

CITY COUNCIL MEETING AGENDA



City of Lake Stevens Vision Statement

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

November 22, 2022 - 6:00 PM

TWO WAYS TO PARTICIPATE:

In Person at The Mill, Sawyers Room, 1808 Main Street, Lake Stevens OR

Join Zoom Meeting: <https://us02web.zoom.us/j/87252484539>

or call in at (253) 215-8782 Meeting ID 872 524 84539

1. **Call to Order**
2. **Pledge of Allegiance** Mayor
3. **Roll Call**
4. **Approval of Agenda** Council President
5. **Guest Business**
 - A. Corporal Promotion for Alex Michael Jeffrey Beazizo
6. **Citizen Comments**
7. **Council Business** Council President
8. **Mayor's Business**
9. **City Department Report**
10. **Consent Agenda**
 - A. 2022 Vouchers Barb Stevens
 - B. City Council Meeting Minutes of October 25, 2022 Kelly Chelin
 - C. City Council Meeting Minutes of November 1, 2022 Kelly Chelin
 - D. City Council Meeting Minutes of November 8, 2022 Kelly Chelin
 - E. Change Order for the 2022 Pavement Overlay and ADA Upgrades Erik Mangold
 - F. Agreement to Relinquish Real Property (Rucker Building) Gene Brazel
 - G. Interlocal Agreement with Lake Stevens School District for Shared Resources and Facilities Gene Brazel

- H. Resolution 2022-14 - City Fee Schedule Barb Stevens
- 11. Public Hearing**
 - A. Public Hearing 2: 2023 Budget Ordinance 1150 Barb Stevens
 - B. 2022 Comprehensive Plan Docket and Associated Rezones David Levitan
- 12. Action Items**
 - A. Contract Supplement for 2023 Lake Management Shannon Farrant
- 13. Discussion Items**
 - A. Review 2023 Council Retreat Agenda (Will be handed out at the meeting) Council President
 - B. Review Agenda for December 6, 2022 Workshop (Will be handed out at the meeting)
- 14. Executive Session**
 - A. Collective Bargaining. No action to follow.
- 15. Adjourn**

THE PUBLIC IS INVITED TO ATTEND

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

NOTICE: All proceedings of this meeting are audio recorded, except Executive Sessions.

BLANKET VOUCHER APPROVAL
2022

Payroll Direct Deposits	11/10/2022	\$310,872.06
Payroll Checks	56936	\$2,002.39
Electronic Funds Transfers	ACH	\$394,184.89
Claims	56937-57048	\$432,725.88
Void Checks	56031	(\$51.05)
Total Vouchers Approved:		\$1,139,734.17

This 22nd day of November 2022

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, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

Finance Director/Auditing Officer, Barb Stevens

Mayor, Brett Gailey

November 22, 2022



City expenditures by type for this voucher packet			
Personnel Costs	\$	312,874	27%
Payroll Federal Taxes	\$	111,807	10%
Retirement Benefits - Employer	\$	69,126	6%
Medical Benefits - Employer	\$	195,453	17%
Other Employer Paid Benefits	\$	8,172	1%
Employee Paid Benefits	\$	23,168	2%
Supplies	\$	56,190	5%
Professional Services	\$	158,163	14%
Refunds	\$	1,200	0%
Capital *	\$	37,691	3%
Debt Payments	\$	165,941	15%
Void Checks	\$	(51)	0%
Total	\$	1,139,734	100%

Large Purchases

* Boss Heavy Duty Straight Blade Plow PW88 \$16,034

City of Lake Stevens Blanket Voucher Report

Checks to be approved for period 11/03/2022 - 11/17/2022

Total for Period
\$826,910.77

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-20453	001 008 521 20 31 02	LE-Minor Equipment	Uniform Gear - Bernhard/S Warbis	56946	\$67.64
911 Supply Inc	INV-2-20454	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - LeBlanc/Bickley	56946	\$163.64
911 Supply Inc	INV-2-20565	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - M Walters	56946	\$400.13
911 Supply Inc	INV-2-20567	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - M Cooper	56946	\$473.47
911 Supply Inc	INV-2-23416	001 008 521 20 31 01	LE-Fixed Minor Equipment	Uniform Gear - D Thomas	56946	\$168.00
911 Supply Inc	INV-2-23628	001 008 521 20 31 02	LE-Minor Equipment	Uniform Gear - K Bernhard	56946	\$195.29
911 Supply Inc	INV-2-23758	001 008 521 20 31 01	LE-Fixed Minor Equipment	Uniform Gear - Bernhard	56946	\$91.63
					56946 Total	\$1,559.80
A Worksafe Service Inc	326621	410 016 531 10 41 01	SW - Professional Services	Pre-Employment Drug Screening	56947	\$55.00
					56947 Total	\$55.00
Ace Hardware	75219	001 008 521 50 48 00	LE-Facility Repair & Maint	Basin Wrench/Nuts	56948	\$49.13
Ace Hardware	75220	101 016 544 90 31 02	ST-Operating Cost	Valve Key	56948	\$5.56
Ace Hardware	75220	410 016 531 10 31 02	SW - Operating Costs	Valve Key	56948	\$5.56
Ace Hardware	75243	001 008 521 50 30 00	LE-Facilities Supplies	Trashbags	56948	\$46.90
Ace Hardware	75244	001 010 576 80 31 00	PK-Operating Costs	Janitorial Supplies PW	56948	\$23.63
Ace Hardware	75244	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies PW	56948	\$23.63
Ace Hardware	75244	410 016 531 10 31 02	SW - Operating Costs	Janitorial Supplies PW	56948	\$23.63
Ace Hardware	75252	001 010 576 80 31 00	PK-Operating Costs	Janitorial Supplies PW	56948	\$100.69
Ace Hardware	75252	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies PW	56948	\$100.70
Ace Hardware	75252	410 016 531 10 31 02	SW - Operating Costs	Janitorial Supplies PW	56948	\$100.70
Ace Hardware	75253	001 010 576 80 31 00	PK-Operating Costs	Janitorial Supplies PW Credit	56948	(\$9.81)
Ace Hardware	75253	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies PW Credit	56948	(\$9.82)
Ace Hardware	75253	410 016 531 10 31 02	SW - Operating Costs	Janitorial Supplies PW Credit	56948	(\$9.82)
Ace Hardware	75256	001 007 558 50 31 02	PL-Permit Related Op. Costs	Stakes	56948	\$33.91
Ace Hardware	75270	001 010 576 80 31 00	PK-Operating Costs	Flexseal	56948	\$40.70
Ace Hardware	75270	101 016 544 90 31 02	ST-Operating Cost	Flexseal	56948	\$40.71
Ace Hardware	75270	410 016 531 10 31 02	SW - Operating Costs	Flexseal	56948	\$40.71
Ace Hardware	75306	001 008 521 50 30 00	LE-Facilities Supplies	Lube Lock Ease	56948	\$9.81
					56948 Total	\$616.52
AFLAC	251454	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Insurance Prem	0	\$896.36
					0 Total	\$896.36
Alexander Printing Co Inc	73467	410 016 531 10 41 01	SW - Professional Services	Business Cards - Farrant/J Stevens	56949	\$128.39
Alexander Printing Co Inc	74374	001 012 565 20 40 00	CS- Veteran Services	Veterans Commission Survey Postcard Mailers	56949	\$905.25
					56949 Total	\$1,033.64
Amazon Capital Services	11YP-NT6L-PJGX	001 008 521 20 31 00	LE-Office Supplies	Leadership Books	56950	\$155.22
Amazon Capital Services	1793-TGYD-DVTH	001 008 521 20 31 01	LE-Fixed Minor Equipment	Sling Swivels/Ear Muffs	56950	\$706.33
Amazon Capital Services	1933-FWJ1-WRR6	001 008 521 20 31 00	LE-Office Supplies	Padlock	56950	\$30.54
Amazon Capital Services	1D3D-GKV3-HXMG	001 008 521 20 31 00	LE-Office Supplies	Air Freshener	56950	\$54.54
Amazon Capital Services	1NJY-M36C-TWVL	001 008 521 20 41 01	LE-Professional Serv-Fixed	UHS-I Card	56950	\$28.89
Amazon Capital Services	1VCH-3N17-QCC7	001 008 521 20 31 00	LE-Office Supplies	Water Filters	56950	\$128.93
					56950 Total	\$1,104.45

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	114Q-NCLD-NX7N	001 007 571 00 30 00	PL-Park & Recreation	Blu-Ray Player	56951	\$96.01
Amazon Capital Services	14WT-7K4K-N7GN	001 006 518 80 31 00	IT-Office Supplies	APC Battery Replacement	56951	\$69.64
Amazon Capital Services	16DV-RVWH-1QK6	101 016 544 90 31 02	ST-Operating Cost	Wall Hooks/iPhone Charger/Presentation Clicker	56951	\$17.01
Amazon Capital Services	16DV-RVWH-1QK6	410 016 531 10 31 02	SW - Operating Costs	Wall Hooks/iPhone Charger/Presentation Clicker	56951	\$17.01
Amazon Capital Services	16JW-YF4F-PTDL	001 006 518 80 31 00	IT-Office Supplies	APC Battery Replacement	56951	\$86.10
Amazon Capital Services	1H69-4V9W-1TGD	101 016 544 90 31 02	ST-Operating Cost	Pens	56951	\$9.91
Amazon Capital Services	1H69-4V9W-1TGD	410 016 531 10 31 02	SW - Operating Costs	Pens	56951	\$9.91
Amazon Capital Services	1HVK-63VK-VKF1	001 005 518 10 31 00	HR-Office Supplies	Bond Paper	56951	\$26.16
Amazon Capital Services	1HVK-63VK-VKF1	001 013 518 20 31 00	GG-Operating Costs	Post It Notes	56951	\$31.40
Amazon Capital Services	1M6Y-GMWW-KYWH	001 013 518 20 31 00	GG-Operating Costs	Appt Book Credit Inv #13Y3-6H96-XXTF	56951	(\$13.66)
Amazon Capital Services	1YXV-HMYL-3TGT	001 007 571 00 30 00	PL-Park & Recreation	Game Credit Inv #1J1M-FQMP-J34P	56951	(\$27.22)
					56951 Total	\$322.27
Assoc of Washington Cities	97635	001 008 521 40 49 01	LE-Registration Fees	Labor Relations Institute 2022 Registration - D Thomas	56952	\$345.00
					56952 Total	\$345.00
Assoc of Washington Cities EFT	37272	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	0	\$192,150.35
Assoc of Washington Cities EFT	37272	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	0	(\$0.08)
Assoc of Washington Cities EFT	37272	001 008 521 20 20 00	LE-Benefits	Medical Insurance Premium-A Anderson, Bickley	0	\$2,217.33
					0 Total	\$194,367.60
Budget Holdings Inc	1008098	001 008 521 20 31 00	LE-Office Supplies	Window Tint for PD	56953	\$4,892.04
					56953 Total	\$4,892.04
Business Card	BARNES 1022	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - Barnes Training to be refunded	57048	\$205.25
Business Card	BARNES 1122	001 008 521 40 49 01	LE-Registration Fees	Basic Supervisor Liability Registration - Parnell	57048	\$350.00
Business Card	BARNES 1122	001 008 521 40 49 01	LE-Registration Fees	Ethics Registration - Parnell	57048	\$350.00
Business Card	BARNES 1122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - Barnes Training Refund	57048	(\$205.25)
Business Card	BARNES 1122	001 008 521 20 48 00	LE-Repair & Maintenance Equip	PD Vehicle Drivers Bucket Seat	57048	\$218.00
Business Card	BARNES 1122	001 008 521 20 49 00	LE-Dues & Memberships	WACA Membership - M Cooper	57048	\$35.00
Business Card	BARNES 1122	001 008 521 20 43 00	LE-Travel & Per Diem	WAPRO Conf Hotel - Putnam	57048	\$144.64
Business Card	BARNES 1122	001 008 521 20 43 00	LE-Travel & Per Diem	WAPRO Conf Hotel - Starkenburg	57048	\$144.64
Business Card	BEAZIZO 1122	001 008 521 20 49 00	LE-Dues & Memberships	FBI-LEEDA Membership - Beazizo	57048	\$50.00
Business Card	BEAZIZO 1122	001 008 521 30 31 00	LE-Community Outreach Supplies	Rubber Police Duck	57048	\$1,249.20
Business Card	BEAZIZO 1122	001 008 521 30 31 00	LE-Community Outreach Supplies	Stickers for PD	57048	\$545.50
Business Card	BEAZIZO 1122	001 008 521 30 31 00	LE-Community Outreach Supplies	Stress Reliever	57048	\$1,592.55
Business Card	BEAZIZO 1122	001 008 521 30 31 00	LE-Community Outreach Supplies	Temporary Tattoos	57048	\$1,167.32
Business Card	CHELIN 1122	001 001 511 60 31 00	Legislative - Operating Costs	Water for Council Meetings	57048	\$5.44
Business Card	CHELIN 1122	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 10-2022	57048	\$261.73
Business Card	CHELIN 1122	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 11-2022	57048	\$261.73
Business Card	CLIFTON 1122	101 016 542 30 49 01	ST-Staff Development	APWA - CPWP-M Application Fee - C Clifton	57048	\$97.50
Business Card	CLIFTON 1122	410 016 531 10 49 01	SW - Staff Development	APWA - CPWP-M Application Fee - C Clifton	57048	\$97.50
Business Card	CLIFTON 1122	410 016 531 10 49 01	SW - Staff Development	CSI-Municipal Webinar Registration - S Waltz	57048	\$824.00
Business Card	CLIFTON 1122	001 010 576 80 43 00	PK-Travel & Meetings	PW Rodeo/Equip Training Meal	57048	\$136.17
Business Card	CLIFTON 1122	101 016 543 30 43 00	ST-Travel & Meetings	PW Rodeo/Equip Training Meal	57048	\$136.16
Business Card	CLIFTON 1122	410 016 531 10 43 00	SW - Travel & Meetings	PW Rodeo/Equip Training Meal	57048	\$136.16
Business Card	CLIFTON 1122	001 010 576 80 43 00	PK-Travel & Meetings	Union Negotiations Meal	57048	\$20.36
Business Card	CLIFTON 1122	101 016 543 30 43 00	ST-Travel & Meetings	Union Negotiations Meal	57048	\$20.37
Business Card	CLIFTON 1122	410 016 531 10 43 00	SW - Travel & Meetings	Union Negotiations Meal	57048	\$20.37
Business Card	DREHER 1122	111 008 521 20 40 00	Drug Seize - Canine Prof Serv	Boarding Fees for CIA	57048	\$250.00
Business Card	DREHER 1122	001 008 521 20 43 00	LE-Travel & Per Diem	Desert Snow Narcotics Interdiction Conf - D Dreher	57048	\$754.84

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	GARCEAU 1122	001 007 571 00 30 00	PL-Park & Recreation	Candy/Storage for Harvestfest 2022	57048	\$226.76
Business Card	GARCEAU 1122	001 010 576 80 31 00	PK-Operating Costs	Cordless Drills (2) Returned	57048	(\$833.04)
Business Card	GARCEAU 1122	001 010 576 80 31 00	PK-Operating Costs	Playground Inspection Kit	57048	\$278.01
Business Card	GARCEAU 1122	001 010 576 80 31 00	PK-Operating Costs	Playground Swing Seats (2)	57048	\$377.00
Business Card	GARCEAU 1122	001 010 576 80 31 00	PK-Operating Costs	Replacement Lights for Splash Pad	57048	\$389.82
Business Card	GARCEAU 1122	001 007 571 00 30 00	PL-Park & Recreation	Straw Bales for Harvestfest 2022	57048	\$143.24
Business Card	GARCEAU 1122	001 010 576 80 49 01	PK-Staff Development	WA iLearnToboot Course Registration - K Young	57048	\$71.60
Business Card	GARCEAU 1122	001 010 576 80 49 01	PK-Staff Development	WA Pesticide Applicator Registration - A Blanc	57048	\$224.00
Business Card	GOOD 1122	001 008 521 20 41 00	LE-Professional Services	12-Month Job Positing for Lateral Police Officer	57048	\$750.00
Business Card	GOOD 1122	001 005 518 10 31 01	HR-Operating Cost	2022 Employee Benefits Fair Raffle Items	57048	\$134.34
Business Card	GOOD 1122	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Conf Hotel - Good	57048	\$221.10
Business Card	GOOD 1122	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Conf Hotel - Rose	57048	\$221.10
Business Card	GOOD 1122	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Conf Hotel - Warrington	57048	\$215.43
Business Card	GOOD 1122	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Conf Taxi from Hotel to Airport	57048	\$37.09
Business Card	HALVERSON 1122	001 010 576 80 49 01	PK-Staff Development	The Six Types of Working Genius Assessment	57048	\$125.00
Business Card	HALVERSON 1122	001 013 518 20 31 00	GG-Operating Costs	The Six Types of Working Genius Assessment	57048	\$125.00
Business Card	HALVERSON 1122	101 016 542 30 49 01	ST-Staff Development	The Six Types of Working Genius Assessment	57048	\$125.00
Business Card	HALVERSON 1122	410 016 531 10 49 01	SW - Staff Development	The Six Types of Working Genius Assessment	57048	\$125.00
Business Card	KNOEPFLE 1122	410 016 531 10 43 00	SW - Travel & Meetings	APWA Fall Conf Hotel - C Jones	57048	\$364.48
Business Card	KNOEPFLE 1122	101 016 543 30 43 00	ST-Travel & Meetings	APWA Fall Conf Hotel - J Evans	57048	\$364.48
Business Card	KNOEPFLE 1122	101 016 544 90 31 02	ST-Operating Cost	Candy for Harvestfest	57048	\$94.90
Business Card	KNOEPFLE 1122	410 016 531 10 31 02	SW - Operating Costs	Candy for Harvestfest	57048	\$94.90
Business Card	KNOEPFLE 1122	001 010 576 80 31 00	PK-Operating Costs	Ice for Rodeo Safety Briefing	57048	\$1.66
Business Card	KNOEPFLE 1122	101 016 544 90 31 02	ST-Operating Cost	Ice for Rodeo Safety Briefing	57048	\$1.66
Business Card	KNOEPFLE 1122	410 016 531 10 31 02	SW - Operating Costs	Ice for Rodeo Safety Briefing	57048	\$1.66
Business Card	KNOEPFLE 1122	410 016 531 10 31 02	SW - Operating Costs	J-Hooks	57048	\$104.40
Business Card	KNOEPFLE 1122	410 016 531 10 43 00	SW - Travel & Meetings	NWPWI Training Hotel - Farrant	57048	\$480.51
Business Card	KNOEPFLE 1122	101 016 543 30 43 00	ST-Travel & Meetings	NWPWI Training Hotel - Klinkers	57048	\$240.25
Business Card	KNOEPFLE 1122	410 016 531 10 43 00	SW - Travel & Meetings	NWPWI Training Hotel - Klinkers	57048	\$240.26
Business Card	KNOEPFLE 1122	001 010 576 80 31 00	PK-Operating Costs	Plates/Cups/Soda for PW Rodeo Safety Briefing	57048	\$23.15
Business Card	KNOEPFLE 1122	101 016 544 90 31 02	ST-Operating Cost	Plates/Cups/Soda for PW Rodeo Safety Briefing	57048	\$23.16
Business Card	KNOEPFLE 1122	410 016 531 10 31 02	SW - Operating Costs	Plates/Cups/Soda for PW Rodeo Safety Briefing	57048	\$23.16
Business Card	KNOEPFLE 1122	001 013 518 20 31 00	GG-Operating Costs	POD Rental for Museum Storage	57048	\$259.66
Business Card	KNOEPFLE 1122	001 013 518 20 31 00	GG-Operating Costs	POD Rental for Museum Storage duplicate to be refunded	57048	\$259.66
Business Card	KNOEPFLE 1122	001 013 518 20 31 00	GG-Operating Costs	POD Rental for Museum Storage Partial Refund	57048	(\$129.83)
Business Card	MACDONALD 1122	410 016 531 10 31 02	SW - Operating Costs	Remote Mower Parts PW94	57048	\$624.44
Business Card	MACDONALD 1122	101 016 542 66 31 00	ST-Snow & Ice - Sply	Salt Spreader Supplies	57048	\$776.28
Business Card	MACDONALD 1122	101 016 542 30 48 00	ST-Repair & Maintenance	Windshield Repair PW50	57048	\$704.44
Business Card	THOMAS 1122	001 008 521 20 31 01	LE-Fixed Minor Equipment	Boots - D Thomas	57048	\$126.85
Business Card	THOMAS 1122	001 008 521 20 41 01	LE-Professional Serv-Fixed	Meal for Case #22-18952	57048	\$57.96
Business Card	THOMAS 1122	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services 22-04	57048	\$102.50
Business Card	UBERT 1122	001 008 521 20 41 01	LE-Professional Serv-Fixed	FUBO TV Monthly Subscription for PD	57048	\$82.91
Business Card	WARRINGTON 1122	001 005 518 10 43 00	HR-Travel & Meetings	Job Fair Lunch - Warrington/Rose	57048	\$15.89
Business Card	WARRINGTON 1122	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Conf Airport Parking Fees	57048	\$83.83
Business Card	WARRINGTON 1122	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Conf Taxi from Airport to Hotel	57048	\$40.11

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	WEAVER 1122	001 004 514 23 43 00	FI-Travel & Meetings	Admin Retreat Meal - B Stevens	57048	\$30.25
Business Card	WEAVER 1122	001 008 521 20 43 00	LE-Travel & Per Diem	Admin Retreat Meal - Beazizo/J Young	57048	\$60.50
Business Card	WEAVER 1122	001 002 513 11 43 00	AD-Travel & Meetings	Admin Retreat Meal - Brazel	57048	\$30.25
Business Card	WEAVER 1122	001 003 514 20 43 00	CC-Travel & Meetings	Admin Retreat Meal - Chelin/Weaver	57048	\$60.50
Business Card	WEAVER 1122	001 001 513 10 43 00	Executive - Travel & Mtgs	Admin Retreat Meal - Gailey	57048	\$30.25
Business Card	WEAVER 1122	001 010 576 80 43 00	PK-Travel & Meetings	Admin Retreat Meal - Garceau	57048	\$30.25
Business Card	WEAVER 1122	101 016 543 30 43 00	ST-Travel & Meetings	Admin Retreat Meal - Halverson	57048	\$15.12
Business Card	WEAVER 1122	410 016 531 10 43 00	SW - Travel & Meetings	Admin Retreat Meal - Halverson	57048	\$15.12
Business Card	WEAVER 1122	001 013 518 20 41 00	GG-Professional Service	Admin Retreat Meal - Lori Erickon	57048	\$30.25
Business Card	WEAVER 1122	001 007 558 50 43 00	PL-Travel & Mtgs	Admin Retreat Meal - R Wright	57048	\$15.12
Business Card	WEAVER 1122	001 007 559 30 43 00	PB-Travel & Mtgs	Admin Retreat Meal - R Wright	57048	\$15.12
Business Card	WEAVER 1122	001 006 518 80 43 00	IT-Travel & Meetings	Admin Retreat Meal - T Stevens	57048	\$30.25
Business Card	WEAVER 1122	001 005 518 10 43 00	HR-Travel & Meetings	Admin Retreat Meal - Warrington	57048	\$30.25
Business Card	WEAVER 1122	001 013 518 20 31 00	GG-Operating Costs	Recording Fees Lakeview Flats	57048	\$206.50
Business Card	WEAVER 1122	001 001 513 10 49 01	Executive - Prof. Development	SnoCo Leaders Registration - Gailey	57048	\$575.00
Business Card	WEAVER 1122	001 001 513 10 49 01	Executive - Prof. Development	State of the Station Registration - Gailey	57048	\$28.40
Business Card	WRIGHT 1122	001 007 558 50 43 00	PL-Travel & Mtgs	APA Annual Conf Hotel - Faz	57048	\$273.26
Business Card	WRIGHT 1122	001 007 558 50 43 00	PL-Travel & Mtgs	APA Annual Conf Hotel - Needham	57048	\$273.26
Business Card	WRIGHT 1122	001 007 558 50 41 03	PL-Advertising	Postcard Mailers Chapel Hill Rezone/20th St SE Rezone	57048	\$77.87
Business Card	WRIGHT 1122	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Flats Sewer Variance	57048	\$11.69
Business Card	WRIGHT 1122	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Garde Rd Storage SEPA	57048	\$32.11
Business Card	WRIGHT 1122	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Sherlock Rezone NOA	57048	\$23.64
Business Card	YOUNG 1122	111 008 521 20 31 01	Drug Seize - Canine Supplies	Dog Food	57048	\$60.37
					57048 Total	\$18,844.29
Cadman Materials Inc	5870611	410 016 531 10 41 03	SW - Street Cleaning	Street Sweepings Disposal	56954	\$504.15
Cadman Materials Inc	5871692	410 016 531 10 41 03	SW - Street Cleaning	Street Sweepings Disposal	56954	\$1,158.09
					56954 Total	\$1,662.24
Campbell	110322 CAMPBELL	001 000 382 10 00 01	The Mill - Deposit	LS22-Campbell The Stack Rental 11/03/22 Deposit Refund	56955	\$100.00
					56955 Total	\$100.00
CDW Government Inc	DS64366	510 006 518 80 31 00	Purchase Computer Equipment	Viewsonic Monitor	56956	\$368.47
CDW Government Inc	DZ01534	520 008 594 21 63 00	Vehicles - Capital Equip	2023 PD Vehicle Equipment	56956	\$1,066.24
					56956 Total	\$1,434.71
Central Welding Supply Co Inc	RN10221007	001 010 576 80 31 00	PK-Operating Costs	Argon Gas//Centrashield/Propane	56957	\$21.70
Central Welding Supply Co Inc	RN10221007	101 016 544 90 31 02	ST-Operating Cost	Argon Gas//Centrashield/Propane	56957	\$21.71
Central Welding Supply Co Inc	RN10221007	410 016 531 10 31 02	SW - Operating Costs	Argon Gas//Centrashield/Propane	56957	\$21.71
					56957 Total	\$65.12
Chrisman	102322 CHRISMAN	001 000 382 10 00 01	The Mill - Deposit	LS22-Chirsman The Stack Rental 10/23/22 Deposit Refund	56958	\$100.00
					56958 Total	\$100.00
Cintas Loc 460	4136341658	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	56959	\$141.46
Cintas Loc 460	4136341658	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	56959	\$141.46
Cintas Loc 460	4136341658	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	56959	\$141.45
					56959 Total	\$424.37
City of Everett	I22005798	410 016 531 10 41 01	SW - Professional Services	Fecal Coliform Analysis	56960	\$33.00
					56960 Total	\$33.00
City of Marysville	LKS22-10	001 013 512 52 40 00	GG-Municipal Court Fees 2022	Marysville Court Citations 10-2022	56961	\$8,186.08
					56961 Total	\$8,186.08
Coast Gateway LLC	656863	001 008 521 20 43 00	LE-Travel & Per Diem	Master Instructor Recert Hotel - J Holland	56962	\$102.13
					56962 Total	\$102.13

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Comcast	1022 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - 20 S Davies Rd	56963	\$401.67
Comcast	1022 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Frontier Park	56963	\$401.67
Comcast	1022 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	56963	\$138.21
Comcast	1022 COMCAST	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	56963	\$321.67
					56963 Total	\$1,263.22
Comdata Inc	110122 COMDATA	001 008 521 20 32 00	LE-Fuel	PD Fuel	56964	\$1,111.49
					56964 Total	\$1,111.49
Cory De Jong and Sons Inc	H306114	001 010 576 80 31 00	PK-Operating Costs	Bark	56965	\$231.84
					56965 Total	\$231.84
Crystal Springs	5249844 110122	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall	56966	\$31.60
Crystal Springs	5249844 110122	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall	56966	\$31.60
Crystal Springs	5249844 110122	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall	56966	\$80.66
					56966 Total	\$143.86
DataQuest LLC	19710	001 003 514 20 41 00	CC-Professional Services	Background Checks	56967	\$67.00
					56967 Total	\$67.00
Dept of Labor and Industries	309999	001 008 521 50 48 00	LE-Facility Repair & Maint	Annual Elevator Cert for 1825 S Lake Stevens	56968	\$298.00
					56968 Total	\$298.00
Dept of Licensing	110522 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 10/30/22 thru 11/05/22	56969	\$291.00
Dept of Licensing	111222 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 11/06/22 thru 11/12/22	56969	\$36.00
					56969 Total	\$327.00
Dept of Retirement (Deferred Comp)	111022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	1	\$5,003.88
					1 Total	\$5,003.88
Dept of Retirement PERS LEOFF	111022	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	0	\$68,832.10
Dept of Retirement PERS LEOFF	111022	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State Contributions	0	\$293.75
					0 Total	\$69,125.85
Desmond & Louis Inc	110822 DESMOND	001 008 521 40 49 01	LE-Registration Fees	POI Training First Responders Registration - Young/Wachtveitl	56970	\$850.00
					56970 Total	\$850.00
Dicks Towing Inc	18235456	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2022-19541	56971	\$151.66
					56971 Total	\$151.66
EASL Inc	LS-1122	001 013 518 20 41 00	GG-Professional Service	Strategic Communication Services 10-2022	56972	\$5,500.00
					56972 Total	\$5,500.00
EFTPS	111022	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	0	\$111,806.86
					0 Total	\$111,806.86
Electronic Business Machines	AR233311	001 013 518 20 31 00	GG-Operating Costs	Staples for CH Admin Copy Machine	56973	\$74.19
Electronic Business Machines	AR234316	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2WU09725	56973	\$54.20
Electronic Business Machines	AR234464	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2XW05905	56973	\$81.50
Electronic Business Machines	AR234465	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2XW05905	56973	\$84.62
Electronic Business Machines	AR234466	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2XW05905	56973	\$124.30
Electronic Business Machines	AR234627	001 010 576 80 48 00	PK-Repair & Maintenance	Copier Copy Cost PW - QNN08471	56973	\$36.62
Electronic Business Machines	AR234627	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Copy Cost PW - QNN08471	56973	\$36.62
Electronic Business Machines	AR234627	410 016 531 10 48 00	SW - Repairs & Maintenance	Copier Copy Cost PW - QNN08471	56973	\$36.62
Electronic Business Machines	AR234781	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2XW05905	56973	\$66.99
					56973 Total	\$595.66
Feldman & Lee PS	10-2022 FELDMAN	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services 10-2022	56974	\$10,600.00
					56974 Total	\$10,600.00
Fisher & Phillips LLP	1720221	001 011 515 41 41 03	Ext Consult - Labor Relations	Legal Services 09-2022 (H1B1)	56975	\$101.50
					56975 Total	\$101.50

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Florida State Disbursement Unit	200000082DR34	001 000 284 00 00 00	Payroll Liability Other	200000082DR34 Child Support	56937	\$177.57
					56937 Total	\$177.57
Goodrich	102222 GOODRICH	001 000 382 10 00 01	The Mill - Deposit	LS22-Goodrich The Mill Rental 10/22/22 Deposit Refund	56976	\$250.00
					56976 Total	\$250.00
Grange Supply Inc	621748/4	001 010 576 80 31 00	PK-Operating Costs	Propane	56977	\$18.53
Grange Supply Inc	621748/4	101 016 544 90 31 02	ST-Operating Cost	Propane	56977	\$18.53
Grange Supply Inc	621748/4	410 016 531 10 31 02	SW - Operating Costs	Propane	56977	\$18.53
					56977 Total	\$55.59
Granite Construction Supply	97315	101 016 542 70 31 00	ST-Roadside - Supply	White Flats w/Skid Optics	56978	\$989.10
Granite Construction Supply	97323	101 016 544 90 31 02	ST-Operating Cost	Hard Hat	56978	\$21.60
Granite Construction Supply	97324	101 016 542 64 31 00	ST-Traffic Control - Supply	Signs - Watch for Pedestrians/Bicycles/Curve	56978	\$1,077.02
Granite Construction Supply	97374	101 016 542 64 31 00	ST-Traffic Control - Supply	Zebra Rails	56978	\$546.48
Granite Construction Supply	97376	101 016 542 70 31 00	ST-Roadside - Supply	Signs - No Trespassing	56978	\$307.72
					56978 Total	\$2,941.92
Greenshields Industrial Supply Inc	124358	001 010 576 80 31 00	PK-Operating Costs	Fuel Nozzle/Pipe Nipple	56979	\$32.12
Greenshields Industrial Supply Inc	124358	101 016 544 90 31 02	ST-Operating Cost	Fuel Nozzle/Pipe Nipple	56979	\$32.13
Greenshields Industrial Supply Inc	124358	410 016 531 10 31 02	SW - Operating Costs	Fuel Nozzle/Pipe Nipple	56979	\$32.13
					56979 Total	\$96.38
Heritage Bank	102822 HERITAGE	213 008 592 21 83 00	2015 LTGO Interest Pymt PD	2015 LTGO Bond Interest	56980	\$1,907.40
Heritage Bank	102822 HERITAGE	213 008 591 21 71 00	2015 LTGO 2015 Princ Pmt PD	2015 LTGO Bond Principal	56980	\$92,000.00
					56980 Total	\$93,907.40
Honey Bucket	553108746	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Community Garden	56981	\$132.00
Honey Bucket	553119061	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	56981	\$330.89
Honey Bucket	553119062	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Lundeen Park	56981	\$274.45
					56981 Total	\$737.34
Hopkins	110622 HOPKINS	001 000 382 10 00 01	The Mill - Deposit	LS22-Hopkins Sawyers Room Rental 11/06/22 Deposit Refund	56982	\$100.00
					56982 Total	\$100.00
Houghtaling	111422 HOUGHTAL	001 005 518 10 49 02	HR-Employee Recognition	ACE Committee Hot Cocoa Bombs for Winter Party	56983	\$56.97
					56983 Total	\$56.97
HRA VEBA Trust YA20192	111022	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	56938	\$2,862.37
					56938 Total	\$2,862.37
HRA VEBA Trust YA20192	111022	001 010 576 80 20 00	PK-Benefits	Employee VEBA Contributions-Romero	56984	\$817.82
					56984 Total	\$817.82
HSA Bank	111022	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contriubutions	56939	\$125.00
					56939 Total	\$125.00
Industrial Bolt & Supply Inc	799731-1	001 010 576 80 31 00	PK-Operating Costs	Clamps/Pans/Connectors/Drill Bits	56985	\$61.15
Industrial Bolt & Supply Inc	799731-1	101 016 544 90 31 02	ST-Operating Cost	Clamps/Pans/Connectors/Drill Bits	56985	\$61.16
Industrial Bolt & Supply Inc	799731-1	410 016 531 10 31 02	SW - Operating Costs	Clamps/Pans/Connectors/Drill Bits	56985	\$61.16
					56985 Total	\$183.47
Ink It Your Way LLC	9050	001 008 521 20 31 00	LE-Office Supplies	LSPD Stickers	56986	\$96.97
					56986 Total	\$96.97
Justice Clearinghouse LLC	7503	001 008 521 40 49 01	LE-Registration Fees	NACA ACO I & II Registration - M Cooper	56987	\$644.00
					56987 Total	\$644.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Kaiser Permanente	72454989	101 016 542 30 41 02	ST-Professional Service	Drug Screen - Womack	56988	\$14.00
Kaiser Permanente	72454989	410 016 531 10 41 01	SW - Professional Services	Drug Screen - Womack	56988	\$14.00
Kaiser Permanente	72454989	001 010 576 80 41 00	PK-Professional Services	Respiratory Questionnaire - Blanc	56988	\$44.00
Kaiser Permanente	72454989	410 016 531 10 41 01	SW - Professional Services	Respiratory Questionnaire - Nedrow	56988	\$44.00
					56988 Total	\$116.00
Killian	110622 KILLIAN	001 000 382 10 00 01	The Mill - Deposit	LS22-Killian The Stack Rental 11/06/22 Deposit Refund	56989	\$100.00
					56989 Total	\$100.00
Kosnik Engineering	3	301 016 595 30 60 03	TZ3-17005- 24th St & 91st Ext	S Lake Stevens Rd/SR9 Culvert Replacement	56990	\$1,000.00
					56990 Total	\$1,000.00
Lake Stevens Chamber of Commerce	102422 CHAMBER	001 000 382 10 00 01	The Mill - Deposit	LS22-Tabor Hartford Hall Rental 10/24/22 Deposit Refund	56991	\$250.00
					56991 Total	\$250.00
Lake Stevens Police Guild	111022	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	56940	\$1,086.75
					56940 Total	\$1,086.75
Lake Stevens Sewer District	12326.01 1122	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	56992	\$100.00
Lake Stevens Sewer District	13135.01 1122	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	56992	\$49.50
Lake Stevens Sewer District	13135.01 1122	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	56992	\$49.50
Lake Stevens Sewer District	2538.02 1122	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	56992	\$198.00
Lake Stevens Sewer District	3628.02 1122	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-02	56992	\$99.00
Lake Stevens Sewer District	6294.04 1122	001 008 521 50 47 00	LE-Facility Utilities	Sewer - PD Evidence Bldg Acct 6294-04	56992	\$99.00
Lake Stevens Sewer District	6296.03 1122	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	56992	\$198.00
Lake Stevens Sewer District	6390.03 1122	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	56992	\$180.84
Lake Stevens Sewer District	6666.01 1122	001 012 575 30 47 00	CS- Museum - Utilities	Sewer - Museum Acct 6666-01	56992	\$99.00
Lake Stevens Sewer District	6671.01 1122	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	56992	\$99.00
Lake Stevens Sewer District	6810.01 1122	001 012 575 50 47 00	CS- The Mill- Utilities	Sewer - The Mill Acct 6810-01	56992	\$198.00
Lake Stevens Sewer District	7002.01 1122	001 010 576 80 47 00	PK-Utilities	Sewer - North Cove Park Restroom 7002-01	56992	\$99.00
Lake Stevens Sewer District	8710.03 1122	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	56992	\$99.00
Lake Stevens Sewer District	9902.01 1122	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Grade Rd Acct 9902-01	56992	\$99.00
					56992 Total	\$1,666.84
Lake Stevens Sewer District	25246	304 016 594 31 63 00	17005 - 24th St SE & 91st Ave	Engineering Fees 91st Ave SE & 24th St SE	56993	\$7,241.56
					56993 Total	\$7,241.56
Language Line Services Inc	10665762	001 008 521 20 41 01	LE-Professional Serv-Fixed	Over the Phone Interpretation Services PD	56994	\$10.36
					56994 Total	\$10.36
Lemay Mobile Shredding Inc	4768755S185	001 013 518 20 41 00	GG-Professional Service	Shredding Services CH	56995	\$12.58
Lemay Mobile Shredding Inc	4768755S185	001 006 518 80 41 00	IT-Professional Services	Shredding Services IT (31) Hard Drives	56995	\$465.00
Lemay Mobile Shredding Inc	4770162S185	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	56995	\$25.16
Lemay Mobile Shredding Inc	4770471S185	001 010 576 80 41 00	PK-Professional Services	Shredding Services PW	56995	\$5.68
Lemay Mobile Shredding Inc	4770471S185	101 016 542 30 41 02	ST-Professional Service	Shredding Services PW	56995	\$5.69
Lemay Mobile Shredding Inc	4770471S185	410 016 531 10 41 01	SW - Professional Services	Shredding Services PW	56995	\$5.69
					56995 Total	\$519.80
Lowes Companies	951846	001 010 576 80 31 00	PK-Operating Costs	Wood/Paint/Buckets for PW Roadeo	56996	\$133.12
Lowes Companies	965281	001 010 576 80 31 00	PK-Operating Costs	Door Hinges	56996	\$83.44
					56996 Total	\$216.56
Lynden Incorporated	4106658	101 016 542 66 31 00	ST-Snow & Ice - Sply	Deicer Salt	56997	\$6,503.21
					56997 Total	\$6,503.21
McDonald	102322 MCDONALD	001 000 382 10 00 01	The Mill - Deposit	LS22-McDonald Sawyers Room Rental 10/23/22 Deposit Refund	56998	\$100.00
					56998 Total	\$100.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
McLoughlin & Eardley Group Inc	265198	520 008 594 21 63 00	Vehicles - Capital Equip	2023 PD Vehicle Equipment PO #1886	56999	\$933.47
McLoughlin & Eardley Group Inc	265220	520 008 594 21 63 00	Vehicles - Capital Equip	2023 PD Vehicle Equipment PO #1886	56999	\$969.82
					56999 Total	\$1,903.29
MissionSquare - 108991	6045864	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	56941	\$435.73
					56941 Total	\$435.73
MissionSquare - 307428	6469835	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	56942	\$1,815.99
					56942 Total	\$1,815.99
Motorola Solutions Inc	8281486911	001 008 521 20 31 00	LE-Office Supplies	USB Dock	57000	\$310.94
					57000 Total	\$310.94
Myron Corp	132582362	001 008 521 30 31 00	LE-Community Outreach Supplies	Stress Reliever	57001	\$785.01
					57001 Total	\$785.01
National Construction Rentals Inc	6767229	304 016 595 30 60 03	Festival Street/Mill Spur	Temporary Fence Panels - 1804 Main St	57002	\$542.01
					57002 Total	\$542.01
Nationwide Retirement Solution	111022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	0	\$4,790.39
					0 Total	\$4,790.39
New York Life	111022	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	56943	\$199.00
					56943 Total	\$199.00
New York Life EFT	Oct-22	001 001 511 60 20 00	Legislative - Benefits	Life/Disability Ins Premiums	0	\$9.06
New York Life EFT	Oct-22	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	0	\$66.52
New York Life EFT	Oct-22	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	0	\$42.32
New York Life EFT	Oct-22	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	0	\$224.57
New York Life EFT	Oct-22	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	0	\$214.18
New York Life EFT	Oct-22	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	0	\$53.51
New York Life EFT	Oct-22	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	0	\$417.72
New York Life EFT	Oct-22	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	0	\$214.37
New York Life EFT	Oct-22	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	0	\$1,322.40
New York Life EFT	Oct-22	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	0	\$428.52
New York Life EFT	Oct-22	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	0	\$123.59
New York Life EFT	Oct-22	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	0	\$506.42
New York Life EFT	Oct-22	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	0	\$721.51
					0 Total	\$4,344.69
Northwest Professional Resid & Comm Construction	5938	001 008 521 50 48 00	LE-Facility Repair & Maint	Install New Tri Reflector on PD Gate	57003	\$323.59
					57003 Total	\$323.59
Office of the State Treasurer	10-2022 STATE	633 000 589 30 00 03	State Building Permit Remit	Building Code Fees 10-2022	57004	\$296.00
Office of the State Treasurer	10-2022 STATE	633 000 586 00 00 01	State Court Remit	State Court Fees 10-2022	57004	\$7,727.05
					57004 Total	\$8,023.05
OSW Equipment & Repair LLC	521391	530 016 594 48 60 00	Purchase Of Capital Equipment	Boss Heavy Duty Staight Blade Plow PW88	57005	\$16,034.43
					57005 Total	\$16,034.43
Outcomes by Levy LLC	2022-10-LS	001 013 511 70 40 00	Lobbying Services	Legislative/Regulatory Consulting 10-2022	57006	\$5,033.75
					57006 Total	\$5,033.75
Owen Equipment Company	108397	101 016 594 42 64 01	ST-Capital Equipment	Roll-Off Truck Implements	57007	\$811.53
Owen Equipment Company	108505	001 010 576 80 31 00	PK-Operating Costs	Turnbuckle	57007	\$82.03
Owen Equipment Company	108505	101 016 544 90 31 02	ST-Operating Cost	Turnbuckle	57007	\$82.03
Owen Equipment Company	108505	410 016 531 10 31 02	SW - Operating Costs	Turnbuckle	57007	\$82.03
Owen Equipment Company	108506	410 016 531 10 31 02	SW - Operating Costs	LVR-LH Door	57007	\$154.06
					57007 Total	\$1,211.68

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Pace Engineers Inc	85143	302 010 594 76 61 14	PM - Cedarwood Park	Cedarwood Park Feasibility Study	57008	\$8,992.43
					57008 Total	\$8,992.43
Playcore Wisconsin Inc	PJI-0194874	001 010 576 80 31 00	PK-Operating Costs	Adaptive Swing Safety Belt Lundeen Park	57009	\$424.53
					57009 Total	\$424.53
Precision Concrete Cutting	WA77567BC	101 016 542 61 48 00	ST-Sidewalk R&M	Sidewalk Trip Hazard Repair	57010	\$24,901.41
					57010 Total	\$24,901.41
Quadient Finance USA Inc	INV16800983	001 008 521 20 42 00	LE-Communication	Postage Supplies PD	57011	\$117.12
					57011 Total	\$117.12
Rain Tree & Sea LLC	88	001 010 576 80 41 00	PK-Professional Services	Harvest Market Chalk Sign Artwork - Damage Redo	57012	\$163.65
					57012 Total	\$163.65
Rispoli	101722 MAKOR K9	001 008 521 40 49 01	LE-Registration Fees	Fentanyl Odor Recognition Training Registration-D Dreher	57013	\$7,566.00
					57013 Total	\$7,566.00
Rundle	102122 RUNDLE	001 000 382 10 00 01	The Mill - Deposit	LS22-Rundle Sawyers Room Rental 10/21/22 Deposit Refund	57014	\$100.00
					57014 Total	\$100.00
Savage	1833	001 008 521 40 49 01	LE-Registration Fees	FTO Update Course Registration	57015	\$3,585.00
					57015 Total	\$3,585.00
Scott	110722 SCOTT	001 000 382 10 00 01	The Mill - Deposit	LS22-Miller The Stack Rental Deposit Refund	57016	\$100.00
					57016 Total	\$100.00
Siskun Power Equipment	456089	001 010 576 80 31 00	PK-Operating Costs	Backpack Blower Tag #2936	57017	\$694.73
					57017 Total	\$694.73
Snohomish County Conservation Dist	6527	410 016 531 50 31 16	DOE - Capacity Exp 17-19	Grant Reimbursement July-Sept 2022	57018	\$5,454.87
					57018 Total	\$5,454.87
Snohomish County PUD	109202122	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	57019	\$129.32
Snohomish County PUD	112493912	101 016 542 63 47 00	ST-Lighting - Utilities	201860178 Traffic Signal 9101 Market Pl	57019	\$58.95
Snohomish County PUD	115796408	001 013 518 20 47 02	GG-Utilities for Rentals	222450314 Commercial Bldg 1819 S Lake Stevens Rd	57019	\$598.68
Snohomish County PUD	119090296	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	57019	\$144.22
Snohomish County PUD	119094783	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Park Electric	57019	\$22.26
Snohomish County PUD	125717691	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	57019	\$7.91
Snohomish County PUD	125717691	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	57019	\$7.91
Snohomish County PUD	125717691	410 016 531 10 47 00	SW - Utilities	202340527 Decant Yard	57019	\$7.92
Snohomish County PUD	128995650	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	57019	\$161.72
Snohomish County PUD	128996658	001 012 575 30 47 00	CS- Museum - Utilities	200558690 Museum Electric/Water	57019	\$58.42
Snohomish County PUD	128999996	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Electric 12308 17th Pl NE	57019	\$62.12
Snohomish County PUD	128999996	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Water 12308 17th Pl NE	57019	\$26.63
Snohomish County PUD	129000661	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	57019	\$138.67
Snohomish County PUD	129000661	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	57019	\$206.57
Snohomish County PUD	129000661	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	57019	\$835.21
Snohomish County PUD	129000661	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	57019	\$23.74
Snohomish County PUD	129000661	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	57019	\$41.22
Snohomish County PUD	129000661	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	57019	\$61.31
Snohomish County PUD	129000661	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	57019	\$36.90
Snohomish County PUD	129000661	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Electric	57019	\$472.51
Snohomish County PUD	129000661	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Water	57019	\$55.31
Snohomish County PUD	132301621	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	57019	\$11,450.99
Snohomish County PUD	132301622	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	57019	\$1,534.46
Snohomish County PUD	132301623	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	57019	\$1,281.34
Snohomish County PUD	142132116	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	57019	\$147.40

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	148757367	001 010 576 80 47 00	PK-Utilities	223477167 Mill Spur Electric	57019	\$79.16
Snohomish County PUD	152037155	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	57019	\$91.86
Snohomish County PUD	152042135	001 012 575 51 47 00	CS- Grimm House Utilities	223357641 Grimm House Electric	57019	\$57.05
Snohomish County PUD	155295736	001 010 576 80 47 00	PK-Utilities	222942633 North Cove BBQ Shelter Electric	57019	\$180.26
Snohomish County PUD	158480476	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	57019	\$148.89
Snohomish County PUD	158480476	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	57019	\$644.36
Snohomish County PUD	158480476	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	57019	\$29.88
Snohomish County PUD	158480476	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	57019	\$102.51
Snohomish County PUD	164844837	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	57019	\$28.94
Snohomish County PUD	164846917	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	57019	\$64.25
					57019 Total	\$18,998.85
Snohomish County Treasurer	1022 TREASURER	633 000 586 00 00 02	Crime Victims Comp - SnoCo	Crime Victims Compensation 10-2022	57020	\$124.38
					57020 Total	\$124.38
Sound Law Center LLC	2730	001 007 558 60 41 02	PL-Prof Serv-Hearing E	Hearing Examiner 03-2022 LUA2021-0021	57021	\$2,000.00
Sound Law Center LLC	2813	001 007 558 60 41 02	PL-Prof Serv-Hearing E	Hearing Examiner 08-2022 LUA2021-0161/0207	57021	\$4,000.00
Sound Law Center LLC	2829	001 007 558 60 41 02	PL-Prof Serv-Hearing E	Hearing Examiner 09-2022 LUA2021-0210/0211/0212	57021	\$5,214.50
Sound Law Center LLC	2846	001 007 558 60 41 02	PL-Prof Serv-Hearing E	Hearing Examiner 11-2022 LUA2021-0210/0211/0212	57021	\$1,263.50
					57021 Total	\$12,478.00
Sound Publishing Inc	EDH965344	001 007 558 50 41 03	PL-Advertising	LUA2021-0137 PH Comp Plan Docket	57022	\$175.68
Sound Publishing Inc	EDH965603	001 004 514 23 41 01	FI-Advertising	PH 2023 Budget	57022	\$69.04
Sound Publishing Inc	EDH966056	001 007 558 50 41 03	PL-Advertising	Storage Facilities	57022	\$68.92
					57022 Total	\$313.64
Sound Safety Products Co Inc	500844/1	101 016 542 90 31 01	ST-Clothing	Jacket/Hoodie - VanOstrand	57023	\$246.15
Sound Safety Products Co Inc	501413/1	410 016 531 10 31 00	SW - Clothing	Jacket/Bib/Boot - O Anderson	57023	\$461.55
					57023 Total	\$707.70
Sound Security Inc	1068875	001 008 521 50 48 00	LE-Facility Repair & Maint	Add on to Access System & Panic Button for PD	57024	\$2,300.92
Sound Security Inc	1070047	001 008 521 20 41 01	LE-Professional Serv-Fixed	Access/Intrusion/Fire/Elevator Monitoring PD	57024	\$1,125.00
Sound Security Inc	1070048	001 008 521 20 41 01	LE-Professional Serv-Fixed	Fire Monitoring 10518 18th St SE	57024	\$65.00
Sound Security Inc	1071717	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hold-Up Monitoring PD	57024	\$22.50
Sound Security Inc	1071961	001 010 576 80 31 00	PK-Operating Costs	Install Intrusion/Gate Reader/Access System PW Shop	57024	\$5,856.73
Sound Security Inc	1071961	101 016 544 90 31 02	ST-Operating Cost	Install Intrusion/Gate Reader/Access System PW Shop	57024	\$5,856.72
Sound Security Inc	1071961	410 016 531 10 31 02	SW - Operating Costs	Install Intrusion/Gate Reader/Access System PW Shop	57024	\$5,856.72
Sound Security Inc	1071963	001 010 576 80 41 00	PK-Professional Services	Electrical Permit/Access & Intrusion Monitoring PW Shop	57024	\$163.72
Sound Security Inc	1071963	101 016 542 30 41 02	ST-Professional Service	Electrical Permit/Access & Intrusion Monitoring PW Shop	57024	\$163.72
Sound Security Inc	1071963	410 016 531 10 41 01	SW - Professional Services	Electrical Permit/Access & Intrusion Monitoring PW Shop	57024	\$163.72
					57024 Total	\$21,574.75
State Auditors Office	L151012	001 004 514 23 41 00	FI-Professional Service	2021 Financial Audit	57025	\$1,161.00
					57025 Total	\$1,161.00
Stericycle Inc	3006219384	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hazardous Water Disposal PD	57026	\$33.91
					57026 Total	\$33.91
Teamsters Local No 763	Oct-22	001 000 284 00 00 00	Payroll Liability Other	Union Dues	56944	\$1,645.50
					56944 Total	\$1,645.50
Teamsters Welfare Trust Dental EFT	111022	001 000 282 00 00 00	Payroll Liability Retirement	Teamsters Dental Premium	0	\$3,302.40
					0 Total	\$3,302.40
Technological Services Inc	24850	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Services PT-16-60	57027	\$176.52
Technological Services Inc	24852	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Services PT-19-82	57027	\$1,079.92
					57027 Total	\$1,256.44

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
The Watershed Co	2022-2555	001 007 558 50 41 00	PL-Professional Servic	Environmental Consulting 09-2022	57028	\$2,087.50
The Watershed Co	2022-2739	001 007 558 50 41 00	PL-Professional Servic	Environmental Consulting 10-2022	57028	\$3,052.86
					57028 Total	\$5,140.36
Thomas	112722 THOMAS	001 008 521 20 43 00	LE-Travel & Per Diem	FBI-LEEDA Internal Affairs Investigations Class Meals	57029	\$295.00
					57029 Total	\$295.00
Thomco Aggregate LLC	23228	101 016 542 30 41 02	ST-Professional Service	Concrete Dump	57030	\$26.98
Thomco Aggregate LLC	23235	101 016 542 30 41 02	ST-Professional Service	Concrete Dump	57030	\$26.97
					57030 Total	\$53.95
Thyssenkrupp Elevator Corporation	3006914451	001 013 518 20 47 00	GG-Utilities	Elevator Service - 1819 S Lake Stevens Rd	57031	\$902.13
Thyssenkrupp Elevator Corporation	3006914451	001 008 521 50 47 00	LE-Facility Utilities	Elevator Service - 1825 S Lake Stevens Rd	57031	\$902.13
					57031 Total	\$1,804.26
Transpo Group USA Inc	29099	101 016 542 30 41 02	ST-Professional Service	On-Call Engineering Services Task #06 ADA	57032	\$672.50
					57032 Total	\$672.50
TransUnion Risk & Alternative Data Solutions Inc	4016011-202210-1	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	57033	\$81.83
					57033 Total	\$81.83
ULINE	155578648	001 008 521 20 31 01	LE-Fixed Minor Equipment	Thermal Transfer Labels	57034	\$177.18
ULINE	155902024	001 008 521 20 31 01	LE-Fixed Minor Equipment	Cable Ties/Rifle & Handgun Evidence Boxes	57034	\$853.86
					57034 Total	\$1,031.04
UPS	0000074Y42442	001 008 521 20 42 00	LE-Communication	Evidence Shipping	57035	\$41.57
					57035 Total	\$41.57
US Bank St Paul	2115973	412 016 592 31 80 01	LP_2020B Interest	LAK0677-4-1 Series 2020B Interest Vactor Truck	57036	\$6,986.45
					57036 Total	\$6,986.45
VanOstrand	101222 VANOSTRA	101 016 542 30 26 00	ST-Clothing - Boot Allowance	Boots - VanOstrand Reimbursement	57037	\$157.10
					57037 Total	\$157.10
Verizon Northwest	9918888723	001 008 521 20 42 00	LE-Communication	Wireless Phone Service	57038	\$2,964.15
Verizon Northwest	9919508487	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service	57038	\$294.35
Verizon Northwest	9919508487	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service	57038	\$42.05
Verizon Northwest	9919508487	001 002 513 11 42 00	AD-Communications	Wireless Phone Service	57038	\$47.05
Verizon Northwest	9919508487	001 003 514 20 42 00	CC-Communications	Wireless Phone Service	57038	\$89.10
Verizon Northwest	9919508487	001 004 514 23 42 00	FI-Communications	Wireless Phone Service	57038	\$94.10
Verizon Northwest	9919508487	001 005 518 10 42 00	HR-Communications	Wireless Phone Service	57038	\$173.20
Verizon Northwest	9919508487	001 006 518 80 42 00	IT-Communications	Wireless Phone Service	57038	\$221.66
Verizon Northwest	9919508487	001 007 558 50 42 00	PL-Communication	Wireless Phone Service	57038	\$507.56
Verizon Northwest	9919508487	001 007 559 30 42 00	PB-Communication	Wireless Phone Service	57038	\$209.13
Verizon Northwest	9919508487	001 010 576 80 42 00	PK-Communication	Wireless Phone Service	57038	\$740.99
Verizon Northwest	9919508487	101 016 543 30 42 00	ST-Communications	Wireless Phone Service	57038	\$740.99
Verizon Northwest	9919508487	410 016 531 10 42 00	SW - Communications	Wireless Phone Service	57038	\$740.99
					57038 Total	\$6,865.32
Warbis	051022 WARBIS 2	001 008 521 20 43 00	LE-Travel & Per Diem	Ferry Reimbursement - Reissue Check #56031	57039	\$30.15
Warbis	051322 WARBIS 2	001 008 521 20 43 00	LE-Travel & Per Diem	Ferry Reimbursement - Reissue Check #56031	57039	\$20.90
					57039 Total	\$51.05
Warrington	0922 WARRINGTON	001 005 518 10 43 00	HR-Travel & Meetings	WAPELRA Conf Meals	57040	\$90.00
Warrington	1022 WARRINGTON	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Conf Meals	57040	\$110.00
Warrington	1122 WARRINGTON	001 005 518 10 43 00	HR-Travel & Meetings	Executive Retreat Meal	57040	\$17.00
					57040 Total	\$217.00
Washington Recreation & Park Assoc	7906	001 010 576 80 49 00	PK-Dues & Memberships	WRPA City Membership Renewal	57041	\$315.00
					57041 Total	\$315.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Washington State Dept of Enterprise Svcs	731118182	001 008 521 20 31 00	LE-Office Supplies	Business Cards for PD	57042	\$351.42
					57042 Total	\$351.42
Washington State Patrol	I23001962	633 000 589 30 00 10	Gun Permit - WSP Remittance	Weapons Permit Background Checks	57043	\$246.25
					57043 Total	\$246.25
Washington State Support Registry	111022	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	0	\$546.86
					0 Total	\$546.86
Wave Broadband	103946401-0009805	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	57044	\$633.27
Wave Broadband	103946401-0009805	001 002 513 11 42 00	AD-Communications	Telephone Service	57044	\$70.34
Wave Broadband	103946401-0009805	001 003 514 20 42 00	CC-Communications	Telephone Service	57044	\$140.69
Wave Broadband	103946401-0009805	001 004 514 23 42 00	FI-Communications	Telephone Service	57044	\$140.68
Wave Broadband	103946401-0009805	001 005 518 10 42 00	HR-Communications	Telephone Service	57044	\$70.34
Wave Broadband	103946401-0009805	001 006 518 80 42 00	IT-Communications	Telephone Service	57044	\$211.03
Wave Broadband	103946401-0009805	001 007 558 50 42 00	PL-Communication	Telephone Service	57044	\$457.47
Wave Broadband	103946401-0009805	001 007 559 30 42 00	PB-Communication	Telephone Service	57044	\$70.34
Wave Broadband	103946401-0009805	001 008 521 20 42 00	LE-Communication	Telephone Service	57044	\$2,392.61
Wave Broadband	103946401-0009805	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service	57044	\$70.34
Wave Broadband	103946401-0009805	001 012 575 50 42 00	CS- The Mill- Communication	Telephone Service	57044	\$70.35
Wave Broadband	103946401-0009805	001 013 518 20 42 00	GG-Communication	Telephone Service	57044	\$281.37
Wave Broadband	103946401-0009805	101 016 543 30 42 00	ST-Communications	Telephone Service	57044	\$404.83
Wave Broadband	103946401-0009805	410 016 531 10 42 00	SW - Communications	Telephone Service	57044	\$404.83
					57044 Total	\$5,418.49
West Coast Code Consultants Inc	2022-LKS-OCT	001 007 558 50 41 04	Permit Related Professional Sr	Building Inspection Services 10-2022	57045	\$2,634.81
					57045 Total	\$2,634.81
Western Conference of Teamsters Pension Trust	Oct-22	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	56945	\$4,217.08
					56945 Total	\$4,217.08
Wolbaum	115122 WOLBAUM	302 010 594 76 61 03	PM -20th SE Fields/Poweline TR	Quail Court Easement Acquisition	57046	\$100.00
					57046 Total	\$100.00
Zions Bank	110222 ZIONS	412 016 592 31 80 00	2019 LTGO Bond - Interest	2019 LTGO Bond Interest	57047	\$3,047.25
Zions Bank	110222 ZIONS	412 016 591 31 70 00	2019 LTGO Bond - Principal	2019 LTGO Bond Prinicipal	57047	\$62,000.00
					57047 Total	\$65,047.25

**CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES**

October 25, 2022, at 6:00 p.m.

Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL TO ORDER: 6:00 p.m. by Mayor Gailey

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Mary Dickinson, Anji Jorstad, Marcus Tageant, Shawn Frederick and Steve Ewing

Call to Order

The Mayor called the meeting to order at 6:00 p.m.

Pledge of Allegiance

The Mayor led the Pledge of Allegiance.

Roll Call

All Councilmembers were present.

Approval of Agenda

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Frederick, to continue the Short Term Rental Public Hearing to a special meeting on November 15, 2022 for a public hearing. The motion passed 5-2-0-0 with Councilmember Petershagen and Councilmember Dickinson opposed.

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Frederick, to approve the agenda as amended. The motion passed 5-2-0-0 with Councilmember Petershagen and Councilmember Dickinson opposed.

Guest Business

City's Legislative Agenda

The City's Lobbyist, Doug Levy, presented a City legislative agenda for the Council's review. This agenda will come back for approval at a future meeting.

Snohomish Health District Update

Katie Curtis, with the Snohomish Health District, presented to the Council.

Citizen Comments

Sue Fernald, Lake Stevens. Sue spoke about the budget and concerns with the sales tax increase.

Hari Kishore Guntur, Lake Stevens. Hari thanked the Mayor and Council for reading the Hindu proclamation tonight.

Pavan Nookala, Lake Stevens. Pavan also thanked the Council for the proclamation and the Diwali event.

Katie Psillos, Lake Stevens. Katie spoke regarding her concerns with short-term rentals.

Aileen Spradlin, Lake Stevens. Aileen asked the Council to create a short-term rentals task force.

John Spencer, Lake Stevens. John stated that the latest short-term ordinance is an improvement but needs more work.

Kim Shipman, Lake Stevens. Kim spoke about the increased speed of traffic on Grade Road.

Janice Huxford, Lake Stevens. Janice asked the Council to remand the short-term rental ordinance back to the Council.

Council Business

Councilmember Jorstad thanked staff for all of their continued work.

Councilmember Dickinson reported that she attended the Library Board meeting. She also thanked staff for their work.

Councilmember Frederick reported that he attended the Webtec conference. He also spoke about the Grant Writer position requested in the budget.

Councilmember Petershagen reported that he has been attending meetings regarding the Grimm house and thanked staff for their work.

Councilmember Daughtry reported that he attended the last SCITT meeting.

Councilmember Ewing reported that he attended the Library Board meeting.

Mayor's Business

Proclamation for Pregnancy and Infant Loss Awareness Month - October, 2022

Proclamation for Hindu American Awareness and Appreciation Month - October, 2022

City Department Report

New Police Corporal Chris Schedler

Director Wright and Director Warrington also gave updates in their departments.

Consent Agenda

MOTION. Councilmember Frederick made a motion, seconded by Councilmember Jorstad, to pass the consent agenda as presented. The motion passed 7-0-0-0.

The consent agenda included the following:

- 2022 Vouchers
- City Council Meeting Minutes of October 4, 2022
- Appointment to Salary Commission

Moved to November 15, 2022:

Public Hearing

Short-Term Rentals – LUA2022-0046

Action Item

Resolution 2022-14 - Updated City Fee Schedule

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Frederick, to move Resolution 2022-14 to November 15, 2022, after the short-term rental discussion. The motion passed 7-0-0-0.

Discussion Items**2023 Budget**

Director Stevens explained the proposed 2023 Capital Project budget is based on the 6-Year Capital Improvement Plan (CIP) and includes street, park, stormwater, walkway, and facility projects. These projects are mostly funded through capital project funds and grants, but may include some operating expenditures (general and street funds). The CIP is created based on a scoring matrix previously presented to the Council that prioritizes projects based on safety and other factors. Once that scoring is complete and the projects are prioritized, consideration is taken for available resources and potential funding sources. Some projects may be on the CIP list, but not be included in the budget due to limited resources. Those will remain on the list while new sources of funding are solicited.

If the Lake Stevens voters approve the Transportation Benefit District funding, an updated capital project budget will be presented to Council in 2023 as an amendment to the budget to include the previously reviewed list of projects.

A draft line-item budget was provided to the Council via email that included a list of capital projects for the upcoming year. That capital list has been updated to include projects currently underway that will be rolled forward from the 2022 budget and includes the forecasted project costs for 2024.

A revised summary of positions and items requested has been provided to the Council with the addition of the council directed "Grant Writer" position and the removal of the request to make a part-time Office Assistant full-time.

Council and staff engaged in a discussion.

Draft Agenda for November 1, 2022 (Will be handed out at the meeting)

Executive Session

The meeting recessed to executive session to discuss potential litigation for 20 minutes with no action after the session.

Note: Councilmember Jorstad left the meeting at 8:47 p.m.

Reconvene to Regular Session

The meeting reconvened to regular session at 8:52 p.m.

Adjournment

MOTION. Councilmember Frederick made a motion, seconded by Councilmember Dickinson, to adjourn the meeting. The motion passed 6-0-0-1. The meeting adjourned at 8:52 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

**CITY OF LAKE STEVENS
CITY COUNCIL WORKSHOP MEETING MINUTES**

November 1, 2022, at 6:00 p.m.

By Remote Participation via Zoom and In Person at The Mill, 1808 Main Street, Lake Stevens.

CALL TO ORDER: 6:00 p.m. by Council President Ewing

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Mary Dickinson, Anji Jorstad, Shawn Frederick, Marcus Tageant and Steve Ewing

4:00 p.m. Council Pictures

Call to Order

Council President Ewing called the meeting to order at 6:00 p.m.

City Department Update

Public Works Department Report

Discussion Items

Short-Term Rentals Work Session

Planning Manager Levitan asked the Council to review and discuss Ordinance 1139 and provide direction to staff on any requested changes in advance of the November 15 public hearing. Council and staff engaged in a discussion.

Executive Session

The meeting recessed to executive session at 7:37 p.m. to discuss collective bargaining for approximately 20 minutes with no action to follow.

Reconvene to Regular Session

The meeting reconvened to regular session at 7:57 p.m.

Continued Discussion Items

Enterprise Fleet Contract

After discussion, this agreement will come back for approval at the November 8 meeting.

Resolution 2022-15 Comprehensive Procurement Policy - Updates

After discussion, this Resolution will come back for approval at the November 8 meeting.

2022 Budget Amendment No 2

After discussion, this Ordinance will come back for approval at the November 8 meeting.

2023 Preliminary Budget & Discussion

Council and staff engaged in a discussion. Mayor Gailey will come back with recommendations at the next meeting.

Affordable Housing Alliance Update (Verbal Update)

Draft Agenda for November 8, 2022 (Will be handed out at the meeting)

Adjournment

The meeting adjourned at 8:59 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

**CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES**

November 8, 2022, at 6:00 p.m.

Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL TO ORDER: 6:00 p.m. by Mayor Brett Gailey

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Mary Dickinson, Marcus Tageant, Steve Ewing, Shawn Frederick and Anji Jorstad.

Call to Order

Mayor Brett Gailey called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Mayor Brett Gailey led the Pledge of Allegiance.

Roll Call

All Councilmembers were present.

Approval of Agenda

MOTION. Councilmember Petershagen made a motion, seconded by Councilmember Tageant, to remove the Contract for Lake Management from the consent agenda and bring it back to the next meeting for more discussion. The motion passed 7-0-0-0.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Tageant, to approve the agenda as amended. The motion passed 7-0-0-0.

Guest Business

Introduce Jessica Romero, Recreation Specialist

Citizen Comment

Shane Odem, Lake Stevens. Shane spoke to the Council about ADA improvements in the City.

Council Business

Councilmember Jorstad reported that she attended the last Board of Health meeting.

Councilmember Dickinson reported that she attended the last Historical Society meeting.

Councilmember Frederick reported he has taken a new job and will have to resign from the Council effective December 16, 2022.

Councilmember Petershagen attended the last Historical Society meeting and Planning Commission meeting.

Councilmember Ewing reported that he attended the last Health Board meeting and Councilmember Jorstad is the Vice Chair of the Board of Health.

Mayor Business

Mayor Gailey reported that a proclamation is in the packet tonight to rescind the Covid Emergency Order.

City Department Report

Public Works Department Report

Consent Agenda

MOTION. Councilmember Frederick made a motion, seconded by Councilmember Jorstad, to pass the consent agenda as presented. The motion passed 7-0-0-0.

The consent agenda included the following:

- 2022 Vouchers
- City Council Meeting Minutes of October 11, 2022
- City Council Meeting Minutes of October 18, 2022
- Washington State Parks Marine Program Interagency Agreement (2023 A-299)
- Adopt 2023 Legislative Agenda (Presented by Doug Levy)
- Contract Amendment for Downtown Lake Outlet Projects
- Enterprise Master Lease Agreement for Light Duty Vehicles
- Resolution 2022-15 Comprehensive Procurement Policy - Updates
- Ordinance 1148 - 2022 Budget Amendment No. 2

Public Hearing

Storage Facilities Code Amendment (LUA2022-0079)

Planner Needham explained that tonight is a public hearing to take public testimony on LUA2022-0079, a city-initiated land use code amendment that would amend LSMC 14.44.044 (Storage Facilities) and other associated chapters.

Staff is recommending approval of Ordinance No. 1147 (Attachment 1) amending LSMC Chapters 14.08 (Definitions), 14.40 (Permissible Uses), and 14.44 (Supplementary Use Regulations).

Mayor Gailey opened the public hearing at 6:24 p.m.

There were no public comments.

Mayor Gailey closed the public comment portion of the hearing.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Petershagen, to approve Ordinance 1147 related to storage facilities. The motion passed 5-2-0-0 with Councilmember Jorstad and Councilmember Dickinson opposed.

Ordinance 1149 - 2023 Property Tax Levy

Director Stevens explained that the 2023 preliminary assessed value shows an approximate increase of 43.5% within the City of Lake Stevens. The change in the rate of inflation (IPD rate) is 106.457 percent for the tax year 2023. For taxing districts with a population of 10,000 or more, the levy limit factor or allowable increase, is the lesser of inflation (IPD rate) or 101% over the previous highest lawful levy amount. This City's estimated levy rate for 2023 is \$0.74 when using the levy factor of 101%.

Ordinance 1149 authorizes the collection of property taxes on properties within the city limits up to a certified amount of \$6,450,000. Based on current estimates, we anticipate the actual levy will be approximately \$6,408,000. The ordinance includes an estimated 15% increase over the 2022 highest lawful levy amount, which includes the statutory 1% increase that equates to \$37,782.84, as well as increases from state assessed values, annexations, new construction, and refunds.

Mayor Gailey opened the public hearing at 6:32 p.m.

Annette Gamble Olson, Arlington. Annette asked the Council to not raise the property tax.

Mayor Gailey closed the public hearing for public comment at 6:35 p.m.

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Tageant, to approve Ordinance 1149, 2023 Property Tax Levy. The motion passed 7-0-0-0.

Public Hearing 1: 2023 Budget Ordinance 1150

Director Stevens explained that the City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2023 budget ordinance. Staff is recommending approval of the first reading of 2023 Budget and Ordinance No. 1150 after public testimony.

Mayor Gailey opened the public hearing at 7:00 p.m.

There were no comments.

Mayor Gailey closed the public hearing for public comment at 7:00 p.m.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Tageant, to approve the first reading of Ordinance 1150, 2023 Budget. The motion passed 7-0-0-0.

Closed Record Hearing (No New Public Comment)

Hisey Rezone Request

City Attorney Rubstello explained for the record that no new public comment could be entered into the record.

Planner Schmidt explained that this is a Closed Record Public Hearing and First and Final Reading for Ordinance No. 1146 related to the Hisey Rezone (LUA2021-0211).

Staff is recommending approval of Ordinance No. 1146: An ordinance of the city of Lake Stevens amending the zoning for an undeveloped 11.22-acre parcel (APN: 29062000305400), located off Machias Cutoff, from R6 to R8-12 as part of the Hisey Rezone (City File No. LUA2021-0211).

Mayor Gailey opened the hearing for any comments.

Annette Gamble Olson, Arlington. Annette gave comments to the rezone.

Mayor Gailey closed the hearing at 7:20 p.m.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Frederick, to approve Ordinance 1146, Hisey Rezone. The motion passed 6-1-0-0 with Councilmember Dickinson opposed.

Discussion Items

Draft Ordinance for Short Term Rentals Code Amendment (LUA2022-0046)

Planning Manager Levitan explained that no formal action is required. Councilmembers are asked to review and provide any final comments on an updated draft of Ordinance 1139 (Short-Term Rentals Code Amendment), which incorporates changes requested during a November 1 Council work session and is scheduled for a public hearing on November 15. Staff is also requesting Council feedback on whether the previously discussed initial application fee of \$200 should be increased, based on the proposed change to a Type II review process.

Review Draft Agenda for November 15, 2022

Adjournment:

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Frederick, to adjourn the meeting. The motion passed 7-0-0-0. The meeting adjourned at 7:38 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 11/22/2022

Subject: Change Order for the 2022 Pavement Overlay and ADA Upgrades

Contact Person/Department: Erik Mangold, Public Works

Budget Impact: \$129,732.81 (still within overlay budget of \$560,000)

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Authorize the Mayor to sign the Change Order in the Amount of \$129,732.81 for the 2022 Pavement Overlay and ADA Upgrades

SUMMARY/BACKGROUND:

The Original Contract was signed for \$338,568.00, Upon grinding of 91st NE, there were found to be traffic loops unaccounted for in the bid. This created the first change order for \$43,831.20. During the overlay project, an additional project upgrading/constructing 7 more ADA ramps and installing new crosswalks near the high school on 30th and Cedar Rd was requested to be added to the existing contract, This project with additional quantities created a second change order for \$71,774.89.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

None

CITY COUNCIL STAFF REPORT



Agenda Date: 11/22/2022

Subject: Agreement to Relinquish Real Property (Rucker Building)

Contact Person/Department: Gene Brazel, Administration

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Authorize the Mayor to sign the Agreement to Relinquish Real Property Interest

SUMMARY/BACKGROUND:

In 1990 an interlocal agreement was developed where Towns and the County contributed funds to the Snohomish Health District (the "District"). Those funds, along with funds from other cities and towns in Snohomish County, were used by the District to acquire real property commonly known as the Rucker Building, located at 3020 Rucker Avenue, Everett, Washington. As public health services will now be provided by Snohomish County, they've asked the City of Lake Stevens to relinquish real property interest in the Rucker Building. The parties agree and acknowledge that the County's operation of a County Health Department in the Rucker Building comprises a public benefit, and further, that this Agreement ensures the uninterrupted and continuous delivery of public health services in Snohomish County to the direct benefit of the Town and its residents. The Town's decision to relinquish its rights as described in Section 1 above is in consideration for these benefits and for the costs to be incurred by the County upon the creation of a County Health Department and the transition of uninterrupted public health services thereto. Further, the County agrees that proceeds from any future sale of the Rucker Building will be used exclusively for the provision of public health services in Snohomish County.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Agreement

AGREEMENT TO RELINQUISH REAL PROPERTY INTEREST

THIS AGREEMENT TO RELINQUISH REAL PROPERTY INTEREST (this “Agreement”) is made and entered into as of this ____ day of _____, 2022 (the “Effective Date”), by and between _____, a municipal corporation of the State of Washington (the “Town”), and Snohomish County, a political subdivision of the State of Washington (the “County”).

RECITALS

A. As contemplated in a 1990 memorandum of understanding and a 1990 interlocal agreement, both the Town and the County contributed funds to the Snohomish Health District (the “District”). Those funds, along with funds from other cities and towns in Snohomish County, were used by the District to acquire real property commonly known as the Rucker Building, located at 3020 Rucker Avenue, Everett, Washington 98201 (the “Rucker Building”). The District acquired the Rucker Building for purposes of delivering public health service as required under chapter 70.05 and 70.46 RCW.

B. In 1995, the District amended its Charter at Article VII, Section 2, to provide processes by which: (a) the District would repay the County and each city and town that contributed to the purchase of the Rucker Building in the event that the District sold the Rucker Building, and (b) the County would repay each city and town that contributed to the purchase of the Rucker Building in the event that the County assumed sole responsibility for public health in Snohomish County.

C. In 2018, the District entered into a purchase and sale agreement for the sale of the Rucker Building. The District contemplated using the sale proceeds to acquire another, smaller facility with any remaining balance to be used for District purposes consistent with state law. All the cities and towns that contributed to the acquisition of the Rucker Building executed quit claim deeds to the District: (a) for purposes of clearing title and facilitating the sale, and (b) to relinquish any and all interest in the sale proceeds. Ultimately, the sale did not close, and the District remains the fee owner of the Rucker Building.

D. Pursuant to District Board of Health Resolution 22-16, dated May 31, 2022, the District voted unanimously to support the County’s withdrawal from the District. Pursuant to Motion 22-248, the County Council voted to authorize issuance of a notice of intent to withdraw from the District with a withdrawal date of December 31, 2022, with the intent to form a unified County health department. The District and the County are currently working towards the transition of public health services from the District to the County with an effective date of

December 31, 2022. This transition includes the transfer of title in the Rucker Building from the District to the County.

E. Beginning January 1, 2023, the County intends to use the Rucker Building for the operation of a County Health Department and delivery of public health services as required by state law. The County has asked all cities and towns that made contributions toward the purchase of the Rucker Building to relinquish any and all interest in the Rucker Building, including proceeds from any future sale, and the Town has agreed to the same.

AGREEMENT

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the Town agree as follows:

1. RELINQUISHMENT OF INTEREST. The Town hereby relinquishes, releases and conveys to the County any and all right, title and interest held by the Town in the Rucker Building, including, but not limited to, proceeds from any future sale or other right to reimbursement. In order to more fully effectuate its relinquishment of interest, the Town shall execute a quitclaim deed in favor of the County in substantially the form attached to this Agreement as Exhibit A.

2. CONTINUATION OF PUBLIC HEALTH SERVICES. The parties agree and acknowledge that the County's operation of a County Health Department in the Rucker Building comprises a public benefit, and further, that this Agreement ensures the uninterrupted and continuous delivery of public health services in Snohomish County to the direct benefit of the Town and its residents. The Town's decision to relinquish its rights as described in Section 1 above is in consideration for these benefits and for the costs to be incurred by the County upon the creation of a County Health Department and the transition of uninterrupted public health services thereto. Further, the County agrees that proceeds from any future sale of the Rucker Building will be used exclusively for the provision of public health services in Snohomish County.

3. BINDING EFFECT. This Agreement shall be binding on and inure to the benefit of the County, the Town, and their respective successors in interest and assigns.

4. COMPLETE AGREEMENT. This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof and supersedes any and all prior oral or written agreements between the parties regarding the subject matter contained herein, including, but not limited to any memorandum of understanding, interlocal agreement, or District Charter Article VIII, Section 2. Any written or verbal agreements that are not set forth herein or incorporated herein by reference are expressly excluded.

5. EXECUTION IN COUNTERPARTS. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one and the same Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first above written.

SNOHOMISH COUNTY, a political
subdivision of the State of Washington,

TOWN OF _____, a
municipal corporation of the State of
Washington,

Sign: _____
Print: _____
Date: _____

Sign: _____
Print: _____
Date: _____

Approved as to Form:

Approved as to Form:

Deputy Prosecuting Attorney

Town Attorney

EXHIBIT A

Form of Quit Claim Deed

Return Address:

Snohomish County
Attn: Property Officer
3000 Rockefeller Ave. M/S 404
Everett, WA 98201

Document Title(s) (or transactions contained therein):

Quit Claim Deed

Reference Number(s) of Related Documents: n/a**Grantor(s)** (Last name first, then first name and initials):

Town of _____, a municipal corporation of the State of Washington

Grantee(s) (Last name first, then first name and initials):

Snohomish County, a political subdivision of the State of Washington

Legal description (abbreviated: i.e. lot, block, plat or section, township, range)

Section 30 Township 29 Range 5 Quarter NE EVERETT DIV H PLAT OF BLK 720 D-00 - LOTS 22-23-24-25-26-27-28-29 BLK 720 TGW TH PTN LOT 21 BLK 720 SD PLAT DAF BEG NW COR SD LOT 21 TH S00*00 07E ALGWLY LN THOF 0.37FT TH S89*47 16E 91.39FT TO N LN SD LOT 21 TH N89*58 55W ALG SD N LN 91.38FT TO POB EXC TH PTN LOT 22 BLK 720 SD PLAT DAF BEG SE COR SD LOT 22 TH N00*00 00W ALG ELY LN THOF 0.11FT THS89*47 16W 28.50FT TO S LN SD LOT 22 TH S89*58 55E ALG SD LN 28.50FT TO TPB PER BDY LN AGRMNT REC AFN 201811070134 & SURV REC AFN 201811075001
Situate in the County of Snohomish, State of Washington

Assessor's Property Tax Parcel/Account Number

004375-720-022-00

QUIT CLAIM DEED

Grantor, Town of _____, a municipal corporation of the State of Washington, for and in consideration of ten and 00/100s dollars (\$10.00) and other good and valuable consideration, in hand paid, conveys and quitclaims to Snohomish County, a political subdivision of the State of Washington, that certain real property situated in the County of Snohomish, State of Washington, that is more particularly described on Schedule 1 attached hereto.

DATED: _____, 2022

Grantor: TOWN OF _____

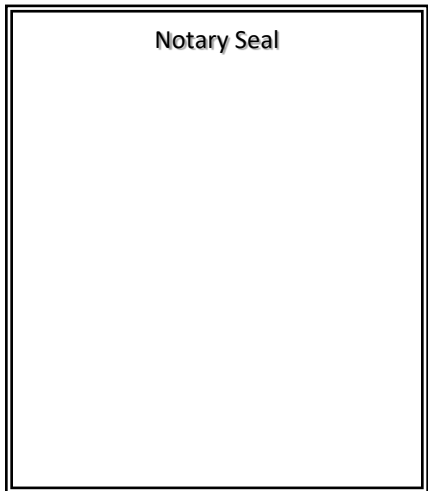
By: _____

Its: _____

STATE OF WASHINGTON)
 : §
COUNTY OF SNOHOMISH)

On this _____ day of _____, 2022, before me personally appeared _____, to me known to be the _____, of the Town of _____, that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that _____ was duly elected, qualified and acting as said officer or member of the municipal corporation, and that _____ was authorized to execute said instrument on behalf of said municipal corporation.

GIVEN under my hand and official seal the day and year last above written.



Signature: _____
Notary (print name) _____
Notary Public in and for the State of Washington,
residing at _____
My commission expires _____

**Schedule 1
to Quit Claim Deed**

Assessor's Tax Parcel No.: 004375-720-022-00

Lots 22, 23, 24, 25, 26, 27, 28 and 29, Block 720, Plat of Everett, Division "H," according to the Plat thereof recorded in Volume 4 of Plats, page 50, records of Snohomish County, Washington. Together with that portion of Lot 21, Block 720, Plat of Everett Division "H," according to the Plat thereof recorded in Volume 4 of Plats, page 50, records of Snohomish County, Washington, described as follows:

Beginning at the Northwest corner of said Lot 21;
thence South 00°00'07" East along the Westerly line thereof a distance of 0.37 feet;
thence North 89°47'16" East a distance of 91.39 feet to the North line of said Lot 21;
thence North 89°58'55" West along said North line a distance of 91.38 feet to the true point of beginning;

Except that portion of Lot 22, Block 720, Plat of Everett Division "H," according to the Plat thereof recorded in Volume 4 of Plats, page 50, records of Snohomish County, Washington, described as follows:

Beginning at the Southeast corner of said Lot 22;
thence North 00°00'00" West along the Easterly line thereof a distance of 0.11 feet;
thence South 89°47'16" West a distance of 28.50 feet to the South line of said Lot 22;
thence South 89°58'55" East along said line a distance of 28.50 feet to the Point of Beginning.

Situate in the County of Snohomish, State of Washington

CITY COUNCIL STAFF REPORT



Agenda Date: 11/22/2022

Subject: Interlocal Agreement with Lake Stevens School District for Shared Resources and Facilities

Contact Person/Department: Gene Brazel, Administration

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Authorize the Mayor to Sign the Interlocal Agreement

SUMMARY/BACKGROUND:

As our community has grown and operating dollars are more competitive, we've worked collaboratively with the Lake Stevens School District to create an Interlocal Agreement for shared Resources and Facilities. This agreement is in the public interest to maximize the use of District and City-owned facilities, equipment, resources and collaborative purchasing.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Agreement

**INTERLOCAL AGREEMENT BETWEEN
THE LAKE STEVENS SCHOOL DISTRICT
AND THE CITY OF LAKE STEVENS
FOR SHARED RESOURCES AND FACILITIES**

This Interlocal Agreement effective 22nd day of September, 2022 between the Lake Stevens School District, a Washington municipal corporation, hereinafter called "District", and City of Lake Stevens, a Washington municipal corporation, hereinafter referred to as "City".

WHEREAS, it is in the public interest to maximize the use of District and City owned facilities, equipment, resources and collaborative purchasing; and

WHEREAS, there is considerable overlapping of interest in the operation of these facilities and equipment, as well as resource sharing and collaborative purchasing by the District and the City; and

WHEREAS, joint use of facilities provides for utilization of buildings, athletic facilities, parks, open spaces, equipment and resource sharing, and collaborative purchasing, which avoids the need for duplication thereof, saving tax dollars; and

WHEREAS, both the District and City are responsible for providing land, open space and buildings for the educational and recreational growth of the community; and

WHEREAS, with the progression of time both agencies have become more aware of the social, psychological, cultural and physical values derived when its community has the time and opportunity to develop and grow through meaningful recreation; and

WHEREAS, this agreement between the District and City is dedicated to sharing resources, facilities and providing said opportunity to the citizens of the Lake Stevens area; and

WHEREAS, this Agreement between Parties is authorized by law including without limitation, Revised Code of Washington, Chapters 35.59, 39.34 and 39.33 which authorize local governments, including school Districts and cities, to make agreements for joint ownership and performance of functions.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, DISTRICT and CITY agree as follows:

1. OPERATION

1. The District and City shall strive to give the other first consideration in the use of the other's buildings, facilities and grounds. Such use, however, shall be limited to and secondary to the primary activities and programs of municipal corporation holding ownership.

2. District buildings, facilities and grounds may be made available to the City for public purposes at no cost except that the City shall be responsible for providing adequate supervision (all as defined in site specific agreements), mutually agreed upon custodial support and the protection of school property during said use.

3. City buildings, facilities and grounds shall be made available to the District at no cost except that the District shall be responsible for providing adequate supervision (as defined in site specific agreements), mutually agreed upon custodial support and the protection of park areas and buildings during said use.

4. In the joint use of facilities, the liability of the District and the City shall be carefully detailed in separate site-specific agreement between the City and the District. Both the District and the City shall, regardless of the terms of the site-specific agreement, maintain insurance coverage in the amount of not less than \$5,000,000 (five million dollars) per loss occurrence relating to the site. Responsibility for maintenance and upkeep of facilities shall be the responsibility of the property owner.

5. There shall be a separate agreement for each integrated site development and/or operation. Upon identification of a project, the joint undertaking will proceed pursuant to a written agreement negotiated and entered into by the parties identified within the agreement. Such an agreement for each separate site should include, but not be limited to, provisions for the measurement of each participant's financial investment and fair compensation upon termination.

6. A schedule shall be established, setting forth the exact hours that specified school facilities may be reserved for use by the City and specified City facilities may be reserved for use by the District. Use outside the schedule must be requested separately in writing to ensure clear lines of responsibility and liability.

7. As the City grows it's Parks and Recreation Department, the District and the City shall explore the possibility of shared responsibility for the maintenance of athletic fields, with the goal to minimize duplication of maintenance equipment and maximize the efficient use of staff and equipment.

8. This agreement is not intended to supersede any existing facility use policies of the Lake Stevens School District or City of Lake Stevens.

2. EQUIPMENT SHARING

1. The District and City shall strive to give the other first consideration in the use of the other's equipment. Such use, however, shall be limited to and secondary to the primary use of municipal corporation holding ownership. Shared equipment shall be returned in as found or better condition and any repair costs related to damage caused by the borrowing party, shall be paid by the borrowing party. For example, equipment will be returned with the same or a similar amount of fuel as when it was borrowed.

3. PURCHASING

1. The District and City shall strive to purchase items collaboratively and in bulk when reasonable.
2. The District and City shall strive to include "Piggy Back" language when writing purchasing documents for large equipment and or vehicles when reasonable

4. FEES AND CHARGES

1. The District and the City may assess and collect a fee from participants for an activity held on or within the other's facilities; Said fees to be in accordance with the policies of the facility owner or governing body.
2. The District and the City shall reimburse for any expenses or labor associated with shared services; said reimbursement to be in accordance with the policies or collective bargaining agreements of its governing body. Reimbursement shall occur no later than 45 days following services rendered, and receipt of invoice.

5. LIABILITY

Each of the parties will indemnify, hold and save harmless the other from all loss, damage, liability, or expense, (including expense of litigation), resulting from any actual or alleged injury or death of any person, or from any actual or alleged loss of or damage to any property, caused by or resulting from any act or omission of each party's own comparative negligence. The owner of the property shall be responsible for the condition of the premises and the user of the premises shall be responsible for the conduct during use of a facility or equipment.

6. INSURANCE

INSURANCE. The City and the District shall maintain Commercial General Liability (CGL) and Automobile Liability insurance through the commercial insurance market, an insurance pool, self-insurance, or a combination thereof. The CGL coverage shall be written with limits no less than \$5,000,000 per occurrence with a \$10,000,000 general aggregate. The Automobile Liability coverage shall be with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident. The failure of any insurance carrier or self-insured pooling organization to agree to or follow the terms of this Agreement shall not relieve any individual jurisdiction from its obligations under this Agreement.

6. TERMINATION OF AGREEMENT

This agreement may be terminated by either party hereto, by giving the other sixty (60) days written notice.

7. AMENDMENTS/MODIFICATION

Provisions within this Agreement may be amended with the mutual consent of the parties hereto. No additions to, or alterations of, the terms of this Agreement shall be valid unless made in writing, and formally approved and executed in the same manner as this Agreement.

8. INDEMNIFICATION AND LIABILITY

A. Indemnification:

1. DISTRICT will at all times indemnify and hold harmless and defend CITY, its elected officials, officers, employees, agents and representatives, from and against any and all lawsuits, damages, costs, charges, expenses, judgments and liabilities, including attorney's fees (including attorney's fees in establishing indemnification), collectively referred to herein as "losses" resulting from, arising out of, or related to one or more claims arising out of acts, errors, or omissions of DISTRICT in performance under this agreement.
2. CITY will at all times indemnify and hold harmless and defend DISTRICT, its, officers, employees, coaches, volunteers, agents, representatives, and elected officials from and against any and all liability, including claims, lawsuits, damages, costs, charges, expenses, judgments and liabilities, and attorney's fees (including attorney's fees in establishing indemnification), collectively referred to herein as "losses," arising out of or connected with, the performance of this agreement, whether such damages be to person or property, except for those losses resulting solely from the negligence of the DISTRICT.
3. The term "claims" as used herein shall mean all claims, lawsuits, causes of action, and other legal actions and proceedings of whatsoever nature, involving bodily or personal injury or death of any person or damage to any property including, but not limited to, persons employed by DISTRICT, CITY, or other person and all property owned or claimed by DISTRICT, CITY or affiliate thereof, or any other person; except for those losses or claims for damages solely caused by the negligence or willful misconduct of DISTRICT or CITY, their elected and appointed officials, officers, employees or agents.

9. NOTICES

Notices to the City and District shall be sent to the following addresses:

To the City:

City of Lake Stevens
Attn: City Clerk
Post Office Box 257
Lake Stevens, WA 98258

To the District:

Lake Stevens School District
Attn: Asst. Supt/Business & Operations
12309 22nd Street NE
Lake Stevens, WA 98258

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.

9. SEVERABILITY

If any provision of this Agreement or its application to any person or circumstance is held invalid, the remainder of the provisions and/or the application of the provisions to other persons or circumstances shall not be affected.

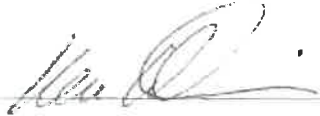
10. APPROVAL AND FILING

APPROVAL AND FILING. Each party shall approve this Agreement pursuant to the laws of the governing body of said party. The attested signature of the officials identified below shall constitute a presumption that such approval was properly obtained.

IN WITNESS WHEREOF, the parties have signed this Agreement, effective on the date indicated below.

LAKE STEVENS SCHOOL DISTRICT

CITY OF LAKE STEVENS

By: 
Dr. Ken Collins, Superintendent

By: _____
Brett Gailey, Mayor

ATTEST: 
Teresa Main, Assistant Superintendent

ATTEST: _____
Kelly Chelin, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: 
Emma Gillespie, School District Attorney

By: _____
Greg Rubstello, City Attorney

CITY COUNCIL STAFF REPORT



Agenda Date: 11/22/2022

Subject: Resolution 2022-14 - City Fee Schedule

Contact Person/Department: Barb Stevens, Finance

Budget Impact: Approval of Resolution 2022-14 would update the Lake Stevens and Snohomish School District impact fees to reflect their recently adopted Capital Facilities Plans; update the city's hourly fee for staff review time to \$100/hr; and revise several parks and recreation and miscellaneous fees.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Approve Resolution 2022-14, establishing an updated city fee schedule.

SUMMARY/BACKGROUND:

The city's current fee schedule was adopted via [Resolution 2021-12](#). Staff is proposing that the Council approve Resolution 2022-14 (Attachment 1), which would make the following changes to the fee schedule (shown in ~~strike through~~/underline format):

- Increase the city's standard hourly fee for staff review from \$75 per hour to \$100 per hour, which would be the first increase in at least ten years and which the Finance Department determined would more accurately reflect current staff salaries with benefits. Fees tied to the hourly fee are also proposed to be increased.
 - Revise the school impact fees for the Lake Stevens School District and Snohomish School District to reflect their 2022-2027 Capital Facilities Plans, which are scheduled to be adopted by reference as part of Ordinance 1152 (2022 Comprehensive Plan Docket).
-

- Update several fees for parks facilities and services based on a review by the Parks Director, including Section 2, Table A - Concessions (page 3); Section 8 (pages 15-17, including Table G1); and Section 9, Table H (page 17).
- Remove fees related to passport and passport photo services from Section 7, Table F, as they are not currently being offered by the city.
- Revise the technology fee in Section 7, Table F so that it applies to park and event rentals (in addition to building and land use permits).

APPLICABLE CITY POLICIES:

Fees Resolution

ATTACHMENTS:

1. Attachment 1 - Resolution 2022-14

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2022-14

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON,
REPEALING RESOLUTION NO. 2021-12 AND ADOPTING AMOUNTS FOR
THE RATES, FEES, AND DEPOSITS FOR VARIOUS SERVICES PROVIDED
AND ACTIONS PERFORMED BY THE CITY AND FINES LEVIED AGAINST
CODE VIOLATORS, TO INCLUDE NEW LAND USE FEES FOR SERVICES
ACTIONS OR PERMITS**

WHEREAS, the City Council, through ordinance, has adopted regulations requiring certain actions and services; and,

WHEREAS, these various ordinances set forth that fees shall be set by resolution; and,

WHEREAS, the cost of providing these various services consistent with applicable codes, regulations, and policies periodically increase or decrease, or certain services or practices are discontinued and fees are no longer needed; and,

WHEREAS, it is the intent of the City of Lake Stevens to charge appropriate fees and charges that are consistent with the services provided and to cover the public cost of providing these various services so that the public is not subsidizing individual benefits derived therefrom;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS TO RE-ENACT RESOLUTION 2022-14 AS FOLLOWS: Resolution No. 2021-12 is hereby repealed and the following rates, fees, and deposits for various services provided and actions performed by the city and fines levied against code violators are hereby adopted:

Section 1. Fees and Deposits-General.

- A. Fees. Fees are intended to cover the normal, recurring administrative costs associated with said action, such as secretarial staff time, advertising, mailings, file distribution, etc. and project review. Certain fees may be refundable based on a case by case analysis from the applicable department director and approval of the Finance Director. The applicant is responsible for costs incurred for any portion of project/permit reviewed by a consultant hired by the City for such review.
- B. Payment Due. Fees and deposits are due at the time the action is requested (e.g., at time of application) or occurs (e.g., prior to a specific action). An applicant may pay all fees and deposits of a multi-phased project in advance; however, doing so does not vest applicable fees due. Fees due are those in effect at the time the specific action or phase of an action is requested or occurs.
- C. Late Payment Penalties. If payment is not received within 30 days of the due date specified on the invoice, the amount due shall accrue interest at the rate of 1.5 percent per month, with a maximum monthly interest accrual of \$20.00, from the date the fee became due and the date payment is actually made.
- D. Waivers. Upon petition by the applicant, the Mayor or designee may waive any of the fees or portions thereof, for any non-profit organization that provide services for the necessary support of the poor or infirm, or upon the submittal of a signed and notarized declaration of financial hardship, in the form attached to this resolution.

- E. Concurrent Applications. Concurrent applications requiring land use fees established by this resolution shall be subject to each fee cumulatively as if reviewed separately. There shall be no reduction in fees where more than one type of fee is charged for a project.

Section 2. Land Use Fees. Fees for various services, actions, and permits regarding land use, as per LSMC Title 14 and 16, shall be as listed in Table A. Land Use fees are in addition to Building Permit fees. Attorney fees may be recovered for specific projects. (Note: "X.XX" number refers to Use Category from Title 14 Table of Permissible Uses.)

Table A: Schedule of Land Use Fees

Action/Permit/Determination	Fee (\$)
ADMINISTRATIVE APPROVALS/DETERMINATIONS – TYPE I REVIEW	
Adult Family Home	325
Boundary Line Adjustments	1,000
Changes of Use	Included in Business License Fee
Code Interpretations	200 150
Eligible Facility Modification	200 150 for first two hours + 100 75 per hour for each hour of additional staff time
Lot Status Determination	200 150 for first two hours + 100 75 per hour for each hour of additional staff time
Floodplain Development Permit when no Shoreline Exemption is required_(may also require SEPA and critical area review fees)	200 150
Home Occupations	Reviewed as part of business license
Lot Line Consolidation	500
Pasture/Waste Management Plan (LSMC 5.18.040) Plan Review Fee	100 75
Subsequent Plan Modification Review	100 75 /hour
Reasonable Use Exceptions	200+critical areas review
Site Plan Review (for standalone review only)	200 150 for first two hours + 100 75 per hour for each hour of additional staff time
Temporary Use	
Temporary Residence (1.700)	125
Temporary Mobile/Modular Public Structures (15.500) in any zone	100
Temporary Structures (23.000)	200
Temporary Encampment (LSMC 14.44.038)	1,250
ADMINISTRATIVE REVIEW (If hearing is requested additional cost for hearing examiner at actual cost)	
Administrative Conditional Use Permit	1,000
Administrative Deviation	200 150 for first two hours + 100 75 for each additional hour of staff time
Administrative Review of Model Home	200 150 for first two hours + 100 75 per hour for each additional hour of staff time
Administrative Modifications	450
Administrative Variance	1,000
Administrative Review of Small Wireless Facilities	200 150 deposit for first two hours + 100 75 per hour for each hour of additional staff time

Action/Permit/Determination	Fee (\$)
ANNEXATIONS	
Submission of 10% Petition	0
Submission of 60% Petition	0
If it goes to BRB hearing	0
ATTORNEY FEES	Applicant pays actual cost charged City plus 35 Administrative fee
APPEALS PER TITLE 14	
To City Council	350
To Hearing Examiner	350+Hearing Examiner cost
To Shoreline Hearings Board	<u>100</u> 75/hr
BINDING SITE PLANS	6,000
Revision	1,000
CODE ENFORCEMENT – NOTICE OF VIOLATION (Per Ch. 17.20 LSMC)	
Filing Fee to Request Contested Hearing	350
Filing Fee to Request Mitigation Hearing	350
Hearing Examiner Hearing (except for initial open record hearing per LSMC 17.20.080(d))	Hearing Examiner cost
COMPREHENSIVE PLAN AMENDMENTS (including area-wide-rezones)	
Minor Amendment (annual cycle)	2,400
Major Amendment (5-year cycle)	3,500
CONCESSIONS	
Background Check	<u>70</u> 15
Concession Agreement Review/Administration	<u>200</u> 150
Damage and Litter Deposit (refundable at end of contract)	<u>200</u> 100
Lease Rate	5% of revenue
CONDITIONAL USE PERMITS	3,500+ Hearing Examiner cost
CONSTRUCTION PLAN APPROVAL	
Residential developments 1-9 units	1,500 + 100 per lot for first two reviews + each additional review will be charged either: a) <u>100</u> 75 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director
Residential developments 10 or more units	1,500 + 150 per lot for first two reviews + each additional review will be charged either: a) <u>100</u> 75 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director

Action/Permit/Determination	Fee (\$)
Commercial and/or non-residential developments	2,000 for first two reviews + each additional review will be charged either: a) 100 75 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director
CONSULTANT FEES (when applicable)	Applicant pays actual cost charged City plus 35 Administrative fee
CRITICAL AREA REVIEW	Applicant pays actual cost charged City plus 35 Administrative fee
DESIGN REVIEW	
Design Review – Administrative Decision	450
DEVELOPMENT AGREEMENT	1,400
EDDS DEVIATION REQUEST	200 150 for first two hours + 100 75 per hour for each additional hour of staff time
ESSENTIAL PUBLIC FACILITIES (in addition to conditional use permit fees)	
Essential Public Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
Secure Community Transition Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
EVENT PERMITS	
Event Level 1	100 75
Event Level 2	225
Event Level 3	300
Event Level 4	1,050
Event Level 4 Deposit	80% of City estimated cost for City services
Event Expedited Review Fee	100
Boat Launch Closure	100/day
Recycle Containers	10/unit deposit 35/unit replacement fee for unreturned or damaged units
IMPACT FEES	
Park Mitigation	
Single-family residences (e.g., single-family residence, duplex and manufactured home)	4,154.92/dwelling unit
Multifamily residences with three or more units	3,004.75/dwelling unit
Multifamily residences and Accessory Dwelling Units with 0-1 bedrooms	1,912.53/dwelling unit
School Mitigation	
Lake Stevens School District – fees as shown below or as adopted in most current Capital Facilities Plan	
Detached Single Family Residence	11,434 9,788/dwelling
Duplex/Townhouse	2,526 7,672/dwelling
Multifamily Residential with 2 or more bedrooms	2,526 7,672/unit

Action/Permit/Determination	Fee (\$)
Snohomish School District – fees as shown below or as adopted in most current Capital Facilities Plan	
Detached Single Family Residence	6,495 6,039/dwelling
Duplex/Townhouse	4,514 260/dwelling
Multifamily Residential with 2 or more bedrooms	4,514 260/unit
Traffic Mitigation	
Traffic Impact Zone 1	2,771/PM peak hour trip
Traffic Impact Zones 2 & 3	3,500/PM peak hour trip
Impact Fee Adjustment/Deferral Application	200 150
LAND DISTURBANCE	
Minor Land Disturbance Permits	500 375
Major Land Disturbance Permits	1,000
Major Land Disturbance Permit with Class IV Forest Practice	1,250
LAND USE CODE AMENDMENTS	3,000
MISCELLANEOUS ACTIONS/ITEMS	
Manufacturing Tax Exemption Application	500
Permit Extension	200 150
Public Notice Signs Rental Fee	50
Security Administration Fee, per each security	100
Sign Non-Return Charge – If not returned within 7 days of permit approval	10/sign
Tree Replacement Fee In-Lieu (per LSMC 14.76.120(e))	35/tree
Lake Safety Marker – one-time fee for contribution to the Lake Safety Program for buoy purchase.	350
MISCELLANEOUS TASKS	
Miscellaneous Engineering Review (e.g., storm drainage plans for Single-Family Residential & Duplexes, drainage studies, etc.)	100 75/hr
Miscellaneous Research or other staff time	100 75/hr
MOBILE FOOD VENDING UNITS	
Initial License Application	75
License Renewals	40
PARK PERMITS	
Park Permit without Picnic Shelter	35
Park Permit is included if Picnic Shelter is rented	0
PLANNED NEIGHBORHOOD DEVELOPMENTS	3,500+Hearing Examiner cost
PRE-APPLICATION CONFERENCE FEE (\$400 credited toward application fee over \$1,000 upon submittal of said application if received within 12 months from date of pre-application conference.)	
Without Consultant Review	400
With Requested Consultant Review (e.g., critical areas consultant, etc.)	400+Consultant fees
RECONSIDERATION OF DECISION by:	
Planning Director	200
City Council	200
Hearing Examiner	100+Hearing Examiner cost
RECORDING FEES	At cost (paid directly to Snohomish County)
REZONES - ZONING MAP AMENDMENTS	
Rezone Minor	500+Hearing Examiner cost
Rezone Major	1,000+Hearing Examiner cost
RIGHT-OF-WAY	
Right-of-Way Permit	
Individual Residential (outside roadway improvements)	50

Action/Permit/Determination	Fee (\$)
All Others	200
Right-of-Way Vacation	1,000
Road Cuts (required only for pavement cuts where roadway overlay is not required by City)	2 per square foot
SEPA REVIEW (does not include critical areas review, which is a separate fee)	
Planned Action Project Certification Review including SEPA Checklist	750
Review of SEPA Checklist	750
Review of requested studies	<u>100</u> .75-study per hour 2 hour minimum
Review of requested traffic studies	<u>100</u> .75 per hour 2 hour minimum
Review of requested drainage studies	<u>100</u> .75-per hour 2 hour minimum
Environmental Impact Statement (EIS)	<u>100</u> .75-per hour 10 hour minimum
Addendum	300
SEPA Appeals (to Hearing Examiner)	<u>200</u> <u>150</u> +Hearing Examiner cost
SHORELINE PERMITS (may also require SEPA and critical area review fees)	
Mooring Buoy Application	<u>200</u> <u>150</u>
Shoreline Conditional Use	1,500+Hearing Examiner cost
Shoreline Exemption	200
Shoreline Exemption with Floodplain Development Permit	300
Shoreline Substantial Development	+Hearing Examiner if requested by public
Related to Single Family Residence	500
Related to Multifamily Residence or Commercial Property	1,500
Related to Subdivision	2,000
Other	2,500
Shoreline Variance	1,500+Hearing Examiner
SIGN PERMITS	
Sign Permit	<u>200</u> <u>150</u> +50/sign
Sign Insert replacements (fee applies to replacement cabinet signs with no structural or size modifications)	25
Master Sign Program Permit	<u>600</u> <u>450</u>
SUBDIVISIONS (1-9 lots – Short Plat; more than 9 lots – Plat)	
Preliminary Short Plat	4,320
Final Short Plat	765
Final Plat / Short Plat Pre-check and Survey Review	<u>100</u> .75/hour, 2 hour minimum plus \$1,000 survey deposit
Short Plat Alteration	1,225
Short Plat Vacation	1,225
Preliminary Plat	10,030
Final Plat	1,565 + 100 per lot or unit + Survey Consultant Review cost
Plat Alteration	1,600
Plat Vacation	1,600
Street Signs (per Manual on Uniform Traffic Control Devices)	Purchased & installed by applicant per code & consistent with MUTCD
VARIANCE (Hearing Examiner review)	1,100+Hearing Examiner cost
ZONING CERTIFICATION LETTER	<u>200</u> <u>150</u>

Section 3. Building Permit Fees. (Land Use fees, if required, are in addition to Building Permit fees.)

- A. Washington State Building Codes Adopted. The City of Lake Stevens does hereby incorporate by this reference as though fully set forth the fees from the current editions of:
1. The International Building Code (IBC)
 2. The International Residential Code (IRC)
 3. The International Mechanical Code including the International Fuel Code, National Fire Protection Association 58 (Liquefied Petroleum Gas Code) and National Fire Protection Association 54 (National Fuel Gas Code)
 4. The Uniform Plumbing Code
 5. Washington State Barrier Free Regulations (Title 51 WAC)
 6. Current edition of the Washington State Energy Code
 7. The International Fire Code
 8. Current edition of the Washington State Ventilation & Indoor Air Quality Code
- B. Valuation for Calculating Building Permit Fees shall be determined according to the International Code Council "Building Valuation Data" which is herein incorporated by reference as though fully set forth. The "Building Valuation Data," including modifiers, is found in Building Safety Journal, and is published quarterly by the International Code Council. Subsequent semi-annual revisions of the "Building Valuation Data" shall be automatically incorporated by this reference to be effective immediately following each new publication. Building permit fees shall be based on the formulas contained in Table 1A.

Table 1A: Building Permit Fees

Total Valuation	Fee
\$1.00 to \$499.99	\$23.50
\$500.00 to \$1,999.99	\$23.50 for the first \$499.99 plus \$3.05 for each additional \$100, or fraction thereof, up to and including \$1,999.99.
\$2,000.00 to \$24,999.99	\$69.25 for the first \$1,999.99 plus \$14 for each additional \$1,000, or fraction thereof, up to and including \$24,999.99.
\$25,000.00 to \$49,999.99	\$391.25 for the first \$24,999.99 plus \$10.10 for each additional \$1,000, or fraction thereof, up to and including \$49,999.99.
\$50,000 to \$99,999.99	\$643.75 for the first \$49,999.99 plus \$7.00 for each additional \$1,000, or fraction thereof, up to and including \$99,999.99.
\$100,000 to \$499,999.99	\$993.75 for the first \$99,999.99 plus \$6.50 for each additional \$1,000, or fraction thereof, up to and including \$499,999.99.
\$500,000 to \$999,999.99	\$3,233.75 for the first \$499,999.99 plus \$4.75 for each additional \$1,000, or fraction thereof, up to and including \$999,999.99.
\$1,000,000 and up	\$5,608.75 for the first \$999,999.99 plus \$3.65 for each additional \$1,000, or fraction thereof.

