hamilton Landing Park (Parcel Number 32032400414600 and 32032400414700),
- Ovenell Park (Parcel Numbers: 32032400300100, 32032400305600, 32032300401200, 32032300400700, and 32032400300300),
- Church Creek Park (Parcel Number 32042000301800) and
- Lions Park (Parcel Number 00470000200100).

Heritage Park, Hamilton Park and Ovenell Park Rezone



Lion's Park and Church Creek Park Rezone



5. City of Stanwood

Comprehensive Plan Text and Map amendment to reflect the proposed rezone amendments.

Amendments will include:

- Update Land Use Element Policies
- Updating the Future Land Use and Zoning Maps
- Update Capital Facilities Element Policies
- Adding the Parks and Open Space zone to the listed land use categories
- Create a new General Commercial – Mixed Use Overlay zone over the Uptown Commercial District.

6. City of Stanwood Zoning code amendments to potentially amend the building height and density requirements of the Mixed-Use zoning overlay.
- The Growth Management Act requires cities to monitor their population growth and housing stock to determine if they are meeting their projected growth targets. If Cities are not on a trajectory to meet those targets, we are required by law to adopt reasonable measures to do so. Amending height and density in commercial mixed-use developments is one reasonable measure that can be used.
- 17.10 Zoning Districts
 - 17.30 Permitted Uses
 - 17.60 Zoning Standards
 - 17.79 Mixed Use Overlay
 - 17.100 Non-Residential Performance Standards
7. City of Stanwood Amendments to the Capital Facilities Element of the Comprehensive Plan to update both the 6-year and 20-year Capital Improvement Plan project lists.

ANALYSIS

Comprehensive Plan and Rezone Review Criteria:

Stanwood Municipal Code includes criteria for review of proposed Comprehensive Plan Amendments and rezones. Sections 17.155.090 and 17.157.080, Decision Criteria, states that the City may approve, or approve with modifications or conditions, an application for a Comprehensive Plan amendment and land change if the following criteria are met. The following is a cumulative review of the criteria necessary to approve an amendment to the Comprehensive Plan.

(a) The amendment / zoning reclassification bears a substantial relation to the public health, safety, or welfare.

The State of Washington adopted the Growth Management Act in 1990 to manage growth under a consistent set of statewide goals and policies. The Act originally contained 13 goals that provided guidance to local governments on how to manage: population growth, housing, transportation systems, utilities and other public infrastructure. The City of Stanwood adopted its first GMA compliant Comprehensive Plan on June 1, 1996. Subsequent amendments to the Plan have been adopted through the years as deemed warranted due to changing circumstances or as required by state mandates.

The 2015-2035 Comprehensive Plan establishes a moderate growth scenario that expects the city to reach a population of 10,116 (or 11,085 inclusive of the Urban Growth Area) by 2035. Associated with this growth scenario is the associated level and type of development necessary to reach this population projection. The city anticipated future growth to include a combination of residential and mixed-use developments. The very first policy of the Comprehensive Plan - Land Use Policy 1.1 states that the City shall “establish a density lot size and road access standards that create incentives for infill development in urban areas that are either underdeveloped or underutilized”.

The Comprehensive Plan provides policy direction to determine if proposed amendments are consistent with the City's vision and implementation of the Growth Management Act.

- Wammack Rezones: The three rezone requests by Scott Wammack are located in the General Commercial zone in the Uptown Center District. The proposal is to extend the Mixed-Use Overlay over the parcels to allow a combination of mixed use and standalone multifamily buildings.

Staff has evaluated the proposal and support the rezones as well as extending the Mixed-Use Overlay over the entire General Commercial zone in the Uptown Center consistent with the following policies.

- LUP 10.2: Plan for suburban style site development with the Uptown Center with a combination of private and public street systems and large parcels many of which have access through private drive aisles in parking lots.
- LUP 10.3: Allow a variety of retail, service, office and other commercial uses as well as mixed use, senior housing and assisted living residential uses in the Uptown Center.
- LUP 10.4: Allow surface parking to accommodate an auto-oriented shopping center in the Uptown Center and site planning, with no restrictions on the location of parking.
- LUP 10.5: Allow shared parking and off-site parking in the Uptown Center when approved by the City.
- LUP 10.6: Encourage mixed use development within the Center.

- 271st Street Rezones: This City initiated rezone application is to rezone the property along the north side 271st Street between 92nd Avenue NW and 90th Avenue NW from Light Industrial to Mainstreet Business I (MBI) to avoid industrial uses and land use conflicts along the City's "main street". The proposed rezone is also consistent with the city's adopted vision for a commercial / retail corridor along 271st to connect the two historic downtown centers.

- LUP 4.1: Allow a mix of residential, office, retail, entertainment and service uses to serve incorporated Stanwood, unincorporated Snohomish County and Camano Island in Island County.
- LUP 4.3: Allow light industrial use in areas without strong access for retail or service uses.
- LUP 4.7: Encourage outdoor dining, outdoor street furniture and temporary outdoor displays that create interest and activity.
- LUP 5.5: Encourage small scale specialty retail along the front of 271st Street. Encourage larger-scale retail and service uses between 271st Street (behind store fronts) and SR 532. [Note: Staff made the following language correction to the policy: changing 271st Avenue to 271st Street.]

- Parks Rezones: The proposed Comprehensive Plan amendment and park rezones creates a new Parks and Open Space Zone (POS) and land use designation for city owned parks. Currently all of our public parks are managed under various zoning districts – ranging from Single Family Residential to General Industrial. The City has received state funding for most of these parks from the Recreation and Conservation Office and

have also purchased properties with Snohomish County Conservation Easement Funds which require these properties to be held in public ownership in perpetuity. By creating a new POS zoning category, the public and future law makers can easily see where the City's parks and open space areas are located.

LUP 2.10: Encourage preservation of open space and recreational opportunities.

- **New Land Use Designations**: The Comprehensive Plan amendments includes adopting two new land use designations and associated zoning districts: General Commercial – Mixed Use Overlay (GC-MXO) and Parks and Open Space (POS). These new land use designations better describe the actual land uses on the park properties and anticipates future trends for mixed use developments.

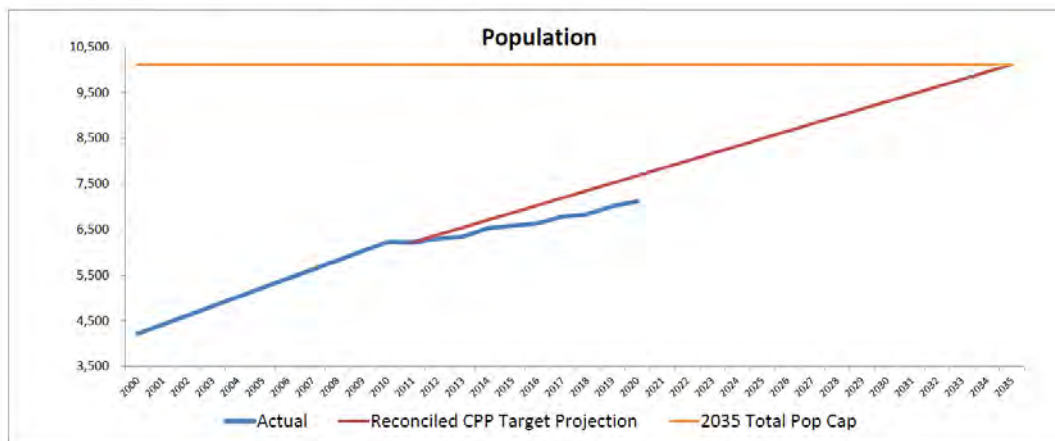
The proposed land use designations and rezones are consistent with the Comprehensive Plan growth and development strategies and therefore meets the criteria that the amendments bear a substantial relation to the public health, safety, or welfare.

- (b) **The amendment / zoning reclassification is warranted because of changed circumstances or because of a need for additional property in the proposed Comprehensive Plan or zoning designation or because the proposed amendment is appropriate for reasonable development of the subject property.**

The City's Comprehensive Plan plans for future growth out to 2035. In addition, the Puget Sound Regional Council's growth strategies call for an additional 9% growth by 2050 in the cities and towns category that applies to Stanwood. The 2015 Comprehensive Plan plans for an overall in-city population of 10,116 people by 2035. Adding a projected 9% growth on that figure brings the City's 2050 projected growth target to 11,026. Using the Snohomish County Tomorrow 2020 Growth Monitoring Report as guidance for considering projects that add new growth to the City, the report shows that the City is falling below its 2035 population growth target.

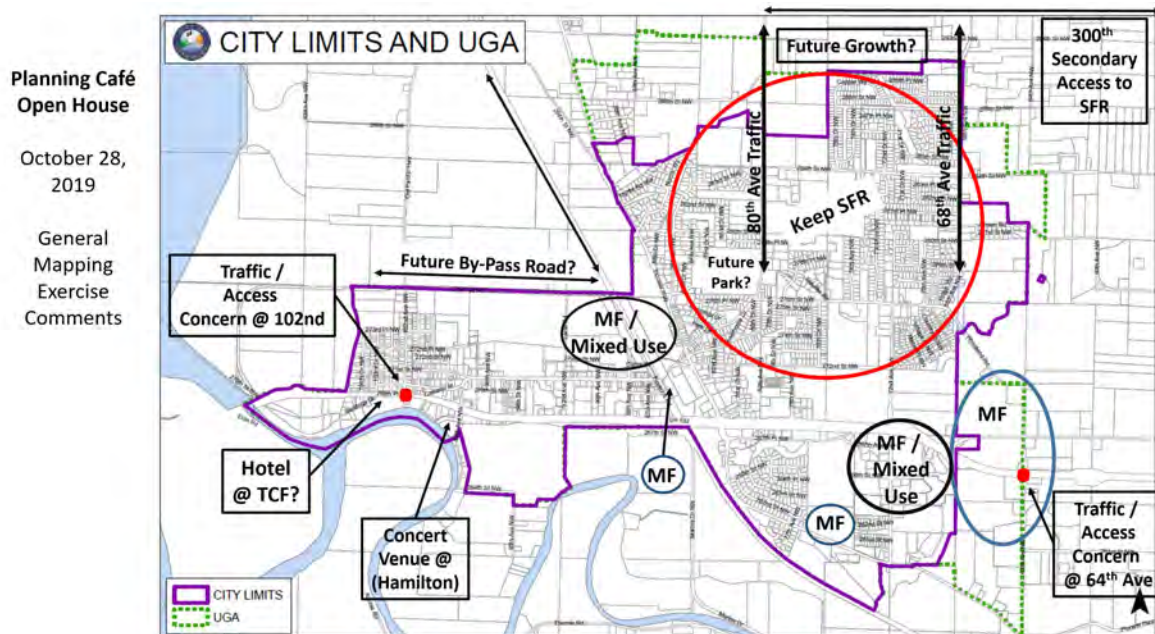
Snohomish County Tomorrow 2020 Growth Monitoring Report

City of Stanwood (Small City)



2000 Pop Census	2010 Pop Census	2011 Pop Estimate	2012 Pop Estimate	2013 Pop Estimate	2014 Pop Estimate	2015 Pop Estimate	2016 Pop Estimate	2017 Pop Estimate	2018 Pop Estimate	2019 Pop Estimate	2020 Pop Estimate	2035 Reconciled Pop Target	2035 Reconciled Total Pop Capacity
4,219	6,231	6,220	6,300	6,340	6,530	6,585	6,635	6,783	6,833	7,013	7,118	10,116	10,116

At a Planning Café held on October 28, 2019 the public was asked: “where would you put the future growth in Stanwood”. Below is a map showing the responses. In summary the community tended to locate new housing and population growth in mixed-use developments in the City’s existing commercial zones.



According to the Washington State Office of Financial Management, the average 2020 household size for multifamily complexes (5+ Units) is 1.88 people / unit. Using the projected number of 120 proposed new multifamily units, the three mixed use rezone sites collectively would generate approximately 225 new Stanwood residents. These additional new housing units will help meet the 2035 and 2050 Comprehensive Plan growth targets. Adopted Mixed-Use zoning and architectural design standards will ensure that future developments meet the intent of the zone: ensuring compatibility with adjacent developments.

Adding the Mixed Use Overlay to the entire General Commercial zoning district in the Uptown Center District provides additional opportunities to convert some of the vacant storefronts into mixed use buildings consistent the policies (see above) for the district while helping to meet the City’s Growth Management population and housing targets without negatively impacting existing single family residential zones.

These proposed amendments and rezones are consistent with the vision of the Comprehensive Plan and the future zoning as envisioned by the public at the Planning Café.

- (c) The subject property is suitable for development in conformance with standards under the proposed Comprehensive Plan designation and with zoning standards under the proposed zoning classification.**

The proposed rezones sites are either existing developed sites (parks and 271st Street rezones) or infill developable sites (three Wammack sites). Future uses of the rezone’s sites are anticipated to be general commercial, retail, restaurant, residential or park uses; all of which are consistent with the Comprehensive Plan’s vision of providing housing and urban services to city residents.

(d) The amendment and rezones will not be materially detrimental to uses or property in the immediate vicinity of the subject property.

As discussed below, the comprehensive plan amendments and rezones are consistent with existing uses and surrounding uses. The proposed amendments will not be detrimental to adjacent properties.

Wammack / Sather: these properties are currently vacant and is surrounded by the Haggen Shopping Center and Mixed-Use development. The property is currently zoned General Commercial which allows for general commercial and retail uses; the rezone would allow residential uses in conjunction with the commercial / retail uses similarly to those in the immediate vicinity of the parcels. The proposal is consistent with the surrounding uses.

Wammack / Sibert: this property is currently vacant and is surrounded by a commercial business park to the north, a residential retirement / care facility and multifamily condominiums to the west, a single-family home to the south and the Haggen's Shopping Center to the east. The property is currently zoned General Commercial which allows for general commercial and retail uses; the rezone would allow residential uses in conjunction with the commercial / retail uses similarly to those in the Haggen Shopping Center Complex to the east of the property. The proposal is consistent with the surrounding uses.

271st Street: The majority of these properties are developed with commercial use buildings, parking lots and standard landscaping. The undeveloped lots have been cleared and is covered with grass. The properties front and face towards on the city's main commercial main street - 271st Street. The City's planning policies suggest this area should be a commercial district connecting the two historic downtowns. The proposed rezone is consistent with this vision.

Heritage Park: Heritage Park is a regional sports complex with baseball fields, soccer fields, open recreational space and wetlands. This property has received grant funding from the state which requires the property to be maintained in public park use in perpetuity. Changing this zoning from Single Family Residential 9.6 and Industrial permanently designates the property as parks and recreation uses for future generations.

Ovenell Park: Ovenell Park is an undeveloped park site located adjacent to the Stillaguamish River. It used to be the old Ovenell Dairy Farm until the City purchased it with conservation futures funding in 2016. The conservation easement requires that the property be only used for passive recreation uses in perpetuity. Changing this zoning from General Commercial permanently designates the property as parks and recreation uses for future generations.

Hamilton Park: Hamilton Park is an undeveloped park site located adjacent to the Stillaguamish River. It is the site of the historic Hamilton Lumber Company until the City purchased it with conservation futures funding in 2016. The conservation easement requires that the property be only used for recreation uses in perpetuity. It is the site of a future boat launch through a partnership with the City of Stanwood and the Washington Department of Fish and Wildlife. Changing this zoning from General Industrial permanently designates the property as parks and recreation uses for future generations.

Lions Park: Lions Parks is a local neighborhood park that consists of some playground equipment, a sports court and picnic areas. Changing this zoning from Single Family Residential 5.0 permanently designates the property as parks and recreation uses for future generations.

Church Creek Park: Church Creek Park is a community park on the City's east end of town. It consists of a baseball field, restrooms, play equipment and natural areas. It is the site of the City's summer movies in the park program. Changing this zoning from Single Family

Residential 7.0 permanently designates the property as parks and recreation uses for future generations.

With regards to traffic, The City of Stanwood has an adopted Level of Service E for all arterial / collector roadways which relates to the acceptable time delay time of 80 seconds at intersections. The traffic analysis prepared for the Wammack rezones showed that the proposed mixed-use developments would change the intersection wait time from approximately 33 seconds to 40 seconds, well below the adopted maximum wait time of 80 seconds.

The 271st Street rezone does not change the underlying uses therefore there will be no change in traffic volumes. Future development will be required to prepare a traffic study to evaluate impacts on 271st Street. 271st is a three-lane road: two travel lanes and a center turn lane with curb, gutter, landscape strip and sidewalk. This road is the major corridor connecting the two historic downtown areas and is designed to accommodate commercial / retail traffic volumes.

The parks rezones do not change the underlying use therefore there will be no change in traffic volumes.

As a result, cumulative effect of the proposed rezones support the city's needed housing and population targets without negatively impacting the surrounding neighborhoods. Subsequent development of the rezone's sites will be subject to the City's, development regulations, concurrency standards and traffic impact mitigation fees. Site specific road / traffic improvements will be evaluated at the time of actual development.

(e) The proposed Comprehensive Plan amendment and rezone has merit and value for the community as a whole.

The proposal is consistent with the City's land use policies and adds housing units consistent with the Puget Sound Regional Council population growth targets for the cities and towns category. The rezones also allow the properties to be developed similarly to those on the east and west side of 72nd Avenue near Haggen's and the adjacent multifamily residential developments.

This City initiated rezone application is to consider rezoning the property along the north side 271st Street between 92nd Avenue NW and 90th Avenue NW from Light Industrial to Mainstreet Business I (MBI) to avoid industrial uses along the City's "main street". The proposed rezone is also consistent with the city's adopted vision for a commercial / retail corridor along 271st to connect the two historic downtown centers. Rezoning these properties also eliminates the non-conforming status of these properties which can negatively impact future uses and sales. Requiring future uses to comply with the industrial zoning could also result in vacant storefronts because the properties are too small to be used for industrial uses unless the properties were consolidated by one or two buyers. Potential industrial uses along 271st is inconsistent with the vision of a commercial main street connecting the two historic downtown centers.

The park rezones do not change the underlying use of the properties but provides a protective zoning designation which clearly shows the public that these lands are intended to stay in park and open space use in perpetuity.

(f) The proposed amendment is consistent with the goals and policies of the Comprehensive Plan.

Subsection (a) above shows how the proposals are consistent with the Stanwood 2015-2035 Comprehensive Plan.

In addition to the Future Land Use Map (FLUM) and Zoning Map changes, minor amendments are being proposed to the Land Use Element of the Comprehensive Plan to implement the land use designation changes. The below chart shows the land use acreage changes that result from the proposed amendments. Note that the entirety of the Land Use Element's land use inventory is not being updated at this time but will be included in the 2024 Major Comprehensive Plan update as the 2015-2035 Land Use Inventory is based on 2012 data which does not reflect current conditions.

As shown below, the largest change in land use is changing out the existing park properties from their underlying zoning to the proposed new Parks and Open Space zoning designation.

Parcel	Area in Acres by Existing Zoning						Area in Acres by Proposed Zoning		
	GI	LI	GC	SRF 9.6	SFR 7.0	SRF 5.0	GC- MUO	MB2	POS
Wammack / Sather #2			0.56				0.56		
Wammack / Sather #16			0.55				0.55		
Wammack / Sibert			0.92				0.92		
271st Street Rezone									
9005		0.3						0.3	
9008		0.28						0.28	
9025		0.46						0.46	
9019		0.17						0.17	
90XX		0.12						0.12	
9123		0.23						0.23	
9XXX		0.25						0.25	
Heritage Park									
Parcel 1				44.05					44.05
Parcel 2		7.73							7.73
Parcel 3		4.2							4.2
Ovenell Park									
Parcel 1			1.16						1.16
Parcel 2			3.88						3.88
Parcel 3			7.73						7.73
Parcel 4			1.35						1.35
Parcel 5			3.63						3.63
Hamilton Park	2.01								2.01
Lions Park						0.68			0.68
Church Creek Park					15.39				15.39
Total Acres by Zone:	2.01	13.74	19.78	44.05	15.39	0.68	2.03	1.81	91.81

(g) The zoning reclassification complies with all other applicable criteria and standards of the Stanwood Municipal Code.

To fully implement the proposed amendments and rezones, a few amendments are needed to the Comprehensive Plan and associated development regulations. An accompanying code amendment is being proposed concurrently with the Comprehensive Plan Amendment to ensure consistency between the Plan and implementing zoning regulations as required by the Growth Management Act.

The implementing code amendments include the following:

Chapter 17.10 Establishment of Zoning Districts

- Added General Commercial – Mixed Use Overlay (GC-MXO) zoning district definition
- Added Parks and Open Space (POS) zoning district definition

Chapter 17.30 Permitted Land Uses

- Clerical cleanup of numbering system
- Re-organized the table for clarity
- Added GC-MXO zoning district to the permitted use table
- Added POS zoning district to the permitted use table
- Removed footnote P39MXO from the GC zone and moved applicable uses to new GC-MXO zone
- Removed the industrial and storage units uses from the GC-MXO zone
- Removed the permitted Transit Overlay (TO) uses from the LI zone because there is not an LI zone with the TO designation
- Added recreation permitted uses to the GC-MXO and POS zones
- Removed community and neighborhood parks from the residential zones because the definitions state the parks should be 20 to 100 acres and 5 to 20 acres respectively
- Removed the Single-Family Dwelling use from the MB-I zone because Ordinance 1333 repealed this use, but was never removed from the table
- Added condition (58) for public park land purchase and/or development in all zoning districts

Chapter 17.60 Zoning Standards Tables

- Added the GC-MXO zoning district to the tables
- Added the POS zoning district to the tables
- Changed the maximum height in the MR zone from 30' to 40' to allow for pitched roofs
- Changed the maximum height in the GC-MXO zone from 45' to 50' to allow for pitched and parapet roofs
- Added an accessory structure height of 20' in the MR zone
- Added condition for maximum stories per building, pitched roof and follow the architectural design standards
- Removed the maximum dwelling unit density for single family residences in the MB-I zone, as they are not permitted
- Removed the maximum density from the GC-MXO zone; site conditions and height will manage density leaving the type and size of units to market conditions
- Reduced the lot area for GC-MXO to allow for smaller mixed-use developments to occur in the zone
- Changed the maximum building coverage in the GC-MXO from 60% to 90%, the coverage needed to be adjusted after the lot area reduced to allow for a building to utilize a site
- Added condition to explain how the density is calculated in the GC-MXO zone
- New POS table with setbacks for adjacent residential and commercial uses

Chapter 17.79 Mixed Use Overlay

- Added language to define /storage facilities, other schools and indoor kennels from allowed uses in vertical and horizontal mixed use
- Added a key for the table of dimensional and density requirements
- Removed industrial, mini warehouse the GC-MXO and MF-MXO zones
- Revised the table to match the existing Multifamily - MF-MXO zone and GC-MXO zone lot area and building coverage

Chapter 17.100 Non-Residential Performance Standards (Relating to Parks Development)

- Removed residential zone language
- Removed administrative conditional use permit language and the uses will follow the permitting process from the permitted use table and the administrative code sections

Zoning Code Amendments

Zoning Code Amendments Criteria:

Stanwood Municipal Code states that the city may approve or approve with modifications amendments to the text of the zoning code if:

(a) The purpose and desired effect of the proposed zoning code amendment are consistent with the Stanwood Municipal Code;

The proposed implementing zoning code changes fall into four general categories:

1. Adoption of new General Commercial – Mixed Use Overlay Zoning Regulations. The purpose of creating this new zoning category is to expand existing overlay over the commercial area in the Uptown Center Area, but not have the overlay apply to the other General Commercial zones in the city. It also eliminates the need to amend the Comprehensive Plan or require a rezone for any future proposed mixed-use developments in the Uptown Center. The permitted use matrix and development standards were updated to create this new zone.
2. Adoption of new Parks and Open Space Zoning Regulations. Creation of a new Parks and Open Space land use and zoning designation requires the adoption of associated permitted uses and development standards.
3. Amendments to the Building Height for Mixed Use and Multifamily Developments. Building heights were slightly increased to allow for the construction of pitched roofed structures. Over time, building standards have changed from standard 8-9-foot ceilings to 12-foot ceiling heights. In addition, building in the flood plain requires that the living area of the structure be one foot above base flood elevation. Building heights have not been evaluated or adjusted to coincide with these changes. The proposed changes in the building height does not increase density or allow for additional floors, but instead allows the construction of pitched roofs consistent with northwest craftsman designs versus building flat roofed buildings.
4. Minor Code “Scrub” Amendments. Minor changes are being proposed to the permitted use matrix to eliminate inconsistency with other development code sections. The allowance of self-storage units was eliminated from the Mixed-Use Overlay zone to ensure the commercial floor is occupied with uses consistent with the vision of pedestrian friendly retail / commercial developments.

The two new code sections implement the comprehensive plan land use designations consistent with the requirements of the Growth Management Act to have consistency between the Comprehensive Plan and development regulations. The amendments to the permitted use matrix, bulk standards, mixed-use overlay regulations provide additional standards to ensure that future projects are developed according to the City's vision of creating mixed-use pedestrian friendly neighborhoods.

(b) There is a positive relationship to the public health, safety and welfare of the community; and

The proposed amendments provide clear guidance and standards for future development in the mixed use and parks zoning districts which is intended to provide the public and future developers with clear expectations on city requirements and development standards.

(c) The proposed amendment is consistent with the Stanwood Comprehensive Plan.

Stanwood's Comprehensive Plan envisions a strong community that provides urban services while preserving its rural community heritage. The Plan envisions a community with diverse commercial districts and a variety of housing types ranging from detached single-family residential homes to mixed use commercial developments. The Comprehensive Plan's policies support the proposed 2020 Comprehensive Plan Amendments, rezones and associated implementing code amends.

- LUP 2.10: Encourage preservation of open space and recreational opportunities.
- LUG 10: Develop a second commercial and mixed-use base in the Uptown Center as a focal point for the newly developing part of the City.
- LUP10.5: Encourage mixed use development with the [Uptown] Center.
- LUP 19.1: Plan for a balanced mix of land uses based on land availability and the capacity to provide public services.
- EDP-6.1 Ensure that City licensing and permitting procedures and development regulations are coherent, fair, and expeditious.

Fiscal Impact			
None			
Fund(s):			
Amount:	\$	Project Estimate:	\$ -
Budget Authorized	☐ Yes ☐ No ☒ N/A	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation:

1. Open the public hearing and allow for the first reading of Ordinance 1491 and Ordinance 1492 adopting the 2020 Comprehensive Plan and Implementing Zoning Code Amendments.
2. Review and discuss proposed amendments and forward for adoption on February 11, 2021.

Committee/Board Recommendation:

The Council Community Development Committee's September and October 2020 meetings included a briefing on the proposed 2020 Comprehensive Plan and Zoning Code Amendments update. At that meetings the Committee recommended forwarding the code amendments to the full Council for adoption.

The Planning Commission held a Public Hearing on the 2020 Comprehensive Plan and Code Amendment proposals at their November 16, 2020 meeting. The Planning Commission recommends approval of the proposed amendments to City Council.

CITY COUNCIL OPTIONS

1. Accept the first reading of Ordinance 1491 and Ordinance 1492 adopting the 2019/2020 Comprehensive Plan and Implementing Zoning Code Amendments and proceed with the second and final reading on February 11, 2021.
2. Request changes to Ordinance 1491 and Ordinance 1492 making changes to the Comprehensive Plan and Title 17 Zoning Code Amendments and direct staff to address specific issues or concerns prior to Council reconsidering the ordinance.

PROPOSED MOTION

"I MOVE TO APPROVE THE FIRST READING OF ORDINANCE 1491 AS SET FORTH IN ATTACHMENT "A" AMENDING THE LAND USE ELEMENT, FUTURE LAND USE MAP, ZONING MAP, AND CAPITAL FACILITIES ELEMENT OF THE STANWOOD COMPREHENSIVE PLAN AND PROCEED WITH THE SECOND AND FINAL READING OF THE ORDINANCE ON FEBRUARY 11, 2021."

"I MOVE TO APPROVE THE FIRST READING OF ORDINANCE 1492 AS SET FORTH IN ATTACHMENT "B" AMENDING CHAPTERS 17.10, 17.30, 17.60, 17.79 AND 17.100 OF THE STANWOOD MUNICIPAL CODE AND PROCEED WITH THE SECOND AND FINAL READING OF THE ORDINANCE ON FEBRUARY 11, 2021."

