

City of Stanwood



City Council Packet

Stanwood City Council Regular Meeting

Thursday, September 22, 2022



AGENDA
CITY COUNCIL REGULAR MEETING
Thursday, September 22, 2022 – 7:00 p.m.

Stanwood-Camano School District
Administration Building Board Room
26920 Pioneer Highway, Stanwood, WA 98292

Members of the public may attend Stanwood City Council meetings
in-person at the address above, or Via Zoom.
Instructions to join the meeting by telephone or online are posted on the
City Website <https://www.stanwoodwa.org>

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF THE AGENDA**
- 4. PRESENTATION**
Washington Cities Insurance Authority
- 5. PUBLIC COMMENTS**
Written comments must be provided to the Clerk by 9:00 a.m. the day of the meeting via this link:
<https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>;
verbal comments may be provided in-person, or online via Zoom, call 360-454-5213 for assistance.
“In order to ensure compliance with RCW 42.17A.555, the city respectfully requests that public comments refrain from discussion of ballot measures or political campaigns.”
- 6. STAFF / DEPARTMENT REPORTS**
Police Compstat Report – August **6.1**
- 7. COUNCIL COMMITTEE REPORTS**
- 8. CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks **8.1**
 - b. Approve City Council Regular Meeting Minutes – September 8, 2022 **8.7**
- 9. UNFINISHED BUSINESS: None**
- 10. PUBLIC HEARING: None**
- 11. NEW BUSINESS**
Approve Code Publishing Contract Upgrade **11.1**
- 12. PUBLIC CLOSING COMMENTS**
- 13. EXECUTIVE/LEGISLATIVE REPORTS**
 - a. Mayor’s Report
 - b. City Administrator’s Report
 - c. Councilmember Reports/Questions
- 14. RECESS TO EXECUTIVE SESSION: None Scheduled at this time**
- 15. ADJOURN**

Upcoming Meetings:

September 22, 2022, Special Workshop 5:00pm
September 22, 2022, Regular Meeting 7:00pm
October 13, 2022, Regular Meeting 7:00pm



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 6

DATE: September 22, 2022

SUBJECT: Police Compstat Report

CONTACT PERSON: Chief Jason Toner

ATTACHMENTS: A – August 2022 Compstat Report

SUMMARY STATEMENT

Attached is the August 2022 Compstat Report for council review.

NOTE: The School Resource Officer report will not be included while school is out for the summer.

Stanwood Police Department CompStat Report



City of Stanwood Police Chief Jason Toner

Prepared by: Snohomish County Sheriff Office Crime Analysis Unit and Stanwood Police Department

AUGUST 2022

Stanwood Police Department

COMPSTAT REPORT



What is CompStat?

CompStat stands for 'Computer Statistics' dealing specifically with crime. It is found to be an effective way to accurately track crime and use the information to deploy officers to address it in timely manner. It is a performance management system that is used to reduce crime and achieve other police department goals. It emphasizes information-sharing, responsibility and accountability and improving effectiveness.

What is the benefit to the community?

CompStat allows us to track crime problems and allocate resources to the areas that are being affected. By being able to focus our efforts on areas being impacted, we are able to make apprehensions and drive down crime in Stanwood.

How is data collected?

Crime Analysts access a variety of systems to collect and analyze law enforcement data. Data collection begins at the 911 call center (SNO911) and carries over into law enforcement records management systems (LERMS). Much of the information presented in this report is also reported to state and federal agencies annually.

What data will you see in this report?

What occurred within the city limits of Stanwood and calls responded to by the Stanwood Police outside the city.

This is a true representation of all police activity occurring in the City of Stanwood, you will see these calls listed as "In the STW Beat". On occasion, Stanwood Police officers will be called outside the city to assist other agencies. We also have deputies who live outside of the city so on occasion they will make a traffic stop or respond to a nearby call while commuting to work. You will see these call listed as "Answered by STW ORI"

Incident data:

This represents what police were called to and includes self-initiated activity. Multiple 911 calls for the same incident are presented as a single incident.

Case data:

An incident becomes a case when the deputy determines reporting protocol is met. A case is often generated based on a specific crime, traffic collisions, arrest or the need to document specific actions or information.

AUGUST 2022

Stanwood Police Department

POLICE STAFFING



The City of Stanwood contracts for law enforcement services through the Snohomish County Sheriff's Office. The contract is identified as a "stand alone" contract, which allows the City of Stanwood to maintain its own police identity to include policies and procedures that meet unique small city needs. All uniforms and vehicles are identified as Stanwood Police and we provide services to the city population of approximately 7,425.

DIVISIONS:

CHIEF OF POLICE: Has the rank of Lieutenant with the Sheriff's Office. Oversees all aspects of the Police Department daily operations. The Chief works with city staff to ensure community needs are met.

ADMINISTRATIVE SERGEANT: Administers the day-to-day administrative functions of the Police Department and oversees the day shift deputies, School Resource Officer and Detective. Steps in as the Chief of Police when the chief is absent.

NIGHT SERGEANT: Oversees the swing shift and night shift deputies.

PATROL DIVISION: Responds to crimes in progress, traffic collisions, missing persons, and other emergency and non-emergency calls for service.

SCHOOL RESOURCE OFFICER: Utilizes the concept of educator, informal counselor, and law enforcer; working to bridge the gap and build relationships between law enforcement and youth.

DETECTIVE: Works in conjunction with patrol and the resources of the Snohomish County Sheriff's Office to investigate a broad range of felony- and misdemeanor-level crimes that occurred in the City of Stanwood.

	ASSIGNED	VACANCIES	PERCENTAGE
Chief	1	0	100%
Sergeant	2	0	100%
Deputy	4	2	67%
School Resource Officer	1	0	100%
Detective	1	0	100%

AUGUST 2022

Stanwood Police Department

RECORDS UNIT



Records Summary: Job duties include, but are not limited to, the following;

- Provide administrative support for all members of the Stanwood Police Department.
- Assist the Chief of Police with police budget tracking and review.
- Verify and code all incoming invoices for the Police Department.
- Ordering of supplies for the department, and special events.
- Subject matter expert for the Law Enforcement Records Management System (LERMS) used by Stanwood Police Department.
- Manage all Stanwood Police Department documents and records.
- Review all electronic case file entries and information for accuracy.
- Scan paper records into electronic case files.
- Forward criminal arrest referrals to the Prosecuting Attorney's Office.
- Enter trespass notices, gun alerts, and other safety alerts into the agency's electronic records management system.
- Route Child Protective Services & Adult Protective Service referrals.
- Maintain department case file and document archives per Washington State records retention/destruction schedules.
- Responsible for federal reporting of crime statistics to the National Incident Based Reporting System (NIBRS).
- Run monthly case audits and records validations.
- Enter court orders, missing persons, vehicle impounds, lost or stolen property, stolen vehicles, etc. into Washington Crime Information Center and National Crime Information Center (WACIC/NCIC).
- Provide second checks for all entries made into Washington Crime Information Center and National Crime Information Center (WACIC/NCIC).
- Conduct background checks for concealed pistol license and pistol transfers applications.
- Provide fingerprint services for concealed pistol license applicants and citizen fingerprints.
- Review and fulfill public records requests within the guidelines of the Public Records Act.
- Create/update/maintain all process, procedure, and training manuals for the position.
- Serve as Stanwood Police Department's Terminal Agency Coordinator for the Washington State Patrol ACCESS program.
- Assists with walk-in and telephone customers, averaging 8,000 yearly contacts.
- Route calls to 911 and non-emergency dispatch.
- Respond to requests for service and answer general questions.
- Manage key & key fob assignments for City of Stanwood employees.

	2022	2021	2020	2019	Year to Date
Public Records Requests	31	32	34	34	235
Concealed Pistol License Issued	21	15	50	51	304
Pistol Transfer Checks	25	32	42	12	342
Fingerprinting & Approximate Time	26 6.5 hrs	23 5.75 hrs	0 0 hrs	48 12.0 hrs	213 53.25 hrs

AUGUST 2022

Stanwood Police Department

Message from the Chief



To enhance communication and transparency I am adding a "Letter from the Chief" to the monthly CompStat report. My goal is to touch upon current events in Stanwood, crime trends, and anything police related that may be of interest to the community.

The first week of August is nicknamed "Superbowl Week" for Stanwood PD, due the three large community events: National Night Out, Stanwood Parade, and the Stanwood Camano Parade. These three events attract thousands of people and is something the community looks forward to each year.

The 2022 Stanwood Police National Night Out was huge success. This year we moved to our new location in the community parking lot behind the police department. 2022 there was an increase in businesses and non-profits organizations participating and we estimate the crowd, well over 3000 people.

August saw the retirement of two long time Stanwood PD Officer. Officer Dan Scott is retiring after 23 years of service. Dan is moving "back" to Texas. Officer Gary Chaney is also retiring after 25 years of service to his community. Gary will still call the Stanwood-Camano area his home and has taken a job as a security officer at Stanwood High School.

We are excited to have Officer Borees "Cargo" Kargopoltsev join Stanwood PD. I have known Officer Kargopoltsev to be a hard worker, who engages with community and is proactive in his police work. With the retirement of Officer Lafrance in June, this will leave Stanwood PD with both our swing shift units vacant. The plan is to fill one around November and the other one by February 1st.

A couple of crime trends of note:

Stanwood has seen an increase in catalytic converter thefts this past month as a couple of local automotive shops. Unfortunately, this is a state-wide issue with these types of thefts having increased by 10,000% in 2022 from 2019. Stanwood Police have been conducting random extra patrols at night to try and curb these thefts and we were able to catch two burglars in the act.

Detective Martin did a great investigation identifying our so call "bank fisher" who attempted to use fishing line and a glue board to lift night deposits from local banks. The suspect was arrested and charges with thirteen counts of Burglary.

As we transition from Summer to Autumn and school begins, we will be doing traffic "education" patrols near and around the schools.

Respectfully,

Chief Toner

August 2022

Stanwood Police Department

Detective Report



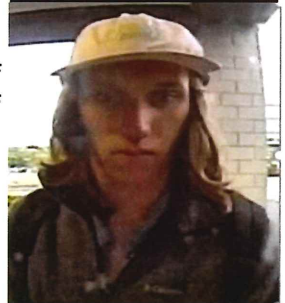
Stanwood Police Case 2022-4052 Bank Deposit Box Burglary

On 07-11-2022 Deputy Scott responded to a theft complaint at a bank in Stanwood. Bank staff reported an attempt to remove items from the night drop deposit box after finding a Tomcat Glue board attached to a fishhook in the deposit box. The device was stuck to a deposit bag.

Images of the suspect from the bank's video were shared with area law enforcement agencies.

During the following month, Detective Martin worked with area law enforcement agencies and the Snohomish County Sheriff's Office Crime Analyst, finding more than twenty-five documented incidents of bank night drop deposit burglaries involving the use of a rodent glue trap attached to a fishhook and fishing line. The incidents occurred at various banks in the City of Bothell, the City of Mount Vernon and in Snohomish County.

The suspect was identified by officers from Everett



Police Department and Mount Vernon Police Department.

Detective Martin collected video and device images from banks and officer body worn camera footage showing police contact with the suspect. Detective Martin consolidated the cases in Snohomish County and issued a probable cause warrant for the suspect's arrest for thirteen counts of Burglary Second Degree.

Stanwood Police Case 2022-4201 Identity Theft

On 07-11-2022 Deputy Scott responded to an identity theft complaint and contacted a victim who lives in Arizona. The victim reported a person accessed his business account at a bank in Stanwood. The subject produced a California's Driver's License in the victim's name as identification. Bank staff did not notice the driver's license had a different date of birth than the account holder.

Bank staff facilitated the transfer of \$65,000.00 from the victim's business account to a new account opened by the suspect.

The manager at the involved bank in Stanwood told the victim he erred in verifying the identity of the subject and assured the victim his funds would be returned.

When Deputy Scott contacted the bank manager he declined to provide a statement describing the suspect and transactions.

Detective Martin wrote an affidavit supporting a search warrant for the bank's video and records associated with the victim's account and the new account opened by the suspect.

The investigation will continue when the bank responds to the search warrant.

August 2022



The following pages cover incidents data. This is also known as calls for service. If 30 people call because there's a wreck in front of Haggen's, it counts here once.



TOTAL INCIDENTS

Previous Month Over Time

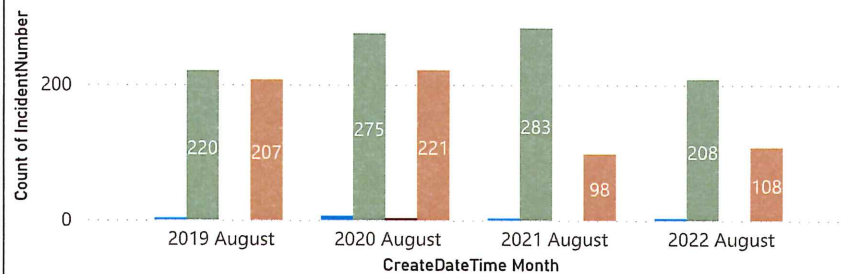
Stanwood West, Incidents by Origination

Call Origination ● (Blank) ● 911 call ● Officer-Initiated

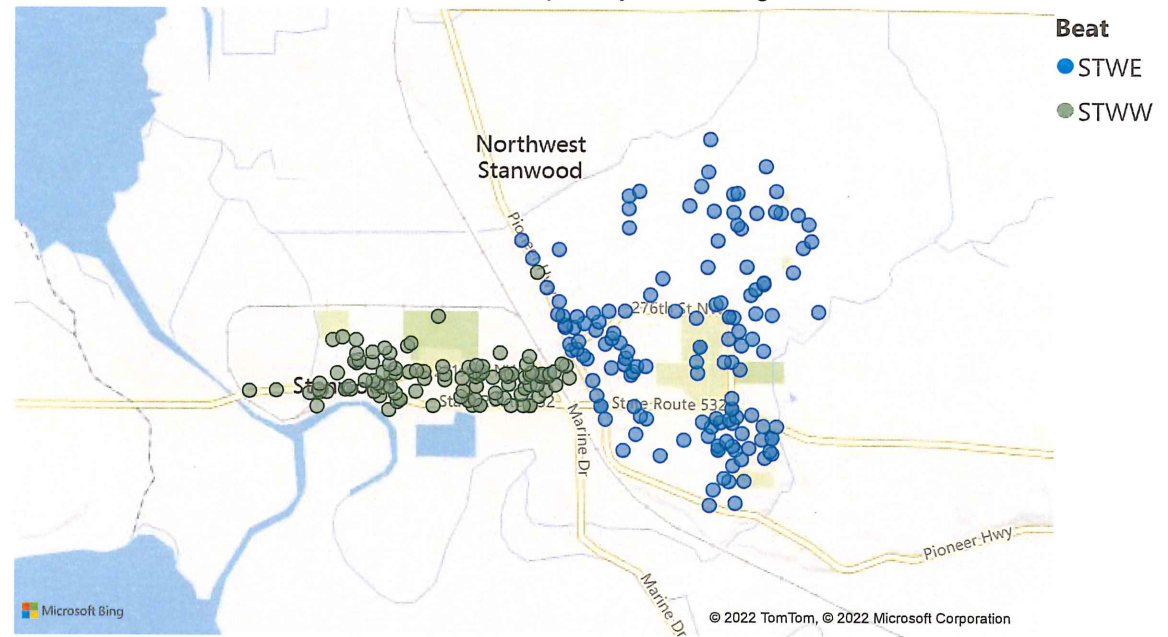


Stanwood East, Incidents by Origination

Call Origination ● (Blank) ● 911 call ● E-mail ● Officer-Initiated



All incidents Past 1 Month - excludes victim privacy concerning incidents



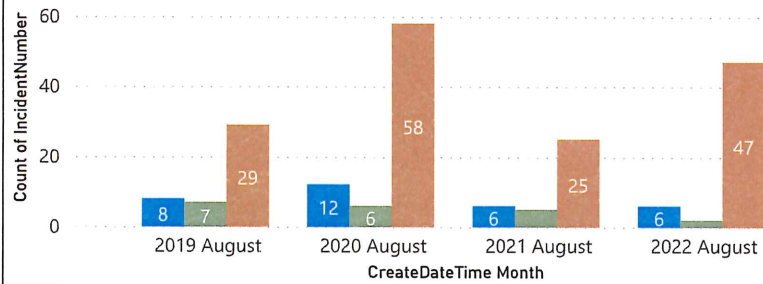


Collision, DUI, and Traffic INCIDENTS

Previous Month Over Time

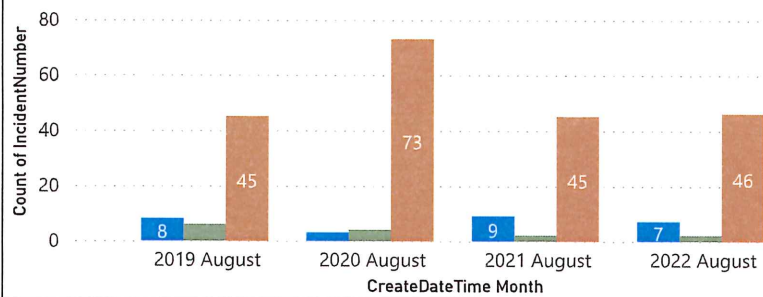
Stanwood West

IncidentType ● Collision ● DUI ● Traffic



Stanwood East

IncidentType ● Collision ● DUI ● Traffic



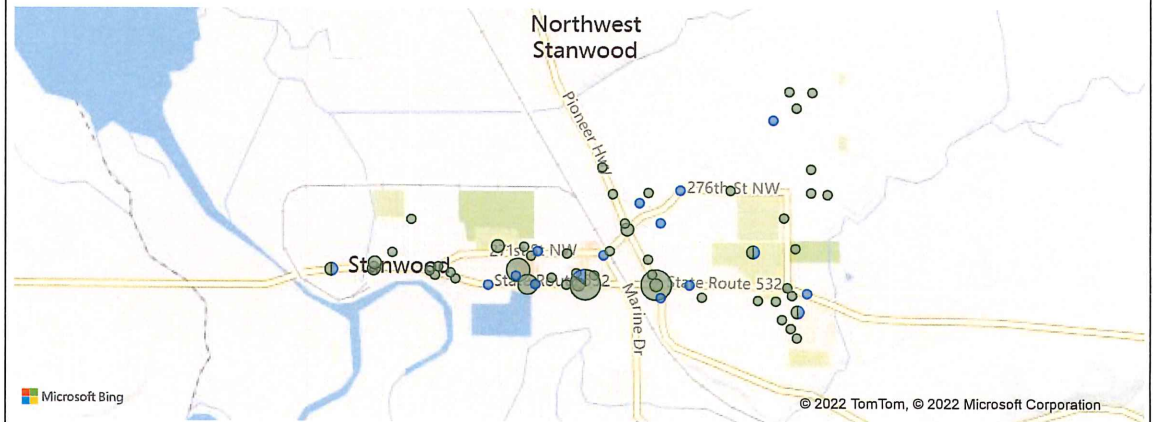
Previous Month, Current Year

IncidentType ● Collision ● DUI



Traffic - Previous Month, Current Year

Call Origination ● 911 call ● Officer-Initiated





Tickets - To End of Previous Month, Current Year

Data begins in 2021, due to lack of tickets issued in 2020 (due to covid lockdowns).