C. Plan Review Fees:

Residential:

- New construction & additions: 65% of permit fee using Table 1A
- Repairs & Alterations: ~~\$100.75~~ per hour (min. 1 hour)
- Basic House Plan Review – see Table B2

Commercial:

- New construction & additions: 85% of permit fee using Table 1A
- Tenant Improvements (TI) & Alterations: 85% of permit fee using Table 1A **OR** ~~\$100.75.00~~ per hour (min. 1 hour) as determined by the building official
- Plumbing & mechanical: 25% of permit fee or City's hourly rate of ~~\$100.75.00~~ per hour (min. 1 hour)

D. Fire Department Commercial Plan Review.

New or Tenant Improvement Building Permits – Applies to all Occupancies except Group U

Construction Valuation From: To:	Fee
Group R-3 or IRC Dwellings (regardless of valuation)	\$30
\$0 \$1,000	\$30
\$1,001 \$5,000	\$115
\$5,001 \$10,000	\$175
\$10,001 \$20,000	\$200
\$20,001 \$45,000	\$260
\$45,001 \$100,000	\$315
\$100,001 \$250,000	\$430
\$250,001 \$500,000	\$545
\$500,001 \$1,000,000	\$690
\$1,000,001 \$1,500,000	\$775
\$1,500,001 \$2,000,000	\$835
>\$2 million	\$865 plus \$55 per \$500,000 (prorated over \$2 million)

E. Other Inspections and Fees:

See Section II Tables D and E for Sprinkler and Alarm fees.

Inspections outside of normal business hours: ~~\$100.75~~/ hour, 2 hour minimum.

Reinspection fees assessed at ~~\$100.75~~ per hour (1 hour minimum).

Penalty for commencing work prior to permit issuance: Double permit fee.

Inspections for which no fee is specifically indicated: ~~\$100.75~~/hour (1/2 hour minimum).

Additional plan review required by changes, additions or revisions to plans: ~~\$100.75~~/hour.

For use of outside consultants for plan checking and inspections, or both: Actual Costs

F. Miscellaneous Building Permit Fees. Tables B2 and B3 specifies those fees charged for permits to be issued pursuant to the Washington State Building Code and which are not included in the provisions of Subsections A and B:

Table B2: Schedule of Miscellaneous Building Permit Fees

Permit	Fee (\$)		
	Permit	Plan Check	Total
Accessory Structures	Valued as Utility (BVD) See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
BASIC HOUSE PLAN REVIEW			
Initial Plan	See table 1A		
Set-up fee			200
Basic Plan		20% of permit fee per Table 1A	Per Table 1A
State Building Code fee (each residential permit)	\$6.50		\$6.50
Each additional residential unit	\$2.00		\$2.00
Each Commercial permit (per RCW 19.27.085)	\$25.00		\$25.00
Deck	Valued at: \$15/sq.ft. – uncovered \$17/sq.ft. – covered See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
Demolition	<u>\$100</u> 75		<u>\$100</u> 75
Dock	Valued at: \$30/sq.ft. See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
Fence/Retaining Wall	<u>\$100</u> 75	<u>\$100</u> 75/hr (1 hr min)	<u>\$100</u> 75 + plan check fee
Manufactured Home Placement ((& Skirting))	\$225		\$225
Certificate of Occupancy	\$100		\$100
Reroof:			
Residential	\$40.00		\$40.00
Residential with sheathing	\$90.00		\$90.00
Commercial	Refer to Table1A	Same as Commercial TI	Permit fee + plan check fee
Adult Family Home	<u>\$200</u> 150		<u>\$200</u> 150
Re-inspection	<u>\$100</u> 75		<u>\$100</u> 75

Current BVD = Building Valuation Data, International Code Council

Table B3: Mechanical and Plumbing Fees

Mechanical Fees		Plumbing Fees	
Mechanical Permit	35.00	Plumbing Permit	35.00
AC unit < 100,000k	20.00	Back Flow Preventer	10.00
AC unit 100,000k – 499,999 k	30.00	Bathtub	10.00
AC unit 500,000k and up	40.00	Commercial Dishwasher	15.00
Air Handlers <10,000 CFM	13.00	Drinking Fountain	10.00
Air Handlers 10,000 CFM and up	23.00	Floor Sink or Drain	10.00
Boilers	15.00	Grease Interceptor	50.00
Commercial Incinerator	30.00	Grease Traps	10.00

Mechanical Fees		Plumbing Fees	
Condensers	20.00	Hose Bibs	10.00
Domestic Incinerator	20.00	Ice Makers	10.00
Duct Work	15.00	Kitchen Sink	10.00
Evaporative Cooler	15.00	Laundry Tray	10.00
Forced Air System <100,000 BTU	18.00	Lavatory	10.00
Forced Air System 100,000 or more BTU	24.00	Lawn Sprinkler System	10.00
Gas Clothes Dryer	15.00	Medical Gas 1- 5	50.00
Gas Piping 1 – 4 Outlets	11.00	Medical Gas, for each one over five	10.00
Additional Outlets	1.00	Mop Sink	10.00
Heat Exchanger	15.00	Other	10.00
Heat Pump	15.00	Pedicure Chair	10.00
Manf. Fireplace/ Log Lite	18.00	Reclaimed Water System	40.00
Misc. Appliance	15.00	Residential Dishwasher	10.00
Range Hood – Residential	15.00	Roof Drains	10.00
Range Hood – Commercial	150.00	Shower	10.00
Refrigeration Unit <100K	20.00	Specialty Fixtures	10.00
Refrigeration Unit 100K – 499K	30.00	Supplemental Permit	15.00
Refrigeration Unit 500K and up	40.00	Testing of Reclaimed Water System	30.00
Relocation Repair	15.00	Urinal	10.00
Stove Appliance	15.00	Vacuum Breakers 1- 5	10.00
Supplemental Permit	15.00	Vacuum Breakers, for each one over five	2.00
Vent Systems	15.00	Washing Machine	10.00
Vent w/o Appliance	10.00	Waste Interceptor	10.00
Ventilation Fans	10.00	Water Closet	10.00
Wall/Unit Heaters	20.00	Water Heater	15.00
Water Heater	15.00	Water Service	10.00
Wood Stoves	18.00		

Section 5. Animal Code Fees. Fees for other various services, actions, and permits related to Animal Control, as per LSMC Title 5, shall be as listed in Table D.

Table D: Animal Code Fees

Permit/Action	Fee (\$)
Dog/Cat License: – Each dog or cat licensed within 60 days of residency or within 60 days of acquiring pet, lifetime – Each dog or cat neutered or non-neutered, lifetime – Senior Citizen (defined as being 62 years of age or older) owners, lifetime – Service and guide dogs, lifetime – Duplicate license for lost or destroyed dog/cat tag – Duplicate license - Senior Citizen owners and Service/Guide Dogs – Other Code Violations: ■ First Offense, For first offense the fee for such violation will be set equivalent to the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts. ■ Second Offense, For the second offense, the fee for such violation shall be set equivalent to double the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.	Free 20 Free Free 4 Free
Impound Fees for Cost Recovery: – Dogs and cats (at police kennel) – Animals – Dogs, Cats and other animals (at/or transported to animal shelter) As set forth by the Everett Animal Shelter animal impound fee schedule, plus an additional \$5.00 administrative fee for reviewing and processing billing statements. – Additionally, any costs incurred which exceed the base fee and which are associated with the collection, impoundment, maintenance, treatment, and destruction of the animal(s), any fees owing, and any costs of damage cause by the animal(s) shall be the liability of the owner. The City is not responsible for such costs incurred.	25 30 Varies
Pasture/Waste Management Plan (Sec 5.18.040): See Table A Land Use Fees	

Section 6. Miscellaneous Police Fees. Fees for various Police services, actions, and permits shall be as listed in Table E.



Table E: Schedule of Miscellaneous Police Fees & Fines

Permit/Action/Service	Fee (\$)
Fingerprinting:	
1. For Concealed Pistol Licenses	State fee
2. People who work or reside in the City (per 2 cards)	10
3. People who do not work or reside in the City (per 2 cards)	20
Lamination Services – Concealed Pistol Licenses	3.50
Fine:	
1. Failure to pay fee (50% reduction if paid within 24 hours)	40
DUI cost recovery:	
1. Administrative fee	200
2. Jail booking fee (or as revised by Snohomish County or City of Marysville)	82
3. Daily lodging fee (or as revised by Snohomish County or City of Marysville)	61
False Alarm Fees:	
1. Second response to premises within six months after the first response	25
2. Third response to premises within six months after a second response	50
3. Fourth response to premises in six months after the third response and for all succeeding responses within six months of last response	100
Impound Fees for Cost Recovery:	
Signs if owner wants returned, per sign	25
Impound fee for wheeled recreational devices	60
Administrative storage fee for impounded vehicles	15
Fine for parking:	
1. Fine for parking as described in Lake Stevens Municipal Code Section 7.12.090, Prohibited Parking	50
2. Fine if paid within 24 hours	25
Off-duty Officer:	Refer to current billable rate schedule
Security for Non-profits	
Security for others (includes a 15% administrative fee)	
Special Event Services Deposit:	\$100 per hour of event with one hour minimum
(For special planned events that require additional police services)	
Letters for search of local criminal justice data bases	10
Administrative dismissal of infraction for operating motor vehicle without insurance – administrative fee	25

Section 7. Miscellaneous Fees. Fees for various other services, actions, and permits shall be as listed in Table F.

Table F: Schedule of Miscellaneous Fees and Fines

Permit/Action	Fee or Fine (\$)
Public Works : Hourly Rate for Service for Non-profits Hourly Rate for Service for others (includes a 15% administrative fee)	Refer to current billable rate schedule
Business Licenses: - Non-refundable Adult Entertainment (Cabaret) application Fee 100 - Adult Entertainment (Cabaret) Establishment (annual) 500 - Adult Entertainment (Cabaret) Establishment Manager/ Entertainer (annual) 50/person - Business License Registration – Application 40 - Business License Registration – Annual Renewal 25 - Temporary business license 40 - Renewal 5 - Canvassers, Solicitors and Peddlers (includes City application fee, does not include Washington State Patrol application fee. License expires one year from date of application.) 75 for the 1st three employees, and \$10 for each additional employee - Live music and/or dance entertainment (annual) 50 - Games (annual) 50 - Pawnbroker and Second Dealers (annual) 500	
- Washington State Department of Licensing's Master License Service - Business license handling fee (fees shall be automatically amended by the State)	Currently New Application \$19 Renewal \$11
Duplication of Public Records: (postage/delivery costs extra) - In-house Copying of City documents for the public. - In-house Copying of City documents to pdf when original document is not in electronic format. - Electronic files or attachments uploaded to e-mail, cloud-based data storage service or other means of electronic delivery. - Transmission of public records in an electronic format or for the use of agency equipment to send the records electronically. The City shall take reasonable steps to provide the record in the most efficient manner available to the agency in its normal operations. - Digital storage media or device provided by the City, the actual cost of any container or envelope used to mail the copies to the requestor and the actual postage or delivery charge - In-House duplication of City documents to CD, such as • Comprehensive Plan, Lake Stevens Municipal Code Title 14, • Urban Design Standards, Engineering Design and Development Standards, etc.	For all records duplication and/or transmission, first \$5 cumulative waived 15¢/page/side 10¢/page/side \$1 extra for copy to CD 5¢ per each four electronic files or attachments plus 10¢ per gigabyte Actual Cost Actual Cost

Permit/Action	Fee or Fine (\$)
- Documents or CDs printed by outside vendor - Maps - Duplication of maps less than 11"x17" - Maps - Duplication of maps greater than 11"x17" and - Special requests for plotted maps, aerials, plans, etc. (each) - Audio recordings of meetings: • Duplicated by Staff • Duplicated by outside vendor - Color photos (cost to reproduce) - Certified copy of a public record	Actual cost to reproduce (minimum deposit required); requestor may arrange to pay outside vendor directly) \$0.15/page \$1 per square foot for in-house printing or actual cost if sent out to reproduce \$1/tape/disc Actual cost to reproduce 40¢ \$5 for 1st Page and \$1 each after the 1st Page
Dishonored Check Fine (in payment of City services)	\$35
Passports (fees shall be automatically amended by U.S. Dept. of State)	Consistent with effective federal changes
— Age 16 and Over	Passport Fee \$130.110 Execution Fee \$35
— Under Age 16	Passport Fee \$100.80 Execution Fee \$35
Passport Photos	\$16.00/set including sales tax
Technology Fee	A technology fee of three (3) percent will be assessed on city services including, but not limited to <u>issued</u> building and land use permits <u>issued</u> and park and <u>event rentals</u> .

Section 8. Community Facility Rental Fees. Fees for renting the City's Community Center and other facilities shall be as listed in Table G.

Table G: Schedule of Rental Fees

Classification	Rental Amount (\$)
Facilities	
Athletic Fields	Youth Sports: \$20 every 2hrs
	Adult Sports: \$30 every 2 hrs
Eagle Ridge Community Garden bed rental	\$40 annually
The Mill	See Table G1

Table G1: Standard Mill Rental Fees

	Max Occupancy	Saturday	Friday or Sunday	Mon-Thurs	Damage Deposit (refundable)	Reservation Deposit (non-refundable)
Entire Mill	461	\$1800	\$1300		\$250 without alcohol \$500 with alcohol	\$200
Hartford Hall	213	\$1300	\$900	\$75/hr \$600 all day	\$250 without alcohol \$500 with alcohol	\$200
The Stack	50 48	\$67/hr	\$47 67/hr	\$47 55/hr	\$100 150 \$300 with alcohol	\$50
Sawyers Room	200	\$77/hr	\$77/hr		\$100 150 \$300 with alcohol	\$50

NON-PROFIT Rental Fees: ~~Peak Season April 1 through September 30~~

Friday – Sunday, 30% discount (rounded up to nearest dollar)

Monday – Thursday, 50% discount (rounded up to nearest dollar)

	Saturday	Friday or Sunday	Mon-Thurs
Entire Mill	\$1260	\$910	
Hartford Hall	\$910	\$630	\$300
The Stack	\$47/hr	\$47/hr	\$38/hr
Sawyers Room		\$54/hr	\$28/hr

	Max Occupancy	Saturday	Friday or Sunday	Mon-Thurs	Damage Deposit (refundable)	Reservation Deposit (non- refundable)
Entire Mill	461	\$1260	\$910		\$250-500 without alcohol \$500-750 with alcohol	\$200
Hartford Hall	213	\$910	\$630	\$38/hr \$300 all day	\$300 without alcohol \$500 with alcohol	\$200
The Stack	50-48	\$47/hr	\$24/hr	\$24/hr	\$100-200	\$50
Sawyers Room	200		\$54/hr		\$100-200	\$50

NON-PROFIT Rental Fees (Off-Peak Season, Off Peak Days, Monday – Thursday, 50% discount)

	Max Occupancy	Saturday	Friday or Sunday	Mon-Thurs	Damage Deposit (refundable)	Reservation Deposit (non- refundable)
Entire Mill	461	\$900	\$650		\$250-500 without alcohol \$500-750 with alcohol	\$200
Hartford Hall	213	\$650	\$450	\$38/hr \$300 all day	\$300 without alcohol \$500 with alcohol	\$200
The Stack	50-48	\$33.50/hr	\$23.50/hr	\$23.50/hr	\$100-200	\$50
Sawyers Room	200		\$38.50/hr		\$10-0200	\$50

1. ~~If the City requires general liability insurance coverage, the event shall be required to provide proof of insurance in compliance with the Facility Use Permit rules ten days prior to the event. If proof of insurance is not provided, the event will be cancelled.~~
2. ~~"Local" user is a group whose coordinator or assigned member is a citizen of the City of Lake Stevens.~~
3. ~~1. **Non-Profit Community Interest Groups devoted to community interest whose activities generally take place within the geographical confines of the City of Lake Stevens. This classification would include, but not be limited to: Girl Scouts, Lake Stevens Historical Society and Lake Stevens Rowing Club. Non-profit group is defined as being registered with the Secretary of State as a non-profit.~~
4. ~~A minimum security deposit of \$25 MAY be required of users when, in the judgment of the facilities scheduler, the type of facility use may necessitate such a deposit.~~
5. ~~In case of a cancellation, a written ten-day advance notice must be received to qualify for a refund.~~
6. ~~No animals other than service animals will be permitted inside facilities without consent of the City~~

Clerk or designee

7. 2. Use of public facilities for the purpose of generating personal gain is prohibited without written agreement with the City of Lake Stevens.

Section 9. Park Fees. Fees for boat launch parking and the rental of Park Shelters shall be as listed in Table H (below).

Table H: Schedule of Park Fees

Number of shelters		Rate
Park Shelter/Facility		Rental fee including deposit*
Lundeen Park	Half North or South Shelter (half)	\$75 100
	Full Shelter (both sides)	\$150 200
North Cove Park Shelter		\$75 100
North Cove Park Observation Deck		\$75
Mill Outdoor Plaza Rental		\$75 100
All Shelters/Facilities – Half Day Rentals		\$40 60 half day rentals (Available during peak season, April 1 through September 30.)
Cancellation Fee for Shelters/Facilities		\$25 if cancelled more than 14 days in advanced. No refunds 14 days or less from reservation date.
Reservation Date Modification		\$10 (Modifications cannot be made 14 days or less from reservation date.)
Boat Launch Parking		\$10 daily/\$2 for two-hour parking (Davies Only)
Annual Parking Pass		\$75
Technology Fee (CivicRec Transactions)		3%

Table

* All shelter reservations include a \$7.00 non-refundable fee for cancellations unless cancelled by the City of Lake Stevens. All reservations are for a maximum of 50 people or occupancy if less.

Section 10. Stormwater Utility and Lake Management Charges. Fees for the Stormwater Management Utility, as per LSMC Title 11, shall be as listed in Table IA (below).

Table IA: Stormwater Management Utility

Type	<u>Impervious Area per Equivalent Service Unit</u>	<u>Annual Rate per</u>
Residential and Multifamily Residential with Five or Fewer Units ¹	NA	\$220 Year 2019 \$235 Year 2020 \$242 Year 2021 \$250 Year 2022 \$257 Year 2023 \$265 Year 2024
All Other Customers, Including Commercial and Multifamily Residential with Six or More Units	3,000 square feet	\$220 Year 2019 \$235 Year 2020 \$242 Year 2021 \$250 Year 2022 \$257 Year 2023 \$265 Year 2024
Undeveloped ²	NA	No Charge
State Highways		Set in accordance with RCW 90.03.525
Low Income Senior or Disabled Exemption		Set in accordance with Snohomish County guidelines

1. Multifamily residential units with five or fewer units will be charged the ESU rate multiplied by the number of units.
2. Undeveloped lots are not altered from the natural state by construction and may include lakefront and split lots.
3. Annual increases are based on the completion of the 2018 Stormwater Management rate study and approval of the "Level of Service 3 - High Priority Capital" recommendation,

Fees for the Lake Management, as per Title 11 LSMC, shall be listed in Table IB (below).

Table IB: Lake Management Benefit Assessment

Class		Impervious Surface %	Monthly Rate	Annual Rate
Lakefront Lot		NA	\$16.00 per parcel	\$192.00 per parcel
Split Lot		NA	\$11.33 per parcel	\$136.00per parcel

1. The lakefront lot assessment applies to each land parcel within 200-feet of the lake shore. The split lot assessment applies to each land parcel with a portion of the lot abutting the lake shore and an upland portion beyond the limits of the shoreline master program. Each parcel abutting the lake will be charged a lakefront/split lot surcharge in addition to the appropriate Stormwater Management Utility rate.

2. Lakefront lots developed with only a dock or other over the water structure will receive a lakefront assessment.
3. Lakefront /split lot parcels with multiple single family structures will be charged the applicable assessment in addition to the single family Stormwater Management Utility rate multiplied by the number of units.
4. Commercial lakefront/split lot parcels will be charged a lakefront/split lot assessment in addition to the appropriate rate category by their percentage of impervious surface.
5. Parcels with a common interest in a community beach will be charged a proportionate share of the lakefront assessment in addition to their single family (or other) Stormwater Management Utility rate.

Section 11. Fire Safety Inspections, Permits and Fire District Related Service Fees

Fees for fire safety inspections, permits and Fire District related services shall be as listed in Tables A through L below. Fees listed in Tables C through K are comprehensive for plan review, permit issuance, and two (2) site inspections per inspection item.

Table A - Fire Safety Inspection Fees	
Inspected Square-footage (SF)	Fee
1-1,000	\$25
1,001-2,500	\$50
2,501-10,000	\$75
10,001-50,000	\$150
50,001-150,000	\$300
150,001-400,000	\$425
Over 400,000	\$550
R-2 Apartment Buildings	Fee
1 and 2 story	\$25
3 story and greater	\$50
Interior halls	SF Fee
Other Fees	Fee
Re-inspection Fee (for uncorrected violations are time of re-inspection)	\$50

Table B - Operational Fire Permits			
An Operational Fire Permit constitutes permission to store, or handle hazardous materials, or to operate processes that may produce conditions hazardous to life or property.			
An Operational Fire Permit is required prior to engagement in the activities, operations, practices, or functions described in IFC 105.6 AND, if an ongoing operation, is required to be renewed at least annually.			
Request for waivers of fees for non-profit events, in accordance with Title 9.28.135, shall be made in writing to the Fire Marshal no less than 7 days before the event.			
IFC Reference	Permit	Required for:	Fee
105.6.1	Aerosol Products	Level 2 or Level 3 aerosol products in excess of 500 pounds.	\$75

105.6.2	Amusement Buildings	Operation of a special amusement building.	\$75
105.6.3	Aviation Facilities	Using a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles.	\$75
105.6.4	Carbon Dioxide Systems	Carbon dioxide systems having more than 100 pounds of carbon dioxide.	\$75
105.6.5	Carnivals and Fairs	Conducting a carnival or fair.	\$75
105.6.6	Cellulose Nitrate Film	Storage, handling or using cellulose nitrate film in a Group A occupancy.	\$75
105.6.7	Combustible Dust-Producing Operations	Operation of a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2.	\$75
105.6.8	Combustible Fibers	Storage and handling of combustible fibers in quantities greater than 100 cubic feet.	\$75
105.6.9	Compressed Gases	Storage, use or handling of compressed gases in excess of the amounts listed in Table 105.6.9.	\$75
105.6.10	Covered and Open Mall Buildings	(1) The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall. (2) The display of liquid- or gas-fired equipment in the mall. (3) The use of open-flame or flame-producing equipment in the mall.	\$75
105.6.11	Cryogenic Fluids	Production, storage, transportation on site, use, handling or dispensing cryogenic fluids in excess of the amounts listed in Table 105.6.11.	\$75
105.6.12	Cutting and Welding	Cutting or welding operations.	\$75

105.6.13	Dry Cleaning	Dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.	\$75
105.6.14	Exhibits and Trade Shows	Operation of exhibits and trade shows	\$75
105.6.15	Explosives	See Table D	Table D
105.6.16	Fire Hydrants and Valves	Contact water purveyor having jurisdiction.	No Fee
105.6.17	Flammable and Combustible Liquids	See IFC 105.6.17 for permit requirements.	\$75
105.6.18	Floor Finishing	Floor finishing or surfacing operations exceeding 350 square feet using Class I or Class II liquids.	\$75
105.6.19	Fruit and Crop Ripening	Operation of a fruit- or crop-ripening facility or conduct a fruit-ripening process using ethylene gas.	\$75
105.6.20	Fumigation and Insecticidal Fogging	Operation of a business of fumigation or insecticidal fogging, and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used.	\$75
105.6.21	Hazardous Materials	Storage, transportation on site, dispensing, use or handling of hazardous materials in excess of the amounts listed in Table 105.6.21.	\$75
105.6.22	HPM Facilities	Storage, handling or use hazardous production materials.	\$75
105.6.23	High-Piled Storage	Use of a building or portion thereof as a high-piled storage area exceeding 500 square feet.	\$75

105.6.24	Hot Work Operations	Hot work including, but not limited to: (1) Public exhibitions and demonstrations where hot work is conducted. (2) Use of portable hot work equipment inside a structure. (3) Fixed-site hot work equipment, such as welding booths. (4) Hot work conducted within a wildfire risk area. (5) Application of roof coverings with the use of an open-flame device. (6) Where approved, the fire code official shall issue a permit to carry out a hot work program.	\$75
105.6.25	Industrial Ovens	Operation of industrial ovens regulated by Chapter 30.	\$75
105.6.26	Lumber Yards and Woodworking Plants	Storage or processing of lumber exceeding 100,000 board feet.	\$75
105.6.27	Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings	Display, operation or demonstration of liquid- or gas-fueled vehicles or equipment in assembly buildings.	\$75
105.6.28	LP Gas	(1) Storage and use of LP-gas. (2) Operation of cargo tankers that transport LP-gas.	\$75
105.6.29	Magnesium	Melting, casting, heat treatment or grind more than 10 pounds of magnesium.	\$75
105.6.30	Miscellaneous Combustible Storage	Storage in any building or upon any premises in excess of 2,500 cubic feet gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material.	\$75
105.6.31	Motor Fuel-Dispensing Facilities	Operation of automotive, marine and fleet motor fuel-dispensing facilities.	\$75

105.6.32	Open Burning	Kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground.	\$75
105.6.33	Open Flames and Torches	Removing paint with a torch; or to use a torch or open-flame device in a wildfire risk area.	\$75
105.6.34	Open Flames and Candles	Use of open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments.	\$75
105.6.35	Organic Coatings	Any organic-coating manufacturing operation producing more than 1 gallon of an organic coating in one day.	\$75
105.6.36	Places of Assembly	Operation a place of assembly.	\$75
105.6.37	Private Fire Hydrants	The removal from service, use or operation of private fire hydrants.	\$75
105.6.38	Pyrotechnic Special Effects Material	Use and handling of pyrotechnic special effects material.	\$75
105.6.39	Pyroxylin Plastics	Storage or handling of more than 25 pounds of cellulose nitrate (pyroxylin) plastics, and for the assembly or manufacture of articles involving pyroxylin plastics.	\$75
105.6.40	Refrigeration Equipment	Operation of a mechanical refrigeration unit or system regulated by Chapter 6.	\$75
105.6.41	Repair Garages and Motor Fuel-Dispensing Facilities	Operation of repair garages.	\$75
105.6.42	Rooftop Heliports	Operation of a rooftop heliport.	\$75
105.6.43	Spraying or Dipping	Conducting a spraying or dipping operation utilizing flammable or combustible liquids, or the application of combustible powders regulated by Chapter 24.	\$75

105.6.44	Storage of Scrap Tires and Tire Byproducts	Establishing, conducting or maintaining storage of scrap tires and tire byproducts that exceeds 2,500 cubic feet of total volume of scrap tires, and for indoor storage of tires and tire byproducts.	\$75
105.6.45	Temporary Membrane Structures and Tents	Operation of an air-supported temporary membrane structure, a temporary stage canopy or a tent having an area in excess of 400 square feet.	Table C
105.6.46	Tire-Rebuilding Plants	Operation and maintenance of a tire-rebuilding plant.	\$75
105.6.47	Waste Handling	Operation of wrecking yards, junk yards and waste material-handling facilities.	\$75
105.6.48	Wood Products	Storage of chips, hogged material, lumber or plywood in excess of 200 cubic feet.	\$75
105.6.49	Marijuana Extraction Systems	Use of a marijuana / cannabis extraction system regulated under WAC 314-55-104.	\$75
WAC 173-425-060	Residential Open Burning (Only for unincorporated Snohomish County within Lake Stevens Fire District boundary)	Outdoor burning of leaves, clippings, prunings and other yard and gardening refuse originating on lands immediately adjacent and in close proximity to a human dwelling and burned on such lands by the property owner or his or her designee.	\$25

Table C - Special Assembly Permits	
IFC 105.7.18 Required to erect an air-supported temporary membrane structure, a temporary stage canopy or a tent having an area in excess of 400 square feet. Fees listed below include issuance of operational permit 105.6.45.	
Temporary Membrane Structures, Canopies and Tents	
Duration of Use	Fee
Less than 3 Days	No Fee
4-180 Days	\$60
Temporary Assembly Membrane Structures, Canopies and Tents	
Occupant Load	Fee
50-99 persons	\$60
Over 100 persons	\$115

Table D - Explosives	
IFC 105.6.15 Required for manufacturing, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the scope of Chapter 56.	
Retail and Wholesale Fireworks	
Type	Fee
CFRS Facility - Wood Stand	\$100
CFRS Facility - Tent or Canopy	\$100
Fireworks sales in other than a CFRS Facility	\$100
Public Fireworks Display	
Type	Fee
Public Display (Licensed pyrotechnic operators in accordance with RCW 70.77 only)	\$250
Temporary Storage	\$175
Blasting	
Type	Fee
Blasting (Licensed blasters in accordance with WAC 296-52 only)	\$250
Temporary Storage	\$175

Table E - NFPA 72 Fire Alarm and Detection Systems and Related Equipment
IFC 105.7.6 Required for installation of or modification to fire alarm and detection systems and related equipment.
Devices include individual parts of a fire alarm system including, but not limited to initiating devices, notification appliances, NAC panels, modules, relays, remote annunciation panels, and other such devices. Each part of the system is one device.
Note: All Central Station Monitoring shall be UL or FM listed.
Tenant Improvement or Modification to Existing System

Number of Devices	Fee
1-2	\$85
3-5	\$145
6-10	\$200
11-20	\$260
21-40	\$345
41-100	\$430
101-200	\$545
Over 200	\$660
New System	
Number of Devices	Fee
1-100	\$430
101-200	\$545
Over 200	\$660
FACP and/or Transmitter	
In addition to the above device fees shown, the following fees also apply:	
Condition	Fee
Replacement	\$145
New	\$230

Table F - Automatic Fire Extinguishing Systems and Components	
IFC 105.7.1 required for installation of or modification to an automatic fire-extinguishing system.	
NFPA 13 and 13R Fire Sprinkler Systems &	
Devices are individual parts of an automatic fire extinguishing system including, but not limited to sprinkler heads, risers, valves, gongs and other such devices. Each part of the system is one device.	
Tenant Improvement or Modification to Existing System	
Number of Heads and Devices	Fee
1-2	\$85
3-5	\$145
6-10	\$200
11-20	\$260
21-40	\$345
41-100	\$430
101-200	\$545
201-300	\$660
Over 300	\$720

New System	
Number of Heads and Devices	Fee
1-100	\$430
101-200	\$545
201-300	\$660
Over 300	\$720
NFPA 13D Residential Fire Sprinkler Systems	
Number of Heads and Devices	Fee
1-10	\$200
11-25	\$260
Over 25	\$315
*Non-required NFPA 13D systems shall not be charged a fee for plan review, permits or inspections.	
UL 300 Commercial Cooking Hood Suppression Systems & NFPA 2001 Clean Agent Systems	
Type	Fee
Pre-Engineered	\$145
Custom Engineered	\$315
NFPA 14 Standpipe Systems	
IFC 105.7.17 Required for the installation, modification or removal from service of a standpipe system.	
Class	Fee
I, II or III	\$175
NFPA 20 Fire Pumps and Related Equipment	
IFC 105.7.7 Required for installation of or modification to fire pumps and related fuel tanks, jockey pumps, controllers and generators.	
Quantity	Fee
1	\$345
2 or more	\$575

Underground Supply Piping for Automatic Sprinkler Systems	
IFC 105.7.20 Required for the installation of the portion of the underground water supply piping, public or private, supplying a water-based fire protection system. The permit shall apply to all underground piping and appurtenances downstream of the first control valve on the lateral piping or service line from the distribution main to one foot above finished floor of the facility with the fire protection system.	
Quantity of Supply Lines to Building	Fee
1	\$115
2 or more	\$230

Private Fire Hydrants	
IFC 105.7.13 Required for the installation or modification of private fire hydrants.	
Quantity	Fee
1	\$115
2 or more	\$230

Table G - Hazardous Materials	
IFC 105.7.10 Required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a storage facility or other area regulated by Chapter 50 where the hazardous materials in use or storage exceed the amounts listed in Table 105.6.21.	
Quantity	Fee
1-2 Hazardous Materials	\$115
3-5 Hazardous Materials	\$230
Over 5 Hazardous Materials	\$460

Table H - Gases, Liquids and Cryogenics	
Compressed Gases	
IFC 105.7.3 Where the compressed gases in use or storage exceed the amounts listed in Table 105.6.9, a construction permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a compressed gas system.	
Type	Fee
Compressed Gas System	\$230
LP- Gas	
IFC 105.7.12 Required for installation of or modification to an LP-gas system.	
Tanks	Fee
500 Gallons or Less	\$115
501-1,000 Gallons	\$230
Over 1,000	\$460
Residential LP-Gas System	\$85
Flammable and Combustible Liquids	
IFC 105.7.8 Required to (1) to install, repair or modify a pipeline for the transportation of flammable or combustible liquids. (2) To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used. (3) To install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank.	

Type	Fee
(1) Pipeline	\$230
(2) Vehicles, Equipment, Facilities, etc.	\$230
(3) Tanks	Fee
500 Gallons or Less	\$115
501-1,000 Gallons	\$230
Over 1,000 Gallons	\$460
Residential Fuel Tank Install or Abandonment	\$60
Cryogenic Fluids	
IFC 105.7.4 Required for installation of or alteration to outdoor stationary cryogenic fluid storage systems where the system capacity exceeds the amounts listed in Table 105.6.11.	
Quantity	Fee
500 Gallons or Less	\$115
501-1,000 Gallons	\$230
Over 1,000 Gallons	\$460

Table I - Spraying/Dipping, Industrial Ovens and Marijuana Extraction Systems	
Spraying or Dipping	
IFC 105.7.16 Required to install or modify a spray room, dip tank or booth.	
Type	Fee
Pre-Engineered Booth or Tank	\$175
Site-Built or Used Room, Booth or Tank	\$290
Industrial Ovens	
IFC 105.7.11 Required for installation of industrial ovens covered by Chapter 30.	
Class	Fee
Class A, B, C or D	\$290
Marijuana Extraction System	
IFC 105.7.19 Required to install a marijuana/cannabis extraction system regulated under WAC 314-55-104.	
Valuation	Fee
\$25,000 or Less	\$115
\$25,001-\$50,000	\$230
\$50,001-\$100,000	\$460
Over \$100,000	\$575

Table J - Power, Radio and Smoke Control Systems	
Battery System	
IFC 105.7.2 Required to install stationary storage battery systems having a liquid capacity of more than 50 gallons.	
Quantity	Fee
50-100 Gallons	\$115
Over 100 Gallons	\$230
Solar Photovoltaic Power System	
IFC 105.7.15 required to install or modify solar photovoltaic power systems.	
Type	Fee
Residential PV System	\$115
Commercial PV System	\$230
Emergency Responder Radio Coverage System	
IFC 105.7.5 required for installation of or modification to emergency responder radio coverage systems and related equipment.	
Type	Fee
Single Bi-Directional Antenna System	\$230
Distributed Antenna System	\$460
Smoke Control System	
IFC 105.7.14 required for installation of or alteration to smoke control or smoke exhaust systems.	
Type	Fee
Smoke Control Systems (Passive and Mechanical)	\$460

Table K - Gates and Barricades Across Fire Apparatus Roads	
IFC 105.7.9 Required for the installation of or modification to a gate or barricade across a fire apparatus access road.	
Quantity	Fee
1	\$115
2 or More	\$230

Table L - Miscellaneous Fees	
Description	Fee
After Hours Inspections (Regular Hours: Monday-Friday 8:00am - 4:00pm excluding Holidays)	\$100 85 per Hour; 1 Hour Minimum
Additional Plan Review Fee (required by (1) changes, (2) additions, or (3) revisions to approved plans)	\$100 85 per Hour; 1 Hour Minimum
City of Lake Stevens Administrative Fee (added to all fees collected by the City of Lake Stevens)	15% of Permit Fee

Construction Permit Extension (additional 180 days)	\$ 200 150
Construction Re-Inspection Fee (for uncorrected violations after 2nd site inspection)	\$ 100 75
Expired Construction Permit Re-Issuance (for expired permits not exceeding 1 year abandonment)	50% of Permit Fee
Firefighter Fire Watch or Standby	\$ 100 75 per Hour per Firefighter; 2 Hour Minimum
Fire Flow Determination	Contact Water Purveyor Having Jurisdiction
Outside Consultant Review	Actual Cost Plus 50% of Permit Fee
Work Without a Permit	Permit Fee x 3

Table M - Fire Investigation Fees	
Cause Determined As	Fee
Accidental, Natural or Undetermined	No Fee
Incendiary (intentionally set or criminal fire, arson)	Actual cost shall be billed to the convicted party for investigation, report preparation, courtroom preparation and testimony as received from Snohomish County in accordance with the current ILA.

PASSED by the City Council of the City of Lake Stevens on the 22nd day of November, 2022.

Brett Gailey, Mayor

ATTEST:

Kelly Chelin, City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 11/22/2022

Subject: Public Hearing 2: 2023 Budget Ordinance 1150

Contact Person/Department: Barb Stevens, Finance

Budget Impact: Yes

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:

APPROVE: Second & Final Reading of the 2023 Budget and Adopt Ordinance No. 1150

SUMMARY/BACKGROUND:

Budgeting is an essential element of the financial planning, control, and evaluation processes of governments. The planning process involves determining the types and levels of services to be provided and allocating available resources among various departments, programs, or functions. Financial control and evaluation processes typically focus upon assuring that fixed expenditure limitations (appropriations) are not exceeded and on comparing estimated and actual revenues.

Upon adoption, the expenditure estimates are enacted into law through the passage of an appropriations ordinance. The appropriations constitute maximum expenditure authorizations during the fiscal year, and cannot legally be exceeded unless subsequently amended by the legislative body. Expenditures should be monitored through the accounting system to assure budgetary compliance. Unexpended appropriations lapse at year end and may be brought forward as an amendment to the budget.

The City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2023 budget ordinance.

No changes have been made to the Mayor's recommended proposed budget for 2023 since Public Hearing No.1 on November 8th.

APPLICABLE CITY POLICIES:

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, the legislative body shall adopt the budget by ordinance. Per RCW 84.55.120 the legislative body will hold public hearings on the proposed budget for the coming year.

ATTACHMENTS:

1. Ordinance No. 1150 - 2023 Budget PH 2
2. 2023 Proposed Budget Org Chart 11-8-22
3. 2023 Proposed Non-Represented Salary Schedule w_COLA
4. 2023 Proposed Represented Salary Schedule 1
5. Presentation: 2023 Budget Public Hearing 2
6. 2023 Proposed Budget Binder

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1150

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF LAKE STEVENS,
WASHINGTON, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2023

WHEREAS, the Mayor of the City of Lake Stevens, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses including salaries and benefits of City employees, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2023, and a notice was published that the Council of said City would meet for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget, and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, notices were published in the official newspaper of the City, that the Council of said City would meet on the 8th day of November and the 22nd day of November, 2022, at the hour of 6:00 P.M., in the Sawyers Room, at the Mill building, 1808 Main Street, and via Zoom for the purpose of receiving public testimony in a public hearing as to the matter of said proposed budget; and

WHEREAS, the said City Council did meet at said dates, times, and place and did receive public testimony during a public hearing as to the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Lake Stevens for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

NOW, THEREFORE, the City Council of the City of Lake Stevens do ordain as follows:

Section 1. The budget for the City of Lake Stevens, Washington, for the year 2023 is hereby adopted, the content which will be set forth in the document entitled City of Lake Stevens 2023 Annual Budget, 1 copy of which will be on file in the Office of the Clerk.

Section 2. Totals for all such funds combined, for the year 2023 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2023 as set forth below:

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	General	\$18,766,382	\$20,390,128	\$22,380,520	\$16,775,989
101	Street	\$2,557,065	\$3,210,500	\$3,420,044	\$2,347,520
111	Drug Seizure & Forfeiture	\$61,037	\$279	\$25,000	\$36,316
112	Municipal Arts Fund	\$52	\$56	\$0	\$108
210	2008 Bonds	\$0	\$210,605	\$210,605	\$0
213	2015 LTGO Bond	\$0	\$96,938	\$96,938	\$0
214	2019A LTGO Bond	\$0	\$462,129	\$462,129	\$0
215	2021A LTGO Bond - 17005	\$0	\$609,850	\$609,850	\$0
301	Cap. Proj.-Dev. Contrib.	\$4,918,695	\$1,210,207	\$1,686,240	\$4,442,662
302	Park Mitigation	\$1,953,029	\$1,452,864	\$2,098,600	\$1,307,293
303	Cap. Imp.-REET	\$6,930,342	\$1,529,124	\$1,017,260	\$7,442,206
304	Cap. Improvements	\$4,769,455	\$2,048,703	\$1,830,769	\$4,987,389
307	Infrastructure Capital Project	\$0	\$0	\$0	\$0
309	Sidewalk Capital Project	\$300,702	\$2,420	\$300,000	\$3,122
401	Sewer	\$2,994	\$814,894	\$799,394	\$18,494
410	Storm and Surface Water	\$2,167,348	\$4,491,571	\$5,641,271	\$1,017,648
411	Storm Water Capital	\$2,417,425	\$2,003,785	\$459,661	\$3,961,549
412	Storm Water Debt	\$0	\$231,264	\$231,264	\$0
501	Unemployment	\$20,345	\$25,139	\$15,000	\$30,484
510	Equipment Fund - Computers	\$545,349	\$370,411	\$474,097	\$441,663
515	Equipment Fund - Vehicles	\$71,330	\$20,230	\$0	\$91,560
520	Equipment Fund-Police	\$407,177	\$379,000	\$392,914	\$393,263
530	Equipment Fund-PW	\$364,430	\$230,000	\$272,124	\$322,305
540	Aerator Equip (Lake Treatment)	\$0	\$0	\$0	\$0
633	Treasurer's Trust	\$0	\$375,100	\$375,100	\$0
	Total	\$46,253,157	\$40,165,196	\$42,798,780	\$43,619,573

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. A summary of this ordinance consisting of the title shall be published in the official City newspaper. This ordinance shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this ____ day of _____, 2022.

Brett Gailey, Mayor

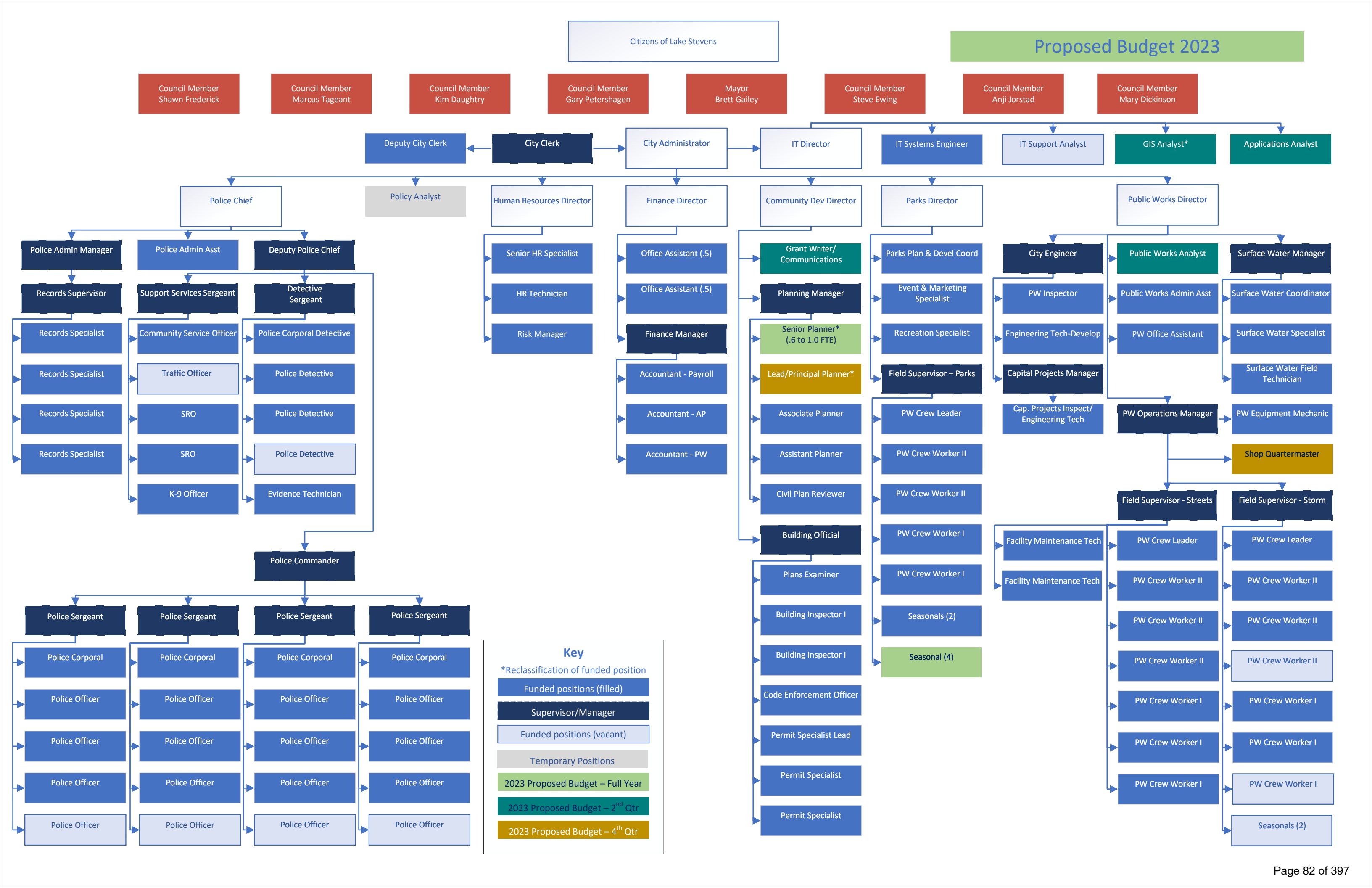
ATTEST:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First Reading: November 8, 2022
Second Reading: November 22, 2022
Final Reading:
Effective:



Proposed Non-Represented Salary Ranges

PROPOSED SALARY RANGES NON EXEMPT							
Proposed Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
8	\$46,565	\$48,428	\$50,365	\$52,380	\$54,475	\$56,654	\$58,920
9	\$47,729	\$49,638	\$51,624	\$53,689	\$55,837	\$58,070	\$60,393
10	\$48,922	\$50,879	\$52,914	\$55,030	\$57,232	\$59,521	\$61,902
11	\$50,146	\$52,152	\$54,238	\$56,408	\$58,664	\$61,011	\$63,451
12	\$51,399	\$53,455	\$55,593	\$57,817	\$60,129	\$62,534	\$65,036
13	\$52,686	\$54,794	\$56,985	\$59,265	\$61,635	\$64,101	\$66,665
14	\$54,002	\$56,163	\$58,409	\$60,745	\$63,175	\$65,702	\$68,330
15	\$55,353	\$57,567	\$59,870	\$62,265	\$64,755	\$67,345	\$70,039
16	\$56,735	\$59,005	\$61,365	\$63,820	\$66,372	\$69,027	\$71,788
17	\$58,155	\$60,482	\$62,901	\$65,417	\$68,034	\$70,755	\$73,585
18	\$59,608	\$61,992	\$64,472	\$67,050	\$69,732	\$72,522	\$75,423
19	\$61,098	\$63,542	\$66,084	\$68,727	\$71,476	\$74,335	\$77,309
20	\$62,625	\$65,130	\$67,736	\$70,445	\$73,263	\$76,193	\$79,241
21	\$64,191	\$66,759	\$69,429	\$72,206	\$75,095	\$78,098	\$81,222
22	\$65,797	\$68,429	\$71,166	\$74,012	\$76,973	\$80,052	\$83,254
23	\$67,441	\$70,139	\$72,944	\$75,862	\$78,896	\$82,052	\$85,334
24	\$69,126	\$71,891	\$74,767	\$77,757	\$80,868	\$84,102	\$87,466
25	\$70,854	\$73,688	\$76,636	\$79,701	\$82,889	\$86,205	\$89,653
26	\$72,625	\$75,530	\$78,552	\$81,694	\$84,961	\$88,360	\$91,894
27	\$74,441	\$77,418	\$80,515	\$83,736	\$87,085	\$90,569	\$94,191
28	\$76,301	\$79,353	\$82,528	\$85,829	\$89,262	\$92,832	\$96,546
29	\$78,209	\$81,338	\$84,591	\$87,975	\$91,494	\$95,154	\$98,960
30	\$80,165	\$83,372	\$86,707	\$90,175	\$93,782	\$97,533	\$101,434
31	\$82,168	\$85,455	\$88,873	\$92,428	\$96,125	\$99,970	\$103,969
32	\$84,223	\$87,592	\$91,096	\$94,740	\$98,529	\$102,470	\$106,569
33	\$86,328	\$89,781	\$93,372	\$97,107	\$100,991	\$105,031	\$109,232
34	\$88,488	\$92,027	\$95,708	\$99,537	\$103,518	\$107,659	\$111,965
35	\$90,699	\$94,327	\$98,100	\$102,025	\$106,105	\$110,350	\$114,764
36	\$92,968	\$96,686	\$100,554	\$104,576	\$108,759	\$113,109	\$117,634
37	\$95,291	\$99,102	\$103,067	\$107,189	\$111,477	\$115,936	\$120,573

* Non-Exempt

PROPOSED SALARY RANGES EXEMPT							
Proposed Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
49	\$96,816	\$100,688	\$104,716	\$108,904	\$113,261	\$117,791	\$122,503
50	\$99,299	\$103,271	\$107,402	\$111,698	\$116,166	\$120,813	\$125,645
51	\$101,780	\$105,851	\$110,085	\$114,489	\$119,068	\$123,831	\$128,784
52	\$104,325	\$108,498	\$112,837	\$117,351	\$122,045	\$126,927	\$132,004
53	\$106,932	\$111,210	\$115,658	\$120,284	\$125,096	\$130,100	\$135,304
54	\$109,605	\$113,989	\$118,549	\$123,290	\$128,222	\$133,351	\$138,685
55	\$112,345	\$116,839	\$121,513	\$126,373	\$131,428	\$136,685	\$142,153
56	\$115,156	\$119,762	\$124,552	\$129,534	\$134,716	\$140,104	\$145,709
57	\$118,033	\$122,754	\$127,664	\$132,771	\$138,082	\$143,605	\$149,349
58	\$120,985	\$125,825	\$130,858	\$136,092	\$141,536	\$147,197	\$153,085
59	\$124,010	\$128,970	\$134,129	\$139,494	\$145,074	\$150,877	\$156,912
60	\$127,111	\$132,196	\$137,484	\$142,983	\$148,702	\$154,650	\$160,836
61	\$130,288	\$135,500	\$140,920	\$146,556	\$152,419	\$158,515	\$164,856
62	\$133,545	\$138,887	\$144,443	\$150,221	\$156,229	\$162,479	\$168,978
63	\$136,883	\$142,359	\$148,053	\$153,975	\$160,134	\$166,539	\$173,201
64	\$140,306	\$145,919	\$151,755	\$157,825	\$164,139	\$170,704	\$177,532
65	\$143,816	\$149,569	\$155,551	\$161,773	\$168,244	\$174,974	\$181,973
66	\$147,412	\$153,308	\$159,441	\$165,818	\$172,451	\$179,349	\$186,523
67	\$151,095	\$157,138	\$163,424	\$169,961	\$176,759	\$183,830	\$191,183
68	\$154,872	\$161,067	\$167,510	\$174,210	\$181,179	\$188,426	\$195,963
69	\$158,745	\$165,095	\$171,699	\$178,567	\$185,709	\$193,138	\$200,863
70	\$162,714	\$169,223	\$175,991	\$183,031	\$190,352	\$197,966	\$205,885
71	\$166,783	\$173,454	\$180,392	\$187,608	\$195,112	\$202,917	\$211,034
72	\$170,953	\$177,791	\$184,903	\$192,299	\$199,991	\$207,990	\$216,310
80				\$232,137			

*Exempt

Ranges have been adjusted based on the market rate salary survey for the 60th percentile using the "years in position" method of implementation.

All non-represented salary ranges include proposed 6% COLA

Represented Wage Groups: Salary Ranges

2023 Proposed Annual Salary							
Range	1	2	3	4	5	6	7
PS	107,297	111,955	116,612				
PO21	79,084	82,776	86,468	90,160	93,851	97,543	-
PRSUP	83,764	87,534	91,473	81,589	84,237		
PRC	61,106	63,856	66,729	69,732	72,870	76,149	-
PET	66,362	69,348	72,468	75,730	79,137	82,699	-
PSE	64,356	67,038	69,831	72,740	75,771	78,929	-
PRS	61,106	63,856	66,729	69,732	72,870	76,149	-
TCL	68,701	71,195	73,754	76,416	79,167	82,022	84,864
TCWII	58,787	60,845	63,005	65,216	67,479	69,832	72,314
TCWI	47,575	49,439	51,394	53,374	55,470	57,617	59,752
TFS	89,108	92,672	96,379	-	-	-	-
TFMT	43,977	45,738	47,567	49,470	51,449	53,507	55,647
TEM	61,809	64,239	66,682	69,112	71,543	73,986	76,416
TIN	67,878	70,411	73,047	75,799	78,640	81,585	84,645
S	14,197	14,485	14,773	15,078	15,366	15,673	15,991
C	-	-	-	-	-	-	11,472
M	-	-	-	-	-	-	114,124

Teamsters Contract is under negotiation, as such a 0% increase is included in the 2023 proposed budget. Once the contract is finalized, the budget will be amended to include the updated salary ranges if required.

The City Council and Mayor's salaries will be adjusted upon recommendation and approval by the Lake Stevens Salary Commission.