**CITY OF STANWOOD
Stanwood, Washington**

ORDINANCE 1491

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON RELATING TO THE CITY'S COMPREHENSIVE PLAN; ADOPTING THE FINDINGS AND RECOMMENDATIONS OF THE STANWOOD PLANNING COMMISSION; ADOPTING THE CITY OF STANWOOD'S 2020 COMPREHENSIVE PLAN DOCKET IN ACCORDANCE WITH CHAPTER 36.70A, RCW - THE GROWTH MANAGEMENT ACT - BY AMENDING THE LAND USE ELEMENT OF THE COMPREHENSIVE PLAN TO ADOPT A NEW GENERAL COMMERCIAL - MIXED USE OVERLAY DESIGNATION AND PARKS AND OPEN SPACE DESIGNATION; UPDATE THE CAPITAL FACILITY ELEMENTS OF THE COMPREHENSIVE PLAN; UPDATING THE FUTURE LAND USE MAP (FLUM), APPROVING ZONING MAP AMENDMENTS CONSISTENT WITH THE CHANGES TO THE FLUM; AND PROVIDING FOR SEVERABILITY

WHEREAS, pursuant to Ordinance 956, on June 1, 1996 the City adopted a Comprehensive Plan ("the Plan") to comply with the requirements of Chapter 36.70A, the Growth Management Act("GMA"); and

WHEREAS, the City of Stanwood ("City") amended the Plan in subsequent years by Ordinance Numbers 1070, 1090, 1097, 1108, 1136, 1188, 1208, 1230, 1246, 1281, 1358 and 1396; and

WHEREAS, the City is required under RCW 36.70A.130(5)(a) to review and, if needed, revise its Plan and development regulations to ensure the Plan and regulations comply with the GMA, Ch. 36.70A RCW; and

WHEREAS, the Plan amendment procedures contained in this ordinance are consistent with the City of Stanwood and Revised Code of Washington procedural guidelines for amendments to the City's Plan; and

WHEREAS, pursuant to the annual docket process described in Chapter 17.157 SMC entitled "Comprehensive Plan", the City Council considered the 2019 Docket applications on October 24, 2019 and forwarded those requests to the Planning Commission to evaluate and formulate a recommendation to either approve, approve with modifications or deny; and

WHEREAS, in order to formally process the 2020 Docket, applicants were required to submit their formal rezone applications by February 3, 2020; and

WHEREAS, five (5) rezone applications were received: Three by Scott Wammack for mixed-use rezones in the Uptown Center District, and two (2) by the City of Stanwood to rezone a portion of 271st Street from Light Industrial to Commercial and to create a new Parks and Open Space zoning district for the City's park lands; and

WHEREAS, the 2020 Comprehensive Plan Amendment includes updates to the Future Land Use Map (FLUM), requested rezones and implementing zoning amendments to expand the Mixed Use Overlay District and to create a new Park and Open Space zoning district, as generally described in Exhibit A; and

WHEREAS, the public review process for the 2020 Docket and Comprehensive Plan Amendments included review by the Planning Commission on September 9, 2019, September 28, 2020, October 12 and 26, 2020, November 9, 2020 and held a public hearing on November 16, 2020, to: 1) review the proposed amendments to the Comprehensive Plan, and 2) take public comments and testimony on the proposed amendments; and

WHEREAS, as required by RCW 36.70A.106, the City submitted the proposed City of Stanwood 2019/2020 Comprehensive Plan for the 60-day review to the Washington State Department of Commerce on October 9, 2020 and received a letter dated October 12, 2020 stating procedural requirements were met; and

WHEREAS, the Department of Commerce's 60-day review period was completed on December 8, 2020; and

WHEREAS, the City issued a SEPA threshold determination of non-significance on October 13, 2020 and the comment period ended on October 27, 202; and

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Chapter. 43.21C RCW; and

WHEREAS, on March 31, 2020 pursuant to SMC 17.80.033(c)(iv)(3) the City mailed notice of the proposed land use designation and zoning change to properties within 300 feet of the proposal rezones providing for a 30 day comment period; and

WHEREAS, the public hearing held on November 16, 2020 was closed by the Planning Commission, after hearing comments from the public. The Planning Commission deliberated and then made their Findings and Recommendations for approval of the proposed amendments to the City Council; and

WHEREAS, all persons desiring to comment on the proposed amendments were given the opportunity to be heard; and

WHEREAS, at the January 28, 2021 City Council meeting the City Council further reviewed and considered the Planning Commission recommendations; and

WHEREAS, as required by RCW 36.70A.130(2)(b), the City Council considered all proposed amendments to the Plan and the associated zoning amendments concurrently so the cumulative effect of the proposed amendments could be ascertained; and

WHEREAS, the City Council hereby finds that the City's Plan and the amendments adopted herein are consistent with the County-Wide Planning Policies as required by RCW 36.70A.210;and

WHEREAS, the Stanwood City Council hereby finds that the adoption of the City of Stanwood's 2020 Comprehensive Plan and proposed rezones are consistent with the

requirements of the Stanwood Municipal Code and Washington law, and serves and advances public health, safety and welfare of the greater community;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD DO HEREBY ORDAIN AS FOLLOWS:

Section 1. Council Findings. The City Council hereby adopts and incorporates by this reference the Recommendations and Findings of the Planning Commission (Exhibit B) which includes findings that the amendments in this Ordinance meet the necessary criteria set forth in SMC 17.157.080 for approval of amendments to the Comprehensive Plan.

Section 2. Adoption. The City of Stanwood hereby adopts the changes as identified in Exhibit C which is attached hereto and incorporated by this reference. The Community Development Director is hereby directed to make the necessary changes to the City's Official Zoning Map consistent with the proposed changes.

Section 3. Final Plan. The City of Stanwood 2020 Comprehensive Plan update shall be transmitted to the State Department of Commerce within 10 days of final adoption as required by RCW 36.70A.106(2) and (3)(a) and shall be filed with the City Clerk's Office and shall be available for public inspection.

Section 4. Severability. If any clause, sentence, paragraph, section or part of this Ordinance of Plan adopted herein, or their application to any person or circumstance is held to be invalid or unconstitutional by a court of competent jurisdiction, such order or judgment shall not affect the validity or constitutionality of the remainder of any part of this Ordinance or Plan. To this end, provisions of each clause, sentence, paragraph, section or part of this Ordinance and Plan are declared severable.

Section 5. Effective Date. This Ordinance shall take effect from and after five (5) days after its passage and publication as required by law.

ADOPTED by the City Council and APPROVED by the Mayor this _____ day of _____ 2021.

CITY OF STANWOOD

Elizabeth Callaghan, Mayor

ATTEST:

By: _____
Sara Robinson, City Clerk

APPROVED AS TO FORM:

Brett Vinson, City Attorney

Date of Publication: _____

Effective Date: _____

DRAFT

EXHIBIT A
2020 Comprehensive Plan Amendments, Rezones and Implementing Code Amendments

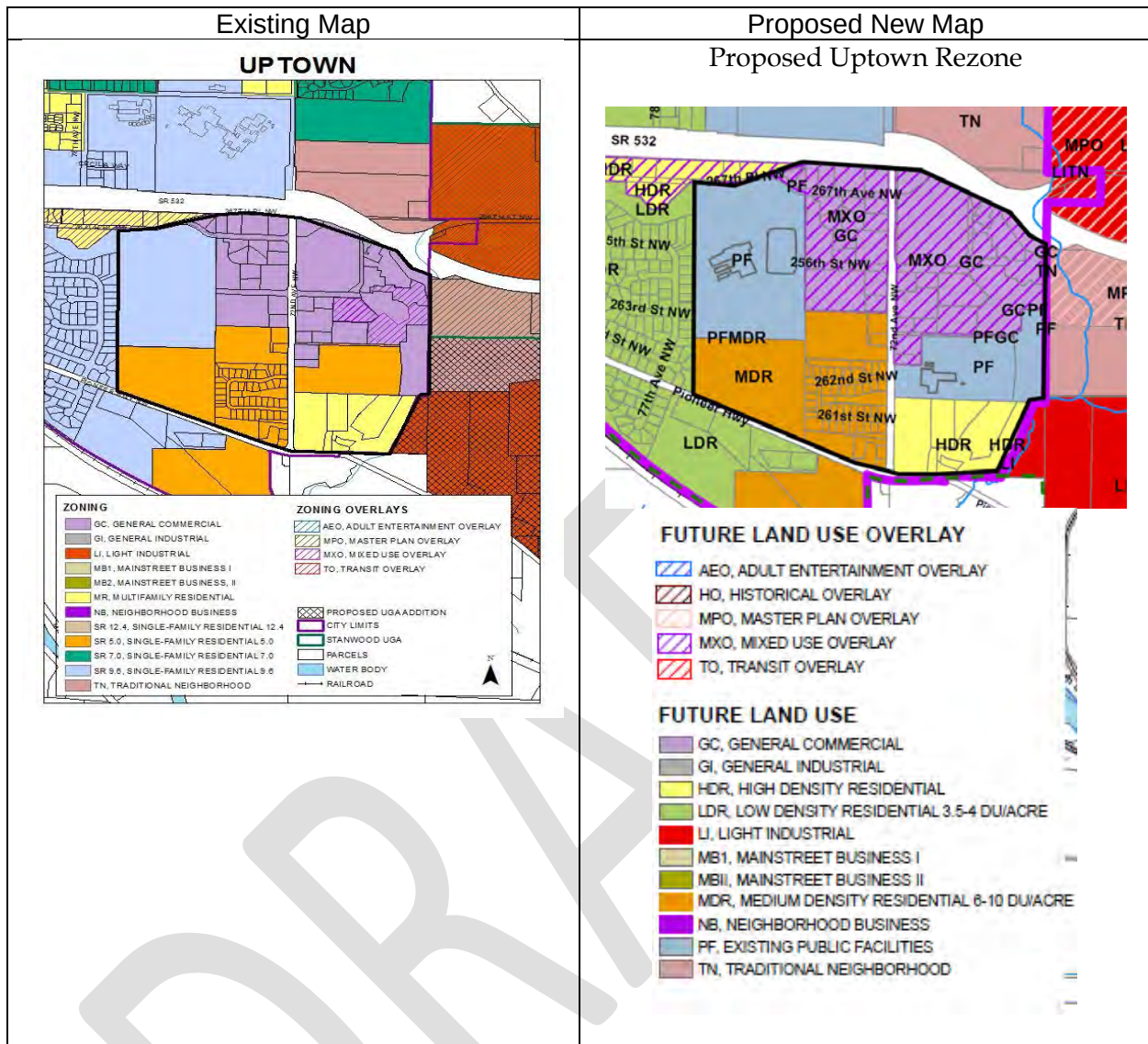
A. Future Land Use Map and Zoning Map Amendments:

1. Scott Wammack / Lisa Sather (Sather Family Trust) Comprehensive Plan Map Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to 2 vacant parcels currently zoned General Commercial located south of 265th Street NW within the Haggen Complex. Parcel Numbers: 32042900204500 and 32042900207100
2. Scott Wammack / Brett Sibert Comprehensive Plan Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to a vacant parcel currently zoned General Commercial located on the southwest corner of 265th Street and 72nd Avenue. Parcel Number: 32042900206000
3. City of Stanwood (271st Street) Comprehensive Plan Amendment with a concurrent rezone from Light Industrial to Mainstreet Business II along the north side of 271st Street between 92nd Avenue NW and 90th Avenue NW. Parcel Numbers: 32041900304800, 32041900305100, 32041900308700, 32041900305200, 32041900308900, 32041900305300, and 32041900302600
4. City of Stanwood Comprehensive Plan Amendment with concurrent zone of City park properties from various zoning districts to a new Parks and Open Space designation. Parks subject to this proposal include:
 - Heritage Park (Parcel Numbers: 32032400413200, 32032400400100 and 32032400304900),
 - Hamilton Landing Park (Parcel Number 32032400414600 and 32032400414700),
 - Ovenell Park (Parcel Numbers: 32032400300100, 32032400305600, 32032300401200, 32032300400700, and 32032400300300),
 - Church Creek Park (Parcel Number 32042000301800) and
 - Lions Park (Parcel Number 00470000200100).

B. Comprehensive Plan Text Amendments:

The 2020 Comprehensive Plan Amendment include the following textual amendments:

1. Amendments under Goal 10 - Uptown Center: Replace the Uptown Center Map showing new General Commercial – Mixed Use Overlay zoning district.



2. Amendments under Goal 19 – Land Use Designations: Amend policy 19.3 to revise the land use designations adding the new General Commercial – Mixed Use Overlay and Parks and Open Space designations.

LUP 19.3 Land uses shall be categorized by the following designations. It is intended that these definitions be utilized either separately where only one type of land use is determined to be appropriate, and any combination where more than one type of land use is determined to be appropriate.

A. Low Density Residential (3.5 to 5 dwelling units per acre)

This designation shall provide primarily for single-family residential development at a densities of 3.5 (in existing SR 12.4 zones only), and 5 dwelling units per acre. Compatible uses such as other large lot single family residential, hobby farms, schools, or churches are allowed.

The Low Density Residential designation is implemented by SR 12.4 (Single Family Residential 12.4), SR 9.6 (Single Family Residential 9.6) zoning.

B. Medium Density Residential (5-10dwelling units per acre)

This designation shall provide for primarily single family, duplex and townhouse residential development at a range of densities between 5 and 10 dwelling units per acre and compatible uses such as schools, churches and daycare centers where the full range of public facilities and services to support urban development exists. Integration of dwelling units in multiple family configurations may be appropriate if compatibility with nearby existing single family development can be achieved.

The Medium Density Residential designation is implemented by SR 7.0 (Single Family Residential 7.0), SR 5.0 (Single Family Residential 5.0) zoning.

C. High Density Residential (10-20 dwelling units per acre)

This designation shall provide for small lot single family and multi-family residential development at a range of densities between 10 and 20 dwelling units per acre plus compatible uses such as schools, churches, and daycare centers where a full range of public facilities and services to support urban development exists. Generally, this designation is appropriate for land which is located convenient to principal arterials and to business and commercial activity centers.

The High Density Residential designation is implemented by MR (Multi-Family Residential) zoning.

D. NB (Neighborhood Business)

This designation shall comprise retail and service businesses which serve the limited convenience shopping and personal service needs of the immediate surrounding neighborhood.

The NB designation is implemented by NB (Neighborhood Business) zoning.

E. MB (Main Street Business I)

The intent of the Main street Business I land use designation is to create a dense, mixed use, pedestrian-friendly shopping environment reminiscent in design and uses to a turn-of-the-century downtown. This designation applies to the old east and west ends of downtown Stanwood. Residential densities of 10-20 dwelling units per acre are allowed depending on unit type. Storefronts are encouraged to be located at the edge of sidewalks (adjacent to road rights-of-way). Developments should be designed so that shoppers are less dependent on the automobile. Auto-oriented uses are highly restricted. In general, zero lot line development shall be maintained with store fronts and common walls. Parking shall be located on the street or to the rear of buildings. On-street parking will be on both sides of the street, and diagonal in the east end. Public

parking areas may be necessary to assist people in leaving their cars and traveling on foot.

The MB I designation is implemented by MB I (Main Street Business I) zoning.

F. MB II (Main Street Business II)

The intent of the Main Street Business II land use designation is to create an area attracting new commercial uses that may require larger land areas and more parking than available in the historic MB I designated areas of Stanwood. MB II is proposed to include high density commercial, office and other business functions to provide a full range of business activities and urban services in the Downtown Center of Stanwood. Mixed use and high density residential uses are also encouraged. This designation is intended to accommodate the automobile by providing parking to the back and side of structures, while still supporting the pedestrian scale by pulling buildings close to the street and providing a pedestrian entry at the sidewalk. The designation allows for more auto-oriented land uses and allows greater height and density than in the Main Street Business I District. Residential densities of 30-60 dwelling units per acre are allowed and LEED certification level and parking allocations.

The MB II designation is implemented by MB II (Main Street Business II) zoning.

G. GC (General Commercial)

This designation comprises more intensive retail and service uses than described in the MB II designation above. General commercial uses typically require outdoor display and/or storage of merchandise that tend to generate noise as part of the operation. Such uses include, but are not limited to, auto, boat and recreational vehicle sale lots, tire and muffler shops, equipment rental, mini-warehouses and vehicle storage. Many of the businesses allowed in the MB II district are also allowed in this district.

The GC designation is implemented by GC (General Commercial) zoning.

H. **GC-MXO (General Commercial With Mixed Use Overlay)**

The intent of the Mixed Use Overlay is to create areas in which a combination of residential, commercial, office and service uses are encouraged. This designation is meant to provide incentives for the development of high-density multi-family housing (a) close to transportation facilities, public services and employment centers; and (b) to encourage commercial uses serving residential populations. Mixed use developments will increase the range of housing choices available, encourage small scale commercial in residential areas, support pedestrian-oriented development, reduce automobile dependency, and improve sense of community. Mixed-use developments may include: 1) vertical mixed use with commercial / retail space on the bottom floor and residential above; or 2) horizontal mixed use buildings where commercial building(s) face the street frontage and standalone multifamily buildings are located behind and setback from the commercial / retail buildings.

I. LI (Light Industrial)

The intent of the Light Industrial land use designation is to create a district that permits activities involved in the manufacture, repair, or service of goods, or products that are conducted with minimal adverse impact on the environment and the general community. The LI zone is intended to accommodate a variety of light industrial uses and protect this area from other uses that may interfere with the purpose and efficient operation of the light industrial complexes. Industrial, commercial, retail business or agricultural uses desiring to locate in the LI zone must meet the architectural and performance standards for this district. The LI uses shall not adversely affect the health and safety of adjacent non-industrial and residential neighborhoods.

The LI designation is implemented by LI (Light Industrial) zoning.

J. GI (General Industrial)

This designation comprises more intensive industrial type uses which are not permitted in the Light Industrial zone and do not conform to the LI architectural and performance standards. Some activities would require equipment, devices or technology for the control of odors, dust, fumes, smoke, noise, or other wastes and/or by-products. If uncontrolled, these by-products would contaminate the environment to a degree that would exceed the acceptable limits established by competent and recognized public and quasi-public agencies. Examples of potential GI land uses would be animal slaughtering, care of livestock, storage, manufacturing or sale of highly volatile or otherwise hazardous substances or materials. The GI uses shall not adversely affect the health and safety of adjacent non-industrial and residential neighborhoods.

The GI designation is implemented by GI (General Industrial) zoning.

K. PF (Public Facilities)

This designation is applied to lands that are used as public utilities and facilities, including parks, schools, railroad, and the waste water treatment plant.

The PF designation is implemented by ~~SR 7.0 (Single Family Residential 7.0), SR 9.6 (Single Family Residential 9.6) and GI (General Industrial) zoning~~ **the underlying zoning for public uses and the Parks and Open Space (POS) zoning for park facilities.**

L. Traditional Neighborhood (TN)

The purpose of the Traditional Neighborhood land use designation is to provide an alternative to typical residential developments. Developments in the Traditional Neighborhood designation are intended to develop in a higher density, mixed-use fashion more typical of older neighborhoods. It features requirements for common open space, through streets and a mix of housing types. This designation shall provide for residential development at densities of

10-20 dwelling units per acre. An allowance for commercial development shall also be allowed.

The TN designation is implemented by TN (Traditional Neighborhood) zoning.

M. Historic Overlay (HO)

The purpose of the Historic Downtown Overlay is to recognize the historical character of site planning, street grid, architecture and building scale of structures in East District and West District commercial nodes. Within the Historic Overlay the City will allow flexible interpretations of standards to encourage re-investment in, re-use and maintenance of structures that display historic period architectural character and scale. The architectural styles representative of commercial and residential buildings that existed from 1890 through the 1920s should be maintained.

N. AEO (Adult Entertainment Overlay)

This land use designation is designed to allow uses classified as adult entertainment in an appropriate area of the city. In the area(s) allowing adult entertainment, all permitted uses established in the underlying land use designation shall be allowed (except where specified land use conflicts may arise).

O. MUO (Mixed Use Overlay)

The intent of the Mixed Use Overlay is to create areas in which a combination of residential, commercial, office and service uses are encouraged. This designation is meant to provide incentives for the development of high-density multi-family housing (a) close to transportation facilities, public services and employment centers; and (b) to encourage commercial uses serving residential populations. Mixed use developments will increase the range of housing choices available, encourage small scale commercial in residential areas, support pedestrian-oriented development, reduce automobile dependency, and improve sense of community. The mixed use overlay is implemented in combination with General Commercial and Multifamily Residential underlying zoning. ~~Within mixed use buildings residential use may be developed at a density not to exceed 24 units per acre in the general commercial zone. Height and building coverage incentives are provided to encourage commercial uses and parking garages. Nonresidential use is required on portions of the first floor. Light industrial and service uses allowed within the underlying zoning are permissible within a mix use building in the commercial zone.~~

P. TO (Transit Overlay)

The Transit Overlay Designation is intended to support and re-vitalize the area surrounding the Downtown Center Amtrak Station. The existing land use pattern in this area is pre WWII and already displays an interconnected street pattern and contiguous business storefronts with many historic structures. A significant opportunity for re-vitalization of this area is anticipated as a result of new passenger service connecting Stanwood to Vancouver BC and Seattle. The

intent of this land use designation is to perpetuate the existing pattern of land use, promote re-investment in the area and encourage other forms of transportation besides the automobile, including bicycles, trains, buses, para-transit, and walking to serve local businesses by providing easy pedestrian access to shopping. Carpooling is also encouraged. Uses encouraged in this zone include public transit stations, park-and-ride lots, personal service establishments, entertainment, restaurants and small-scale retail. In the areas designated for transit-oriented development, all uses allowed in the underlying land use designation will be permitted.

Q. Master Plan Overlay (MPO)

The purpose of the Master Plan Overlay is to ensure early coordination and planning for certain key gateways to the City of Stanwood and are particularly important to the city's image and future development. The intent of the overlay is to provide for an early planning process that guarantees appropriate development under the intent and regulations of the underlying zoning district as defined in the city's comprehensive plan and the city's zoning code. Properties designated with the MPO are required to annex and develop a master plan for the site prior to issuance of permits or certificates of availability for utilities.

R. Parks and Open Space (POS)

The Parks and Open Space zoning designation is applied to lands which are to be maintained as park space or natural open spaces in perpetuity by the City. Many of these lands have underlying contractual agreements with either the Washington State Recreation and Conservation Office, Conservation Futures Easements, or critical area easements. The POS designation should be applied to public park properties identified in the City's Parks, Recreation and Open Space Plan.

[Staff Note: The alphabet order of the land use designations has been adjusted to reflect the additions]

3. Amendments to Capital Improvement Element: Amend the Summary of Revenues and Expenditures text and delete Table CF-20 and replace it with the six year Capital Improvement Plan for the years 2021-2026.

Summary of Revenues and Expenditures

In order to comply with the Act, a balance must be maintained between the costs of the needed capital facilities projects and the probable funding for those projects. Table CF-20 provides a summary of the revenues and expenditures that are available to fund the projects in the 2015-2020 **2021 – 2026** Capital Improvement Plan.

Projects in the 6-year Capital Improvement Plan (CIP) require detailed analysis of construction costs and financing requirements to ensure their feasibility. The 6-year CIP should only include projects for which revenue sources have been identified and shall be reviewed annually and, if necessary, revised to accommodate new or revised information or priorities. The City practice will be to adopt a new capital improvement plan every two

years by City Council ordinance during the biennial budget process. Therefore the most recent version of the Stanwood Capital Improvement Plan is expressly incorporated into this Capital Facilities Element of the City of Stanwood Comprehensive Plan as the basis for future project funding decisions as provided for by the Growth Management Act. An amendment to the Comprehensive Plan is not necessary to update the 6-year CIP during the adopted planning period.

Also, the City annually prepares and adopts a six-year Transportation Improvement Plan (TIP). This plan lists street and non-motorized projects, and revenue sources. This plan is prepared for transportation project scheduling, prioritization and grant eligibility purposes.

Table CF-20
2021-2026 Planning Period
Six Year Capital Improvement Plan

City of Stanwood - Comprehensive Plan - Capital Facilities Capital Improvement Plan 2021-2026									
Project Name	Overall Capital Investment	Prior	2021	2022	2023	2024	2025	2026	Community Priority
Port Susan Trail	\$ 3,842,710	\$ 338,710	\$ 515,000	\$ 734,000	\$ 450,000	\$ 200,000	\$ 1,605,000	\$ -	Enhance Parks & Recreation
Heritage Park	\$ 3,330,635	\$ 2,680,635	\$ -	\$ 100,000	\$ 200,000	\$ 100,000	\$ 250,000	\$ -	
Hamilton Park	\$ 1,671,931	\$ 631,931	\$ 1,000,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	
Ovenell Park	\$ 3,967,605	\$ 1,662,605	\$ -	\$ 200,000	\$ 250,000	\$ 355,000	\$ 1,500,000	\$ -	
Johnson Farm Park	\$ 850,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	
Church Creek Park	\$ 590,000	\$ 150,000	\$ -	\$ 440,000	\$ -	\$ -	\$ -	\$ -	
Downtown Park	\$ 1,370,000	\$ 30,000	\$ 200,000	\$ 140,000	\$ -	\$ 1,000,000	\$ -	\$ -	
Civic Campus	\$ 769,640	\$ 619,640	\$ 100,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Support a Sustainable Local Economy
City Beautification	\$ 2,570,000	\$ -	\$ 150,000	\$ 185,000	\$ 155,000	\$ 530,000	\$ 530,000	\$ 1,020,000	
Street Annual Overlays	\$ 3,037,500	\$ 317,000	\$ 344,500	\$ 439,500	\$ 588,500	\$ 410,000	\$ 510,000	\$ 428,000	Build Safe Streets
Sidewalk Installations	\$ 2,919,612	\$ -	\$ 250,000	\$ 175,000	\$ 635,000	\$ 650,000	\$ 789,842	\$ 419,770	
SR532 Intersections	\$ 7,000,000	\$ -	\$ -	\$ 525,000	\$ 275,000	\$ 2,700,000	\$ 525,000	\$ 2,975,000	
106th Bypass	\$ 3,500,000	\$ -	\$ -	\$ 330,000	\$ 700,000	\$ 2,470,000	\$ -	\$ -	
101st Street Reconstruction	\$ 2,758,000	\$ 250,000	\$ 660,000	\$ 1,848,000	\$ -	\$ -	\$ -	\$ -	
80th Avenue Reconstruction	\$ 7,030,000	\$ -	\$ -	\$ -	\$ 1,406,000	\$ 703,000	\$ 4,921,000	\$ -	
284th Street Reconstruction	\$ 6,220,000	\$ -	\$ -	\$ -	\$ 500,000	\$ 744,000	\$ 622,000	\$ 4,354,000	
Main Street Corridor	\$ 3,450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,450,000	
Viking Way	\$ 5,743,896	\$ 4,243,896	\$ 200,000	\$ 300,000	\$ 1,000,000	\$ -	\$ -	\$ -	Protect the Environment
Pioneer Hwy Sewer Main	\$ 2,819,190	\$ 219,190	\$ 900,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	
Church Creek Gravity Main	\$ 1,175,000	\$ 150,000	\$ 1,025,000	\$ -	\$ -	\$ -	\$ -	\$ -	
68th Ave Collection	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	
72nd Ave Collection	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	
Cedarhome Collection	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	
Main Lift Station Upgrade	\$ 2,313,350	\$ 391,350	\$ 1,922,000	\$ -	\$ -	\$ -	\$ -	\$ -	
WWTP BioSolids	\$ 4,600,000	\$ 300,000	\$ 300,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ -	
Irvine Slough (IS4) Drainage	\$ 10,797,920	\$ 1,997,920	\$ 1,800,000	\$ 1,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ -	
Water Telemetry Upgrade	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Budget Total	\$ 85,201,989	\$ 14,482,877	\$ 9,566,500	\$ 10,206,500	\$ 12,159,500	\$ 12,537,000	\$ 13,252,842	\$ 12,996,770	

C. Zoning Code Text Amendments:

The proposed implementing zoning code changes fall into four general categories:

1. *Adoption of new General Commercial – Mixed Use Overlay Zoning Regulations.* The purpose of creating this new zoning category is to expand existing overlay over the commercial area in the Uptown Center Area, but not have the overlay apply to the other General Commercial zones in the city. It also eliminates the need to amend the Comprehensive Plan or require a rezone for any future proposed mixed use developments in the Uptown Center. The permitted use matrix and development standards were updated to create this new zone.
2. *Adoption of new Parks and Open Space Zoning Regulations.* Creation of a new Parks and Open Space land use and zoning designation requires the adoption of associated permitted uses and development standards.
3. *Amendments to the Building Height for Mixed Use and Multifamily Developments.* Building heights were slightly increased to allow for the construction of pitched roofed structures. Over time, building standards have changed from standard 8-9 foot ceilings to 12 foot ceiling heights. In addition, building in the flood plain requires that the living area of the structure be one foot above base flood elevation. Building heights have not been evaluated or adjusted to coincide with these changes. The proposed changes in the building height does not increase density or allow for additional floors, but instead allows the construction of pitched roofs consistent with northwest craftsman designs versus building flat roofed buildings.
4. *Minor Code “Scrub” Amendments.* Minor changes are being proposed to the permitted use matrix to eliminate inconsistency with other development code sections. The allowance of self-storage units was eliminated from the Mixed Use Overlay zone to ensure the commercial floor is occupied with uses consistent with the vision of pedestrian friendly retail / commercial developments.

The full text of the zoning code amendments are contained in the accompanying Ordinance 1492.