of Tickets

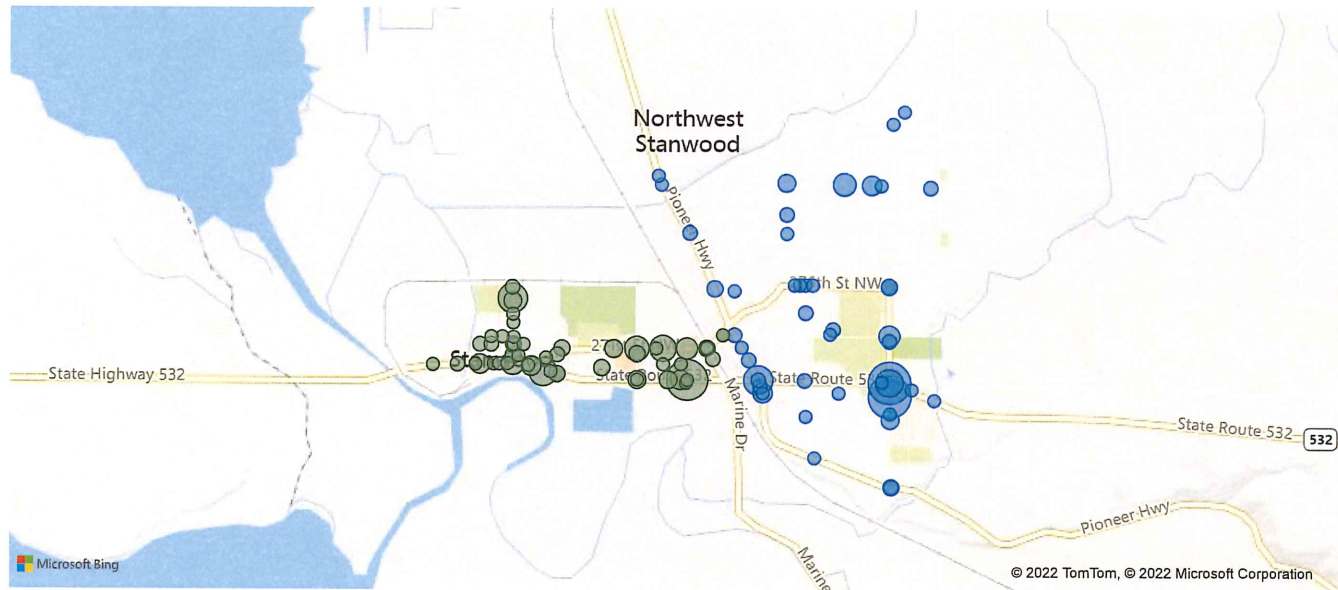
220

of Citations

307

of Citations

Beat ● STWE ● STWW



Total Tickets

Month	2021	2022
January	19	6
February	10	8
March	28	8
April	34	3
May	15	9
June	43	23
July	7	22
August	9	25
September	7	6
October	13	
November	9	
December	3	

How Many Tickets Had More than One Citation?

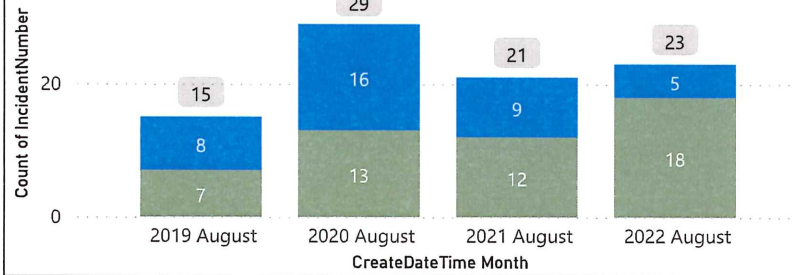
64



Alarms

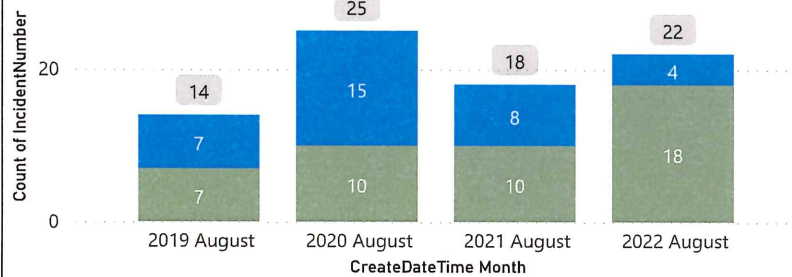
Alarms

Beat ● STWE ● STWW



Alarms that were False Alarms

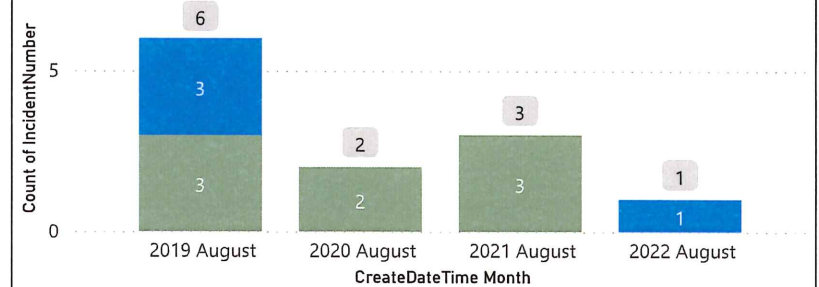
Beat ● STWE ● STWW



Abandon Vehicles

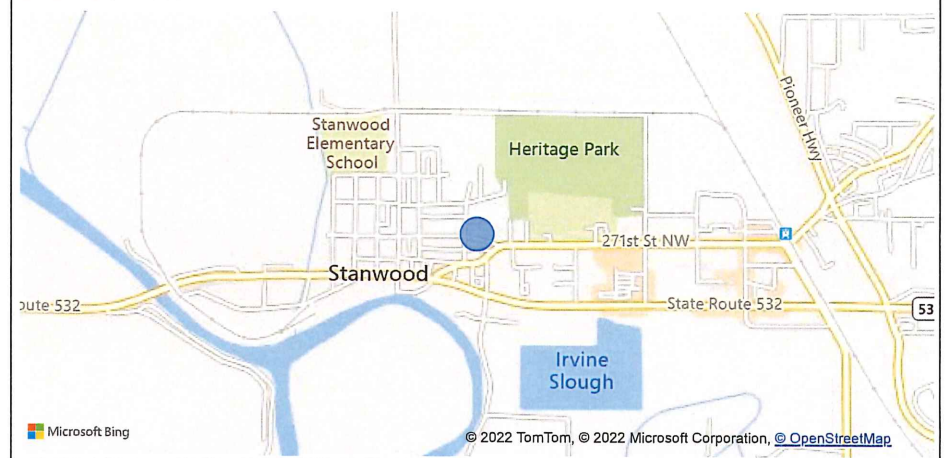
Abandon Vehicles

Beat ● STWE ● STWW



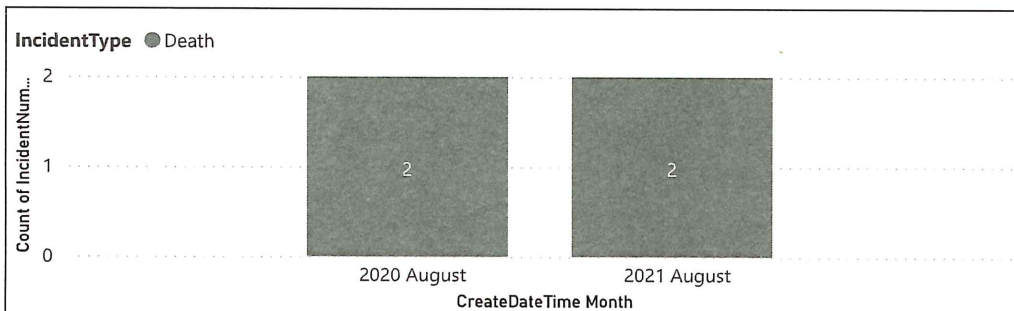
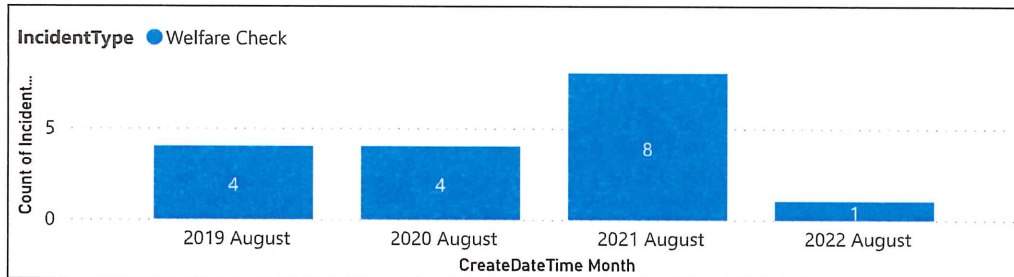
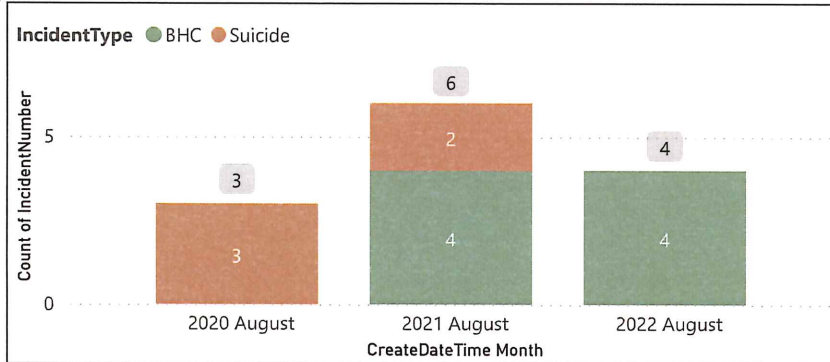
Abandon Vehicles Past Calendar Month, ThisYear

Beat ● STWW

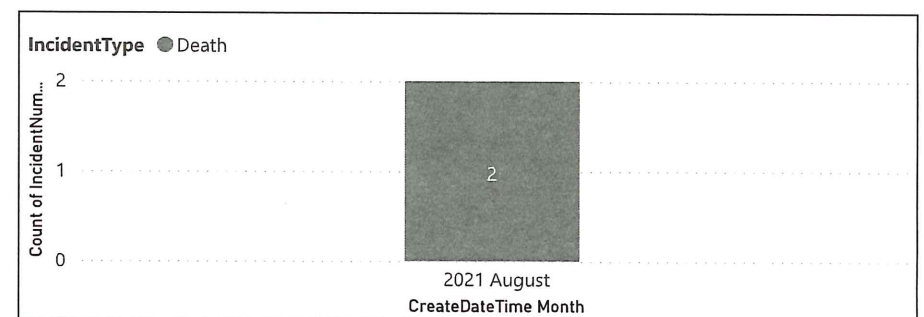
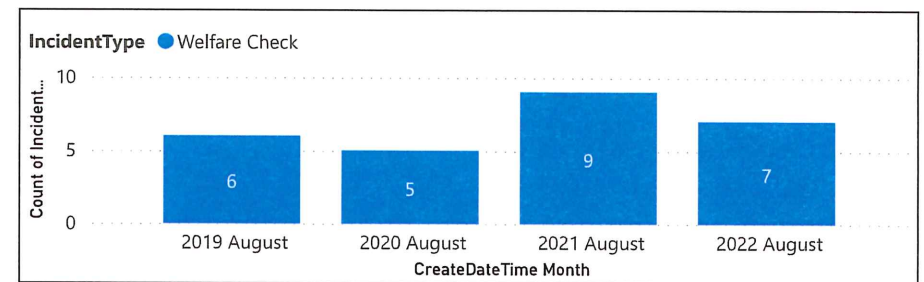
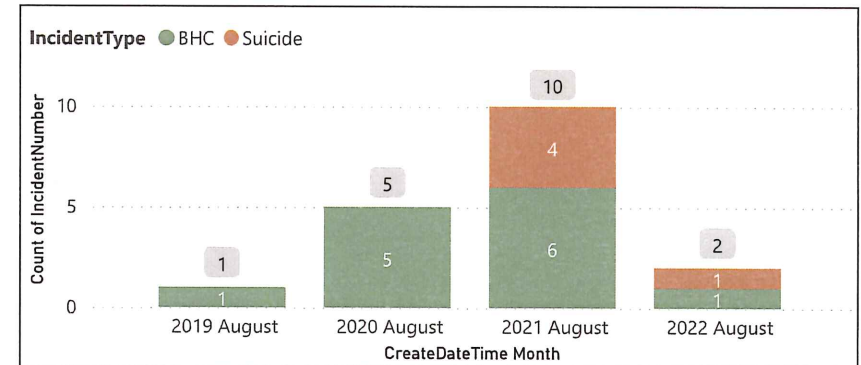




Stanwood West



Stanwood East



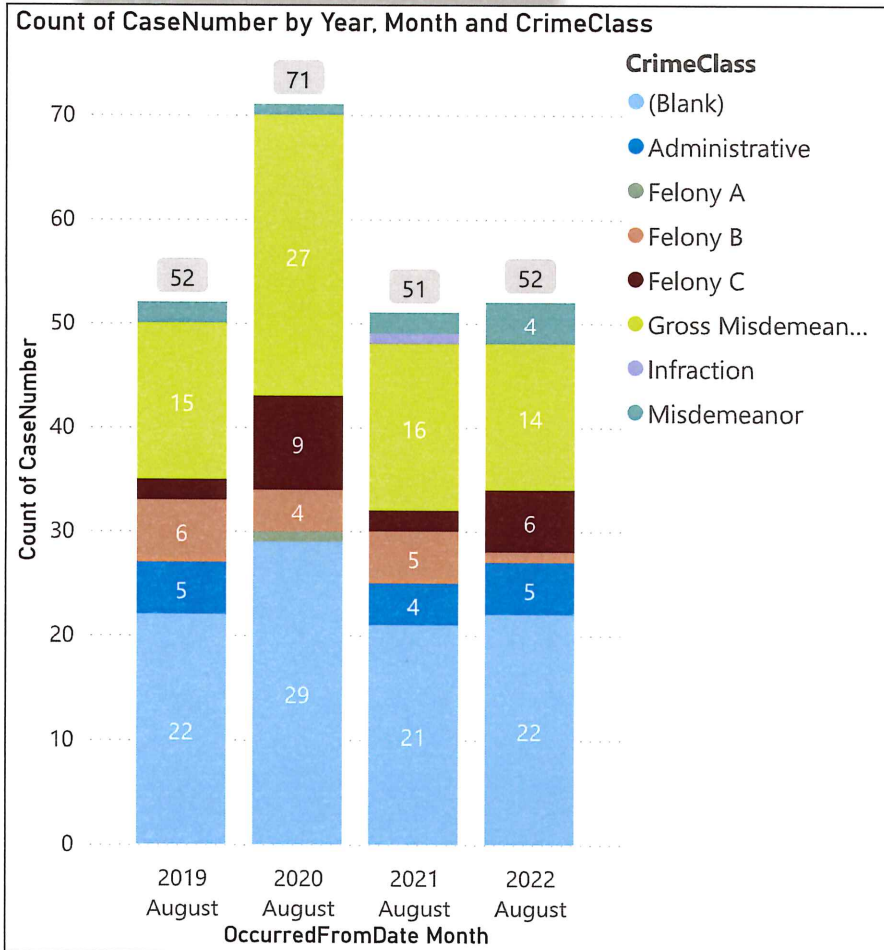


The following pages cover case data. The key difference between cases and incidents data is a Deputy has determined something did transpire that justifies writing a case report.