City of Lake Stevens

One Community Around the Lake

2023 Budget
Public Hearing No. 2

2023 Budget Priorities

- Maintain Public Health & Safety
 - American Public Works Association (APWA) Accreditation
 - Enhance Transportation Program
 - Enhance Park & Recreation Program
 - Complete Capital Projects in Process
- Streamlining Citywide Processes to Increase LOS
- Attract & Retain Highly Qualified Staff





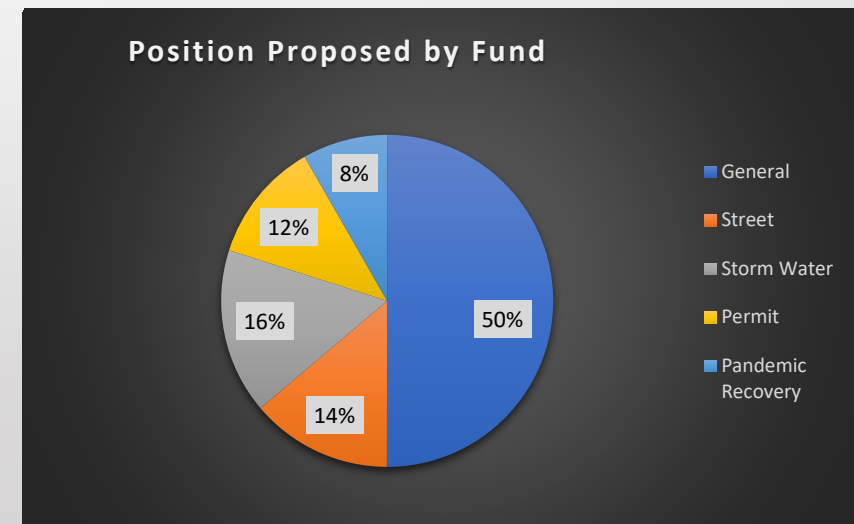
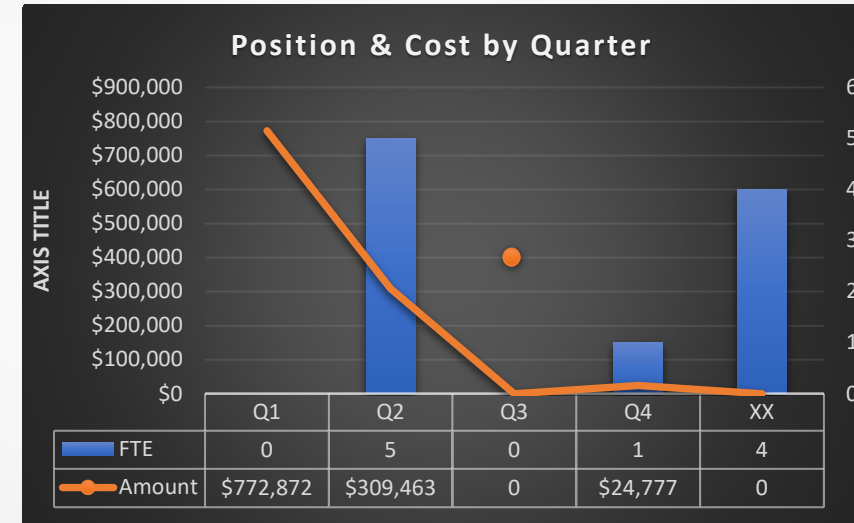
2023 Proposed Budget

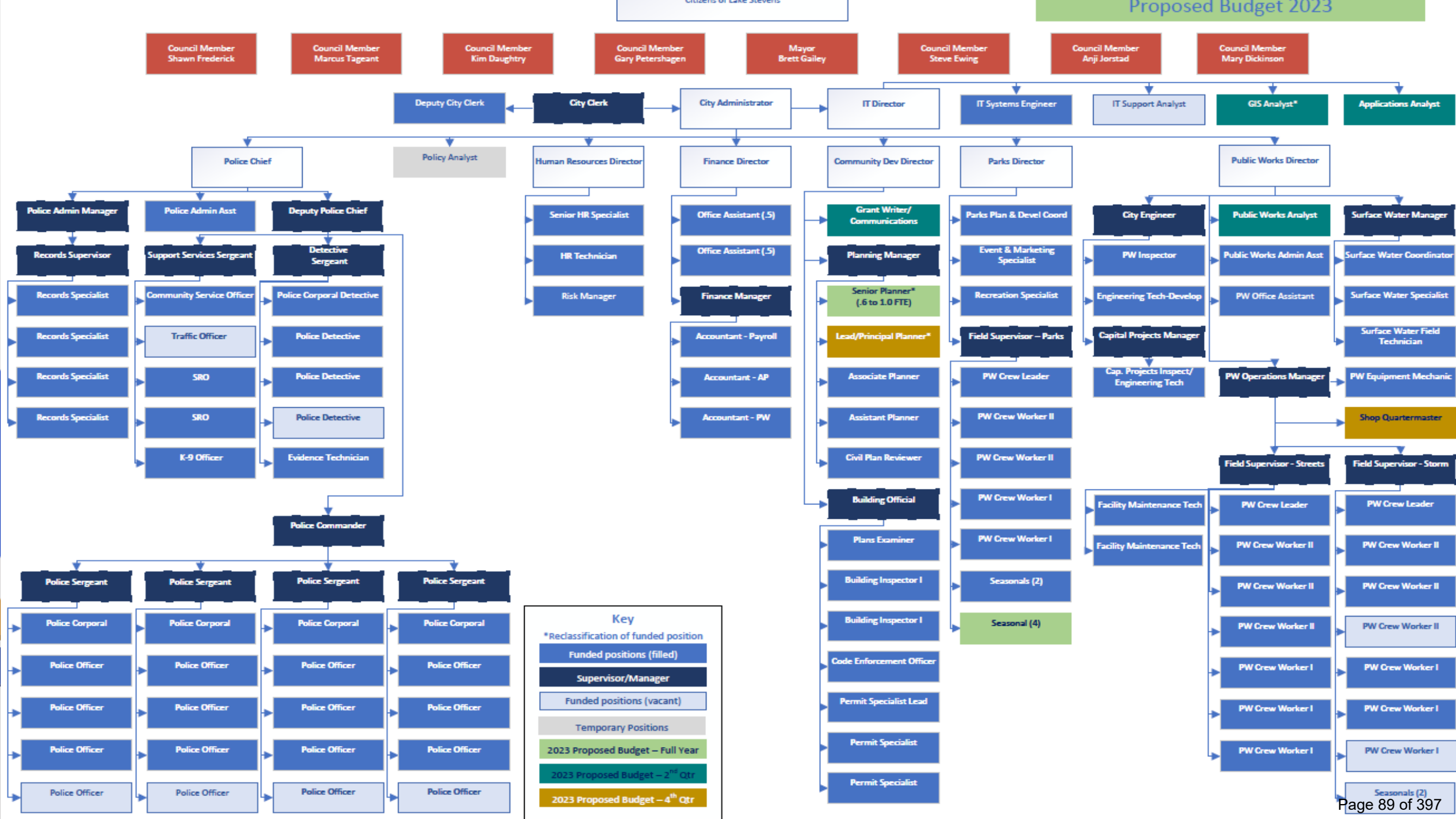
No.	Fund Name	2023 Beginning Cash Balance	2023 Revenues	2023 Expenditures	2023 Ending Cash Balance
000	General Funds	\$18,766,382	\$20,390,128	\$22,380,520	\$16,775,989
101	Street	\$2,557,065	\$3,210,500	\$3,420,044	\$2,347,520
111	Drug Seizure & Forfeiture Fund	\$61,037	\$279	\$25,000	\$36,316
112	Municipal Arts Fund	\$52	\$56	\$0	\$108
210	2008 Bonds	\$0	\$210,605	\$210,605	\$0
213	LTGO Bond 2015	\$0	\$96,938	\$96,938	\$0
214	2019 LTGO Bond PD	\$0	\$462,129	\$462,129	\$0
215	2021A LTGO Bond	\$0	\$609,850	\$609,850	\$0
301	Cap. Proj.-Dev. Contrib.	\$4,918,695	\$1,210,207	\$1,686,240	\$4,442,662
302	Park Mitigation	\$1,953,029	\$1,452,864	\$2,098,600	\$1,307,293
303	Cap. Imp.-REET	\$6,930,342	\$1,529,124	\$1,017,260	\$7,442,206
304	Cap. Improvements REET 2	\$4,769,455	\$2,048,703	\$1,830,769	\$4,987,389
307	Infrastructure Capital Project	\$0	\$0	\$0	\$0
309	Sidewalk Capital Project	\$300,702	\$2,420	\$300,000	\$3,122
401	Sewer	\$2,994	\$814,894	\$799,394	\$18,494
410	Storm and Surface Water	\$2,167,348	\$4,491,571	\$5,641,271	\$1,017,648
411	SWM Capital	\$2,417,425	\$2,003,785	\$459,661	\$3,961,549
412	SWM Debt	\$0	\$231,264	\$231,264	\$0
501	Unemployment	\$20,345	\$25,139	\$15,000	\$30,484
510	Equipment Fund - Computers	\$545,349	\$370,411	\$474,097	\$441,663
515	Equipment Fund--Vehicles	\$71,330	\$20,230	\$0	\$91,560
520	Equipment Fund-Police	\$407,177	\$379,000	\$392,914	\$393,263
530	Equipment Fund-PW	\$364,430	\$230,000	\$272,124	\$322,305
540	Aerator Equipment Replacement	\$0	\$0	\$0	\$0
633	Treasurer's Trust	\$0	\$375,100	\$375,100	\$0
	Total All Funds	\$46,253,157	\$40,165,196	\$42,798,780	\$43,619,573



2023 Staffing Recommendations

Staffing & Wages		\$1,107,112
Proposal	Timing	Mayor YES
Interns (4) (Estimated \$88,000 from Salary Savings)	Q1	\$0
Non-Represented Staff COLA 6%	Q1	\$359,409
Compensation Study - 60th Percentile Years in Position	Q1	\$341,940
IT Application Analyst	Q2	\$87,000
Senior Planner (PT to FT)	Q1	\$71,523
Principal (Lead) Planner (4th Quarter)	Q4	\$5,186
Seasonal Park Worker (Add 4 FTE)	Q2	\$44,000
Public Works Analyst (Q2)	Q2	\$104,963
Public Works Shop Quartermaster	Q4	\$19,591
Police Officer (Council Directive)	Avail	
Police Officer (Council Directive)	Avail	
Grant Writer (Council Directive) "Pandemic Recovery Funds"	Q2	\$73,500



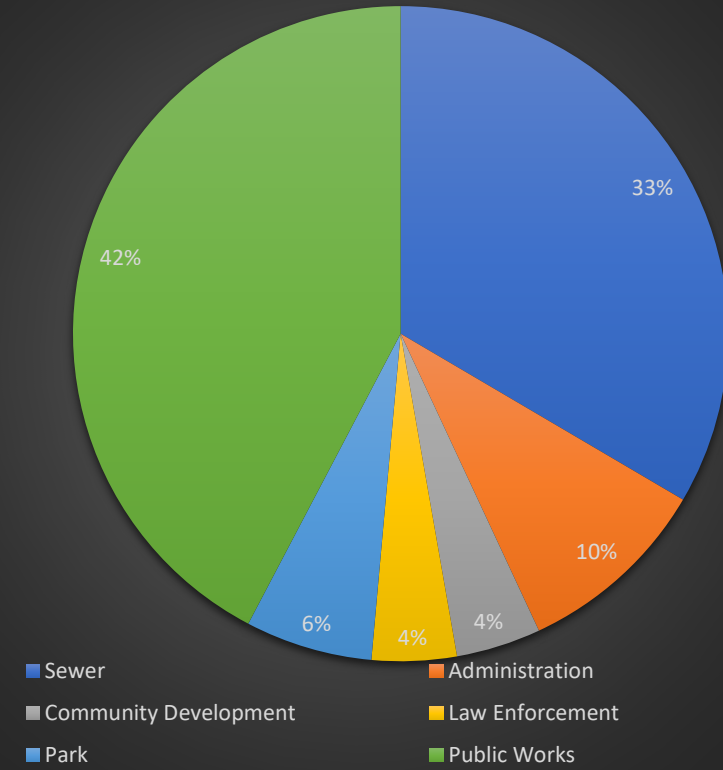




2023 Recommended Budget Summary

Item Requests		\$1,195,570
Request	Dept	Mayor YES
Financial Software Transition (Placeholder)	Sewer	\$100,000
Sewer Assumption (Placeholder)	Sewer	\$300,000
Community Emergency Response Team Equip	AD	\$6,320
Datacenter Hardware Update	AD	\$100,000
Secondary Firewall (High-Availability)	AD	\$3,500
ESRI Drone Mapping	AD	\$5,000
Consultant - Streetscape - 91st Ave SE	PCD	\$50,000
Bridge Mental Health	LE	\$50,000
Quartermaster Supplies	PW	\$50,000
Enterprise Fleet Program	PW	\$140,000
Parks Equipment (Placeholder)	PK	\$75,000
Ventilation for Public Works Shop	PW	\$68,200
De-icer tank	PW	\$40,522
Tank and sprayer for de-icer	PW	\$16,147
Fuel station cover	PW	\$7,590
Cover for decant	PW	\$50,000
Thermoplastic applicator (TBD)	PW	\$37,956
Cover for material bins	PW	\$80,000
Catch basic camera	PW	\$15,336

Item Proposed by Department





2023 Capital Project Budget Summary

Capital Project Requests			
Item Description	Total Project Amount	2023	Forecasted 2024
Main Street	\$7,249,920	\$931,600	\$6,318,320
99th/20th U-turn Channelization	\$30,000	\$30,000	
91st Ave NE Commercial Revitalization	\$6,846,800	\$50,000	
<i>91st Ave SE/24th Street SE/S. Lake Stevens Road</i>	\$16,896,052	RF	
South Lake Stevens Multi-Use Path Phase II & III	\$3,050,000	\$3,050,000	
16th Street NE Multi-Use Path	\$1,713,024	\$286,520	\$1,426,504
Mill Spur Downtown Parking Lot	\$160,400	\$160,400	
79th Ave SE/8th St. SE Intersection	\$906,240	\$906,240	
School Zone Improvements	Annual	\$50,000	\$50,000
Traffic Calming	Annual	\$75,000	\$75,000
<i>12th St. SE/87th Ave SE Road Realignment</i>	RF	\$50,000	
<i>79th Ave SE Access Road</i>	RF	\$54,069	
ADA Ramps - Compliance Upgrades	\$400,000	\$400,000	
36th Street Culvert Replacement - Fish Passable	\$762,000	\$60,000	\$702,000
Weir Replacement	\$952,500	\$85,000	\$867,000
Catherine Creek/Hartford Crossing Replacement	\$3,175,000	\$0	\$250,000
Bridge 06 Replacement - 36th Street NE	\$3,175,000	\$0	\$250,000

Total Capital Projects Budgeted in 2023
\$8,124,225

- Projects listed in red are not currently included in the 2023 budget as grant funding has not yet been secured. Once secured, the project will come back to Council as a budget amendment.
- Italicized projects are budgeted in 2022 and will move forward into 2023



2023 Capital Project Budget Summary

Capital Project Requests			
Item Description	Total Project Amount	2023	Forecasted 2024
Frontier Heights Park Phase II	\$1,905,000	\$385,000	\$1,520,000
Sunset Park Dock & Shoreline	\$250,000	\$250,000	
Sunset Park Improvements	\$762,000	\$762,000	
North Cove Guest Moorage	\$134,000	\$134,000	
North Cove Row Dock	\$60,000	\$60,000	
Davies Beach Pier Restoration	\$200,000	\$200,000	
Eagle Ridge Park Phase II	\$984,250	\$974,450	\$0
Cedarwood Recreation Center	\$1,651,000	\$30,000	\$1,521,000
Hartford Depot (concession building)	\$228,600	\$228,600	
20th Street Ballfields and Dog Park (Powerline Trail)	\$1,401,500	\$1,265,000	
Centennial Woods - Pump Track and Climbing	\$1,340,000	\$20,000	\$150,000
Bonneville Ballfields	\$952,500	\$75,000	
North Cove Floating Dock Bulkhead Replacement	RF	\$15,000	
Festival Street Restroom	RF	\$134,689	
Festival Street	RF	\$1,025,001	
Cavelero (Sign)	RF	\$56,000	
Additional PW Shop Building Feasibility/Preliminary Design	\$30,000	\$30,000	
Security Cameras	\$150,000	\$100,000	\$10,000
131st Ave NE Sewer Extension	\$265,176	\$265,176	
Machias Sewer Connection	\$438,912	\$0	\$34,560
Museum	\$2,400,000	\$0	\$2,400,000
Eagle Ridge Storage Building	\$127,000	\$10,000	\$117,000
Lundeen Park Recreation Building Remodel	\$127,000	\$10,000	\$117,000
1819 South Lake Stevens Road - Commercial Building	\$50,800	\$4,000	\$46,800

2023 Budget Finalization

- Public Comment
- Approval of the Second & Final Reading of Ordinance No. 1150
&
- Adopt Ordinance No. 1150 Adopting the 2023 Budget



2023

PROPOSED ANNUAL BUDGET



November 1, 2022

Honorable City Council,

The 2023 budget continues to be an opportunity for the city of Lake Stevens to work on its internal processes. The city has grown quickly in the last decade, and it is time to bring how we do business up to current day standards. This budget improves city operations by continuing accreditation from the American Public Works Association (APWA), completing capital projects and meeting community need for more recreational and outdoor opportunities.

The accreditation of our Public Works Department ensures that systems and procedures are meeting national standards. This is an 18 to 24-month process started last year to obtain accreditation that will improve how Public Works and the city delivers services to residents. This accreditation not only improves service delivery, but also saves taxpayer dollars with improved efficiency.

There are multiple capital project projects underway throughout the city. The Washington Department of Transportation will continue the SR 9/204 project. This will include constructing two large roundabouts at SR 9 at the SR9/204 intersection and just north of that project at N. Davies Rd and Vernon Rd. We are working closely with WSDOT to communicate traffic changes to our community and are grateful for this partnership.

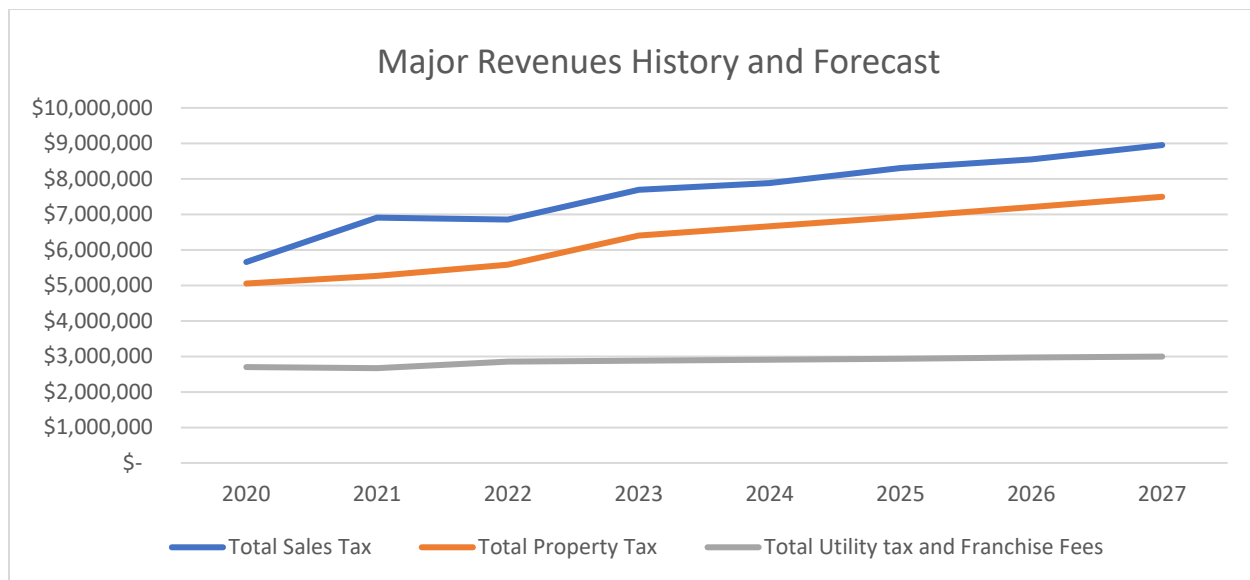
Other capital projects that support outdoor recreation include improving parts of Sunset Park, final improvements to Frontier Heights Park, improving the 20th Street Powerline Trail, and extending the South Lake Stevens multi-use path to Highway 9. In addition, our number one legislative priority is to secure \$1.8 million in funding to remodel the Cedarwood Community Center.

Residents of Lake Stevens have been clear and vocal about their desire for infrastructure improvements and recreational activities/enjoyment of the outdoors. We will continue to meet these needs for residents and visitors alike share in funding vital city services.

As always, we appreciate your support and welcome your questions.

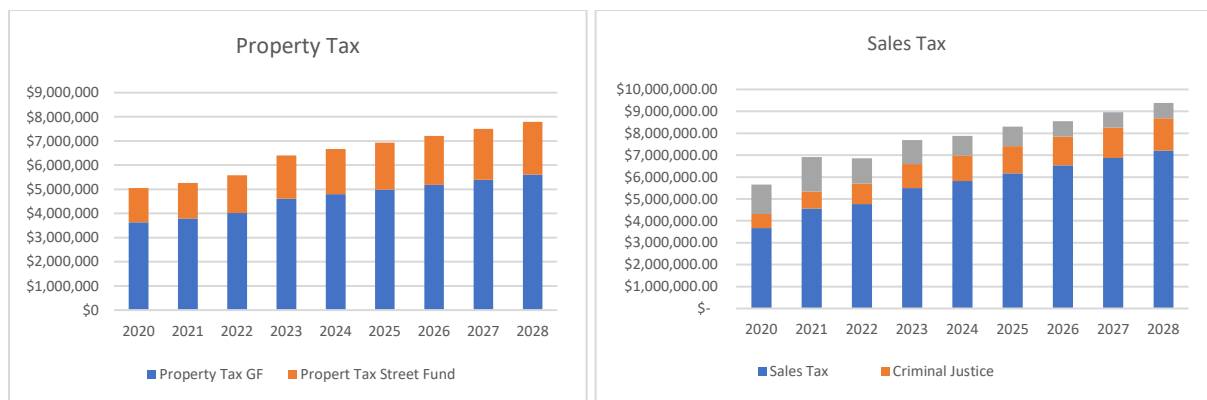
REVENUES

Lake Stevens has seen revenue growth over the past six years and can expect some sources to continue to grow, while others flatten out. Using reasonable assumptions, we foresee overall growth of 4% per year for all combined revenue.



The assumptions used to make these projections are:

- Sales Tax increase of 6% a year until 2026 then 5% increase thereafter.
- Property Tax increase of 1% plus estimated new construction and annexation assessments.
- Utility Tax increase of 1% per year.



Lake Stevens continues to see new retail and redevelopment which signals a strong economy and reinforces the city's revenue projections.

The city continues to allocate \$300,000 of construction sales tax revenue into the general fund for operating purposes. Any remaining construction sales tax is allocated to our capital reserves for future infrastructure needs.

2023 Priorities

Our budget priorities for 2023 are to:

1. Achieve American Public Work Association (APWA) accreditation
2. Improve transportation program
3. Develop Parks and Recreation program

4. Complete identified capital projects.
5. Streamline citywide processes to increase levels of Service.

Proposed Operating Budget

Our proposed budget is structured to fund the highest priority needs for city residents while maintaining adequate reserves. The city continues to look toward the future with continued economic development on 20th St SE and potential Transportation Benefit District funding. In the meantime, the 2023 budget strategically funds department needs that are a priority for residents.

The proposed staffing budget includes:

1. Add IT Applications Analyst
2. Add Public Works Analyst
3. Add Public Works Shop Quartermaster
4. Add Grant Writer
5. Add four Seasonal Park Workers
6. Increase Part-time Senior Planner to Full-time
7. Cost of Living Adjustment for Non-Represented Staff
8. Allow for internal promotional opportunities to retain staff

To maintain a balanced budget, some positions are budgeted to start in middle to late 2023.

SUMMARY

The 2023 budget continues to support the city we all live in and enjoy, as well as attract and retain skilled staff to deliver services our community wants. Our city is continuously changing and improving to meet these needs and function more efficiently. I am excited to enter 2023 knowing the challenges of change and improvement are our budget priorities.

I appreciate the hard work of our staff, city council, and the community in not only building this budget, but also in building “One Community Around the Lake.”

Respectfully,

Brett Gailey, Mayor

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1150

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF LAKE STEVENS,
WASHINGTON, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2023

WHEREAS, the Mayor of the City of Lake Stevens, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses including salaries and benefits of City employees, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2023, and a notice was published that the Council of said City would meet for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget, and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, notices were published in the official newspaper of the City, that the Council of said City would meet on the 8th day of November and the 22nd day of November, 2022, at the hour of 6:00 P.M., in the Sawyers Room, at the Mill building, 1808 Main Street, and via Zoom for the purpose of receiving public testimony in a public hearing as to the matter of said proposed budget; and

WHEREAS, the said City Council did meet at said dates, times, and place and did receive public testimony during a public hearing as to the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Lake Stevens for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

NOW, THEREFORE, the City Council of the City of Lake Stevens do ordain as follows:

Section 1. The budget for the City of Lake Stevens, Washington, for the year 2023 is hereby adopted, the content which will be set forth in the document entitled City of Lake Stevens 2023 Annual Budget, 1 copy of which will be on file in the Office of the Clerk.

Section 2. Totals for all such funds combined, for the year 2023 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2023 as set forth below:

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	General	\$18,766,382	\$20,390,128	\$22,380,520	\$16,775,989
101	Street	\$2,557,065	\$3,210,500	\$3,420,044	\$2,347,520
111	Drug Seizure & Forfeiture	\$61,037	\$279	\$25,000	\$36,316
112	Municipal Arts Fund	\$52	\$56	\$0	\$108
210	2008 Bonds	\$0	\$210,605	\$210,605	\$0
213	2015 LTGO Bond	\$0	\$96,938	\$96,938	\$0
214	2019A LTGO Bond	\$0	\$462,129	\$462,129	\$0
215	2021A LTGO Bond - 17005	\$0	\$609,850	\$609,850	\$0
301	Cap. Proj.-Dev. Contrib.	\$4,918,695	\$1,210,207	\$1,686,240	\$4,442,662
302	Park Mitigation	\$1,953,029	\$1,452,864	\$2,098,600	\$1,307,293
303	Cap. Imp.-REET	\$6,930,342	\$1,529,124	\$1,017,260	\$7,442,206
304	Cap. Improvements	\$4,769,455	\$2,048,703	\$1,830,769	\$4,987,389
307	Infrastructure Capital Project	\$0	\$0	\$0	\$0
309	Sidewalk Capital Project	\$300,702	\$2,420	\$300,000	\$3,122
401	Sewer	\$2,994	\$814,894	\$799,394	\$18,494
410	Storm and Surface Water	\$2,167,348	\$4,491,571	\$5,641,271	\$1,017,648
411	Storm Water Capital	\$2,417,425	\$2,003,785	\$459,661	\$3,961,549
412	Storm Water Debt	\$0	\$231,264	\$231,264	\$0
501	Unemployment	\$20,345	\$25,139	\$15,000	\$30,484
510	Equipment Fund - Computers	\$545,349	\$370,411	\$474,097	\$441,663
515	Equipment Fund - Vehicles	\$71,330	\$20,230	\$0	\$91,560
520	Equipment Fund-Police	\$407,177	\$379,000	\$392,914	\$393,263
530	Equipment Fund-PW	\$364,430	\$230,000	\$272,124	\$322,305
540	Aerator Equip (Lake Treatment)	\$0	\$0	\$0	\$0
633	Treasurer's Trust	\$0	\$375,100	\$375,100	\$0
	Total	\$46,253,157	\$40,165,196	\$42,798,780	\$43,619,573

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. A summary of this ordinance consisting of the title shall be published in the official City newspaper. This ordinance shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this ____ day of _____, 2022.

Brett Gailey, Mayor

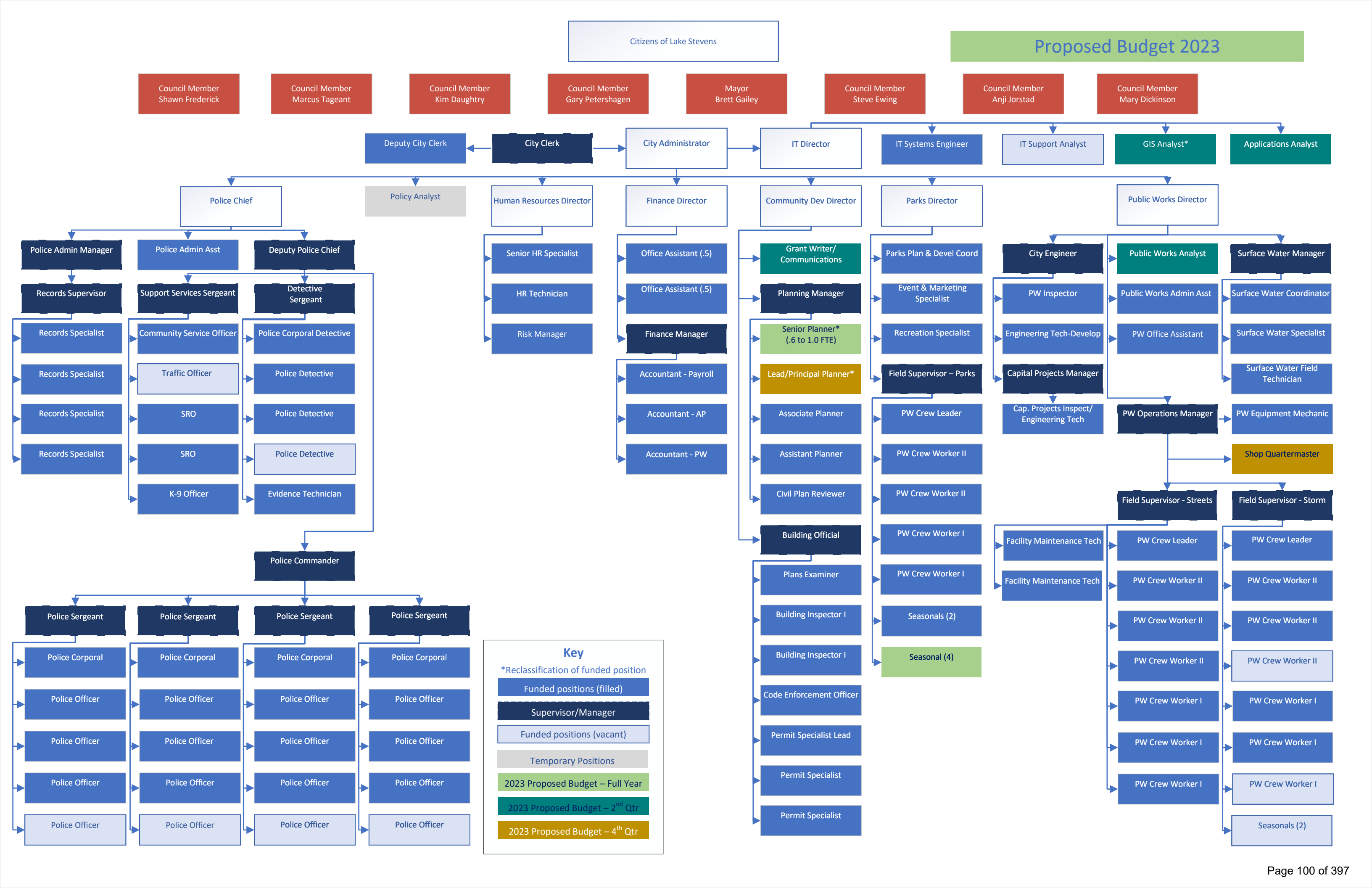
ATTEST:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First Reading: November 8, 2022
Second Reading: November 22, 2022
Final Reading:
Effective:



Proposed Non-Represented Salary Ranges

PROPOSED SALARY RANGES NON EXEMPT							
Proposed Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
8	\$46,565	\$48,428	\$50,365	\$52,380	\$54,475	\$56,654	\$58,920
9	\$47,729	\$49,638	\$51,624	\$53,689	\$55,837	\$58,070	\$60,393
10	\$48,922	\$50,879	\$52,914	\$55,030	\$57,232	\$59,521	\$61,902
11	\$50,146	\$52,152	\$54,238	\$56,408	\$58,664	\$61,011	\$63,451
12	\$51,399	\$53,455	\$55,593	\$57,817	\$60,129	\$62,534	\$65,036
13	\$52,686	\$54,794	\$56,985	\$59,265	\$61,635	\$64,101	\$66,665
14	\$54,002	\$56,163	\$58,409	\$60,745	\$63,175	\$65,702	\$68,330
15	\$55,353	\$57,567	\$59,870	\$62,265	\$64,755	\$67,345	\$70,039
16	\$56,735	\$59,005	\$61,365	\$63,820	\$66,372	\$69,027	\$71,788
17	\$58,155	\$60,482	\$62,901	\$65,417	\$68,034	\$70,755	\$73,585
18	\$59,608	\$61,992	\$64,472	\$67,050	\$69,732	\$72,522	\$75,423
19	\$61,098	\$63,542	\$66,084	\$68,727	\$71,476	\$74,335	\$77,309
20	\$62,625	\$65,130	\$67,736	\$70,445	\$73,263	\$76,193	\$79,241
21	\$64,191	\$66,759	\$69,429	\$72,206	\$75,095	\$78,098	\$81,222
22	\$65,797	\$68,429	\$71,166	\$74,012	\$76,973	\$80,052	\$83,254
23	\$67,441	\$70,139	\$72,944	\$75,862	\$78,896	\$82,052	\$85,334
24	\$69,126	\$71,891	\$74,767	\$77,757	\$80,868	\$84,102	\$87,466
25	\$70,854	\$73,688	\$76,636	\$79,701	\$82,889	\$86,205	\$89,653
26	\$72,625	\$75,530	\$78,552	\$81,694	\$84,961	\$88,360	\$91,894
27	\$74,441	\$77,418	\$80,515	\$83,736	\$87,085	\$90,569	\$94,191
28	\$76,301	\$79,353	\$82,528	\$85,829	\$89,262	\$92,832	\$96,546
29	\$78,209	\$81,338	\$84,591	\$87,975	\$91,494	\$95,154	\$98,960
30	\$80,165	\$83,372	\$86,707	\$90,175	\$93,782	\$97,533	\$101,434
31	\$82,168	\$85,455	\$88,873	\$92,428	\$96,125	\$99,970	\$103,969
32	\$84,223	\$87,592	\$91,096	\$94,740	\$98,529	\$102,470	\$106,569
33	\$86,328	\$89,781	\$93,372	\$97,107	\$100,991	\$105,031	\$109,232
34	\$88,488	\$92,027	\$95,708	\$99,537	\$103,518	\$107,659	\$111,965
35	\$90,699	\$94,327	\$98,100	\$102,025	\$106,105	\$110,350	\$114,764
36	\$92,968	\$96,686	\$100,554	\$104,576	\$108,759	\$113,109	\$117,634
37	\$95,291	\$99,102	\$103,067	\$107,189	\$111,477	\$115,936	\$120,573

* Non-Exempt

PROPOSED SALARY RANGES EXEMPT							
Proposed Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
49	\$96,816	\$100,688	\$104,716	\$108,904	\$113,261	\$117,791	\$122,503
50	\$99,299	\$103,271	\$107,402	\$111,698	\$116,166	\$120,813	\$125,645
51	\$101,780	\$105,851	\$110,085	\$114,489	\$119,068	\$123,831	\$128,784
52	\$104,325	\$108,498	\$112,837	\$117,351	\$122,045	\$126,927	\$132,004
53	\$106,932	\$111,210	\$115,658	\$120,284	\$125,096	\$130,100	\$135,304
54	\$109,605	\$113,989	\$118,549	\$123,290	\$128,222	\$133,351	\$138,685
55	\$112,345	\$116,839	\$121,513	\$126,373	\$131,428	\$136,685	\$142,153
56	\$115,156	\$119,762	\$124,552	\$129,534	\$134,716	\$140,104	\$145,709
57	\$118,033	\$122,754	\$127,664	\$132,771	\$138,082	\$143,605	\$149,349
58	\$120,985	\$125,825	\$130,858	\$136,092	\$141,536	\$147,197	\$153,085
59	\$124,010	\$128,970	\$134,129	\$139,494	\$145,074	\$150,877	\$156,912
60	\$127,111	\$132,196	\$137,484	\$142,983	\$148,702	\$154,650	\$160,836
61	\$130,288	\$135,500	\$140,920	\$146,556	\$152,419	\$158,515	\$164,856
62	\$133,545	\$138,887	\$144,443	\$150,221	\$156,229	\$162,479	\$168,978
63	\$136,883	\$142,359	\$148,053	\$153,975	\$160,134	\$166,539	\$173,201
64	\$140,306	\$145,919	\$151,755	\$157,825	\$164,139	\$170,704	\$177,532
65	\$143,816	\$149,569	\$155,551	\$161,773	\$168,244	\$174,974	\$181,973
66	\$147,412	\$153,308	\$159,441	\$165,818	\$172,451	\$179,349	\$186,523
67	\$151,095	\$157,138	\$163,424	\$169,961	\$176,759	\$183,830	\$191,183
68	\$154,872	\$161,067	\$167,510	\$174,210	\$181,179	\$188,426	\$195,963
69	\$158,745	\$165,095	\$171,699	\$178,567	\$185,709	\$193,138	\$200,863
70	\$162,714	\$169,223	\$175,991	\$183,031	\$190,352	\$197,966	\$205,885
71	\$166,783	\$173,454	\$180,392	\$187,608	\$195,112	\$202,917	\$211,034
72	\$170,953	\$177,791	\$184,903	\$192,299	\$199,991	\$207,990	\$216,310
80				\$232,137			

*Exempt

Ranges have been adjusted based on the market rate salary survey for the 60th percentile using the "years in position" method of implementation.

All non-represented salary ranges include proposed 6% COLA

Represented Wage Groups: Salary Ranges

2023 Proposed Annual Salary							
Range	1	2	3	4	5	6	7
PS	107,297	111,955	116,612				
PO21	79,084	82,776	86,468	90,160	93,851	97,543	-
PRSUP	83,764	87,534	91,473	81,589	84,237		
PRC	61,106	63,856	66,729	69,732	72,870	76,149	-
PET	66,362	69,348	72,468	75,730	79,137	82,699	-
PSE	64,356	67,038	69,831	72,740	75,771	78,929	-
PRS	61,106	63,856	66,729	69,732	72,870	76,149	-
TCL	68,701	71,195	73,754	76,416	79,167	82,022	84,864
TCWII	58,787	60,845	63,005	65,216	67,479	69,832	72,314
TCWI	47,575	49,439	51,394	53,374	55,470	57,617	59,752
TFS	89,108	92,672	96,379	-	-	-	-
TFMT	43,977	45,738	47,567	49,470	51,449	53,507	55,647
TEM	61,809	64,239	66,682	69,112	71,543	73,986	76,416
TIN	67,878	70,411	73,047	75,799	78,640	81,585	84,645
S	14,197	14,485	14,773	15,078	15,366	15,673	15,991
C	-	-	-	-	-	-	11,472
M	-	-	-	-	-	-	114,124

Teamsters Contract is under negotiation, as such a 0% increase is included in the 2023 proposed budget. Once the contract is finalized, the budget will be amended to include the updated salary ranges if required.

The City Council and Mayor's salaries will be adjusted upon recommendation and approval by the Lake Stevens Salary Commission.

11/8/2022

Longevity Grid - Years	Percent
1	0.00%
2	0.00%
3	0.00%
4	0.00%
5	1.00%
6	1.00%
7	1.00%
8	1.00%
9	1.00%
10	2.50%
11	2.50%
12	2.50%
13	2.50%
14	2.50%
15	4.00%
16	4.00%
17	4.00%
18	4.00%
19	4.00%
20	4.75%

FICA Rate	7.65%
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Retirement	
NON	0
Pers	0.1039
Leoff	0.053
Deferred Comp Match	0.01

Guild Longevity Grid - Years	Percent
1	0.00%
2	0.00%
3	0.00%
4	0.00%
5	2.00%
6	2.00%
7	2.00%
8	2.00%
9	2.00%
10	4.00%
11	4.00%
12	4.00%
13	4.00%
14	4.00%
15	5.00%
16	5.00%
17	5.00%
18	5.00%
19	5.00%
20	7.00%
21	7.00%
22	7.00%
23	7.00%
24	7.00%
25	7.00%
26	7.00%
27	7.00%
28	7.00%
29	7.00%
30	9.00%

PROPOSED COLA	
Police Guild-Commissioned	1.0300
Police Guild-Non Commissioned	1.0400
Teamsters	1.0000
Non Represented - Non Exempt	1.0600
Non Represented - Exempt	1.0600

Proposed Percentage Increase		
MERH	Regence/Asuirs	4.10%
MERHHD	Regence/Asuirs	4.10%
MEGH	Kaiser	6.60%
MEGHHD	Kaiser	6.60%
DEWD	Delta Dental	0.00%
DEWI	Willamette	0.00%
VSP	Vision	0.00%
TVP	Teamster Vision	0.00%
DETD	Teamster Dental	0.00%

L&I Industrial Ins	
Allops	1.04315
Clerical	0.1505
LE	1.79135

State Mandated Leave (PFML)	0.0021792
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2023 Proposed Budget - All Funds

Account Number	Description	2021 Actuals	2022 Budget	Estimated Ending	2023 Proposed Budget
001	General Beginning Cash	\$ 5,228,699.15	\$ 5,465,691.87	\$ 5,465,692	\$ 6,408,855
	Revenues	\$ 15,254,372.22	\$ 15,430,790.00	\$ 17,470,408	\$ 17,869,139
001	Legislative & Executive	\$ 251,663.20	\$ 408,575.00	\$ 364,594	\$ 423,883
002	Administration	\$ 222,214.90	\$ 255,008.00	\$ 260,914	\$ 279,517
003	City Clerk	\$ 131,702.06	\$ 164,543.00	\$ 163,870	\$ 180,161
004	Finance	\$ 608,289.49	\$ 789,348.00	\$ 767,856	\$ 809,545
005	Human Resources	\$ 289,872.20	\$ 600,444.00	\$ 538,319	\$ 617,131
006	Information Technology	\$ 388,931.88	\$ 432,068.00	\$ 346,914	\$ 483,794
007	Planning & Community Develop	\$ 1,835,035.49	\$ 2,738,115.00	\$ 2,362,204	\$ 2,472,877
008	Law Enforcement	\$ 8,011,049.78	\$ 9,086,429.00	\$ 8,376,769	\$ 9,445,794
010	Parks	\$ 1,271,000.45	\$ 1,491,378.00	\$ 1,144,590	\$ 2,214,822
011	Legal	\$ 607,897.84	\$ 901,270.00	\$ 688,791	\$ 648,762
012	Community	\$ 101,448.87	\$ 166,711.00	\$ 153,739	\$ 86,111
013	General Government	\$ 1,298,276.34	\$ 1,871,595.00	\$ 1,358,683	\$ 1,909,866
	Expenditures	\$ 15,017,382.50	\$ 18,905,484.00	\$ 16,527,245	\$ 19,572,263
001	General Cash	\$ 5,465,688.87	\$ 1,990,997.87	\$ 6,408,855	\$ 4,705,730
002	Contingency Beginning Cash	\$ 4,576,757.82	\$ 5,840,281.68	\$ 5,840,282	\$ 6,696,998
	Revenues	\$ 1,263,523.86	\$ 1,204,800.00	\$ 856,717	\$ 800,000
	Expenses	\$ -	\$ -	\$ -	\$ -
002	Contingency Reserve	\$ 5,840,281.68	\$ 7,045,081.68	\$ 6,696,998	\$ 7,496,998
003	Permitting - Beginning Cash	\$ 537,257.00	\$ 3,799,323.47	\$ 3,799,323	\$ 4,292,021
	Revenues	\$ 4,586,896.19	\$ 1,800,000.00	\$ 1,798,869	\$ 1,720,989
	Expenses	\$ 1,324,829.97	\$ 1,020,000.00	\$ 1,306,171	\$ 1,439,749
003	Permitting - Managerial	\$ 3,799,323.22	\$ 4,579,323.47	\$ 4,292,021	\$ 4,573,261
004	Pandemic Recovery - Managerial	\$ -	\$ 4,651,151.56	\$ 4,651,152	\$ 1,368,508
	Revenues	\$ 4,737,716.00	\$ 4,737,714.00	\$ 4,737,717	\$ -
	Expenses	\$ 86,564.44	\$ 9,388,869.00	\$ 8,020,361	\$ 1,368,508
004	Pandemic Recovery - Managerial	\$ 4,651,151.56	\$ (3.44)	\$ 1,368,508	\$ (0)
Account Number	Description	2021 Actuals	2022 Budget	Estimated Ending	2023 Proposed Budget
101	Street - Beginning Cash	\$ 2,627,502.00	\$ 2,466,286	\$ 2,466,286	\$ 2,557,065
	Revenues	\$ 2,684,893.47	\$ 2,703,800	\$ 2,920,582	\$ 3,210,500
	Expenditures	\$ 2,846,108.92	\$ 3,143,932	\$ 2,829,804	\$ 3,420,044
101	Street - Ending Cash	\$ 2,466,286.55	\$ 2,026,154.00	\$ 2,557,065	\$ 2,347,520

111	Drug Seizure & Forfeiture	\$ 86,872.00	\$ 64,059	\$ 64,059	\$ 61,037
	Revenues	\$ 33,839.04	\$ 30,100	\$ 5,532	\$ 279
	Expenditures	\$ 56,652.22	\$ 15,000	\$ 8,554	\$ 25,000
111	Drug Seizure & Forfeiture	\$ 64,058.82	\$ 79,159.00	\$ 61,037	\$ 36,316

112	Municipal Arts	\$ 28,485.00	\$ 16,179	\$ 16,179	\$ 52
	Revenues	\$ 22.96	\$ 10	\$ 53	\$ 56
	Expenditures	\$ 12,328.90	\$ 16,180	\$ 16,180	\$ -
112	Municipal Arts	\$ 16,179.06	\$ 9.00	\$ 52	\$ 108

301	Cap Proj-Dev Contrib-Traffic	\$ 2,485,143.00	\$ 3,764,683	\$ 3,764,683	\$ 4,918,695
	Revenues	\$ 4,861,433.82	\$ 1,598,000	\$ 1,303,704	\$ 1,210,207
	Expenditures	\$ 3,581,893.78	\$ 1,009,692	\$ 149,692	\$ 1,686,240
301	Cap Proj-Dev Contrib-Traffic	\$ 3,764,683.04	\$ 4,352,991.00	\$ 4,918,695	\$ 4,442,662

302	Park Mitigation Fund	\$ 463,112.00	\$ 1,069,006	\$ 1,069,006	\$ 1,953,029
	Revenues	\$ 1,879,596.78	\$ 810,750	\$ 1,099,795	\$ 1,452,864
	Expenditures	\$ 1,273,703.12	\$ 1,501,662	\$ 215,772	\$ 2,098,600
302	Park Mitigation Fund	\$ 1,069,005.66	\$ 378,094.00	\$ 1,953,029	\$ 1,307,293

303	Real Estate Excise Tax I	\$ 4,617,750.00	\$ 5,671,124	\$ 5,671,124	\$ 6,930,342
	Revenues	\$ 2,176,702.33	\$ 1,934,200	\$ 2,027,737	\$ 1,529,124
	Expenditures	\$ 1,123,328.06	\$ 1,304,719	\$ 768,519	\$ 1,017,260
303	Real Estate Excise Tax I	\$ 5,671,124	\$ 6,300,605	\$ 6,930,342	\$ 7,442,206

304	Real Estate Excise Tax II	\$ 3,569,324.00	\$ 4,529,187	\$ 4,529,187	\$ 4,769,455
	Revenues	\$ 3,231,932.45	\$ 6,605,000	\$ 7,019,517	\$ 2,048,703
	Expenditures	\$ 2,272,069.58	\$ 6,951,495	\$ 6,779,249	\$ 1,830,769
304	Real Estate Excise Tax II	\$ 4,529,186.87	\$ 4,182,692.00	\$ 4,769,455	\$ 4,987,389

307	Infrastructure Capital Project	\$ -	\$ 11,381,900	\$ 11,381,900	\$ 0
	Revenues	\$ 14,364,008.78	\$ 400,984	\$ 584,603	\$ -
	Expenditures	\$ 2,982,108.87	\$ 11,783,083	\$ 11,966,503	\$ -
307	Infrastructure Capital Project	\$ 11,381,899.91	\$ (199.00)	\$ 0	\$ 0

309	Sidewalk Capital Project	\$ 804,679.00	\$ 711,713	\$ 711,713	\$ 300,702
	Revenues	\$ 651.39	\$ 800	\$ 3,105	\$ 2,420
	Expenditures	\$ 93,616.60	\$ 464,116	\$ 414,116	\$ 300,000
309	Sidewalk Capital Project	\$ 711,713.79	\$ 248,397.00	\$ 300,702	\$ 3,122

401	Sewer	\$ 135,013.00	\$ 2,322	\$ 2,322	\$ 2,994
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	Revenues	\$ 1,049,414.44	\$ 1,040,425	\$ 1,040,997	\$ 814,894
	Expenditures	\$ 1,182,105.13	\$ 1,040,325	\$ 1,040,325	\$ 799,394
401	Sewer	\$ 2,322.31	\$ 2,422.00	\$ 2,994	\$ 18,494

410	Storm & Surface Water	\$ 1,783,285.00	\$ 2,189,063	\$ 2,189,063	\$ 2,167,348
	Revenues	\$ 4,063,111.07	\$ 4,261,167	\$ 4,714,296	\$ 4,491,571
	Expenditures	\$ 3,657,333.47	\$ 5,395,135	\$ 4,736,010	\$ 5,641,271
410	Storm & Surface Water	\$ 2,189,062.60	\$ 1,055,095.00	\$ 2,167,348	\$ 1,017,648

411	Storm Water Capital	\$ 1,052,486.00	\$ 839,926	\$ 839,926	\$ 2,417,425
	Revenues	\$ 1,618,268.25	\$ 1,755,600	\$ 1,903,605	\$ 2,003,785
	Expenditures	\$ 1,830,828.38	\$ 788,922	\$ 326,106	\$ 459,661
411	Storm Water Capital	\$ 839,925.87	\$ 1,806,604.00	\$ 2,417,425	\$ 3,961,549

412	Storm Water Debt Service	\$ -	\$ -	\$ -	\$ -
	Revenues	\$ 223,916.52	\$ 230,334	\$ 230,334	\$ 231,264
	Expenditures	\$ 223,916.52	\$ 230,334	\$ 230,334	\$ 231,264
412	Storm Water Debt Service	\$ -	\$ -	\$ -	\$ -

501	Unemployment	\$ 38,842.81	\$ 38,843	\$ 38,843	\$ 20,345
	Revenues	\$ 35.29	\$ 40	\$ 132	\$ 25,139
	Expenditures	\$ 2,531.10	\$ 15,000	\$ 18,630	\$ 15,000
501	Unemployment	\$ 36,347.00	\$ 23,883.00	\$ 20,345	\$ 30,484

510	Capital Equip - Computer	\$ 214,680.00	\$ 231,962	\$ 231,962	\$ 545,349
	Revenues	\$ 366,760.77	\$ 374,200	\$ 630,556	\$ 370,411
	Expenditures	\$ 349,478.45	\$ 426,170	\$ 317,169	\$ 474,097
510	Capital Equip - Computer	\$ 231,962.32	\$ 179,992.00	\$ 545,349	\$ 441,663

515	Capital Equip - Vehicle Replac	\$ 41,031.00	\$ 56,071	\$ 56,071	\$ 71,330
	Revenues	\$ 15,040.18	\$ 15,040	\$ 15,259	\$ 20,230
	Expenditures	\$ -	\$ -	\$ -	\$ -
515	Capital Equip - Vehicle Replac	\$ 56,071.18	\$ 71,111.00	\$ 71,330	\$ 91,560

520	Capital Equip - Police	\$ 399,413.00	\$ 410,161	\$ 410,161	\$ 407,177
	Revenues	\$ 308,561.36	\$ 302,250	\$ 446,052	\$ 379,000
	Expenditures	\$ 237,813.20	\$ 206,731	\$ 449,036	\$ 392,914
520	Capital Equip - Police	\$ 470,161.16	\$ 505,680.00	\$ 407,177	\$ 393,263

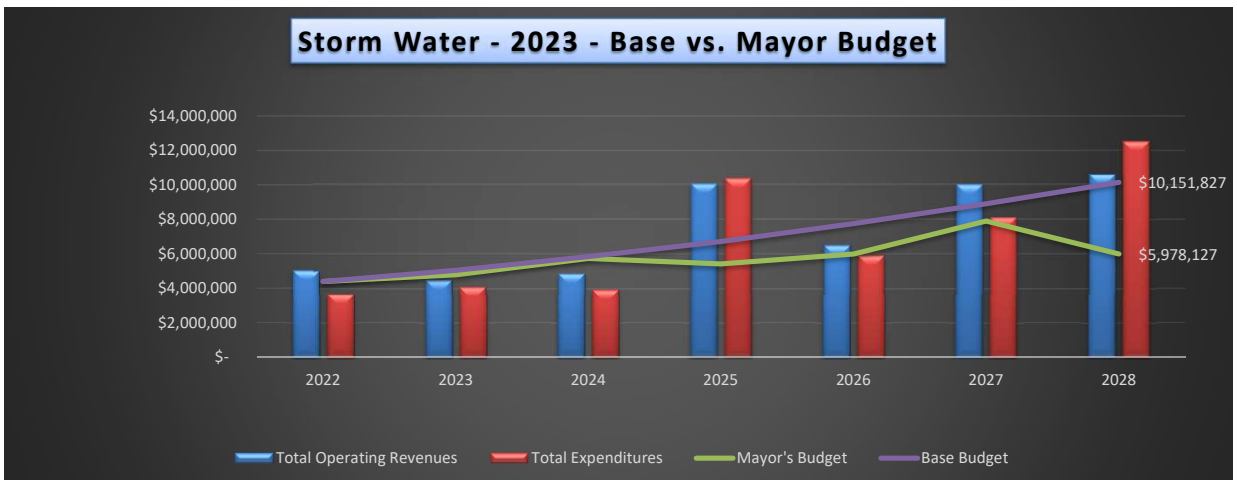
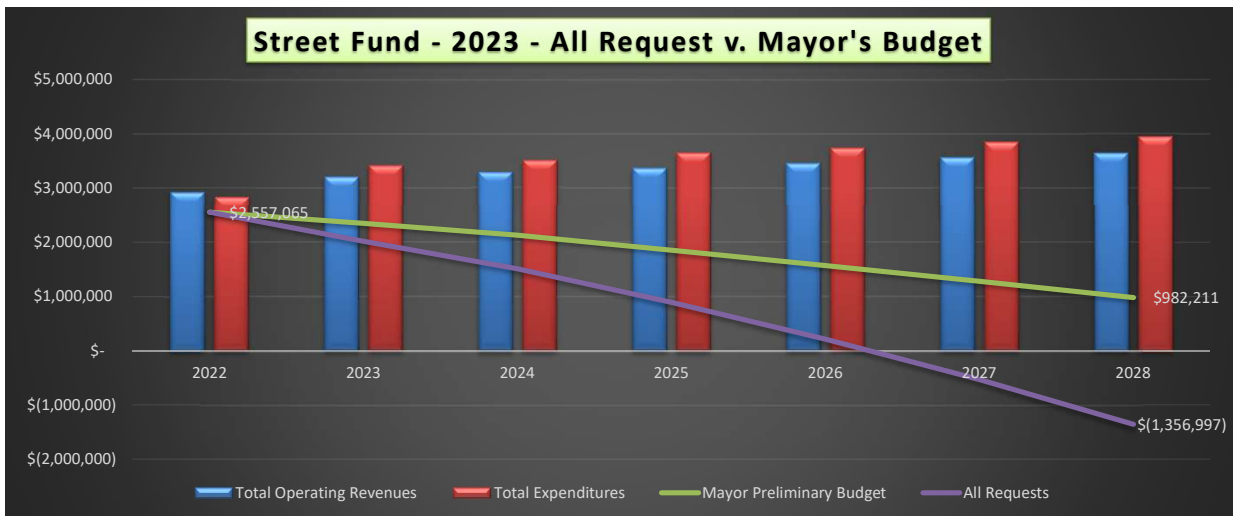
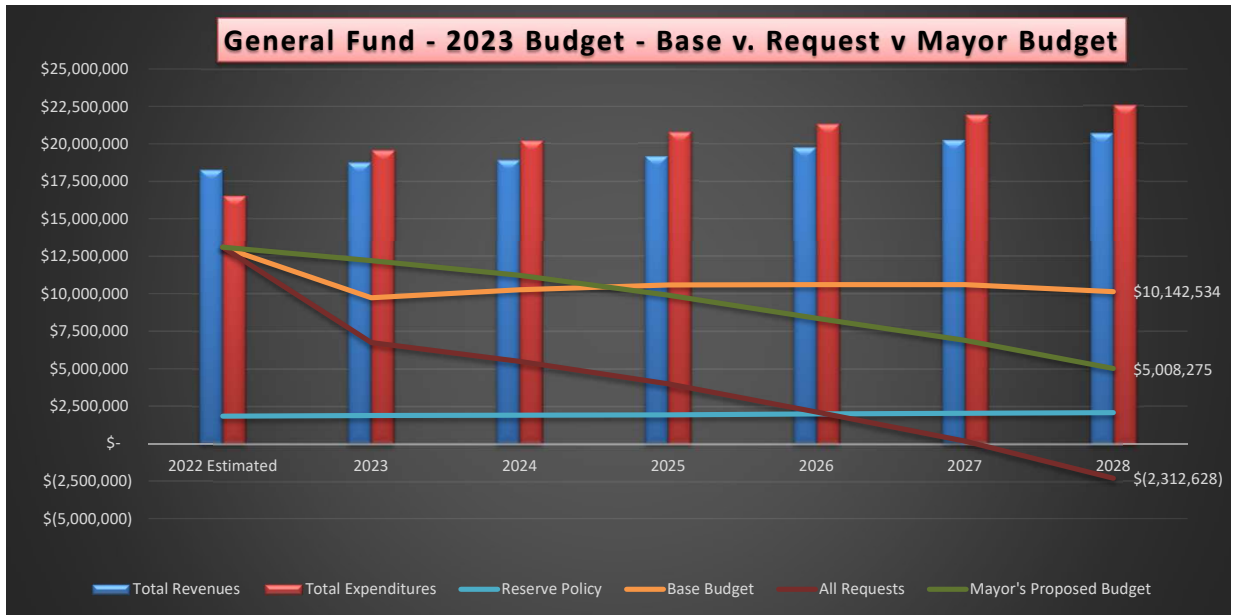
530	Capital Equip - PW	\$ 810,013.00	\$ 862,389	\$ 862,389	\$ 364,430
	Revenues	\$ 200,714.29	\$ 200,800	\$ 202,841	\$ 230,000
	Expenditures	\$ 148,338.26	\$ 700,800	\$ 700,800	\$ 272,124