D. Future Land Use Map

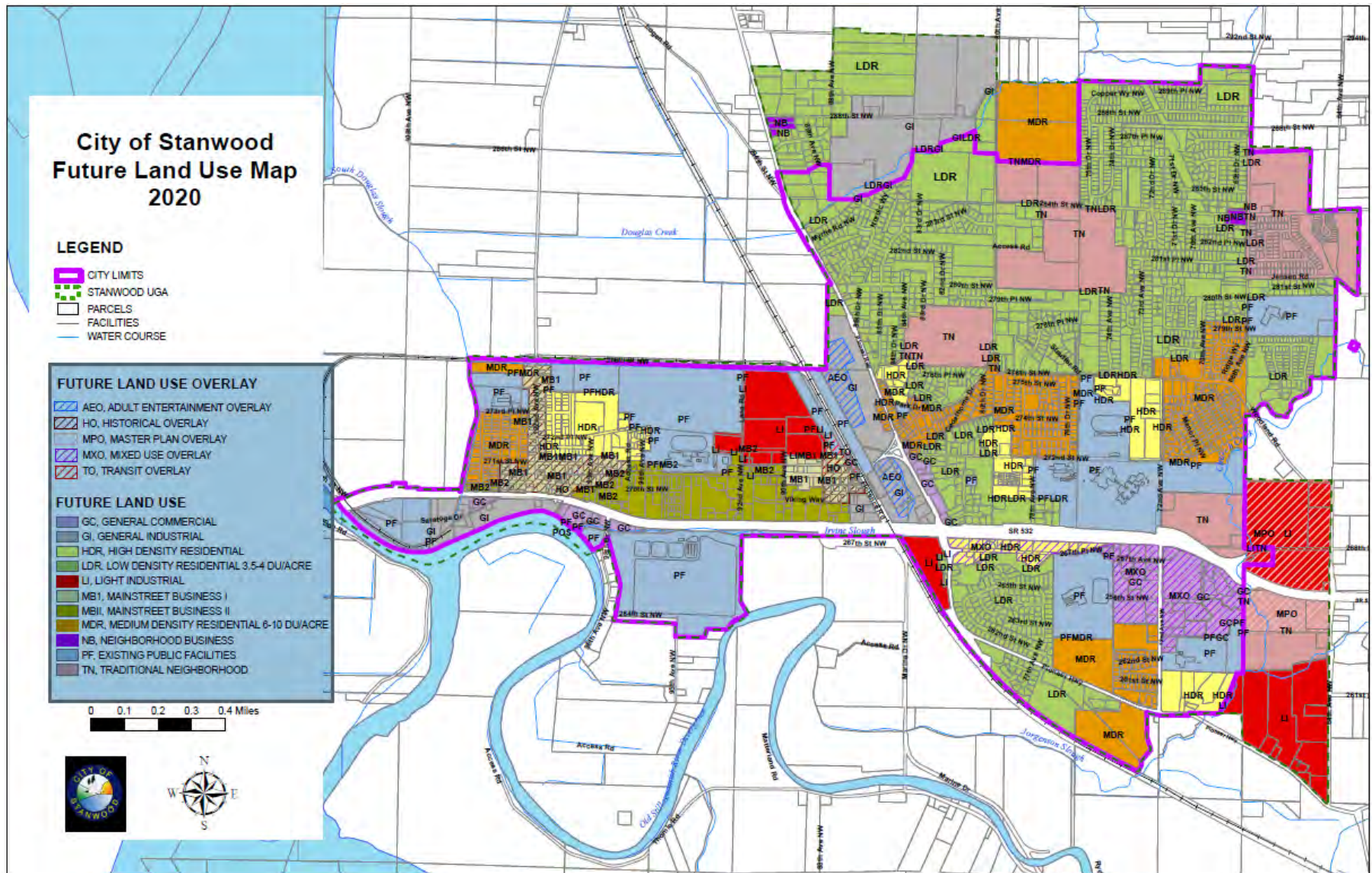


EXHIBIT B
Planning Commission Findings of Fact and Conclusions



City of Stanwood
10220-270TH Street NW
Stanwood, WA 98292

City of Stanwood, Washington

2020 Comprehensive Plan Amendment and
Implementing Zoning Regulations

Findings of Fact and Conclusions of Law

A. GENERAL INFORMATION

File Number(s):	2020-0160
Project Summary:	2020 Comprehensive Plan Amendment, Zoning Map Amendments and Implementing Zoning Regulations
Applicant:	City of Stanwood
Location:	Applies Throughout the City of Stanwood Jurisdictional Limits
Staff Contact:	Patricia Love, Community Development Director

B. BACKGROUND AND DESCRIPTION OF PROPOSAL

The Growth Management Act of the State of Washington requires “early and continuous” public participation in the city’s review and adoption of comprehensive plans and development regulations. One planning tool used to meet the “early and continuous” standard is the Docket process. The “Docket” is a public participation procedure required by state law (GMA) that allows residents the opportunity to request amendments to the City’s comprehensive plan and development regulations on an annual basis. The 2019 / 20202 docket application period ran from August 1 through August 31, 2019 and resulted in several rezone requests and city initiated amendments.

All amendments to the Comprehensive Plan shall be considered concurrently and no more than once per year, except in the event of an emergency, so that their cumulative effects can be ascertained. The 2020 Comprehensive Plan Amendment includes the following Future Land Use Map (FLUM) amendments, Zoning Map Amendments and implementing zoning regulation amendments:

- | | | |
|----|---|---|
| 1. | Scott Wammack / Lisa Sather (Sather Family Trust) | Comprehensive Plan Map Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to 2 vacant parcels currently zoned General Commercial located south of 265 th Street NW within the Haggen Complex. Parcel Numbers: 32042900204500 and 32042900207100 |
| 2. | Scott Wammack / Brett Sibert | Comprehensive Plan Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to a vacant parcel currently zoned General Commercial located on the southwest corner of 265 th Street and 72 nd Avenue. Parcel Number: 32042900206000 |

3. City of Stanwood (271st Street) Comprehensive Plan Amendment with a concurrent rezone from Light Industrial to Mainstreet Business II along the north side of 271st Street between 92nd Avenue NW and 90th Avenue NW. Parcel Numbers: 32041900304800, 32041900305100, 32041900308700, 32041900305200, 32041900308900, 32041900305300, and 32041900302600
4. City of Stanwood Comprehensive Plan Amendment with concurrent zone of City park properties from various zoning districts to a new Parks and Open Space designation. Parks subject to this proposal include:
 - Heritage Park (Parcel Numbers: 32032400413200, 32032400400100 and 32032400304900),
 - Hamilton Landing Park (Parcel Number 32032400414600 and 32032400414700),
 - Ovenell Park (Parcel Numbers: 32032400300100, 32032400305600, 32032300401200, 32032300400700, and 32032400300300),
 - Church Creek Park (Parcel Number 32042000301800) and
 - Lions Park (Parcel Number 00470000200100).
5. City of Stanwood Comprehensive Plan Text and Map amendment to reflect the proposed rezone amendments including amendments to the Land Use and Housing Elements. Amendments also include extending the Mixed-Use Overlay zone over all General Commercial zone properties in the Uptown Center.
6. City of Stanwood Zoning code amendments implementing the rezones including: creating a new Parks and Open Space (POS) zoning district and amendments to the building height and density requirements of the Mixed-Use zoning overlay and the Multi-Family Residential zoning designation.

As part of this process the City may be considering the following:

 - o 40-foot building height in the Multi-Family Residential zones, which would allow for three story buildings.
 - o 50-foot building height in the Mixed-Use zoning overlay, which would allow for four story buildings.
 - o Density that is controlled by height, parking, landscaping, park/open space requirements of the code instead of a set number for the Mixed-Use zoning overlay.
7. City of Stanwood Amendments to the Capital Facilities Element of the Comprehensive Plan to update both the 6-year and 20-year Capital Improvement Plan project lists.

C. COMPREHENSIVE PLAN AMENDMENT CRITERIA (SMC 17.157.080)
ZONING MAP MODIFICATION CRITERIA (SMC 17.155.0909(1))

The city may approve, or approve with modifications or conditions, an application for a Comprehensive Plan amendment or Zoning Map Modification if:

(a) The amendment / zoning reclassification bears a substantial relation to the public health, safety, or welfare;

The State of Washington adopted the Growth Management Act in 1990 to manage growth under a consistent set of statewide goals and policies. The Act originally contained 13 goals that provided guidance to local governments on how to manage: population growth, housing, transportation systems, utilities and other public infrastructure. The City of Stanwood adopted its first GMA compliant Comprehensive Plan on June 1, 1996. Subsequent amendments to the Plan have been adopted through the years as deemed warranted due to changing circumstances or as required by state mandates.

The 2015-2035 Comprehensive Plan establishes a moderate growth scenario that expects the city to reach a population of 10,116 (or 11,085 inclusive of the Urban Growth Area) by 2035. Associated with this growth scenario is the expected density and type of development necessary to reach this population projection. The city anticipated future growth to include a combination of residential and mixed-use developments. The very first policy of the Comprehensive Plan - Land Use Policy 1.1 states that the City shall “establish a density lot size and road access standards that create incentives for infill development in urban areas that are either underdeveloped or underutilized”.

The proposed rezones add approximately 286-404 infill housing units which falls within the moderate growth scenario as adopted in the Comprehensive Plan and helps the City meet its growth targets without major changes to the city’s residential zones. The proposed land use designations and rezones are consistent with the Comprehensive Plan growth and development strategies and therefore meets the criteria that the amendments bears a substantial relation to the public health, safety, or welfare.

(b) The amendment / zoning reclassification is warranted because of changed circumstances or because of a need for additional property in the proposed Comprehensive Plan or zoning designation or because the proposed amendment is appropriate for reasonable development of the subject property.

The City’s Comprehensive Plan plans for future growth out to 2035. In addition, the Puget Sound Regional Council’s growth strategies call for an additional 9% growth by the year 2050 in the cities and towns category that applies to Stanwood. The 2015 Comprehensive Plan identifies a city wide population of 10,116 people by 2035. Adding a projected 9% growth on that figure brings the City’s 2050 projected growth target to 11,026. Using the Snohomish County Tomorrow 2020 Growth Monitoring Report as guidance for considering projects that add new growth to the City, the report shows that the City is falling below its 2035 population growth target. If cities fall below their growth targets, they are required by state law to evaluate options to increase density through comprehensive plan amendments or changes in municipal codes that encourage in-fill development.

At a Planning Café held in 2019 the public was asked: “where would you put future growth in Stanwood”. In response the community located new housing and population growth in mixed-use developments in the City’s existing commercial zones. Adding the Mixed Use Overlay to the entire General Commercial zoning district in the Uptown Center District provides additional opportunities to convert some of the vacant storefronts into mixed use buildings consistent the Comprehensive Plan while helping to meet the City’s population and housing targets without negatively impacting existing single family residential zones. The 271st Street rezone also implements mixed use zoning consistent with the Downtown Subarea Plan.

These proposed amendments and rezones are consistent with the vision of the Comprehensive Plan and the future zoning as envisioned by the public at the Planning Café. These amendments also fulfill the state mandate to evaluate “reasonable measures” to encourage in-fill development and strategies to meet projected population targets.

(c) The subject property is suitable for development in conformance with standards under the proposed Comprehensive Plan designation and with zoning standards under the proposed zoning classification.

The proposed rezones sites are either existing developed sites (parks and 271st Street rezones) or infill developable sites (three Wammack sites). Future uses of the rezones sites are anticipated to be general commercial, retail, restaurant, residential or park uses; all of which are consistent with the Comprehensive Plan’s vision of providing housing and urban services to city residents.

(d) The amendment and rezones will not be materially detrimental to uses or property in the immediate vicinity of the subject property;

The proposed uptown mixed use rezone is located in a general commercial zoning district with uses that range from mixed-use residential buildings, senior housing, grocery store, restaurants, YMCA, office and service uses. The 271st rezone properties are developed with commercial use buildings, parking lots and standard landscaping. Lastly, the park rezones to Parks and Open Space acknowledges the current use of the properties.

The cumulative effect of the proposed rezones support the city’s needed housing and population targets without negatively impacting the surrounding neighborhoods. Subsequent development of the rezones sites will be subject to the City’s, development regulations, concurrency standards and traffic impact mitigation fees. Site specific road / traffic improvements will be evaluated at the time of actual development.

The comprehensive plan amendments and rezones are consistent with existing uses and surrounding uses and would therefore not be detrimental to adjacent properties.

(e) The proposed Comprehensive Plan amendment / zoning reclassification has merit and value for the community as a whole; and

The proposal is consistent with the City’s land use policies and adds housing units consistent with the City’s 2023 growth target and the Puget Sound Regional Council population growth targets for the cities and towns category. The rezones also allow the properties to be developed similarly to surrounding properties. Adding housing in commercial areas encourages walkability with less dependence on the automobile for small, everyday errands. It also reduces impacts on existing family residential neighborhoods that could result from major land use changes if the City cannot meet its projected population and housing targets.

(f) The proposed amendment is consistent with the goals and policies of the Comprehensive Plan.

The proposals are consistent with the Stanwood 2015-2035 Comprehensive Plan policies as follows:
Uptown Center Comprehensive Plan Policies:

LUP 10.3:	Allow a variety of retail, service, office and other commercial uses as well as mixed use, senior housing and assisted living residential uses in the Uptown Center.
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- LUP 10.4: Allow surface parking to accommodate an auto-oriented shopping center in the Uptown Center and site planning, with no restrictions on the location of parking.
- LUP 10.5: Allow shared parking and off-site parking in the Uptown Center when approved by the City.
- LUP 10.6: Encourage mixed use development within the Center.

271st Street Rezone Comprehensive Plan Policies:

- LUP 4.1: Allow a mix of residential, office, retail, entertainment and service uses to serve incorporated Stanwood, unincorporated Snohomish County and Camano Island in Island County.
- LUP 4.3: Allow light industrial use in areas without strong access for retail or service uses.
- LUP 4.7: Encourage outdoor dining, outdoor street furniture and temporary outdoor displays that create interest and activity.
- LUP 5.5: Encourage small scale specialty retail along the front of 271st Street. Encourage larger-scale retail and service uses between 271st Street (behind store fronts) and SR 532. [Note: Staff made the following language correction to the policy: changing 271st Avenue to 271st Street.]

Parks Rezones Comprehensive Plan Policies:

- LUP 2.10: Encourage preservation of open space and recreational opportunities.

In addition to the Future Land Use Map (FLUM) and Zoning Map changes, minor amendments are being proposed to the Land Use Element of the Comprehensive Plan to implement the land use designation changes. The largest change in land use is changing out the existing park properties from their underlying zoning (91.81 acres) to the proposed new Parks and Open Space zoning designation. Note that the entirety of the Land Use Element's land use inventory is not being updated at this time but will be included in the 2024 Major Comprehensive Plan update as the 2015-2035 Land Use Inventory is based on 2012 data which does not reflect current conditions.

(g) The reclassification complies with all other applicable criteria and standards of the Stanwood Municipal Code.

To fully implement the proposed Comprehensive Plan amendments and rezones, a few amendments are needed to the Stanwood Municipal Code to ensure consistency between the Plan and implementing zoning regulations as required by the Growth Management Act. Two new zoning categories are proposed implement the comprehensive plan land use designations consistent with the requirements of the Growth Management Act: General Commercial – Mixed Use Overlay (GC-MXO) and Parks and Open Space (POS). Other amendments include changes to the permitted use matrix, bulk standards, mixed-use overlay regulations provide additional standards to ensure that future projects are developed according to the City's vision of creating mixed-use pedestrian friendly neighborhoods.

D. CODE AMENDMENT CRITERIA (SMC 17.155.090(2))

The city may approve or approve with modifications amendments to the text of the zoning code if:

(a) The purpose and desired effect of the proposed Comprehensive Plan Amendment and zoning reclassification are consistent with the Stanwood Municipal Code;

The proposed implementing zoning code changes fall into four general categories:

5. *Adoption of new General Commercial – Mixed Use Overlay Zoning Regulations.* The purpose of creating this new zoning category is to expand existing overlay over the commercial area in the Uptown Center Area, but not have the overlay apply to the other General Commercial zones in the city.

The properties subject to the Mixed-Use Overlay are currently zoned General Commercial which allows for general commercial and retail uses; the rezone would allow residential uses in conjunction with the commercial / retail uses similarly to those in the Haggen Shopping Center Complex. The proposal is consistent with the surrounding uses and with the Comprehensive Plan to encourage in-fill development with mixed-use buildings. Adding the Mixed Use Overlay to the entire General Commercial zoning district in the Uptown Center District provides additional opportunities to convert some of the vacant storefronts into mixed use buildings consistent with City policies for the district while helping to meet the City's Growth Management population and housing targets without negatively impacting existing single family residential zones. The amendments also eliminate the need to amend the Comprehensive Plan or require a rezone for any future proposed mixed use developments in the Uptown Center. The permitted use matrix and development standards were updated to create this new zone.

6. *Adoption of new Parks and Open Space Zoning Regulations.* Creation of a new Parks and Open Space land use and zoning designation requires the adoption of associated permitted uses and development standards. Currently all of our public parks are managed under various zoning districts – ranging from Single Family Residential to General Industrial. The City has received state funding for most of these parks from the Recreation and Conservation Office and have also purchased properties with Snohomish County Conservation Easement Funds which require these properties to be held in public ownership in perpetuity. By creating a new POS zoning category, the public and future law makers can easily see where the City's parks and open space areas are located in the city as well as the uses are allowed in park properties and facilities.
7. *Amendments to the Building Height for Mixed Use and Multifamily Developments.* Building heights were slightly increased to allow for the construction of pitched roofed structures. Over time, building standards have changed from standard 8-9 foot ceilings to 12 foot ceiling heights. In addition, building in the flood plain requires that the living area of the structure be one foot above base flood elevation. Building heights have not been evaluated or adjusted to coincide with these changes. The proposed changes in the building height does not increase density or allow for additional floors, but instead allows the construction of pitched roofs consistent with northwest craftsman designs versus building flat roofed buildings.
8. *Minor Code "Scrub" Amendments.* Minor changes are being proposed to the permitted use matrix to eliminate inconsistency with other development code sections. The allowance of self-storage units was eliminated from the Mixed Use Overlay zone to ensure the commercial floor is occupied with uses consistent with the vision of pedestrian friendly retail / commercial developments.

(b) There is a positive relationship to the public health, safety and welfare of the community; and

The proposed amendments provide clear guidance and standards for future development in the mixed use and parks zoning districts which is intended to provide the public and future developers with clear expectations on city requirements and development standards.

(c) The proposed amendment is consistent with the Stanwood Comprehensive Plan.

Stanwood's Comprehensive Plan envisions a strong community that provides urban services while preserving its rural community heritage. The Plan envisions a community with diverse commercial districts and a variety of housing types ranging from detached single family residential homes to mixed use commercial developments. The Comprehensive Plan's policies support the proposed 2020 Comprehensive Plan Amendments, rezones and associated implementing code amends.

LUP 2.10:	Encourage preservation of open space and recreational opportunities.
LUG 10:	Develop a second commercial and mixed use base in the Uptown Center as a focal point for the newly developing part of the City.
LUP10.5:	Encourage mixed use development with the [Uptown] Center.
LUP 19.1:	Plan for a balanced mix of land uses based on land availability and the capacity to provide public services.
EDP-6.1	Ensure that City licensing and permitting procedures and development regulations are coherent, fair, and expeditious.

E. FINDINGS OF FACT

1. Under the Growth Management Act (Chapter 36.70A RCW), the city may amend its Comprehensive Plan and Land Use Map once per year through the annual "Docket" process. The city accepts annual amendment requests until August 31st of each year for consideration.
2. The "Docket" is the vehicle by which the City and other public agencies, private owners, developers, community groups, or individual citizens request changes to the land use designations of property and/or propose changes to the elements, goals, and policies of the Comprehensive Plan.
3. The Docket process affords the opportunity to refine the Comprehensive Plan based on changing conditions and community needs.
4. The City Council considered the 2019 Docket applications on October 24, 2019 and forwarded those requests to the Planning Commission to evaluate and formulate a recommendation to either approve, approve with modifications or deny.
5. In order to formally process the 2020 Docket, applicants were required to submit their formal rezone applications by February 3, 2020. Five (5) applications were received: Three by Scott Wammack for mixed-use rezones in the Uptown Center District, and two (2) by the City of Stanwood to rezone a portion of 271st Street from Light Industrial to Commercial and to create a new Parks and Open Space zoning district for the City's park lands.

6. A Notice of Application was issued for the proposed amendments with a 30 day comment period ran from March 31 through April 30th. All property owners within 300 feet of the rezones were noticed of the proposed rezone requests.
7. Due to COVID-19 the processing of the amendments was put on hold in May of 2020 as the City was not permitted to hold formal public hearings per the guidance provided by the Governor's Office for ordinary and routine business. This guidance has been recently revised to allow cities to hold virtual public hearings which makes the processing of these amendments possible.
8. Pursuant to RCW 36.70A. 106, on October 9, 2020 the City notified the State of Washington of its intent to adopt amendments to its Comprehensive Plan and development regulations.
9. The City of Stanwood SEPA Responsible Official reviewed the amendments and issued a Determination of Non-significance (DNS) on October 13, 2020.
10. Stanwood's 2015 – 2035 Comprehensive Plan supports the 2020 Comprehensive Plan and municipal code amendments:
 - Land Use Policies 10.3 – 10.6 to encourage mixed use development in the Uptown Center Business District.
 - Land Use Policies 4.1, 4.3, 4.7, and 5.5 to maintain commercial zoning along 271st Street as part of the City's Main Street concepts and the Downtown Subarea Plan.
 - Land Use Policy 2.10 in support of preserving park space.
11. The Planning Commission considered the amendments at several meetings including: September 9, 2019, September 28, 2020, October 12 and 26, 2020 and November 9, 2020.
12. Staff prepared a report summarizing the proposed amendments. This report is part of the public record and was presented to the Planning Commission at the public hearing on November 16, 2020 for their consideration.
13. The Planning Commission held a public hearing on November 16, 2020 and considered all relevant matters, and heard all parties in support or opposition, and subsequently forwarded a recommendation to the City Council.
14. The Wammack rezone properties are currently zoned General Commercial which allows for general commercial and retail uses; the rezone would allow residential uses in conjunction with the commercial / retail uses within the entirety of the General Commercial zone in the Uptown Center District similarly to those in the Haggen Shopping Center Complex south of SR 532. The proposal is consistent with the surrounding uses and the Comprehensive Plan to allow mixed use development in the Uptown Center District.
15. The proposed 271st Street rezone properties are developed with commercial use buildings, parking lots and standard landscaping. The City's planning policies suggest this area should be a commercial district connecting the two historic downtowns and would avoid industrial uses along the City's "main street". The proposed rezone is consistent with this vision.

16. The park rezones do not change the underlying use of the properties, but provides a protective zoning designation which clearly shows the public that these lands are intended to stay in park and open space use in perpetuity.
17. Code amendments are necessary to implement the comprehensive plan land use designations. The Growth Management Act requires consistency between the Comprehensive Plan and development regulations. The amendments to the permitted use matrix, bulk standards, mixed-use overlay regulations provide additional standards to ensure that future projects are developed according to the City's vision of creating mixed-use pedestrian friendly neighborhoods.
18. The City of Stanwood has an adopted Level of Service E for traffic impacts on all arterial / collector roadways which relates to the acceptable delay time of 80 seconds at intersections. The traffic analysis prepared for the Uptown rezones showed that the proposed mixed use developments would change the intersection wait time from approximately 33 seconds to 40 seconds, well below the adopted maximum wait time of 80 seconds. Since the proposed wait time on the three rezones is far below the adopted Level of Service, it is not anticipated that applying the mixed use overlay to the entire General Commercial zoning district will drop the wait time below the adopted Level of Service. In addition, as projects are proposed, additional traffic studies will be prepared which could contain mitigation measures to reduce potential impacts.
19. Cumulatively, the proposed rezones and code amendments support the city's needed housing and population targets without negatively impacting the surrounding neighborhoods.
20. The City Council Community Development Committee reviewed the proposed amendments set forth in this Ordinance at their September 10 and October 15, 2020 meetings where they supported the proposed amendments.

F. CONCLUSIONS OF LAW

1. The City of Stanwood has authority under RCW Title 35A, to adopt plans and regulations related to development and operations within the City of Stanwood.
2. Stanwood Municipal Code requires that the Planning Commission review and make recommendations to the Stanwood City Council regarding Comprehensive Plan Amendments and code amendments to Title 17, Zoning.
3. Planning Commission briefings to discuss the proposed amendments were held on September 9, 2019, September 28, 2020, October 28, 2020, October 26, 2020, November 9, 2020 and a public hearing was held on November 16, 2020.
4. On November 3, 2020 the public hearing notice was printed in the Stanwood Camano News as required by law that a public hearing was to be held by the Planning Commission and all persons wishing to provide public input concerning the proposed amendments set forth in this Ordinance were heard.

5. SEPA review was conducted on the proposal and a Determination of Nonsignificance (DNS) was issued on October 13, 2020 under WAC 197-11-340(2). No appeals of the SEPA determination were filed.
6. The proposed land use designations and rezones are consistent with the Comprehensive Plan growth and development strategies and therefore meets the criteria that the amendments bears a substantial relation to the public health, safety, or welfare.
7. The proposed amendments will not be detrimental to adjacent properties.
8. The proposed amendments provide clear guidance and standards for future development which is intended to provide the public and future developers with clear expectations on city requirements and development standards.
9. After considering staff comments and public testimony, the Stanwood Planning Commission determined the draft amendments are consistent with the Comprehensive Plan and should be adopted.

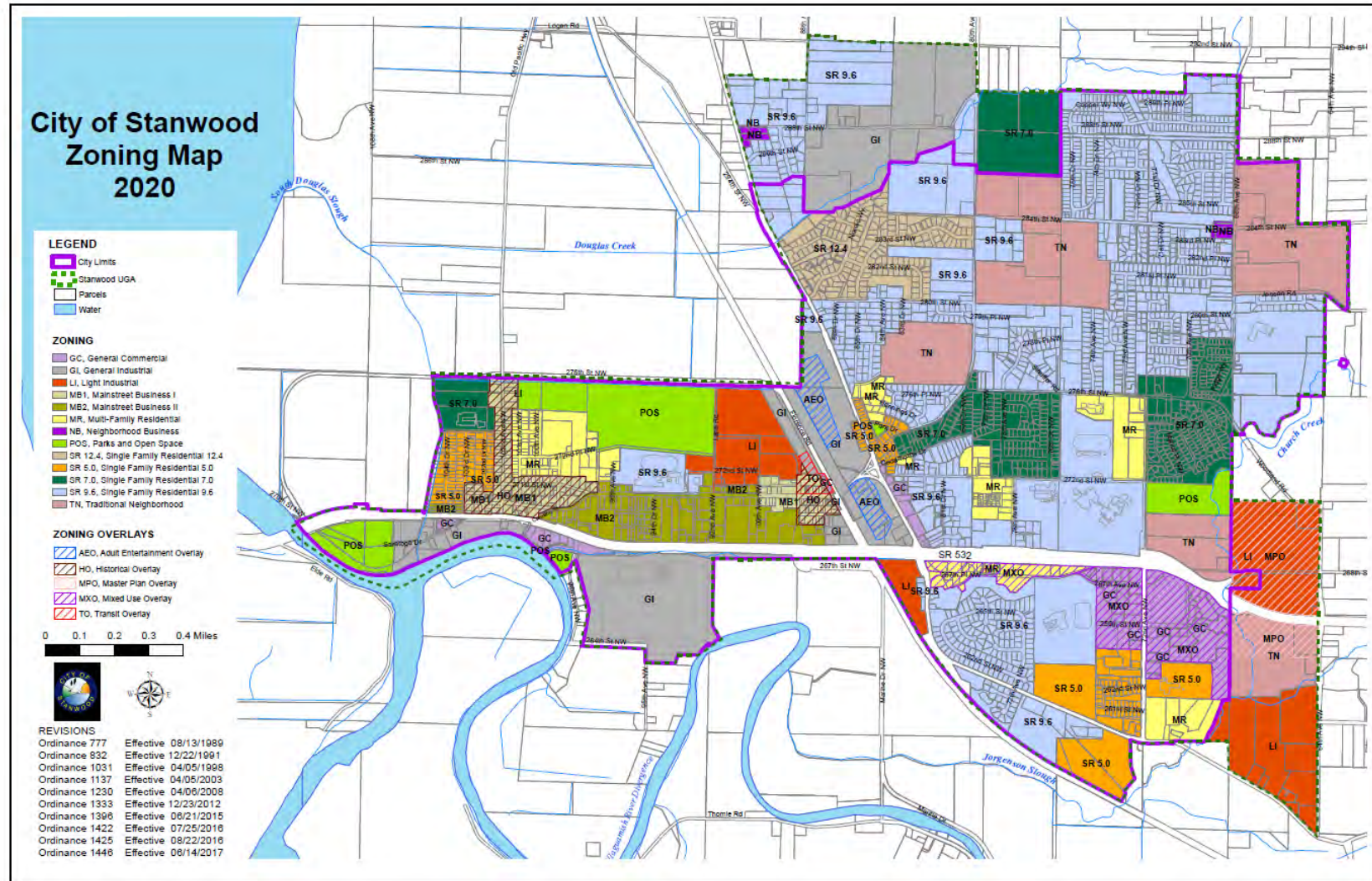
G. STAFF RECOMMENDATION

Move that the Planning Commission **ADOPT** the Findings of Fact and Conclusions of Law contained herein and **AUTHORIZE** the Planning Commission Chair to sign the Findings on behalf of the Commission and recommend that the Stanwood City Council **APPROVE** the proposed 2020 Comprehensive Plan Amendment, Zoning Map Amendments and implementing amendments to Chapter 17 of the Stanwood Municipal Code.