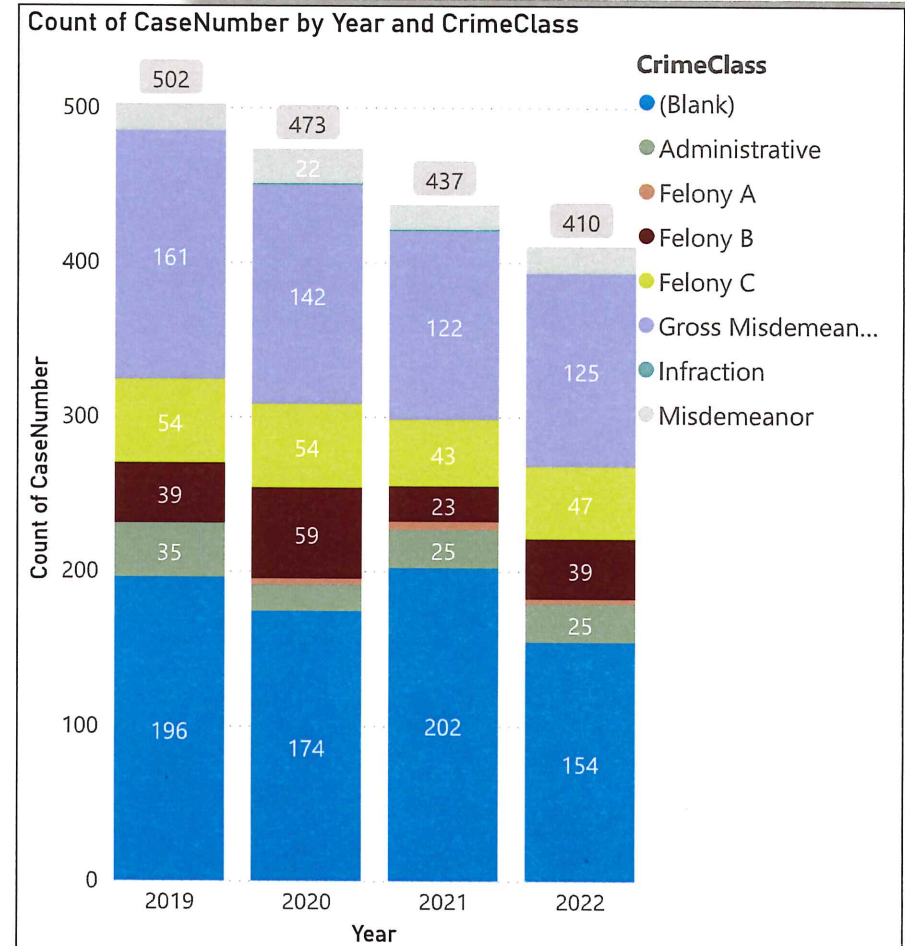
TOTAL CASES

IN THE STW BEAT

Previous Month Over Time



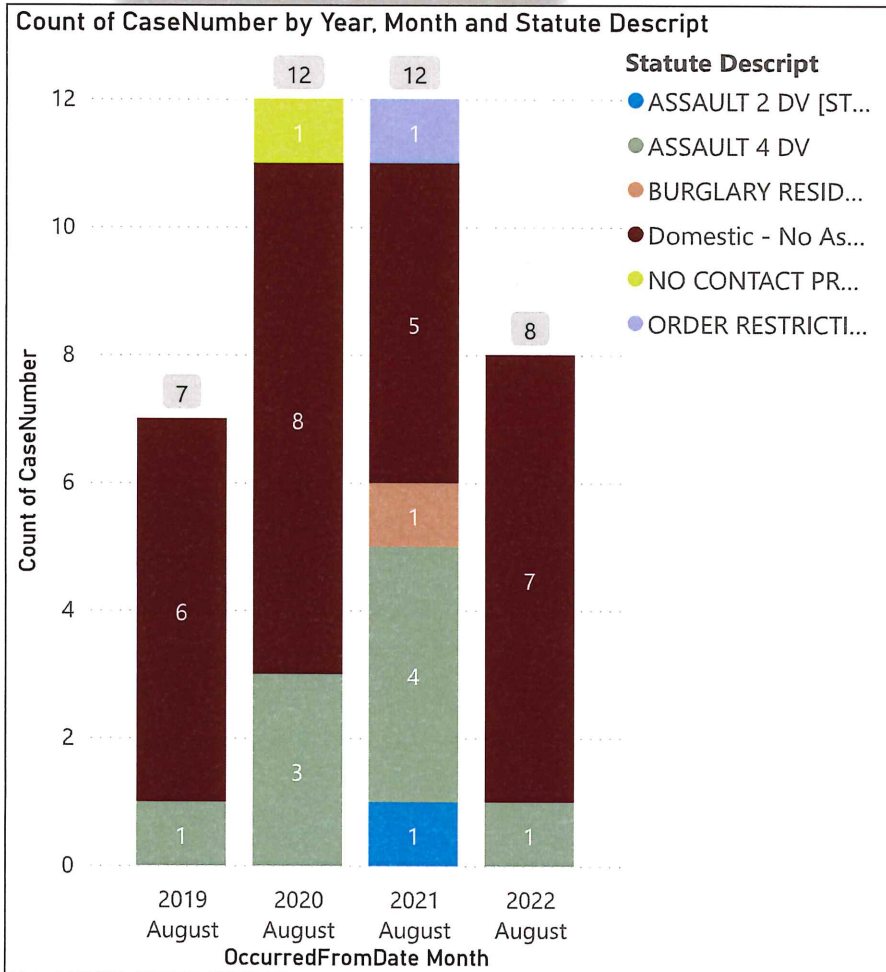
To Date by Year



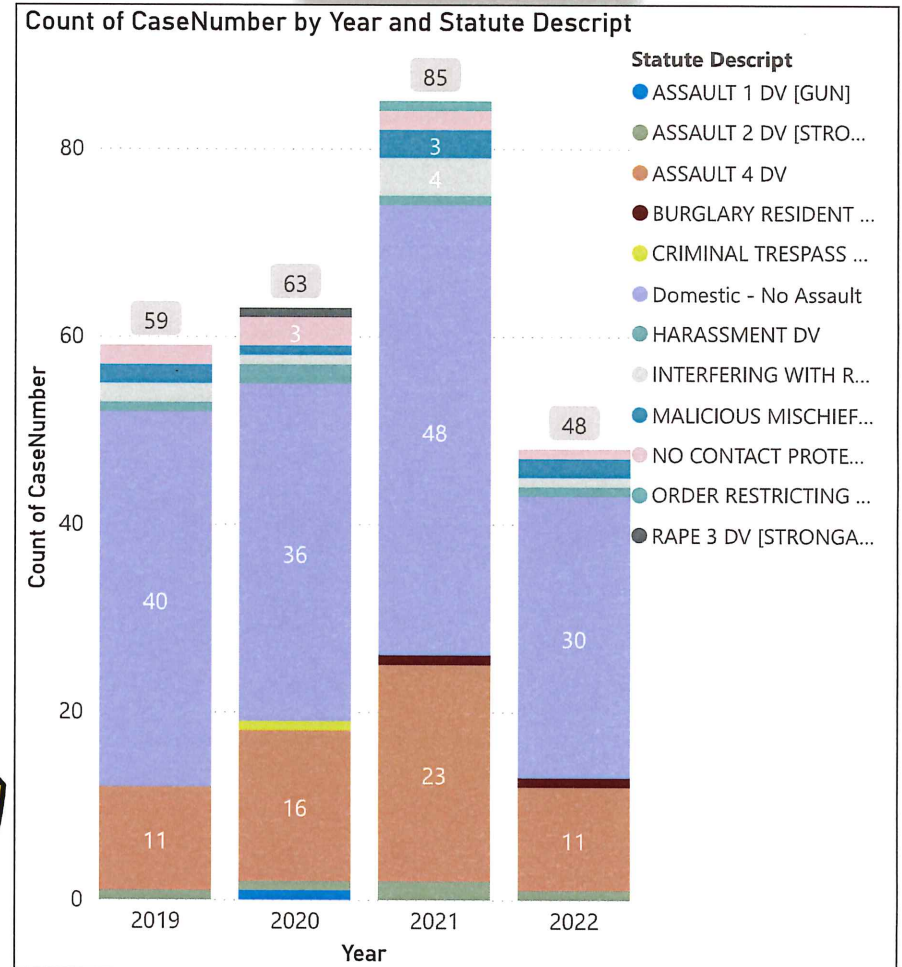
Domestic Related CASES

IN THE STW BEAT

Previous Month Over Time



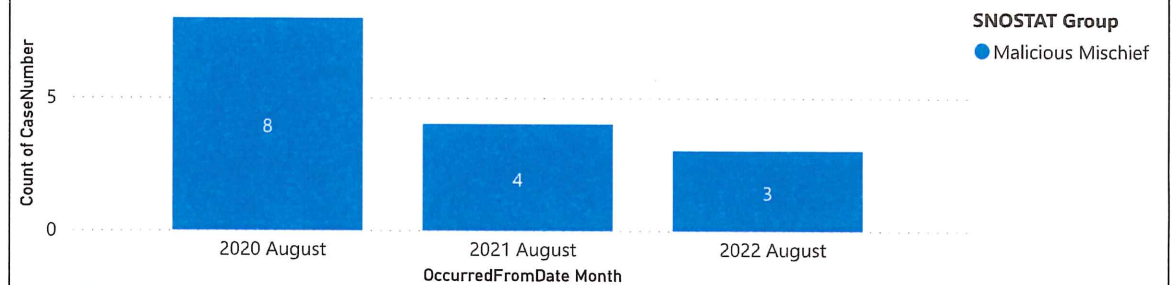
To Date By Year



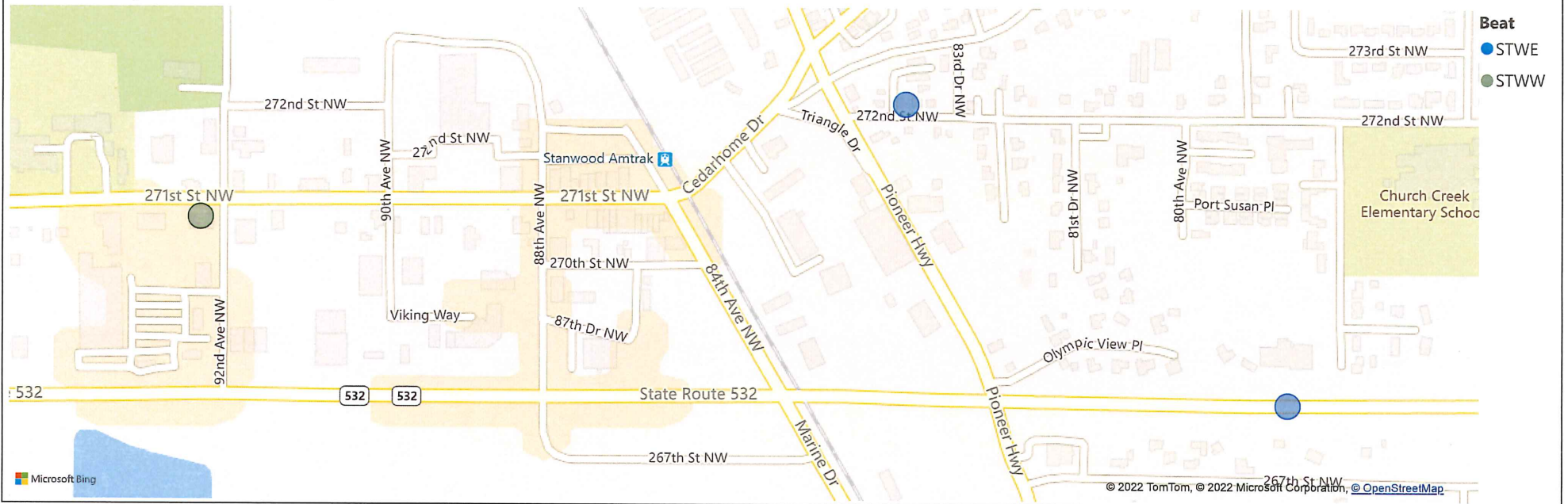


Malicious Mischief CASES

Count of CaseNumber by Year, Month and SNOSTAT Group

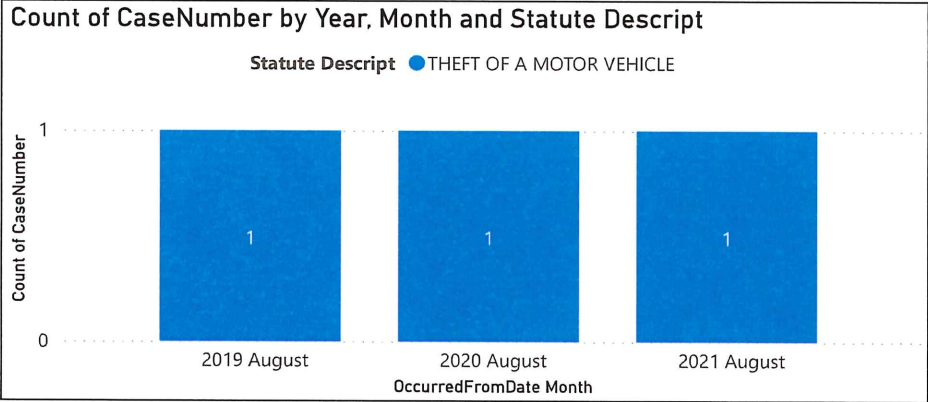


Cases in the past Calendar month, Current Year





Auto Theft CASES

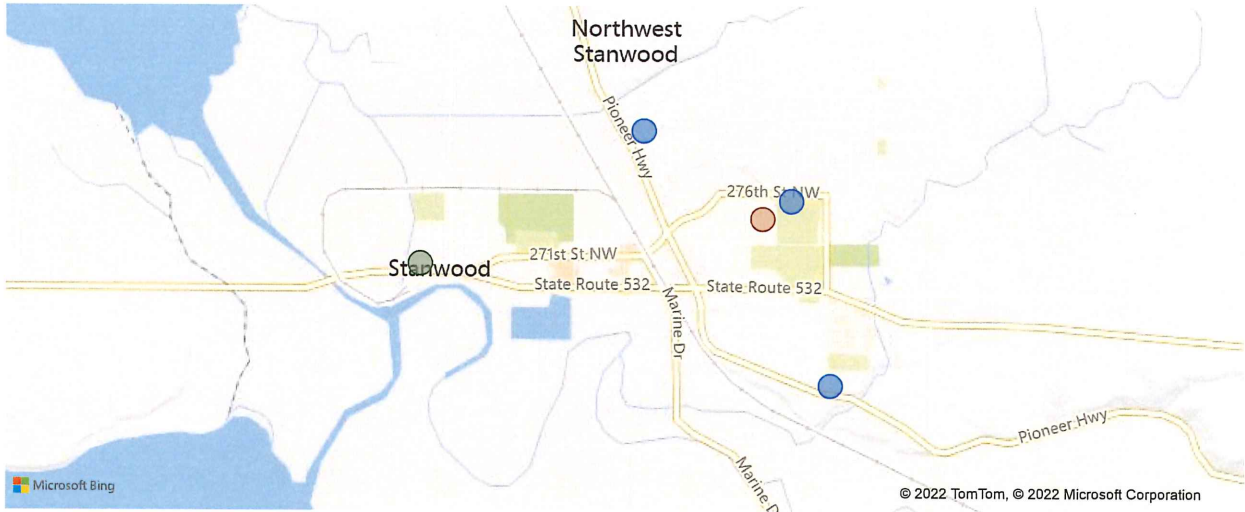


Jan 1 - Present, each year

Year	POSSESSION OF STOLEN VEHICLE	THEFT OF A MOTOR VEHICLE [MV THEFT ALL OTHER]
2019	2	1
2020	1	
2022	1	

Count of CaseNumber by Year, Lat and Lon

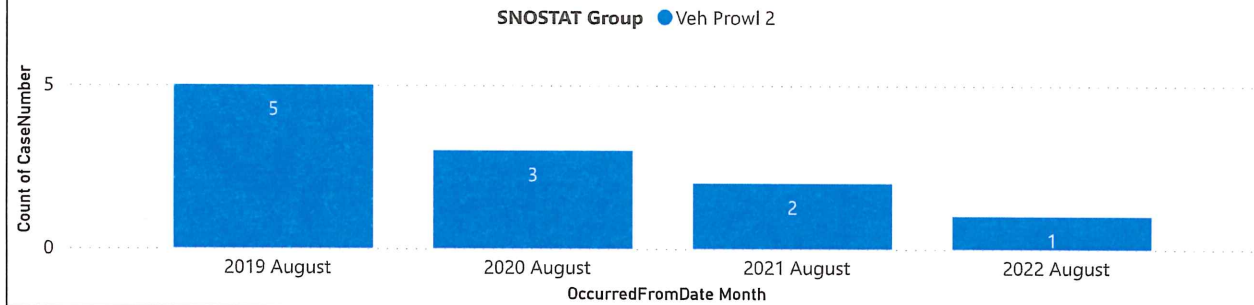
Year ● 2019 ● 2020 ● 2022





Vehicle Prowl CASES

Count of CaseNumber by Year, Month and SNOSTAT Group

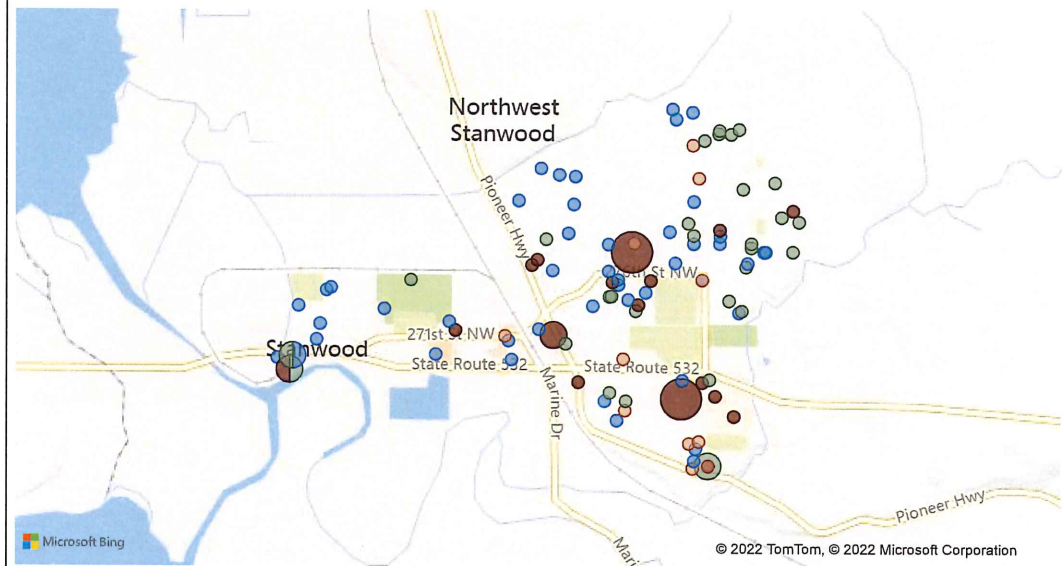


Jan 1 - Current Date, Current Year

Year	Veh Prowl 1	Veh Prowl 2
2019	3	43
2020	1	29
2021		11
2022	3	20

Count of CaseNumber by Year, Lat and Lon

Year ● 2019 ● 2020 ● 2021 ● 2022

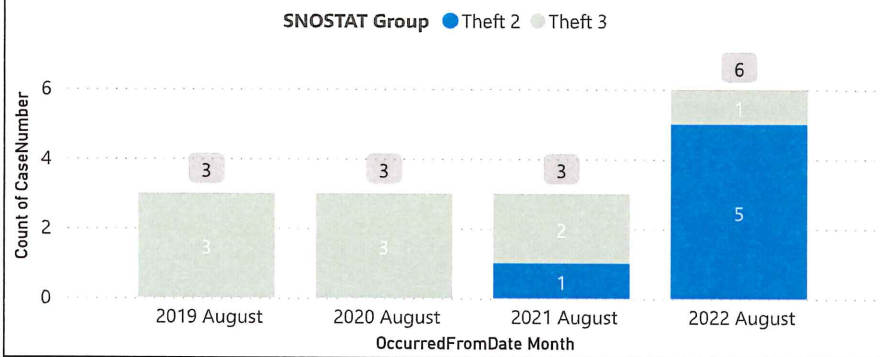




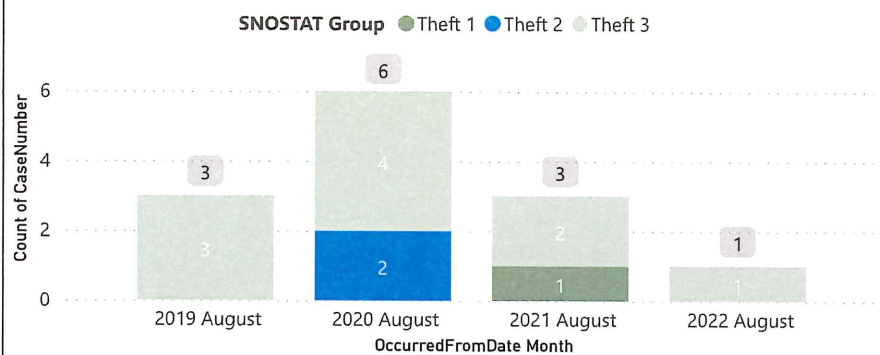
Theft CASES

Jan 1 - Current Date		
Year	STWE	STWW