530	Capital Equip - PW	\$ 862,389.03	\$ 362,389.00	\$ 364,430	\$ 322,305
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540	Aerator Equip Replacment	\$ 25,434.00	\$ 25,456	\$ 25,456	\$ -
	Revenues	\$ 21.87	\$ 20	\$ 2	\$ -
	Expenditures	\$ -	\$ 25,566	\$ 25,457	\$ -
540	Aerator Equip Replacment	\$ 25,455.87	\$ (90.00)	\$ -	\$ -

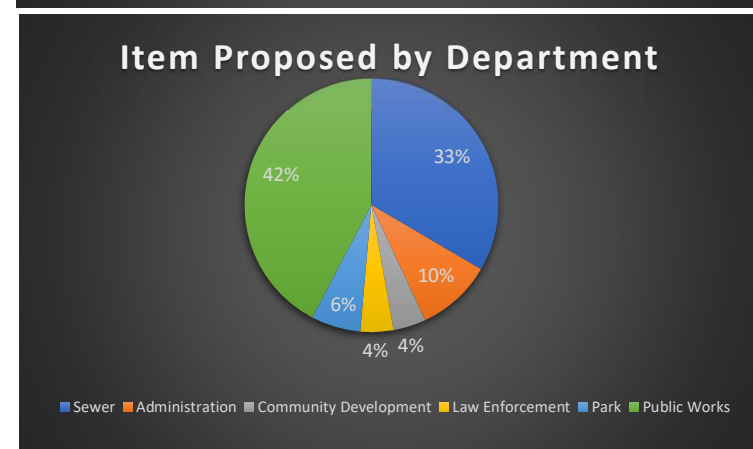
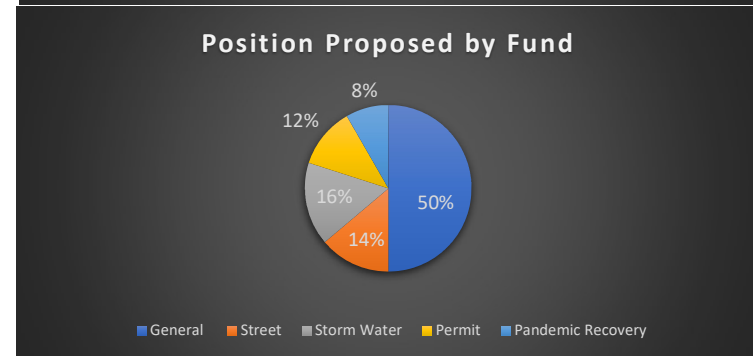
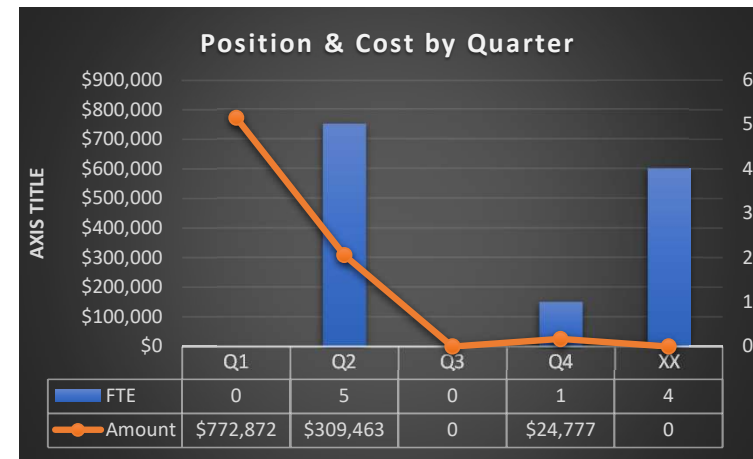
633	Treasurer's Trust	\$ 2,117.00	\$ -	\$ -	\$ -
	Revenues	\$ 313,168.24	\$ 375,100	\$ 191,670	\$ 375,100
	Expenditures	\$ 315,285.06	\$ 375,100	\$ 191,670	\$ 375,100
633	Treasurer's Trust	\$ 0.18	\$ -	\$ -	\$ -

2023 Budgeted Forecasts for Mayor Funds



Staffing & Wages		\$1,107,112
Request	Timing	Mayor YES
Interns (4) (Estimated \$88,000 from Salary Savings)	Q1	\$0
Non-Represented Staff COLA 6%	Q1	\$359,409
Compensation Study - 60th Percentile Years in Position	Q1	\$341,940
IT Application Analyst	Q2	\$87,000
Senior Planner (PT to FT)	Q1	\$71,523
Principal (Lead) Planner (4th Quarter)	Q4	\$5,186
Seasonal Park Worker (Add 4 FTE)	Q2	\$44,000
Public Works Analyst (Q2)	Q2	\$104,963
Public Works Shop Quartermaster	Q4	\$19,591
Police Officer (Council Directive)	Avail	
Police Officer (Council Directive)	Avail	
Grant Writer (Council Directive) "Pandemic Recovery Funds"	Q2	\$73,500

Item Requests		\$1,195,570
Request	Dept	Mayor YES
Financial Software Transition (Placeholder)	Sewer	\$100,000
Sewer Assumption (Placeholder)	Sewer	\$300,000
Community Emergency Response Team Equip	AD	\$6,320
Datacenter Hardware Update	AD	\$100,000
Secondary Firewall (High-Availability)	AD	\$3,500
ESRI Drone Mapping	AD	\$5,000
Consultant - Streetscape - 91st Ave SE	PCD	\$50,000
Bridge Mental Health	LE	\$50,000
Quartermaster Supplies	PW	\$50,000
Enterprise Fleet Program	PW	\$140,000
Parks Equipment (Placeholder)	PK	\$75,000
Ventilation for Public Works Shop	PW	\$68,200
De-icer tank	PW	\$40,522
Tank and sprayer for de-icer	PW	\$16,147
Fuel station cover	PW	\$7,590
Cover for decant	PW	\$50,000
Thermoplastic applicator (TBD)	PW	\$37,956
Cover for material bins	PW	\$80,000
Catch basic camera	PW	\$15,336



Capital Project Requests		
Item Description	Total Project Amount	2023
Main Street	\$7,249,920	\$931,600
99th/20th U-turn Channelization	\$30,000	\$30,000
91st Ave NE Commercial Revitalization	\$6,846,800	\$50,000
91st Ave SE/24th Street SE/S. Lake Stevens Road (various)	\$16,896,052	RF
South Lake Stevens Multi-Use Path Phase II & III	\$3,050,000	\$3,050,000
16th Street NE Multi-Use Path	\$1,713,024	\$286,520
Mill Spur Downtown Parking Lot	\$160,400	\$160,400
79th Ave SE/8th St. SE Intersection	\$906,240	\$906,240
School Zone Improvements	Annual	\$50,000
Traffic Calming	Annual	\$75,000
12th St. SE/87th Ave SE Road Realignment (TIZ3)	RF	\$50,000
79th Ave SE Access Road (R2)	RF	\$54,069
ADA Ramps - Compliance Upgrades	400000	\$400,000
Frontier Heights Park Phase II	\$1,905,000	\$385,000
Sunset Park Dock & Shoreline	\$250,000	\$250,000
Sunset Park Improvements	\$762,000	\$762,000
North Cove Guest Moorage	\$134,000	\$134,000
North Cove Row Dock	\$60,000	\$60,000
Davies Beach Pier Restoration	\$200,000	\$200,000
Eagle Ridge Park Phase II	\$984,250	\$974,450
Cedarwood Recreation Center	\$1,651,000	\$30,000
Hartford Depot (concession building)	\$228,600	\$228,600
20th Street Ballfields and Dog Park (Powerline Trail)	\$1,401,500	\$1,265,000
Centennial Woods - Pump Track and Climbing	\$1,340,000	\$20,000
Bonneville Ballfields	\$952,500	\$75,000
North Cove Floating Dock Bulkhead Replacement (GF)	RF	\$15,000
Festival Street Restroom (R2)	RF	\$134,689
Festival Street (R2)	RF	\$1,025,001
Cavelero (Sign) (PM)	RF	\$56,000
Additional PW Shop Building Feasibility/Preliminary Design	\$30,000	\$30,000
Security Cameras	\$150,000	\$100,000
131st Ave NE Sewer Extension	\$265,176	\$265,176
Machias Sewer Connection	\$438,912	\$0
Museum	\$2,400,000	\$0
Eagle Ridge Storage Building	\$127,000	\$10,000
Lundeen Park Recreation Building Remodel	\$127,000	\$10,000
1819 South Lake Stevens Road - Commercial Building	\$50,800	\$4,000
36th Street Culvert Replacement - Fish Passable	\$762,000	\$60,000
Weir Replacement	\$952,500	\$85,000
	\$58,774,674	\$12,222,745

CITY COUNCIL STAFF REPORT



Agenda Date: 11/22/2022

Subject: 2022 Comprehensive Plan Docket and Associated Rezones

Contact Person/Department: David Levitan, Community Development

Budget Impact: No impact.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

1. **Hold a public hearing** for the 2022 Comprehensive Plan Amendments and associated rezones.
2. **Approve Ordinances No. 1152 and 1153**, amending the Lake Stevens Comprehensive Plan, including map and text amendments and amendments to the 20th St SE Corridor and Lake Stevens Center subarea plans, and adopting associated rezones.

SUMMARY/BACKGROUND:

Under the Growth Management Act, the city can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The 2022 docket was ratified by the City Council via [Resolution 2022-02](#) and included a proposal for a citizen-initiated map amendment and associated rezone (LUA2022-0057) as well as proposed city-initiated map amendments and text amendments to the Land Use Element, Parks Element, Public Services and Utilities Element and Capital Facilities Element; other Minor Administrative Amendments to the Comprehensive Plan; and amendments to the 20th St SE Corridor and Lake Stevens Center subarea plans. The docketed items are summarized below, with the land use map and text amendments included in Ordinance 1152 (**Attachment 1**) and the associated rezones included in Ordinance 1153 (**Attachment 2**).

TEXT AMENDMENTS

1. T-1 – Amendments to Chapter 2 (Land Use Element) to update text and maps/figures, city demographics and regional planning efforts such as the 2044 growth targets, 2021 Buildable Lands Report and Vision 2050.
2. T-3 – Amendments to Chapter 5 (Parks, Recreation and Open Space Element) to describe new and revised park projects in the capital project list and create new goals and underlying policies that 1) designate parks and recreation as critical infrastructure and vital public services and 2) call for more active recreation facilities. The proposed amendments were reviewed by the Parks and Recreation Planning Board at their [June 13, 2022](#) meeting.
3. T-4 – Amendments to Chapter 7 (Public Services and Utilities Element) to incorporate analysis of the Lake Stevens Industrial Center and reference the adoption of updated capital facility plans (CFPs) from partner agencies, including the 2022-2027 CFPs for the Lake Stevens School District and Snohomish School District.
4. T-5 – Amendments to Chapter 9 (Capital Facilities Element) to update and reformat Tables 9.1 and 9.2 of the Capital Facilities Element, the city's 6-year and 20-year lists of capital projects.
5. T-6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addendum).
6. T-7 – Updated addendum to the 20th St SE Corridor Subarea Plan to provide consistency with map amendment M-1.
7. T-8 – Updated addendum to the Lake Stevens Center Subarea Plan to provide consistency with map amendment M-2.

MAP AMENDMENTS AND ASSOCIATED REZONES

1. M-1 – Citizen-initiated proposal to amend the land use designation of two parcels at 10510 and 10520 20th St SE from High Density Residential to Commercial with a concurrent rezone from R8-12 to Commercial District. Based on input from the Planning Commission and City Council, staff proposed expanding the boundaries of map amendment M- to include the property to the east (10610 20th St SE) as well as the adjacent city right-of-way to the west.
2. M-2 – City-initiated proposal to amend the land use designation of two parcels at 14 and 26 99th Ave NE from Public/Semi-Public to Commercial with a concurrent rezone from Public/Semi-Public to Commercial District.

PLANNING COMMISSION PUBLIC HEARING AND PUBLIC COMMENTS

Comprehensive Plan text and map amendments as well as major rezones (which includes all rezones requiring a land use map amendment) are Type VI land use applications, with the Planning Commission making a recommendation to City Council following a public hearing. The Planning Commission held their public hearing on the 2022 docket on [November 2, 2022](#). Staff provided an overview of the docket items and summarized the public comments that were provided in advance of the public hearing. **Attachment 3** includes all public comments provided in advance of and immediately following (through November 3) the Planning Commission public hearing. The city also received an additional two comments in advance of the City Council public hearing (Attachment 8).

There were no Planning Commission comments or public comments on any of the proposed text amendments (with the exceptions of T-7 and T-8, which are limited to changes to reflect any revisions to Map Amendments M-1 through M-3), which are included as Exhibit C to Attachment 1. There were several public comments related to the proposed map amendments and associated rezones provided in advance of and during the meeting, which included:

- A request from the property owner of 10610 20th St SE to remove his property from Map Amendment M-1, so that he could maintain his existing residential land use and zoning designations.
- A request from the owner of a vacant parcel on 97th Dr SE to change the land use designations for 20 properties from Commercial District to High Density Residential, with a concurrent rezone from Commercial District to R8-12. This proposal was previously discussed by the Planning Commission on [July 20](#) and by the City Council on [September 6](#) as “Area C” of potential map amendment M-3. When the 20th St SE Corridor subarea plan was adopted in 2012, this area was assigned a land use designation of Medium Density Residential. However, in 2019 the land use designation was changed to Commercial via [Ordinance 1073](#) (annual Comprehensive Plan docket) as part of the Council’s efforts to create more employment land in the city.
- Written comments and oral testimony from the public opposing proposed map amendment M-2, which would change the land use designation of two city-owned parcels (14 and 26 99th Ave NE) from Public/Semi-Public to Commercial with a concurrent rezone to Commercial District. Those that testified generally felt that the properties should be used as a park or other public/community space.

Following the hearing’s public comment period, commissioners deliberated on the proposed amendments and associated rezones. There were technical difficulties with

the Zoom/YouTube video, but a summary of the public hearing is [available here](#). As detailed in their recommendation letter, the Planning Commission agreed with staff's recommendation to approve the 2022 docket, with the following changes:

- Revise Map Amendment M-1 (**Attachment 4**) to remove 10610 20th St SE (APN 00457100000109) from the boundaries of the proposed map amendment and concurrent rezone.
- *Not approve* Map Amendment M-2 (**Attachment 5**), as they believed the Council should consider public comments opposing the proposed commercial land use and zoning designations.
- Add Map Amendment M-3 (**Attachment 6**) to the 2022 docket, which would change the land use designation of twenty properties (9705/9715 S Lake Stevens Rd and 2102 through 2305 97th Dr SE) from Commercial to High Density Residential with a concurrent rezone from Commercial District to R8-12.

Based on comments provided by the property owner of 10610 20th St SE, staff agrees that the property should be removed from Map Amendment M-1 and has revised the land use and zoning maps (Exhibit B of Ordinances 1152 and 1153) to reflect this change. Staff also understands the rationale behind the Commission's unanimous recommendation to add Map Amendment M-3 to the docket, given the residential nature of the 97th Dr SE cul-de-sac and the limited employment capacity identified for the 20 parcels in the 2021 Buildable Land Report. Following the November 2 public hearing, staff sent public notice to the property owners affected by the proposed land use and zoning changes (as well as neighbors within 300 feet) and did not receive any objections. Should the Council agree with the Planning Commission's recommendation, the city will need to identify other areas to help meet its 2044 employment growth targets, which will occur as part of the 2024 Periodic Update.

In regards to the Planning Commission's recommendation to remove Map Amendment M-2 (Chapel Hill properties) from the 2022 docket, the City Council previously voted to surplus the properties via [Resolution 2022-12](#), and has provided direction to staff on the potential sale and future development concept for the properties. The existing Public/Semi-Public zoning designation does allow for a limited number of commercial uses (see [Chapter 14.40 LSMC](#)), while the proposed commercial land use and zoning designations allow a wider variety of uses and will help address the projected employment deficit.

Section 1 of Ordinances 1152 (2022 Comprehensive Plan Docket) and 1153 (Associated Rezones) ordains that the City Council adopts the Planning Commission's recommendation and provides an opportunity for the City Council to identify any amendments to the Planning Commission's recommendation. Based on direction provided by City Council, Section 1 would amend the Planning Commission's

recommendation to approve Map Amendment M-2. Should the City Council wish to remove this amendment or include any additional amendments to the Planning Commission's recommendation, it can amend Section 1 of either ordinance to reflect those changes.

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on September 23, 2022 for the required 60-day review by State agencies. SEPA Addenda and Adoption of Existing Documents were issued for the Comprehensive Plan, 20th St SE Corridor Subarea Plan, and Lake Stevens Center Subarea Plan on September 23, 2022. Public notice was provided as required for Type VI land use application, including supplemental noticing to account for the Planning Commission's recommendation to add Map Amendment M-3.

FINDINGS AND CONCLUSIONS

The items on the ratified docket have been analyzed against the criteria to grant or deny an amendment. The November 2 Planning Commission staff report and text/map amendment analysis sheets are included as Attachment 7. Staff previously analyzed potential Map Amendment M-3 and has concluded that it meets the Comprehensive Plan map amendment criteria.

Staff concludes that each of the items meet the applicable criteria for approval and adoption. The Planning Commission held a public hearing for the 2022 Comprehensive Plan Docket on November 2, 2022 and recommended approval of the docket (**Attachments 1 and 2, Exhibit A**).

The City Council will hold a public hearing and first and final reading of the ordinances at their November 22, 2022 meeting. The final ordinances will include some additional formatting updates and any changes requested by the City Council, and updated chapters will be presented as clean copies.

APPLICABLE CITY POLICIES:

Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code and the Lake Stevens Comprehensive Plan.

ATTACHMENTS:

1. Attachment 1 - Ordinance 1152 - 2022 Comprehensive Plan Docket
2. Attachment 2 - Ordinance 1153 - 2022 Concurrent Rezones
3. Attachment 3 - PC Public Comments
4. Attachment 4 - 20th St SE
5. Attachment 5 - Chapel Hill
6. Attachment 6 - 97th Dr SE

7. Attachment 7 - November 2 PC Staff Report and Analysis
8. Attachment 8 - Additional Public Comments

CITY OF LAKE STEVENS
Lake Stevens, Washington
ORDINANCE NO. 1152

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON AMENDING THE LAKE STEVENS COMPREHENSIVE PLAN AND APPROVING FINDINGS OF FACT FOR THE 2022 COMPREHENSIVE PLAN DOCKET, WHICH INCLUDES CITY-INITIATED TEXT AMENDMENTS T-1 (CHAPTER 2 - LAND USE ELEMENT), T-3 (CHAPTER 5 - PARKS, RECREATION AND OPEN SPACE ELEMENT), T-4 (CHAPTER 7 - PUBLIC SERVICES AND UTILITIES ELEMENT), T-5 (CHAPTER 9 - CAPITAL FACILITIES ELEMENT), T-6 (APPENDICES, COVER, FOOTERS, TABLE OF CONTENTS, EXECUTIVE SUMMARY), T-7 (20th ST SE CORRIDOR SUBAREA PLAN), AND T-8 (LAKE STEVENS CENTER SUBAREA PLAN); CITIZEN-INITIATED MAP AMENDMENT M-1; AND CITY-INITIATED MAP AMENDMENTS M-2 AND M-3; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the City of Lake Stevens is required to review, and if needed, revise its Comprehensive Plan and development regulations to ensure the plan and regulations are consistent with and comply with the Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, the Growth Management Act allows jurisdictions to amend comprehensive plans once a year, except in those situations enumerated in RCW 36.70A.130(2)(a); and

WHEREAS, the 2022 Comprehensive Plan Docket, ratified by Resolution No. 2022-02, includes city-initiated text and map amendments with concurrent rezones as well as a citizen-initiated map amendment and concurrent rezones. All the described actions propose to revise the Comprehensive Plan land use map, text and figures; and

WHEREAS, on September 23, 2022, the City submitted the proposed Comprehensive Plan amendments to the Washington State Department of Commerce for its 60-day review and received documentation on September 23, 2022 of completion of the procedural requirement; and

WHEREAS, SEPA Addenda and Adoption of Existing Documents were issued for the Comprehensive Plan, 20th St SE Corridor Subarea Plan, and Lake Stevens Center Subarea Plan on September 23, 2022; and

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

WHEREAS, the Lake Stevens Planning Commission, after review of the proposed 2022 Comprehensive Plan amendments, held a duly noticed public hearing on November 2, 2022 and considered oral testimony from members of the public as well as written comments submitted in advance of the public hearing; and

WHEREAS, the Planning Commission recommended approval of the 2022 Comprehensive Plan Docket and associated rezones with several changes to the staff recommendation, including a refinement to Map Amendment M-1 (20th St SE properties), the removal of Map Amendment M-2 (Chapel Hill

properties) and the addition of Map Amendment M-3 (97th Dr SE), as outlined in their recommendation letter (Exhibit A);

WHEREAS, city staff is recommending that Map Amendment M-2 remain as part of the 2022 Comprehensive Plan docket, based on previous action taken by City Council regarding the surplus and sale of the Chapel Hill properties and need for commercial lands; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2022 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on November 22, 2022; and

WHEREAS, pursuant to RCW 36.70A.130 all the Comprehensive Plan amendments set forth in this ordinance were considered concurrently so the cumulative effect of the proposals could be ascertained.

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

Section 1. The City Council hereby adopts and incorporates the findings and conclusions for approving the 2022 Comprehensive Plan docket as set forth in the Planning Commission's recommendation, pursuant to LSMC 14.16C.090 and adopts the Planning Commission's Recommendation dated November 3, 2022, attached hereto as **Exhibit A and incorporated by this reference**, with the following amendments:

1. Exhibit B (Land Use Map) shall reflect proposed Map Amendment M-2 for parcels 00493400500403 and 00493400500302, which would change the land use designation for the two parcels from Public/Semi-Public (P/SP) to Commercial.

Section 2. The City Council hereby finds the city-initiated map amendments and text amendments meet the approval criteria as set forth in LSMC 14.16C.040 for amendments to the Comprehensive Plan.

1. The Amendments are consistent with the Growth Management Act and other applicable State laws;
2. The Amendments are consistent with the applicable Countywide Planning Policies;
3. The Amendments are consistent with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan;
4. The Amendments can be accommodated by all applicable and available public services and facilities, including transportation;
5. The Amendments will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, and/or residents; and
6. The Amendments will result in long-term benefits to the community and are in the best interest of the community.

Section 3. The amendments shall be included with the Comprehensive Plan filed in the office of the Planning and Community Development Department and shall be available for public inspection.

Section 4. The City Council hereby amends the Comprehensive Plan Land Use Map included as Exhibit B.

Section 5. The City Council hereby amends the Comprehensive Plan, 20th St SE Corridor Subarea Plan and Lake Stevens Center Subarea Plan by adopting the 2022 city-initiated map and text amendments and citizen-initiated map amendments included as Exhibit C.

Section 6. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 7. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 22nd day of November 2022.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading: November 22, 2022

Published:

Effective Date:

EXHIBIT A



November 3, 2022

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

RE: Planning Commission Recommendation on 2022 Comprehensive Plan Docket

Commissioners Present: Jennifer Davis, John Cronin, Janice Huxford, Todd Welch, Michael Duerr; Linda Hoult
excused during meeting

Commissioners Absent: Jennifer Davis (excused)

PLANNING COMMISSION PUBLIC HEARING

On November 2, 2022, Planning and Community Development staff presented the 2022 Docket and responded to questions and comments during the Planning Commission's public hearing. Staff discussed the background and overview of the proposed Comprehensive Plan text and map amendments and associated rezones as well as the noticing and environmental review requirements. Four members of the public provided oral testimony, and several written comments were also submitted. As detailed in the November 2 staff report, staff concluded that each amendment met the approval criteria of the Comprehensive Plan and the Growth Management Act.

Commissioners are recommending the following amendments to the 2022 docket recommended by staff:

- Revise Map Amendment M-1 to remove 10610 20th St SE
- Not approve Map Amendment M-2 (Chapel Hill properties)
- Add Map Amendment M-3, which was previously discussed by the Planning Commission would change the land use and zoning designations of 20 properties on 97th Dr SE from Commercial/CD to HDR/R8-12

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report and analysis sheets, dated November 2, 2022, and concludes that the proposed amendments and rezones fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan;
3. The associated rezones meet the criteria for amending the Zoning Map; and
4. The Docket complies with the Growth Management Act.

PLANNING COMMISSION RECOMMENDATION

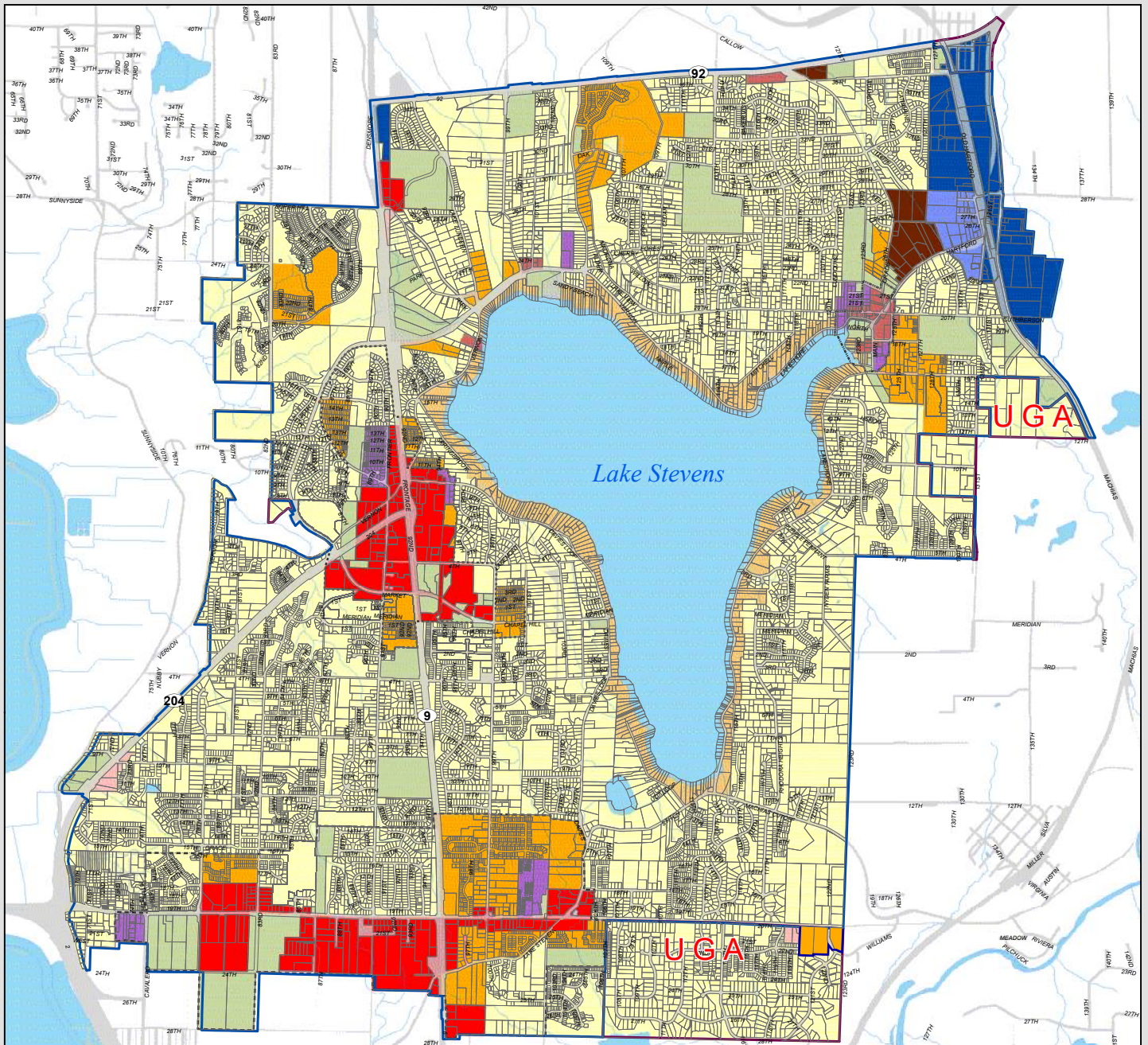
The Commission approved a motion to recommend that Council approve the 2022 Comprehensive Plan Docket, with the amendments identified above.

Respectfully Submitted,

Lake Stevens Planning Commission

EXHIBIT B

----- CITY OF -----
LAKE STEVENS
COMPREHENSIVE PLAN - LAND USE



2022 Comprehensive Plan Land Use Designations and UGA Predesignations

Land Use Designations

- | | | |
|--------------------------------|----------------------------------|---------------------------------|
| Med Density Residential (MDR) | Local Commercial (LC) | Planned Business District (PBD) |
| Waterfront Residential (WR) | Mixed Use (MU) | Light Industrial (LI) |
| High Density Residential (HDR) | Commercial | General Industrial (GI) |
| | Downtown / Local Commerce (D/LC) | GI Development Agreement (GIDA) |
| | | Public / Semi-Public (P/SP) |

Boundary

- | | |
|----------------------|--------------|
| City of Lake Stevens | Parcels |
| Unincorporated UGA | Right-of-Way |

Subarea Boundaries

- | |
|-------------------------|
| 20th Street SE Corridor |
| Downtown Lake Stevens |
| Lake Stevens Center |

Features

- | |
|-----------|
| Waterbody |
| Stream |



0 500 1,000 2,000 Feet

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

Data Sources: Snohomish County (2022), City of Lake Stevens (2022)

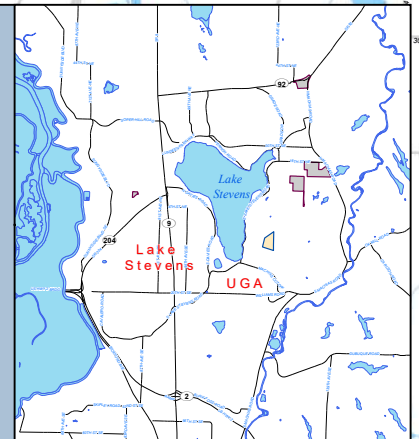
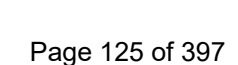
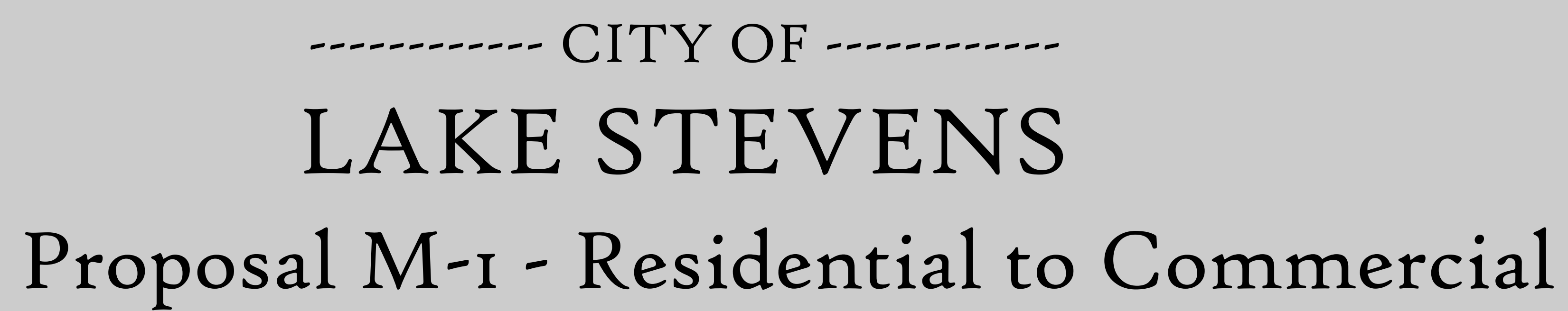


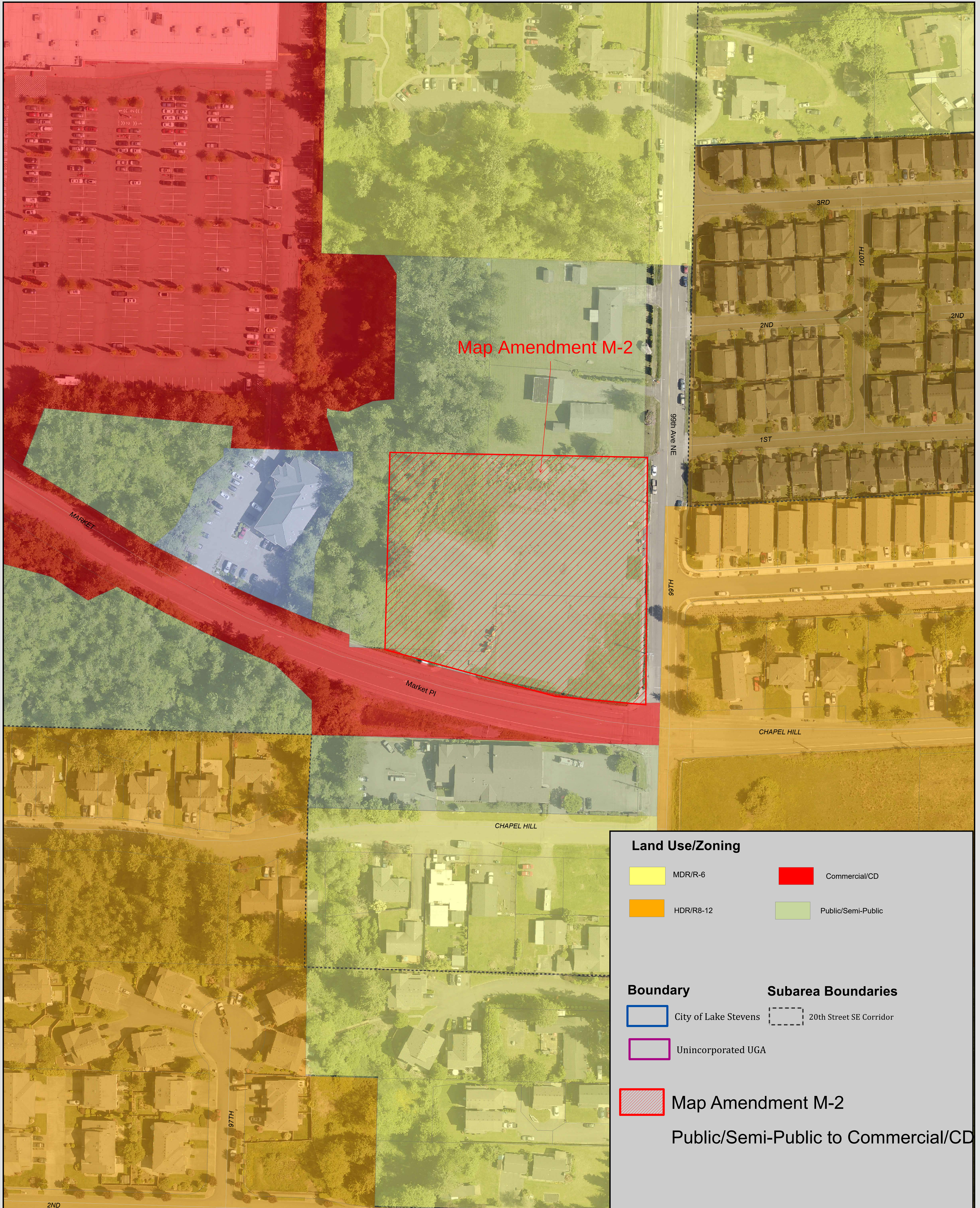
EXHIBIT C





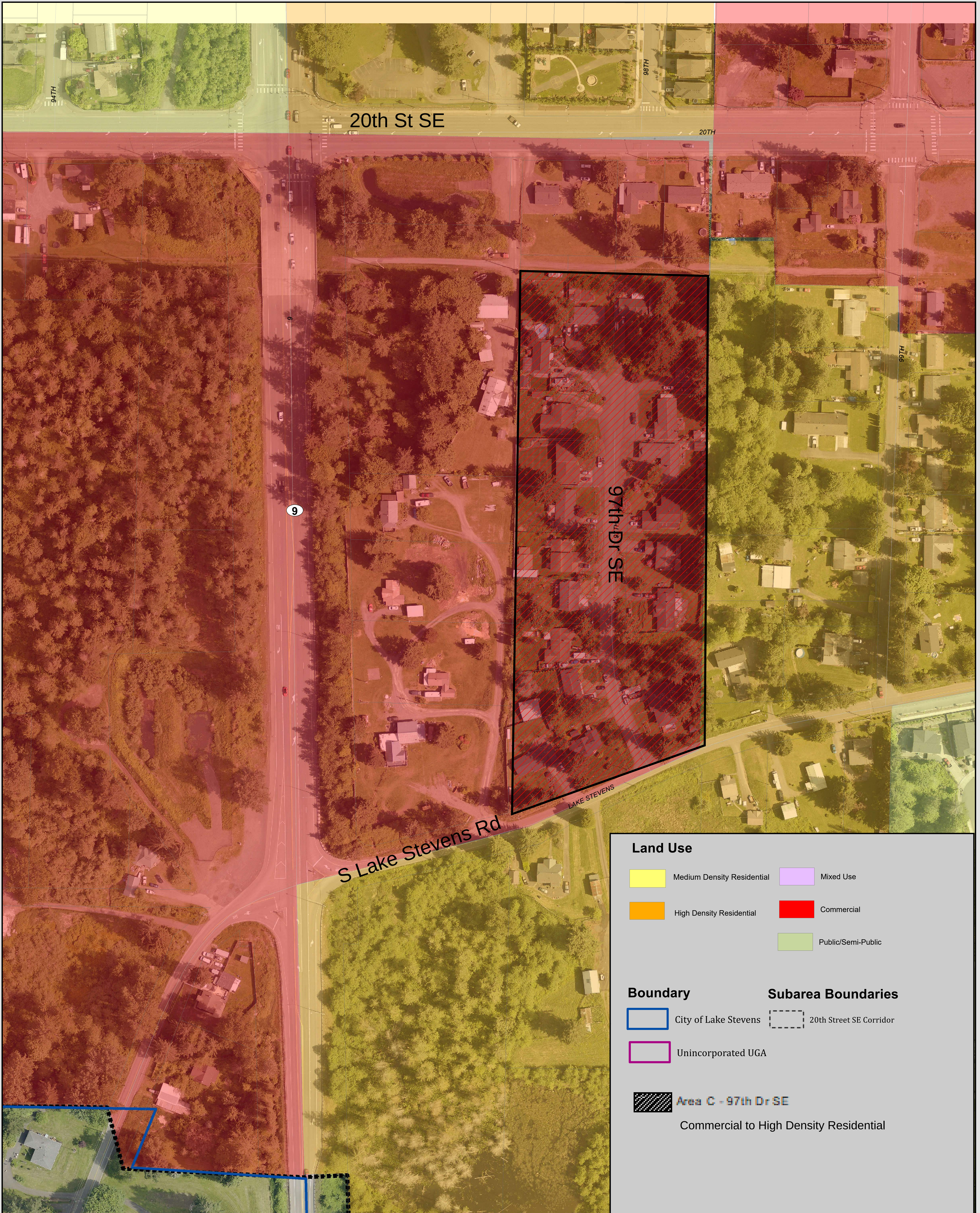
CITY OF
LAKE STEVENS

Proposal M-2: Public/Semi-Public to Commercial





CITY OF
LAKE STEVENS
Proposal M-3, Area C - 97th Dr SE



Chapter 2: Land Use Element





CHAPTER 2: LAND USE ELEMENT

A VISION FOR LAND USE

As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

INTRODUCTION

Between 2018 and 2021, the city completed several annexations modifying the city boundaries. As of August 2022¹, the city encompasses an area of approximately 7,275 acres (11.4 square miles), including the 1,000-acre lake and all areas surrounding the lake. Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA), with an area of 675 acres (1.1 square miles). [The city anticipates that the remainder of the UGA will be annexed over the next planning horizon, subject to direction from City Council and the city's adopted Annexation Plan.](#)

Based on the ~~draft~~ 2021 Buildable Land Report (BLR) [and the 2044 growth targets adopted by the Snohomish County Council](#), the Lake Stevens UGA provides sufficient capacity to accommodate projected population growth [over the next twenty years](#) but results in a ~~minor~~ deficit [of over 1,000 jobs](#) in meeting employment forecasts (Figure 2.1). ~~These targets, when considering factor in~~ environmental constraints, existing development, infrastructure and services, existing and/or planned transportation corridors and areas where urban services could be extended logically. [As part of the 2024 periodic update to the Comprehensive Plan, the city will need to develop consider new regulations, policies or reasonable measures that aim to address the projected employment deficit. The city anticipates that the remainder of the Urban Growth Area \(UGA\) will be annexed over the next planning horizon.](#)

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

Beyond the Lake Stevens UGA to the north, east and south the city and Snohomish County have established a Rural Urban Transition Area (RUTA) as a future planning area to accommodate growth beyond the 20-year planning horizon. The city's Comprehensive Plan acknowledges that development policies within the RUTA will have direct and indirect



impacts on the Lake Stevens community, and it has an interest in decision-making in these areas as it affects development. The RUTA directly adjacent to the Lake Stevens UGA totals approximately 5,400 acres and is largely rural in character. It contains large lot residences, several sizable tracts of forested land and limited agricultural uses. According to the Snohomish County Comprehensive Plan, RUTAs are intended as areas to set aside for potential supply of land for employment and residential land uses and possible inclusion in a UGA. [As part of its 2024 Comprehensive Plan Update, Snohomish County will be considering several potential UGA expansions, including two that would expand enlargements of the Lake Stevens UGA.](#)

PLANNING CONTEXT

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

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

State Planning

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

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



- Designate policies to protect critical areas; and
- Considers transfer of development rights for significant forest or agricultural lands.

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

Regional Planning

~~VISION 2040 and The Puget Sound Regional Council (PSRC) coordinates regional growth, transportation and economic development planning within King, Pierce, Snohomish and Kitsap Counties. The primary policy document is Vision 2050, which provides a regional growth strategy, policies and actions that aim to support using the~~ urban lands efficiently and sustainably to accommodate population and employment growth across the central Puget Sound. Some specific land use concerns mirror those found in the GMA, such as establishing consistent planning targets for housing and employment. The city's plan identifies housing and employment targets that are consistent with the 202112 ~~Buildable Lands Report (BLR)~~ within the Land Use and Housing elements, ~~which was recently adopted – changes will be reflected in a later land use update.~~

Many 20540 provisions cross over into different elements, such as Environment, Development Patterns, Housing, Economic Development, Public Services and Transportation. Another important aspect of the regional strategy is to promote centers and compact urban development, which is a central theme of the city's plan, which focuses on local growth centers implemented as subarea plans. The city's subarea plans present an integrated planning approach based on incorporating economic development, environmental protection, sustainability, social justice and well-being, compact and mixed-use development and multimodal transportation. In addition, the city's municipal code provides several effective mechanisms supporting compact infill development. Another PSRC provision is healthy and active living. The city's plan promotes this ideal in the Parks, Recreation and Open Space, Land Use and Transportation elements. Finally, the city has considered the role of adjacent rural areas as they relate to the city beyond the planning horizon.

Countywide Planning

Snohomish County has adopted Countywide Planning Policies ~~(most recently amended in March 2022)~~ that provide a consistent framework for each jurisdiction to develop its comprehensive plans ~~adopted.~~

The Development Patterns Goal found in the Countywide Planning Policies states,

~~“The cities, towns, and Snohomish County will promote and guide well-designed growth into designated urban areas to create more vibrant urban~~



places while preserving our valued rural and resource lands region creates healthy, walkable, compact, and equitable transit-oriented communities that maintain unique character and local culture, while conserving rural areas and creating and preserving open space and natural areas.”

Specific policies relevant to the Land Use Element include the role of Urban Growth Areas in land use planning including future expansions or modifications, inter-jurisdictional coordination, utilities, and location of employment and housing in relation to infrastructure and transit. Another theme relevant to this element previously identified in the state and regional planning strategies is designating local centers, promoting compact urban developments and transit-oriented developments that encourage higher residential density and infill while integrating new development into existing neighborhoods. Finally, the land use element should consider annexation policies for the unincorporated UGA.

The city recognizes the importance of efficient planning and use of land within the entire UGA in order to meet the population, employment, environmental and other objectives of the GMA and established countywide planning policies. The city's Comprehensive Plan and existing growth strategy is reflective of the policies and vision within the County's Comprehensive Plan and Countywide Planning Policies.

Lake Stevens Planning

The city's Land Use Element considers the themes expressed in the state, regional and countywide plans. Specifically, the Land Use Element describes anticipated land use assumptions and growth targets over the current planning period. This information is the basis for current land use designations and zoning districts as well as the city's local growth strategy. Updated growth targets for the year 2044 are scheduled to be adopted in late 2021.

In order to meet projected growth targets, the Lake Stevens UGA must accommodate a population of 46,380 50,952 and 7,821 9,017 jobs by 2044 35 (Source: Appendix BA, Tables P1 and E1 of Snohomish County 2044 35 Population Growth Targets). The city's portion would include a population of 39,340 or an increase of 11,130 9,614 people over the planning period. The current employment target for the city is 7,412 or and an employment increase of 3,818 3,219 jobs by 2035. (Source: Appendix D, Table 1 – 2035 Population Growth Targets for Cities, UGAs and the Rural/Resource Area). Figure 2.1 illustrates the total number and percent of both the city's and the unincorporated UGA's 2044 35 population and employment growth targets.

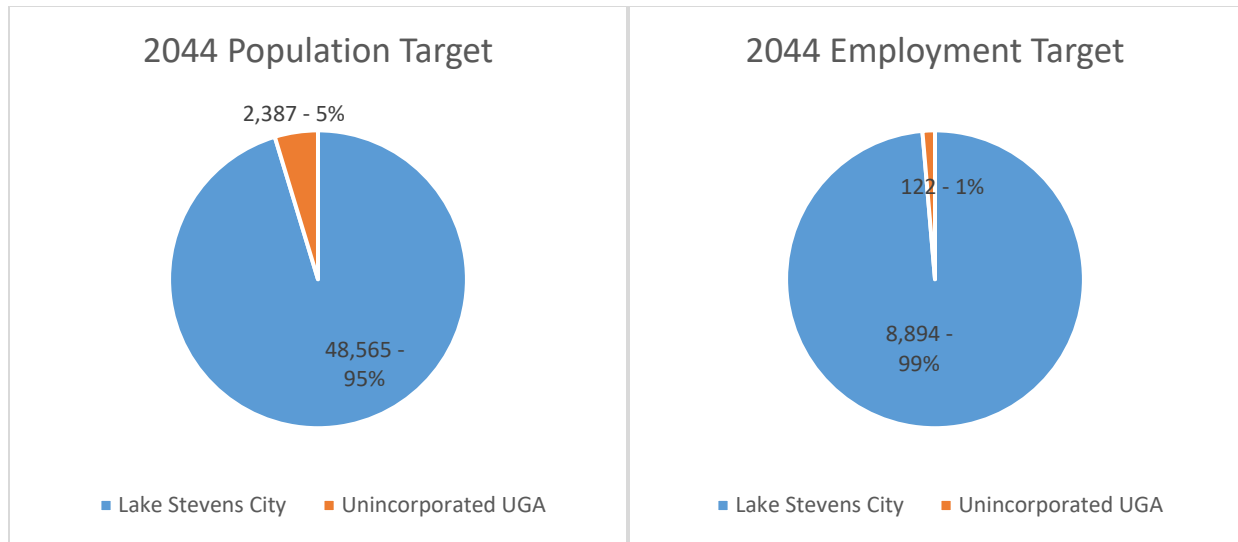


Figure 2.1 – 2044 Growth Targets



LAKE STEVENS GROWTH STRATEGY

The [2020](#) Snohomish County Growth Monitoring Report indicates the population of the city grew [by nearly 22% between 2010 and 2020 \(from 28,069 to 34,150\), making it the second fastest growing city \(at 2% annually\) in Snohomish County during that period. The city previously grew by over 341 percent between 2000 and 2010 following a series of, adding 21,708 people. Annexations and steady residential development fueled this rapid growth. Continued residential growth and the 2021 Southeast Interlocal Annexation have seen the city population rise to approximately 40,700 as of April 2022. Since 2010, the city population has continued to grow annually by approximately 3.9 percent.](#)

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

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

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



The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets ensuring economic diversity and vitality. The city has adopted three Subarea Plans: Lake Stevens Center and the 20th Street SE Corridor in 2012 and the Downtown Lake Stevens Subarea in 2018. As a development incentive, the city adopted a Planned Action Ordinance for each subarea to satisfy State Environmental Policy Act review requirements [for certain levels of residential and commercial development](#). Adoption of the plans resulted in area-specific design guidelines, development regulations and zoning districts.

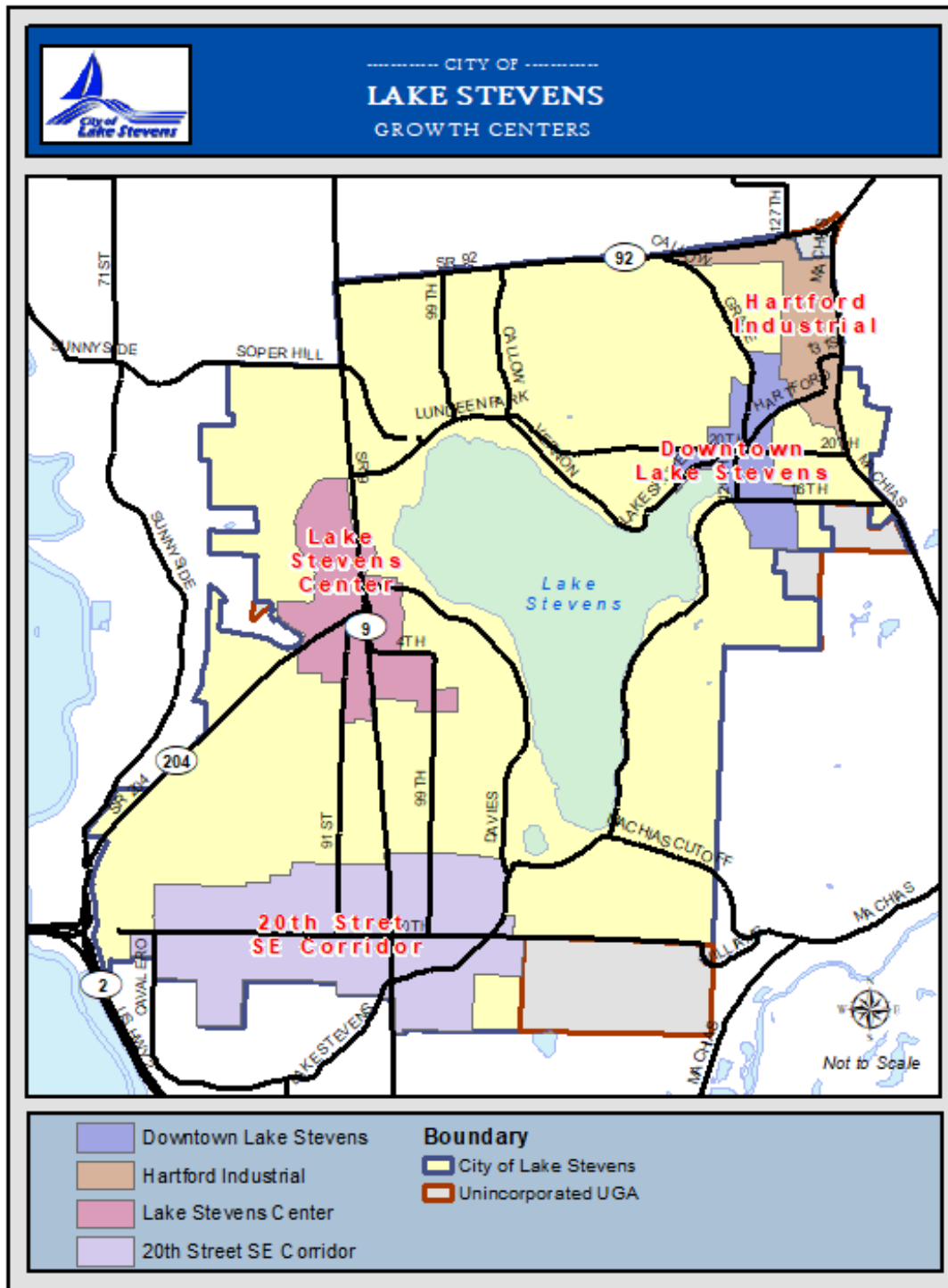


Figure 2.2 – Growth Centers Map

Table 2.1 - Growth and Development Potential of Existing Growth Centers

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



	DOWNTOWN LAKE STEVENS	LAKE STEVENS CENTER	HARTFORD CENTER	20 TH STREET SE CORRIDOR
Environmental Constraints	- Wetlands and flood prone areas within Grade Rd. area - Category 2 wetlands east of historic town center area where zoned multi-family residential. - Catherine Creek bisects the Grade Rd. area and downtown	Wetlands between SR 9 and 91st Ave SE, near SR 204	Small amount of wetlands just north of Hartford Dr. NE and just north of 36th St NE	Wetlands at northeast corner of S Lake Stevens Rd and 20th St SE, north of S Lake Stevens Rd
Amenities	- Lake Stevens shoreline access - Catherine Creek - View potential	View potential	View potential	View potential
Potential Land Use Issues	Center has lower intensity single-family uses to the north, west, and south and higher intensity industrial uses to the east	Center is surrounded by lower-intensity single-family and multi-family residential uses	- Center is surrounded by lower intensity residential uses - Lack of Utilities & Infrastructure	Center is surrounded by lower-intensity single-family residential uses
Conclusion	- Limited potential for larger employment uses due to transportation access and small parcel sizes - More suitable for local-serving retail and small commercial uses - Potential as a Mixed-Use Town Center consisting of civic and local-serving retail uses, limited office and residential uses	- Some potential for larger employment uses given transportation access and large parcels, but contingent upon redevelopment potential - Potential for Main Street center on 91st Street NE between Market Place/SR204 - Potential as a Commercial Mixed-Use Center consisting primarily of regional retail commercial uses with multi-family residential uses towards the edges of the center	- Potential to accommodate larger employment uses, but limited by location and transportation access - Potential as an Industrial Center consisting primarily of industrial uses and limited office uses	- Potential for larger employment uses including business parks and retail centers - Potential for Mixed-Use Centers consisting primarily of residential uses with some office and local-serving retail commercial uses



DOWNTOWN LAKE STEVENS

The greater downtown Lake Stevens includes an area of more than 200 acres near 20th St NE, Main St and Hartford Drive NE, and consists of the historic town center adjacent to the northwestern tip of the lake, the Grade Road Planned Business District, and associated residential areas. As adopted, the subarea plan takes in the historic downtown core encompassing a compact area of approximately 30 acres. This area has been characterized primarily by low-intensity commercial and residential development on small to medium-sized parcels.