Dated this 16th of November, 2020.

Marcus Metz, Planning Commission Vice-Chair
City of Stanwood

EXHIBIT C Zoning Map Amendments



**CITY OF STANWOOD
WASHINGTON**

ORDINANCE NO. 1492

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING PORTIONS OF STANWOOD MUNICIPAL CODE TITLE 17 ENTITLED ZONING AND RELATING TO IMPLEMENTING THE 2020 COMPREHENSIVE PLAN AMENDMENTS AND REZONES BY AMENDING CHAPTER 17.10 - ESTABLISHMENT OF ZONING DISTRICTS; AMENDING CHAPTER 17.30 - PERMITTED LAND USES; AMENDING CHAPTER 17.60 - ZONING STANDARDS TABLES, AMENDING CHAPTER 17.79 - MIXED USE OVERLAY; AMENDING CHAPTER 17.100 - NON-RESIDENTIAL PERFORMANCE STANDARDS AND ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance 956, on June 1, 1996 the City adopted its first Growth Management Act compliance Comprehensive Plan ("the Plan") pursuant to RCW Chapter 36.70A; and

WHEREAS, the City has amended the Plan in subsequent years to adjust to changing conditions; and

WHEREAS, the Growth Management Act of the State of Washington requires "early and continuous" public participation in the city's review and adoption of comprehensive plans and development regulations; and

WHEREAS, one planning tool used to meet the "early and continuous" standard is the Docket process. The "Docket" is a public participation procedure required by state law (GMA) that allows residents the opportunity to request amendments to the City's comprehensive plan and development regulations on an annual basis; and

WHEREAS, the 2019 / 2020 docket application period ran from August 1 through August 31, 2019 and resulted in several rezone requests and zoning code amendments; and

WHEREAS, pursuant to the annual docket process described in Chapter 17.157 SMC entitled "Comprehensive Plan", the City Council considered the 2019 Docket applications on October 24, 2019 and forwarded those requests to the Planning Commission to evaluate and formulate a recommendation to either approve, approve with modifications or deny; and

WHEREAS, in order to formally process the 2020 Docket, applicants were required to submit their formal rezone applications by February 3, 2020; and

WHEREAS, five (5) rezone applications were received: Three by Scott Wammack for mixed-use rezones in the Uptown Center District, and two (2) by the City of Stanwood to rezone

a portion of 271st Street from Light Industrial to Commercial and to create a new Parks and Open Space zoning district for the City's park lands; and

WHEREAS, several zoning code amendments are needed to implement the rezone requests including: creating a new Parks and Open Space (POS) and General Commercial Mixed Use Overlay (GC-MXO) zoning district and amendments to the building height and density requirements of the Mixed-Use zoning overlay and the Multi-Family Residential zoning designation; and

WHEREAS, the Growth Management Act requires that Comprehensive Plans and implementing zoning be consistent; and

WHEREAS, the public review process for the 2020 Docket and Comprehensive Plan Amendments included review by the Planning Commission on September 9, 2019, September 28, 2020, October 12 and 26, and November 9, 2020 and held a public hearing on November 16, 2020, to: 1) review the proposed Comprehensive Plan amendments and implementing zoning code amendments, and 2) take public comments and testimony on the proposed amendments; and

WHEREAS, as required by RCW 36.70A.106, the City submitted the proposed City of Stanwood 2019/2020 zoning code amendments for the 60-day review to the Washington State Department of Commerce on October 9, 2020 and received a letter dated October 12, 2020 stating procedural requirements were met; and'

WHEREAS, the Department of Commerce's 60-day review period was completed on December 9, 2020; and

WHEREAS, the City issued a SEPA threshold determination of non-significance on October 13, 2020 and the comment period ended on October 27, 202; and

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Chapter. 43.21C RCW; and

WHEREAS, on March 31, 2020 pursuant to SMC 17.80.033(c)(iv)(3) the City mailed notice of the proposed land use designation and zoning change to properties within 300 feet of the proposal rezones providing for a 30 day comment period; and

WHEREAS, the public hearing held on November 16, 2020 was closed by the Planning Commission, after hearing comments from the public. The Planning Commission deliberated and then made their Findings and Recommendations for approval of the proposed amendments to the City Council; and

WHEREAS, all persons desiring to comment on the proposed amendments were given the opportunity to be heard; and

WHEREAS, at the January 28, 2021 City Council meeting the City Council further reviewed and considered the Planning Commission recommendations; and

WHEREAS, as required by RCW 36.70A.130(2)(b), the City Council considered all proposed amendments to the Plan and the associated zoning amendments to the Stanwood Municipal Code concurrently so the cumulative effect of the proposed amendments could be ascertained; and

WHEREAS, the City Council hereby finds that the City's Plan and the zoning code amendments adopted herein are consistent with the County-Wide Planning Policies as required by RCW 36.70A.210;and

WHEREAS, the Stanwood City Council hereby finds that the adoption of the proposed amendments to the Stanwood Municipal Code are consistent with the Comprehensive Plan and serves and advances public health, safety and welfare of the greater community;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. SMC 17.10, Establishment of Zoning Districts. Chapter 17.10, Establishment of Zoning Districts, of the Stanwood Municipal Code is hereby amended to read as set forth in Attachment A, by reference as though fully set forth herein.

Section 2. SMC 17.30, Permitted Land Uses. Chapter 17.30, Permitted Land Uses, of the Stanwood Municipal Code is hereby amended to read as set forth in Attachment B, by reference as though fully set forth herein.

Section 3. SMC 17.60, Zoning Standards Tables. Chapter 17.60, Zoning Standards Tables, of the Stanwood Municipal Code is hereby amended to read as set forth in Attachment C, by reference as though fully set forth herein.

Section 4. SMC 17.79, Mixed Use Overlay. Chapter 17.79, Mixed Use Overlay, of the Stanwood Municipal Code is hereby amended to read as set forth in Attachment D, by reference as though fully set forth herein.

Section 5. SMC 17.100, Non-Residential Performance Standards. Chapter 17.100, Non-Residential Performance Standards, of the Stanwood Municipal Code is hereby amended to read as set forth in Attachment E, by reference as though fully set forth herein.

Section 6. Findings of Fact and Conclusions. In support of the amendment approved in this Ordinance the Stanwood City Council adopts the Findings of Fact and Conclusions attached hereto as Attachment F and incorporated herein by reference and the analysis contained in the Staff Report on the amendments.

Section 7. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 8. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 9. Conflict. In the event that there is a conflict between the provision of this Ordinance and any other City ordinance, the provision of this Ordinance shall control.

Section 10. Effective Date. This Ordinance shall take effect from and after five (5) days after its passage and publication as required by law.

PASSED AND APPROVED by the Stanwood City Council this _____ day of _____ 2021.

CITY OF STANWOOD

Elizabeth Callaghan, Mayor

ATTEST:

By: _____
Sara Robinson, City Clerk

APPROVED AS TO FORM:

By: _____
Brett Vinson, City Attorney

Date of Publication: _____

Effective Date: _____

Exhibit A SMC 17.10 Establishment of Zoning Districts

Sections:

17.10.010 Zoning districts.

17.10.020 Purpose and intent of zoning districts.

17.10.010 Zoning Districts.

The city of Stanwood is hereby divided into 12 zoning districts as follows:

- (1) SR (single-family residential) 12.4 zoning district;
- (2) SR (single-family residential) 9.6 zoning district;
- (3) SR (single-family residential) 7.0 zoning district;
- (4) SR (single-family residential) 5.0 zoning district;
- (5) MR (multiple-family residential) zoning district;
- (6) TN (traditional neighborhood) zoning district;
- (7) NB (neighborhood business) zoning district;
- (8) MB-I (Main Street business) zoning district;
- (9) MB-II (Main Street business) zoning district;
- (10) GC (General Commercial) zoning district;
- (11) GC-MXO (General Commercial with Mixed Use Overlay) zoning district;**
- (12) LI (Light Industrial) zoning district; and
- (13) GI (General Industrial) zoning district.
- (14) POS (Public Open Space) zoning district.**

17.10.020 Purpose and intent of zoning districts.

- (1) SR (Single-Family Residential) 12.4 Zone. This zoning district is intended to provide lower residential densities than in other areas of Stanwood. This SR 12.4 zoning district is intended to accommodate residential single-family neighborhoods with active and passive recreational facilities and neighborhood-oriented support activities. This zone implements the residential low density land use designation in the Comprehensive Plan.
- (2) SR (Single-Family Residential) 9.6 Zone. This zone includes areas within Stanwood that are already served by municipal sewer and water lines and areas within the urban growth area that are not yet served. Uses in the outlying areas include low density residential on septic systems and some existing farms. These areas are expected to annex to the city of Stanwood and urbanize over time. This zoning district is intended to provide opportunities for new low density single-family residential development with larger lot sizes, and provide standards that encourage reasonable integration of new and existing residential areas, active and passive recreational facilities and activities that support these residential communities. The zone also supports public/quasi-public facilities such as

secondary schools, community centers and parks that draw from and support the regional community. This zone implements the residential low density land use designation in the Comprehensive Plan.

- (3) SR (Single-Family Residential) 7.0 Zone. This zone includes areas that are at the present time largely served by municipal sewer and water lines. This zoning district is intended to accommodate medium density residential development as infill on smaller lots than in low density designations but platted at a standard that is consistent with the density of the existing residential area, and to provide standards and uses to encourage reinvestment in and maintenance of existing properties, and provide supportive active and passive recreational facilities. The zone also allows public/quasi-public uses such as elementary schools, community centers, parks and community-based recreation facilities that support those uses and serve more than one residential area. This zone implements the residential medium density land use designation in the Comprehensive Plan.
- (4) SR (Single-Family Residential) 5.0 Zone. This zone includes areas that are at the present time largely served by municipal sewer and water lines. This zoning district is intended to provide standards to maintain the smaller lot plat pattern of the pre-1940 subdivisions that predominate the areas in this designation; promote infill, redevelopment and maintenance of property consistent with the historic smaller lot pattern and older housing stock; provide infill housing at higher density on larger parcels, encourage active and passive recreational facilities such as community centers, parks and community-based recreation that support the neighborhood; and allow for public and quasi-public uses that are part of these areas due to this historic settlement pattern, such as elementary schools that may serve more than one neighborhood. This zone implements the residential medium density land use designation in the Comprehensive Plan.
- (5) MR (Residential Multifamily) Zone. This zoning district includes moderately to densely developed areas that are located primarily adjacent to business and other activity centers in the city and are proposed to comprise higher density multifamily, townhouse and duplex development as well as supportive neighborhood facilities. Several properties within this designation are within the mixed use overlay designation and in these areas the intent is to encourage mixed use development with commercial use on the ground floor. This zone implements the high density residential land use designation in the Comprehensive Plan and the mixed use overlay.
- (6) TN (Traditional Neighborhood) Zone. This zoning district includes areas with large parcels of a minimum of 10 acres that can be developed at medium to high residential densities. The traditional neighborhood (TN) zoning district is intended to accommodate the kind of development that incorporates a range of uses including residential, mixed use, commercial, civic, public uses, a range of housing types, and transportation options that historically developed in a neighborhood before the advent of typical single-use, auto oriented subdivisions. This zoning district provides for the development of multi-use neighborhoods, with a range and mix of residential housing types, interconnected traffic circulation, and pedestrian linkages. This zone implements the traditional neighborhood land use designation of the Comprehensive Plan.
- (7) NB (Neighborhood Business) Zone. This zoning district is situated at locations around the city and within the urban growth area, where small-scaled retail outlets are appropriate to meet the daily convenience needs of the people residing in their environs. The district is intended to promote small scale commercial uses that can be supported by one or two residential neighborhoods, and may

support and encourage pedestrian, bicycle and other non-motor circulation. This zone implements the neighborhood business land use designation in the Comprehensive Plan.

- (8) MB-I (Main Street Business I) Zone. This zoning district encompasses the historic downtown areas of East and West Stanwood and is proposed to include high density residential, commercial, office, and other central business district functions to provide a full range of pedestrian-oriented activities and urban services. This zone does not include highway-oriented activities or automobile-oriented uses such as drive-through businesses that would be counter-productive in terms of trying to establish pedestrian-oriented, close-knit urban centers. This zone implements the Main Street business land use designation in the Comprehensive Plan, the downtown sub-element and the transit overlay designation of the Comprehensive Plan and the historic downtown overlay designation.
- (9) MB-II (Main Street Business II) Zone. This zoning district is located between the two historic downtown areas of Stanwood and is proposed to include high density mixed use residential, commercial, office, and other business functions to provide a full range of business activities and urban services. Infill development in this district is intended to extend the urban area between the historic nodes of East and West Stanwood to connect the two historic nodes into one downtown business district. This zone implements the Main Street business land use designation in the Comprehensive Plan and the downtown sub-element of the Comprehensive Plan.
- (10) GC (General Commercial) Zone. The purpose of this zone is to accommodate moderate to dense development along Stanwood's major roadways and within the city's uptown center. Commercial and office uses are envisioned for this zoning district. This zone implements the general commercial land use designation of the Comprehensive Plan. The designation also provides an incentive for mixed use residential development within general commercial zoned properties within the mixed use overlay designation.
- (11) **GC-MXO (General Commercial with Mixed Use Overlay). The intent of the Mixed Use Overlay is to create areas in which a combination of residential, commercial, office and service uses are encouraged. This designation is meant to provide incentives for the development of high-density multi-family housing (a) close to transportation facilities, public services and employment centers; and (b) to encourage commercial uses serving residential populations. Mixed use developments will increase the range of housing choices available, encourage small scale commercial in residential areas, support pedestrian-oriented development, reduce automobile dependency, and improve sense of community. Mixed-use developments may include: 1) vertical mixed use with commercial / retail space on the bottom floor and residential above; or 2) horizontal mixed use buildings where commercial building(s) face the street frontage and standalone multifamily buildings are located behind and setback from the commercial / retail buildings.**
- (12) LI (Light Industrial) Zone. The general intent and purpose of this zoning designation is to:
 - (a) Provide for the development of areas in which certain types of light industrial activities may be located;
 - (b) Protect residential and other nonindustrial areas from adverse and damaging impacts emanating from activities in the light industrial area;
 - (c) Protect light industrial areas from other uses that may interfere with the purpose and efficient operations in the light industrial areas;

- (d) Provide standards for the development of a light industrial area; and
- (e) Provide for the location and grouping of light industrial enterprises in light industrial parks, and provide for activities involving manufacturing, assembly, fabrication, processing, bulk handling and storage, research facilities, warehousing, trucking and certain uses, though perhaps inherently commercial, that are best suited to light industrial areas of the city.

This zone implements the light industrial land use designation of the Comprehensive Plan, and the civic commons overlay.

- (13) GI (General Industrial) Zone. The purpose of this zoning district is to provide opportunities for major employment areas within the city and to allow heavy industrial uses including manufacturing, warehousing, storage, distribution, food processing, trucking and related uses in locations that are environmentally suitable for these activities. This zone also provides a location for major utilities including the sewage treatment plant. Additionally, this designation provides a location for the adult entertainment overlay. This zone implements the general industrial and the existing public facilities land use designations and the adult entertainment overlay designation in the Comprehensive Plan.
- (14) **POS (Public Open Space) Zone. The Parks and Open Space zoning designation is applied to lands which are to be maintained as park space or natural open spaces in perpetuity by the City. Many of these lands have underlying contractual agreements with either the Washington State Recreation and Conservation Office, Conservation Futures Easements, or critical area easements. The POS designation should be applied to public park properties identified in the City's Parks, Recreation and Open Space Plan.**

Exhibit B
SMC 17.30 Permitted Land Uses

Chapter 17.30 PERMITTED LAND USES

Sections:

- 17.30.010 Permitted land uses and established classification of uses.**
- 17.30.020 Unclassified uses.**
- 17.30.030 Zoning use tables established.**
- 17.30.040 Zoning use table.**
- 17.30.050 Zoning use conditions.**

17.30.010 Permitted land uses and established classification of uses.

(1) No building or structure shall be erected, converted, enlarged, reconstructed, or structurally altered, nor shall any building or structure or land be used, designed, or arranged, for any purpose other than is permitted pursuant to this section in the district in which the building or structure or land is located; provided, that such regulations shall not prohibit the continuance of an existing use.

(2) Land Use Classifications Established. This section establishes permitted, conditional, accessory and prohibited uses for all properties within the city limits. All uses in a given zone are one of the following five types:

- (a) Permitted Use. Land uses allowed outright within a zone. The specific types of permitted uses are set forth in the zoning code chapters for each zoning district.
- (b) Conditional Use. Uses with special characteristics that may not generally be appropriate within a zoning district, but may be permitted subject to review by the hearing examiner to establish conditions to protect public health, safety and welfare. The specific types of conditional uses are set forth in SMC 17.30.040, Zoning use table, and/or 17.30.050, Zoning use conditions.
- (c) Administrative Conditional Use. Uses with special characteristics that may not be generally appropriate within a zoning district but may be permitted subject to review by the community development director to establish conditions to protect public health, safety and welfare. The specific types of administrative conditional uses are set forth in SMC 17.30.040, Zoning use table, and/or
- (d) Accessory Use. Uses customarily incidental and subordinate to the principal use and located upon the same lot occupied by the principal use. Accessory uses are determined by the community development director or designee on a case-by-case basis.
- (e) Prohibited Use. Any use which is not specifically enumerated or interpreted by the city as allowable in that district. Any use not specifically listed as a permitted, conditional, or accessory use is prohibited, except those uses determined to be unclassified and permitted by the community development director pursuant to SMC 17.30.020. Any prohibited use is illegal and is subject to civil or criminal penalties under Chapter 13.01 SMC.

- (f) **Unclassified Use.** A use which is not a permitted use, a conditional use, or an accessory use, but which is interpreted by the community development director as similar to a permitted, conditionally permitted, or accessory use and not otherwise prohibited, pursuant to SMC 17.30.020. (Ord. 1456 § 1, 2018; Ord. 1376 § 6, 2014; Ord. 1294 § 10, 2011).

17.30.020 Unclassified uses.

(1) **Unclassified Uses.** Upon inquiry by an applicant, an administrative interpretation shall be made by the community development director or designee to determine if a proposed use not specifically listed is either allowed or prohibited, utilizing the criteria in subsection (2) of this section. Should an interpretation be made that a proposed, unlisted use not be allowed in a specific zoning district, the director shall indicate which zones, if any, do permit the use. If the community development director's interpretation indicates that an unlisted use is not consistent with the permitted, conditional or accessory uses in any district, or if a party does not concur with the permit type applied to a use, appeal may be made pursuant to SMC 17.80.130. Interpretations made by the community development director may be documented, and updates to this title, when consistent with the title format and level of detail, shall incorporate "unclassified use" interpretations upon adoption of a zoning code amendment by the city council.

(2) **Criteria for Unclassified Uses.** In order to make a determination that an unclassified use is permitted, conditionally permitted, or accessory, the community development director must find that the use is:

- (a) In keeping with the purpose and intent of the zone and consistent with the Stanwood Comprehensive Plan policies; and
- (b) Similar in nature to, and no more intense than, a specifically listed permitted, conditional or accessory use. (Ord. 1294 § 10, 2011).

17.30.030 Zoning use tables established.

(1) The tables in SMC 17.30.040 establish whether a specific use is permitted in a zoning district and whether the use is allowed as a "permitted," "conditional" or "accessory" use. The zone is located on the horizontal row and the specific use is located on the vertical column of these tables.

(2) **Interpretation of Zoning Use Tables.**

- (a) **Legend.** The following letters have the following meanings when they appear in the box at the intersection of the column and the row:
 - (i) P – Permitted use.
 - (ii) C – Conditional use.
 - (iii) ADC – Administrative conditional use.
 - (iv) AC – Accessory use.
- (b) **Other Applicable Requirements.** The above uses are subject to the review procedures and standards in SMC Title 16 and Chapters 17.90 through 17.153 and 17.200 through 17.220 SMC.
- (c) **Additional Use-Related Conditions.** If a number also appears at the intersection of the column and the row, the use is also subject to the additional requirements as listed immediately following the use table in SMC 17.30.050.

(d) Prohibited Uses. If no symbol appears in the box at the intersection of the column and the row, the use is prohibited in that district unless otherwise determined by the community development director pursuant to SMC 17.30.020.

(e) Uses allowed in overlay zones are shown with the following abbreviation:

(i) AEO – Adult Entertainment Overlay.

(ii) CCO – Civic Commons Overlay.

(iii) TO – Transit Overlay.

(iv) MPO – Master Plan Overlay.

(v) MXO – Mixed Use Overlay. (Ord. 1282 § 2, 2011; Ord. 1294 § 10, 2011).

17.30.030 Zoning use table.

KEY:

Blank = Not Permitted

AC = Accessory Use

ADC = Administrative Conditional Use

C = Conditional Use

P = Permitted Use

AEO = Adult Entertainment Overlay

HO = Historical Overlay

TO = Transit Overlay

MPO = Master Plan Overlay

MXO = Mixed Use Overlay

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO</u> ³⁹	LI	GI	POS
Agriculture														
Farm, existing	P1	P1	P1	P1	P1									
Farm, new	C1	C1												
Horticulture	P	P	P	P										
Animal Services														
Dog daycare						P			P					
Dog grooming						P43	P24	P	P43	P43, ~~P39~~ MXO	<u>P</u>			
Kennel, hobby	AC24	AC24	AC24	AC24										
Kennel, commercial indoor							AC24	AC24		AC24, ~~P39~~ MXO		P24		

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	GC MXO ³⁹	LI	GI	POS
Kennel, commercial outdoor										AC24		P24		
Pet, domestic	AC	AC	AC	AC	AC	AC	AC	AC	AC	AC	<u>AC</u>	AC	AC	
Veterinarian hospital or clinic							P19	P19		P	<u>P</u>	P		
Automotive Services														
Automobile rental agency										P				
Automobile repair and service										P26		P26	P26	
Automobile sales and service, new										P38		P38	P38	
Automobile sales and service, used										P11, 38		P38	P38	
Automobile service station								P41		P38, 41		P38, 41		
Car wash								P		P38		AC 38		
Impound, storage, tow yards												AC 36	AC36	
Parking lots, garages	AC	AC	AC	AC	AC	AC	AC, P37TO	P, AC	AC	AC, P39 ~~P39~~ MXO	<u>AC</u>	AC, P37 ~~P37~~ TO	AC, P37 TO	
Parking structure, commercial							P37TO	P		P		P	P37 TO	
Towing												P2	P2	
Truck service and repair												P		
Wrecking													P2	

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	GC MXO ³⁹	LI	GI	POS
Cultural/ Entertainment														
Adult entertainment facility													P27 AEO	
Art Gallery							P	P		P, P39 MXO	<u>P</u>			
Game, video arcade							P	P		P, P39 MXO	<u>P</u>			
Live entertainment							AC49	AC49	AC49	AC49, AC39 MXO	<u>AC49</u>	AC		
Museum							P	P		P, P39 MXO	<u>P</u>			
Night club							P	P		P, P39 MXO	<u>P</u>			
Theater							P	P		P, P39 MXO	<u>P</u>			
Hotels and Guesthouses														
Apartment hotel							P	P		P, P39 MXO	<u>P</u>			
Bed and breakfast inn				C6, 32	C6, 32		P6, 32	P6, 32		C6, 32			P37 TO	
Bed and breakfast residence	C6, 32	C6, 32	C6, 32	C6, 32	C6, 32		AC6, 32	AC6, 32		C6, 32			P37 TO	
Guest house							P	P						
Hotel							P	P11, P		P, P39 MXO	<u>P</u>	P18		
Motel										P, P39 MXO	<u>P</u>	P18		

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO</u> ³⁹	LI	GI	<u>POS</u>
Resort												P18		
Industrial														
Building construction yard													P	
Feed and fertilizer operation													P	
Food and beverage processing facility										C, C39 MXO		P	P	
Freezer plant/cold storage/food mill													P	
Laboratory													P	
Laundry plant													P	
Lumber and wood products processing													P	
Manufacturing, heavy													P	
Manufacturing, light										P42, P39 MXO		P50		
Motion picture industry										P, P39 MXO	<u>P</u>	P		
Printing, publishing, and allied industry												P	P	
Office														
Accounting service					P39 MXO		P	P		P, P39 MXO	<u>P</u>			
Advertising agency					P39 MXO		P	P		P, P39 MXO	<u>P</u>			

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Employment service					P39 MXO		P	P		P, P39 MXO	<u>P</u>			
Finance, insurance and real estate service					P39 MXO	P	P	P	P	P, P39 MXO	<u>P</u>			
Financial institution					P39 MXO	P	P28	P		P, P39 MXO	<u>P</u>			
Health care facility					P39 MXO	P	P	P	P	P, P39 MXO	<u>P</u>		P	
Legal service					P39 MXO	P	P	P	P	P, P39 MXO	<u>P</u>			
Professional consultant					P39 MXO	P	P	P	P	P, P39 MXO	<u>P</u>		P	
Publishing					P39 MXO		P	P		P, P39 MXO	<u>P</u>	P		
Other uses determined to be consistent with the definition of "office" as defined in this code								P51 HO			<u>P</u>			
Personal Services														
Assisted/ independent living					C18	C		P11, P18		P18				
Barber shop, beauty shop					P39 MXO	P	P	P	P	P12, P39 MXO	<u>P</u>		P37 TO	
Daycare center			P12	P12	P12	P12	P12	P12	P12	P12, P39 MXO	<u>P12</u>		P37 TO	

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Daycare, family	AC12	AC12	AC12	AC12	P12		P37TO	P	P12	P12, P39 MXO	<u>P12</u>		P37 TO	
Daycare, mini				P12	P12	P12	P12	P12	P12	P12, P39 MXO	<u>P12</u>			
Dry cleaner					P39 MXO	P35	P	P	P	P, P39 MXO	<u>P</u>	P	P	
Equipment Rental								P		P, P39 MXO	<u>P</u>	P	P	
Funeral home							P	P		P, P39 MXO		P		
Health/athletic club					P39 MXO		P	P		P, P39 MXO	<u>P</u>	P		
Janitorial service					P39 MXO			P				P	P	
Laundromat					P39 MXO	P35	P	P	P	P, P39 MXO	<u>P</u>	P	P37 TO	
Optician					P39 MXO	P	P	P	P	P, P39 MXO	<u>P</u>		P37 TO	
Massage clinic/ center							P	P		P, P39 MXO	<u>P</u>			
Photo processing service					P39 MXO		P	P		P, P39 MXO	<u>P</u>	P		
Photocopy/private mail center							P	P		P, P39 MXO	<u>P</u>			
Printing and publishing					P39 MXO		P	P		P, P39 MXO	<u>P</u>	P		
Private clubs					P39 MXO		P	P		P, P39 MXO	<u>P</u>			

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO</u> ³⁹	LI	GI	<u>POS</u>
Tattoo parlors					P39 MXO		P	P		P	<u>P</u>		P	
Travel agencies					P39 MXO	P	P	P						
Video sales and rental					P39 MXO	P	P37TO	P	P	P, P39 MXO	<u>P</u>	P37 TO	P37 TO	
Other uses determined to be consistent with the definition of “personal service” as determined in this code							P51HO				<u>P</u>			
Public Facilities														
City Hall					P	P	P51HO	P		P				
Courthouse							P2	P11				P		
Governmental use					P	P	P2	P11		P	<u>P</u>			
Library					P	P	P	P14	P					
Park and ride facility							P37TO					P37 TO	P37 TO	
Post office							P	P11		P		P		
Public safety station	P2	P2	P2	P2	P2	P2	P2	P2		P2			P	
Public transit storage and maintenance facility										P			P	
Public transit terminal							P, P37TO	P				P, P37 TO	P37 TO	

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	GC MXO ³⁹	LI	GI	POS
Quasi-Public														
Cemetery	C													
Community Center	C	C	ADC 11	ADC 11	ADC 11	ADC 11	P	P11				P11		
House of worship/ church	C	C	ADC 11	ADC 11	ADC 11	ADC 11	P2	P11	P11	P11				
Meeting hall	C	C	ADC 11	ADC1 1	ADC 11	ADC 11	P	P11	P11					
Recreation														
Amusement park or center										P				
Athletic field		ADC	ADC	ADC	~~ADC~~							P		<u>P</u>
Ball park	~~ADC~~	ADC	ADC	ADC	~~ADC~~				~~P~~	~~P~~				<u>P</u>
Batting cage		<u>ADC</u>	<u>ADC</u>	<u>ADC</u>								P		<u>P</u>
Bowling alley								P				P		
Community garden								P		P	<u>P</u>		P	<u>P</u>
Conservation area	~~P~~									~~P~~			P	<u>P</u>
Go-kart track												P		
Golf course												~~P~~		<u>P</u>
Open space	P	P	P	P	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	P	<u>P</u>
Park, community ⁵⁸	<u>P</u> ~~ADC~~	<u>P</u> ~~ADC~~	<u>P</u> ~~ADC~~	<u>P</u> ~~ADC~~						P		<u>P</u>	<u>P</u>	<u>P</u>
Park, neighborhood ⁵⁸	<u>P</u> ~~ADC~~	<u>P</u> ~~ADC~~	<u>P</u> ~~ADC~~	<u>P</u> ~~ADC~~								<u>P</u>	<u>P</u>	<u>P</u>
Park, urban ⁵⁸	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	P	<u>P</u>	P	P	<u>P</u>	P	<u>P</u>	P	P	<u>P</u>