2019	32	24
2020	25	23
2021	19	22
2022	29	28

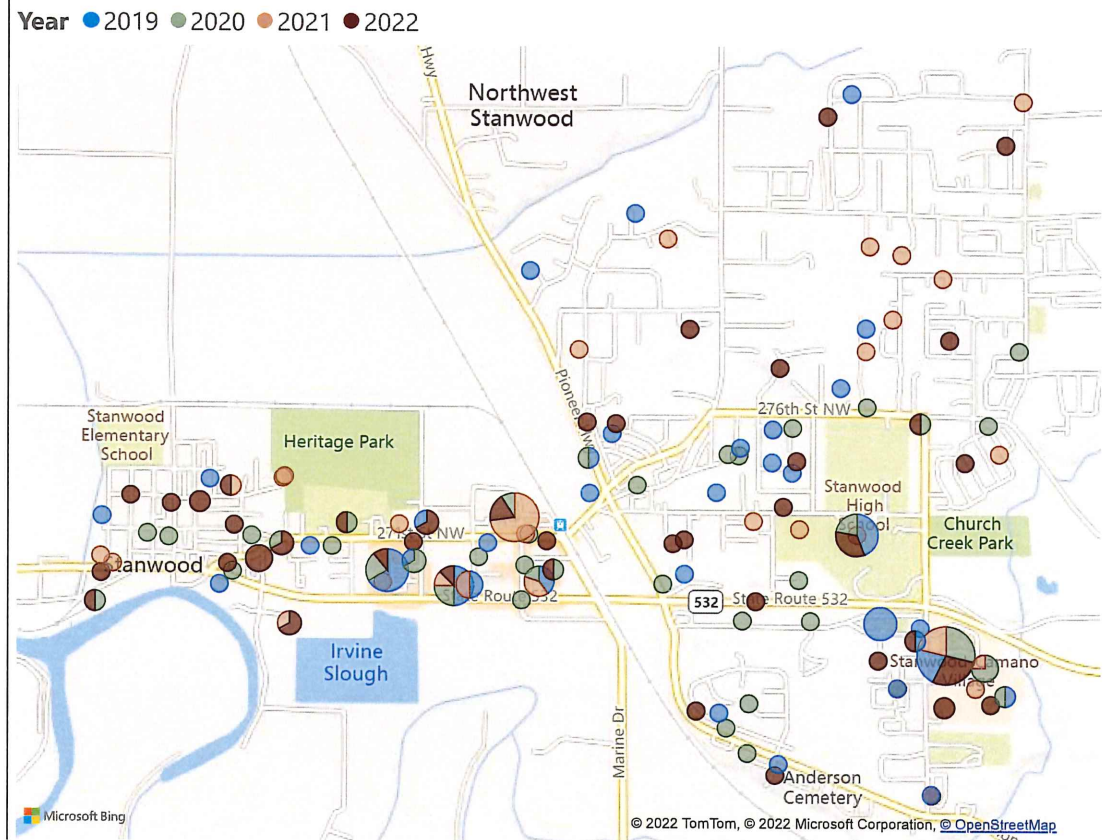
Stanwood West



Stanwood East



Count of CaseNumber by Year, Lat and Lon



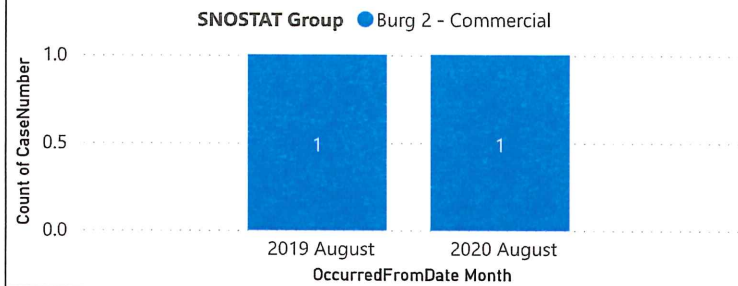


Burglary CASES

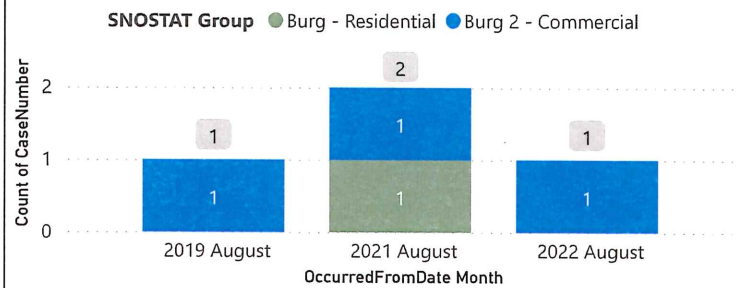
Jan 1 - Current Date

Year	STWE	STWW
2019	8	3
2020	7	7
2021	4	5
2022	8	5

Stanwood West

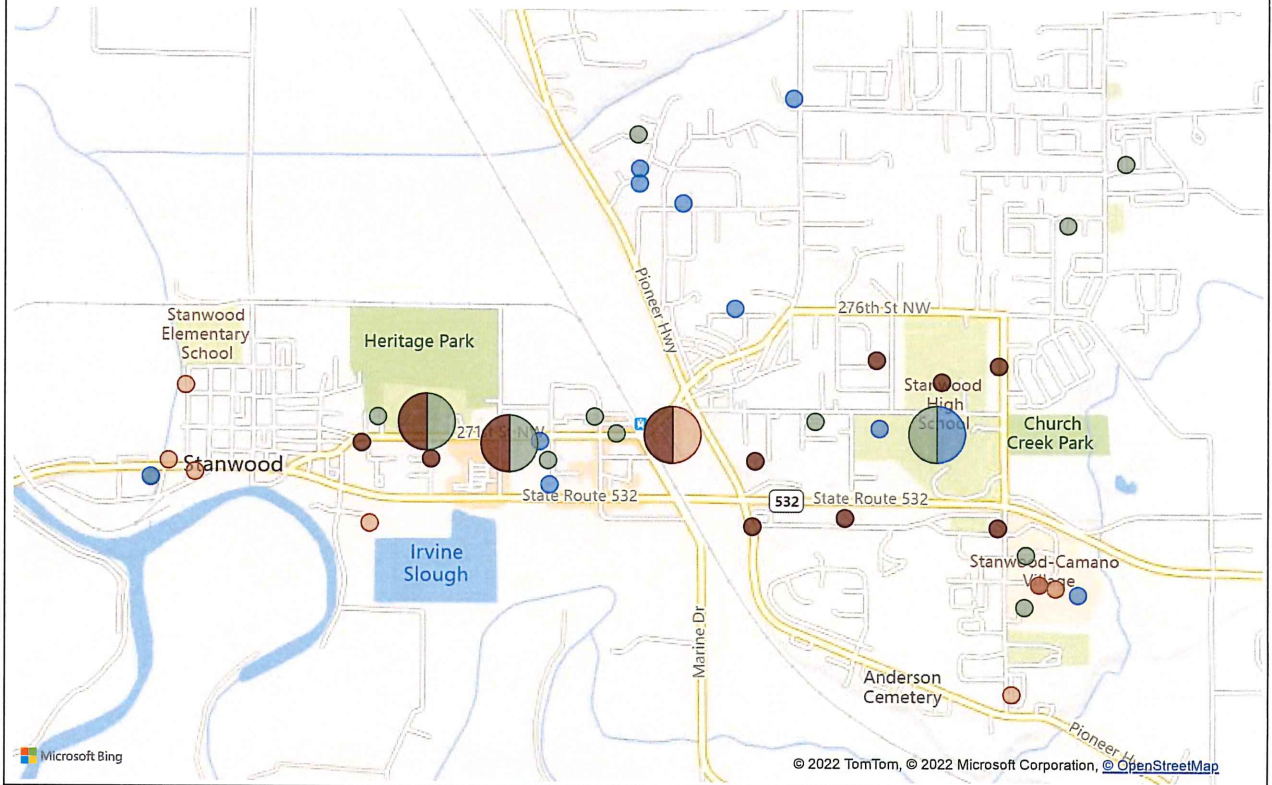


Stanwood East



Count of CaseNumber by Year, Lat and Lon

Year ● 2019 ● 2020 ● 2021 ● 2022





CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8a

DATE: September 22, 2022

SUBJECT: Approval of Voucher and Payroll Checks

CONTACT PERSON: Amy Bergemeier, Accounting Specialist

ATTACHMENTS: A - Voucher Check Detail

SUMMARY STATEMENT

Approve issuance of Washington Federal Bank voucher checks 35866 through 35933 and electronic fund transfers in the amount of \$444,678.43. Approve issuance of Washington Federal payroll benefit checks 2039 through 2048 and funds transfers in the amount of \$338,529.30.

RECOMMENDED MOTION

MOTION TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 35866 THROUGH 35933 ELECTRONIC FUNDS TRANSFERS IN THE AMOUNT OF \$444,678.43. APPROVE ISSUANCE OF WASHINGTON FEDERAL PAYROLL BENEFIT CHECKS 2039 THROUGH 2048 AND FUNDS TRANSFERS IN THE AMOUNT OF \$338,529.30.