The historic town center has several key attributes to support its revitalization including its lake front setting, strong projected population growth and the potential for higher density residential development. Development of an effective plan and an active marketing campaign for this area is a high priority for the city. In 2005, the city developed a conceptual plan for downtown Lake Stevens. In 2012, the city proposed a framework plan for the area that identified preferred land uses and potential infrastructure improvements to facilitate desired growth patterns. In 2018, the city adopted a full subarea plan that identified land uses, development intensity, parking requirements, public improvements, program development, etc. [The city has completed several public improvements since 2018, including the development of North Cove Park, the Mill community facility, and Mill Spur festival street, with many more planned in future years.](#)

Downtown Lake Stevens has some challenges, specifically access and infrastructure. Several road improvements are proposed to improve access throughout downtown and to the [Hartford-Lake Stevens](#) Industrial Center, and to the to the regional highway system. The city continues to work with utility providers to assess needed infrastructure improvements.

LAKE STEVENS CENTER SUBAREA (FORMERLY FRONTIER VILLAGE GROWTH CENTER)

Lake Stevens Center is comprised of approximately 360 acres of land centered on the State Route 9/State Route 204 intersection. In September 2012, the City Council adopted the Lake Stevens Center Subarea Plan to revitalize the center, emphasizing retail and office growth. The plan also amended the Land Use Map for many parcels within the subarea. Future residential development would be primarily high-density residential. The general land use pattern would consist of a commercial core, smaller commercial and mixed-use areas, a main street area, and transit-oriented development. Following a recent market analysis in 2019, the city has updated the land use designation to more closely match current market conditions. The plan assumes future growth of 140,000-150,000 gross square feet of retail, 140,000-150,000 gross square feet of office, and 180 to 200 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.



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

The 20th Street SE Corridor is comprised of approximately 850 acres of land crossing the southern portion of the city from approximately South Lake Stevens Road in the east to Cavalero Road in the west. In September 2012, the City Council adopted the 20th Street SE Corridor Subarea Plan to create an employment center emphasizing business parks and commercial development. Future residential development would be primarily higher-density development including townhomes, row houses, cottage housing, and live/work units. The general land use pattern would consist of at least one large business park, a regional retail center, and commercial or mixed-use nodes with higher-density residential growth in transitional areas between existing single-family developments and higher intensity development. Following a recent market analysis in 2019, the city has updated the potential growth sectors to more closely match current market conditions. The revised plan predicts 500,000 gross square feet of retail, 500,000 gross square feet of office, and 1,000 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

HARTFORD-LAKE STEVENS INDUSTRIAL CENTER

The Hartford-Lake Stevens Industrial Center is an area of approximately 267-333280 acres located in the northeast portion of the city, between Downtown Lake Stevens and unincorporated Snohomish County. It is comprised of what was previously known as the Hartford Industrial Area as well as an additional 66 acres the properties on the east side of N Machias Road that was annexed into the city in 2021. ~~The Hartford Center is adjacent to industrially zoned properties outside the city limits.~~ The area is zoned General Industrial (GI) and Light Industrial (LI), which allow a wide range of industrial uses. The area currently has a mix of low-intensity industrial uses, some retail and older single-family residential pockets. ~~The, and comprises a significant portion of the Hartford Industrial Center currently has additional city's~~ -employment capacity available for redevelopment.

It is the city's intention to promote and develop the Hartford-Lake Stevens Industrial Center as a local employment center. The Hartford Industrial Center's center's potential to accommodate larger employment uses are currently limited by location, limited visibility, lack of extensive public infrastructure and transportation access. In 2022 t~~The city will conduct a~~began a market study and infrastructure analysis of the area to determine any need for expansion, infrastructure improvements, and marketing strategies to attract appropriate industries.

In February 2021, the city annexed an additional 66 acres of land known as the Machias Industrial area, which is zoned GI and is located just east of the Hartford Industrial Center. In late 2021, the city began a process to explore potential infrastructure improvements in



~~the entire area (known collectively as the Lake Stevens Industrial Area), which will be integral in helping the city meet its employment growth targets.~~

NEIGHBORHOOD SERVICE CENTERS

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

ANNEXATION AND RURAL URBAN TRANSITION AREA (RUTA)

The city will continue to coordinate annexation of the remaining unincorporated UGA throughout the 204435 planning horizon. Additionally, the city of Lake Stevens is looking outside its borders given the impact that planning efforts have on the entire Lake Stevens community in preparation for future UGA expansions after build-out.

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

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

LAND USES AND ZONING

Lake Stevens includes a mix of residential, commercial, industrial and public/semi-public land use designations. Residential designations are spread throughout the city and include both high-density and single-family oriented land uses. There are several commercial designations that vary in intensity by location. For example, the highest intensity commercial land uses are located along highways and arterials, while neighborhood level commercial use may be congregated at the intersections of arterials and collectors. The city's



industrial land uses are primarily located in the northeastern corner of the city, except for one area in the northwestern corner, subject to a development agreement. Public/Semi-public land uses are spread across the city. Most public/semi-public areas include school sites, municipal services and parks. Figure 2.3, the current Comprehensive Plan Land Use Map, illustrates the distribution of land use throughout the city as well as predesignations for the UGA that would be effective upon annexation.

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

- High Density Residential allows single-family, two-family, and multifamily residential uses. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between single-family designations and commercial designations where infrastructure and public transportation is readily available.
- Medium Density Residential allows single-family, two-family and some multifamily residential development with a density between four (4) to 12 units per acre based on zoning with the potential for bonuses. This designation includes detached and attached units, accessory units, townhouses, condominiums, duplexes, tourist homes, special service homes and manufactured/mobile structures. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between high density designations and rural areas where infrastructure is readily available.
- Waterfront Residential allows single-family residential uses with a density of four (4) units per acre with the potential for bonuses. This designation includes detached and attached units, accessory units, detached, tourist homes, and special service homes. It also allows limited multifamily, public/semi-public, community, and recreational uses. This designation is located in residential neighborhoods within the shoreline jurisdiction.

Through implementation of zoning regulations, the city will consider innovative and flexible residential options, in appropriate zoning districts, to allow a variety of housing. For example, the municipal code allows higher-density residential uses such as townhouses and small-lot, single-family residential units, and innovative housing options such as cottage housing. In all residential zones, cluster subdivisions and planned residential developments allow variations in housing styles and increases in housing density as a means of encouraging good design, specifically on challenging sites where natural characteristics (slopes, wetlands, streams, etc.) require careful design and development.



Commercial Land Uses – Commercial land uses include all commercial and mixed-use configurations including, small scale/neighborhood commercial, large scale retail, and employment designations.

- Downtown/Local Commercial: This designation permits moderate to higher intensity land uses including the Central Business District and other dense arrangements of professional offices and retail stores. This designation discourages uses that are land consumptive (i.e., warehouses) or that generate high-traffic volumes (e.g., drive-through businesses or gas stations). It allows mixed-use development.





- **Mixed-Use Commercial:** This designation permits moderate to higher intensity land use that includes both commercial and residential elements and encourages mixed-use (commercial and residential). It is intended that this land use designation will be placed where a "village atmosphere" is desired, or as a transition between high and low intensity zones.
- **Planned Business District:** The Planned Business District allows moderate intensity commercial or mixed-use development through a Master Development Plan. It is intended that this land use designation be placed on lands between high and low intensity uses to act as a buffer; or on sites containing sensitive resources; or other sites where, due to property specific circumstances, detailed planning would benefit all property owners involved as well as the public by allowing transfer of densities among parcels in order to avoid impacts to critical areas or local infrastructure. It also allows limited public/semi-public, community, and recreational uses.
- **Commercial:** This is a high intensity land use that includes both high-intensity retail and employment uses including community and regional retail centers, offices, business parks, and associated uses. Multifamily residential uses could be included above or behind commercial uses. It should be located in areas with direct access to highways and arterials in addition to transit facilities, adequate public services and traffic capacity.

Industrial Land Uses – Industrial uses include a mix of light and general industrial trades geared toward manufacturing, resource extraction, agriculture, warehousing and other intensive types of land uses.

- **General Industrial** – This designation allows a full range of industrial uses which may impact surrounding properties. This category also allows retail sales, public/semi-public, community and recreational uses. It should be located in areas with direct access to truck routes, adequate public services, infrastructure and traffic capacity.
- **Light Industrial** – This designation allows a full range of industrial uses with less impact to surrounding properties than general industrial properties. The city looks to this designation as accommodating the future high-tech industries and family-wage jobs. This category also allows retail sales, public/semi-public, community and recreational uses. It should be located in areas with direct access to truck routes, adequate public services, infrastructure and traffic capacity, and be transitional to commercial/mixed-use areas.

Public/Semi-Public – This category includes public buildings, public services, and transportation facilities to support operations of the city, the school district, fire district and miscellaneous other governmental functions. These services require land throughout the city.



EXISTING ZONING IN CITY AND UGA

The city establishes zoning for areas within the city limits while Snohomish County establishes zoning for areas within the unincorporated portions of the Lake Stevens UGA. Existing zoning within the city and its UGA allows a range of residential and employment uses.

As part of the 2019 update, the city hosted public outreach as it considered future land uses designations and zoning districts for land within the unincorporated Urban Growth Area. In general, the land use designations will closely follow the current county designations. Current industrial and business park areas will be zoned General Industrial. ~~Notably a commercial node for land use and zoning has been was identified in the southeastern area along 20th St SE, the northern portion of which was changed back to Medium Density Residential to allow for the 2021 Southeast Interlocal Annexation. The pre-designations are shown on Figure 2.3, which was amended in 2020 to change the land use designation for four parcels on the north side of 20th St SE to Medium Density Residential.~~

Commercial/Industrial Zoning Districts

The city's zoning districts that allow employment uses primarily occur within growth centers and subareas. These zones vary in type of permitted uses and requirements for special or conditional use permits. Residential uses above and/or behind permitted non-residential uses are allowed in some commercial and mixed-use zones. There remains untapped capacity for new commercial development in the two Planned Business District (PBD) zones, and in the Central Business District (CBD) and Mixed Use (MU) zones, where existing houses have not yet converted to commercial uses. Table 2.2 shows a summary of employment zones by acres within the city and its UGA [as of 2019](#), which is followed by a brief description of the various employment zoning districts.

The three industrial zones – General Industrial (GI), Light Industrial (LI) and General Industrial with Development Agreement (GIDA), permit a range of uses including manufacturing, processing and equipment repair uses, as well as allowing indoor recreational uses, restaurants, storage, motor vehicle sales, and home occupations.

Other employment zones include Planned Business District (PBD), Local Business (LB), Central Business District (CBD), Mixed Use (MU), and Public/Semi-Public (P/SP). These zones allow a wide range of employment uses including sales and rental of goods, office, some manufacturing uses, and retail uses. The CBD zone allows two-family and multifamily residences.

New employment zones since adoption of the subarea plans include Business District (BD), Commercial District (CD), Neighborhood Business (NB), and Mixed-Use Neighborhood (MUN). The BD zone is geared toward high-tech and other professional occupations. The CD zone allows the most intensive retail uses in the city, while the NB zone is geared toward



retail needs of adjacent neighborhoods. The MUN zone is a mixed-use zone. With amendments to the Lake Stevens Center and 20th Street SE Corridor subarea plans, approximately 13 percent of the land within the city, or 10 percent of total UGA (city plus UGA) is zoned for commercial and employment uses.

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

TABLE 2.2 - EMPLOYMENT ZONING IN LAKE STEVENS UGA (2019)

EMPLOYMENT ZONE	ACRES	PERCENT OF CITY	PERCENT OF UNINCORPORATED UGA ¹
CITY			
General Industrial	94.39	1.63	1.19%
General Industrial w/Development Agreement	7.02	0.12%	0.09%
Light Industrial	40.19	0.69%	0.51%
Central Business District	21.42	0.37%	0.27%
Planned Business District	43.83	0.76%	0.55%
Local Business	18.88	0.33%	0.24%
Mixed Use	11.79	.20%	0.15%
Business District	0.90%	0.02%	0.01%
Commercial District	400.69	6.92% %	5.05 %
Main Street District ²	0%	0%	0%
Neighborhood Business District ³	0%	. 0%	0%
Mixed-Use Neighborhood	55.61	0.96%	0.70%
City Total	683.64	12%	8.76%
EMPLOYMENT ZONE	ACRES	PERCENT OF CITY	PERCENT OF UNINCORPORATED UGA
UNINCORPORATED AREA			
Heavy Industrial (Snohomish County Code)	62.35	3.06%	0.78%
Business Park (Snohomish County Code)	23.62	1.16%	0.30%
Unincorporated Total	85.97	4.22%	9.68%
UGA Total	769.61	13.01%	9.67

¹ Combined UGA (city and unincorporated UGA) total approximately 7,952 acres, city portion is ~~5,801~~ 7,285 acres.

² The Main Street District has been eliminated and re-designated Commercial District.

³ The Neighborhood Business District has been eliminated and re-designated Commercial District.



Residential Zoning Districts

Table 2.3 shows a summary of residential zones by acres within the city and in the unincorporated UGA as of 2019. Single-family zones include R4 (previously Suburban Residential), R6 (previously Urban Residential), and Waterfront Residential. The higher-density residential zones include R8-12 (previously High-Urban Residential), Multi-family Residential, and MF Development Agreement.

TABLE 2.3 - RESIDENTIAL ZONING (2019)

	CITY ONLY		UNINCORPORATED UGA	
	Acres	Percent	Acres	Percent
Higher-Density Zoning ⁴	914.24	15.76 %	9.8	0.12%
Single-family Zoning	3712.07	63.99%	1010.2	12.76%

Approximately 16 percent of the city is zoned for higher-density residences while approximately 64 percent is zoned for medium to lower density single-family residential uses. Areas zoned for higher-density residential development are found within designated growth centers, subareas and several areas outside of these centers, along SR 9 and Callow Road in the northern portion of the city. A smaller area zoned for multifamily residential uses occurs along Lundeen Parkway, approximate to the northwest tip of the lake. [In 2020 the city adopted infill and innovative housing standards that allow for “middle housing” such as duplexes, triplexes and fourplexes in the R4, R6, and R8-12 zoning districts](#)

Snohomish County zoning applies to unincorporated areas within the Lake Stevens UGA. Approximately 0.12 percent of the unincorporated UGA is zoned for multifamily residential uses while approximately 13 percent of the area is zoned for single-family residential.

BUILDABLE LANDS ANALYSIS / GROWTH TARGETS

Recent annexations have increased the amount of buildable land in the city. The city recognizes the importance of efficient planning and use of remaining lands to meet the population, employment, environmental and other objectives of growth management. The amount of land that is fully developable within the city limits is limited, with large portions of remaining land constrained by topography, critical areas and infrastructure needs. A

⁴ Higher Density Zoning includes R8-12 (formerly High Urban Residential), Multifamily Residential and Multifamily Residential Development Agreement zoning districts.



vital community must find a balance between inevitable growth, a quality environment, good service to citizens and fiscal responsibility. The Land Use Plan is a key factor in developing this balance. Coordination between the Land Use Element and the Capital Facilities Element is essential to produce a Plan that can realistically be implemented. The Comprehensive Plan must ensure that infrastructure can support existing and new development.

Under the GMA, Snohomish County and its cities review and evaluate the adequacy of suitable residential, commercial and industrial land supplies inside the UGA for accommodating projected population and employment growth every five years. Regular updates to the buildable lands report ensure that communities continue to meet growth targets for the remaining portion of its current planning horizon.

~~Going into the 2007 buildable lands update, the Lake Stevens UGA had a population surplus and employment deficit of 264 jobs. These findings were generally consistent between Snohomish County's analysis and the city's independent analysis. The city's independent study was designed to reflect a more accurate picture of the growth potential and/or limitations in the city limits and the UGA given the city's annexation goals and schedule. The county and cities worked diligently to reach consensus on the methodologies used to calculate land capacity; all major differences were reconciled at the UGA level.~~

~~Since 2007, as the city limits grew through annexation, the city identified reasonable measures to address capacity deficiencies and inconsistencies within the UGA. A detailed list of reasonable measures is found later in this section. As discussed previously, through the city's growth center strategy it has developed two subarea plans, which directly address employment deficiencies. Moving into the 2012 BLR, the Lake Stevens UGA has reconciled its forecasted employment deficit. Overall, there is an adequate land capacity to accommodate the adopted 2035 population and employment growth targets.~~

~~The Snohomish County Council adopted the 2021 BLR in September 2021 and the 2044 growth targets in March 2022 following a collaborative process that included city staff. Table 2.4 compares the 2021~~12~~ buildable lands BLR capacity estimates and adopted 2044~~35~~ growth targets for population and employment for the Lake Stevens UGA and shows that the city has an estimated surplus of residential capacity but a projected deficit of over 1,000 jobs by 2044. The city's portion of the 2044~~35~~ growth targets for employment would be 7,412,894 jobs (increase of 3,219 jobs) and 39,340,565 population (increase of 9,614 residents) respectively. Updated 2044 growth targets are expected to be adopted in late 2021, and this chapter will be updated to reflect those numbers in subsequent years.~~

~~The city previously identified and evaluated a series of reasonable measures (based on the Countywide Planning Policies and found later in this chapter) to address capacity deficiencies and inconsistencies within the UGA that were needed due to deficits shown~~



during a previous planning cycle. With the projected deficit of employment capacity compared to the 2044 growth target, the city will need to continue to assess reasonable measures related to employment land supply.

Table 2.4 Buildable Lands / 2044 Growth Target Comparison (City)

	2044 GROWTH TARGETS	2035 POPULATION CAPACITY	DIFFERENCE SURPLUS/(DEFICIT)
Population	46,380	46,344 (BLR)	251,378
Employment	7,821	7,987 (BLR)	-167 (1,156)

Table 2.5 summarizes the 2012 buildable lands BLR capacity for residential zoning districts within the city of Lake Stevens. Each total includes the remaining acreage breaks down the city's residential and employment capacity and buildable acreage by zoning district, including calculations for specific housing unit types (single-family, townhouse, multifamily, etc.) and employment types (commercial, industrial, government, etc.). The city will utilize this data as it considers updated goals, policies, and measures to address its projected employment capacity deficit and ensure that its supply of residential land is consistent with its housing needs.

Table 2.5 – Buildable Lands Analysis – Residential Capacity⁵ (2012)

ZONING DISTRICT – RESIDENTIAL	TOTAL ACRES ⁶	BUILDABLE ACRES ⁷
Commercial District	401.693	0.165
Main Street ⁸	0	0
Mixed-Use Neighborhood	55.61	31.939
Mixed-Use	11.79	1.636
Multifamily Development Agreement	80.03	29.881
Multifamily Residential	132.71	10.346
R8-12 (formerly High Urban Residential)	701.504	205.271
R4 (formerly Suburban Residential)	1485.14	144.852

⁵ Adapted from the Lake Stevens UGA – Additional Population Capacity Table Snohomish County Tomorrow 2021-12 Buildable Lands Report, June 2013 September 2021

⁶ Approximate zone area that includes rights-of-way.

⁷ This column represents estimates the amount of buildable land that is not constrained by critical areas or other limiting factors and includes pending, vacant, partially-used and redevelopable parcels from the 2021-12 Buildable Lands Report. The estimate is not a precise inventory. Site-specific studies are necessary at the time of development to identify location and size of potentially unbuildable lands precisely.

⁸ The Main Street District has been eliminated and re-designated Commercial District.



R6 (formerly Urban Residential)	1968.78	268.448
Waterfront Residential	261.59	14.844
City Totals		716.63
Unincorporated UGA Residential		385.923
Lake Stevens UGA Total		1,212.016

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

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

Table 2.6 – Buildable Lands Analysis—Employment Capacity⁹ (2012)

ZONING DISTRICT— EMPLOYMENT	TOTAL ACRES	BUILDABLE ACRES
High Urban Residential	701.50	33.86
Mixed-Use Neighborhood	55.61	25.36
Mixed-Use	11.79	1.64
Main Street ¹⁰	0	0
Commercial District	344.33	32.61
Neighborhood Business ¹¹		0
Local Business	18.88	4.36
Business District	0.90	0
General Industrial	94.39	2.18
City Totals		161.43
Unincorporated UGA Employment		56.74

⁹ Adapted from the Lake Stevens UGA – Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013

¹⁰ The Main Street District has been eliminated and re-designated Commercial District.

¹¹ The Neighborhood Business District has been eliminated and re-designated Commercial District.



Lake Stevens UGA Total

218.17

DEVELOPMENT TRENDS

A look at development trends inside city limits is helpful to understand how current zoning affects future development potential inside the city and shapes the city's growth strategy.

Residential

The current population target for the Lake Stevens UGA is ~~46,380~~[50,952](#). Under current zoning the city and unincorporated UGA should have a surplus population based on the buildable lands report. Large portions of the city have developed within the past several decades resulting in a relatively new housing stock. Much of the development within recently annexed areas of the city occurred while these areas were part of unincorporated Snohomish County. Since 2006, Lake Stevens has experienced a steady stream of residential construction, as anticipated in the 2012 ~~Buildable Lands Report~~[BLR](#) and [documented in the 2021 BLR](#).

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

Commercial and Industrial

Lake Stevens has historically had one of the lowest jobs to household ratios compared to other Snohomish County cities. The city desires~~ed~~[ed](#) to increase the number of employment opportunities given the increasing size of its population and the need to maintain a sustainable and economically healthy community. The city continues to work to improve its house-to-employment ratio through the implementation of reasonable measures, development of subarea plans and its growth strategy. [Additional reasonable measures and implementation strategies will need to be considered in future years to account for the projected employment deficit of over 1,000 jobs by 2044.](#)

Commercial development has been modest in the city's commercially zoned districts. Downtown Lake Stevens and Lake Stevens Center continue to redevelop. A recent market analysis performed for the city shows that this trend is changing with a reported 3.9 percent annual growth (BERK consulting 2019). The most significant growth during this time has been in Warehousing, Transportation, and Utilities (15%/year); Construction (11%/year); Finance, Insurance, and Real Estate (9%/year), and Services (3%/year).



There remains untapped capacity for new commercial development throughout the city, notably in the two Planned Business Districts, undeveloped or underdeveloped downtown properties, and properties located in the Lake Stevens Center and 20th Street SE Corridor.

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

REASONABLE MEASURES

The Growth Management Act requires that cities consider “reasonable measures” to allow growth to meet the adopted population and employment targets. The following table (Table 2-7) lists the reasonable measures included in the Countywide Planning Policies ([CPPs; part of the 2005 County Comprehensive Plan update most recently amended in February 2022](#)), identifies those in effect in Lake Stevens, and comments on their effectiveness or potential. [Table 2.7 includes several new reasonable measures that were added to the CPPs in 2022.](#)

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

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

Table 2.7 – Reasonable Measures Included in Countywide Planning Policies

MEASURES TO INCREASE RESIDENTIAL CAPACITY			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Permit Accessory Dwelling Units (ADUs) in single family zones	Yes	Allows small accessory units. Some zones require 125% of the minimum lot size to allow ADUs.	The city currently allows accessory dwelling units in all residential zones and the Mixed-Use Zone. 11 ADU applications were received between 2018 and 2020.
Multi-family Housing Tax Credits to Developers	Yes	Target areas established by Ordinance 1103 and codified in LSMC 3.27.	Multi-family housing tax exemption (MFTE) program provides a property tax exemption to developers of market rate and affordable housing in targeted areas of the city.
Provide Density Bonuses to Developers	Yes	Planned Residential Developments (PRDs) and Subarea Plans	City allows 10-foot height bonus in subareas subject to LSMC 14.38.050 and 20% density bonus in PRDs subject to LSMC 14.18.300.
Transfer of Development Rights	Yes	Properties with critical areas	The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.



Clustered Residential Development	Yes	PRDs and Cluster Subdivisions	The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.
Allow Co-Housing	Yes	Shared housing by non-family members	The zoning code allows boarding houses and other congregate living arrangements in specified zones.
Allow Duplexes, Townhomes and Condominiums	Yes	Infill and Innovative Housing	LSMC 14.46 allows for duplex, triplex, fourplexes townhomes and garden apartments in the majority of most the city's residential zones.
Increased Residential Densities	Yes	Single-family zones.	The city allows detached single-family residences in a variety of zones at densities ranging from 4.5-11 units per acre.
Maximum Lot Sizes	No		
Minimum Residential Densities	Yes	Discourages residential sprawl	The city allows a range of single-family densities ranging from 4 -12 units per acre.
Reduce Street Width	Yes	Reduced street standards in residential areas	The city allows a variety of standard and reduced road profiles in its Engineering Design & Development Standards
Allow Small Residential Lots	Yes	Smaller lots in compact neighborhoods	The city allows a range of single-family lot sizes.
Encourage Infill and Redevelopment	Yes	Zones identified in Zoning Code's Innovative Housing and Infill Chapter.	The zoning code allows cottages and attached housing options up to four units in specific areas and subject to the provisions of LSMC 14.46.
Inclusionary Zoning	No		Subarea plans encourage as an optional development incentive
Manufactured Housing	Yes	Manufactured homes allowed under the same rules as other housing types	Lake Stevens allows manufactured housing in all residential zoning districts.
Allow garden and larger scale apartments and other moderate and higher density housing	Yes	Infill and Innovative Housing	LSMC Chapter 14.46 expanded areas where garden apartments are permitted, while larger scale apartments allowed in MFR and mixed-use zones.

MEASURES TO INCREASE EMPLOYMENT CAPACITY

MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Economic Development Strategy	Yes	Lake Stevens Center, 20 th Street SE Corridor, and Downtown Lake Stevens Subareas.	In 2012, two subareas were adopted with planned actions to create areas for employment and additional commercial development. An Economic Development Strategy began as part of the subarea planning and will continue in the future. The Downtown Subarea plan was adopted in 2018.



Create Industrial Zones	Yes	General and Light Industrial Zones	Capacity exists. Largely undeveloped. Minimal potential for additional implementation.
Zone by building type, not use	Yes, some	Current city zoning is based on use; adopted subarea plans include some regulation by building type	Minimal potential for implementation to significantly alter the growth strategy except within subareas.
Brownfields Programs	No	No known brownfields within the city	
Urban Centers/Villages	Yes	Lake Stevens Center, 20 th Street SE Corridor, and Downtown Lake Stevens Subareas.	The city has utilized subarea planning with rezoning to increase intensity and density and create a mix of residential and non-residential uses, with transition areas between existing residential areas and planning for a multi-model transportation system.
Allow Mixed Uses	Yes	CBD, PBD and MU zones and within the subareas	City allows mixed-use in MU zones and most commercial zones.
Transit Oriented Design	Yes	Currently there is limited transit service within the Lake Stevens area	Included within subarea plans and Community Transit has identified 20 th Street SE as a transit emphasis corridor for future frequent service.
Downtown Revitalization		The Downtown Subarea Plan includes a Capital Facilities Improvement Plan.	The Downtown Lake Stevens Subarea Plan was adopted mid-2018. Several projects in the Capital Facilities Improvement Plan have already been undertaken. The city will continue to support downtown revitalization through city-lead implementation measures
Adequate Public Facilities	Yes	Concurrency standards for infrastructure.	The city has adopted concurrency standards and GMA-based traffic impact, school and park mitigation fees.
Transportation Efficient Land Use	Yes	Mixed-use zoning	No specific measures for transit oriented development.
Urban Growth Management Agreements	Yes		Annexation interlocal agreement with Snohomish County; Traffic interlocal agreement with Snohomish County.
Annexation plans	Yes		Annexation plan adopted for eventual “One Community Around the Lake” in the future.
Reduce off-street surface	Yes	Reduced minimum standard required for office uses	Subarea plans include use of low impact development and building height incentives for reducing surface coverage.



Identify and redevelop vacant buildings	No	Few vacant buildings within city and UGA	Minimal potential for additional implementation to significantly alter the growth strategy. Due to market conditions, some of the few vacant buildings have been redeveloped.
Concentrate critical services near homes, jobs and transit	Yes	Subareas	Subarea plans should bring much needed services to the city at Lake Stevens Center and along 20 th Street SE and additional planning to Downtown.
Locate civic buildings in existing communities rather than in greenfield areas	Yes		City campus, library and post office are located in historic downtown. Plans for new or replaced civic buildings are being proposed in existing commercial zoned areas.
Implement permit expedition	Yes	Processing Code and Planned Actions	Although permit review times are not currently extensive, the new processing code adopted in 2010, planned actions adopted in 2012 and a new permit tracking system in 2012 should provide specific requirements for submittal and minimize necessary review times.
Streamline Regulations and Standards	Yes	Streamlined regulations	The city has adopted several SEPA Planned Actions and adopted the maximum categorical exemption thresholds for residential development.
Promote Vertical Growth	Yes	Height Bonuses	The city allows a 10-foot height increase in its subareas in exchange for quality design.
SEPA Categorical Exemptions for mixed use and infill and increased flexible thresholds	Yes	Higher SEPA Flexible Thresholds	The City adopted Ordinance 1118, which raised the SEPA flexible thresholds for SFR and MFR to the maximum allowed (30 SFR units and 60 MFR units).



MEASURES TO MITIGATE IMPACTS OF DENSITY			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Design Standards	Yes	Applies to commercial and high-density residential development	Community design quality and expectations have increased as a result of the adopted standards. Creating new design standards for cottage housing. Subarea Design Guidelines were adopted for development within the subareas using review.
Urban Amenities for Increased Densities	Yes	Planned Residential Developments (PRDs) and subareas	PRD subdivisions are eligible for a density bonus in exchange for providing amenities such as active recreation areas and tree preservation. Subarea plans allow for increased floor area ratios with a menu of amenity options.
Community Visioning	Yes		Provided basis of land use policies. Updated in 2015 Plan. Important part of subarea planning, downtown framework planning and shoreline planning.
Regional Stormwater Facilities	Yes.	Allows for regional stormwater facilities.	The city has adopted the 2019 Stormwater Management Manual for Western Washington, Appendix I-D of which describes how regional facilities can be used to meet Minimum Requirements 5, 6, 7 and 8. The city recently approved a regional facility for a large plot that reserves capacity for future development.
OTHER MEASURES			
MEASURE	ADOPTED?	APPLICABILITY	EFFECTIVENESS/POTENTIAL
Low Densities in Rural and Resource Lands	N/A		
Urban Holding Zones	Yes	Does not apply to areas within the city	None
Capital Facilities Investment	Yes	Subarea Plans and GMA Traffic Impact Fees	Subarea planning included adoption of a subarea capital facilities plan and GMA traffic impact fees adopted. Expectation is that investment will spur development.
Environmental review and mitigation built into subarea planning process	Yes		Planned actions adopted for the subareas include required mitigation measures. In addition, a GMA-base traffic impact mitigation fee code was adopted with specific fees identified.
Partner with non-governmental organizations to preserve natural resource lands	In Process		City in discussions with various organizations.



LAND USE GOALS AND POLICIES

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

Policies

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

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

Policies

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



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

2.2.2 Allow the following commercial land use designations as described.

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



ratio allowed in designated density receiving areas when excess density is transferred from a designated sending area. This designation also allows limited public/semi-public, community, and recreational uses.

4. Commercial District – The Commercial District allows for high-intensity commercial and employment with some mixed-use. Principal uses include community and regional retail centers, offices, business parks, civic, cultural, recreational, and associated uses. Multi-family residential uses could be included above or behind commercial uses. This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity, in addition to transit facilities.

2.2.3 Allow the following industrial land use designations as described

1. General Industrial – This category allows a full range of industrial and employment uses which traditionally can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity.
2. Light Industrial – This category includes only those types of industrial, sale, or service uses, which have minimal externalities, but can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity.

2.2.4 Allow the Public/Semi-Public land use designation, which is intended for use on all land that is publicly owned. It allows public buildings and services, recreational uses, utilities, and transportation facilities. This designation may also allow a limited range of commercial uses.

GOAL 2.3 APPLY THE COMPREHENSIVE PLAN AS A GUIDE FOR COMMUNITY DEVELOPMENT IMPLEMENTED THROUGH THE CITY'S DEVELOPMENT REGULATIONS TO ENSURE PREFERRED COMMUNITY GROWTH PATTERNS ARE ACHIEVED.

Policies

- 2.3.1 Review development standards and regulations to ensure that they possess an appropriate level of flexibility to promote efficient use of buildable land, balanced with the need for predictable decision-making.



- 2.3.2 Preserve and promote the character of existing neighborhoods through thoughtful development regulations and design standards.
- 2.3.3 Encourage infill development on suitable vacant parcels and redevelopment of underutilized parcels. Ensure that the height, bulk and design of infill and redevelopment projects are compatible with their surroundings.
- 2.3.4 Maintain development regulations to promote compatibility between uses; retain desired neighborhood character; ensure adequate light, air and open space; protect and improve environmental quality; and manage potential impacts on public facilities and services.
- 2.3.5 Promote architecture that is pedestrian friendly and conducive to human interaction (e.g., front porches, garages behind houses, small front yard setbacks, no "walled" neighborhoods).
- 2.3.6 Ensure that subdivisions are pedestrian friendly and include ample street trees, adequate sidewalks, walkways and paths connecting plats.
- 2.3.7 Review Development and Design Guidelines for Multifamily Residential, Planned Residential Developments, Commercial and Mixed-Use development outside of subareas.
- 2.3.8 Promote neighborhood commercial uses in appropriate places where the property:
 - a. is located at an intersection with at least one arterial street;
 - b. is at least one-half mile distance from other similarly designated properties; and
 - c. results in no more than two acres of land being designated for neighborhood commercial uses at the same intersection.
- 2.3.9 Promote commercial uses catering to day to day needs of neighbors in locations that are easily reached by foot or local commuters. Proposed uses shall clearly reflect this intent.
- 2.3.10 Encourage nodal development through adoption of zoning designations, specific design guidelines and development regulations.
- 2.3.11 The Planning Commission shall continue to welcome citizen input from all citizens within the incorporated city and unincorporated Urban Growth Area when making planning decisions that affect the city and future annexation areas.



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

Policies

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

GOAL 2.5 CONTINUE TO SUPPORT THE REDEVELOPMENT OF DOWNTOWN LAKE STEVENS THAT ENCOURAGES A COMPACT COMMERCIAL DISTRICT THAT FACILITATES EASY PEDESTRIAN ACCESS BETWEEN SHOPS AND BUILDINGS, ALLOWS MIXED-USE DEVELOPMENT, PROMOTES ECONOMIC DEVELOPMENT COMPATIBLE WITH THE CHARACTER OF LAKE STEVENS AND STIMULATES A DIVERSE ARRAY OF BUSINESS TYPES TO ATTRACT VISITORS AND MEET THE NEEDS OF RESIDENTS.

Policies

- 2.5.1 Ensure that significant lakeside non-commercial public access is maintained for informal and formal recreational opportunities, and is balanced with the desire to develop a vibrant mixed-use downtown
- 2.5.2 Emphasize high-quality design, pedestrian orientation and integrated flexibility in the redevelopment of downtown Lake Stevens.



- 2.5.3 Encourage strong traditional downtown elements as expressed in the Downtown Lake Stevens Subarea Plan that accentuate a stable design concept that will survive the life of the buildings.

GOAL 2.6 PROMOTE AN ACTIVE, HEALTHY AND DIVERSE ~~HARTFORD ROAD AND MACHIAS INDUSTRIAL DISTRICT~~LAKE STEVENS INDUSTRIAL CENTER.

Policies

- 2.6.1 Pursue and implement incentive programs that would encourage industrial uses which result in high employment densities.
- 2.6.2 Aggressively market the ~~Hartford and Machias~~Lake Stevens Industrial Center and aggressively pursue family-wage employers to that revitalized area.
- 2.6.3 Review development regulations to ensure that impacts are kept to a minimum, especially those that affect adjoining, non-industrially zoned areas.
- 2.6.4 Conduct a market study ~~as part of the Hartford Road Industrial Area study~~ to determine any need for expansion, infrastructure needs and marketing strategies.
- 2.6.5 ~~Consider developing~~Develop a framework plan for the ~~Hartford~~ Lake Stevens Industrial Center based on market study.
- 2.6.6 Pursue local improvement districts and grant funding for infrastructure development.

GOAL 2.7 PROVIDE APPROPRIATE BUFFERS BETWEEN LAND USES ADJACENT TO MACHIAS ROAD AND SR-92.

- 2.7.1 Require retention of all trees within a 30' visual/noise buffer along SR-92, SR-9, and the Hartford/Machias Road (as measured from the edge of ultimate right-of-way). Where trees need to be removed because of instability, require replanting of 5-gallon (minimum) conifers at a 3:1 ratio within the 30' buffer.
- 2.7.2 Ensure that design of highway accessible/visible commercial uses along SR-92, SR-9, and the Hartford/Machias Road is aesthetically pleasing from both the roadway and the local roads.

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



Policies

- 2.8.1 Participate in the Snohomish County Tomorrow Planning Advisory Committee (PAC) to improve inter-jurisdictional coordination of land use planning activities in the adopted urban growth area.
- 2.8.2 Coordinate planning efforts among jurisdictions, agencies, and federally recognized Indian tribes, where there are common borders or related regional issues, to facilitate a common vision.
- 2.8.3 Promote cooperation and coordination among transportation providers, local governments and developers to ensure that developments are designed to promote and improve physical, mental and social health, and reduce the impacts of climate change on the natural and built environments.

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

Policies

- 2.9.1 Affiliate all urban unincorporated lands appropriate for annexation with an adjacent city or identify those that may be feasible for incorporation.
- 2.9.2 It is the city's intent to annex the entire Lake Stevens Urban Growth Area over the planning horizon to become one city, considering the following:
 - a. To manage growth in the UGA it is important to note that elected officials who reside within, and represent the Lake Stevens community make the best land use and Comprehensive Plan decisions for the Lake Stevens area.
 - b. To keep locally generated sales tax revenues within the community to meet local needs rather than allowing those revenues to be distributed throughout the entire county.
 - c. To provide an accessible and open forum in which citizens may participate in their own governance.
 - d. To create a larger city which can have greater influence on regional and state policy decisions and can be more competitive for grants.
 - e. To stabilize the development environment, striving to bring land use predictability to residents and property owners.



- d. To ensure that urban infrastructure is provided at the time development occurs to minimize the need to retrofit substandard improvements in the future.
- 2.9.3 To the degree reasonably possible, annexations should serve to regularize city boundaries, and not divide lots. The intent is to ensure practical boundaries in which services can be provided in a logical, effective and efficient manner.
- 2.9.4 Prior to any annexation, the city should consider the effects on special purpose districts and County services within the Urban Growth Area, considering the following:
- a. Outstanding special bonds or other debt,
 - b. Absorbing the district's or county's service provision responsibilities and acquiring the necessary assets at the appropriate stage (set by state law); and
 - c. Impacts on the district's or county's operations and personnel.
- 2.9.5 The city's intent is to minimize disruption to residents, businesses and property owners in annexed areas, considering the following:
- a. Annexed property should be designated in the Comprehensive Plan and zoning ordinance in a manner that most closely reflects the designations identified in Figure 2.3. The City Council will consider alternative designations proposed by those properties included in the annexation. Council may adopt alternative designations if it finds the proposal protects the general health, safety, and welfare of the community and it meets the requirements of the Growth Management Act.
 - b. Uses that are either previously established legal non-conforming, or are made non-conforming with the annexation, will be allowed to continue in a manner consistent with the rights established in the city's land use code.
 - c. Annexed areas shall be accorded equal accommodation in the distribution of capital improvements, maintenance of roads and other facilities, police and other services.
 - d. For annexed areas, the city shall strive to ensure annexed areas are fairly represented by the Mayor and city Council, with extra care during the initial two years in which the annexed area may have not had a chance to vote for their local officials.
- 2.9.6 At such time an annexation proposal is made, the city shall make every reasonable effort to provide accurate, timely and useful information to community members so that they may make reasoned and well-informed decisions.



GOAL 2.10 ENSURE THAT LAND USES OPTIMIZE ECONOMIC BENEFIT AND THE ENJOYMENT AND PROTECTION OF NATURAL RESOURCES WHILE MINIMIZING THE THREAT TO HEALTH, SAFETY AND WELFARE.

Policies

- 2.10.1 Preserve and accentuate the lake as the centerpiece of Lake Stevens in compliance with the shoreline master program.
- 2.10.2 Preserve and promote a safe, clean living environment.
- 2.10.3 Prohibit storage of soil, yard waste, refuse, machines and other equipment in front yard setbacks.
- 2.10.4 Where a sight distance or safety problem is created, prohibit storage of vehicles in front and side yard setbacks, except on driveways (and then no more than three) or in parking lots.
- 2.10.5 Protect and preserve wetlands and riparian corridors associated with Shorelines of the State and open space corridors within and between urban growth areas useful for recreation, wildlife habitat, trails, and connection of critical areas.
- 2.10.6 Encourage growth that is responsive to environmental concerns and that enhances the natural environment of the lake drainage basin and the area watersheds.

GOAL 2.11 WHERE POSSIBLE, USE ELEMENTS OF THE NATURAL DRAINAGE SYSTEM TO MINIMIZE STORM WATER RUNOFF IMPACTS.

Policies

- 2.11.1 Encourage new developments to use natural drainage patterns and incorporate means to contain storm water pollutants.
- 2.11.2 Encourage new developments to implement “low impact development” techniques which can better manage stormwater while providing cost savings in terms of land and improvements.
- 2.11.3 Recognize that storm drainage problems cross jurisdictional lines and therefore create the need to work with the Drainage Improvement District and residents to address those problems.
- 2.11.4 Adopt and keep current a stormwater control ordinance requiring best management practices for stormwater control, addressing such issues as detention, release, erosion and siltation, etc.



GOAL 2.12 ENCOURAGE ENERGY-SAVING METHODS IN TRANSPORTATION, LAND USE AND BUILDING CONSTRUCTION.

Policies

- 2.12.1 Encourage the development of paths and easements for non-motorized transportation to facilitate pedestrian and bicycle use throughout the city.
- 2.12.2 Encourage new developments to compliment and improve development of a grid system to reduce public and private utility and transportation costs.
- 2.12.3 Encourage energy-saving construction and building operation practices and the use of energy-conserving materials in all new construction and rehabilitation of buildings.
- 2.12.4 Encourage small scale, neighborhood compatible, commercial uses to be distributed throughout the community, thus reducing the need to drive to the nearest “big-box” retailer to pick up day-to-day convenience items. This also provides the opportunity for pedestrian access to stores along with the health and social benefits related to pedestrian activity.

GOAL 2.13 PROMOTE THE IDENTIFICATION, MAINTENANCE, AND PRESERVATION OF SPECIAL HISTORIC, GEOGRAPHIC, ARCHITECTURAL, AESTHETIC OR CULTURAL RESOURCES OR STRUCTURES WHICH HAVE SPECIAL SIGNIFICANCE BECAUSE OF HISTORICAL, ARCHAEOLOGICAL, ARCHITECTURAL, RECREATIONAL, SOCIAL, CULTURAL, AND/OR SCENIC IMPORTANCE THROUGH THE DESIGNATION OF HISTORIC LANDMARKS AND DISTRICTS AND THE ADOPTION OF APPROPRIATE INCENTIVES

Policies

- 2.13.1 Work with other public agencies and/or a local historical society to determine priorities and establish methods for public and private funding to achieve this goal.
- 2.13.2 Encourage the development of written narratives and maps for self-guided tours of significant areas and the provision for site markers to identify significant sites.
- 2.13.3 Encourage additions and alterations to significant architectural buildings to conform to the style and period of the initial construction as much as possible.



GOAL 2.14 DESIGN AND BUILD A HEALTHY COMMUNITY TO IMPROVE THE QUALITY OF LIFE FOR ALL PEOPLE WHO LIVE, WORK, LEARN, AND PLAY WITHIN THE CITY.

Policies

- 2.14.1 Encourage mixed land use and greater land density to shorten distances between homes, workplaces, schools and recreation so people can walk or bike more easily to them.
- 2.14.2 Provide good mass transit to reduce the dependence upon automobiles.
- 2.14.3 Decreases dependence on the automobile by building good pedestrian and bicycle infrastructure, including sidewalks and bike paths that are safely removed from automobile traffic as well as good right of way laws and clear, easy-to-follow signage in proximity to homes, businesses, schools, churches and parks closer to each other so that people can more easily walk or bike between them.
- 2.14.4 Provide opportunities for people to be physically active and socially engaged as part of their daily routine, improving the physical and mental health of citizens by promoting community centers , public/semi-public areas and by offering access to green space and parks where people can gather and mingle as part of their daily activities.
- 2.14.5 Allow persons, if they choose, to age in place and remain all their lives in a community that reflects their changing lifestyles and changing physical capabilities.
- 2.14.6 Develop high quality, compact urban communities throughout the region's urban growth area that impart a sense of place, preserve local character, provide for mixed uses and choices in housing types, and encourage walking, bicycling, and transit use.



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Chapter 5: Parks, Recreation & Open Space Element



CHAPTER 5: PARKS, RECREATION, AND OPEN SPACE ELEMENT

A VISION FOR PARKS

The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens. □

INTRODUCTION

Public parks, recreational services and facilities and open spaces improve the quality of life for community residents by providing areas for families and friends to socialize. Parks and open spaces create natural buffers between neighborhoods and create functional corridors for humans and wildlife throughout the urban environment.

The Parks, Recreation and Open Space Element of the Comprehensive Plan ("Park Plan") establishes specific goals and policies that will help guide decision-making related to acquisition, development and improvement of facilities and lands. The Park Plan contains an inventory of the city's current parks, recreation facilities and open spaces; analyzes the city's ability to provide adequate parks, recreation services, and open space; sets service standards and guidelines; and identifies implementation strategies.

PLANNING CONTEXT

State Planning

The Park Plan conforms to the Growth Management Act (GMA) (Chapter 36.70A RCW) and considers the planning criteria developed by the Washington State Recreation and Conservation Office (RCO).

The GMA includes several sections relating to parks, recreation, and open spaces:

- RCW 36.70A.020(9) establishes a planning goal to "Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities." Capital improvements are included within the definition of "Public Facilities."



Chapter 5 – Parks, Recreation and Open Space Element

- RCW 36.70A.030 (Mandatory Element). Cities may impose impact fees for the provision of Public Facilities (including publicly owned parks, open space and recreation facilities) (RCW 36.70A.040, RCW 82.02.050). Impact fees must be based on demands on existing facilities by new development, and additional improvements required to serve new development (RCW 82.02.090).
- RCW 36.70A.070(8) requires a park and recreation element, which is consistent with the capital facilities plan element as it relates to park and recreation facilities. Furthermore, this section states, “The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand. “
- RCW 36.70A.150 states jurisdictions shall identify lands useful for public purposes and that includes recreation.
- RCW 36.70A.160 requires jurisdictions to “identify open space corridors within and between urban growth areas. They shall include lands useful for recreation, wildlife habitat, trails and connection of critical areas as defined in RCW 36.70A.030.”

Regional Planning

The regional perspective for parks and recreation emphasizes identifying availability of lands and opportunities for parks and co-location of facilities, such as schools and parks, in support of its growth strategy including links between open space and neighborhoods.

Countywide Planning

In its General Policy Plan, Snohomish County sets goals and policies for countywide parks and recreation facilities. The county’s plan emphasizes the implementation of state and regional standards and guidance. Some of the primary goals include providing access to diverse, sustainable, effective and efficient services, programs and facilities, maintaining a level of service tied to growth, preserving cultural and historic resources, and coordination with other agencies.

Lake Stevens Planning

The Park Plan incorporates the state, regional and countywide perspectives and includes the planning elements (listed below) as recommended by the RCO, which ensures continued eligibility for grant funds administered by that agency:



Chapter 5 – Parks, Recreation and Open Space Element

- Inventory,
- Public Involvement,
- Demand & Need Analysis,
- Goals & Objectives,
- Level of Service,
- Capital Improvement Program (six-year plan for acquisition, development, renovation, & restoration projects), and
- Plan Adoption.

FACILITY CLASSIFICATIONS, CHARACTERISTICS AND INVENTORY

There are many reasons for governments to provide parks, open space, recreational opportunities, cultural amenities and trails for their citizens. Parks offer innumerable physical and psychological benefits by providing safe places for the community to exercise, recreate, meditate, and generally escape daily pressures. The city of Lake Stevens has a variety of parks ranging from small mini-parks serving a block or two to community parks designed to provide recreational opportunities to the city and beyond. In addition, special use and school parks, open spaces, and trails expand the variety of recreation areas available to the community. The inventory of parks, open spaces, and trails includes a mix of city and county facilities. Table 5.1 provides a brief description of the facilities, within or adjacent to the city of Lake Stevens, and describes the various park classifications; provides descriptions for each classification; and lists typical sizes, amenities and community service areas.

Inventory of Facilities

The following section includes an inventory of the parks, open space tracts, recreational facilities, and cultural programs and facilities found within or near the city. The city has approximately 171 acres of public parks, 10 acres devoted to special uses, 5.2 acres of mini-parks, 122 acres of open space and approximately seven miles of the Centennial trail (adjacent to or within city limits) in addition to approximately five miles of park trails. The numbers include city and county facilities (mini-parks, neighborhood parks and community parks), special use parks, trails and open space (undeveloped property and Native Growth Protection Areas). In addition to the public facilities described, there are approximately 145 acres of private parks and open spaces and an additional three miles of private trails that complement the city's inventory. Different homeowner's associations are responsible for these facilities created during the subdivision process for specific neighborhoods.

Community Parks

Community parks have the largest service area and attract citizens from across the community. A large size and variety of amenities characterize community parks. These parks provide a mix of informal, active, and passive recreation areas with permanent facilities. Community Parks are generally at least 10 acres, but must be large enough to provide room for multiple uses such as sports fields, a recreation center and group-use shelters alongside large open areas and playgrounds.



Chapter 5 – Parks, Recreation and Open Space Element

Table 5.1 – Park, Recreation & Open Space Classifications and Characteristics

TYPE	TYPICAL SIZE	DESCRIPTION & TYPICAL AMENITIES	TYPICAL AREA SERVED
Community Park	> 10 acres	Informal, formal, active, & passive recreation parks that serve a community with a mix of features (e.g., playgrounds, landscaping, picnic areas, trails, sports fields, structures, parking, special features, permanent restrooms, etc.)	Within 2.5 miles of residential areas
Neighborhood Park	≤ 10 acres	Informal, active, & passive recreation areas that serve adjacent residential neighborhoods that provide multi-use areas with a mix of playgrounds, landscaping, picnicking, trails, single or small sports fields, parking, restrooms, etc.	Within 1 mile of residential areas
Mini-Park	≤ 1 acre	Small public/private areas including playgrounds, landscaping, plazas, and picnic benches that serve the needs of the immediate neighborhood or commercial district	Within 1/2 mile of residential or commercial areas
School Parks	Varies	Playfields, playgrounds, sports & recreation facilities located at schools, distributed throughout the City, that may substitute for other park types and compliment the City's inventory	Varies
Special Use Parks & Facilities	Varies	Any public or private park or facility providing a unique experience or specific recreation need and/or commercial purpose distributed throughout the city	Varies
Trails & Pedestrian Facilities	Varies	Soft surface or paved trails, walking paths, sidewalks or multi-use trails for walking, hiking, and bicycling distributed throughout the city	1 multi-use trail w/in 1 mile of residential areas
Open Space	Varies	Low intensity and passive recreation areas such as Native Growth Protection Areas, greenbelts, or undeveloped areas distributed throughout the city	Varies, based on resource availability

Community parks should provide easy vehicular and pedestrian access to park users from the street network, sidewalks and bike lanes with dedicated parking areas. Community parks may benefit from multijurisdictional cooperation for facility planning, development and maintenance.

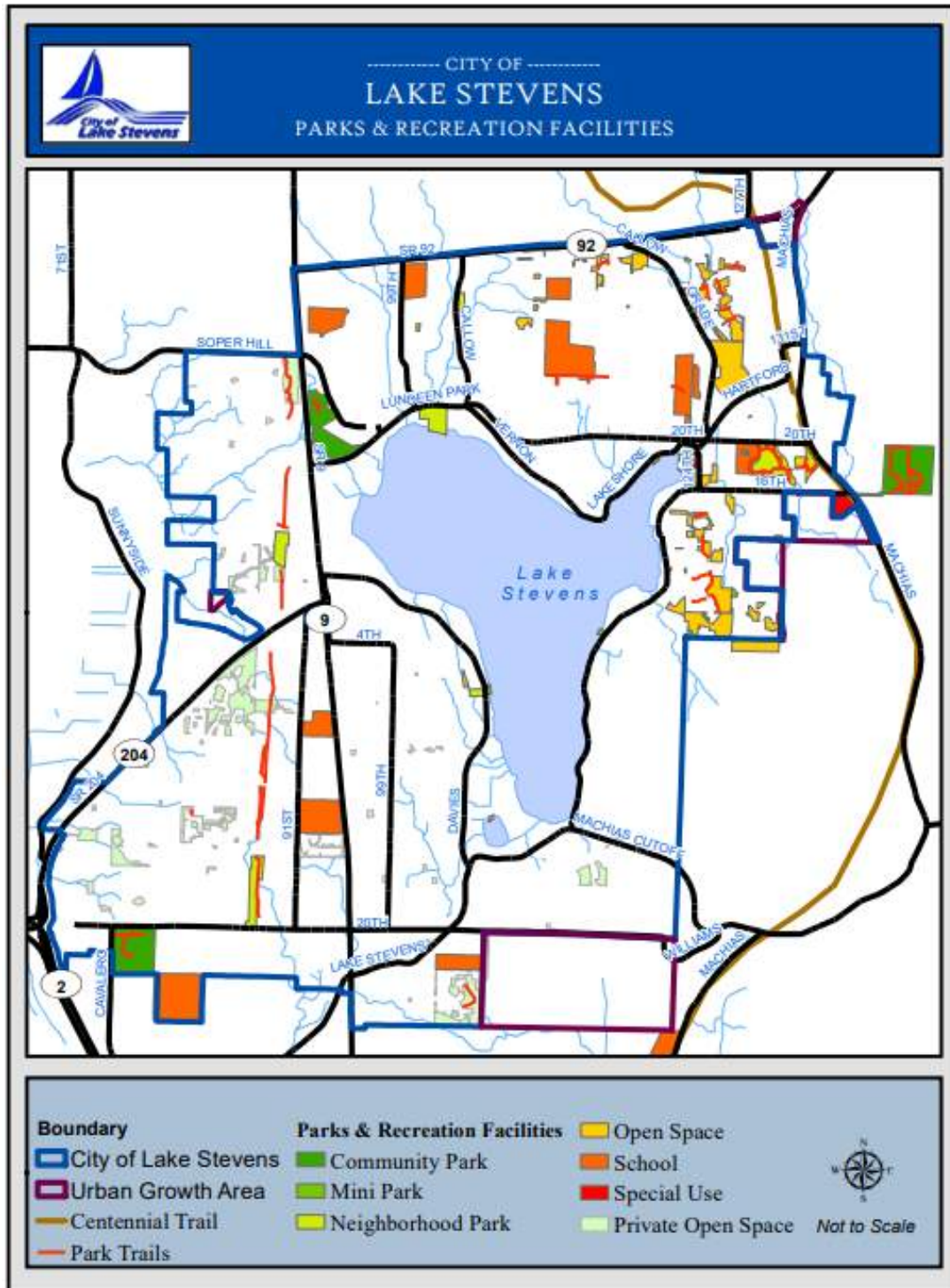


Figure 5.1 – Lake Stevens Parks & Recreation Facilities



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Cavalero Community Park – The park is located off 20th Street SE, in the southwestern part of the city. Snohomish County recently worked with the city to develop a skate park, basketball courts and picnic areas, which opened in 2020. The park has an existing dog park and open space. This site is well poised to house a multi-sport complex and other organized sporting areas.