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Playground	<u>P</u> ADC	<u>P</u> ADC	<u>P</u> ADC	<u>P</u> ADC	<u>P</u> ADC	<u>P</u> ADC	P	P		P	<u>P</u>	P	P	<u>P</u>
Recreation area/ facility	P	P	P	P	P	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	P	<u>P</u>	<u>P</u>	P	<u>P</u>
Skating rink												P		
Swimming pool		P	P	P	P							P		<u>P</u>
Trail	P	P	P	P	P	P	P	P	P	P	<u>P</u>	P	P	<u>P</u>
Repair Services														
Bicycle repair							P	P			<u>P</u>			
Shoe repair						P	P	P	P	P, P39M XO	<u>P</u>	P	P37 TO	
Small appliance and tool												P		
Small engines												P		
Tailor							P	P			<u>P</u>	P		
Other uses determined to be consistent with the definition of “repair services” as defined in this code							P51HO							
Residential														
Boarding house							P31	P31						
Caretaker’s house												P25	P25	
Congregate care facility					C18	C		P11, P18		P18				
Dwelling, accessory	AC3	AC3	AC3	AC3		AC3								

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Dwelling, cottage	P4	P4	P4	P4		P4								
Dwelling, duplex				P15	P	P		P52						
Dwelling, multiple family					P	P11	P37TO	P			<u>P</u>		P37 TO	
Dwelling, single family	P	P	P	P	P	P	P	P52						
Dwelling, townhouse				C	P	P	P37TO	P		P37 TO, ~~P39~~ ~~MXO~~	<u>P</u>		P37 TO	
Group home			P10	P10	P10			P10		P10			P37 TO	
Home occupation	AC5	AC5	AC5	AC5	AC5	AC5	AC5	AC5		ACTO	<u>AC5</u>		~~ACTO~~ <u>AC5</u> <u>TO</u>	
Manufactured/ mobile home	P9	P9	P9	P9										
Manufactured/ mobile home park			P9	P9										
Mixed use						P	P	~~P₇~~ ~~P37TO~~		P37TO	<u>P</u>		P37 TO	
Retail Trade Establishments														
Agricultural produce stand					P39 MXO	P		P	P	P				
Antique shop					P39 MXO		P37TO	P		P, P37 TO, ~~P39~~ ~~MXO~~	<u>P</u>		P37 TO	

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO</u> ³⁹	LI	GI	<u>POS</u>
Apparel shop					P39 MXO	P	P, P37TO	P		P, P37 TO, P39 MXO	<u>P</u>		P37 TO	
Artisan and handicraft studio					P39 MXO		P30	P30		P50, P39 MXO	<u>P30</u>	P	P	
Artist and drawing supply					P39 MXO		P	P			<u>P</u>			
Auto parts					P39 MXO			P		P, P39 MXO	<u>P</u>	P22	P22	
Bakery					P39 MXO		P	P		P, P39 MXO	<u>P</u>			
Book store					P39 MXO	P	P, P37TO	P	P	P, P37 TO, P39 MXO	<u>P</u>		P37 TO	
Camera store					P39 MXO	P	P37TO	P	P		<u>P</u>		P37 TO	
Confectionery shop					P39 MXO		P, P37TO	P		P, P39 MXO	<u>P</u>		P37 TO	
Construction and home building supplies					P39 MXO							P22		
Dairy products store							P	P		P, P39 MXO	<u>P</u>			
Electrical and electronic goods					P39 MXO		P	P	P	P, P39 MXO	<u>P</u>	P22		
Electrical and plumbing supplies					P39 MXO					P, P39 MXO	<u>P</u>	P22		

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Farmer's market					P39 MXO	P	P	P	P	P		P22		
Feed and farm supply					P39 MXO	P		P		P, P39 MXO		P		
Flea market					P39 MXO									
Florist					P39 MXO	P	P37TO	P		P, P39 MXO	<u>P</u>	P37 TO	P37 TO	
Food bank					P39 MXO		P34	P34	P34	P34, P39 MXO	<u>P</u>			
Furniture store					P39 MXO		P	P	P	P, P39 MXO	<u>P</u>			
Gift shop					P39 MXO		P	P		P, P39 MXO	<u>P</u>	P22		
Grocery, convenience					P39 MXO	P23		P23	P23	P23	<u>P23</u>	P23	P37 TO	
Grocery, specialty					P39 MXO	P	P	P		P	<u>P</u>			
Grocery, supermarket					P39 MXO			P	P	P				
Home building supplies					P39 MXO			P		P, P39 MXO	<u>P</u>			
Household appliances					P39 MXO					P, P39 MXO	<u>P</u>	P22	P	
Jewelry store					P39 MXO		P	P			<u>P</u>	P22		
Kiosk/vending machine					P39 MXO	AC 44	AC44	AC44	AC44	AC44	<u>AC44</u>	AC44	AC44	

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Marijuana retailer							ADC					ADC	ADC	
News/magazine stand														
Office furnishings and equipment store							P, P37TO	P		P, P39 MXO	<u>P</u>		P37 TO	
Office supplies					P39 MXO			P		P, P39 MXO	<u>P</u>			
Pawnshop					P39 MXO		P	P		P, P39 MXO	<u>P</u>			
Pharmacy					P39 MXO		P, P37TO	P		P, P39 MXO	<u>P</u>			
Photographic equipment/camera shop					P39 MXO		P, P37TO	P		P, P39 MXO	<u>P</u>			
Plant nursery					P39 MXO			P		P, P39 MXO	<u>P</u>	P22		
Sporting goods store					P39 MXO		P	P		P, P39 MXO	<u>P</u>			
Stationery store					P39 MXO			P		P, P39 MXO	<u>P</u>			
Thrift store					P39 MXO		P	P		P, P39 MXO	<u>P</u>			
Tobacco shop					P39 MXO			P		P, P39 MXO	<u>P</u>			

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO</u> ³⁹	LI	GI	<u>POS</u>
Other uses determined to be consistent with the definition of “retail trade establishments” as defined in this code							P51HO							
Retail Prepared Food/Beverage Establishments														
Bars and cocktail lounges							P	P		P, P39 ~~MXO~~	<u>P</u>		P	
Catering						P28	P28	P	P	P, P39 ~~MXO~~	<u>P</u>		P	
Espresso stand						P20, P28	P20, P28	P20, P21	P20, P21	P20, P21, ~~P39~~ ~~MXO~~			P20, P21	
Restaurant						P20, P28	P20, P28	P21	P20, P21	P20, P21, ~~P39~~ ~~MXO~~	<u>P</u>		P20, P21	
Tavern							P28	P		P, P39 ~~MXO~~	<u>P</u>			
Schools														
Bus transportation and maintenance facility												P	P	
Elementary school	C	C	C	C		C								
High school	C	C	C	C										
Middle school	C	C	C	C									P37 TO	

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	GC MXO ³⁹	LI	GI	POS
Post-secondary school												P		
Preschool facility	C	C	C	P15	P		P37TO	P or C				~~P37 TO~~	P37 TO	
School, other							P51HO					P		
Seminary			C13											
Wholesale Storage/ Distribution Facilities														
Detached commercial accessory storage							ADC53	ADC 53	ADC 53	ADC 53		ADC 53	ADC 53	
Equipment and machinery storage													P	
Freight distribution center													P	
Fuel storage facility													C	
Mini-warehouse/ storage facility										P, P39 MXO		P50	P	
Moving van and storage facilities												P50	P	
Warehouse operations												P50	P	
Wholesale operations										P		P50	P	
Utilities														
Electrical generating plant													C	
Electrical substation	P	P8	P8	P8	P	P14	P	P	P	P		P	P	

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Electrical transmission line	P	P	P	P	P		P	P		P		P	P	
Recycle collection stand							AC	AC	AC	AC		AC		
Reservoir														
Sewage lift station	P	P	P	P	P	P14		P	P			P		
Sewage treatment plant													C54	
Solid waste disposal/recycling center													C	
Water well and pump station	P	P	P	P	P	P						P		
Water, drainage or sewage infrastructure	P	P	P	P	P	P	P	P	P	P	<u>P</u>	P	P	<u>P</u>
Wireless Communication Facilities														
Co-located PWCA	P46	P46	P46	P46	P46	P46	P46	P46	P46	P46	<u>P46</u>	P46	P46	
Minor facilities	P47	P47	P47	P47	P47	P47	P47	P47	P47	P47	<u>P47</u>	P47	P47	
Single PWCA	P48	P48	P48	P48	P48	P48	P48	P48	P48	P48	<u>P48</u>	P48	P48	
Monopole towers	C45	C45	C45	C45	C45	C45	C45	C45	C45	C45	<u>C45</u>	C45	C45	
Guy and lattice towers														
Small cell facilities	P48a	P48a	P48a	P48a	P48a	P48a	P48a	P48a	P48a	P48a	<u>P48a</u>	P48a	P48a	
Miscellaneous														
Accessory uses	AC	AC	AC	AC	AC	AC	AC	AC	AC	AC	<u>AC</u>	AC	AC	<u>P</u>

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	MB-I ²⁹	MB-II	NB	GC	<u>GC</u> <u>MXO³⁹</u>	LI	GI	<u>POS</u>
Temporary uses	P	P	P	P	P	P	P	P	P	P	<u>P</u>	P	P	<u>P</u>
Unclassified	P	P	P	P	P	P	P	P	P	P	<u>P</u>	P	P	<u>P</u>

(Ord. 1469 § 3 (Att. A), 2019; Ord. 1456 § 2, 2018; Ord. 1455 § 2, 2018; Ord. 1450 § 1, 2017; Ord. 1449 § 3, 2017; Ord. 1444 § 5, 2017; Ord. 1440 § 3, 2017; Ord. 1418 § 6, 2016; Ord. 1398 § 15, 2015; Ord. 1380 §§ 5 – 9, 2014; Ord. 1377 § 4, 2014; Ord. 1349 § 3 (Exh. A), 2013; Ord. 1344 § 6, 2013; Ord. 1333 § 2 (Exh. B), 2012; Ord. 1332 § 5 (Exh. B), 2012; Ord. 1308 § 6 (Att. 1), 2012; Ord. 1282 § 3, 2011; Ord. 1294 § 10, 2011).

17.30.050 Zoning use conditions.

- (1) Farms shall register with the city for the right to farm per Chapter [17.102](#) SMC. New farms are limited to the SR 12.4 zone with a minimum land area of two and one-half acres. Farms preexisting on the effective date of Ordinance No. 1032 in 2002 are permitted on smaller land areas and may register to receive right-to-farm protection.
- (2) Twenty thousand square feet of land area are required. This minimum land area requirement may be reduced through the conditional use permit process in SMC [17.80.120](#) provided the lot meets the minimum lot size standard for the zone.
- (3) One accessory dwelling unit per lot is allowed. Accessory dwelling units shall comply with the criteria and design standards set forth in SMC [17.95.470](#) through [17.95.480](#).
- (4) Cottage housing units shall comply with the requirements in SMC [17.95.450](#).
- (5) A home occupation permit and business license are required. Home occupations shall comply with the requirements in SMC [17.95.380](#).
- (6) A business license and compliance with conditions in SMC [17.100.060](#) for permitting a bed and breakfast use are required. Bed and breakfast residence use is limited to four rooms per residence. Bed and breakfast inn use is limited to six rooms in the SR 5.0 zone, 10 rooms in the MR zone and 16 rooms in the GC zone.
- (7) Elevated water reservoirs shall be camouflaged with paint to match existing surroundings (i.e., green up to the tree line, and sky blue or gray above tree line). Maximum height for reservoirs is 120 feet. This height standard may be modified through the conditional use permit process set forth in SMC [17.80.120](#).

- (8) Minimum land area of 10,000 square feet required.
- (9) This use shall comply with the manufactured housing requirements of SMC [17.95.385](#). Manufactured housing use is limited to Type A homes certified as meeting U.S. HUD standards. Manufactured home park use may accommodate both Type A and Type B HUD certified units and requires a minimum land area of three acres in SR 7.0 and two acres in SR 5.0 zones.
- (10) This use shall comply with the special residential use requirements provided in SMC [17.95.375](#). Group homes are limited to six rooms in the SR 7.0, SR 5.0, RM and GC zones.
- (11) Minimum land area of 20,000 square feet is required. This standard may be modified through the conditional use permit process provided in SMC [17.80.120](#).
- (12) All daycare uses shall comply with the daycare facilities requirements provided in SMC [17.95.382](#). Family daycare shall require a home occupation permit. Daycare centers are limited to a minimum land area of 10,000 square feet in the SR 5.0 zone and 30,000 square feet in the SR 7.0 zone.
- (13) Limited to 9,000 square feet in the SR 7.0 zone.
- (14) Minimum land area of 10,000 square feet required.
- (15) Minimum land area of 7,000 square feet required.
- (16) This use shall comply with the conditions for permitting schools provided in SMC [17.100.070](#) within SR 12.4, SR 9.6, SR 7.0 and SR 5.0 zones.
- (17) Recreation areas and facilities shall comply with the recreation and open space standards in Chapter [17.147](#) SMC.
- (18) Limited to 30 rooms/increment of minimum land area.
- (19) No outdoor kennels.
- (20) Outside dining is limited to areas designated for such use, shall be in keeping with the exterior architectural theme of the building, and shall not permit the consumption of food or beverages within automobiles.
- (21) Drive-up windows allowed subject to the supplemental standards for drive-through facilities provided in SMC [17.100.040](#).
- (22) Retail trade establishments are limited to 50,000 square feet gross floor area per individual establishment.
- (23) Grocery, convenience uses are limited to 3,000 square feet.

- (24) A hobby kennel license is required for a total of four or more dogs and four or more cats over three months of age. A maximum of four animals is allowed when the parcel is under one acre, five animals per acre are allowed when the parcel is one to five acres and 25 animals are allowed when the parcel is over five acres. These maximums may be exceeded with special hobby kennel permit issued administratively by the animal control officer pursuant to SMC [8.02.450](#) and [8.02.470](#); provided, however, that in all cases exceeding the maximum standard by six animals requires an administrative conditional use permit. All indoor and outdoor kennels shall comply with the animal control and licensing standards contained in Chapter [8.02](#) SMC. Three or fewer animals are allowed as an accessory use without a kennel license as pets.
- (25) Caretaker units are limited to one per parcel.
- (26) Automobile repair is limited to minor repair services in the general commercial zone and to minor and major repair services as defined in SMC [17.20.020](#) in the light industrial zone. Minor repair, major repair and paint/body shops are permitted in the general industrial zone.
- (27) Adult entertainment uses shall be located only in the adult entertainment overlay zone and shall comply with the requirements in SMC [5.32.030](#).
- (28) No drive-through service allowed.
- (29) No auto-related activities (new or used car dealership, service station, gasoline station, car wash, drive-in restaurant, or drive-in bank, etc.) nor any adult entertainment facility shall be allowed in this zoning district.
- (30) Handicraft, craft and/or artisan shops and studios shall be limited to 2,000 square feet of floor area of fabrication and/or manufacturing space. The retail sales floor area for these activities shall not be counted as part of this requirement.
- (31) Boarding/rooming houses shall be allowed only as second or third floor activities over retail trade, personal service or business professional service establishments, and not as ground floor uses.
- (32) Restaurants that serve lunches and/or dinner shall be allowed in bed and breakfast accommodations.
- (33) Residential single-family use is permitted on the ground floor in structures built prior to 1980 except:
- a. On properties with frontage on Main Street, 270th Street between 102nd Street and 97th Street; or
 - b. Within structures built as a Type B or Type M commercial occupancy under the International Building Code.
- (34) Associated outdoor storage and public drop-off areas must be surrounded with solid fencing that adequately shields items from view from public rights-of-way.

- (35) Limited to drop-off and pick-up with no on-site dry cleaning allowed.
- (36) A six-foot sight-obscuring fence or wall and landscaping consistent with Chapter [17.145](#) SMC, Landscape Performance Standards, shall be required.
- (37) Permitted in the transit overlay when part of a transit-oriented project as defined in SMC [17.77.040](#).
- (38) *Repealed by Ord. 1333.*
- (39) Permitted when located in the mixed use overlay and part of a mixed use project as defined in SMC [17.79.030](#).
- (40) *Repealed by Ord. 1333.*
- (41) The cross-section areas of service station canopy supports where they meet the ground shall be measured as coverage for the purposes of determining maximum lot coverage and also shall be used for the measurement of setback requirements.
- (42) In the general commercial zone, light manufacturing is limited to assembly and fabrication of products such as medical equipment, optics, electrical and electronic goods.
- (43) Subject to animal services grooming parlor conditions in SMC [8.02.480](#).
- (44) Kiosks/vending machines are permitted only as accessory uses inside a building.
- (45) Monopole towers only are permitted. Guy and lattice towers are prohibited. Limited to locations on properties with existing public use, except in the general commercial and general industrial zones subject to a conditional use permit, and subject to the wireless communications facilities standards in Chapter [17.220](#) SMC.
- (46) Subject to the wireless communications facilities standards in Chapter [17.220](#) SMC.
- (47) Minor facilities are limited to co-location on an existing monopole and are subject to the wireless communications facilities standards in Chapter [17.220](#) SMC.
- (48) Limited to one personal wireless communications facility (PWCF) on existing light standards and power poles within the public right of-way and subject to the wireless communications facilities standards in Chapter [17.220](#) SMC.
- (48a) All small wireless communication facilities shall be subject to the requirements of Chapters [17.200](#), [17.205](#), and [17.210](#) SMC.
- (49) Subject to standards in SMC [17.100.055](#).

- (50) Accessory retail limited to 2,000 square feet for goods manufactured, assembled or distributed on site.
- (51) Permitted when located in the historic downtown overlay, provided there is no outdoor display or storage.
- (52) Permitted when part of a mixed use development.
- (53) Detached accessory storage shall comply with “nonresidential performance standards” SMC [17.100.075](#), conditions for permitting detached storage structures in commercial zones, and the additional architectural standards in SMC [17.112.030](#) in the MB-I and MB-II zoning districts, SMC [17.112.040](#) in the NB, GC and GI zoning districts and SMC [17.112.045](#) in the LI zoning district.
- (54) Privately owned and operated sewage treatment plants, including but not limited to Septage facilities, are not permitted.
- (55) No marijuana retailer shall have frontage along or access to 271st Street NW within the MB-I zone.
- (56) No marijuana retailer shall have frontage along or access to 88th Avenue NW south of the southern right-of-way line of Cedar Street within the MB-I and LI zones.
- (57) No marijuana retailer shall have frontage along or access to Pioneer Highway within the GI zones.
- (58) **City of Stanwood purchase or development of property for park use under any zoning designations. The property shall be rezoned to the Parks Open Space zone with the next available Comprehensive Plan update.**

Exhibit C
SMC 17.60 Zoning Standards Tables

Chapter 17.60 ZONING STANDARDS TABLES

Sections:

- 17.60.010 Zoning standards, tables and interpretations.
- 17.60.020 Residential development standards.
- 17.60.030 Residential / commercial zone development standards.
- 17.60.040 Commercial and industrial development standards.
- 17.60.050 Park and Open Space development standards.**

17.60.010 Zoning standards, tables and interpretation.

- (1) Standards Established. The tables in this chapter contain density dimension standards and other limitations for the various zones. Additional development requirements found in these tables not related to zoning will also apply. Additional performance standards that could apply include but are not limited to those found in SMC Title [16](#) and Chapters [17.90](#) through [17.153](#) and [17.200](#) through [17.220](#) SMC.
- (2) Tables. There are ~~three~~ **four** separate zoning tables dealing with the following general land use categories and zones:
 - (a) Residential (SR 12.4, SR 9.6, SR 7.0, SR 5.0 and MR);
 - (b) Residential and commercial (TN, MB-I and ~~MB-II~~ **and GC-MXO**); and
 - (c) Commercial and industrial (NB, GC, LI and GI);
 - (d) **Parks and Open Space (POS).**
- (3) Interpretation of Zoning Tables. Development standards are listed under each zone and headings are listed at the left of the standard. The table cells contain the minimum and in some cases maximum requirements of the zone. The small number (superscript) in a cell or on a heading indicates additional requirements or detailing information which is not able to fit in the table. Development conditions referenced in the superscript are listed by number below each table. A blank cell indicates there are no specific requirements. (Ord. 1294 § 18, 2011).

17.60.020 Residential development standards.

(1) Development Standards Table – Residential Zones.

	SR 12.4	SR 9.6 ^{10, 11, 12}	SR 7.0	SR 5.0	MR
Density: maximum dwelling unit per gross acre. Density standards are not subject to the variance procedure.					
Base Standard	3.5	5	6	10 ²	20 ¹
• PRD review	5	6	8	N/A	
• Cottage	10	10	10	10	
Lot Area: minimum square feet for subdivision.					
Base Standard	12,400	9,600	7,000	5,000	20,000
• PRD review	10,000	7,000	5,000	N/A	
• Cottage	3,000	3,000	3,000	3,000	
Minimum Lot Width					
Base Standard	100'	75'	60'	50'	100'
• PRD review	85'	60'	50'	N/A	
• Cottage	50'	50'	50'	50'	
Minimum Lot Depth					
Base Standard	100'	100'	80'	75'	200'
• PRD	100'	80'	75'	N/A	
• Cottage	60'	60'	60'	60'	
Front Setback					
Base Standard ⁴	20 – 30' ⁹	20 – 30' ⁹	20'	10 – 20' ^{3,9}	20' ³
• PRD	25'	10'	10'	N/A	
• Cottage	10'	10'	10'	10'	
• Accessory Structure ⁵	25'	25'	25'	20'	
Rear Setback					
• Base Standards ⁴	25'	25'	20'	15' ³	15' ³
• PRD	25'	20'	15'	N/A	
• Cottage	10'	10'	10'	10'	
• Accessory Structure ³	5'	5'	5'	5'	5'
• Congregate Care					20'
Side Setback					
Base Standards ⁴	15'	10'	10'	5' ³	25' ³
• PRD	20' combined	15' combined	15' combined	N/A	
• Cottage	5' each side	5' each side	5' each side	5'	
• Accessory Structure ⁵	10'	5'	5'	5'	5'
• Congregate Care			5'		10'
Corner Lot Side Setback					
Base Standard ⁴	15'	15'	15'	15'	25'
• PRD	15'	15'	15'	N/A	
• Cottage	10'	10'	10'	10'	

	SR 12.4	SR 9.6 ^{10, 11, 12}	SR 7.0	SR 5.0	MR
• Accessory Structure ⁵	10'	5'	5'	5'	
Maximum Height					
Base Standard ⁴	30'	30'	30'	30'	<u>40'</u> ¹³
• PRD	30'	30'	30'	N/A	
• Cottage	30'	30'	30'	30'	
• Accessory Structure	20'	20'	20'	20'	<u>20'</u>
Percent of Lot Coverage					
Base Standard	30 ⁷	35	40	50	40
• PRD	40	40	40	N/A	
• Cottage	40	40	40	40	
• Accessory Structure ^{5, 6}	10 ⁷	10	10	10	
Maximum Building Area					
• Cottage	1,200 sq. ft.	1,200 sq. ft.	1,200 sq. ft.	1,200 sq. ft.	<u>N/A</u>
Minimum Driveway Length					
Base Standard	None	None	None	20' ⁸	<u>N/A</u>
• PRD	None	20'	20'	N/A	
• Cottage	20'	20'	20'	20'	

(2) Development Conditions – Residential Zones.

1. In the MR zone, single-family detached use requires a minimum land area of 4,500 square feet per unit, duplex use requires a minimum land area of 7,000 square feet, and townhome use requires a minimum land area of 2,000 square feet for end units, and 1,800 square feet for interior units. Multiple structures may occur on a legal lot with a minimum of 20,000 square feet.
2. In the R 5.0 zone, duplexes and townhouses require a minimum land area of 7,000 square feet. Townhomes require a minimum land area of 2,000 square feet for end units, and 1,800 square feet for interior units. Multiple structures may occur on a legal lot with a minimum of 7,000 square feet.
3. The front, rear and side yard setbacks for attached dwellings in these zones are not intended to be applied to each individual dwelling when there are multiple buildings on a site. Rather they are meant to be used to establish the minimum dimensional requirements for the perimeter of the housing development.
4. Setbacks are applicable to the primary structure, attached accessory structures and accessory dwelling units.
5. Excludes residential accessory structures.
6. Coverage for accessory dwelling units may be increased by 15 percent over the base coverage.

7. Greenhouses on farms within the SR 12.4 zone are excluded from maximum coverage calculations.
8. A 20-foot-long driveway from the front or rear is required in the SR 5.0 zone.
9. No two adjacent dwellings that front the same street shall have the same front yard setback unless otherwise approved by the city council. The front yard setback shall be randomly arranged with an equal number of dwellings at each increment. Setbacks shall be 20, 25 and 30 feet in the SR 12.4 and SR 9.6 zones. In the SR 5.0 zone, setbacks and structure placement shall be varied to accommodate the requirement for a 20-foot-long driveway from the front or rear in addition to the varied setback.
10. The community development director or hearing examiner may reduce lot sizes to a minimum of 8,000 square feet and/or widths to a minimum of 60 feet for the fewest number of lots necessary if development under the city's regular standards precludes the development from meeting minimum urban net density as established under the Growth Management Act. In addition, lots in plats vested to Snohomish County standards prior to annexation may have lot size reduced to 5,000 square feet, lot width reduced to 50 feet and lot depth reduced to 75 feet; provided, that overall density of the plat conforms to the land use element of the Stanwood Comprehensive Plan.
11. The community development director may approve reduced side and rear setbacks of five feet when the adjacent tract is devoted to open space, recreation space, or storm water detention. In addition, development on lots in plats vested to Snohomish County standards prior to annexation may conform to SR 5.0 zoning district standards for setbacks.
12. Heights may be increased to 60 feet for high school facilities.
13. **Maximum of 3 stories. The building shall have a pitched roof and comply with the architectural elements of SMC 17.112 Architectural Standards.**

(Ord. 1440 § 4, 2017; Ord. 1418 § 11, 2016; Ord. 1294 § 18, 2011).

17.60.030 Residential/commercial zone development standards.**(1) Development Standards Table – Residential/Commercial Zones.**

	TN	MB-I	MB-II	GC – MXO ¹¹
Maximum Residential Density.				
Density standards are not subject to the variance procedure.				
Single Family	20 du/ac ⁵ for all unit types	10 du/ac	30 du/ac ¹⁰	No Maximum ¹²
Duplex				
Townhouse/Apartment in mixed use		10 du/ac		
Multi-family		20 du/ac		
Cottage				
Minimum Residential Density				
Lot Area: minimum square feet for subdivision.				
Base Standard	None	2,500	5,000	20,000
Single Family	5,000			
Duplex	6,000			
Townhouse				
End lot	2,000	2,000	2,000	
Interior lot	1,800	1,800	1,800	
Multi-family	20,000		7,000	
Minimum Lot Width				
Base Standard	50′	35′	35′	100′
Minimum Lot Depth				
Base Standard	70′	75′	75′	100′
Minimum Front Setback ^{1,2}				
Base Standard	0	0	0	0
Accessory	10′	10′	10′	10′
Attached Dwelling	0	0	0	0
Rear Setback ^{1,2,4}				
Base Standards	25′	25′	25′	0
Accessory Structure	15′	15′	15′	
Side Setback ^{1,2}				
	5′ ^{6,7}	0	0	
Base Standards	10′ ⁵ 5′ ^{6,7}	0	5′	0
Accessory Structure	5′	0	5′	5′
Maximum Height				
Base Standard	30′ ³	35′ ³	45′ ⁹	50′ ¹³
Accessory Structure	20′			
Maximum Building Coverage ⁸				
Base Standard	60% ⁸	90%	90%	90%

(2) Development Conditions – Residential/Commercial Zones

1. The front, rear and side yard setbacks for structures in these zones are not intended to be applied to each individual building when there are multiple buildings on a site. Rather, they are meant to be used to establish the minimum dimensional requirements for the perimeter of the development.
2. Setbacks are applicable to the primary structure and attached accessory structures.
3. Height may be increased to 55 feet for hotels/motels and 40 feet for bed and breakfast accommodations, boarding houses, residential units over retail/office/personal service uses in the MB-I zone. Heights may be increased to 40 feet for multifamily, and mixed use in the TN zone and to 55 feet for multifamily, townhouse, hotel/motels, and mixed use when the TN zone is located within 200 feet of SR 532. An additional 10 feet may be allowed for multifamily, townhouse, and hotel/motels when the TN zone is located within 200 feet of SR 532 if the structure includes a pitched roof and no additional floors are added.
4. Rear setbacks of 15 feet are required for residential uses. Setbacks may be reduced to five feet when property is served by an alley.
5. Maximum density in the TN zone is calculated based on the total number of dwelling units of all types per gross acre. The density for each housing type within a project is determined by the minimum lot size.
6. Side setback for commercial is zero.
7. Side setback for attached townhouse units and multifamily is zero for interior units and 10 feet for end units. Side setback for utilities and public facilities is 20 feet.
8. For automobile service stations the cross-section areas of service station canopy supports where they meet the ground shall be measured as coverage for the purposes of determining maximum lot coverage, and also shall be used for measurement of setback requirements.
9. Height may be increased to 55 feet when a minimum of 50 percent of the required parking is provided on the ground floor or when the structure is at least LEED silver certified except where the MB-II zone directly abuts a residential zone and the increased height would obstruct the view corridor of the existing homes.
10. Density may be increased to 60 du/acre for mixed use developments when 100 percent of the required residential parking is provided on the ground floor and the building is at least LEED silver certified.
11. **General Commercial – Mixed Use Overlay zone shall comply with the specific standards of SMC 17.79 Mixed Use Overlay.**
12. **Density shall be determined by the development standards required for the specific property, including, but not limited to: height, parking, landscaping, lot coverage, recreational and open space, and stormwater.**

13. Maximum of 4 stories. The building shall have pitched roof or parapet roof design and comply with the architectural elements of SMC 17.112 Architectural Standards.