CHECK REGISTER

City Of Stanwood

Time: 15:49:38 Date: 09/12/2022

08/27/2022 To: 09/12/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4268	09/08/2022	Payroll	3	EFT		4,137.86	August 2022 Payroll
4269	09/08/2022	Payroll	3	EFT		3,915.67	August 2022 Payroll
4270	09/08/2022	Payroll	3	EFT		3,532.07	August 2022 Payroll
4271	09/08/2022	Payroll	3	EFT		3,459.36	August 2022 Payroll
4272	09/08/2022	Payroll	3	EFT		2,209.09	August 2022 Payroll
4273	09/08/2022	Payroll	3	EFT		2,387.94	August 2022 Payroll
4274	09/08/2022	Payroll	3	EFT		436.22	August 2022 Payroll
4275	09/08/2022	Payroll	3	EFT		3,055.81	August 2022 Payroll
4276	09/08/2022	Payroll	3	EFT		3,741.24	August 2022 Payroll
4277	09/08/2022	Payroll	3	EFT		7,090.97	August 2022 Payroll
4278	09/08/2022	Payroll	3	EFT		3,907.45	August 2022 Payroll
4279	09/08/2022	Payroll	3	EFT		2,296.85	August 2022 Payroll
4280	09/08/2022	Payroll	3	EFT		3,135.44	August 2022 Payroll
4281	09/08/2022	Payroll	3	EFT		3,353.57	August 2022 Payroll
4282	09/08/2022	Payroll	3	EFT		3,118.58	August 2022 Payroll
4283	09/08/2022	Payroll	3	EFT		2,183.29	August 2022 Payroll
4284	09/08/2022	Payroll	3	EFT		436.22	August 2022 Payroll
4285	09/08/2022	Payroll	3	EFT		3,590.05	August 2022 Payroll
4286	09/08/2022	Payroll	3	EFT		3,125.46	August 2022 Payroll
4287	09/08/2022	Payroll	3	EFT		4,924.21	August 2022 Payroll
4288	09/08/2022	Payroll	3	EFT		6,412.49	August 2022 Payroll
4289	09/08/2022	Payroll	3	EFT		1,128.75	August 2022 Payroll
4290	09/08/2022	Payroll	3	EFT		4,660.82	August 2022 Payroll
4291	09/08/2022	Payroll	3	EFT		2,042.13	August 2022 Payroll
4292	09/08/2022	Payroll	3	EFT		1,790.37	August 2022 Payroll
4293	09/08/2022	Payroll	3	EFT		5,126.34	August 2022 Payroll
4294	09/08/2022	Payroll	3	EFT		5,392.93	August 2022 Payroll
4295	09/08/2022	Payroll	3	EFT		3,857.71	August 2022 Payroll
4296	09/08/2022	Payroll	3	EFT		436.22	August 2022 Payroll
4297	09/08/2022	Payroll	3	EFT		3,020.97	August 2022 Payroll
4298	09/08/2022	Payroll	3	EFT		436.57	August 2022 Payroll
4299	09/08/2022	Payroll	3	EFT		1,907.87	August 2022 Payroll
4300	09/08/2022	Payroll	3	EFT		3,798.02	August 2022 Payroll
4301	09/08/2022	Payroll	3	EFT		386.22	August 2022 Payroll
4302	09/08/2022	Payroll	3	EFT		2,058.17	August 2022 Payroll
4303	09/08/2022	Payroll	3	EFT		2,683.39	August 2022 Payroll
4304	09/08/2022	Payroll	3	EFT		777.85	August 2022 Payroll
4305	09/08/2022	Payroll	3	EFT		1,463.12	August 2022 Payroll
4306	09/08/2022	Payroll	3	EFT		3,278.36	August 2022 Payroll
4307	09/08/2022	Payroll	3	EFT		286.22	August 2022 Payroll
4308	09/08/2022	Payroll	3	EFT		3,004.91	August 2022 Payroll
4309	09/08/2022	Payroll	3	EFT		4,066.32	August 2022 Payroll
4310	09/08/2022	Payroll	3	EFT		436.22	August 2022 Payroll
4311	09/08/2022	Payroll	3	EFT		4,460.59	August 2022 Payroll
4312	09/08/2022	Payroll	3	EFT		4,522.81	August 2022 Payroll
4313	09/08/2022	Payroll	3	EFT		4,838.86	August 2022 Payroll
4314	09/08/2022	Payroll	3	EFT		3,693.11	August 2022 Payroll
4315	09/08/2022	Payroll	3	EFT		2,071.16	August 2022 Payroll
4316	09/08/2022	Payroll	3	EFT		3,458.27	August 2022 Payroll
4318	09/08/2022	Payroll	3	EFT	HSA Bank	1,408.33	Pay Cycle(s) 09/08/2022 To 09/08/2022 - HSA Contributions ER; Pay Cycle(s) 09/08/2022 To 09/08/2022 - HSA Contr EE
4319	09/08/2022	Payroll	3	EFT	Internal Revenue Service (941)	68,610.38	941 Deposit for Pay Cycle(s) 09/08/2022 - 09/08/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4320	09/08/2022	Payroll	3	EFT	WA St Department Of Retirement Systems	46,361.64	Pay Cycle(s) 09/08/2022 To 09/08/2022 - PERS2; Pay Cycle(s) 09/08/2022 To 09/08/2022 - PERS 3; Pay Cycle(s) 09/08/2022 To 09/08/2022 - 457 - DRS (DCP)
4398	09/06/2022	Claims	3	EFT	Xpress/Bill Pay	657.03	August Fees
4399	09/06/2022	Claims	3	EFT	Chase Paymentech	2,354.37	August Paymentech Fees
4321	09/08/2022	Payroll	3	2039	AFLAC	221.39	Pay Cycle(s) 09/08/2022 To 09/08/2022 - AFLAC, Pre-Tax; Pay Cycle(s) 09/08/2022 To 09/08/2022 - AFLAC, Post-Tax
4322	09/08/2022	Payroll	3	2040	AWC Employee Benefit Trust	24,077.49	Pay Cycle(s) 09/08/2022 To 09/08/2022 - AWC - Health First 250; Pay Cycle(s) 09/08/2022 To 09/08/2022 - AWC- Dental J; Pay Cycle(s) 09/08/2022 To 09/08/2022 - AWC - Vision; Pay Cycle(s) 09/08/2022 To;
4323	09/08/2022	Payroll	3	2041	Colonial Life Insurance	66.75	Pay Cycle(s) 09/08/2022 To 09/08/2022 - Colonial Life Ins
4324	09/08/2022	Payroll	3	2042	Great-West Life & Annuity	3,363.00	Pay Cycle(s) 09/08/2022 To 09/08/2022 - 457 - Empower (Mass Mutual); Pay Cycle(s) 09/08/2022 To 09/08/2022 - Roth 457(b)Empower(MassMutual)
4325	09/08/2022	Payroll	3	2043	ICMA Retirement Trust	3,657.92	Pay Cycle(s) 09/08/2022 To 09/08/2022 - 457 - Mission Square Ret(ICMA)
4326	09/08/2022	Payroll	3	2044	Legal Shield	53.70	Pay Cycle(s) 09/08/2022 To 09/08/2022 - Legal Shield
4327	09/08/2022	Payroll	3	2045	Navia Benefits	125.00	Pay Cycle(s) 09/08/2022 To 09/08/2022 - Navia Limited FSA
4328	09/08/2022	Payroll	3	2046	Western Conference of Teamsters Pension Trust	2,911.08	Pay Cycle(s) 09/08/2022 To 09/08/2022 - WCTPP Contributions
4329	09/08/2022	Payroll	3	2047	Teamsters Union Local 231	1,716.00	Pay Cycle(s) 09/08/2022 To 09/08/2022 - Teamsters Dues
4330	09/08/2022	Payroll	3	2048	Washington Teamsters Welfare Trust	40,422.50	Pay Cycle(s) 09/08/2022 To 09/08/2022 - Teamsters Dental; Pay Cycle(s) 09/08/2022 To 09/08/2022 - Teamsters Medical
4198	08/31/2022	Claims	3	35866	Ace Hardware *	334.96	20013; 20013; 20013; 20013
4199	08/31/2022	Claims	3	35867	Patrick J Burt	680.40	city of stanwood
4200	08/31/2022	Claims	3	35868	Cascade Natural Gas Corp	86.76	608 440 0000 4; 953 540 0000 2; 839 440 0000 5; 127 540 0000 3; 498 440 0000 7; 931 607 9072 6
4201	08/31/2022	Claims	3	35869	Confluence Environmental Company, Inc	53,218.45	city of stanwood; City of Stanwood
4202	08/31/2022	Claims	3	35870	Keller Supply Company	438.55	22832
4203	08/31/2022	Claims	3	35871	SFR ACQUISTIONS 3 LLC	240.59	08 3216 10 - 6816 282ND PL NW
4204	08/31/2022	Claims	3	35872	National Safety, Inc.	210.64	20-STACIT
4205	08/31/2022	Claims	3	35873	ODP Business Solutions, LLC	158.12	36274097; 36274097
4206	08/31/2022	Claims	3	35874	PUD Of Snohomish County *	12,158.31	202982351; 200208858; 202423729; 220923312
4207	08/31/2022	Claims	3	35875	Pape' Machinery	93.96	6109854; 6109854
4208	08/31/2022	Claims	3	35876	Perteet Inc.	15,074.55	city of stanwood; city of stanwood
4209	08/31/2022	Claims	3	35877	Professional Training Association	100.00	city of stanwood

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4210	08/31/2022	Claims	3	35878	Pusey Family LLC	481.18	05 4220 10 - 10008 270TH ST NW
4211	08/31/2022	Claims	3	35879	RH2 Engineering Inc	6,581.38	city of stanwood
4212	08/31/2022	Claims	3	35880	Safetyshirtz	1,333.27	city of stanwood; city of stanwood
4213	08/31/2022	Claims	3	35881	Skagit Farmers Supply	265.09	135052; 135052
4214	08/31/2022	Claims	3	35882	Stanwood Chamber Of Commerce	5,500.00	City of Stanwood
4215	08/31/2022	Claims	3	35883	USA Bluebook	2,218.86	478228
4216	08/31/2022	Claims	3	35884	WA St Dept of Transportation *	1,304.65	*****1509 city of stanwood
4217	08/31/2022	Claims	3	35885	Wave Broadband	149.62	3201-0316545-01
4218	08/31/2022	Claims	3	35886	Zumar Industries Inc	23,502.40	000683
4408	09/08/2022	Claims	3	35887	4imprint inc	487.96	4975035
4409	09/08/2022	Claims	3	35888	Ace Hardware *	100.47	20013; 2013; 20013; 20013
4410	09/08/2022	Claims	3	35889	Aramark Uniform Services Inc	110.61	937963000; 937963000
4411	09/08/2022	Claims	3	35890	Badger Meter Inc	149.50	460708
4412	09/08/2022	Claims	3	35891	The Blueline Group, LLC	14,045.02	city of stanwood
4413	09/08/2022	Claims	3	35892	Backflow Services Brandons Family Plumbing &	1,052.03	City of stanwood
4414	09/08/2022	Claims	3	35893	Cascade Natural Gas Corp	32.31	022 201 7579 4
4415	09/08/2022	Claims	3	35894	Cascade Septic Pumping, LLC	510.00	city of stanwood; city of stanwood
4416	09/08/2022	Claims	3	35895	Cedarhome Repair		requested revised invoice
4417	09/08/2022	Claims	3	35896	Code Publishing Company Inc	425.00	ST4659
4418	09/08/2022	Claims	3	35897	Confluence Environmental Company, Inc	25,784.35	City of Stanwood; City of stanwood
4419	09/08/2022	Claims	3	35898	Cuz Concrete Products Inc	345.74	City of Stanwood STA293
4420	09/08/2022	Claims	3	35899	Databar Inc.	264.45	8952 city of stanwood
4421	09/08/2022	Claims	3	35900	Dataquest, LLC	148.00	CITYSTA
4422	09/08/2022	Claims	3	35901	Edge Analytical Inc	3,976.20	STA01; STA01; STA01; STA01; STA01
4423	09/08/2022	Claims	3	35902	Hamilton Lumber LLC	14.20	66 city of stanwood
4424	09/08/2022	Claims	3	35903	Harmesen LLC	2,100.00	City of Stanwood
4425	09/08/2022	Claims	3	35904	Lankford Associates, Inc.	9,648.75	city of stanwood
4426	09/08/2022	Claims	3	35905	Mackenzie	2,044.00	city of stanwood
4427	09/08/2022	Claims	3	35906	Maul Foster Alongi, Inc.	14,306.25	city of stanwood; city of stanwood
4428	09/08/2022	Claims	3	35907	Metron And Associates, Inc.	19,626.75	City of Stanwood
4429	09/08/2022	Claims	3	35908	National Safety, Inc.	165.69	20-STACIT
4430	09/08/2022	Claims	3	35909	Navia Benefits	50.00	City of Stanwood
4431	09/08/2022	Claims	3	35910	Nelson Petroleum	1,243.09	01-0011427
4432	09/08/2022	Claims	3	35911	PUD Of Snohomish County *	2,830.42	200592889; 221854284; 200240505
4433	09/08/2022	Claims	3	35912	Petty Cash/ Marcy Mathis -Custodian	19.09	City of Stanwood
4434	09/08/2022	Claims	3	35913	Pitney Bowes Inc- Global Financial Svc	252.25	0013214658
4435	09/08/2022	Claims	3	35914	Northwest Travel and Life Premier Media Group, Inc	3,700.00	City of Stanwood
4436	09/08/2022	Claims	3	35915	RH2 Engineering Inc	9,363.04	city of stanwood
4437	09/08/2022	Claims	3	35916	Ricoh USA Inc- Maint	504.33	4250811; 4250811; 4250811; 4250811
4438	09/08/2022	Claims	3	35917	Ricoh USA, Inc.	368.54	1316669-3800377; 1316669-3800642
4439	09/08/2022	Claims	3	35918	Skagit Farmers Supply	236.34	135052; 135052; 135052; City of Stanwood 135052; 135052
4440	09/08/2022	Claims	3	35919	Skagit Valley Publishing	363.01	48893; 48893; 48893; 48893
4441	09/08/2022	Claims	3	35920	Sno Co District Court	1,362.40	DCT34003; DCT34003
4442	09/08/2022	Claims	3	35921	Sno Co Sheriff's Office - CB	5,541.27	city of stanwood; city of stanwood
4443	09/08/2022	Claims	3	35922	Sno Co Sheriffs Office *	162,821.50	SSH00001; SSH00001
4444	09/08/2022	Claims	3	35923	Snohomish County 911	18,362.22	city of stanwood; city of stanwood

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4445	09/08/2022	Claims	3	35924	Stanwood Auto Parts	225.07	56100; 56100
4446	09/08/2022	Claims	3	35925	Stilly Auto Parts Napa	41.26	27197; 27197
4447	09/08/2022	Claims	3	35926	Thompson Guildner & Associates Inc. P.S.	8,339.41	city of stanwood
4448	09/08/2022	Claims	3	35927	United Site Services	250.95	ACT-01616715
4449	09/08/2022	Claims	3	35928	Unum Life Insurance	88.40	city of stanwood
4450	09/08/2022	Claims	3	35929	Verizon Wireless	1,404.11	372541731-00001
4451	09/08/2022	Claims	3	35930	WA St Dept of Licensing *	1,659.00	City of Stanwood; City of
4452	09/08/2022	Claims	3	35931	Washington State Patrol *	212.00	STA301
4453	09/08/2022	Claims	3	35932	West Coast Code Consultants,	2,541.72	City of Stanwood
4454	09/08/2022	Claims	3	35933	Zumar Industries Inc	418.59	City of Stanwood 000683

001 General Fund	382,424.02
101 Street Fund	33,780.62
103 Street Construction Fund	74,952.32
104 Park And Trail Improvement Fund	71,343.60
110 Building Improvement Fund	2,044.00
115 Tourism And Promotion	9,200.00
401 Sewer Fund	84,047.54
403 Sewer Construction Fund	7,886.03
410 Drainage Fund	24,825.27
411 Drainage Construction Fund	15,794.23
421 Water Fund	65,676.06
422 Water Construction Fund	9,363.04
630 Agency Fund	1,871.00

* Transaction Has Mixed Revenue And Expense Accounts

Claims:	444,678.43
Payroll:	338,529.30
	783,207.73

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 Corder Bonbrum Date: 9-13-22
 (x) Deputy Finance Director

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**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8b

DATE: September 22, 2022

SUBJECT: City Council Regular Meeting Minutes
September 8, 2022

CONTACT PERSON: Lisa Sokolik, City Clerk

ATTACHMENTS: A – Council Regular Meeting Minutes

SUMMARY STATEMENT

The September 8, 2022, regular City Council meeting minutes are attached.

RECOMMENDED MOTION

MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 8, 2022, CITY COUNCIL REGULAR MEETING AS PRESENTED.

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, September 8, 2022 – 7:00 p.m.
In-Person & Zoom Online Meeting
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Sid Roberts called the meeting to order at 7:00 p.m. Councilmember Metz led the Pledge of Allegiance.

2. Roll Call

City Clerk Lisa Sokolik called the roll with the following Councilmembers present: Dani Gaumond, Marcus Metz, Darren Robb, Tim Pearce, Steve Shepro, Andreena Bergman and Tim Schmitt. The meeting was quorate.

Also present: Public Works Director Kevin Hushagen, Finance Director David Hammond, Police Chief Jason Toner, Fire Chief John Cermak, City Attorney Nikki Thompson, Assistant to the Administrator/Communication Manager, and City Clerk Lisa Sokolik.

3. Approval of the Agenda

Motion by Councilmember Metz, second by Councilmember Gaumond to approve the agenda as written. Motion carried unanimously.

4. Presentation – None

5. Public Comments

Written comments must be provided to the Clerk by 9:00 a.m. on the day of the meeting. Verbal comments may be provided by attending the meeting in person or via Zoom. The Clerk received three written comments that were provided to the Mayor and City Council.

Written Comments

Rick Flores 28508 72 nd Dr. NW, Stanwood	Topic: City Councilmember's Facebook Comments Regarding New Involuntary Treatment Facility
Megan Dascher Watkins 2424 Pioneer Highway, Stanwood	Topic: City Councilmember's Facebook Comments Regarding New Involuntary Treatment Facility
RR Smith Address Unknown	Topic: City Councilmember's Facebook Comments

6. Staff / Department Reports

- a. Police Compstat Report – July
- b. Comprehensive Plan Municipal Code Update

Council Comments:

- Great job on summarizing all the conversations gathered at the Farmers Market Booth on the Comp. Plan Municipal Code Update, it was good feedback from almost 300 people.
- Looking for a few more people willing to serve on the Municipal Code Update Committee.

7. Council Committee Reports – None

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve August 11, 2022, City Council Regular Meeting Minutes
- c. Approve August 11, 2022, City Council Special Workshop Minutes
- d. Utility Account Water Leak Adjustment

Motion by Councilmember Robb, second by Councilmember Shepro to approve the consent agenda items A - D. Motion carried unanimously.

9. Unfinished Business

Adopt Resolution 2022-15 – Purple Heart City

Councilmember Robb read Resolution 2022-15 – Purple Heart City

Motion by Councilmember Robb, second by Councilmember Bergman to Adopt Resolution 2022-15 Declaring the City of Stanwood a Purple Heart City.

Councilmember Robb said that the City of Stanwood is one of the final Snohomish County cities to pass a resolution declaring it to be a Purple Heart City. If the remaining two or three cities pass their resolution then all Snohomish County cities will have made a declaration to be a Purple Heart City, which is a fantastic show of support for our Veterans.

Roll call of votes was taken. Motion carried unanimously.

Councilmember Robb read the last portion of Resolution 2022-15:

Now, therefore, be it resolved by the City Council of the City of Stanwood, Washington, as follows:

Section 1. The Council of the City of Stanwood does hereby proclaim the City of Stanwood to be A PURPLE HEART CITY and encourages the citizens of the City of Stanwood to show their appreciation for the sacrifices that the Purple Heart recipients have made in defending our freedoms, to acknowledge their courage, and to show them the honor and support they have earned.

10. Public Hearing – None

11. New Business

- a. Authorize Final Acceptance of the 2022 Asphalt Repair Project Competed by Transblue

Public Works Director Kevin Hushagen said there was one change to the scope of work, to pave a portion of the City Hall parking lot instead of a section at the public works yard. This increased the cost by \$2,124.48.