Eagle Ridge Park — City Council adopted the Eagle Ridge Park Master Plan in 2010. The master plan includes details for park development and proposed amenities and recreational opportunities. The overall vision for the park is that of an ‘outdoor classroom’ with both passive and active recreational activities that embrace and enhance the natural beauty of this park. Eagle Ridge currently houses the Lake Stevens Senior Center, soft trails, and open spaces. Phase 1 has been completed, adding a community garden parking and picnic areas. This park is notable for its eagle habitat. The master plan for this park envisions picnic shelters; an amphitheater; interconnected trails and educational features such as an interpretive center, outdoor classrooms and interpretive signage. The plan promotes the use of Low Impact Development in design and construction.





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Lake Stevens Community Athletic Park

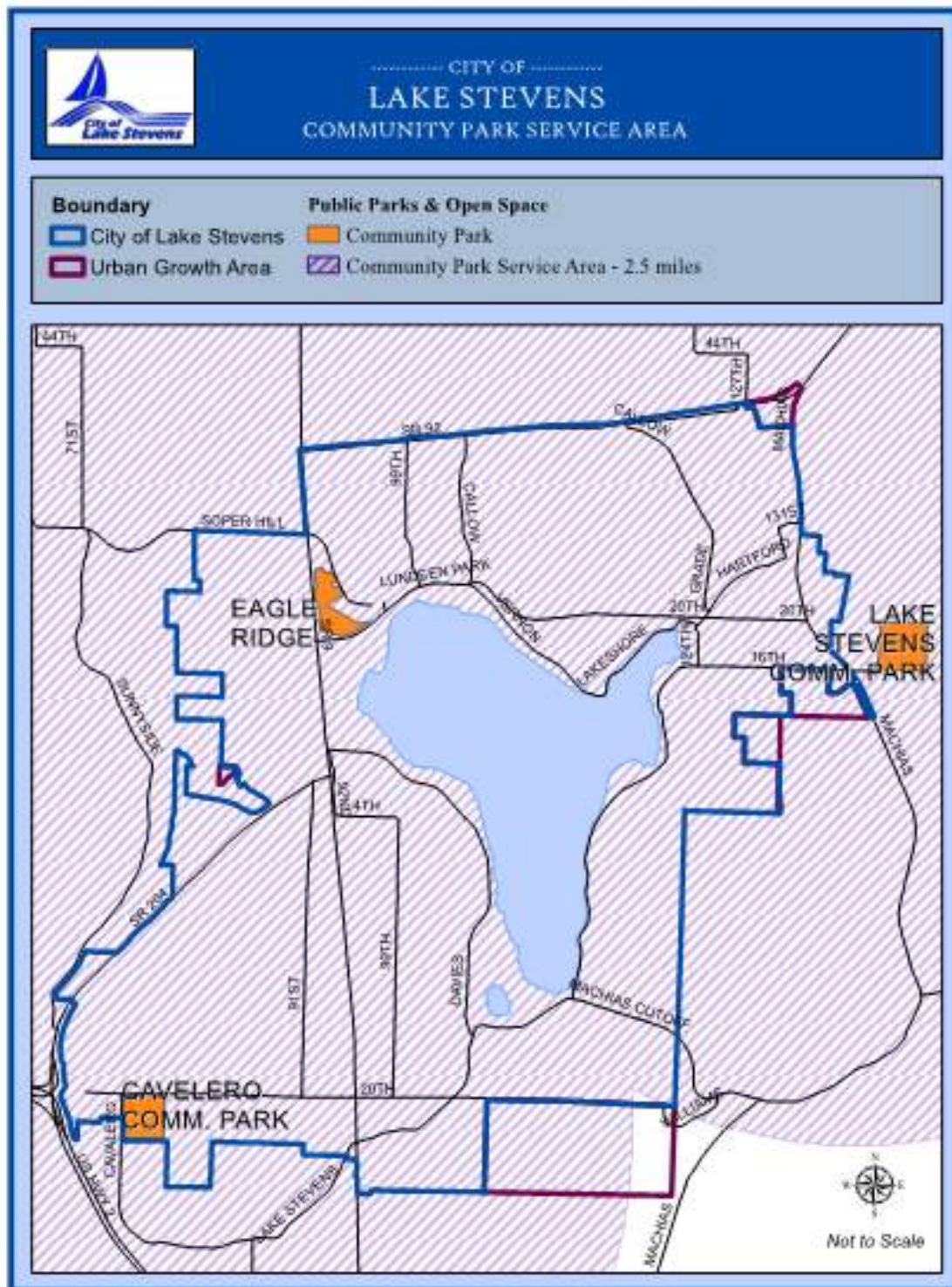
LSC Park, east of the city limits, is a 43-acre Snohomish County park. This park provides the largest athletic complex near Lake Stevens with baseball/softball fields, soccer fields and basketball courts. LSC Park also includes a picnic shelter, playground, walking path, permanent restrooms and landscaping.



Table 5.2 – Community Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER/BENCHES	PLAYGROUND	TRAIL/PATHWAY	BASKETBALL	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	VIEW CORRIDOR	RESTROOMS	COMMUNITY CENTER	OPEN SPACE	LANDSCAPING	OTHER
Cavalero Community Park	2032 79th Ave SE	Snohomish County	32.93		X	X	X			X	X		X	X	X
Eagle Ridge	2424 Soper Hill Road	City of Lake Stevens	28.20			X				X		X	X		X
Lake Stevens Community Park	1601 North Machias Rd	Snohomish County	43.24	X	X	X	X	X	X		X		X	X	
Total Acres			104.37												

As shown in Table 5.2, Lake Stevens Community Park provides the widest variety of recreational and active amenities. However, once Eagle Ridge and Cavalero parks are completed, each park will diversify the overall profile for community-level parks and contribute a unique set of amenities.



Planning efforts for these parks should build on the unique characteristics of the site and address underrepresented or community preferred recreational uses. Figure 5.2 illustrates the distribution of community parks within and adjacent to Lake Stevens. As shown, there is a small gap, in the service area, located in the southeastern border of the Urban Growth Area. This small gap creates a minor divergence from the service standard for community parks. This gap may need to be addressed in the future if opportunities arise to provide additional meaningful recreation lands in the vicinity. It is more important to assure that Eagle Ridge and Cavalero parks provide a mix of high-quality recreational amenities, as they develop.

Neighborhood parks

Neighborhood parks are the “backbone” of the city’s parks inventory. These parks offer common gathering sites for social interaction, physical activity and play to residents from contiguous neighborhoods or a larger service area depending on amenities provided. Neighborhood parks should be in highly visible and centralized locations that provide convenient and safe access for vehicles, pedestrians and bicyclists.

This park type often incorporates passive and active recreational opportunities as well as providing multi-purpose facilities. Neighborhood parks should include [permanent](#) restrooms and parking areas.

Catherine Creek Park – An eight-acre community park, which the city leases from the Lake Stevens School District. This park is located adjacent to Mount Pilchuck Elementary School, between 20th Street NE and 16th Street NE. The park is maintained primarily as a “natural” park with a network of trails, access to Catherine Creek, and picnic facilities. It also includes a unique disc golf course, installed and maintained by the community in 2000.



Centennial Woods Park — A 6.3-acre passive recreation park purchased in 1997 through the Snohomish County Conservation Futures grant program. This park includes trails through the site, which connect the Centennial Trail to Catherine Creek Park (with an eye on an eventual connection to downtown). Future plans include a pump track and possible expansion on adjacent parcels.



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Frontier Heights Park – A 7-acre multi-use park located at 8801 Frontier Circle West in the Lake Stevens Center Subarea. The city acquired this property in 2017 from the homeowner’s association of the adjacent neighborhoods. A Master Plan was developed in 2019. In 2020 the City began construction on Phase I improvements, including adding a walking path, basketball court, playground and parking. Future phases will include pickle-ball courts, multi-use sports field, a sensory garden, exercise stations and a viewing labyrinth.

Lundeen Park – A 9-acre multi-use park located south of Lundeen Parkway at 99th Avenue NE. Facilities include a public pier, 500 feet of shoreline, swimming area, two basketball courts, a children's playground and a tot lot, Sarita’s Memorial, interpretive stations along a salmon-spawning creek, public restrooms, a rinse-off shower, a covered picnic area and public parking spaces. The Lake Stevens Chamber of Commerce maintains a Visitor Information Center at the park.



North Cove Park – A 3.66-acre waterfront park located at the northeastern end of the lake. Access is available to downtown Lake Stevens, next to the City Hall complex. North Cove Park has been renovated over three phases and includes: a multi-use facility, The Mill that provides meeting space, covered patios, festival space and three-season section for community events. The park also has a 250-foot municipal boardwalk / pier (fishing, interpretation & picnicking), picnic areas that include tables, shelters, inclusive playground, benches, and paths. Parking facilities are shared with [the City Hall complex](#).



The city completed Phase II improvements in June 2021, which included additional parking, a new playground, a viewing deck, critical area replanting, picnic shelters and restrooms. Phase III improvements were completed in late 2022 which included the westward



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extension of 18th Street NE to create the Mill Spur festival street, which hosts festivals and open-air markets and provides improved pedestrian access to North Cove Park.

Oak Hill Park – A 2.63-acre park located at Oak Road and Callow Road. This park includes a playground, restroom, picnic shelters, basketball court and a walking trail.

Davies Beach – A 2.5-acre neighborhood park located four miles from downtown, across the lake, on Davies Road. Facilities include a public boat launch, a dock (for boats), a fishing pier, a swimming area, restrooms, picnic tables, and 80 parking spaces. This park is especially busy during summer weekends. It also houses a rowing club.



20th Street Ballfields – A 12.36-acre park located in the southwestern quadrant of the city that underwent a master planning process in 2021. The master plan includes sports fields, dog park, parking, trailhead, walking trails and a new playground. The park will undergo a formal naming process.

As shown in Table 5.3, Lundeen Park and North Cove Park provide the widest variety of amenities, notably beach access, picnic facilities and playgrounds. Both Centennial Woods and Catherine Creek provide good locations to expand nature trails and add permanent restrooms and parking areas. Many people consider North Cove Park the “heart of downtown”. This Park underwent a master planning effort and construction began in 2019. The North Cove Park plan increases public access to Lake Stevens for pedestrians and boaters, provides ADA accessibility throughout and picnic areas. Situated in North Cove Park, the Mill is a public facility that provides rental space, public plaza, festival venue and community gathering space. All the neighborhood parks could expand playground facilities and add small athletic components. North Cove and Lundeen parks should continue to promote and develop water-related activities.



Table 5.3 – Neighborhood Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER / BENCHES	PLAYGROUND	TRAIL / PATHWAY	BASKETBALL	BEACH / SWIMMING	DOCK	BOAT LAUNCH	VIEW CORRIDOR	RESTROOMS	OPEN SPACE	LANDSCAPING	OTHER
Catherine Creek Park	12708 20th St NE	Lake Stevens School District	16.55	X		X							X		X
Centennial Woods Park	131st Dr NE	City of Lake Stevens	6.02			X							X		
Frontier Heights	8801 Frontier Circle	City of Lake Stevens	7.2	X	X	X	X				X		X		
Lundeen Park	10108 Lundeen Parkway	City of Lake Stevens	10.05	X	X	X	X	X	X		X	X	X	X	X
North Cove Park	Main St & North Lane	City of Lake Stevens	3.66	X	X	X		X	X		X	X	X	X	X
Oak Hill Park	Oak Road	City of Lake Stevens	2.63	X	X	X	X				X	X		X	
Davies Beach	20 South Davies Rd	City of Lake Stevens	2.48	X				X	X	X	X	X		X	X
20th Street Ballfields	20 th Street SE & 88th Avenue SE	City of Lake Stevens	12.36										X		X
<i>Neighborhood Parks Total Acres</i>			60.95												

Figure 5.3 illustrates the distribution of neighborhood-level parks within Lake Stevens. As shown, there are gaps in the services area in the southeastern part of the city. To provide equity of distribution, the city should concentrate its effort to acquire lands in the southeastern part of the city for additional neighborhood parks as opportunities arise. —In 2017 acquisition of Frontier Heights as a public park eliminated the service gap in the western part of the city. The acquisition of the 20th Street Ballfields meets the level of service for the southwestern area of the city.

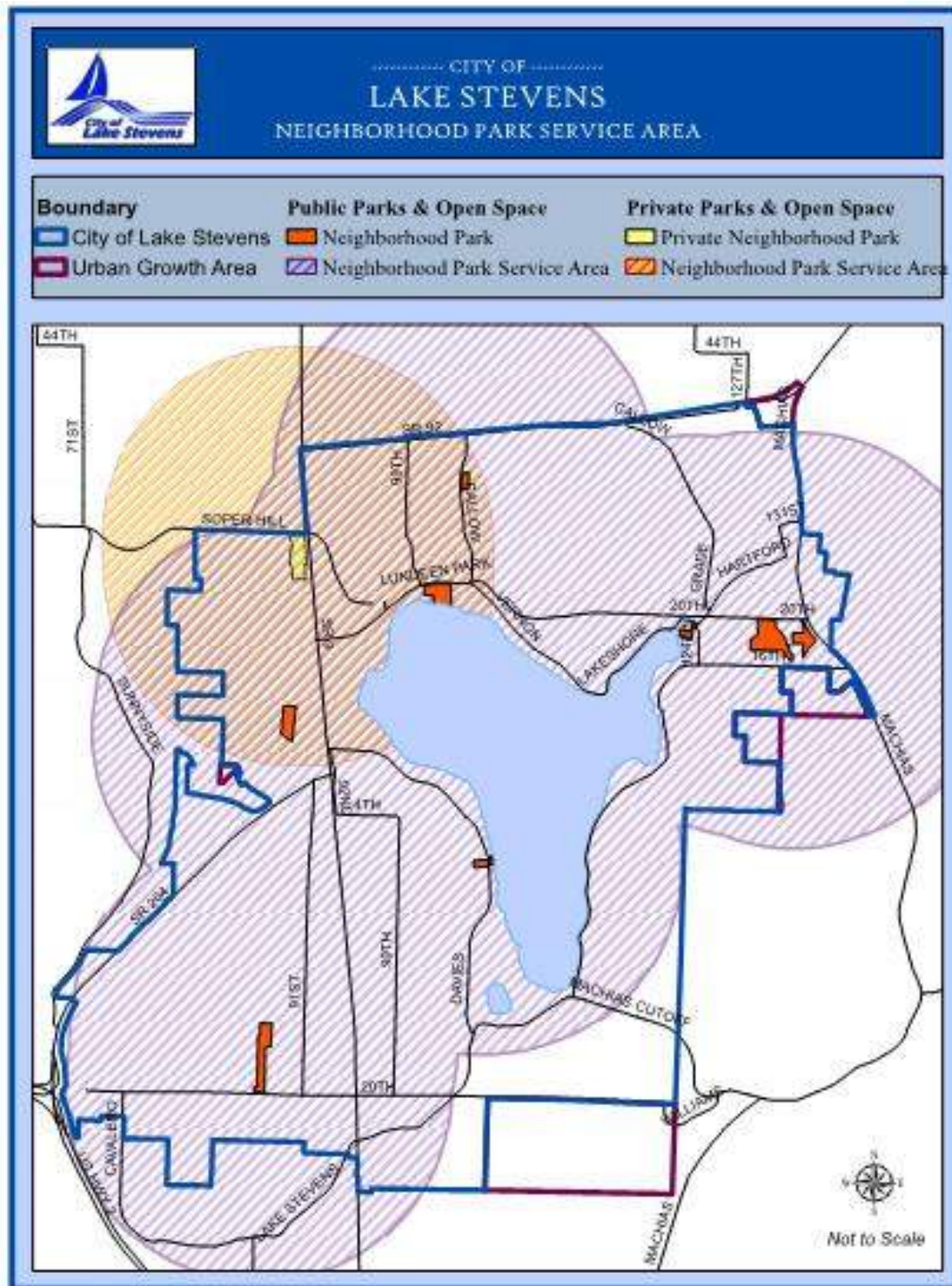


Figure 5.3 – Neighborhood Park Distribution



Chapter 5 – Parks, Recreation and Open Space Element

Mini-Parks

Mini-parks often referred to as “pocket parks” or “tot lots” are the smallest recreation sites within the park inventory. Mini-parks may be public or private. Many were created with neighborhood subdivisions. Mini-parks should be easily accessible to surrounding neighborhoods or within commercial centers. Ideally, mini-parks connect neighborhoods or commercial centers by paths, trails, sidewalks, bikeways or greenways.

North Lakeshore Swim Beach – A popular 0.5-acre waterfront park providing lake access for summertime swimmers on North Cove. This park is located approximately 0.2 miles west of downtown on North Lakeshore Drive. Facilities include 560 square feet of useable beach, a 600 square foot municipal swimming dock, a portable restroom, and 10 parking spaces.



Sunset Beach – This is a 0.25-acre, city-owned, waterfront park whose primary use is water access and picnicking. It is located 0.3 mile south of downtown on East Lake Stevens Road. Facilities include a public dock, picnic tables, and six parking spaces. This park is especially busy during the summer season.

North Lakeshore Swim Beach and Sunset Park provide parallel amenities, as shown in Table 5.4. In addition to the public mini-

parks there are approximately 18 acres of private mini-parks.

Trail and Park associated with Woodland Hills Subdivision- This 0.6-acre park is located within the Woodland Hills Subdivision it is equipped with a playground and walking trail.

Bryce Park- This 0.9-acre park is located within the Catherine Creek neighborhood and it is equipped with a playground and picnic facilities.



Table 5.4 – Mini-Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER/BENCHES	PLAYGROUND	TRAIL/PATHWAY	BEACH/SWIMMING	SOFTBALL/BASEBALL	DOCK	VIEW CORRIDOR	OPEN SPACE	LANDSCAPING
Mini-Park – Public												
Bryce Park	Bryce Drive	City of Lake Stevens	.09	X	X							
North Lakeshore Swim Beach	North Lakeshore Dr	City of Lake Stevens	0.71				X		X	X		
Sunset Park	410 E Lake Stevens Rd	City of Lake Stevens	0.60	X			X		X	X		X
Woodland Hills	79 th Ave SE	City of Lake Stevens	.66		X	X						
Mini-Park – Created w/ Subdivisions Dedicated to the Public												
Semi-Public Mini-Parks			3.86		X	X					X	X
<i>Mini-Park Parks Total Acres</i>			<i>5.17</i>									

The city will continue to promote mini-parks in new neighborhoods and commercial areas as they develop, especially where gaps exist in the city, as shown in Figure 5.4.

School Parks

School parks constitute ancillary facilities, complementing the community's inventory. School parks often provide recreational needs not available at other parks or provide similar functions as other park types. For example, elementary playgrounds provide a similar benefit to residential areas commonly met by mini-parks or neighborhood parks; whereas, middle schools and high schools may provide community-level or special-use park functions depending on available amenities. Because schools are typically located within residential neighborhoods, they are easily accessible and evenly distributed throughout the community.

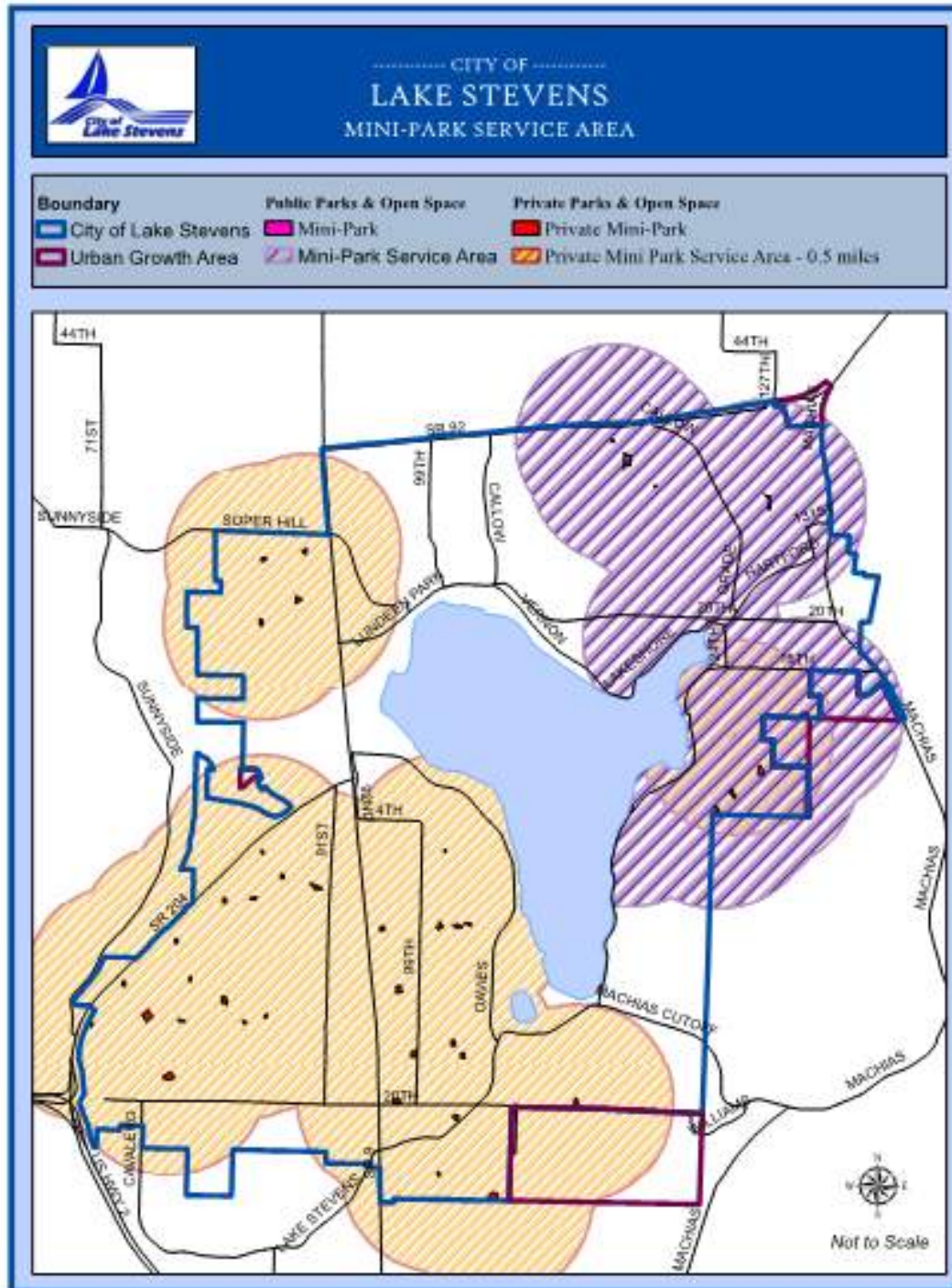


Figure 5.4 – Mini-Park Distribution



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Additionally, school campuses provide areas for sports activities, informal recreation uses, and potentially special activities.

The Lake Stevens School District (LSSD) owns the largest percentage of formal recreational/athletic facilities in the city. Many of the facilities are open to the public on a regular basis. The Park Plan promotes policies, which will allow the city to participate in jointly developing and managing parks and recreational facilities with the LSSD and other providers of leisure services to ensure efficient and effective use of the community's resources, avoiding redundant services and facilities.

Table 5.5 – School Parks Inventory (LSSD)

FACILITY	LOCATION	PLAYGROUND	TRAIL/PATHWAY	BASKETBALL	TRACK	TENNIS	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	SWIMMING POOL	GYMNASIUM	OPEN SPACE
Cavelero Mid-High	8220 24th St SE		X		X	X	X	X		X	X
Centennial Middle	3000 S Machias Rd			X	X	X		X		X	X
Glenwood Elementary	2221 103rd Ave SE	X					X	X		X	X
Highland Elementary	3220 113th Ave NE	X					X	X		X	X
Hillcrest Elementary	9315 4th St SE	X		X	X			X		X	X
Lake Stevens High	2602 115th Ave NE				X	X	X	X	X	X	
Lake Stevens Middle/ Skyline Elementary	1031 91st Ave SE	X	X	X	X			X		X	X
North Lake Middle	2226 123rd Ave NE		X		X		X	X		X	X
Pilchuck Elementary	12708 20th St NE	X	X	X			X	X		X	X
Stevens Creek Elementary	9317 29th Street NE	X	X	X				X		X	X
Sunnycrest Elementary	3411 99th Ave NE	X	X	X						X	X

As described in Table 5.5, the LSSD has seven elementary schools – each has playground facilities and a mix of other amenities. There are three middle schools, one mid-high school and a single high school. Each school contains a different mix of athletic fields and play courts.



Chapter 5 – Parks, Recreation and Open Space Element

The high school also houses a swimming pool, open to the public, which functions as a special use site.

Open Spaces and Natural Resources

Open spaces consist of undeveloped lands, passive recreation areas or Native Growth Protection Areas, both public and private. Open spaces allow residents to engage in low-intensity and passive recreation activities such as hiking and bird/wildlife watching, while protecting natural areas and resources. Typical amenities include soft trails, boardwalks, interpretive signage and scenic views. Open space may provide habitat corridors for wildlife and links between neighborhoods for humans. Open spaces frequently buffer potentially incompatible land uses. Open space should be distributed throughout the city.

Currently, the land use code requires dedication of Native Growth Protection Areas on lands with critical areas such as wetlands, streams, and steep slopes during development. The city also requires the dedication or creation of open space as a condition of approval for some subdivisions and attached housing developments. These set asides form a large portion of the open space inventory for the city that must be managed cooperatively between the city, homeowners, homeowners' associations, other agencies and even non-profit land trusts.

The city has many natural resources with the primary resource being Lake Stevens, a 1,040-acre lake and its tributaries, which provide migration, spawning, and rearing habitat for resident and anadromous fish species. The city provides a variety of habitat niches for terrestrial and aquatic wildlife and birds; notably there are many Bald Eagles that live around the lake. Public agencies own many of these open spaces; others are dedicated through the development process or as gifts from property owners. Generally, open spaces are located in critical areas and are retained in a natural state to protect the resource. In total, the city of Lake Stevens includes nearly 124 acres of public and semi-public open space and an additional 111 acres of privately held open space. Together these areas equal approximately four percent of the city. As previously noted, much of this property is within dedicated Native Growth Protection Areas. Open spaces with the potential for passive recreation uses are listed below.

Downtown Open Spaces – Approximately five acres of open space exist between 16th Street NE and 18th Street NE, in downtown Lake Stevens. This area could be developed into a natural classroom with interpretive information, and connected by trails, sidewalks and boardwalks.



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Mill Cove Reserve – A one-acre passive open space purchased in 1997 through the Snohomish County Conservation Futures grant program. The wooded site is at the location of the historic Rucker Mill and contains wetlands and shore lands. From the site, one can see the pilings that supported the old mill over the lake. The city will continue to seek grant opportunities to finance trails, signage and other passive recreation amenities.

Trails and Pedestrian Facilities

Soft surface and paved trails, walking paths, sidewalks and multi-use trails for walking, hiking and bicycling make up the category of trails and pedestrian facilities. Paths and trails enhance connectivity between neighborhoods, parks, schools, transit facilities and commercial areas throughout the community and provide opportunities for alternative transportation. Recreational paths and trails can meander away from the road network, creating a focus on interacting with the natural or built environment. Sidewalks provide safe, direct routes between points along a road network. In 2020 the city adopted the first Trails Master Plan to guide development of new trails and provide level of service standards.

Approximately six miles of public or semi-public trails exist in the city. Many of the shorter trails link road segments. Some of the newer subdivisions include soft trails within the outer portions of critical area buffers or as paths between different areas. One trail circumscribes the western and southern borders of the high school property. Two miles of trails meander through Catherine Creek Park. The city added a new 0.8-mile multi-use path along South Lake Stevens Road in 2020. Gravel trails leading through Centennial Woods Park connect Catherine Creek Park to the Centennial Trail. The Lake Stevens Reserve neighborhood has a network of gravel trails that provide pedestrian access. There is also a network of informal trails in the power line corridor, located in the western portion of the city.

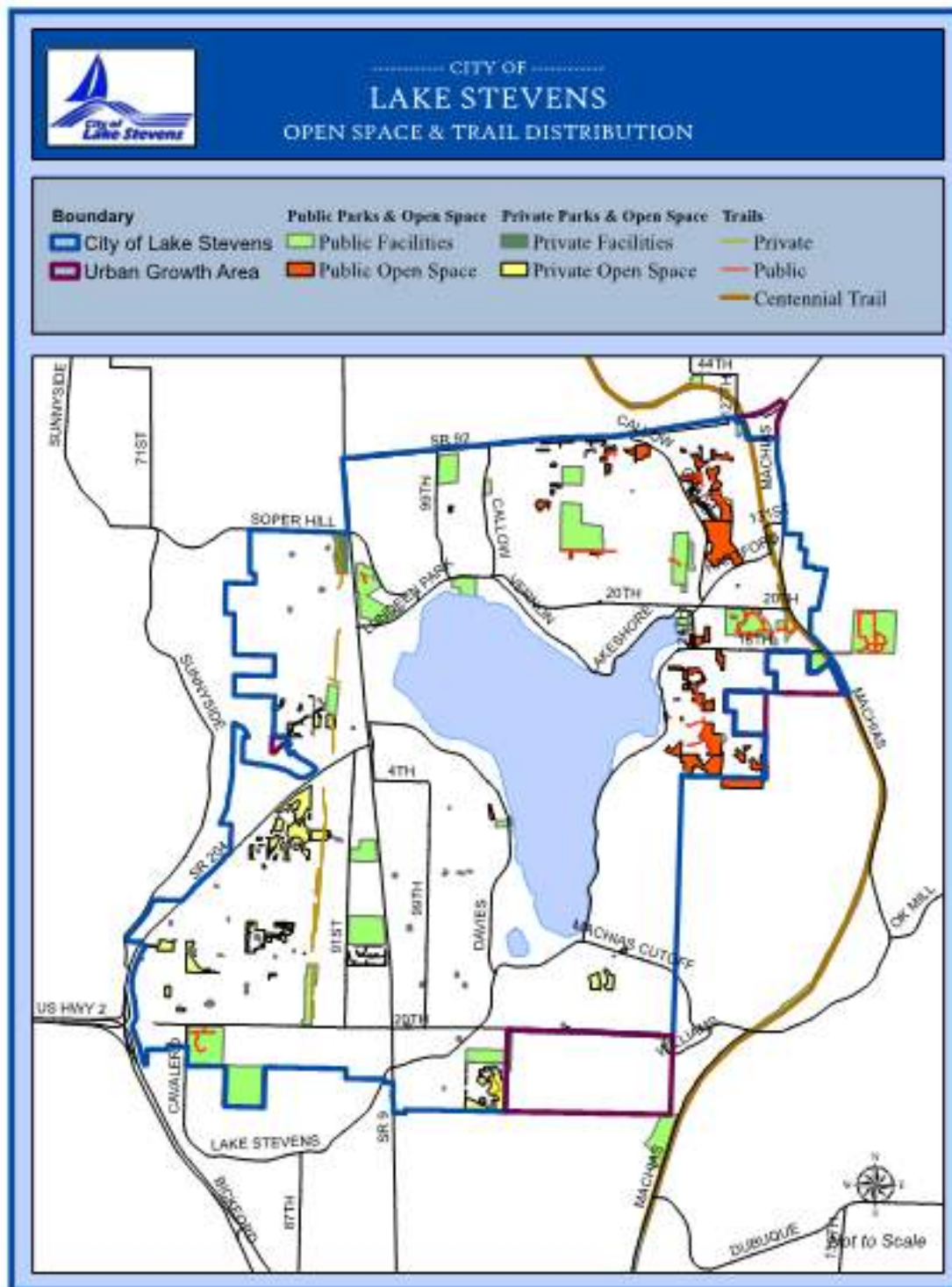


Figure 5.5 – Open Space and Trail Distribution



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The Snohomish County Centennial Trail skirts the eastern city limits, 1.7 miles of which are [within-managed by](#) the city. Nearly seven miles of the Centennial Trails is adjacent to the city between Centennial Middle School and the Rhododendron Trail Head.

The trail stretches between the city of Arlington to the north and the city of Snohomish to the south. The trail is planned to extend from the southern Snohomish/King County line to the northern Snohomish/ Skagit County line. The trail serves pedestrians, bicyclists, skaters, and equestrians.

Figure 5.5 provides an overview of public and private open spaces and trail locations within or near the city.

Special Use Parks & Facilities

Special use parks may be any park type or facility (private or public) with a specialized amenity that provides a unique experience, a particular sport or activity, and may provide a revenue income. Special use parks may include boat launches, cultural facilities, community centers, recreation centers/facilities or public art. Commercial enterprises geared toward the lake such as non-motorized uses or the Centennial Trail could compliment the city's inventory of special use facilities. The size of these facilities varies depending on the proposed use and available amenities. Special use parks should be distributed throughout the city. Because demand for special use facilities is generated from within and outside the city limits, the city, county, and other recreation providers should cooperate on locating special use sites.

Bonneville Field Ball Park – A three-acre baseball field, which also provides informal trailhead parking for the Centennial Trail, is located at the intersection of 16th Street NE and Hartford-Machias Road. The Lake Stevens Little League operates this site. Facilities include a baseball diamond and approximately 35 parking spaces. The park is used primarily by organized little league teams during the summer.

North Cove Boat Launch – A one-acre public boat launch and parking lot, with 30 spaces, is located on the eastern shore of North Cove. Access is from 17th Place NE, off Main Street. The Washington State Department of Fish and Wildlife owns this site and leases it to the city. Most users are boaters, anglers, and jet-skiers launching their watercraft. Use is heaviest on summer weekends.





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Grimm House – The historic Grimm House, associated with the Rucker Mill, is located next to [the Historical Museum North Cove Park](#), and serves as an adjunct to the museum. Through volunteer efforts, the house has been relocated and renovated.

Historic Sites – The potential for historic sites in Lake Stevens is excellent because of the city's rich past linked to logging and railroads, evident in remains around the lake. There are trestle remains from the mill operations, in the lake, dating back to the turn of the century.

Lake Stevens Historical Museum – The museum houses permanent and rotating exhibits illuminating the town's history, the Society's office, and a 1,000-piece historical photograph collection. The Lake Stevens Historical Society, formed in 1982, operates this museum. The Lake Stevens Historical Society is operated by a 15-member board and is a group of about 110 individuals dedicated to preserving community history through the collecting of information and artifacts and educating the public. In 2021 the museum was moved to a temporary location in Downtown Lake Stevens.

Lake Stevens Senior Center – The Lake Stevens Senior Center, located at Eagle Ridge Park, welcomes all older adults to share in fellowship, classes and social events in the Lake Stevens area. The Senior Center is in a 2,800 square foot building with a commercial kitchen, dining/multi-purpose room, barrier-free bathrooms, office space and additional class and meeting rooms.

Lochsloy Field – The Lake Stevens School District owns this 15-acre site, located north of SR-92, between Lake Stevens and Granite Falls. Facilities include a numerous soccer fields and a large parking area. Organized league teams use the park primarily during the spring, summer and fall.

The Mill – This approximately [10,0009,190](#) square foot multi-use facility constructed in 2020 provides meeting space, covered patios, festival space and three-season section for community, [private and corporate](#) events.

Cedarwood Community Center – An approximately 5,000 sf facility located near 5th Pl SE and 101st Ave SE that was acquired by the city in 2021 and is scheduled for future renovations.



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Sno-Isle Regional Library, Lake Stevens Branch – The city owns a 4,750 square foot building at 2211 Grade Road that houses the library. The Sno-Isle Libraries provide library services to the community here. ~~The city and Sno-Isle Libraries have been working cooperatively on planning a future combined campus for city hall and library services.~~



Table 5.6 – Special Use Inventory

FACILITY	LOCATION	OWNER	ACRES	FOOTBALL/ SOCCER FIELDS	SOFTBALL/BASEBALL	DOCK	BOAT LAUNCH	SWIMMING POOL	VIEW CORRIDOR	OTHER
Bonneville Field	1530 N Machias Road 13420 16 th Street NE	Snohomish County City of Lake Stevens	7.32		X					X
North Cove Boat Launch	North Drive	WA Dept of Fish & Wildlife	0.89			X	X		X	X
Grimm House	1804 Main Street Mill Spur	City of Lake Stevens	0.60							X
The Mill	1808 Main Street	City of Lake Stevens	.58							X
Library	2211 Grade Rd	City of Lake Stevens	1.16							X
Lochsloy Field	6710 147th Ave NE	Lake Stevens School District	15.17	X	X					
Special Use Parks Total Acres			24.81							



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Table 5.6 lists some well-known and popular special use sites and facilities.

Recreation Programs, Events and Special Providers

Aquafest – Lake Stevens’ annual city celebration is usually held in July. It includes an aqua-run, children’s activities, fireworks, vendor booths and several parades.

Lake Stevens Boys and Girls Club – A one-acre property located at the intersection of 16th Street NE and Main streets. Clubs, Inc., a non-profit organization composed of representatives of the Lake Stevens Lions Club and the Lake Stevens Junior Athletic Association (LSJAA), owns this property. The Boys and Girls Club includes a recently remodeled building, gymnasium and a small meeting room (50-60 person occupancy) available for rent. This room is available at no cost to service clubs and scout troops. The property also includes a baseball diamond (Bond field), used for youth team sports, and storage/concession area, operated and maintained by LSJAA, behind the gymnasium. Approximately 75 parking spaces are available on the property.

Lake Stevens Junior Athletic Association (LSJAA) – A non-profit youth organization, the LSJAA organizes seasonal teams for -, soccer, football, and basketball. User fees fund LSJAA programs.

Lake Stevens Little League – A non-profit youth baseball and softball organization that organizes seasonal teams and maintain Bonneville Field.

Lake Stevens School District – The LSSD offers evening and weekend classes in sports, hobbies, job skills, continuing education and other recreational classes. The LSSD operates the indoor swimming pool. The LSSD Community Education program currently provides recreation and leisure service programming, such as summer youth recreation programs and adult programs, in the fall, winter and spring.

Rowing Clubs – Different rowing clubs use Lake Stevens frequently, hosting several large regattas on the lake, as well as offering competitive rowing opportunities for juniors and adults.

Scouting, 4-H, Church Youth Programs, Other Special Interest Groups – All the scouting organizations are represented in Lake Stevens, as well as 4-H. Additionally, many of the churches have youth programs.

Water Ski Club- The Lake Stevens Water Ski Club was started in the late 1940’s and hosted the West Coast Regional Championships in North Cove. The club is open to all interested families and friends who are looking for fun on and off the water.



FUTURE NEEDS AND LEVELS OF SERVICE

Methodology and Public Process

The city traditionally based its level of service for parks and recreation facilities on an overall population ratio. Under this model, using the 2012 population estimate, the city provided approximately five acres of developed or planned parkland per 1,000 residents. Comparatively, this is within the level of service ranges provided by neighboring communities. As a first step to providing an adequate land supply, setting a broad population-based goal is acceptable. However, the city recognized that there were inherent problems with this method. The city and its UGA have a limited amount of large usable lands remaining. As the city's population grows, it is not likely that it can continue to acquire a larger inventory of new parkland. Secondly, a population-based model ignores access to different types of parks, special features and an equitable distribution throughout the community. Finally, this older method does not inform a jurisdiction on the city's satisfaction with individual facilities, the inventory or identify preferences for specific types of amenities.

At the last park element update the city determined the existing model of a population-based methodology did not adequately represent the needs of the community. In 2013 the City updated the methodology to include an acceptable individualized distance for residents to travel to reach each classification of parks, trails and facilities.

First, the city developed a park classification system previously described in Table 5.1. Second, the city completed an updated inventory of public and private facilities. The inventory categorized the facility by its classification, included current acreage and identified specific amenities available at each location. Third, the city proposed new level of service standards and mapped the distribution of different park facilities throughout the community based on the defined levels of service. The maps include an overall park distribution and individual distribution of different park types to determine access to residential areas. Fourth, the city developed and distributed a parks and recreation survey. The survey contained questions related to demographics, access to facilities, facility use and preferences, community desires, satisfaction and potential funding sources. Based on these results and recommendations by the community, Park Board and Planning Commission new service levels were set.

As part of the 2019 update staff distributed a refined survey by social media, posted it on the city's website in spring of 2019. The Park and Recreation Planning Board held several regular meetings throughout the year. Staff also briefed the Planning Commission and City Council about the project throughout 2019 at open public meetings. Staff has refined the needs assessment based on survey responses and comments from the community and city officials.



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Level of Service Standards and Goals

The level of service standard (LOS) for park facilities are based on residential access and equitable distribution of facilities to different park types and trails community wide. The LOS standard for community parks is one park within 2.5 miles of residential areas. The LOS standard for neighborhood parks is one park within one mile of residential areas. The service goal for mini-parks (public and private) is one mini-park within 0.5 miles of residential areas. The LOS standard for multi-use trails is one trail within one mile of residential areas. The LOS standard for open space is five percent of the community. Within each facility, the city will strive to maintain a mix of amenities that reflect community use preferences as defined in the most current Lake Stevens Parks and Recreation Survey.

Needs Assessment

Survey respondents suggested that community level parks should receive the highest priorities, but a desire to see all park types was evident from responses. Some of the most popular uses included walking/hiking, picnicking, beach/dock use, and swimming. Some of the most desired improvements include walking, hiking and multi-use trails, picnic areas, public docks, a community garden, playgrounds, a skate park, and improved restrooms. Overall respondents claim to be somewhat satisfied with the facilities and amenities. The most common complaint was a perceived lack of park properties, amenities and lake access. Respondents identified the cost of park maintenance and land for additional access as major issues to be resolved. Popular funding sources include public and private partnerships and fund matching. Additional questions focus on forming a recreation program and determining offerings to be included.

Through a process of applying the adopted parks and open space LOS standards, reviewing the current inventory and analyzing the 2019 Parks and Recreation Survey a clear picture of the city's needs for public park and recreation programs and facilities emerges. ~~Four~~ Five main categories comprise the current needs assessment: Planning, Acquisition, Site Development and Improvements, ~~&~~ Maintenance and Recreation programming. Each element provides the basis for developing a capital improvement plan. Decision-makers should prioritize the selection of capital projects based on gaps in the service for different park types, distribution of amenities throughout the park network, community preferences, opportunities, and likelihood of partnerships with other jurisdictions or private groups.

Park Planning

To improve existing recreational facilities and design new facilities, the city needs to develop master plans for specific uses in existing parks, in addition to new facilities added to the inventory. Master plans should consider the distribution of existing inventoried facilities and identify locations for improving and developing preferred uses and amenities from the community survey. Specifically, new master plans should consider opportunities to add



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trails, playgrounds, picnic areas, permanent restrooms and active recreation areas including sports fields and facilities. Additionally, master plans should identify potential locations for additional trails and shoreline acquisition and development.

The following list includes a series of proposed planning efforts, based on responses from the community survey, to implement the Park Plan.

1. Coordinate with Snohomish County to plan park facilities jointly within or adjacent to the city. Examples include future construction phases of Cavalero park, transfer of some park facilities, and a long-term analysis of county properties outside city limits.
2. Develop a master plan for Centennial Woods Park including a pump track and other amenities. Develop a master plan for non-motorized uses of the waterfront including swimming areas, beach use, rowing/paddling and public docks/piers. Improved shoreline access and a variety of water-related activities are important identified issues by residents. This project should be coordinated with a variety of user groups and stakeholders.
3. Prepare an open space plan for the various downtown shorelines, wetlands and riparian open spaces (e.g., Mill Cove Reserve, 16th and 18th Street wetlands and) with an emphasis on low impact development, interpretative education and linkages. The community identified habitat protection and development of interpretive sites as an important goal for the community parks, recreation and open space system.
4. Implement a wayfinding program developed with the City Beautification Plan in 2020, to identify the locations of parks and recreational facilities throughout the community. A wayfinding program would be crucial to providing a uniform image and highlighting existing and proposed site improvements.

Acquisition

Based on the distribution of park facilities and survey responses, the city should identify opportunities to acquire the following lands to meet the recreational needs of city residents. Decision-makers should include one or more of these potential acquisitions as placeholders on the capital program list to act on as opportunities are identified.

1. The city should identify a location for a new public neighborhood level park in the southeastern part of the city, near 20th Street SE.
2. The city should identify locations for additional shoreline properties on Lake Stevens. Shoreline acquisition should consider expansion of current properties, a balanced distribution of access points on all sides of the lake, lands that can provide a mix of active and passive recreation activities and linear access tracts for trails, paths and view corridors.
3. Rights-of-way/easements for multi-use trails, pedestrian paths and sidewalks throughout the city with an emphasis on lakefront locations, the power line corridor



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in the western part of the city and east/west connections to the Centennial Trail and downtown.

Site Development

Some projects are ready for immediate implementation and construction. Decision-makers should give these projects a high-priority for inclusion on the capital project list. As the city completes other master plans, Council should consider adding these as future capital projects.

1. Complete construction of Eagle Ridge Master Plan's Phase 1 improvements (e.g., landscaping, trail development, interpretive signs, etc.) and start construction of Phase 2 improvements (e.g., restroom facilities area, etc.) and Phase 3 improvements (e.g., playgrounds, picnic shelter, amphitheater, etc.).
2. After acquisition of right-of-way/easements, the city should begin constructing the power line trail in phases.
3. Frontier Heights – ~~Implement future~~[Implement future](#) phases of the Master Plan including exercise stations, viewing labyrinth, [multi-use sports field](#), pickleball courts, sensory garden and additional parking.
4. 20th Street Ballfields – Construct the Master Plan that includes athletic fields, dog park, trailhead, playground, and parking.

Park Improvements / Maintenance

Several projects do not need significant planning but will help implement community desires and preferences and should be included on the capital project list. Such projects involve maintenance and repairs or improvements to existing facilities. Many of these projects could be completed through cooperative efforts between the city and stakeholder groups. Specific examples for consideration as a capital project follow.

1. Repair existing soft trails at Catherine Creek Park and Centennial Woods. This may include clearing brush and installing new surface materials on trails. The city should endeavor to define trailheads and install location and wayfinding signage between the two sites. As appropriate, city staff could install additional amenities at these sites including formal seating areas and picnic facilities along with restroom facilities.
2. Coordinate with user groups to repair and improve the disc golf course in Catherine Creek Park.
3. Construct a pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE terminating at land dedicated to the city for creating a new trail connection. The project would include improvements along Hartford Drive NE such as directional signage, striping and other safety features.



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Recreation Programming

Lake Stevens currently provides seasonal events for community recreation. Recreation programming began in 2020 through a ~~third-party~~[third-party](#) vendor. Additional programming will be developed over a 5-year plan to increase offerings to all ages and abilities.

Capital Projects

An analysis of existing conditions and projected needs in the previous section highlighted the areas of concern and opportunities for Lake Stevens. The Capital Facilities Element contains a strategy for achievement of the city's goals considering the existing conditions in the city and identified needs. Capital projects will be prioritized based on the survey result preferences, needs assessment, levels of service and relationship to economic development opportunities. The following list of different project types should be considered for inclusion in the Capital Facilities Element.

Planning Project No. 1 Centennial Woods

Total Cost: \$100,000

Description: Develop a park master plan for Centennial Woods starting with a conceptual design in 2022 that will include a pump track, climbing wall, parking lot(s), picnic opportunities and trail connections. Full design and construction will take place in a later phases.

Location: [Adjacent to Catherine Creek Park and connects to the Centennial Trail between 16th Street NE and 20th Street NE.](#)

Justification: [This project would meet the public demand for active outdoor recreation. The location is adjacent to the Centennial Trail, the longest, multi-use trail in Snohomish County.](#)

Planning Project No.2 Downtown Open Space Master Plan

Total Cost: \$30,000

Description: Open space plan for various downtown open spaces including shoreline, wetland, and riparian areas. The plan would include environmental analysis, identify appropriate connections between areas, develop interpretive information and provide engineered details for boardwalks, viewing areas and signage.

Proposed Funding Sources: Impact fees, Grants

Location: Mill Cove Reserve, Grade Road Open Space, Wetlands between 16th Ave NE and 18th Ave NE



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Justification: This project would meet the identified preference for balanced habitat protection and development of interpretive sites as an important component in the community parks, recreation and open space system.

Acquisition Project No.1 Lakeside Path Right-of-Way/Easement Acquisition

Total Cost: \$1,610,066

Phase 1 (Northern Section approximately 3,800 linear feet) – \$237,382

Phase 2 (Eastern Section approximately 3,600 linear feet) – \$222,684

Phase 3 (Western/Southern approximately 18,000 linear feet) – \$1,150,000

Description: Purchase rights-of-way/easements for walking paths around the lake.

Proposed Funding Sources: Local Contributions, Impact fees, Grants

Location: Road network around Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Acquisition Project No.2 Neighborhood Park Acquisition

Total Cost: \$500,000 to \$1 million

(Southeast Lake Stevens between 5 – 10 acres)

Description: Identify locations for and acquire lands for a neighborhood level park in the southeastern part of the city.

Proposed Funding Sources: Impact fees, REET

Location: Southern part of the city, near 20th Street SE

Justification: This project would meet the Level of Service standard for access and distribution of neighborhood level parks.

Acquisition Project No.3 Shoreline Acquisition

Total Cost: \$1 – 1.5 million

Description: Identify locations for and acquire shoreline property that can provide a balance mix of water related activities around Lake Stevens.

Proposed Funding Sources: Impact fees, Grants

Location: Lake Stevens

Justification: This project would meet the identified preference for acquisition and development of additional shoreline properties as an important part of the community parks, recreation and open space system.

Acquisition Project No.4 – Power Line Trail Right-of-Way/Easement Acquisition



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Total Cost: \$1,000,000

Phase 1 (~~Northern-Southern~~ Portion approximately ~~6,350 linear feet~~ from 20th Street SE to 8th Street SE)

Phase 2 (~~Southern-Northern~~ Portion approximately 6,350 linear feet)

Description: Purchase rights-of-way/easements for multi-use trails in the power line corridor.

Proposed Funding Sources: Impact fees, Grants

Location: Power line corridor in the western part of Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Development Project No.1 North Cove Park -Phase 4

Total Cost: \$500,000 (moorage, concession/restroom, Grimm House site work, floating dock abutment)

Description: Construct a boat moorage and floating dock abutment adjacent to the public pier at North Cove Park. Construct a multi-use building off Mill Spur that will have concession space and additional public restrooms to serve North Cove Park. Site improvement to the Grimm House to include fence, landscaping and patio.

Proposed Funding Sources: Impact fees, Grants

Location: 1820 Main Street

Justification: This project would meet the identified need for additional water access opportunities and support the re-development of Downtown Lake Stevens.

Development Project No.2 – Complete remaining Phases of the Eagle Ridge Master Plan

Total Cost: \$1,000,000

Description: Construct remaining improvements in the Eagle Ridge Master Plan.

Proposed Funding Sources: Impact fees, Development, Grants, ARPA

Location: Eagle Ridge Park

Justification: This project would meet the identified preference for developing community level parks.

Development Project No.3 Frontier Heights Redevelopment Phase II and III

Total Cost: \$1,500,000

Proposed Funding Sources: Impact fees, Grants, ARPA



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Description: Add parking along Frontier Circle West, add pickleball court, labyrinth, sensory garden, multi-use athletic field, exercise stations and landscaping.

Proposed Funding Sources: Impact fees, Development, Grants

Location: 8801 Frontier Circle W

Justification: This project would meet the identified need of multi-use athletic fields and increasing active recreation opportunities throughout the community. This project would revitalize this neighborhood and increase economic development in the surrounding area. This project would meet the identified preference for developing neighborhood level parks.

Development Project No. 4 Power Line Trail Construction

Total Cost: \$699,960

Phase 2-1 (Southern Segment construct ~~approximately 6,350 linear feet~~ trail from 20th Street SE to 8th Street SE) – cost included with 20th Street Ballfields project

Phase 1-2 (Northern Segment construct approximately 6,350 linear feet) – \$699,960

Description: Construct multi-use trail along utility corridor.

Proposed Funding Sources: Impact fees, ARPA Pandemic Recovery

Location: Power line corridor in the western part of Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Development Project No. 5 – 20th Street Ballfields Development and Dog Park

Total Cost: \$1,600,000

Description: Renovate existing facilities in two phases to increase safety standards. Phase I will include re-grading the existing fields. Phase II will include a dog park, and elements identified in master plan. This property will be a trail head for the Westside Trail.

Proposed Funding Sources: ~~Grants, Pandemic Recovery~~ ARPA, Impact Fees

Location: 20th Street SE and 88th Ave SE

Justification: This facility would improve a public neighborhood level park in southwestern Lake Stevens and satisfy goals identified in the Trails Master Plan.

Improvement Project No.1 Hartford Road Walking Path/Trail Head

Total Cost: \$50,000



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Description: Improve the pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE and construct a new trailhead at the intersection of Hartford Road and 131st Ave NE.

Proposed Funding Sources: Mitigation, Grants

Location: Hartford Drive NE between 20th Street NE and 131st Ave NE

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Improvement Project No.2 – Catherine Creek and Centennial Woods Trail Improvements

Total Cost: \$15,206

Phase 1 (Catherine Creek approximately 4,460 linear feet) – \$11,097

Phase 2 (Centennial Woods approximately 1,127 linear feet) – \$4,110

Description: Improve existing soft trails at Catherine Creek and Centennial Woods.

Proposed Funding Sources: Impact fees, Local Contribution

Location: Catherine Creek and Centennial Woods Parks

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Improvement Project No. 3 – Sunset Park

Total Cost: ~~\$1,050,000~~ \$1,800,000

Description: This property ~~is~~ came into the city's ownership at the time of annexation in August 2021. Initial assessment of the park noted several action items to be completed due to maintenance deferral and immediate safety issues. The bank is sloughing, and shore stabilization is needed. A visibility issue exists as entering East Lake Stevens Road from the park.

Proposed Funding Sources: RCO Grant, Park Mitigation

Location: Sunset Park

Justification: This project would meet the identified preference for developing safe parks and protecting natural resources.

Improvement Project No. 4 – Cedarwood Clubhouse

Total Cost: ~~\$500,000~~ \$1,800,000

Description: Lake Stevens acquired the Cedarwood Clubhouse in 2021 for future use a community recreation center for youth and community use. The Cedarwood Clubhouse is within an apartment complex built in 1978 and includes a 5,000-square-foot



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gymnasium and separate restroom facility. It was closed years ago over security and vandalism concerns and has been dormant since. Numerous emergency repairs are needed to remediate building deficiencies including roof repairs, new siding and windows along with ADA access and site improvements. Future phases will include interior remodels.

Location: Intersection of 101st Ave SE and 5th Place SE

Proposed funding sources: State (\$1.2 million requested), local, grants

Justification: This project would meet the city's need for a safe indoor recreational space for youth and community needs.

Improvement Project No. 5 – Davies Beach Improvements

Total Cost: \$200,000

Description: Replace / Repair docks and pier at Davies Beach

Location: 20 South Davies

Justification: This project would meet the city's need for safe water access on the shoreline of Lake Stevens.

Improvement Project No. 6 – Bonneville Field

Total Cost: \$1,000,000

Description: Replace turf field with synthetic turf and add neighborhood level park amenities that may include picnic areas, a small playground and walking paths.

Location: 13420 16th Street NE

Proposed Funding: Pandemic Relief

Justification: This project would help meet the city's need for improved youth athletic facilities.

Financing

Parks and recreation facilities users do not necessarily recognize political boundaries; therefore, it is imperative that jurisdictions plan for and provide recreation facilities to meet the needs of the community jointly. Recognizing this fact also allows a more efficient system to be established using scarce tax dollars to provide for the recreational needs of regional populations. For example, it is more efficient to build a swimming pool between two jurisdictions where demand exists than to build two separate pools three blocks from each other simply because each city feels that tax dollars should be spent in individual communities. The city should continue to place emphasis on a balanced, cooperative approach to parks and recreation planning.