(Ord. 1449 § 5, 2017; Ord. 1418 § 12, 2016; Ord. 1398 § 18, 2015; Ord. 1333 §§ 6 – 9 (Exh. C), 2012; Ord. 1332 § 7 (Exh. C), 2012; Ord. 1294 § 18, 2011).

17.60.040 Commercial and industrial development standards.

(1) Development Standards Table – Commercial and Industrial Zones.

	NB	GC	LI	GI
Lot Area: minimum square feet for subdivision.				
Base Standard	6,000	10,000	20,000	1 acre
Minimum Lot Width				
Base Standard	50'	70'	80'	100'
Minimum Lot Depth				
Base Standard	70'	80'	100'	200'
Front Setback^{1,2,7}				
Base Standard	10'	25'	25'	25'
• Accessory Structure	10'	25'	25'	25'
Rear Setback^{1,2,7}				
• Base Standards	25'	25'	5' ⁴	35' ⁴
• Accessory Structure	15'	5'	5'	5'
Side Setback^{1,2,7}				
Base Standards	10'	10'	5' ⁴	25' ⁴
• Accessory Structure	5'	5'	5'	5'
Maximum Height				
Base Standard	30'	35' ⁹	35' ⁹	35' ^{6,8}
• Accessory Structure	20'			30'
Maximum Building Coverage^{3,7}				
Base Standard	40%	60%	80%	80% ⁵
• Accessory Structure	10%	10%		10%

(2) Development Conditions – Commercial and Industrial Zones.

1. The front, rear and side yard setbacks for structures in these zones are not intended to be applied to each individual building when there are multiple buildings on a site. Rather, they are meant to be used to establish the minimum dimensional requirements for the perimeter of the development.
2. Setbacks are applicable to the primary structure and attached accessory structures.
3. Ten percent additional coverage is allowed for detached accessory structures in the NB, GC, and GI zones in addition to the allowance for the primary structure.

4. Where an industrial or manufacturing use abuts a residential zone, a 25-foot setback is required in the LI zone and a 50-foot setback is required in the GI zone.
5. Coverage may be increased to 40 percent for wholesale, moving van/storage and warehouse operations, 50 percent for petroleum products distribution and storage and school bus maintenance facilities, and 65 percent for mini-warehouse.
6. Height may be increased to 50 feet for food processing plants, wholesale operations, warehousing operations, and freight distribution centers.
7. For automobile service stations, the cross-section areas of service station canopy supports where they meet the ground shall be measured as coverage for the purposes of determining maximum lot coverage, and also shall be used for measurement of setback requirements.
8. Height may be increased to 80 feet for feed and fertilizer operations abutting railroad corridors for silos and grain elevator structures only.
9. Height may be increased to 55 feet for hotels/motels.

17.60.050 Parks and open space development standards.

(1) Development Standards Table – Parks and Open Space Zone.

	<u>Athletic Field, Ball Park or Batting Cage</u>	<u>Park, Community</u>	<u>Park, Neighborhood</u>	<u>Park, Urban</u>	<u>Recreation Area/Facility, Playgrounds</u>	<u>All Other Park Uses</u>
<u>Adjacent Property Use Setbacks</u>						
• <u>Residential</u>	<u>25'</u>	<u>20'</u>	<u>20'</u>	<u>10'</u>	<u>10'</u>	<u>5'</u>
• <u>Commercial</u>	<u>10'</u>	<u>10'</u>	<u>10'</u>	<u>10'</u>	<u>10'</u>	<u>0'</u>

(2) Development Conditions – Parks and Open Space Zone.

1. **The front, rear and side yard setbacks for structures in these zones are not intended to be applied to each individual building when there are multiple buildings on a site. Rather, they are meant to be used to establish the minimum dimensional requirements for the perimeter of the development.**
2. **Setbacks are applicable to the primary structure and attached accessory structures.**

Exhibit D
SMC 17.79 Mixed Use Overlay

Chapter 17.79 MIXED USE OVERLAY

Sections:

- 17.79.010 Purpose.**
- 17.79.020 Applicability.**
- 17.79.030 Definitions.**
- 17.79.040 Interpretation.**
- 17.79.050 Permitted uses and standards.**
- 17.79.060 Table of dimensional and density requirements.**

17.79.010 Purpose.

The intent of the mixed use zoning overlay is to allow for mixed commercial/residential structures in certain areas of the city designated as appropriate in the city's Comprehensive Plan. The purpose of the overlay is to encourage higher density residential development close to shopping, transportation, employment, and other amenities and to encourage commercial development that serves residential areas. An additional purpose is to allow combinations of use within one building while still allowing development meeting the standards of the underlying zones. Mixed use structures **along public streets** shall have a minimum of two uses, such as commercial uses with or without enclosed parking on the ground floor and residential uses above the ground floor. **Mixed use structures along private streets and/or have limited visibility to public streets may be allowed to provide only** residential uses with or without enclosed parking on the ground floor.

(Ord. 1282 § 1, 2011; Ord. 1138 § 4, 2003).

17.79.020 Applicability.

This overlay zone applies to properties zoned general commercial and multifamily designated as appropriate in the city's Comprehensive Plan and noted on the city's zoning map. The regulations in this chapter apply only to mixed use buildings located within the mixed use overlay. All other, non mixed-use buildings shall conform to the regulations of the underlying zone. (Ord. 1282 § 1, 2011; Ord. 1138 § 4, 2003).

17.79.030 Definitions.

- (1) For the purposes of this section, "**vertical** mixed use" shall be defined as a single structure supporting commercial (retail, office, service) ~~or light manufacturing~~ use on the ground floor, with or without enclosed garage space on the ground floor, and with one or more stories of residential use above.
- (2) **For the purposes of this section, "horizontal mixed use" shall be defined as a single structure supporting residential (apartments, condominiums, townhouses) use on the ground floor, with or without enclosed garage space on the ground floor, and with two or more stories of residential use.**

The residential building must be located behind an existing commercial use and have no frontage along a public street.

- (3) For the purposes of this section, “density” shall be calculated by using the entire square footage of the lot on which the mixed use structure is located. (Ord. 1282 § 1, 2011; Ord. 1138 § 4, 2003).

17.79.040 Interpretation.

In the case of a conflict between the regulations of this overlay zone and those of the underlying zone, the regulations of this overlay shall control for mixed use structures and uses; the underlying zone shall control for all other structures and uses. (Ord. 1282 § 1, 2011; Ord. 1138 § 4, 2003).

17.79.050 Permitted uses and standards.

Permitted uses in the mixed use overlay are subject to the additional conditions as shown in the master use table provided in SMC 17.30.040 under the GC-MXO zone and the Multi-Family Residential (MR) zone with the notation P39MXO.

- (1) When the mixed use overlay is applied over underlying commercial zones, the following standards are required.
- (a) A minimum of two uses are required **for a vertical mixed use building that has frontage along a public street. A horizontal mixed use residential only building may be allowed if the building has private street frontage or if the property is situated where a commercial use is not visible from a public street or would not be viable based on the location and be located behind an existing commercial use.**
 - (b) **For vertical mixed use buildings with two uses,** A minimum of 60 percent of the gross floor area of the first floor shall include uses allowed in the following categories in SMC 17.30.040, Zoning use table, for the general commercial zone: cultural/entertainment, hotel and guesthouse, office, personal services, retail trade establishments, **or** retail prepared food/beverage establishments, **or** industrial. In addition, “mini-warehouse/storage facilities,” “schools, other,” “dog grooming,” and “veterinarian/hospital or clinic” ~~with accessory “indoor kennel”~~ uses qualify to meet the minimum 60 percent of gross floor area standard.
 - (i) The 60 percent commercial use requirement in subsection (1)(b) of this section may be reduced to 30 percent of gross floor area when a minimum of 50 percent of the parking required for the residential uses in a mixed use structure is provided on the ground floor, or underground.
 - (c) Residential dwelling units are ~~not permitted~~ **only allowed** on the ground floor **if the property only has access to private streets and if the commercial element of the mixed use building would not be visible or viable from the property location and be situated behind an existing commercial use.** ~~Multifamily and congregate care units are limited to upper (non-ground floor) stories.~~
 - (d) Accessory functions of residential uses such as lobbies, entrances, exercise, storage, and meeting rooms, provided for the use of residents, may be located on the ground floor.
 - (e) Parking lots and parking garages are allowed. Enclosed garage space may be located in a portion of the ground and second floor space or underground. The community development director may approve limited garage space on other stories.
 - (f) “Drive-through” windows and establishments are not permitted.
 - (g) Dry cleaners are limited to drop-off facilities only.

- (h) Office and restaurant uses on the second floor require an administrative conditional use permit except that accessory offices, and home offices meeting the standards in SMC 17.95.380 Supplemental standards for home occupations, are exempt from this conditional use permit requirement.
- (i) Any commercial ~~or industrial~~ use utilizing or producing hazardous, odorous or airborne substances shall contain, reduce, and mitigate impacts and may be subject to additional conditions as determined by the community development director.
- (j) Commercial and/or office/~~light industrial~~ uses on ground floors shall have a minimum of 30 feet of depth.

(2) When the mixed use overlay is applied over underlying residential zones, the following standards are required:

- (a) Residential. Mixed use buildings shall contain multifamily residential units on upper (non ground-floor) stories, and may contain residential units on ground floors.
- (b) Retail Trade, Professional or Personal Service. Mixed use buildings shall provide commercial and/or office uses on ground floors with a minimum of 30 feet of depth, except that “drive through” windows and establishments are not permitted. Limited office and restaurant uses may be located on a portion of second story space. Any commercial use utilizing or producing hazardous, odorous or airborne substances shall meet all requirements of the building code in effect at the time of permit application in order to contain, reduce, and mitigate impacts.
- (c) Enclosed garage space may be located in a portion not to exceed 50 percent of the ground floor space, or may be located underground.

(Ord. 1282 § 1, 2011; Ord. 1294 § 27, 2011; Ord. 1138 § 4, 2003).

17.79.060 Table of dimensional and density requirements.

Key: GC – MXO = Mixed Use Overlay with underlying General Commercial Zone

MF – MXO = Mixed Use Overlay with underlying Multi-Family Residential Zone

DU/AC = Dwelling Units per Acre

Mixed Use Overlay
Table of Dimensional and Density Requirements

Permitted Use	Maximum Units	Minimum Lot Dimensions			Minimum Yard Setbacks			Maximum Building Height (ft)	Maximum Building Coverage (%)
		Area	Width	Depth	Front	Rear	Side		
Mixed Use Overlay with General Commercial Zone	24 du/ac gross density	1 Acre	100'	100'	0	0	0	45 [±]	60
<u>GC-MXO</u>	<u>See Dimensional and Density Requirements in SMC 17.60.030¹</u>								
Mixed Use Overlay with Multifamily	20 du/ac gross density	1 Acre	100	100	0	0	0	40	60
<u>MR-MXO</u>	<u>20 DU/AC gross density</u>	<u>20,000 sf</u>	<u>100'</u>	<u>100'</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>40</u>	<u>90</u>

¹ Fifty-five feet of height is allowed when a minimum of 50 percent of the required parking for residential use is provided on the ground floor or underground, or when the structure is LEED silver certified.

Exhibit E
SMC 17.100 Non-Residential Performance Standards

17.100.050 Conditions for permitting ball parks, athletic fields, parks, playgrounds, community centers, houses of worship and meeting halls in residential zones.

The community development director shall make the findings in subsection (1) of this section in addition to the findings in SMC [17.80.120\(6\)](#) prior to issuing ~~a an administrative conditional use permit in a residential zone~~ for ball parks, athletic fields, parks, playgrounds, community centers, houses of worship and meeting halls in residential zones and may require the additional standards listed in subsection (2) of this section for these uses.

(1) Findings.

- (a) The proposed use will be effectively buffered from adjacent and abutting residential use by means of fencing and/or landscaping or a combination of fencing and landscaping.
- (b) Parking lots are located and landscaped to reduce the impact of traffic and headlights on adjacent and abutting residential uses.
- (c) Exterior lighting is screened to reduce visual glare.
- (d) The proposed development complies with SMC [17.112.020](#), Building design standards applicable in the SR 12.4, SR 9.6, SR 7.0, SR 5.0, TN and MR zoning districts.

(2) Additional Standards.

- (a) Additional landscape setback of up to 20 linear feet may be required along an abutting property line.
- (b) Additional setbacks of up to six feet may be required on upper stories of structures.
- (c) Live entertainment uses may be restricted to indoor use.
- (d) Hours of operation and/or outdoor activities may be restricted to increase compatibility with residential neighborhoods. (Ord. 1294 § 30, 2011).

Exhibit F Planning Commission Findings of Fact and Conclusions



City of Stanwood
10220 270th Street NW
Stanwood, WA 98292

City of Stanwood, Washington

2020 Comprehensive Plan Amendment and
Implementing Zoning Regulations

Findings of Fact and Conclusions of Law

A. GENERAL INFORMATION

File Number(s):	2020-0160
Project Summary:	2020 Comprehensive Plan Amendment, Zoning Map Amendments and Implementing Zoning Regulations
Applicant:	City of Stanwood
Location:	Applies Throughout the City of Stanwood Jurisdictional Limits
Staff Contact:	Patricia Love, Community Development Director

B. BACKGROUND AND DESCRIPTION OF PROPOSAL

The Growth Management Act of the State of Washington requires “early and continuous” public participation in the city’s review and adoption of comprehensive plans and development regulations. One planning tool used to meet the “early and continuous” standard is the Docket process. The “Docket” is a public participation procedure required by state law (GMA) that allows residents the opportunity to request amendments to the City’s comprehensive plan and development regulations on an annual basis. The 2019 / 20202 docket application period ran from August 1 through August 31, 2019 and resulted in several rezone requests and city initiated amendments.

All amendments to the Comprehensive Plan shall be considered concurrently and no more than once per year, except in the event of an emergency, so that their cumulative effects can be ascertained. The 2020 Comprehensive Plan Amendment includes the following Future Land Use Map (FLUM) amendments, Zoning Map Amendments and implementing zoning regulation amendments:

1. Scott Wammack / Lisa Sather (Sather Family Trust) Comprehensive Plan Map Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to 2 vacant parcels currently zoned General Commercial located south of 265th Street NW within the Haggen Complex. Parcel Numbers: 32042900204500 and 32042900207100
2. Scott Wammack / Brett Sibert Comprehensive Plan Amendment with a concurrent rezone to add the Mixed-Use Overlay designation to a vacant parcel currently zoned General Commercial located on the southwest corner of 265th Street and 72nd Avenue. Parcel Number: 32042900206000

3. City of Stanwood (271st Street) Comprehensive Plan Amendment with a concurrent rezone from Light Industrial to Mainstreet Business II along the north side of 271st Street between 92nd Avenue NW and 90th Avenue NW. Parcel Numbers: 32041900304800, 32041900305100, 32041900308700, 32041900305200, 32041900308900, 32041900305300, and 32041900302600
4. City of Stanwood Comprehensive Plan Amendment with concurrent zone of City park properties from various zoning districts to a new Parks and Open Space designation. Parks subject to this proposal include:
 - Heritage Park (Parcel Numbers: 32032400413200, 32032400400100 and 32032400304900),
 - Hamilton Landing Park (Parcel Number 32032400414600 and 32032400414700),
 - Ovenell Park (Parcel Numbers: 32032400300100, 32032400305600, 32032300401200, 32032300400700, and 32032400300300),
 - Church Creek Park (Parcel Number 32042000301800) and
 - Lions Park (Parcel Number 00470000200100).
5. City of Stanwood Comprehensive Plan Text and Map amendment to reflect the proposed rezone amendments including amendments to the Land Use and Housing Elements. Amendments also include extending the Mixed-Use Overlay zone over all General Commercial zone properties in the Uptown Center.
6. City of Stanwood Zoning code amendments implementing the rezones including: creating a new Parks and Open Space (POS) zoning district and amendments to the building height and density requirements of the Mixed-Use zoning overlay and the Multi-Family Residential zoning designation.
 As part of this process the City may be considering the following:
 - 40-foot building height in the Multi-Family Residential zones, which would allow for three story buildings.
 - 50-foot building height in the Mixed-Use zoning overlay, which would allow for four story buildings.
 - Density that is controlled by height, parking, landscaping, park/open space requirements of the code instead of a set number for the Mixed-Use zoning overlay.
7. City of Stanwood Amendments to the Capital Facilities Element of the Comprehensive Plan to update both the 6-year and 20-year Capital Improvement Plan project lists.

C. COMPREHENSIVE PLAN AMENDMENT CRITERIA (SMC 17.157.080)
ZONING MAP MODIFICATION CRITERIA (SMC 17.155.0909(1))

The city may approve, or approve with modifications or conditions, an application for a Comprehensive Plan amendment or Zoning Map Modification if:

(a) The amendment / zoning reclassification bears a substantial relation to the public health, safety, or welfare;

The State of Washington adopted the Growth Management Act in 1990 to manage growth under a consistent set of statewide goals and policies. The Act originally contained 13 goals that provided guidance to local governments on how to manage: population growth, housing, transportation systems, utilities and other public infrastructure. The City of Stanwood adopted its first GMA compliant Comprehensive Plan on June 1, 1996. Subsequent amendments to the Plan have been adopted through the years as deemed warranted due to changing circumstances or as required by state mandates.

The 2015-2035 Comprehensive Plan establishes a moderate growth scenario that expects the city to reach a population of 10,116 (or 11,085 inclusive of the Urban Growth Area) by 2035. Associated with this growth scenario is the expected density and type of development necessary to reach this population projection. The city anticipated future growth to include a combination of residential and mixed-use developments. The very first policy of the Comprehensive Plan - Land Use Policy 1.1 states that the City shall “establish a density lot size and road access standards that create incentives for infill development in urban areas that are either underdeveloped or underutilized”.

The proposed rezones add approximately 286-404 infill housing units which falls within the moderate growth scenario as adopted in the Comprehensive Plan and helps the City meet its growth targets without major changes to the city’s residential zones. The proposed land use designations and rezones are consistent with the Comprehensive Plan growth and development strategies and therefore meets the criteria that the amendments bears a substantial relation to the public health, safety, or welfare.

(b) The amendment / zoning reclassification is warranted because of changed circumstances or because of a need for additional property in the proposed Comprehensive Plan or zoning designation or because the proposed amendment is appropriate for reasonable development of the subject property.

The City’s Comprehensive Plan plans for future growth out to 2035. In addition, the Puget Sound Regional Council’s growth strategies call for an additional 9% growth by the year 2050 in the cities and towns category that applies to Stanwood. The 2015 Comprehensive Plan identifies a city wide population of 10,116 people by 2035. Adding a projected 9% growth on that figure brings the City’s 2050 projected growth target to 11,026. Using the Snohomish County Tomorrow 2020 Growth Monitoring Report as guidance for considering projects that add new growth to the City, the report shows that the City is falling below its 2035 population growth target. If cities fall below their growth targets, they are required by state law to evaluate options to increase density through comprehensive plan amendments or changes in municipal codes that encourage in-fill development.

At a Planning Café held in 2019 the public was asked: “where would you put future growth in Stanwood”. In response the community located new housing and population growth in mixed-use developments in the City’s existing commercial zones. Adding the Mixed Use Overlay to the entire General Commercial zoning district in the Uptown Center District provides additional opportunities to convert some of the vacant storefronts into mixed use buildings consistent the Comprehensive Plan while helping to meet the City’s population and housing targets without negatively impacting existing single family residential

zones. The 271st Street rezone also implements mixed use zoning consistent with the Downtown Subarea Plan.

These proposed amendments and rezones are consistent with the vision of the Comprehensive Plan and the future zoning as envisioned by the public at the Planning Café. These amendments also fulfill the state mandate to evaluate “reasonable measures” to encourage in-fill development and strategies to meet projected population targets.

(c) The subject property is suitable for development in conformance with standards under the proposed Comprehensive Plan designation and with zoning standards under the proposed zoning classification.

The proposed rezones sites are either existing developed sites (parks and 271st Street rezones) or infill developable sites (three Wammack sites). Future uses of the rezones sites are anticipated to be general commercial, retail, restaurant, residential or park uses; all of which are consistent with the Comprehensive Plan’s vision of providing housing and urban services to city residents.

(d) The amendment and rezones will not be materially detrimental to uses or property in the immediate vicinity of the subject property;

The proposed uptown mixed use rezone is located in a general commercial zoning district with uses that range from mixed-use residential buildings, senior housing, grocery store, restaurants, YMCA, office and service uses. The 271st rezone properties are developed with commercial use buildings, parking lots and standard landscaping. Lastly, the park rezones to Parks and Open Space acknowledges the current use of the properties.

The cumulative effect of the proposed rezones support the city’s needed housing and population targets without negatively impacting the surrounding neighborhoods. Subsequent development of the rezones sites will be subject to the City’s, development regulations, concurrency standards and traffic impact mitigation fees. Site specific road / traffic improvements will be evaluated at the time of actual development.

The comprehensive plan amendments and rezones are consistent with existing uses and surrounding uses and would therefore not be detrimental to adjacent properties.

(e) The proposed Comprehensive Plan amendment / zoning reclassification has merit and value for the community as a whole; and

The proposal is consistent with the City’s land use policies and adds housing units consistent with the City’s 2023 growth target and the Puget Sound Regional Council population growth targets for the cities and towns category. The rezones also allow the properties to be developed similarly to surrounding properties. Adding housing in commercial areas encourages walkability with less dependence on the automobile for small, everyday errands. It also reduces impacts on existing family residential neighborhoods that could result from major land use changes if the City cannot meet its projected population and housing targets.

(f) The proposed amendment is consistent with the goals and policies of the Comprehensive Plan.

The proposals are consistent with the Stanwood 2015-2035 Comprehensive Plan policies as follows:

Uptown Center Comprehensive Plan Policies:

LUP 10.3: Allow a variety of retail, service, office and other commercial uses as well as mixed use, senior housing and assisted living residential uses in the Uptown Center.

- LUP 10.4: Allow surface parking to accommodate an auto-oriented shopping center in the Uptown Center and site planning, with no restrictions on the location of parking.
- LUP 10.5: Allow shared parking and off-site parking in the Uptown Center when approved by the City.
- LUP 10.6: Encourage mixed use development within the Center.

271st Street Rezone Comprehensive Plan Policies:

- LUP 4.1: Allow a mix of residential, office, retail, entertainment and service uses to serve incorporated Stanwood, unincorporated Snohomish County and Camano Island in Island County.
- LUP 4.3: Allow light industrial use in areas without strong access for retail or service uses.
- LUP 4.7: Encourage outdoor dining, outdoor street furniture and temporary outdoor displays that create interest and activity.
- LUP 5.5: Encourage small scale specialty retail along the front of 271st Street. Encourage larger-scale retail and service uses between 271st Street (behind store fronts) and SR 532. [Note: Staff made the following language correction to the policy: changing 271st Avenue to 271st Street.]

Parks Rezones Comprehensive Plan Policies:

- LUP 2.10: Encourage preservation of open space and recreational opportunities.

In addition to the Future Land Use Map (FLUM) and Zoning Map changes, minor amendments are being proposed to the Land Use Element of the Comprehensive Plan to implement the land use designation changes. The largest change in land use is changing out the existing park properties from their underlying zoning (91.81 acres) to the proposed new Parks and Open Space zoning designation. Note that the entirety of the Land Use Element's land use inventory is not being updated at this time but will be included in the 2024 Major Comprehensive Plan update as the 2015-2035 Land Use Inventory is based on 2012 data which does not reflect current conditions.

(g) The reclassification complies with all other applicable criteria and standards of the Stanwood Municipal Code.

To fully implement the proposed Comprehensive Plan amendments and rezones, a few amendments are needed to the Stanwood Municipal Code to ensure consistency between the Plan and implementing zoning regulations as required by the Growth Management Act. Two new zoning categories are proposed implement the comprehensive plan land use designations consistent with the requirements of the Growth Management Act: General Commercial – Mixed Use Overlay (GC-MXO) and Parks and Open Space (POS). Other amendments include changes to the permitted use matrix, bulk standards, mixed-use overlay regulations provide additional standards to ensure that future projects are developed according to the City's vision of creating mixed-use pedestrian friendly neighborhoods.

D. CODE AMENDMENT CRITERIA (SMC 17.155.090(2))

The city may approve or approve with modifications amendments to the text of the zoning code if:

(a) The purpose and desired effect of the proposed Comprehensive Plan Amendment and zoning reclassification are consistent with the Stanwood Municipal Code;

The proposed implementing zoning code changes fall into four general categories:

1. *Adoption of new General Commercial – Mixed Use Overlay Zoning Regulations.* The purpose of creating this new zoning category is to expand existing overlay over the commercial area in the Uptown Center Area, but not have the overlay apply to the other General Commercial zones in the city.

The properties subject to the Mixed-Use Overlay are currently zoned General Commercial which allows for general commercial and retail uses; the rezone would allow residential uses in conjunction with the commercial / retail uses similarly to those in the Haggen Shopping Center Complex. The proposal is consistent with the surrounding uses and with the Comprehensive Plan to encourage in-fill development with mixed-use buildings. Adding the Mixed Use Overlay to the entire General Commercial zoning district in the Uptown Center District provides additional opportunities to convert some of the vacant storefronts into mixed use buildings consistent with City policies for the district while helping to meet the City's Growth Management population and housing targets without negatively impacting existing single family residential zones. The amendments also eliminate the need to amend the Comprehensive Plan or require a rezone for any future proposed mixed use developments in the Uptown Center. The permitted use matrix and development standards were updated to create this new zone.

2. *Adoption of new Parks and Open Space Zoning Regulations.* Creation of a new Parks and Open Space land use and zoning designation requires the adoption of associated permitted uses and development standards. Currently all of our public parks are managed under various zoning districts – ranging from Single Family Residential to General Industrial. The City has received state funding for most of these parks from the Recreation and Conservation Office and have also purchased properties with Snohomish County Conservation Easement Funds which require these properties to be held in public ownership in perpetuity. By creating a new POS zoning category, the public and future law makers can easily see where the City's parks and open space areas are located in the city as well as the uses are allowed in park properties and facilities.
3. *Amendments to the Building Height for Mixed Use and Multifamily Developments.* Building heights were slightly increased to allow for the construction of pitched roofed structures. Over time, building standards have changed from standard 8-9 foot ceilings to 12 foot ceiling heights. In addition, building in the flood plain requires that the living area of the structure be one foot above base flood elevation. Building heights have not been evaluated or adjusted to coincide with these changes. The proposed changes in the building height does not increase density or allow for additional floors, but instead allows the construction of pitched roofs consistent with northwest craftsman designs versus building flat roofed buildings.
4. *Minor Code "Scrub" Amendments.* Minor changes are being proposed to the permitted use matrix to eliminate inconsistency with other development code sections. The allowance of self-storage units was eliminated from the Mixed Use Overlay zone to ensure the commercial floor is occupied with uses consistent with the vision of pedestrian friendly retail / commercial developments.

(b) There is a positive relationship to the public health, safety and welfare of the community; and

The proposed amendments provide clear guidance and standards for future development in the mixed use and parks zoning districts which is intended to provide the public and future developers with clear expectations on city requirements and development standards.

(c) The proposed amendment is consistent with the Stanwood Comprehensive Plan.

Stanwood's Comprehensive Plan envisions a strong community that provides urban services while preserving its rural community heritage. The Plan envisions a community with diverse commercial districts and a variety of housing types ranging from detached single family residential homes to mixed use commercial developments. The Comprehensive Plan's policies support the proposed 2020 Comprehensive Plan Amendments, rezones and associated implementing code amends.