Mayor Roberts asked if Transblue would be back out to pave a section at Lions Park that was dug up. Hushagen said unfortunately no since the water leak happened after the paving project was complete. The water crew will do an asphalt patch.

Motion by Councilmember Pearce, second by Councilmember Bergman to authorize the final acceptance of the 2022 Asphalt Repair Project completed by Transblue. Motion carried unanimously.

- b. Authorize Final Acceptance of the Main Lift Station and Forcemain Project Completed by Interwest Construction, Inc.

Public Works Director Kevin Hushagen discussed the project, the scope of work, and the five change orders. This project took 1 ½ years to complete and came in under budget.

Motion by Councilmember Metz, second by Councilmember Robb to authorize the final acceptance of the Main Lift Station and Forcemain Project completed by Interwest Construction, Inc. Motion carried unanimously.

- c. Authorize Final Acceptance of the 2022 Street Overlay & ADA Project Completed by Central Paving.

Public Works Director Hushagen said the City received a Transportation Improvement Board (TIB) grant to overlay two roads. This year the city did the design work and project management in-house, so the project was 100% funded. There were a few change orders, but TIB approved the changes and covered those costs as well. Engineering Tech Alan Lytton did a great job on this project.

Councilmember Robb said this project, in-house design, and construction management were discussed at the Public Work Committee meeting. He gave kudos to Alan Lytton. The roads look great and to get it fully funded shows a great partnership with TIB. Great job to the Public Works crew.

Hushagen said that Lytton has applied for a 2023 TIB grant, the City should find out in October if we are awarded the grant.

Motion by Councilmember Robb, second by Councilmember Metz to authorize the final acceptance of the 2022 Street Overlay & ADA Project completed by Central Paving. Motion carried unanimously.

12. Public Closing Comments – None

13. Executive/Legislative Reports

a. Mayor's Report

- Took a 3-day road trip to Denver to help his daughter move and had a great father and daughter time.
- He and his wife, Susan had lunch at Lincoln Hill Retirement Community and really enjoyed talking with the residents and hearing their comments about what the city is doing.
- Clean Sweep is Sept. 17th in the parking lot behind the police station from 9 a.m. to 2 p.m. or until dumpsters are full.
- Touch-a-Truck is on Saturday from 10 a.m. to 2 p.m. in the Viking Village parking lot.
- He will be participating in the North County Fire & EMS event honoring the brave men and women who lost their lives on 9/11. The procession will begin at 10 a.m. starting at Port Susan Middle School. The south side of SR532 will be lined with 343 American Flags representing the firefighters who lost their lives, and the north side will be lined with 92 American flags to honor the fallen police officers. There will be a ceremony at Fire Station 99 after the procession.
- The next City Council meeting is scheduled for Sept. 22nd, there will also be a Council Special Workshop at 5:00 p.m., the 2023-2024 operational budget is on the agenda.

b. City Administrator Report - None

c. Councilmember Reports/Questions

- Touch-a-Truck is always a fun event
- When should Councilmembers ask questions about the Capital Improvement Plan? Director Hammond said there is a feature in the software app that will allow comments/questions to be sent to staff. Questions and comments will be answered at the workshop on Sept. 22nd.
- Nice job Public Works, the streets look very nice.
- Reminder for everyone to take the fireworks survey.

14. Recess to Executive Session – None

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 7:29 p.m.

CITY OF STANWOOD

ATTEST:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11
DATE: September 22, 2022
SUBJECT: Code Publishing Contract Update
CONTACT PERSON: Patricia Love, Community Development Director
ATTACHMENTS: A – Code Publishing Update Scope of Work

PURPOSE

The purpose of this agenda item is for Council consideration to approve a contract amendment with Code Publishing to update the on-line version of the Municipal Code to their new web-based platform to support the Stanwood Municipal Code update project.

BACKGROUND

The City of Stanwood uses Code Publishing for our codification and on-line municipal code services. Since the City is in the process of updating the Stanwood Municipal Code, staff is recommending that the City enter into a contract with Code Publishing to migrate our existing code to their new web-based code version prior to the first code amendments being finalized.

ANALYSIS

One of the goals of the Municipal Code project is to make the code easier to read and use by the public. Code Publishing has a new modern platform that makes using their site usable from all types of mobile devices including phones, iPads, and computers. This new platform automatically adjusts the webpage to fit on any screen or device and includes search tools that are easier to find and use.

Converting to the new platform is not mandated by Code Publishing; they will continue to support their existing clients under the old (legacy) platform. The choice to migrate to the new format is at the sole discretion of the jurisdiction.

Updating to the new platform prior to the passage of the new amendments will be easier for staff and code publishing to manage. In addition, the new legislative track changes features will make tracking the differences between the old and new code much easier.

Benefits of migrating to the new platform over maintaining the existing system include:

- Website will work on all types of mobile devices
- Compliant with ADA guidelines
- Keeps track of legislative changes
- Easy navigation between titles, chapters and sections
- Improved search features
- New hover and pop-up box features for viewing without having to click back and forth between specific sections
- Better integration of charts, graphics and pictures

FINANCIAL IMPACT

Fiscal Impact			
Code Publishing has provided a quote of \$6,580.00 to perform the migration of the existing code to the new web-based platform. We will continue to pay our annual fees for code codification and electronic updates.			
The \$6,580.00 can be paid out of general fund year end savings from unspent budget amounts or with ARPA funds.			
Fund(s):	Community Development Department Professional Services: 558.60.41.00		
Amount:	\$6,580.00 Prof Services	Project Estimate:	\$6,580.00
Budget Authorized	[] Yes [x] No	Amendment Required	[x] Yes [] No [] Monitor

RECOMMENDATIONS

Updating the Municipal Code is a city priority. Having a code that is easily accessible and usable falls within the project goals. In addition, having the ability to electronically track different versions of code helps with public transparency. Staff recommends upgrading to the web-based system prior to future code amendments being passed by the City Council.

CITY COUNCIL OPTIONS

1. Authorize the mayor to sign the contract with Code Publishing to migrate the City's existing code to the new web-based code publication format.
2. Do not proceed with the project at this time.

RECOMMENDED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO SIGN THE CONTRACT WITH CODE PUBLISHING IN THE AMOUNT OF \$6,580.00 TO MIGRATE THE CITY'S EXISTING CODE TO THE NEW WEB-BASED CODE PUBLICATION FORMAT.

STANWOOD

W a s h i n g t o n

Proposal for Migration of the Stanwood Municipal Code

Submitted by

Code Publishing, LLC

Contact:

Margaret Bustion
mbustion@codepublishing.com
Phone: 206-527-6831



A General Code Company

July 2022

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A General Code Company

Scope of Services – Migration and Updates

Migration is the initial process of moving your files from our legacy platform to our modern platform to create a new web-based code. Updating is the process of taking new amendments and codifying them in the code, both printed and online. To complete this process, Code Publishing Company shall provide codification and publishing services, including but not limited to: migration, editing, proofreading, creation of electronic files, printing and print subscription services, and code archiving.

Migration

Once the migration project is approved, our editorial staff begins reviewing the existing file set of your code for style and inconsistencies.

After the existing files are reviewed, we start importing your code into our modern publishing platform. After adding, editing and proofreading any new ordinances, we will continue historical footnotes describing the date and number of the legislation affecting a given law. We will continue to keep the ordinance table updated by describing the action and listing the disposition of every ordinance passed by your jurisdiction.

We understand the need for high editorial standards in your code and fully stand behind all of our work. Our entire staff operates in one central office, meaning that we can deliver consistent quality and thorough communication.

Updates

The update process for your code is the same as we have previously provided.

Formatting

We may need to change the current print format of your code, but will clarify this with you before proceeding.



A General Code Company

Transitioning to the New Web Platform

All of your old favorites are still here; they have just been made better! The goals of our new web platform include fitting seamlessly on any screen or device, and integrating the tools so they're easier to find and use. With that in mind, some tools have moved, some have been enhanced, and some work differently now. This guide is your roadmap to these changes.

Responsive design replaces frameless version (mobile viewing, accessibility) and provides ADA Compliance

Your code site is responsive and is fully mobile compatible. CPC's web platform meets industry standards for compatibility with different devices, usability by different population segments, and accessibility for individuals with disabilities. Beyond meeting ADA guidelines, the platform's accessibility features address the spirit of the American's with Disabilities Act: to make public documents simple for all to access and use. Font size, spacing, and color, along with other accessibility options can be selected in the Settings menu on the main toolbar.

Browsing your code

From the home page, select the document (code, charter, plan, etc.) you want to view, or go directly to a specific title. From there, follow the links to specific chapters and sections.

If you know the title, chapter or section number you want to see, just type it in the search bar and click the search icon. You will jump directly to that location. You can also click the Contents button in the main toolbar (see below) to open its dialog and browse the entire hierarchy of each document.

Main toolbar



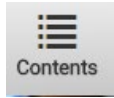
- **Home:** Go back to the front page to see all available documents.
- **Contents:** Open the Contents dialog to search or browse the full content of the current document or others.
- **Track:** Quickly move to the Legislative History, to PDF archives (ordinances, resolutions, minutes, etc.), or to historic versions of your code.
- **Share:** Save, share, bookmark or print the current page or your selections.
- **Settings:** Choose how the site appears to you: change fonts, colors, how much text to show and other settings.

Under the toolbar are the contextual navigation “breadcrumbs” which provide a quick way back to a higher-level page in the hierarchy.



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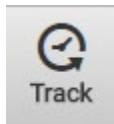
Contents



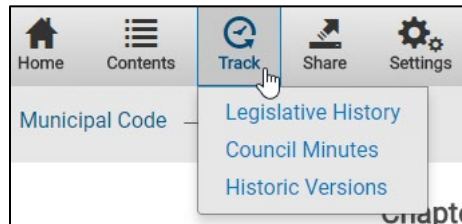
The table of contents has moved. Now there is a **Contents** button on the main toolbar that opens a separate Contents dialog. You can open it any time, while keeping the main window decluttered for the average user. Coming soon, power users will be able to pin the Contents to the main window for frequent use. The Contents dialog keeps track of your place in the code. The collapsible plus/minus signs are still there too for expanding and collapsing titles and chapters.

There are now checkboxes next to each title, chapter and section in the text, to make it easy to select multiple sections to save or print. (In the future, you will also be able to share and bookmark.) After making your selections, click the **Your Selections** tab to review your choices, then click the **Share** button at the bottom of the dialog box. This opens the Share dialog (see **Save, share, bookmark or print** below).

Track



The ordinance table and other back tables have been combined into a **Legislative History** table. Comparing archival (historic) versions now is incorporated into the text; it no longer opens a separate window. These tools and viewing of archival (historic) versions can now be accessed from the **Track** button on the main toolbar.



The **Legislative History** lists all relevant legislation that your municipality has chosen to have CPC host. The list can be filtered by year, type of legislation, or status. Clicking an ordinance (or other legislation) number brings up a dialog listing all information related to that ordinance, including key dates, links to sections it affects, and links to the ordinance PDF and related meetings or other documents.

Legislative History

Filters

Year

2017 (41)

Type

Ordinance (678)

Status

All Statuses

All Statuses

Codified (647)

Special or Not Codified (718)

Repealed or Superseded (1)

Not Yet Effective (1)

Not Adopted (28)

Number		Action Date	Disposition
Ord. 676	Amends 2017-2018 budget	11/20/2017	Special
Ord. 675	Property tax levy	11/20/2017	Special
Ord. 674	Amends Ch. 2.10, civil service commission	10/16/2017	Codified
Ord. 673	Amends comprehensive plan and future land use and zoning maps	9/5/2017	Special
Ord. 672	Grants electric utility system franchise	7/17/2017	Special
Ord. 671	Establishes LID No. 1109	6/19/2017	Special
Ord. 670	Amends S 2.22.040, criteria for work crew	6/19/2017	Codified

Ordinance 674

Description

Amends Ch. 2.10, civil service commission

Disposition

Codified

Adoption Date

10/16/2017

Effective From

10/24/2017

Document Version

You are already viewing the version where this enactment was codified.

Meetings

10/16/2017 Regular Meeting

Files Available

Original Enactment

Affecting

2.10.010, Definitions (Amended by § 1)

2.10.020, Creation - Appointment (Amended by § 1)

2.10.030, Eligibility (Amended by § 1)

2.10.040, Terms (Amended by § 1)

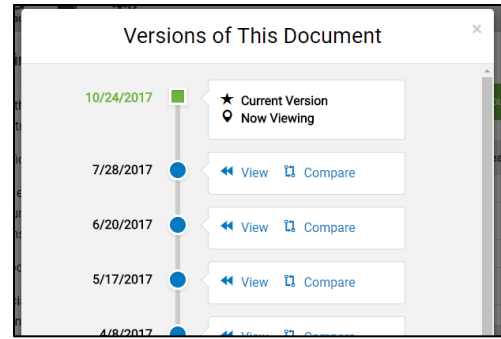
2.10.050, Removal (Amended by § 1)

2.10.060, Procedures, Quorum (Repealed by § 1)

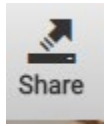


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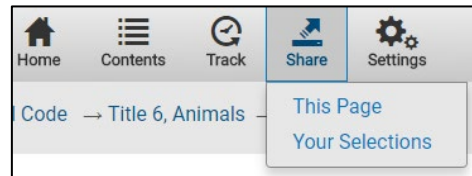
If your municipality has chosen to have CPC host historic versions of your code, the **Historic Versions** dialog shows the timeline of code updates, with links to view the code as of a certain date, or to compare the current version to a past version. You can now view and compare historic versions of each section from its history timeline too (see **Section Navigation** below).



Save, share, bookmark or print



Saving, sharing, bookmarking and printing are now all in one place. You can click **Share** on the main toolbar to open the combined Share dialog for the current page, or for any selections you have made. You can now click the Share icon next to a specific title, chapter or section to get the same options without making selections. And you can now select sections not only from the Contents dialog/panel but also from the heading of each section.

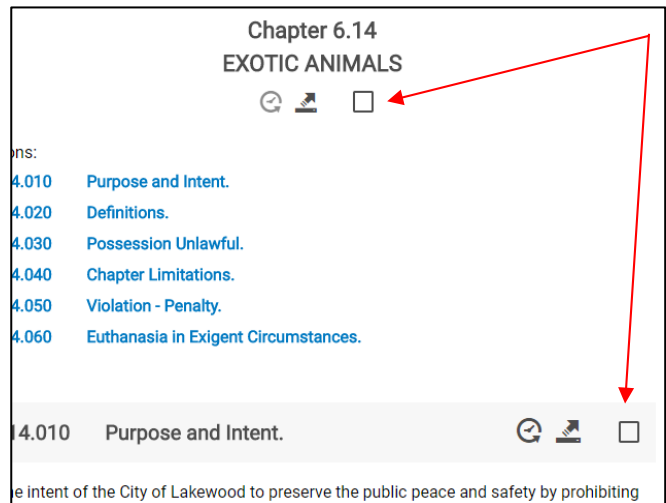
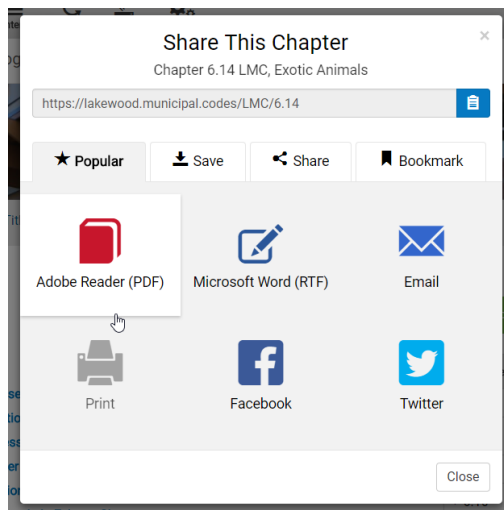


Choices in the Share dialog

From the Share menu, click on your desired “save as” format (PDF, MS Word, etc.), and the file will immediately download. Select a sharing method (email, Facebook, etc.), and the associated program will open, ready to share a section link

Selecting titles, chapters and sections

You can now select sections while you browse or search. In the text, each title, chapter and section has its own checkbox. See **Section Navigation** below.

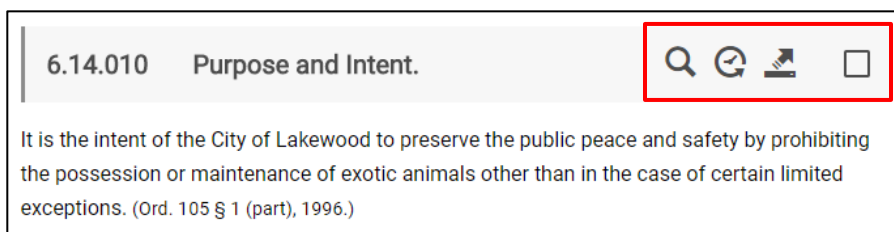


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Section navigation

Section toolbar

The section toolbar is a mini version of the main toolbar to work with individual sections:



- **Find Related:** Clicking “Search within This” searches the current title, chapter or section. Coming soon: Find sections with similar content and sections that cite section. See **Searching** below.
- **Track:** The **Track** menu will open the legislative history of the section. Here you can link to ordinance information, or view and compare historic versions of the section.
- **Share:** The **Share** menu opens the Save, Share, Bookmark or Print dialog for this section.
- **Checkbox:** Clicking the **checkbox** allows you to include this section in your selections.

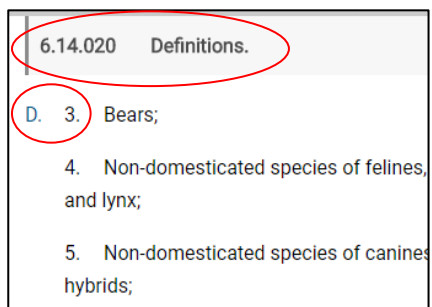
Right sidebar

As a new addition in the main text, the Right Sidebar provides navigation to nearby titles, chapters and sections. It also shows how many sections you have selected. Clicking on the green selections box opens the Selections dialog, which can also be accessed in the Contents dialog from the main toolbar.

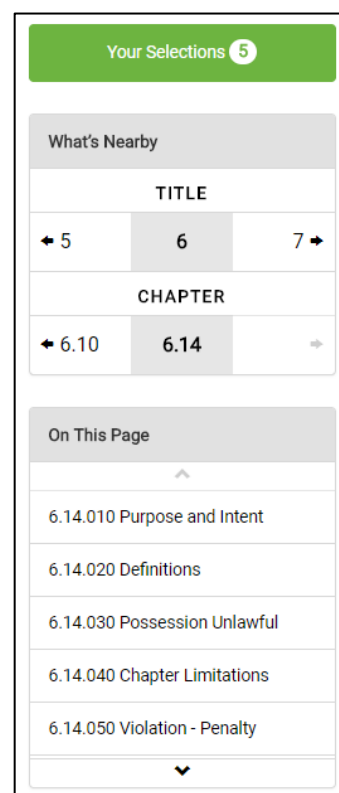
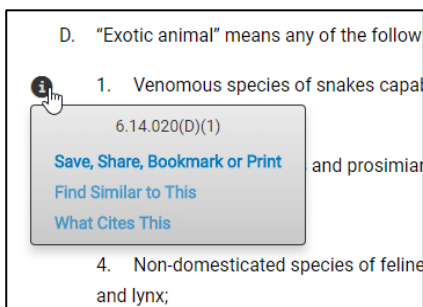
Sticky section headers and subsection tools

In long sections, the section header stays put. Subsections have their own tools, accessed by clicking the “i” menu and, with deep subsection numbering, the subsection numbering follows you.

Sticky Section Header & Subsection No.



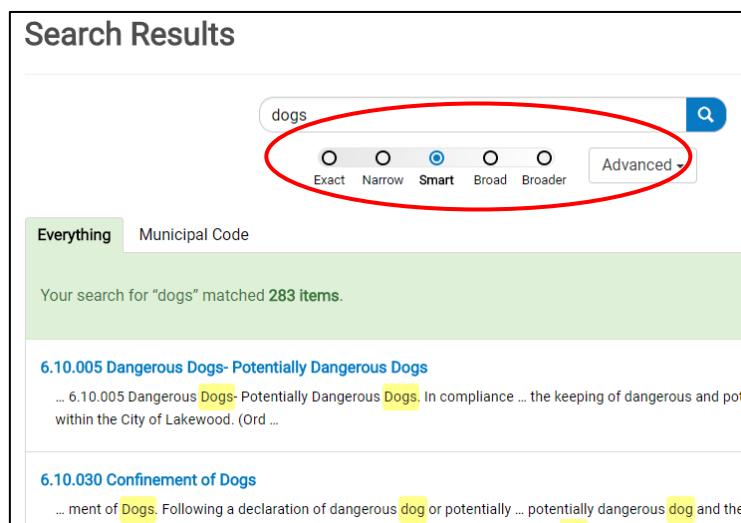
Subsection Tools



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Searching

The search functionality is now based on Elasticsearch for an easier-to-use, smarter search process. You



can start a search in the search box on the home page or in the main toolbar. This runs a “smart” search, similar to a Google search and even smarter than our previous search function. It will bring the most relevant results to the top of the list. If you want fewer results, click “Exact” or “Narrow,” to the left of “Smart” search in the search controls. If you want more results, e.g., to allow for misspellings of the search term, or more synonyms, click “Broad” or “Broader,” to the right of “Smart” search.

Boolean search

Boolean search is still available by opening the “Advanced” button and clicking on Boolean. A Boolean search will automatically run from the main toolbar if you use wildcards.

Multiple documents

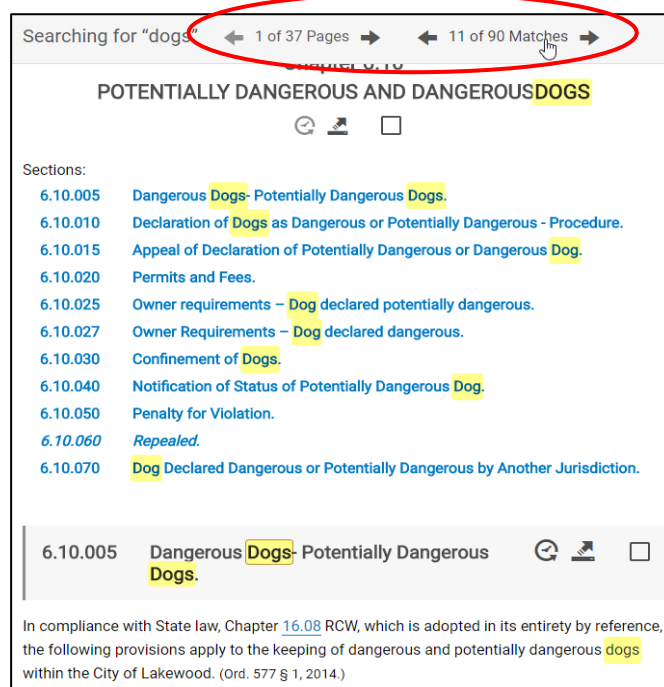
If you have multiple documents hosted with CPC, you will be able to view search results in them by clicking on the associated checkbox in the left sidebar. Sorting by section number and Scope Search by title will be added soon.

Search toolbar

After you have opened a matching document, there is still a search toolbar to navigate from match to match on the page. You can also move between pages that have matches in them.

Search within This

You can narrow the scope of a search by going to an individual section, chapter, or title and clicking “Search within This” under the **Find Related** tool. It will take you to the Search screen where you can make adjustments like any other search.



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Update Tracking

Pending Updates

Pending Updates used to be known as “OrdAlert.” It tracks sections that are being amended by an ordinance that has been passed but is not effective yet. It is noted at every hierarchy level by a blue tag with white text, along with a link to the amending ordinance at the section level. The tags and link are removed when the ordinance is effective and codified on the web.

City Code	
Preface	
1	General Provisions Amended
2	Administration
3	Personnel Revised
4	Revenue and Finance Revised
5	Business Licenses and Regulations

Recent Updates

Recent Updates used to be known as “CodeTrak.” It tracks sections that have been amended by newly codified material from a recently effective ordinance. It is noted at every hierarchy level by a green tag with white text. The tags are removed at the time of the next print supplement, or on a schedule of your choosing, effectively showing what has changed since the last print supplement.



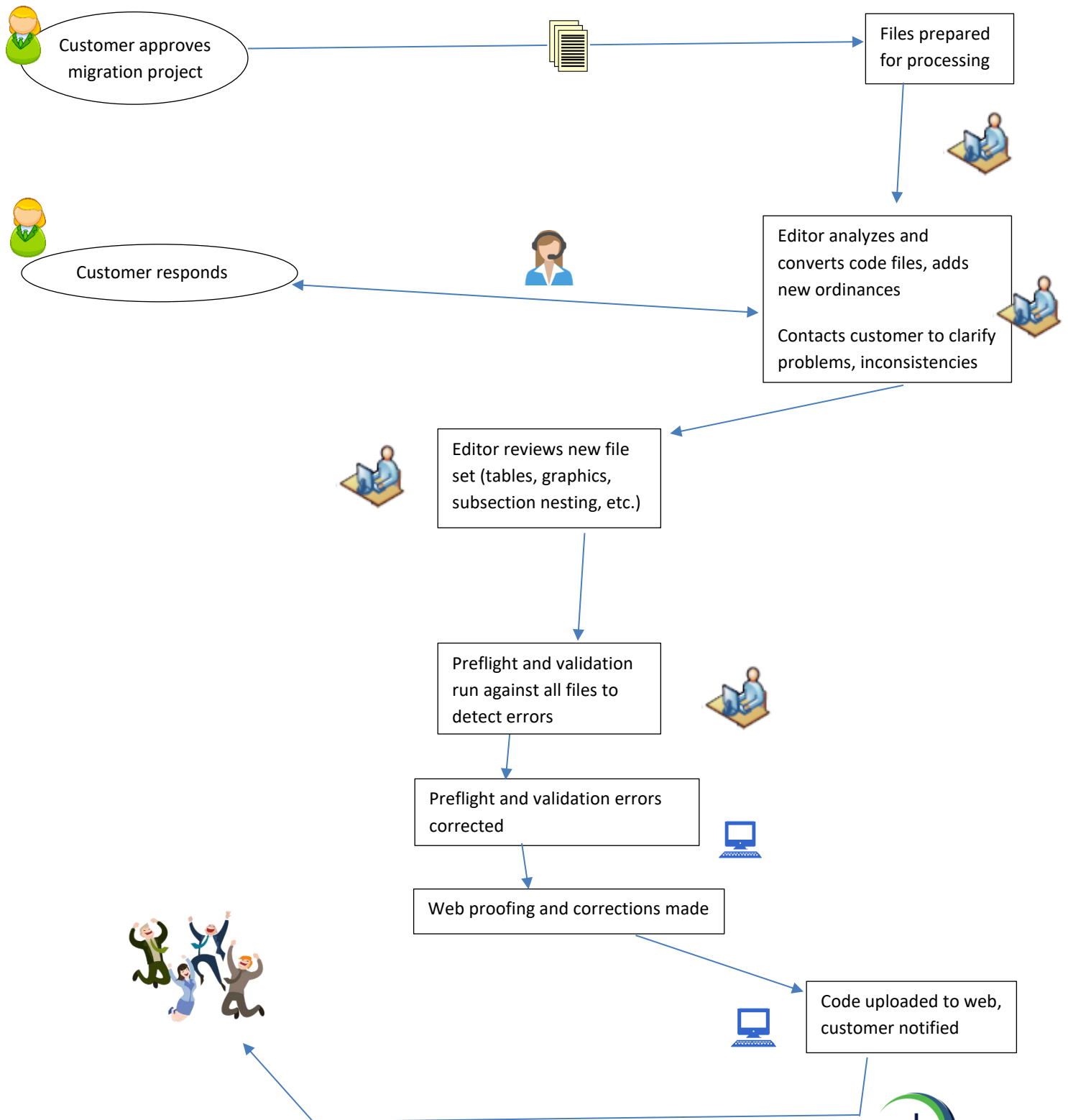
A General Code Company

Timelines and Workflow – Migration

Workflow	Timelines/ Delivery
Preparation	
- Customer delivers the signed contract. - CPC provides page layout and consistent formatting style to be approved by customer. - Any new files are converted to CPC's publishing system. CPC editorial staff reviews entire code for formatting and missing material.	2 weeks from award 4 weeks
Migrating the Code	
- Editor analyzes and converts code files, adds new ordinances. - Editor contacts customer to clarify problems, inconsistencies.	1 month
Content Review	
- Editor reviews new file set (tables, graphics, subsection nesting, etc.). - Preflight and validation run against all files to detect errors. Preflight and validation errors corrected.	2 - 4 weeks
Internet Hosting: HTML Files Created	
- Code converted to HTML and uploaded to public server. Requested enhancements are added. Online code is proofed. - Web proofing and corrections made. Customer notified code is online. - Electronic files sent to customer if requested. - Customer Relations contacts customer to ensure satisfaction. Tutorial for new interface arranged.	1 week
Supplement Services: Online Updates and Printed Supplement Workflow	
	Timelines/ Delivery
Preparation	
The customer uploads electronic files (in both word processing format and scanned PDF) of each new signed original ordinance/resolution to CPC. Receipt is confirmed by the customer prior to codification by CPC via email.	1 day
Updates — Online, Pending and Recent	
- For Online Updates every effort is made to have the online code updated with new ordinances by the effective date of the ordinance or within 5 to 10 days of receipt. - With Pending Update service, PDF files of signed original ordinances/resolutions are posted with highlighted alerts to sections, chapters, titles and Ordinance/Resolution List pending codification. - With Recent Updates, new ordinances are edited, proofed, codified into the online code as they are passed and the sections affected are marked as "Revised."	5 - 10 days Same day
Printed Supplements	
Editorial updates to the printed code version are prepared, including tables proofing, history notes, cross-reference work.	4 - 6 weeks



Migration Flowchart



Modern Platform References

All of the codes listed below use our modern web interface. All codes have a unique web design which matches the jurisdiction's web site. All new customers are automatically published in this format.

The code site is responsive and smartly fits whichever size screen being used. Without switching to a special alternative interface, it meets industry standards for compatibility with different devices, usability by different population segments, and accessibility for individuals with disabilities. Even more than meeting ADA guidelines, it addresses the spirit of them: to make it easy for anyone to access and use. Font size and other accessibility options can be selected in the Settings dialog on the main toolbar.

Smaller Jurisdiction Codes

City of Nehalem, OR
Nehalem City Code
<https://nehalem.municipal.codes>

City of George, WA
George Municipal Code
<https://george.municipal.codes>

Town of Cathlamet, WA
Cathlamet Municipal Code
<https://cathlamet.municipal.codes>

Town of Homecroft, IN
Homecroft Municipal Code
<https://homecroft.municipal.codes>

City of Electric City, WA
Electric City Municipal Code
<https://electriccity.municipal.codes>

Larger Jurisdiction Codes

City of Bellevue, WA
Bellevue City Code
<https://bellevue.municipal.codes>

City of Vancouver, WA
Vancouver Municipal Code
<https://vancouver.municipal.codes>

City of Bakersfield, CA
Bakersfield Municipal Code
<https://bakersfield.municipal.codes>

City of Phoenix, AZ
Phoenix City Code
<https://phoenix.municipal.codes>

County and Borough Codes

Fairbanks North Star Borough, AK
Fairbanks North Star Borough Code
<https://fnsb.borough.codes>

Haines Borough, AK
Haines Borough Code
<https://hainesborough.borough.codes>

Humboldt County, CA
Humboldt County Code
<https://humboldt.county.codes>

Jasper County, IN
Jasper County Code
<https://jasper.county.codes>

Sierra County, CA
Sierra County Code
<https://sierra.county.codes>

Snohomish County, WA
Snohomish County Code
<https://snohomish.county.codes>

Tribal Codes

Osage Nation, OK
Osage Nation Code
<https://osage.tribal.codes>

Samish Indian Nation, WA
Samish Tribal Code
<https://samish.tribal.codes>

Yurok Tribe, CA
Yurok Tribal Code
<https://yurok.tribal.codes>

Special District Codes

Silver Lake Water and Sewer District, WA
Silver Lake Water and Sewer District Code
<https://silverlakewsd.district.codes>

Coachella Valley Water District, CA
Coachella Valley Water District Code
<https://cvwd.district.codes>

Washington Suburban Sanitary Commission, MD
WSSC Code of Regulations
<https://wssc.district.codes>

Migration and Web Hosting Proposal

STANWOOD, WASHINGTON

JULY 13, 2022

Code Publishing Company shall migrate the Stanwood Municipal Code as described in the attached Scope of Services – Migration and Updates.

Migration of Municipal Code

One-Time Set-up Fees

Initial project (estimated 65 hours, 75.00 per hour)	4,875.00
Graphics, maps, tables, diagrams	Included with conversion
Create PDF of code (estimated 10 hours, 75.00 hour)	750.00

Website Development Services

Conversion of code files to HTML and publication on a custom web interface	No charge
--	-----------

Printing, Binding and Shipping (optional)

Printing and handling (est. 950 pages): 0.25 per impression	237.50 per copy
Shipping	Included

Supplement Service

Supplement Fees

Editorial rate	22.50 per page
Web updates and additional work, including updating electronic files*	75.00 per hour
Graphics, maps, tables, diagrams (additional charge per page)	15.00 per page
Printed copies	0.15 per impression
Shipping	Included

Other Included Services

No charge

Telephone and email support

Sample ordinance service

Archival PDF files (previous versions of full codes and supplements)

**Includes, but is not limited to, the following: scrivener corrections; researching archived versions; custom interface changes; terminology or departmental title changes; OCR work when no text editable files provided; editorial review of draft ordinances.*

No startup costs. No "per supplement" charges. No extra charges or higher page rates if printed or electronic supplements are requested more often. All prices are estimates; final invoice is based on actual number of pages. Payments for recodified codes may be stretched over two budget cycles. Please call if any of our services can be modified to better suit your needs.



A General Code Company

Web Features and Enhancements

☒ Standard Web Hosting Package

40.00 per month

Ordinances are codified in the web-based code in 3 to 5 days. Save countless hours processing record requests and updating unwieldy codebooks. A great way to transition to a paperless code.