LUP 2.10:	Encourage preservation of open space and recreational opportunities.
LUG 10:	Develop a second commercial and mixed use base in the Uptown Center as a focal point for the newly developing part of the City.
LUP10.5:	Encourage mixed use development with the [Uptown] Center.
LUP 19.1:	Plan for a balanced mix of land uses based on land availability and the capacity to provide public services.
EDP-6.1	Ensure that City licensing and permitting procedures and development regulations are coherent, fair, and expeditious.

E. FINDINGS OF FACT

1. Under the Growth Management Act (Chapter 36.70A RCW), the city may amend its Comprehensive Plan and Land Use Map once per year through the annual "Docket" process. The city accepts annual amendment requests until August 31st of each year for consideration.
2. The "Docket" is the vehicle by which the City and other public agencies, private owners, developers, community groups, or individual citizens request changes to the land use designations of property and/or propose changes to the elements, goals, and policies of the Comprehensive Plan.
3. The Docket process affords the opportunity to refine the Comprehensive Plan based on changing conditions and community needs.
4. The City Council considered the 2019 Docket applications on October 24, 2019 and forwarded those requests to the Planning Commission to evaluate and formulate a recommendation to either approve, approve with modifications or deny.
5. In order to formally process the 2020 Docket, applicants were required to submit their formal rezone applications by February 3, 2020. Five (5) applications were received: Three by Scott Wammack for mixed-use rezones in the Uptown Center District, and two (2) by the City of Stanwood to rezone a portion of 271st Street from Light Industrial to Commercial and to create a new Parks and Open Space zoning district for the City's park lands.

6. A Notice of Application was issued for the proposed amendments with a 30 day comment period ran from March 31 through April 30th. All property owners within 300 feet of the rezones were noticed of the proposed rezone requests.
7. Due to COVID-19 the processing of the amendments was put on hold in May of 2020 as the City was not permitted to hold formal public hearings per the guidance provided by the Governor's Office for ordinary and routine business. This guidance has been recently revised to allow cities to hold virtual public hearings which makes the processing of these amendments possible.
8. Pursuant to RCW 36.70A. 106, on October 9, 2020 the City notified the State of Washington of its intent to adopt amendments to its Comprehensive Plan and development regulations.
9. The City of Stanwood SEPA Responsible Official reviewed the amendments and issued a Determination of Non-significance (DNS) on October 13, 2020.
10. Stanwood's 2015 – 2035 Comprehensive Plan supports the 2020 Comprehensive Plan and municipal code amendments:
 - Land Use Policies 10.3 – 10.6 to encourage mixed use development in the Uptown Center Business District.
 - Land Use Policies 4.1, 4.3, 4.7, and 5.5 to maintain commercial zoning along 271st Street as part of the City's Main Street concepts and the Downtown Subarea Plan.
 - Land Use Policy 2.10 in support of preserving park space.
11. The Planning Commission considered the amendments at several meetings including: September 9, 2019, September 28, 2020, October 12 and 26, 2020 and November 9, 2020.
12. Staff prepared a report summarizing the proposed amendments. This report is part of the public record and was presented to the Planning Commission at the public hearing on November 16, 2020 for their consideration.
13. The Planning Commission held a public hearing on November 16, 2020 and considered all relevant matters, and heard all parties in support or opposition, and subsequently forwarded a recommendation to the City Council.
14. The Wammack rezone properties are currently zoned General Commercial which allows for general commercial and retail uses; the rezone would allow residential uses in conjunction with the commercial / retail uses within the entirety of the General Commercial zone in the Uptown Center District similarly to those in the Haggen Shopping Center Complex south of SR 532. The proposal is consistent with the surrounding uses and the Comprehensive Plan to allow mixed use development in the Uptown Center District.
15. The proposed 271st Street rezone properties are developed with commercial use buildings, parking lots and standard landscaping. The City's planning policies suggest this area should be a commercial district connecting the two historic downtowns and would avoid industrial uses along the City's "main street". The proposed rezone is consistent with this vision.

16. The park rezones do not change the underlying use of the properties, but provides a protective zoning designation which clearly shows the public that these lands are intended to stay in park and open space use in perpetuity.
17. Code amendments are necessary to implement the comprehensive plan land use designations. The Growth Management Act requires consistency between the Comprehensive Plan and development regulations. The amendments to the permitted use matrix, bulk standards, mixed-use overlay regulations provide additional standards to ensure that future projects are developed according to the City's vision of creating mixed-use pedestrian friendly neighborhoods.
18. The City of Stanwood has an adopted Level of Service E for traffic impacts on all arterial / collector roadways which relates to the acceptable delay time of 80 seconds at intersections. The traffic analysis prepared for the Uptown rezones showed that the proposed mixed use developments would change the intersection wait time from approximately 33 seconds to 40 seconds, well below the adopted maximum wait time of 80 seconds. Since the proposed wait time on the three rezones is far below the adopted Level of Service, it is not anticipated that applying the mixed use overlay to the entire General Commercial zoning district will drop the wait time below the adopted Level of Service. In addition, as projects are proposed, additional traffic studies will be prepared which could contain mitigation measures to reduce potential impacts.
19. Cumulatively, the proposed rezones and code amendments support the city's needed housing and population targets without negatively impacting the surrounding neighborhoods.
20. The City Council Community Development Committee reviewed the proposed amendments set forth in this Ordinance at their September 10 and October 15, 2020 meetings where they supported the proposed amendments.

F. CONCLUSIONS OF LAW

1. The City of Stanwood has authority under RCW Title 35A, to adopt plans and regulations related to development and operations within the City of Stanwood.
2. Stanwood Municipal Code requires that the Planning Commission review and make recommendations to the Stanwood City Council regarding Comprehensive Plan Amendments and code amendments to Title 17, Zoning.
3. Planning Commission briefings to discuss the proposed amendments were held on September 9, 2019, September 28, 2020, October 28, 2020, October 26, 2020, November 9, 2020 and a public hearing was held on November 16, 2020.
4. On November 3, 2020 the public hearing notice was printed in the Stanwood Camano News as required by law that a public hearing was to be held by the Planning Commission and all persons wishing to provide public input concerning the proposed amendments set forth in this Ordinance were heard.
5. SEPA review was conducted on the proposal and a Determination of Nonsignificance (DNS) was issued on October 13, 2020 under WAC 197-11-340(2). No appeals of the SEPA determination were filed.

6. The proposed land use designations and rezones are consistent with the Comprehensive Plan growth and development strategies and therefore meets the criteria that the amendments bears a substantial relation to the public health, safety, or welfare.
7. The proposed amendments will not be detrimental to adjacent properties.
8. The proposed amendments provide clear guidance and standards for future development which is intended to provide the public and future developers with clear expectations on city requirements and development standards.
9. After considering staff comments and public testimony, the Stanwood Planning Commission determined the draft amendments are consistent with the Comprehensive Plan and should be adopted.

G. STAFF RECOMMENDATION

Move that the Planning Commission **ADOPT** the Findings of Fact and Conclusions of Law contained herein and **AUTHORIZE** the Planning Commission Chair to sign the Findings on behalf of the Commission and recommend that the Stanwood City Council **APPROVE** the proposed 2020 Comprehensive Plan Amendment, Zoning Map Amendments and implementing amendments to Chapter 17 of the Stanwood Municipal Code.

Dated this 16th of November, 2020.

Marcus Metz, Planning Commission Vice-Chair
City of Stanwood



Planning Commission
Meeting Minutes
November 16, 2020

Call to Order 6:31 pm

Roll Call

Present: Marcus Metz Patrick Hosterman
 Justin Burns Larry Sather
 Monae Birkhofer

Staff Present: Patricia Love
 Amy Rusko
 Amy Bergemeier
 Tansy Schroeder

Absent: Linda Utgard

Also known to be present:

Approval of Minutes:

The Minutes of the November 9th, 2020 Planning Commission Meeting were approved as presented with a motion by Larry Sather and a second by Patrick Hosterman.

New Business:

- **Public Hearing – 2020/2021 Docket: Comprehensive Plan Amendments and Zoning Code Amendments**

Marcus Metz opened the Public Hearing.

Patricia Love- Community Development Director, Amy Rusko- Senior Planner, Tansy Schroeder- Planner are the staff available to present tonight.

The purpose of tonight's Public Hearing is to deliberate and forward a recommendation to the City Council to approve, approve with changes or deny the amendments or portions of the amendments.

Comprehensive Plan & Code Update – Ordinance 1491:

- Uptown Rezone
- 271st Street Rezone
- Parks Rezones
- Capital Improvement Plan Update
- Adopts New Future Land Use Map
- Adopts New Zoning Map

Zoning Code Amendment - Ordinance 1492:

- Creates New Definitions and Zones for Parks and Open Space (POS) and General Commercial – Mixed Use Overlay (GC-MXO)
- Updates Permitted Use Matrix, Zoning Standards, and Mixed Use Overlay Standards
- Increases Building Height in Mixed Use and Multifamily Use Overlay and relies on Building Size, Parking and Drainage to Control Density.



Planning Commission
Meeting Minutes
November 16, 2020

Public Comments: Summarized by Amy Rusko from Mr. Pickering

- On behalf of himself and other residences at the Village Commons Condo building; He is concerned about parking issues, traffic flow, how the site east of Taco Time will be accessed from 265th and he doesn't want it next to the current parking garage that is used to enter the Village Common Condos. He is also concerned with parking south of the Ace Hardware store thinking there might be commercial underneath the buildings as well as where the tenants would park for that sight? He was also concerned with having possible storage units going into the first floors. He also wants the sights to stay lockable and only allowable by the actual tenants.

Patricia Love states the compliance with the Comprehensive plan also includes a level of service for traffic. The City has adopted a level of service for traffic for these proposed projects based on a traffic study for these rezones. In a nutshell it means, there will be more traffic, but it will be well below the limits the City deemed as acceptable.

- Commission Member Patrick Hosterman asks "when do the roads come into play as far as when do they get reevaluated regarding to the level of service needing to possibly be improved"? Director Love's response; this typically gets addressed during our Mandatory updates. This puts us as looking at any traffic issues to be looked at in the next 2-3 years. This will be presented to the Planning Commission as these updates come about.

Public Testimony: None presented.

The Public Hearing Is closed at 7:10pm.

Larry Sather moves to recommend approval of the 2020 Comprehensive Plan (Ordinance 1491) and associated Code Amendments (Ordinance 1492) to the Stanwood City Council. Patrick Hosterman seconded.

All of Commission is in Favor, No Opposed, and No Abstain.

Motion passed 5-0

Larry Sather moves to recommend approval of the findings of Fact and Conclusions for the 2020 Comprehensive Plan and Associated Code Amendments to the Stanwood City Council.

All Commission in Favor, No Opposed, No Abstain

Motion passed 5-0



Planning Commission
Meeting Minutes
November 16, 2020

▪ **Public Meeting – Wolfkill Project: Major Site Development**

The city received a submittal for a Type 2 Permit from Titan Homes, which requires a public meeting in front of the Planning Commission. Amy Rusko is presenting the application:

- The site just South East of the Cedarhome Dr. and Florence Rd. intersection just past the rail road tracks. It is zoned General Industrial and is approximately 1.46 acres. The proposed office building is 6,336 SF and a fenced in Construction yard of 6,750 SF and a proposed Warehouse of 15,632 SF. This includes Landscaping permits and an outdoor sitting area for employees. This site would include 34 parking spaces.
- Commission members Hosterman and Birkhofer asked what he plans to build in the space and how many employees he has and the possible impact of traffic. Commissioner Hosterman specifically inquired about what the objective of the warehouse he is requesting to build is. Director Love said it is her understanding that Titan Homes plans to have leasable office space in some of this building.
- Public Comment: Peggy Wendel asks why the name of Wolfkill is attached to this permitted request. Amy Rusko said she believes it is a site reference due to the historical value of the site.

Old Business:

Director Love discussed that we'll be going back to the permitting process as well as working on the permitted use matrix as the deadline is 6 months. We will also be bringing back the Park Impact Fees Ordinance in January.

Miscellaneous Business:

The Council is currently working on the Budget.

Upcoming Items:

- The first meeting in January will include deciding on a Chair and Vice Chair for the Planning Commission.

A motion to adjourn was made by Larry Sather and seconded by Patrick Hosterman.

Adjourn: 7:35 pm

Amy Bergemeier, Administrative Assistant



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 10a
DATE: January 28, 2021
SUBJECT: Police Station / City Hall Alternatives Analysis
CONTACT PERSON: Patricia Love, Community Development Director
ATTACHMENTS: A – Scope of Work

PURPOSE

The purpose of this agenda item is for Council consideration of a new scope of work by Mackenzie to prepare an alternative analysis for siting the future Police Station and City Hall.

BACKGROUND

In 2019 the City began a design effort to locate a combined Police Station / City Hall on a 1.25-acre parcel off 72nd Avenue across from the Stanwood High School and directly adjacent to Church Creek Park. The cost to build the project was estimated at approximately \$13.5 million. In April of 2020 that effort was placed on hold due to Covid-19 and concerns about putting a bond request on the November 2020 ballot in the middle of a global pandemic.

Due the desire to consider new siting alternatives that could accommodate a phased implementation approach at a lower cost and the possibility of keeping City Hall in the downtown area, Mackenzie has prepared a scope of work that renews the discussion about how best to fund and provide essential police and civic services to the community.

ANALYSIS

Mackenzie has prepared a scope of work that reboots the discussion on how best to provide public services to the community. This work includes a robust discussion with Council regarding siting of Police and City Hall facilities, timing and a rough magnitude of cost estimate.

The proposal includes discussing the following suggested siting alternatives:

- Option A: Proceed with the combined Police Station and City Hall off 72nd Avenue next to Church Creek Park. This option could include the purchase of up to an additional acre to better accommodate access and integration with Church Creek Park.
- Option B: Locate the Police Station building only on 72nd Avenue, including extending Church Creek Park into the site. The building would include an attached community and Emergency Operations Center (EOC) room which could also be used as temporary Council Chambers.
- Option C: Maintain City Hall operations in its existing building. Renovations could include bathroom and kitchen upgrades with potential floor plan revisions. The goal would be to keep renovations below the 50% valuation to avoid flood proofing the building. Operationally, this option would be paired with Option B or D.
- Option D: Locate a new detached Council Chambers building on the city owned property directly west of the existing City Hall. As a detached building the new Council Chambers would need to meet all floodplain regulations, but the existing City Hall could continue to operate without major renovations. This new building could also serve as a community room in the downtown area.
- Option E: Other suggestions as recommended by the City Council. (This is not an additional option, but a replacement of one of the options above.)

Attached to this staff report are two supplemental agreements to the original contract which closes out the original budget and scope of work and the other adopts the new scope of work.

Supplemental Contract #1: Extends the date of the contract until December 2022 – not attached.

Supplemental Contract #2: Closes out the previous scope of work and remaining funds on the original contract.

Supplemental Contract #3: Adopts the new scope and fee for 2021.

SCHEDULE

This renewed siting discussion is anticipated to take approximately 7 months. After which, a new scope of work will be prepared to either move forward with the existing plan or prepare revisions. The following tentative schedule has been developed for Council consideration.

Date	Meeting Type	Discussion Topic
February 11	Workshop	Initial Project Discussion & Concepts
February 25	Regular Meeting	Responses to Council Questions
April 8	Workshop	Presentation / Discussion of Concepts
April 22	Regular Meeting	Responses to Council Questions & Preliminary Direction
May - July		Technical Studies and Concept Refinement
August 12	Workshop & Regular Meeting	Select Option & Approving Motion

Fiscal Impact			
Alternative analysis funds for the Civic Campus project were include in the 2021 – 2022 capital budget.			
Fund(s):	Capital Budget: Civic Campus Project		
Amount:	\$100,000 in 2021 \$50,000 in 2022	Project Estimate:	\$97,300
Budget Authorized	☒ Yes ☐ No	Amendment Required	☐ Yes ☒ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation:

Staff recommends approving the design contract with Mackenzie which will allow work to begin on Civic Campus project and allow enough time to prepare for the February 11 Council workshop.

Committee/Board Recommendation:

N/A; Funds for this project were included in the approved 2021 - 2022 capital budget. Review of concepts and issues will be vetted through Council workshops as shown in the preliminary schedule shown above.

CITY COUNCIL OPTIONS

- 1.) Authorize the Mayor to sign the attached contract for the Stanwood Civic Campus site design alternative analysis project with Mackenzie.
- 2.) Do not authorize approval of the contract and delay the project.
- 3.) Request changes to the contract and scope of work and bring back to Council once changes have been made.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO SIGN THE ATTACHED AMENDMENT #3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MACKENZIE (CONTRACT 2019-49) FOR THE STANWOOD CIVIC CAMPUS SITE DESIGN ALTERNATIVE ANALYSIS PROJECT IN THE AMOUNT OF \$97,300.00.

MACKENZIE.

January 12, 2021

City of Stanwood
Attention: Patricia Love
10220 270th Street NW
Stanwood, WA 98292

Re: **Stanwood Civic Center**
Phase I – Re-Design Services
Project Number 2190151.03

Dear Patricia:

Mackenzie appreciates this opportunity, and we are pleased to present the City of Stanwood (“Client”) the following scope of services and fee proposal for redesign options for the civic center campus to be divided into two sites for police, city hall and council chambers in Stanwood, WA.

Mackenzie’s integrated team of design professionals will provide architectural, interior design, land use planning, and landscape architecture for the above project. In addition, Mackenzie will retain consultants to complete our team for mechanical/electrical/plumbing engineering, civil engineering and cost estimating. Our team has been chosen specifically for their technical knowledge and design expertise related to this project type, with a demonstrated ability to successfully deliver projects with a high level of Client service. See attached proposals from our consultants.

Our Basis of Design along with our detailed scope of services by phase is as follows:

BASIS OF DESIGN

The following is our Basis of Design of our Scope of Services/Fee Proposal, which defines specific quantitative and qualitative information about the project representing our understanding of the Client’s criteria, requirements, goals, and expectations as relates to our Professional Services for the project.

It is understood that the primary Core Team for the Client will be comprised of Patricia Love as the project lead and primary point of contact, along with Jennifer Ferguson. During the project Mackenzie will communicate via 30-minute bi-weekly conference call check-ins with Patricia Love and Jennifer Ferguson. City Council presentations have been defined within each individual phase as outlined under the Scope of Services.

The Client will not be hiring an owner's representative to facilitate the project on the Client’s behalf. Patricia Love, Community Development Director, will serve as a primary contact for owner-hired consultants.



We understand the following project parameters:

1. Budget.

- A. The total project budget was established in the first design phase at a maximum of \$13.5 million, inclusive of hard costs and soft costs. Updated cost estimates will serve to define and align updated budgets for the alternative development tracks explored under this scope of work.
- B. Phase 1 conceptual redesign services has a budget for 2021 of \$100,000 and \$50,000 for 2022.

2. Schedule.

- A. Phase 1 conceptual redesign services are desired begin in January 2021 and conclude in August 2021 with a final presentation to City Council. Phase 1 schematic design services will be negotiated in September 2021 after a City Council decision.

3. Construction Delivery.

- A. The project delivery will follow a traditional design/bid/build construction method.

4. Information to be provided by City of Stanwood for this phase.

- A. Survey of existing and new sites at 102nd Avenue NW and 103rd Avenue NW.
- B. Geotechnical report of 103rd Avenue NW site.
- C. Floor plan of existing City Hall.

5. Project Goals.

- A. Create an alternative design to compare to "Design A." An exhibit of Design A is found in the attachments to this contract. The final Design A, a combined City Hall Council Chambers and Police on 72nd Avenue NW (Site #1 plus additional area up to acre added from the adjacent parcel) was presented to the City of Stanwood stakeholders in February 2020, and the project was subsequently put on hold. Design A is still under consideration; however, there will be no additional work on Design A under this scope of work.
- B. The alternative design, which will include Designs B, C and D will be developed over a series of presentations to City Council as an alternative to Design A. The alternative design splits the uses into three separate buildings:
 - I. Design B: Police building only (including multipurpose community/training/interim council chambers room) on 72nd Avenue NW, including connecting to Church Creek Park (Site #1).
 - II. Design C: City Hall renovation of existing building on 102nd Avenue NW (Site #2).
 - III. Design D: Council Chambers on site adjacent to City Hall on 103rd Avenue NW (Site #3), including utilizing the remaining site area for park use.

6. Project Program.

- A. A Needs Assessment Pre-Design Report was provided on August 29, 2019 by Mackenzie during the predesign phase of Design A. This predesign package includes visioning imagery from example projects and existing facility tours, a narrative of project goals, diagrams of project phasing options, a civil analysis report, a phase I design schedule, cost estimates and a programming report. The current proposed scope does not include a revised report. It is anticipated that if the project is approved to go forward in September 2021, then the next design phase scope will include a revised report.
- B. The August 19, 2020 programming report produced the following outline of requirements for Design A. For Designs B/C/D, the total areas may be modified to increase common spaces to accommodate uses in separate buildings. Assumed programming requirements for move-in area(s):
 - I. Police Operations Divisions: 5,021 sf (+/- space for community room function).
 - II. Common shared spaces: 4,510 sf – to be distributed into each of three buildings.
 - III. Council Chambers and support spaces: 2,056 sf.
 - IV. City Administration / Community Development / Finance: 4,192 sf.

7. Project Sites.

- A. Site #1:
 - I. Site #1 is located on a City-owned parcel on 72nd Avenue, just south of Church Creek Park and directly across from Stanwood High School. The site is approximately 1.25 acres in size, plus up to an additional acre obtained from the adjacent parcel is available. The city has requested a connector drive aisle from the site to Church Creek Park. The city has provided survey and a geotechnical report, and civil design was provided in the prior design phase. Both Design A and Design B are alternative options for this site.
 - a. Design A, the combined city hall, council chambers and police are complete, and no additional design is included in this scope.
 - b. Design B is for a police station building with multipurpose room. It will include connection to Church Creek Park and conceptual design for expansion of the Park into the site area. Design is within the limits of Site #1 only and does not include redesign of the Church Creek property.
- B. Site #2:
 - I. Site #2 is the city owned building and parcel on 102nd Avenue NW that is currently occupied by city hall offices. Design C is for this building.
 - a. Design C proposes to renovate the existing city hall. It is anticipated that the site layout will not change but may have some renovation.
- C. Site #3:
 - I. Site #3 is the city owned lot on 103rd Avenue NW that is currently unoccupied. Design D is on this site.
 - a. Design D includes a new building for community and council chambers and will set aside space on the site for public park use.
- D. Surveys:
 - I. A survey dated July 9, 2019 was provided by Metron and Associates for Site #1.
 - II. The Client will obtain a survey for Site #2 and Site #3, following City Council approval April 22, 2021, to be used in the evaluation of these sites.
- E. Geotechnical:
 - I. Geotechnical investigations have been completed and provided for Site #1 per Associated Earth Sciences, Inc., dated October 10, 2018. Additionally, in order to verify early site stormwater design strategies, Associated Earth Sciences provided an infiltration report dated August 26, 2019.
 - II. The Client will obtain a geotechnical report for Site #3, following City Council approval April 22, 2021, to be used in the evaluation of these sites.
- F. Environmental Assessments:
 - I. A Phase I Environmental Site Assessment has been completed and provided for Site #1 per Maul Foster Alongi, dated August 28, 2018.
 - II. A critical area evaluation has been completed and provided for Site #1 per Confluence Environmental Company, dated September 21, 2018.
 - III. An initial Historic and Cultural Resource Review was requested of the Department of Archaeology and Historic Preservation (DAHP) by the Client prior to property acquisition. DAHP responded per a January 10, 2018 letter indicating they concur with a Determination of No Culture Resource Impact on the site.
 - IV. A cultural Resource Assessment report was provided by Perteet Engineers dated September 3, 2019.

8. Project Buildings.

- A. Building design aesthetic will be compatible with the Client's vision, character and City design regulations, which are characterized as historic small rural town and agricultural uses. The design images and visioning presented in the prior design phase to stakeholders will be used as a basis for redesign.

SCOPE OF SERVICES

Task 1: Redesign reboot:

1. Proposed design schedule and high overview outline of project schedule
2. Introduce concepts with Google Earth aerial views of site and bullet point descriptions
3. High level cost comparison of the options (rough order of magnitude (ROM) totals only, no material breakdowns, to allow a comparison of most to least expensive)
4. Meeting with building department for flood zone requirements
5. City Council meeting (February 11, 2021) presenting above
6. City Council meeting follow up with question and answer summary of discussion

Task 2: Redesign initial concepts:

1. Original Design A, using existing documents, see attached design exhibit
2. Design B (police): Conceptual site plan, massing diagrams, and representative photo examples (one option only)
3. Design C (city hall renovation): Test fit of programming in the existing city hall building (one option only)
4. Design D (council chambers): Conceptual site plan, massing diagrams, and representative photo examples (one option only)
5. Land use summary of the requirements for Designs B, C and D, including identifying any planning and zoning criteria that might affect the site layout
6. Cost estimate: Rough order of magnitude (ROM) estimate based on area takeoff
7. City Council meeting (April 8, 2021) presenting above
8. City Council meeting follow up with question and answer summary of discussion

Task 3: Final conceptual design:

1. Original Design A, using existing documents, see attached design exhibit
2. Design B (police): Refined architectural site plan, 3d views to the level of development as found in Design A exhibit, floor plan, and representative photo examples (one option only)
3. Design C (city hall renovation): Test fit floor plan of programming in the existing city hall building (one option only)
4. Design D (council chambers): Refined architectural site plan, 3d views to the level of development as found in Design A exhibit, floor plan and representative photo examples (one option only)
5. Narrative from Pertteet for stormwater, utilities, and site design
6. Structural assessment of existing city hall building
7. Cost estimate: rough order of magnitude (ROM) based on area and proposed materials
8. City Council meeting (August 12, 2021) presenting above
9. City Council meeting follow up with question and answer summary of discussion

Deliverables

1. In lieu of a Needs Assessment Pre-Design report, for this proposed redesign scope, Mackenzie and our consultants will provide the following:
 - A. A one page cost estimate summary for each option
 - B. A conceptual design schedule and outline project completion schedule
 - C. A civil recommendations narrative
 - D. Structural assessment report of existing city hall building
 - E. A land use development narrative to include the following:
 - I. Identify planning and zoning criteria (setbacks, driveway location, building orientation issues, etc.) that may affect the site layout
 - II. Summarize City design guidelines and criteria associated to site and building design requirements
 - III. Summarize anticipated entitlement and permitting processes, procedures, and schedules
 - IV. Preliminary review of infrastructure conditions and potential improvements (i.e. site and/or building utilities, ROW improvements, etc.)
 - F. PDF copies of the design presentations as outlined in the Scope of Services above:
 - I. Summary of assumptions on programming requirements used to create conceptual floor plans for three separate buildings for options B, C, and D will be derived from the August 29, 2019 programming report
 - II. Original Design A site plan, floor plan, and 3d views as shown in attached Exhibit of Design A
 - III. Design visioning images, using images from prior phase design discussions
 - IV. Conceptual site plan for Designs B, C, and D (one option only)
 - V. 3D conceptual views (to the level of attached Exhibit of Design A) of proposed building design for Designs B, C, and D (one option only)
 - VI. Conceptual floor plans for options B, C, and D (one option only)

In addition to the City Council meetings in the outline above, bi-weekly virtual conference call meetings will be held with Patricia Love and Jennifer Ferguson to discuss design strategy and progress. It is anticipated that all City Council meetings will be held via remote video conference.

The following disciplines are provided by Mackenzie through outside consultants. The scope of services for each consultant is defined in their firm proposals attached at the end of this document as follows:

- Civil Engineering
- Cost Estimating

SCHEDULE

The proposed project schedule forms an integral part of our proposal and is herein included. The proposed project schedule is directly applicable to our Scope of Services and fees. Changes to the project schedule may impact our Scope of Services and/or fees which will need to be evaluated and adjusted as necessary at the time of any schedule changes or unexpected stoppages or gaps in the work outside of Mackenzie's control.

Task 1 – Redesign reboot:

- City Council meeting #1 on February 11, 2021
- City Council meeting #2 on February 25, 2021

Task 2 – Redesign initial concepts:

- City Council meeting #3 on April 8, 2021
- City Council meeting #4 on April 22, 2021

Task 3 – Final conceptual design and existing building evaluation:

- Site #2 and #3 survey and geotechnical reports due from City of Stanwood to Mackenzie at the kickoff of Task 3 to be used in final conceptual design.
- City Council meeting #5 on August 12, 2021
- City Council meeting #6 in September, TBD

FEE SUMMARY

Our lump sum fixed fees for the disciplines and related design services described above, including our hired consultants, are as follows:

Task 1 – Redesign reboot:	\$16,200
Task 2 – Redesign initial site plan concepts:	\$35,200
Task 3 – Final conceptual design and existing building evaluation:	\$45,400
TOTAL FIXED FEE:	\$ 96,800

Reimbursable expenses (estimate):	\$ 500
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Reimbursable expenses (printing, copying deliveries, ride share vehicles, application-based transportation, mileage, etc.) are not included in the fee outlined above and will be invoiced at 1.12 times cost. Reimbursables are estimated to be \$500 and will not be exceeded without the City of Stanwood approval. See standard Reimbursable Charges schedule (attached).

OPTIONAL ADDITIONAL SERVICES

Additional services are available for the following fees:

Landscape Design	\$12,800
Mechanical, Electrical, Plumbing evaluation of existing building	\$5,200
Rendering of Task 3 final conceptual design (one option)	* per view
*\$3,500-\$5,000 per view. \$5,000 each for first view per building.	

ASSUMPTIONS

Please review and notify Mackenzie if the Client believes that any of the Assumptions listed here are either inaccurate or unreasonable prior to project commencement. Please also notify Mackenzie if any additional clarity is needed for the Client to fully understand these Assumptions. In addition to the scope of services outlined above, we have assumed the following:

1. Client will provide current electronic files of existing building(s), Revit model of existing facilities, land survey (ALTA/Boundary/Topographic) including legal description, wetlands delineation, geotechnical report,

environmental report, any other reports and/or surveys that are available, and other studies and/or reports as may be necessary for completion of the project. Client's geotechnical engineer shall provide paving recommendations and related paving specifications.

2. Scope and fee are based on Client not hiring a third-party Client Representative to act on their behalf during any phase(s) of the project. If a third-party PM is hired by the Client, Mackenzie reserves the right to estimate scope and fee impacts that will result in additional services.
3. The Client will approve the Documents at the conclusion of each phase prior to proceeding with the next phase. Redesign efforts after prior Client approvals, including but not limited to Client-driven design modifications, value engineering, cost reduction alternatives to the approved design, or other such changes, will be provided as an additional service, with scope, schedule, and fees to be evaluated on a case-by-case basis.
4. Client is responsible for all fees paid to public bodies having jurisdiction over the project.
5. All meetings will be held via remote video conference. We will record and distribute minutes following each meeting as outlined above.
6. There will be no site visits.
7. Square footage calculations will be provided as required to confirm compliance with building and zoning code requirements only. Calculations of gross, net, and rentable square footages, such as BOMA calculations, are not included.
8. Mackenzie will develop the base site model file in AutoCAD and provide it to the consultant team for coordination.
9. Building/Site Renovation: Mackenzie will work with the Client to align on the Client's program for the Project, including goals and objectives, and will develop the design in accordance with applicable codes and laws, subject to and in accordance with the applicable standard of care. The Client acknowledges that Projects involving additions and remodels of existing sites/buildings (compared to new construction) create more uncertainty and subjectivity as to code and law interpretation and increases the chance that applicable agencies will have differing interpretations that might require redesign services. Such agency interpretations may not be made known until the Construction Documents and/or Plan Check phase of the Project. Accordingly, the Client acknowledges and agrees that Mackenzie expressly excludes any services necessary to address these types of differing code and law interpretation issues from Mackenzie's scope of services, and that such services (including any necessary redesign services) will, upon the Client's approval, be performed by Mackenzie as an additional service.
10. Conditions not depicted on available existing site and/or building documents, provided by the Client are excluded. Such impacts will be evaluated at the time of discovery and addressed via additional services as necessary.
11. Inasmuch as the remodeling and/or rehabilitation of an existing building requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money, or destroying otherwise adequate or serviceable portions of the building, Client agrees that, except for negligence on the part of Mackenzie, Client will hold harmless, defend and indemnify Mackenzie from and against any and all claims, damages, awards, and costs of defense, including attorney's fees, arising out of Mackenzie's reliance on such assumptions.
12. For additional Assumptions related to the Scope of Services of our retained consultants, refer to their attached proposals.

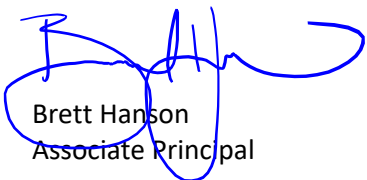
EXCLUSIONS

Please review and notify Mackenzie if Client believes that any of the Exclusions listed here are to be included in Mackenzie's scope of services prior to project commencement. Please also notify Mackenzie if any clarity is needed for the Client to fully understand these exclusions. In addition to any exclusions outlined within the proposal above, we have also excluded the following from our proposed scope of services.

1. Reimbursable expenses.
2. Special billing requirements required by the Client outside of Mackenzie's standard billing procedures.
3. Building permit fees, design review fees, or any other fees paid to public bodies having jurisdiction over the project.
4. Land survey, topographic survey, tree survey, or metes and bounds descriptions and related specifications.
5. Soils investigations/testing and related specifications.
6. Appeals, variances, public hearings, land use approvals, conditional use reviews, or any required adjustments other than as specifically outlined within our scope of services above.
7. Meetings with public agencies or other meetings other than those specifically identified in Scope of Services above.
8. Environmental review.
9. Sensitive lands requirements.
10. Hazardous materials mitigation design.
11. Pavement design and related specifications. These specifications are typically provided by the Client's Geotechnical Engineer.
12. Square footage calculations beyond those required to confirm compliance with building and zoning code requirements. (Calculation of gross, net, and rentable square footages is not included.)
13. Special foundation systems.
14. Floor vibration analysis and design for footfall impact.
15. Coordination of Client provided consultants not identified at the date of this proposal.
16. Acoustical engineering design and/or services.
17. Presentation-level 3D renderings other than conceptual studies to describe design intent or as utilized as part of Mackenzie's design process unless specifically noted within our scope of services above.
18. Furniture selection, specifications, requirements and all related coordination.
19. No Navisworks files or Clashing will be provided or performed. Deliverables shall be PDF and/or hardcopy only. (Revit model RVT files and DWG exports will not be provided.) Revit models and sheets will be created to Mackenzie standards. No formal BIM Execution Plan will be provided. Nothing in the Revit model supersedes the formally issued stamped and signed hard copy Construction Documents.
20. Formal Building code interpretation requests and/or appeals.
21. Sustainability certification services.
22. Marketing materials.
23. For additional exclusions related to the Scope of Services of our retained consultant(s), refer to their attached proposals.

We look forward to working with the City of Stanwood on this project. If you need additional information or have any questions, please do not hesitate to call.

Sincerely,



Brett Hanson
Associate Principal

Enclosures: Attachment A – Hourly Billing Rate Schedule
 Attachment B – Reimbursable Charges Schedule
 Attachment C – Original Design A Exhibit – Design and Floor Plan
 Attachment D – Pertteet Engineering – Proposal dated December 16, 2020
 Attachment E – Roen Associates – Proposal dated December 18, 2020

c: Jennifer Ferguson – City of Stanwood
 Rachel Hedlof – Mackenzie

HOURLY BILLING RATE SCHEDULE*

PRINCIPALS	\$ 150 – \$ 265
ARCHITECTURE/LANDSCAPE	
Design Director	\$ 170 – \$ 210
Senior Project Architect	\$ 140 – \$ 235
Project Architect I – III	\$ 85 – \$ 195
Architectural Designer II-III	\$ 75 – \$ 155
Architectural Designer I	\$ 60 – \$ 95
Designer/Drafter	\$ 50 – \$ 80
Intern	\$ 50 – \$ 75
ENGINEERING	
Senior Project Engineer	\$ 150 – \$ 235
Project Engineer I – III	\$ 100 – \$ 195
Designer I – II	\$ 70 – \$ 135
Transportation Analyst I – II	\$ 65 – \$ 115
Designer/Drafter	\$ 70 – \$ 115
Intern	\$ 50 – \$ 75
PLANNING	
Senior Project Planner	\$ 135 – \$ 235
Project Planner I – IV	\$ 85 – \$ 190
Permit Coordinator	\$ 55 – \$ 95
Assistant Planner	\$ 65 – \$ 100
INTERIOR DESIGN	
Senior Project Interior Designer	\$ 135 – \$ 230
Interior Designer III – V	\$ 100 – \$ 175
Interior Designer I – II	\$ 60 – \$ 135
Intern	\$ 50 – \$ 75
ADMINISTRATION	
Administrator	\$ 60 – \$ 170
Word Processor	\$ 70 – \$ 110
Graphic Artist	\$ 100 – \$ 130

*Subject to change April 1, 2021

P 206.794.9993 ▪ F 206.749.5565 ▪ W MCKNZE.COM

Logan Building, 500 Union Street, #545, Seattle, WA 98101

Portland, Oregon ▪ Vancouver, Washington ▪ Seattle, Washington

REIMBURSABLE CHARGES

Mackenzie will charge the following standard, cost-based rates for in-house reimbursable items listed below:

IN-HOUSE PRINTING

Scanning – Black & White

Small Format: \$0.25/sheet
(8-1/2 x 11 - 11 x 17)

Large Format: \$1.00/sheet
(Including Half Size)

Scanning – Color

Small Format: \$0.50/sheet
(8-1/2 x 11 - 11 x 17)

Large Format: \$3.00/sheet
(Including Half Size)

Printing/Copying – All Sizes

Black & White: \$0.21/sq. ft.
Full Color: \$4.00/sq. ft.

Fax

Local: \$1.00/sheet
Long distance: \$1.30/sheet

OTHER IN-HOUSE REIMBURSABLE ITEMS

Digital Photo Documentation

\$15.00/download

Check Generation Fee

\$25.00

Automobile Mileage

Billed according to IRS guidelines

Delivery Service

Fixed rates: \$7.75 to \$54.40
(depending on mileage)

Data Supplies

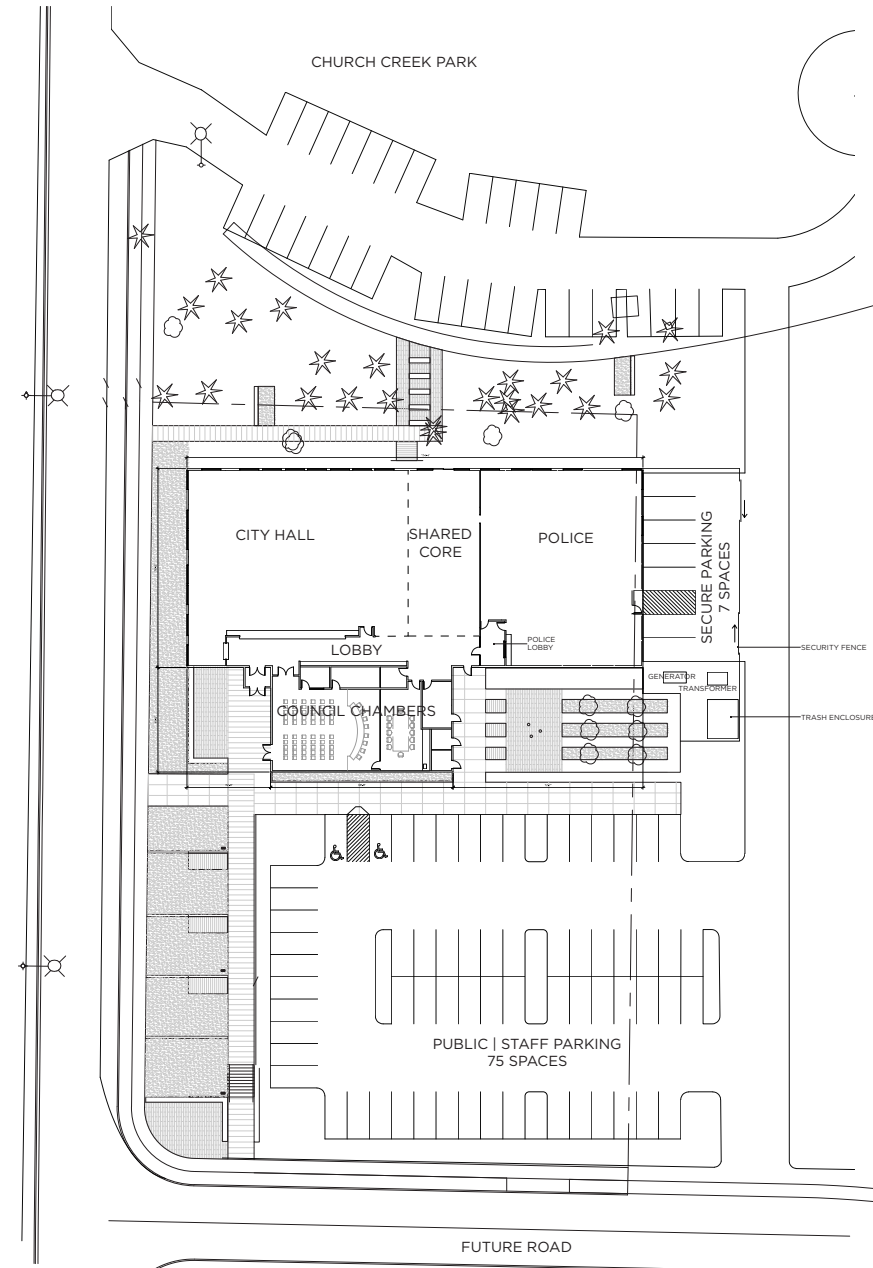
CD documentation: \$15.00
DVD documentation: \$30.00

Report Binder

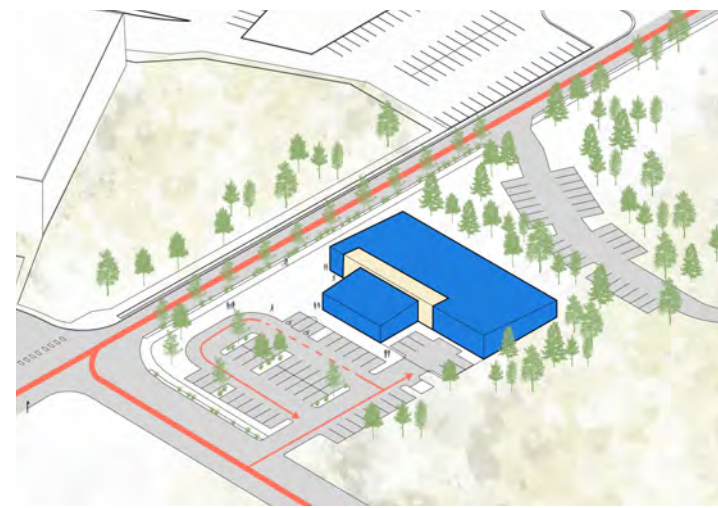
Without tabs: \$3.00/book
With tabs: \$4.00/book

Foamcore:

\$4.25/sheet



SITE PLAN



AERIAL VIEW

Note: Most current plan is above site plan

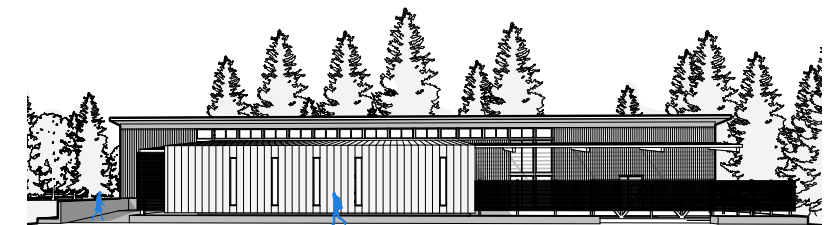


PERSPECTIVE



PERSPECTIVE CHURCH CREEK PARK

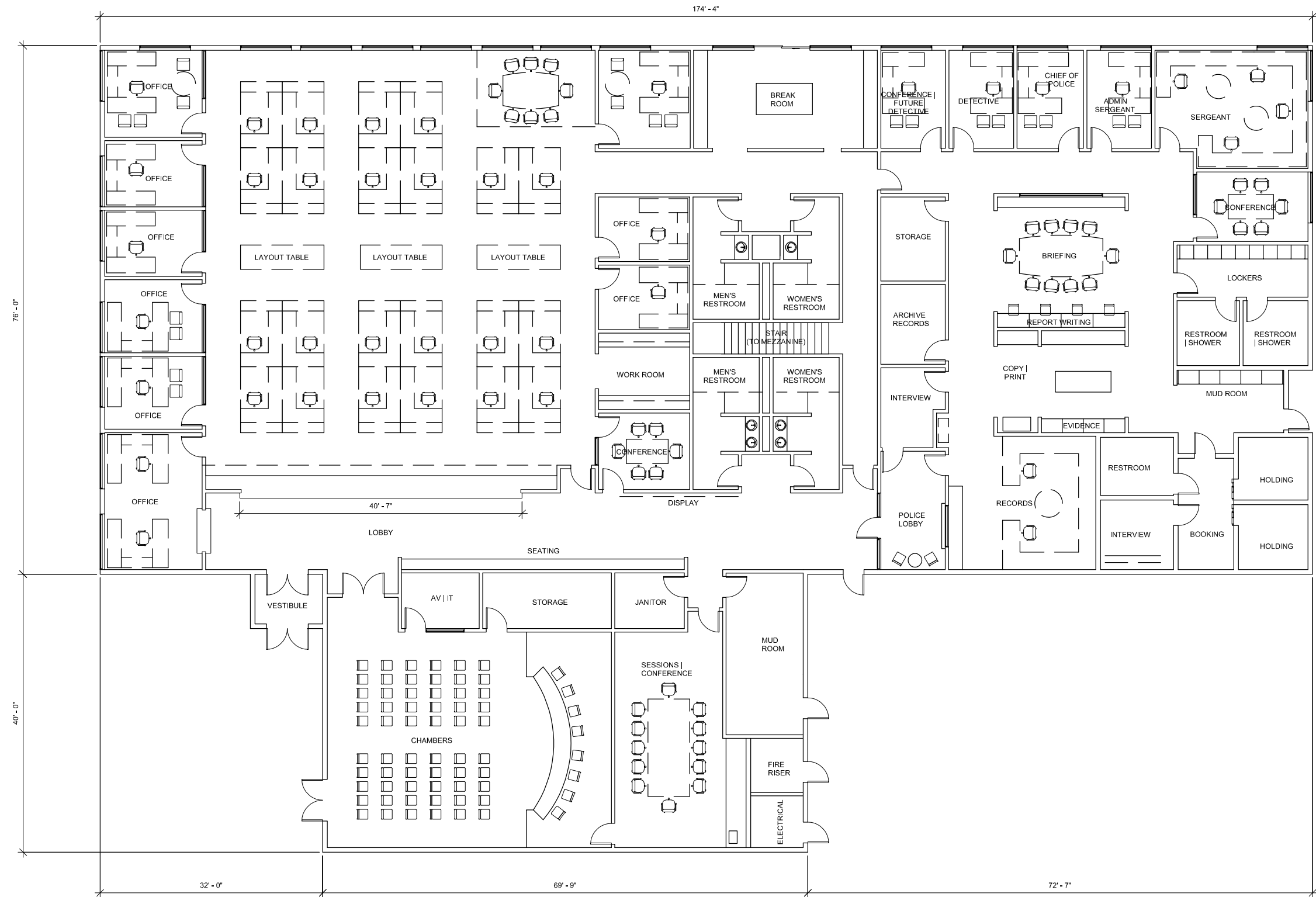
Parking Count	
Public Staff:	44 39
Secured:	06 14
Overflow:	28



ELEVATION

Site area:	
Original:	58,000 sf
East addition:	18,400 sf
Total:	76,400 sf

Building area:	
First floor:	16,268 sf
Mezzanine:	1,500 sf
Total:	17,768 sf



SCOPE OF SERVICES

INTRODUCTION

The City of Stanwood would like to further evaluate alternatives for their Police Station, City Hall and Council Chambers. The alternatives the City wants to consider are as follows:

- Alternative 1: Keep the current design with the Police Station, City Hall and Council Chambers on the 72nd Ave site
- Alternative 2: Re-design with the Police Station, Council Chambers and expanded park on 72nd Ave site and a renovation of the existing City Hall with the addition of an adjacent separate building Council Chambers and park redevelopment on 103rd.

This is early concept evaluation only. A full design is not in this scope of services and would be a future phase. Perteet's scope of services for this supplement will be a site evaluation specific to the site associated with the existing City Hall and adjacent separate building and park redevelopment lot. The 72nd Ave site evaluation will not be evaluated since that evaluation was performed as part of the original contract. However, conceptual stormwater facility sizing will be conducted for both alternatives.

Perteet services shall be limited to those expressly set forth herein. If the service is not specifically identified herein, it is expressly excluded. Perteet shall have no other obligations, duties, or responsibilities associated with the project except as expressly provided in this Agreement.

TASKS

The following tasks will be performed under this scope of services:

Task 1 – Site Evaluation

Task 2 – Conceptual Stormwater Facility Sizing

Task 1 – Site Evaluation

This task will include the following work elements:

- Review of survey basemap, geotechnical evaluation, critical area evaluations (if conducted)
- Review of existing City GIS mapping for both on-site and adjacent off-site area.

- Review utility needs (water, sanitary sewer, fire hydrants) and connection points with the City's systems
- Review as-builts (if available) for the existing City Hall site and surrounding City right-of-way (utility as-builts)
- Downstream flow routes and upstream off-site areas will be reviewed from GIS mapping only. No field visits are planned as part of this concept evaluation phase.
- Prepare site assessment maps showing existing drainage features within the project site. Mapping will be assembled based upon existing topographic maps. Offsite information will be acquired from GIS mapping, City records, and City maps. The assessment maps, produced by Perteet, will show existing contours, existing drainage elements, and any critical areas such as wetlands and streams. These site assessment maps and exhibits will include:
 - Land use types and areas.
 - Topographic plans within the project site, including enclosed drainage.
 - Topographic mapping outside of road project right-of-way but within project area of interest (electronic GIS).
 - Wetlands, streams and other critical areas (if applicable).
 - Soil types, depth, and slope – Natural Resources Conservation Service (NRCS).
 - Soil subsurface information, as available.
- Prepare Site Design Narrative. Narrative will be up to three (3) pages, not including appendix sections.

Assumptions:

- City of Stanwood to provide survey basemap, geotechnical evaluation and other studies prepared for the existing city hall site and adjacent separate building and park redevelopment site.
- Available as-built plans to be provided by the City of Stanwood.

Deliverables:

- Draft Site Design Narrative (Word and PDF format)
- Final Site Design Narrative (Word and PDF format)

Task 2 – Conceptual Stormwater Facility Sizing

This task will include the following work elements:

- High level conceptual water quality facility and flow control facility sizing for the purpose of cost considerations.
- Two (2) rough schematic exhibits (one for each alternative) showing a facility type, facility footprint size and possible location on the sites will be prepared.

Assumptions:

- Stormwater facilities will not be designed. No design plans will be prepared. Only rough schematic exhibits for informational purposes only.
- Mackenzie to provide the site concept layouts to be used for facility sizing and exhibit creation.

Deliverables:

- Two (2) 11" x 17" schematic exhibits (PDF format)



Project Stanwood Police Station-City Hall Campus - Suppl #2
 Client Mackenzie
 PM Brian Caferro

Contract Start Date 5/10/2021
 Contract End Date 12/31/2021
 Contract Duration: 7 Months

Last Update date 12/17/2020
 Perteet Project No. 20190095.00S2

Task	Billing Rate	Sr. Associate	Engineer II	Lead Technician/ Designer	Total Hours	Labor Dollars
		\$205.00	\$125.00	\$125.00		
Task 1 - Site Evaluation		2.00	24.00	2.00	28.00	\$3,660.00
Total Task 1 - Site Evaluation		2.00	24.00	2.00	28.00	\$3,660.00
Task 2 - Conceptual Stormwater Facility Sizing		2.00	8.00	2.00	12.00	\$1,660.00
Total Task 2 - Conceptual Stormwater Facility Sizing		2.00	8.00	2.00	12.00	\$1,660.00
Expenses						
Total Expenses		0.00	0.00	0.00	0.00	\$0.00
Total Hours		4.00	32.00	4.00	40.00	
Total Dollars		\$820.00	\$4,000.00	\$500.00		\$5,320.00

SUMMARY		
Labor		\$5,320.00
Expenses		\$0.00
Subconsultants		\$0.00
CONTRACT TOTAL		\$5,320.00

500 Union Street, Suite 927
 Seattle, WA 98101
 121 S. Wall Street
 Spokane, WA 99201

Fee Quote Estimating Services



Stanwood Police ROM, SD & Sitework Progress Set Estimates Mackenzie

	Divisions 1 - 14, 31-33				Divisions 21-23, 26-28				Total
	Estimator	Hours	Hourly Rate	Extension	Estimator	Hours	Hourly Rate	Extension	
ROM Program Estimate	Roger Roen (Principal)	2	\$ 150	\$ 300	Wade Botting (Mechanical)	1	\$ 125	\$ 125	
	Matt Wiggins	12	\$ 135	\$ 1,620	Jerod Gummer (Electrical)	1	\$ 125	\$ 125	
	Andreas Kleidouhakis		\$ 135	\$ -					
			\$ 135	\$ -					
<i>Subtotal Fee - Schematic Design Estimate</i>				\$ 1,920			\$ 250		\$ 2,170
Schematic Design Estimate	Roger Roen (Principal)	8	\$ 150	\$ 1,200	Wade Botting (Mechanical)	8	\$ 135	\$ 1,080	
	Matt Wiggins	24	\$ 135	\$ 3,240	Jerod Gummer (Electrical)	4	\$ 135	\$ 540	
	Andreas Kleidouhakis	16	\$ 135	\$ 2,160					
			\$ 135	\$ -					
<i>Subtotal Fee - Schematic Design Estimate</i>				\$ 6,600			\$ 1,620		\$ 8,220
Sitework Progress Set Estimate	Roger Roen (Principal)	2	\$ 150	\$ 300	Wade Botting (Mechanical)		\$ 135	\$ -	
	Matt Wiggins	16	\$ 135	\$ 2,160	Jerod Gummer (Electrical)	2	\$ 135	\$ 270	
	Andreas Kleidouhakis	4	\$ 135	\$ 540					
			\$ 135	\$ -					
<i>Subtotal Fee - Sitework Progress Set Estimate</i>				\$ 3,000			\$ 270		\$ 3,270
Total Fee Quote									\$ 13,660

1. Fees include one round of design team / owner driven adjustments per estimate

**SUPPLEMENTAL AGREEMENT NO. 2
TO
PROFESSIONAL SERVICES AGREEMENT
FOR
CITY OF STANWOOD AND
MACKENZIE**

This Supplemental Agreement No. 2 is made and entered into on the 28th day of January, 2021, between the City of Stanwood, hereinafter called the "City" and Mackenzie, hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for the Phase 1 – Stanwood Civic Campus Design Project, hereinafter called the "Project," said Agreement being dated June 13, 2019; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for an additional site development alternative analysis and to amend the total amount payable for this Agreement,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services (Contract 2019-49) dated June 13, 2019, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be amended to deduct tasks "Design Development – 60% Site Design" and "Permitting" of the original Scope of Services, attached hereto and by this reference made part of this Supplemental Agreement No. 2.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph VI.1 Payments, Section (a), the second sentence is amended to deduct the original scope Consultant fee by \$73,629 and shall read as follows: "...shall total payment under this agreement revised to \$197,467.00."

The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	<u>\$271,096.00</u>
Supplemental Agreement No.1	<u>\$0.00</u>
Supplemental Agreement No.2	- <u>\$73,629.00</u>
Grand Total	<u>\$197,467.00</u>

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 2 as of the day and year first above written.

CITY OF STANWOOD

MACKENZIE

By _____
Elizabeth Callaghan
Mayor

By _____
Brett L Hanson
Associate Principal

Approved as to form:

Attest:

Standard Contract

Grant K. Weed, City Attorney

Sara Robinson, City Clerk

Exhibit A
Mackenzie
Phase 1 – Stanwood Civic Campus Design Project
Scope of Services

**SUPPLEMENTAL AGREEMENT NO. 3
TO
PROFESSIONAL SERVICES AGREEMENT
FOR
CITY OF STANWOOD AND
MACKENZIE**

This Supplemental Agreement No. 2 is made and entered into on the 28th day of January, 2021, between the City of Stanwood, hereinafter called the "City" and Mackenzie, hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for the Phase 1 – Stanwood Civic Campus Design Project, hereinafter called the "Project," said Agreement being dated June 13, 2019; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for an additional site development alternative analysis and to amend the total amount payable for this Agreement,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services (Contract 2019-49) dated June 13, 2019, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A, attached hereto and by this reference made part of this Supplemental Agreement No. 3.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph VI.1 Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$96,800.00 and shall read as follows: "....shall total payment under this agreement exceed \$294,267.00."

The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	<u>\$271,096.00</u>
Supplemental Agreement No.1	<u>\$0.00</u>
Supplemental Agreement No.2	<u>-\$73,629.00</u>
Supplemental Agreement No.3	<u>\$97,300</u>
Grand Total	<u>\$294,767.00</u>

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 3 as of the day and year first above written.

CITY OF STANWOOD

MACKENZIE

By _____
Elizabeth Callaghan
Mayor

By _____
Brett L Hanson
Associate Principal

Approved as to form:

Attest:

Standard Contract

Grant K. Weed, City Attorney

Sara Robinson, City Clerk

Exhibit A
Mackenzie
Phase 1 – Stanwood Civic Campus Design Project
Scope of Services