- **Settings** – Click on the settings icon () to change font contrast, size, type, and line spacing. ADA settings are here.
- **Browse Nested Subsections** – For codes with several levels of nested subsections, the subsection alphanumeric(s) display and can be shared, printed, or linked to. Click on the .
- **Smart Search** – Returns the most relevant results, understands Boolean terms and includes multiple documents (see *Additional Document Hosting*). Chapters, sections and subsections also have their own “Search within This” tool.
- **Search All Codes** – This is our “Explore Codes” option in the user portal. There is no extra charge to search all codes in our database. Search within specific states or all states.
- **Share** – Print, save or share sections. Save as Word, PDF, etc., share via email or social media.
- **Sticky Table Headers** – Headers remain fixed while scrolling through a long table.
- **Code Citations** - Links to **internal** (including subsections) and **state** code sections where cited. See the **Code Citation** table. See *Previews* below.
- **Legislative History** – Filterable list of legislation. Clicking an enactment number brings up related information, including *links* to affected sections. Pending legislation is included. See also *History Linking* below.
- **History Linking** – Links between history notes and enactments on the *Legislative History* page, with timelines. See also *Additional Document Hosting*.
- **Custom Interface** – Customized look and feel, with banner, menus, fonts, colors and photos to match your website.

<https://telluride.municipal.codes> <https://bellevue.municipal.codes>

Additional Enhancements

Additional 45.00 per month

☐ **Versions** – View and search previous versions of the code, and compare sections with markup (redlining) of changes.

**(75.00 per hour setup,
75.00 per year a la carte)**

☐ **Previews** – Includes Section Preview, Footnote Preview and Definition Preview (primarily for zoning). Hover over relevant citations or defined words to display pop-up text previews.

**(75.00 per hour setup,
295.00 per year a la carte)**



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Tracking Updates

- ☐ **Pending Updates** – Highlights sections affected by ordinances pending codification with a blue **Amended** tag in the table of contents and the code. Tags are linked to PDF files of new ordinances. Tags and PDF files are removed after the ordinances are codified. **15.00 per ordinance**
- ☐ **Recent Updates** – Highlights sections containing recently codified ordinances with a green **Revised** tag in the table of contents and the code. Tags are removed after six months or on a custom schedule. **15.00 per month**

Hosting Other Documents

- ☐ **Additional Document Hosting** – Ordinances, resolutions, policy documents, agreements, handbooks, planning documents, manuals, etc., hosted in searchable PDF or HTML** format on code site. **75.00 per hour setup;
100.00 per year hosting;
75.00 per hour updating**

***HTML format has additional conversion fees; ask for quote.*



A General Code Company

Performance and Payment Schedule

Deliverable	Delivery Date	Payment Milestone
Contract Signing		20% of total project price due
Conversion		10% of total project due
Internet Hosting		30% of total project price due
Acceptance of Online Code		30% of total project price due
Delivery of the Code		Balance of total project price due

Performance schedule reflects only business days excluding legal holidays.



A General Code Company

Authorization Agreement

The City of Stanwood, Washington, hereby agrees to the procedures set forth in the attached Migration and Web Hosting proposal dated July 13, 2022.*

Project Price

Migration of the Stanwood Municipal Code	4,875.00
Annual hosting	480.00
Create new print volume	750.00
Print 2 copies of the code (optional)	475.00

Total Investment

Including all of the options selected above, the total project price will be: **6,580.00**

The City of Stanwood, Washington, hereby agrees to the procedures outlined above, and to General Code's Terms and Conditions, which are located here: [Terms and Conditions](#)

Stanwood, WA

By: _____ Witnessed by: _____
Title: _____ Title: _____
Date: _____ Date: _____

Code Publishing, LLC/General Code, LLC

By: _____ Witnessed by: _____
Title: _____ Title: _____
Date: _____ Date: _____

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to Code Publishing to administer the codification project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to the City for its records.

Scan and email the completed for to contracts@generalcode.com. You may also return it by mail to General Code, 781 Elmgrove Road, Rochester, NY 14624.d

**All prices are estimates; final invoice is based on actual number of hours worked, pages supplemented in the code or hours spent updating the online version. All pricing is subject to increase after a three-year period. No startup costs. No "per supplement" charges. No extra charges or higher page rates if printed or electronic supplements are requested more often. Payments for new codes may be stretched over two budget cycles. Please call if any of our services can be modified to better suit your needs.*

Aurora, CO UDO

Table 3.2-1		P = Permitted		A = Accessory to primary use		V = Permitted if structure vacant for 5 years or more																							
Permitted Use Table		C = Conditional use		T = Temporary use																									
	RESIDENTIAL						MIXED-USE						SPECIAL PURPOSE				OVERLAY DISTRICT												
ZONE DISTRICT & Subarea or Subdistrict	R-1		R-2				MU-N				MU-OA				MU-TOD														
Land Use	R-R	A&B	C	A&B	C	R-3	R-4	R-MH	A&B	C	MU-OI	MU-C	OA-R1	OA-R2	OA-RMU	OA-MS	OA-G	MU-FB	Core	Edge	MU-R	MU-A	AD	APZ	I-1	I-2	POS	USE SPECIFIC STANDARD	
RESIDENTIAL USES																												3.3.2.A	
Household Living																													
Dwelling, Co-housing Development				P	P	P	P	P							P							P							3.3.2.B

Note links to subsections

4.8.6. BUILDING MATERIALS.






C. 5. The following charts illustrate successful applications of the various permitted primary exterior building materials on a variety of building types.



Graphics and Tables in Land Use Documents (continued)

Good mix of photographs – Aurora UDO 146-2.4.4

2.4.4. MIXED-USE -- ORIGINAL AURORA DISTRICT (MU-OA). 🔍 ↺ ↻ □

the character, scale, and function of its surrounding area; (4) Promote developments that relate well to adjoining public streets, common open spaces, and existing neighborhoods; and (5) Encourage development and redevelopment that contains a compatible mix of residential and non-residential uses in close proximity to each other, rather than separating uses. Uses permitted in this district are as shown in Table 3.2-1 (Permitted Use Table).

MU-OA-R1 Subdistrict



MU-OA-R2 Subdistrict



MU-OA-RMU



MU-OA-MS



MU-OA-G



Graphics and Tables in Land Use Documents (continued)

Good mix of tables and graphics — [Aurora UDO 146-4.8.5.B](#)_(URL includes subsection identifier)

4.8.5. MASSING AND ARTICULATION.

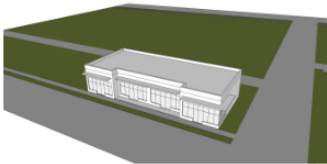


methods shown in Table 4.8-3 at an interval of 100 feet or less on each street facing façade of the primary building.

- B. 4. Every 50 linear feet, mixed-use and multifamily developments shall use at least two of the horizontal articulation methods shown in Table 4.8-3 at an interval of 50 feet or less on each street facing building façade.

Table 4.8-3

Horizontal Articulation Methods

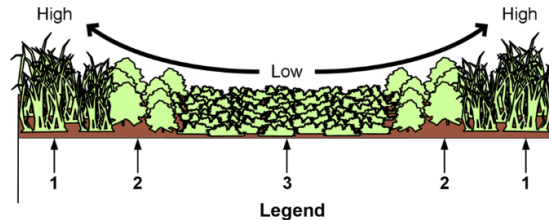
Attached Single-family (Townhouses)	Mixed-Use and Multifamily	Single Story Commercial/Industrial
a. Change in material texture, patterning or color - A change in material texture, patterning or color that extends the full height of the primary façade, excluding the ground level		
		
b. Horizontal offset or projection - A horizontal wall plane offset of at least 3 ft. extending for at least 50% of the average height of the primary façade		
		

Graphics and Tables in Land Use Documents (continued)

Design Standards — Aurora UDO 146-2.6.7.E.2

2.6.7. HAVANA STREET OVERLAY (-HSO).

- E. 2. Design Standards.** The landscape area depicted below in Figure 2.6-6 and Figure 2.6-7 may be within a buffer next to a sidewalk, next to a street or within a plant bed within a hard surfaced area.



- Legend**
- 1:** Tall upright species such as perennials, ornamental grasses, and deciduous shrubs
Height range: 36 inches to 42 inches and higher
 - 2:** Medium height species such as deciduous and evergreen shrubs, and some perennial species.
Height range: 18 inches to less than 36 inches
 - 3:** Low spreading deciduous, evergreen, and perennial species noted for their use as groundcovers. To be used primarily as infill plants that provide not only coverage but also increase contrasts in texture and color.
Height range: 6 inches to less than 18 inches

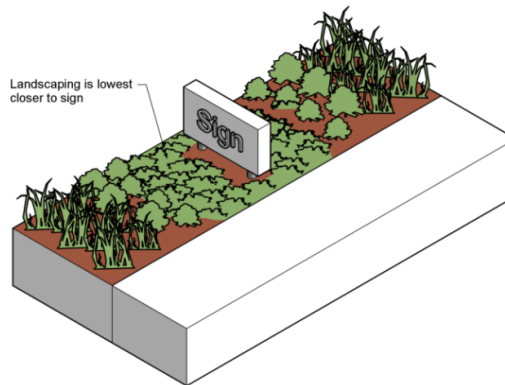


Figure 2.6-6: Planting Sequence

Graphics and Tables in Land Use Documents (continued)

Neighborhood Protection Standards — Aurora UDO 146-4.4.2

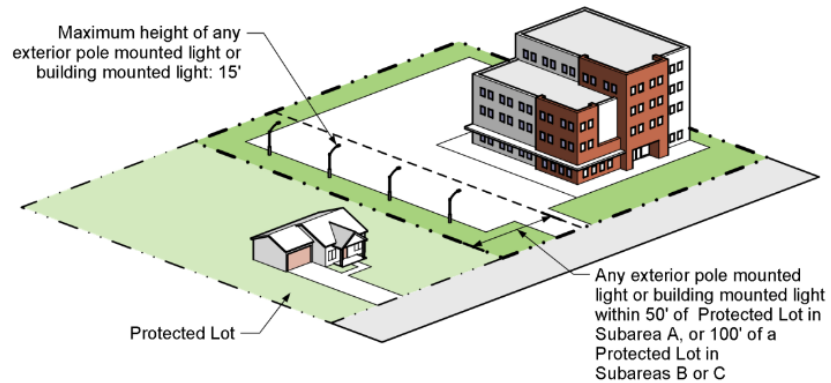


Figure 4.4-4: Neighborhood Protection – Outdoor Lighting

Fence and Wall Regulations — Aurora UDO 146-4.7.9.D.1

4.7.9. FENCE AND WALL REGULATIONS.



- D. 1. a.** Brick, stone, and decorative concrete masonry unit (CMU) fences that meet design requirements in this Section [146-4.7.9](#).



Graphics and Tables in Land Use Documents (continued)

Maricopa, AZ

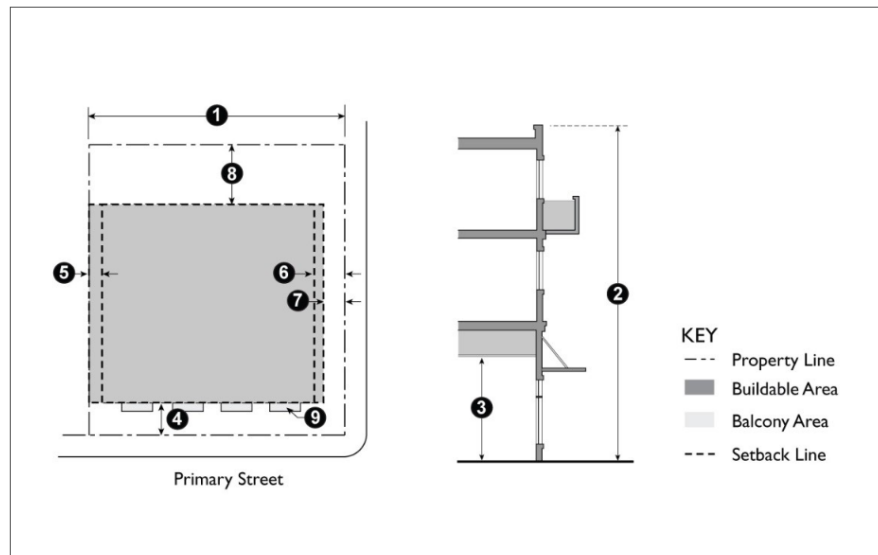
Good Mix of Drawings and Table — Maricopa 18.76.100

18.76.100 T4 and T5 zones development standards.



column corresponds with the numbers in illustration to regulations in the associated table.

Table 18.76.100 Development Standards



General Standards	Zone	Detailed Standards (see sections below)	#
	T4 / T5		
Lot and Density Standards			
Minimum lot width (ft.)	25 / 25		1
Maximum floor area ratio (FAR)	2.0 / 4.0	(A)	
Building form and location			
Building height – Primary building (stories)	3 / 5	T5 Maximum 75-foot height	2
Building height – Accessory building (stories)	2 / 3	T5 Maximum 45-foot height	

Graphics and Tables in Land Use Documents (continued)

Graphics within a Table — Maricopa 18.76.110.M

18.76.110 Signage.



frontage of each business. Yard signs shall be set back from the frontage line six feet for less days per year;

- i** M. Rooftop signage, allowed only by exception, should not exceed six feet in height above the maximum primary building height.

Table 18.76.110 Signage Types

Address Sign: Quantity: 1 per address; Area: 2 sf Max; Width: 24 in Max; Height: 12 in Max; Apex: N/A; Depth/Projection: 3 in Max; Clearance: 4.5 ft Min; Letter Height: 6 in Max.	T5	
	T4	
Awning Sign: Quantity: 1 per Window.; Area: N/A; Width: Width of Awning; Height: N/A; Apex: N/A; Depth/Projection: 4 ft Max; Clearance: 8 ft Min; Letter Height: 5 in Min / 10 in Max.	T5	
	T4	

18.76.120 Public realm: CD – Civic district design standards.



- C. Civic building uses may be determined by the intent of the abutting transect-based zoning intent.

Table 18.76.120 CD – Civic District Space Types

Green An open space, available for unstructured recreation. A green may be spatially defined by landscaping rather than building frontages. Its landscape shall consist of lawn and trees, naturalistically disposed. Sections of a green may be designed specifically for the recreation of children.		CD
		T4
		T5



A General Code Company

Graphics and Tables in Land Use Documents (continued)

Durham, NC

Signs — Durham UDO 11.4.2.C

Note
mouseover
definitions

C. Customary Identification

Signs such as building
signs or dangerous animals

Building: As defined in the North Carolina Building Code, as amended, or the North Carolina Residential Code for One and Two-Family Dwellings, as amended, as applicable.

to trespassing

Standards

Such signs shall not exceed three square feet in area per sign.



D. Directional Signs For Sale or Rent of Residential Property

Signs that provide directional information regarding the sale or lease of residential property.

Standards

1. The signs contain only directional information [i.e., directional arrows, "left 100 yards", "2nd right", etc.] and "house for rent", "open house", "new house(s) for sale" or the name of the project. Other information such as the name of a builder or real estate company is prohibited.
2. The signs shall be temporary signs on white background, unlit, and limited to two square feet per side for a single user. The sign message may be placed on each side of the sign. The signs shall not exceed four feet in height and shall not obstruct vision clearances.



Graphics and Tables in Land Use Documents (continued)

Building design — Durham UDO 16.3.1.C

16.3.1 Frontage and Building Types



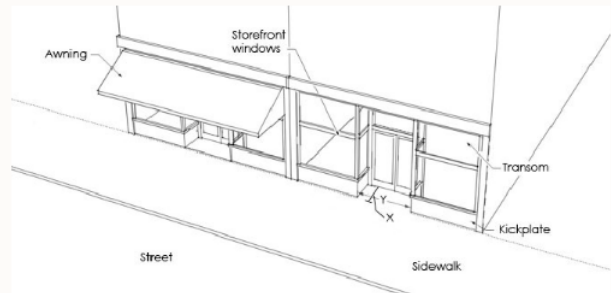
C. Permitted Frontage and Building Types

Permitted frontage

Frontage, Street: The dimension of a property that is adjacent to a street.

		Frontage Type				Building Type		
Sub-District		Storefront	Arcade	Courtyard	Forecourt	Monumental	Incidental	Accessory
Downtown Design	<u>DD-C</u>	✓	✓	✓	✓	✓	✓	✓
	<u>DD-S1</u>	✓	✓	✓	✓	✓	✓	✓
	<u>DD-S2</u>	✓	✓	✓	✓	✓	✓	✓
Compact Design	<u>CD-C</u>	✓	✓	✓	✓	--	✓	✓
	<u>CD-S1</u>	✓	✓	✓	✓	✓	✓	✓
	<u>CD-S2</u>	✓	✓	✓	✓	✓	✓	✓
	<u>CD-P(N)</u>	✓	✓	✓	--	--	✓	✓
Compact Suburban Design	<u>CSD-C</u>	✓	✓	✓	✓	✓	✓	✓
	<u>CSD-S1</u>	✓	✓	✓	✓	✓	✓	✓
	<u>CSD-S2</u>	✓	✓	✓	✓	✓	✓	✓

D. Storefront Frontage Type



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