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In accordance with the Revised Code of Washington Sections 82.02.050 and 82.02.060, the city is to provide a balance between impact fees and other sources of public funds to meet its capital project needs. Revenues from property taxes, user fees (if imposed), sales taxes, real estate taxes, grants and other revenue sources need to be used to pay the proportionate share of the growth-generated capital facilities costs. Therefore, the city's commitment to improving the parks system is not solely reliant on impact fees.

Impact Fees

Once a LOS is adopted, impact fees may be assessed under GMA to ensure that levels of services are maintained as the population grows. It is required that impact fees be based on the LOS in place at the time of development. It is in the city's interest to ensure impact fees are current as allowed under GMA based upon the level of service established in this element. The amount that could be charged new development would be determined through a separate fee study.

General Revenues

Unlimited general obligation bonds may be submitted to voters for park and recreation purposes. These bonds require approval by at least 60% of the resident voters during an election that has a turnout of at least 40% of those who voted in the last state general election. The bond must be repaid from a special levy which is not governed by the six percent statutory limitation on the property tax growth rate.

Grants

While the city has been successful in obtaining grants for parks, it will continue to apply for grants for acquisition, development, recreation programming and maintenance. With a larger community, it is anticipated that the city's resources could be better leveraged with more and larger grants.

Special Revenue Funds

Conservation Futures: By state law, counties can elect to levy up to \$0.065 per \$1,000 of assessed valuation for all county properties to acquire shoreline or other open space lands. In 1997, the city obtained conservation future funds to purchase about 21 acres of open space lands contained in three parks.

Real Estate Excise Tax (REET): State law allows counties the option of imposing excise taxes on the sale of real estate. The tax may be imposed up to \$0.25 per \$1,000 in sale value to be used to finance capital facility developments, including the acquisition and development of park and recreational facilities.



Foundations and Contributions

The Arts and Parks Foundation was established as a 501(c)(3) as an avenue for people to make tax-exempt contributions that directly support parks and art activities. Contributions can be from service clubs, individuals or organizations wishing to make a one-time or periodic gift to parks.

Fundraising

Lake Stevens will promote fundraising opportunities within events, dedication of amenities and legacy gifts of properties and funds in cooperation with the Arts and Parks Foundation.

GOALS AND POLICIES

An analysis of existing park, recreation and open space facilities along with community input provide the basis for establishing goals and policies within the Park Plan. The goals and policies provide guidelines and actions for achieving that Plan. Goals are broad intent statements that describe a desired outcome. Policies provide the framework for developing specific measurable actions.

GOAL 5.1 PROVIDE A HIGH-QUALITY, DIVERSIFIED PARKS, RECREATION AND OPEN SPACE SYSTEM THAT PROVIDES RECREATIONAL AND CULTURAL OPPORTUNITIES FOR ALL AGES AND INTEREST GROUPS.

Policies

- 5.1.1 Provide a system of multi-purpose neighborhood and community parks, throughout the community, accessible to all residents that meet the following levels of service:
 - a. Neighborhood Parks – one park within a one-mile radius of all residential areas and
 - b. Community Parks – one park within a 2.5-mile radius of all residential areas.
- 5.1.2 Provide a park, recreation and open space system with activities for all age groups and abilities, equally distributed throughout the community, with an emphasis on youth-oriented activities.
- 5.1.3 Provide a balanced mix of active recreational facilities including but not limited to court and field activities, skateboard/BMX areas, and multi-use trails and passive recreation facilities, including but not limited to, hiking/walking, shoreline access and picnicking accessible to the largest number of participants.
- 5.1.4 Promote balanced lake access for pedestrians and motorized and non-motorized watercraft so all segments of the population can enjoy the lake and have access to its recreational opportunities.



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- 5.1.5 Encourage the inclusion of performing arts facilities in public parks and recreation areas and incorporate visual arts into the design of park features, such as railings, benches, buildings and other amenities.
- 5.1.6 Support the use of indoor community spaces for arts and crafts, music, video, classroom instruction, meeting facilities and other spaces for all age groups on a year-round basis.
- 5.1.7 When appropriate and economically feasible, participate in the development of special interest recreational facilities.
- 5.1.8 Continue to participate in the annual Aquafest community celebration.
- 5.1.9 Identify recreational and cultural needs opportunities for special needs populations.
- 5.1.10 Support the Lake Stevens Historical Society in their efforts to inventory significant historical and archaeological resources and to provide information to the community on its history.
- 5.1.11 Create a recreation program that provides activities for all ages and abilities.
- 5.1.12 Support community events that create pride and provide for economic development.

GOAL 5.2 PROVIDE AN INTERCONNECTED SYSTEM OF HIGH-QUALITY, ACCESSIBLE TRAILS AND GREENWAY CORRIDORS THAT OFFER DIVERSE, HEALTHY OUTDOOR EXPERIENCES WITHIN A VARIETY OF LANDSCAPES AND NATURAL HABITATS, PUBLIC FACILITIES, LOCAL NEIGHBORHOODS, BUSINESS DISTRICTS AND REGIONAL TRAILS.

Policies

- 5.2.1 Provide a comprehensive network of multi-use trails for pedestrians, bicycles and skating using alignments along the public rights-of-way, through public landholdings as well as across cooperating private properties, which link residential neighborhoods to community facilities, parks, special use areas, commercial areas and the waterfront that meets the following level of service: one trail within one mile of residential areas. Implement Master Trail Plan as adopted.
- 5.2.2 Provide for a comprehensive city trail system linking the downtown area, schools, parks, and the Centennial Trail.
- 5.2.3 Establish a multi-use trail around the lake, choosing a route that best provides lake access and/or views.
- 5.2.4 Establish a north/south trail under the power lines as identified in the Lake Stevens Center and 20th Street SE Corridor subarea plans.
- 5.2.5 Establish an east/west sidewalk trail along 24th Street SE and South Lake Stevens Road that will eventually connect to the Centennial Trail as identified in the 20th Street SE Corridor subarea plan.



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- 5.2.6 Establish, expand and/or improve nature trails and boardwalks through open spaces with an emphasis on Eagle Ridge Park, Catherine Creek Park, Centennial Woods, Mill Cove Reserve, and the Grade Road Open Space.

GOAL 5.3 PRESERVE AND ENHANCE OPEN SPACE AND NATURAL RESOURCES AREAS INCLUDING FISH AND WILDLIFE HABITAT, MIGRATION CORRIDORS, NATURAL MEADOWS AND WATER RESOURCES.

Policies

- 5.3.1 Preserve open space corridors and buffers to provide separation between natural areas and urban land uses with a goal of maintaining five percent of city as open space.
- 5.3.2 Plan, locate and manage park and recreation facilities so that they enhance wildlife habitat, minimize erosion, complement natural site features and create linkages within the developed area.
- 5.3.3 Balance the desire for public access and interpretive education with preservation of environmentally sensitive areas and other natural sites
- 5.3.4 Maintain and enforce leash laws and animal at-large laws to stem wildlife predation.
- 5.3.5 Preserve lake and other scenic views for the public when considering land use decisions and when siting park and recreation facilities.
- 5.3.6 Plan for an open space system that may include:
- a. Natural or scenic areas,
 - b. Water bodies and drainage easements,
 - c. Public/private passive park and recreation sites,
 - d. Cultural, archaeological, geological and historical sites,
 - e. Large reserve tracts, private parks, common ground, and buffer areas from residential development,
 - f. Utility corridors, and
 - g. Trail corridors that may function as wildlife corridors.

GOAL 5.4 ASSERT PARKS AND RECREATION AS CRITICAL INFRASTRUCTURE AND VITAL PUBLIC SERVICE.

Policies

- 5.4.1 Advocate for funding options to maintain and operate parks and recreation programs.
- 5.4.2 As park system expands, provide sufficient financial and staff resources to maintain the system to high standards.
- 5.4.3 Periodically review growth impact related fees and assess methodologies to finance projects.



GOAL 5.54 MAXIMIZE PARK FACILITIES BY LEVERAGING, SHARING AND EFFICIENTLY USING RESOURCES.

Policies

- 5.54.1 Cooperatively plan for joint-use facilities, meeting and class rooms, athletic fields, and other facilities with the Lake Stevens School District, Lake Stevens Junior Athletic Association, Snohomish County Parks Department and other public or private providers of recreation services and facilities that are of mutual benefit to each agency and the users/participants in the city and its Urban Growth Area.
- 5.54.2 Create a comprehensive, balanced park, recreation and open space system that integrates city facilities and services with resources available from the Lake Stevens School District, Snohomish County and other state, federal and private park and recreational lands and facilities in a manner that will best serve and provide for area residents' interests.
- 5.54.3 Support continued cooperation between the city, non-profit organizations, the Lake Stevens School District and other agencies for continuation and development of recreation programming for youths, seniors ~~citizens~~ and other segments of the population to avoid duplication, improve facility quality and availability, which reduces costs and represents area residents' interests through joint planning and development efforts.
- 5.54.4 Establish inter-local agreements between the city, county, school district and private non-profit organizations and other agencies to provide for athletic facilities to serve the needs of the city and the Urban Growth Area.

GOAL 5.65 MAINTAIN PARK FACILITIES TO MAXIMIZE LIFE OF THE FACILITIES AND TO PROVIDE AN ATTRACTIVE AND PLEASING ENVIRONMENT FOR USERS.

Policies

- 5.65.1 Design and develop facilities, which reduce overall facility maintenance and operations requirements and costs. Where appropriate, use low maintenance materials, settings or other value engineering considerations that reduce care and security requirements and retain natural conditions and experiences.
- 5.65.2 Develop a maintenance management system to estimate and plan for life cycle maintenance in addition to replacement costs.
- 5.65.3 Provide operation and maintenance to insure safe, serviceable, and functional parks and facilities. Provide adequate funding to operate and maintain existing and new special use sites.
- 5.65.4 The city shall establish creative methods to efficiently expand park and trail maintenance services such as encouraging volunteer efforts, continued use of the



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State Department of Corrections crews and mutual coordination with other local agencies.

- 5.65.5 Where appropriate, the city should initiate joint planning and operating programs with other public and private agencies to provide for special activities like shoreline access, aquatic facilities, marinas and community festivals.
- 5.65.6 In the design of parks, encourage the use of materials and designs to reduce the occurrence and impacts of vandalism. Parks design which provides for easy surveillance of facilities by residents and by police can reduce vandalism. Use of materials such as graffiti resistant coatings can reduce these impacts.
- 5.65.7 Repair acts of vandalism immediately to discourage park property and city recreation facilities from becoming targets for further such acts.
- 5.65.8 Ensure that all park and recreation facilities owned and operated by the city comply with ADA accessibility requirements.
- 5.65.9 Establish a formal volunteer network as volunteerism is a significant source of energy and ideas. The city must continue to tap and improve existing opportunities to involve the community in its own programs. The city shall formalize a volunteer program that includes "adopt a park," and "adopt a trail," and similar programs.
- 5.65.10 Coordinate with Lake Stevens Police in park design to reduce unsafe park environments to reduce crime.

GOAL 5.76 THE CITY RECOGNIZES THAT LAND IS IN HIGH DEMAND AND THAT ACQUISITIONS MUST BE PURSUED AS QUICKLY AS POSSIBLE TO IMPLEMENT THE COMMUNITY'S VISION CONCURRENTLY WITH DEVELOPING AND IMPROVING EXISTING FACILITIES TO ACHIEVE A HIGH-QUALITY AND BALANCED PARK AND RECREATION SYSTEM.

Policies

- 5.76.1 Add capacity at existing parks by expanding or improving facilities to accommodate current and future populations and desired uses including walking/hiking trails, active recreation and passive recreation.
- 5.76.2 Acquire additional shoreline lands for trails, public docks, waterfront fishing, wading, swimming, boating and other water related recreational activities.
- 5.76.3 Cooperate with public and private agencies and with private landowners to set aside land and resources necessary to provide high-quality, convenient park and recreation facilities before the most suitable sites are lost to development.
- 5.76.4 Work with developers to identify additional parks, recreation and open space opportunities in redeveloping areas.
- 5.76.5 Prioritization for new park and recreation facilities shall take into consideration areas within the community that are under-represented by parks, types of desired facilities



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not presently available, availability of properties appropriate for a particular type of park and availability and opportunities for grants and other funding sources.

- 5.76.6 With a developer requirement of paying GMA-based park mitigation fees, developers are still encouraged to install mini-parks voluntarily for the benefit of their developments; however, such mini-parks shall not be credited against meeting the developer's mitigation obligation. The city has not defined a LOS for mini-parks, but encourages one park within a half-mile radius of all residential areas

GOAL 5.87 DEVELOP PARK AND TRAIL DESIGN STANDARDS.

Policies

- 5.87.1 Standardize facility design to ensure consistency and quality in the Lake Stevens park system, and establish a standard for trail signage including interpretive, safety and regulatory signs.
- 5.87.2 Develop trail improvements using the Lake Stevens Trails Master Plan to design and development standards that facilitate maintenance, security and other appropriate personnel, equipment and vehicles and includes:
- Trail systems with appropriate supporting trailhead improvements that include interpretive, directory and mileage signage as well as rules and regulations for trail use.
 - Provide site furnishings such as benches, bike racks, dog waste stations and trash containers.
 - Locate trails in conjunction with park sites, schools, and other community facilities to increase local area access to the trail system and to take advantage of access to existing restrooms and drinking water, thereby reducing duplication of supporting improvements.
 - Design outdoor picnic areas, trails, playgrounds, courts, fields, parking lots, restrooms, and other active and supporting facilities to be accessible to individuals and organized groups of all physical capabilities, skill levels, age groups, income and activity interests.
- 5.87.4 Implement the provisions and requirements of the Americans with Disabilities Act (ADA) and other design and development standards that will improve park facility safety and security features for park users, department personnel, and the public-at-large.
- 5.87.5 Promote sustainable landscapes to increase the ecological functions of natural areas and utilize native vegetation in planted areas, where possible.
- 5.87.6 Choose durable products to promote human health in a safe environment and consider life-cycle analysis of materials options. Incorporate green building



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technology including nontoxic materials and sustainable development practices. Select local products where feasible. Consider environmental as well as economic impacts

GOAL 5.98 INCREASE AWARENESS OF PARK AND RECREATION ACTIVITIES.

Policies

5.98.1 Promote the use of local parks through the media, Aquafest, other festivals and by providing information as to their availability such as publishing maps showing park locations and their available facilities.

5.98.2 Promote and provide volunteer opportunities.

5.98.3 Facilitate community involvement and stewardship.

a. Continue and expand the volunteer work party program.

b. Continue and expand the Adopt-a-Trail program.

c. Develop interlocal management agreements.

d. Encourage participation in community trail events.

e. Expand on existing relationships with schools, business and non-profit organizations.

5.98.4 Promote environmental protection as part of providing a successful park and recreation program by establishing a permanent celebration promoting Earth Day activities

5.98.5 Where appropriate, use adopt-a-park programs, neighborhood park watches, park police patrols and other innovative programs that will increase safety and security awareness and visibility.

5.98.6 Provide historic and natural interpretation opportunities throughout the city's park system.

5.98.7 Promote commercial recreation opportunities along the Centennial Trail and on and near the lake.

5.98.8 Utilize interpretive materials to highlight features such as native flora and historic points of interest

GOAL 5.109 CREATE EFFECTIVE AND EFFICIENT METHODS OF ACQUIRING, DEVELOPING, OPERATING AND MAINTAINING FACILITIES AND PROGRAMS THAT ACCURATELY DISTRIBUTE COSTS AND BENEFITS TO PUBLIC AND PRIVATE INTERESTS.

Policies



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- 5.109.1 Establish financing mechanisms to ensure that adequate parks, open space and recreation facilities are available to the community.
- 5.109.2 Investigate innovative available methods or the financing of maintenance and operating needs in order to reduce costs, retain financial flexibility, match user benefits and interests and increase facility services.
- 5.109.3 The city shall explore, and where appropriate, adopt a creative funding strategy which takes advantage of traditional sources such as capital budgeting, grants, and developer contributions, but also non-traditional sources including, but not limited to, volunteers, dedication of benches or other amenities for fundraising, interlocal agreements, donations, foundations, interjurisdictional partnerships and other appropriate mechanisms.
- 5.109.4 In developing the park system, encourage donations and dedications, conservation easements, innovative land use contractual agreements and other methods involving foundations, organizations, associations, trusts, developers, landowners, others from the private sector and neighboring and regional governments.
- 5.109.5 Allow fee stewardship programs to be established in conjunction with recognized land conservancies to maintain dedicated natural areas in lieu of permitting homeowner associations to assume such responsibilities (assuming the city does not wish to assume such responsibility).

GOAL 5.11 EXPAND ACTIVE RECREATION FACILITIES.

Policies

- 5.11.1 Look for opportunities to improve existing athletic facilities.
- 5.11.2 Investigate sites for new athletic facilities.
- 5.11.3 Partner with private and public organizations for funding opportunities for indoor and outdoor athletic facilities.



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Chapter 7: Public Services and Utilities Element





CHAPTER 7: PUBLIC SERVICES AND UTILITIES ELEMENT

A VISION FOR PUBLIC SERVICES AND UTILITIES

Lake Stevens will strive to provide excellent public utilities and services to meet the health and safety needs of the community in proportion to future population growth, and will continue to coordinate with local service providers such as the Lake Stevens Sewer District, Snohomish Regional Fire and Rescue and the Lake Stevens School District to ensure service continuity as the community grows.

INTRODUCTION.

This element addresses public utilities and services available in the city of Lake Stevens. It specifically considers the general location, proposed location and capacity of all existing and proposed utilities and public facilities, including public structures and utility lines. It also discusses levels of services for current and future residents and businesses. The discussion in this section relates to other elements including Parks, Transportation and Capital Financing.

Much of the planning for utilities in the Urban Growth Area (UGA) is the responsibility of various service providers and special purpose districts. The city and utility plans are often interrelated, as the utilities provide service to the city and activities in the city affect the demands upon the utilities.

The city cooperates with other cities and service providers in the joint delivery of utilities and services. The city is open to all opportunities to coordinate and cooperate with neighboring service providers.

The Planned Action EIS documents for the 20th Street SE Corridor and Lake Stevens Center subarea plans included updated information on utilities and public services and facilities. The city met with service and utility providers to determine the availability of service for future development within the subareas. The EIS documents provide details for each subarea plan including mitigation measures, if required.



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PLANNING CONTEXT

State Planning

Following the Growth Management Act (GMA), local jurisdictions must plan for the public service and facility needs in their communities based on projected growth. Planning for public services and utility facilities is imperative to guarantee sufficient local amenities for current and future residents within a defined level of service. Local public services and facilities range from municipal services, police, sewer and water infrastructure, schools, parks, etc. Regional services and facilities may include fire protection, telecommunications, transportation and electrical infrastructure. Communities must also incorporate policies to consider the location of essential public facilities such as education facilities, transportation facilities, correctional facilities, solid waste facilities and mental health/substance abuse facilities. Local jurisdictions must also develop a financing plan for public services and facilities, which is described in the Capital Facilities Plan.

The Washington Utilities and Transportation Commission (WUTC) regulate utilities and transportation. The WUTC is empowered to regulate utilities such as electrical, gas, irrigation, telecommunication and water companies. The WUTC has jurisdiction over rates and charges, services, facilities and practices of utilities. Any change in customer charges or service provision policy requires WUTC approval. The WUTC also requires gas providers to demonstrate that existing ratepayers will not subsidize new customers.

Regional Planning

The Puget Sound Regional Council (PSRC) Vision 2040 and Vision 2050 plans reiterate GMA goals and emphasizes providing adequate public services and facilities in a coordinated and cost-effective manner to support development. The Vision documents promote a central theme of efficient use and conservation of resources and facilities across the region. In Lake Stevens, most utility providers are independent local or regional providers. The city will continue to coordinate with utility providers and special purpose districts for local and regional delivery of services and facilities.

Countywide Planning

The Snohomish County Countywide Goal for Public Services and Facilities [\(2021\)](#) states,

“Snohomish County and its cities will coordinate and ~~strive to~~ develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities ~~and all~~ residents.”

The specific policies draw distinctions between services and facilities in urban and rural areas. Of note, the policies identify cities as the preferred urban service providers. As such,



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cities determine appropriate levels of service in incorporated areas or coordinate with the county through interlocal agreements for unincorporated areas to address services and facilities. Countywide, the cities and county should coordinate together and with service providers to determine the location and extent of public services and facilities to support jobs and housing. The countywide goals also emphasize conservation of public services, resources and facilities. Countywide planning policies identify standards for establishing and mitigating local, regional, statewide and federal essential public facilities. It also recommends the cities and county collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.

Lake Stevens Planning

The city provides many municipal services, including governance, administration, planning and community development, building permits, public works and projects, governmental financing, grant development and management, fire inspection and police services. Planning and provision of other services and utilities in the UGA is the responsibility of special purpose districts and utility providers. Future staffing levels are directly related to the degree to which annexations occur. Following several annexations between 2018 and 2021, the city has developed a strategic staffing plan that aims to continue to provide high levels of service to the community.

The city does not currently have a central municipal campus. Services are spread out at different locations in the downtown area including City Hall, the Permit Center, Public Works Maintenance and Equipment yard, Shop and Police Station.

The city cooperates with other cities and service providers in the joint planning and delivery of services within its UGA based on current and future growth projections, adopted levels of service and concurrency requirements. The Comprehensive Plan provides policy guidance on how utilities and services shall be planned and provided to ensure consistency between city and county planning documents. Services provided directly by special purpose districts include health, school, fire, power, judicial and library services. Snohomish Regional Fire and Rescue (Fire District), which was created through the merger of the Lake Stevens Fire District with Snohomish County Fire District 7 in 2020, provides fire protection services within the city and UGA.

The city asserts its interest to participate in the planning of rural areas outside of the UGA where future UGA expansions could occur. Utility and service planning requires that the city be involved in the planning and decision-making of these areas both to comment on future service impacts and to do its own service planning.

The following section provides specific descriptions of public services and utilities within the city and its UGA.



INVENTORY AND DESCRIPTION OF PUBLIC SERVICES AND UTILITIES.

Police Services

The Lake Stevens Police Department (Police Department) provides a full range of local law enforcement services within the City of Lake Stevens. These services include crime suppression and investigation, traffic enforcement, traffic accident investigation, marine law enforcement, community-oriented problem solving and partnerships with residents to solve quality of life issues throughout the community. The Police Department also contracts some of its services, including dispatch, jail, court services and vehicle maintenance.

The Police Department's community policing philosophy is based on the premise that a safe community requires positive, trusting, and productive relationships with all stakeholders. The Police Department currently responds to approximately 25,000 incidents annually. The average response time for the Police Department is three to four minutes for emergency calls and six to 10 minutes for all other calls. The Police Department is also part of a mutual aid agreement, which allows law enforcement agencies to assist each other with resources and personnel when requested.

In 2020, the Police Department conducted research to determine an appropriate staffing formula. The formula compares calls for service with the number of officers necessary to meet the call load as determined by the time needed to handle the calls and the time available to answer the calls. The formula considers workload, discretionary time, administrative time, reactive time, and current work schedule. As calls for service change over time, it is important to maintain the ratio which allows for a community policing philosophy. Maintaining a police force with adequate staffing levels to meet the adopted levels of service (LOS) standards will require anticipating increases in population, calls for service, annexations, mandated training requirements, and retirements.

Stormwater

The city of Lake Stevens provides stormwater services for the entire city. The system consists of surface runoff from roadways, inlets, pipes and ditch conveyance, water quality devices, storm ponds and outfalls. Within the system are two lakes, Stitch Lake and Lake Stevens. The stormwater system covers an area of approximately 5,700 acres (8.9 square miles) and is broken into 18 basins. Within the stormwater system, there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of roads side ditches, 66.2 miles of pipe and 22,942 feet of culverts.

The city has numerous older developments approved and constructed to rural standards. In some cases, stormwater detention/retention, water quality and conveyance and storm drainage facilities may not have been required at the time of construction. While new projects provide facilities to urban standards, the older developments continually affect neighborhoods, streets and the lakes by conveying runoff that is not channeled and not



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treated. As part of a citywide stormwater inventory, opportunities for regional stormwater treatment systems should be developed.

Some of the detention systems and ditches within subdivisions and commercial developments are privately owned and maintenance is the responsibility of the individual property owner/s, which is often under a homeowners' association or property management service. As the city approves new projects, they must meet the requirements of the Department of Ecology (DOE) stormwater manual and include maintenance provisions for the owner(s).

Lake Stevens is the [city's](#) largest stormwater feature [and was annexed into](#) the city [in 2021](#). The lake has multiple inflow areas and one outfall monitored by the city. A weir system located at the outfall of the lake controls the lake level. In 2010, the city adopted a Lake Level Management Plan to provide guidance and policy to perform this service.

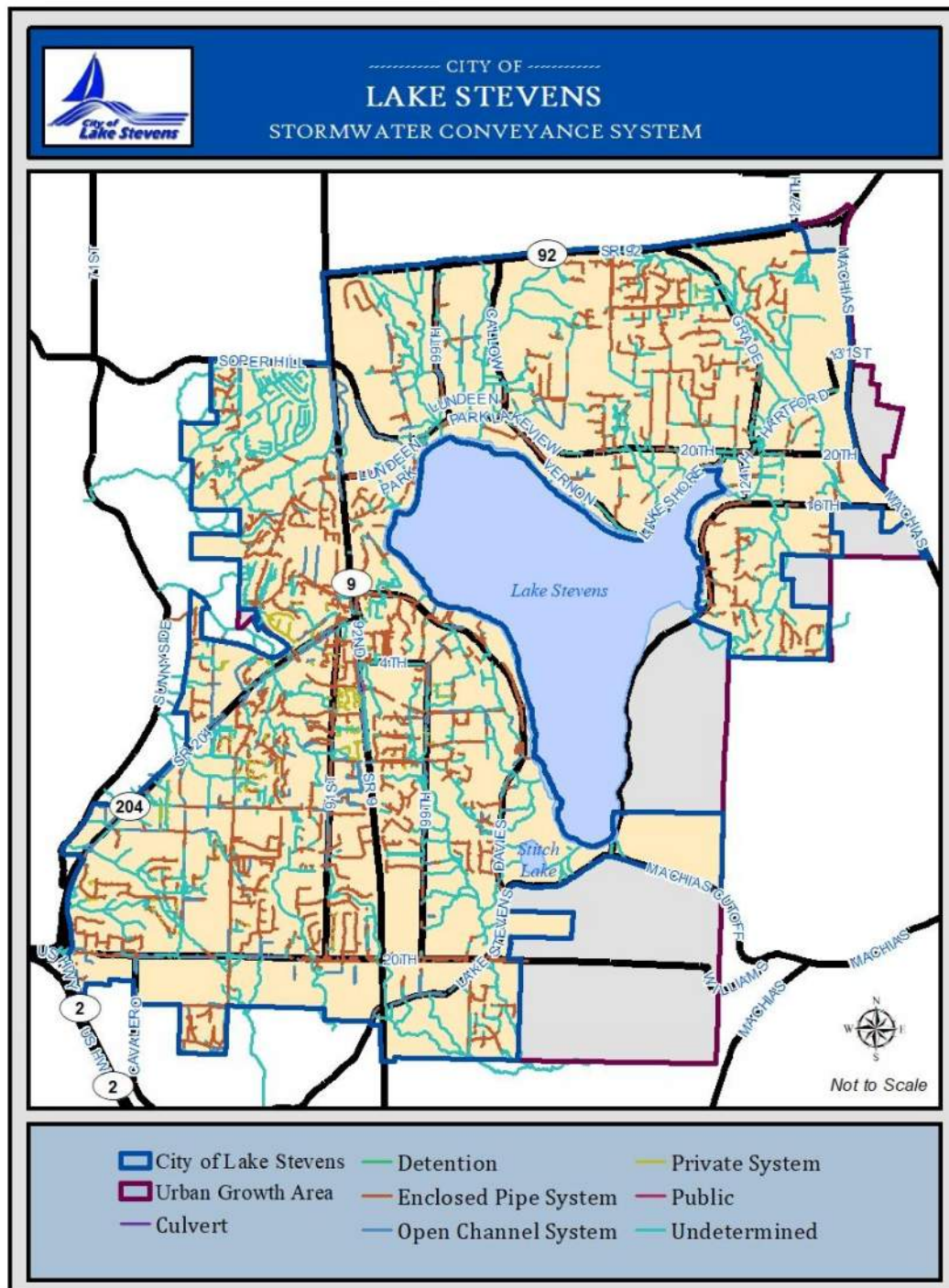


Figure 7.1 - Lake Stevens Stormwater Conveyance System



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Between April and through September the city manages the level of the lake. This serves three purposes:

- 1) Maintain the lake at a level to sustain downstream channel flows for aquatic habitat;
- 2) Protect downstream channel/flood from flash surges during heavy rainfall events; and
- 3) Maintain recreational usage of the lake in the historical shallow areas on the northwest side of the lake.

In August of 201~~92~~, the Washington State Department of Ecology (DOE) issued ~~two a~~ new “NPDES Phase II” municipal stormwater permits that affect~~s~~ Lake Stevens. Th~~isese~~ permits w~~asere~~ issued under the authority delegated to Ecology to implement requirements of the Federal Clean Water Act. The stormwater permits cover~~s~~ municipal storm sewer systems that discharge to surface waters that are not part of a combined sewer system ~~and is valid through~~ July 2024. The city is currently operating under the requirements of this permit. The city updates its Stormwater Management plan yearly per the requirement of its National Pollutant Discharge Elimination System (NPDES) permit. The NPDES program regulates discharges of water to ensure pollutants do not enter waters of the United States. The service area and drainage basins of the city are shown on Figure 7.1.

Sewer Service

In May of 2005, the city of Lake Stevens and the Lake Stevens Sewer District (Sewer District) entered into an interlocal agreement (ILA) entitled “Unified Sewer Services and Annexation Agreement.” Under the ILA, the Sewer District provides, maintains and operates sewer facilities throughout its district boundaries. The approximate ~~12.810.9~~ square mile service area includes the current city limits ~~(including the lake)~~, Lake Stevens UGA and a small area of overlap into the Marysville UGA. The entire boundary is shown in Figure 7.2.

The agreement also lays the groundwork for the eventual assumption of the Sewer District and its facilities, by the city, which will occur no sooner than 20 years from the District’s assumption of sewer responsibilities, unless both parties agree sooner to an amended schedule as part of continuing coordination between both agencies. The Sewer District will continue collecting and treating wastewater in the city and its UGA until this responsibility is transferred to the city per provisions of the ILA.

As of ~~the end of 2014~~2020, the District provided residential sewer service to ~~11,026~~12,767 equivalent residential units (ERUs)-connections with an estimated population of ~~34,477~~36,896 people. These connections are largely in the Lake Stevens UGA, with about 108 connections in plats either in the rural area or in the Marysville UGA. The District served an additional ~~162 commercial connections, representing approximately~~ 84654 equivalent residential units (ERUs for commercial and school connections).

The Lake Stevens Sewer District sewer system consists of a new wastewater treatment facility (WWTF, membrane bioreactor process, 2012), a former wastewater treatment plant site, ~~3029~~ lift stations, and 126 miles of sewer pipes, including over nine miles of force mains (4” to 19”



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diameter), ~~over 112 miles of gravity sewer collection, trunk and interceptor pipes (6" to 36" diameter) and one gravity sewer dosing station.~~ The collection system is a "separate" sewer system, designed to receive domestic, commercial and industrial pre-treated wastewater. The Sunnyside WWTF has a current permitted maximum month average daily flow capacity of 5.01 million gallons per day.



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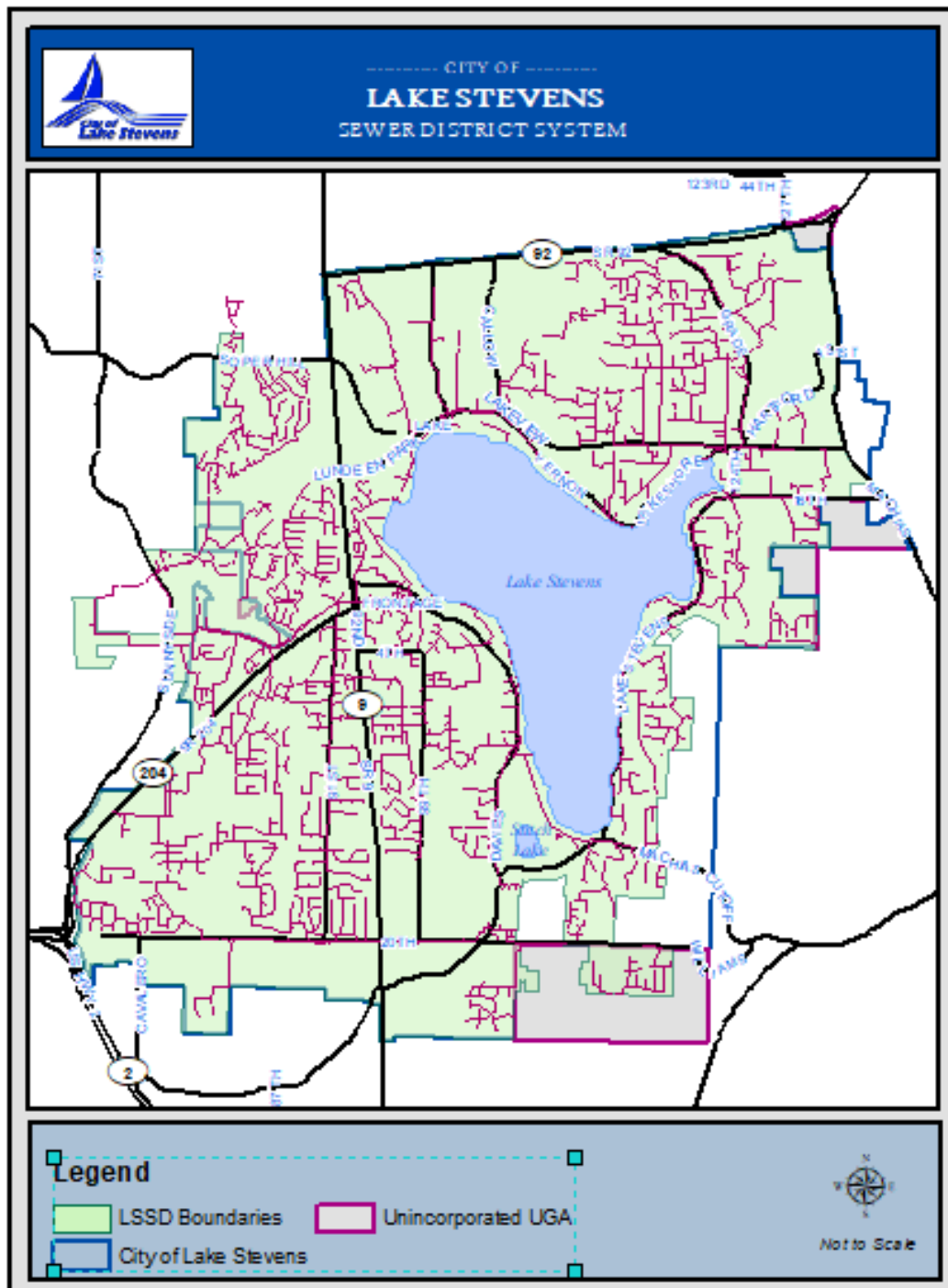


Figure 7.2 - Lake Stevens Sewer District Boundary Map



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The existing plant is in the process of decommissioning in phases, and the LSSD has initiated a project to remove much of the accumulated biosolids in the existing lagoon system. A future project will address final vacation of the site.

On October 24, 2016, the Lake Stevens Sewer District adopted a new Sanitary Sewer Comprehensive Plan. The 2016 Sanitary Sewer Comprehensive Plan for the Lake Stevens Sewer District presents the comprehensive planning needs for wastewater collection, transmission, treatment and discharge for the planning period 2016 through 2035. The District issued Amendment 1 in May 2019, [and as of August 2022 was in the process of adopting an updated \(2021\) plan with a new planning period of 2021 through 2041](#). The city has adopted these plans by reference into the city of Lake Stevens Comprehensive Plan.

The sewer service and planning area is the Lake Stevens UGA and the two presently served plats referenced above. The 2016 Sewer Plan ~~has~~ also designated the rural-urban transition areas (RUTAs) around the geographic limits of the UGA as an Additional Study Area, in order to support an early estimate of the magnitude of potential future growth of the District's sewer service area. The main planning criteria is 70 gallons per capita per day of wastewater flow, and an average of 2.70 persons per dwelling unit or ERU. Additional allowances are made for extraneous flows in the wastewater system due to inflow and infiltration. ERUs for commercial connections are determined based on water consumption of 900 cubic feet per month, per ERU. [These calculations will be updated upon adoption of the district's 2021 plan.](#)

Additionally, the city and the Sewer District coordinate on capital facilities planning to benefit the community and its economic development. During the environmental impact process for the 20th Street SE Corridor and Lake Stevens Center subarea plans in 2012, the city and Sewer District reviewed projects and capital improvements required for development of the two subareas over the next 20 years. The city and Sewer District continue to plan jointly for the city's Growth Centers, including Downtown Lake Stevens.

This plan asserts a goal of eliminating all septic systems over time as the sewer system and the city limits expand. New developments, re-built structures, new industrial development in the Hartford Road and other non-residential areas would all be required to provide sewers to the extent the existing system is available or can be extended.

Snohomish Regional Fire and Rescue

In August 2019, voters approved the merger of the Lake Stevens Fire District and Snohomish County Fire District 7, which became effective in January 2020 and was later renamed Snohomish Regional Fire and Rescue ([SRFR](#)). The newly combined district covers an area of approximately 140 square miles, including the 46 square miles that Lake Stevens Fire previously served in Lake Stevens and its UGA (Figure 7.3). The district provides fire prevention and suppression services, emergency medical services (EMS) including Advanced Life Support (ALS), technical rescue and fire marshal services. In



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2019, the combined district responded to over 17,000 calls. The district has 124 fire stations, including two in Lake Stevens:

- Station 81 (12409 21st Street NE, Lake Stevens 98258)
- Station 82 (9811 Chapel Hill Road, Lake Stevens 98258)

Through strategic planning the former district was able to increase the daily staffing level to 14 firefighters in 2017. ~~The newly combined district plans to construct an additional fire station for the year 2022.~~ SRFR adopted a new Capital Facilities Plan in 2021.

In 2013, the Washington Surveying and Rating Bureau completed its evaluation of the fire protection capabilities for the city of Lake Stevens. This evaluation resulted in an improved protection class rating from Protection Class 5 to Protection Class 4.

Annually the Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens and reviews land use and building permits through the Fire Marshal's office.

Snohomish Regional Fire and Rescue and the city will continue to partner together to meet the fire protection and emergency medical services needs of the community. The city has adopted by reference the Lake Stevens Fire Capital Facilities Plan and will adopt future versions of the Snohomish Regional Fire and Rescue CFP.

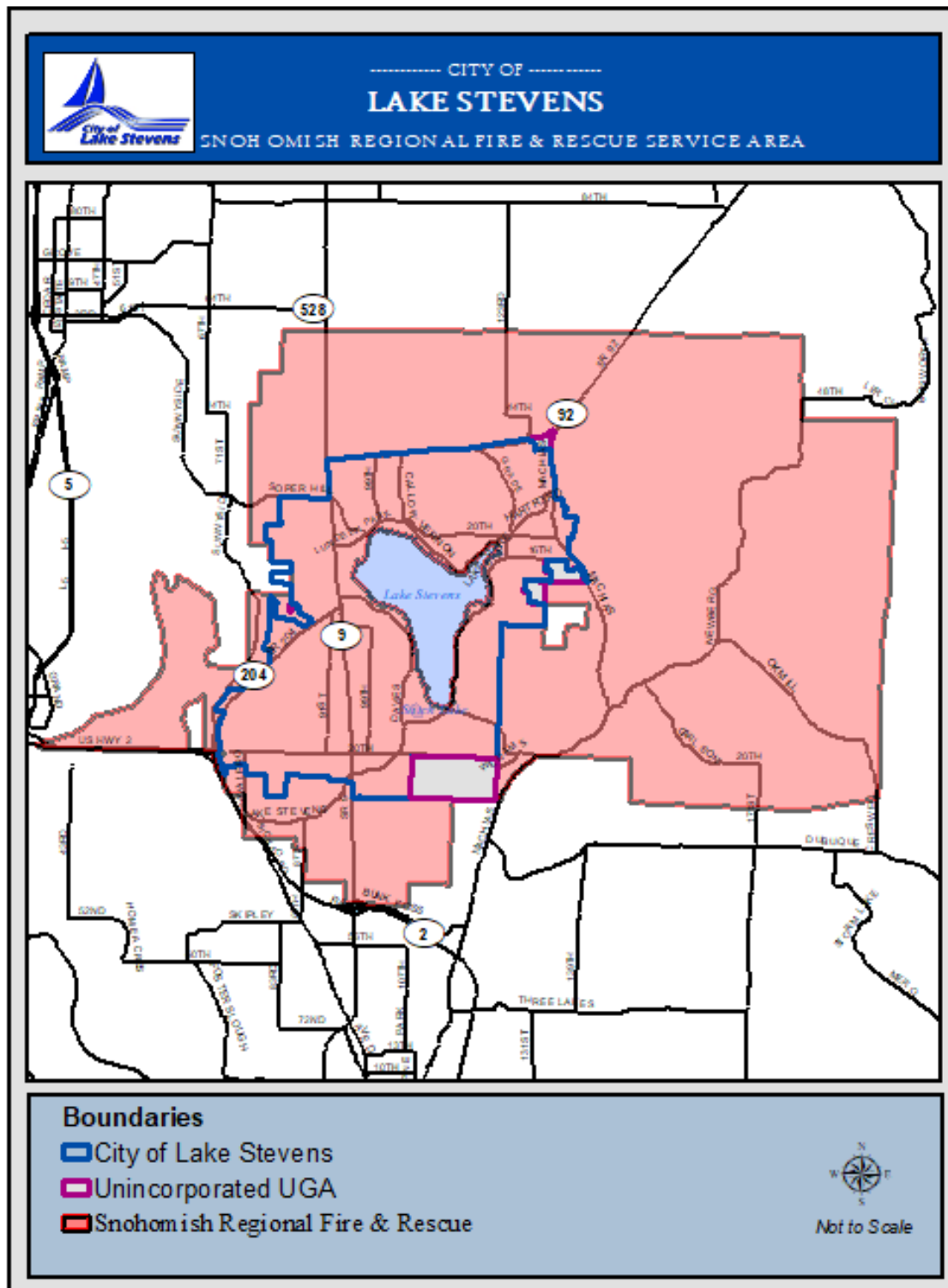


Figure 7.3 – Snohomish Regional Fire and Rescue Service Area



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Lake Stevens School District

The Lake Stevens School District covers approximately 37 square miles, encompassing all of Lake Stevens as well as portions of unincorporated Snohomish County and a small portion of the city of Marysville. The District is located south of the Marysville School District and north of the Snohomish School District (see Figure 7.4).

~~There is a current~~As of April 2022, there was a student population of 9,256~~00~~ within the Lake Stevens School District served by seven elementary schools grades K-5 (Stevens Creek, Mt. Pilchuck, Hillcrest, Sunnycrest, Glenwood, Highland and Skyline), two middle schools grades 6-7 (Lake Stevens and North Lake), one mid-high school grades 8-9 (Cavelero), one high school grades 10-12 (Lake Stevens), one early learning center and one homeschool partnership program for grades K-12 (HomeLink). The District also owns approximately 71 acres of vacant land.

The Lake Stevens School District has experienced steady upward growth in enrollment for the past four decades. Student enrollment in the School District remained relatively constant between 1973 and 1985 (15%) and then grew significantly from 1985 through 2005 (approximately 120%). Between 2012~~4~~ and 2021~~19~~, student enrollment increased by 1,338~~215~~ students, approximately 16~~5~~%, compared to Overall, there was a 2.5% increase countywide during this period. The School District has been, and is projected to continue to be, one of the fastest growing districts in Snohomish County based on the Office of Financial Management population forecast. Population forecasts estimate the Lake Stevens UGA population will increase to 46,380~~50,952~~ people in 2044~~35~~. Likewise, the population within the Lake Stevens School District boundaries will rise from 43,000~~23850,461~~ in 2020~~15~~ to over 61,000~~67,294~~ in 2044, an increase of 33%~~35~~. Planned improvements in the Lake Stevens School District through the Year 2027~~5~~ based on enrollment projections include the construction of three new elementary schools and one middle school, the installation of additional portable classrooms at existing facilities and new site acquisitions (for two schools) and improvements.

The city has adopted by reference the current Lake Stevens School District No. 4 2020-2025 Capital Facilities Plan, which was most recently updated and adopted by the Lake Stevens School District Board of Directors in August 2022 for the 2022-2027 planning period~~0~~. This Plan provides the basis for charging GMA-based impact fees as implemented in the city's Land Use Code. The District participates in the school impact mitigation fee program and issues an updated Capital Facilities Plan every two years. The city applies a discount to the calculated rate, as do most other cities in Snohomish County.

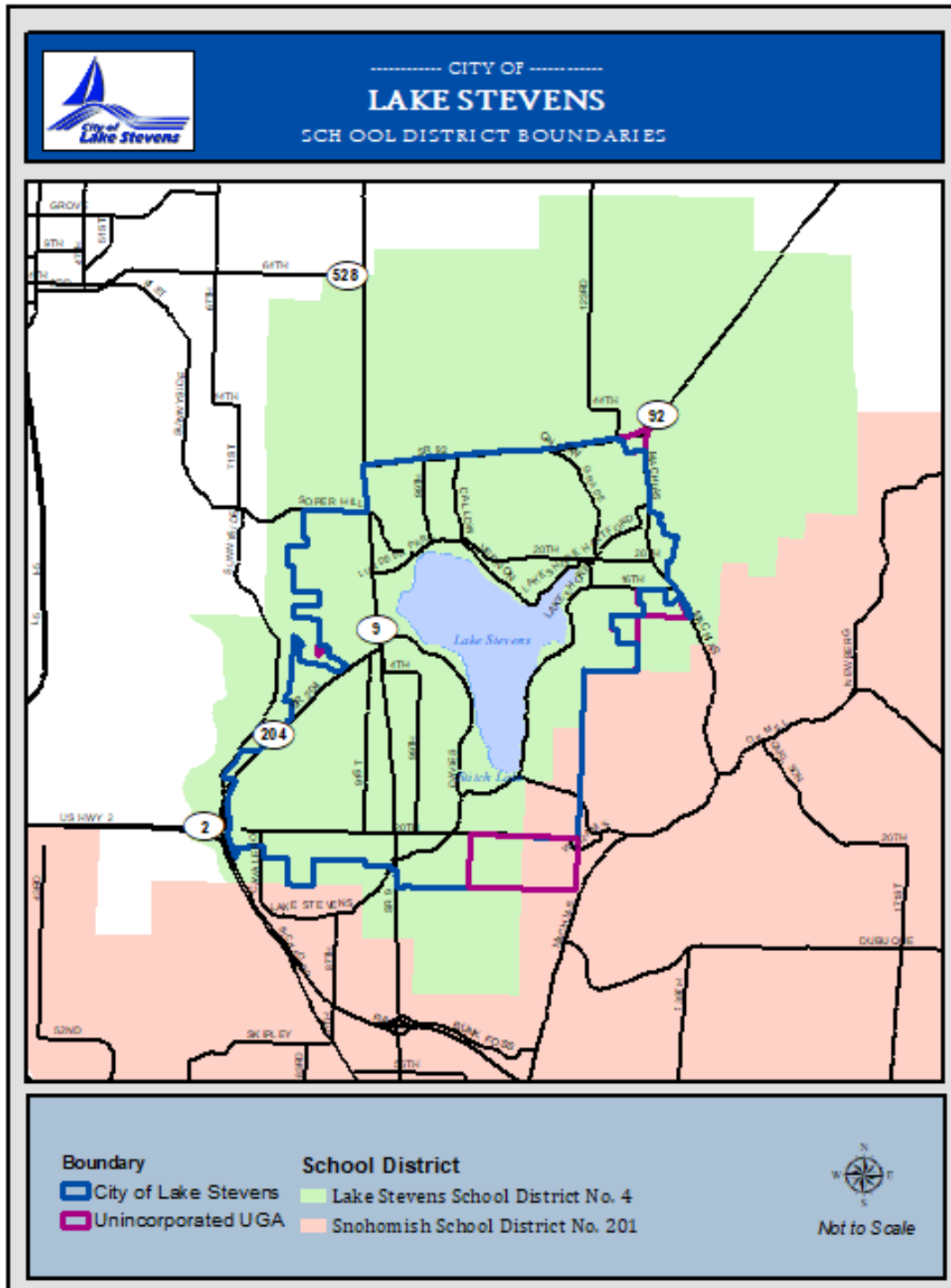


Figure 7.4 - School District Boundary



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Snohomish School District.

The Snohomish School District covers areas in the southeastern portion of the city that were annexed between 2018 and 202~~21~~²⁴, -as well as portions of the UGA south of 20th St SE. No Snohomish School District schools are currently located within the boundaries of the city or its UGA. [The majority of students in the city and its UGA that are served by the Snohomish School District attend Cascade View Elementary, Centennial Middle School, and Snohomish High School, with a small area of the UGA south of 20th within the boundaries of Machias Elementary](#) The city adopted the Snohomish School District's Capital Facilities Plan by reference into the Comprehensive Plan in 2021. [The updated plan for the 2022-2027 planning period was adopted by the Snohomish School District Board of Directors in July 2022.](#)

Snohomish County Health District

The city contracts with the Snohomish County Health District for public health services. The most common task the Health District performs in the Lake Stevens area is approving septic systems. Other responsibilities include food service inspections and issuing state permits for certain (potentially noxious) activities (e.g., septic sludge recycling, soil processing, etc.). [The district is scheduled to become an integrated department of Snohomish County in January 2023.](#)

Solid Waste

Waste Management Northwest provides solid waste services within the city under a ten-year contract that expires in 2031. -Recycling is provided by East Snohomish County Association of Recycling Cities (ESCARC), contracting with Fiber International. ESCARC members are Monroe, Snohomish, Lake Stevens, Sultan, Granite Falls and Gold Bar. These cities pool resources to provide the capital facilities for lower cost recycling. The city receives curbside service from Bill's Disposal service, which is a division of Fiber International.

Natural Gas

Puget Sound Energy (PSE) provides natural gas service through a city franchise. PSE is the largest natural gas company in Washington serving approximately ~~900770~~⁹⁰⁰⁷⁷⁰,000 customers in ~~ten six~~ counties and 64 cities. It is a demand-driven utility, meaning that no service is initiated until requested by a specific customer. As natural gas is a competitive energy source, it can be assumed that the demand for it will continue to grow, particularly if substantial savings over other fuels can be effectively demonstrated ([Acme](#), 1993).

The U.S. Department of Energy estimates a 60-year supply of conventional natural gas reserves exists. Unconventional reserves requiring advanced technology are estimated at a 150-200 year supply.



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Telecommunications

Telecommunication facilities are private utilities that provide services such as television (broadcast, cable and satellite), phone (direct lines and cellular) and internet. Content is transmitted by a variety of methods that may include cable lines, electrical wires or fiber and optical fibers. Wireless technology includes traditional broadcasting, radio transmission and cellular networks. Telecommunication services often use existing infrastructure along utility corridors and public rights-of-way.

The telecommunications industry is evolving and will continue changing over the next 20 years. Telecommunications services are integral to the modern world and economy. For example, the telecommunications industry is the primary conduit for information exchange between individuals, corporations and public service providers. As this industry changes, there may be unknown impacts on land use planning, existing facilities and regulatory oversight. The city should coordinate with service providers to plan for the construction and reconstruction of facilities and provide feedback on capacity, design and equipment.

Electrical Utilities

The Public Utility District No. 1 of Snohomish County (PUD), which purchases 80 percent of its power from the Bonneville Power Administration (BPA), serves the city of Lake Stevens. The remainder of the PUD's power is provided by a mix of renewable resources that include output from the PUD's Jackson, Youngs Creek and Woods Creek hydroelectric projects, and several long-term contracts for wind, landfill gas, biogas, and biomass.

The PUD uses an 115,000-volt transmission system to distribute electricity from three major BPA delivery points in Snohomish County to distribution substations. These substations transform the transmission voltage to 12,500-volt distribution voltage. PUD electrical facilities of less than 55,000 volts (55 kV) are referred to as distribution facilities. Facilities of more than 55,000 volts (55 kV) are referred to as transmission facilities.

There are three distribution substations, Hartford, Lake Stevens and Frontier, within the city limits of city of Lake Stevens. The city is fully served by these substations with distribution lines that extend service to all residential, commercial and public customers. According to the PUD, there is ample capacity to meet existing demand for both the incorporated city limits as well as the UGA.

In addition to PUD facilities, there are Bonneville Power Administration and Seattle City Light Transmission lines that pass through the city that constitute regional power transmission facilities.

Water Utilities

Except for a few homes on wells, the Public Utility District No. 1 of Snohomish County (PUD) provides water service. The PUD currently owns and operates nine water systems. PUD's



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Lake Stevens Water System serves the city. The service area is bounded on the west by Ebey Slough and the Snohomish River; on the north by Marysville and Arlington; on the east by the Snohomish County Commercial Forest-Forest Transition Area (CF-FTA); and on the south by the boundaries of other water systems.

The city of Everett's transmission lines from Spada Lake pass through the water service area, delivering water to Everett and to many water customers. In 2012, PUD converted its emergency wells, in the northeast corner of the city, to full-time use to supplement the water supply purchased from Everett. The PUD's Walker Hill storage reservoirs (4 million gallons capacity) and Hillcrest reservoirs (6 million gallons capacity) serve both the city and the UGA. The distribution system within the city is shown in Figure 7.5. In 2012, PUD constructed water main extensions to merge its Lake Roesiger water system into the Lake Stevens system. In 2014, PUD constructed water main extensions to merge its Dubuque water system into the Lake Stevens system.

The following is an overview of the Lake Stevens water system and its major facilities, including updates provided by the PUD since its *2011 Water System Plan*. [As of August 2022, PUD has prepared but is yet to adopt a 2021 Water System Plan.](#)

Source – Eleven connections to the city of Everett's Transmission Pipeline Nos. 2, 3 and 5 provide the primary water supply to the Lake Stevens Water System. Water from five of these connections flows by gravity into the water system, while the remaining six have pump stations to deliver the water. Four connections are inside the city limits, including one connection shared with the city of Marysville. As stated earlier, two wells supplement the primary water supply.

Storage – The PUD Lake Stevens water system contains eight storage reservoirs, with a combined capacity of over 14 million gallons. Four of these reservoirs are located in the city at the Walker Hill and Hillcrest tank sites. The water storage capacity in the city is 10 million gallons.

Transmission and Distribution Pipelines – There are over ~~330~~[408](#) miles of pipe in the PUD's Lake Stevens water system. Pipeline sizes range from 3/4 to ~~30~~[40](#) inches and materials include cast iron, asbestos cement, ductile iron, galvanized, and steel.

Booster Pump Stations – At higher elevations, booster pump stations provide additional pressure. In the city, there are two booster pump stations serving the Walker Hill and Hillcrest areas.

Pressure Reducing Stations – There are 35 pressure-reducing stations throughout the Lake Stevens Water System that help regulate pressure and define the separate pressure zones. Inside the city limits, there are six pressure zones served by seven pressure-reducing stations, which provide reasonable pressure to all city consumers.

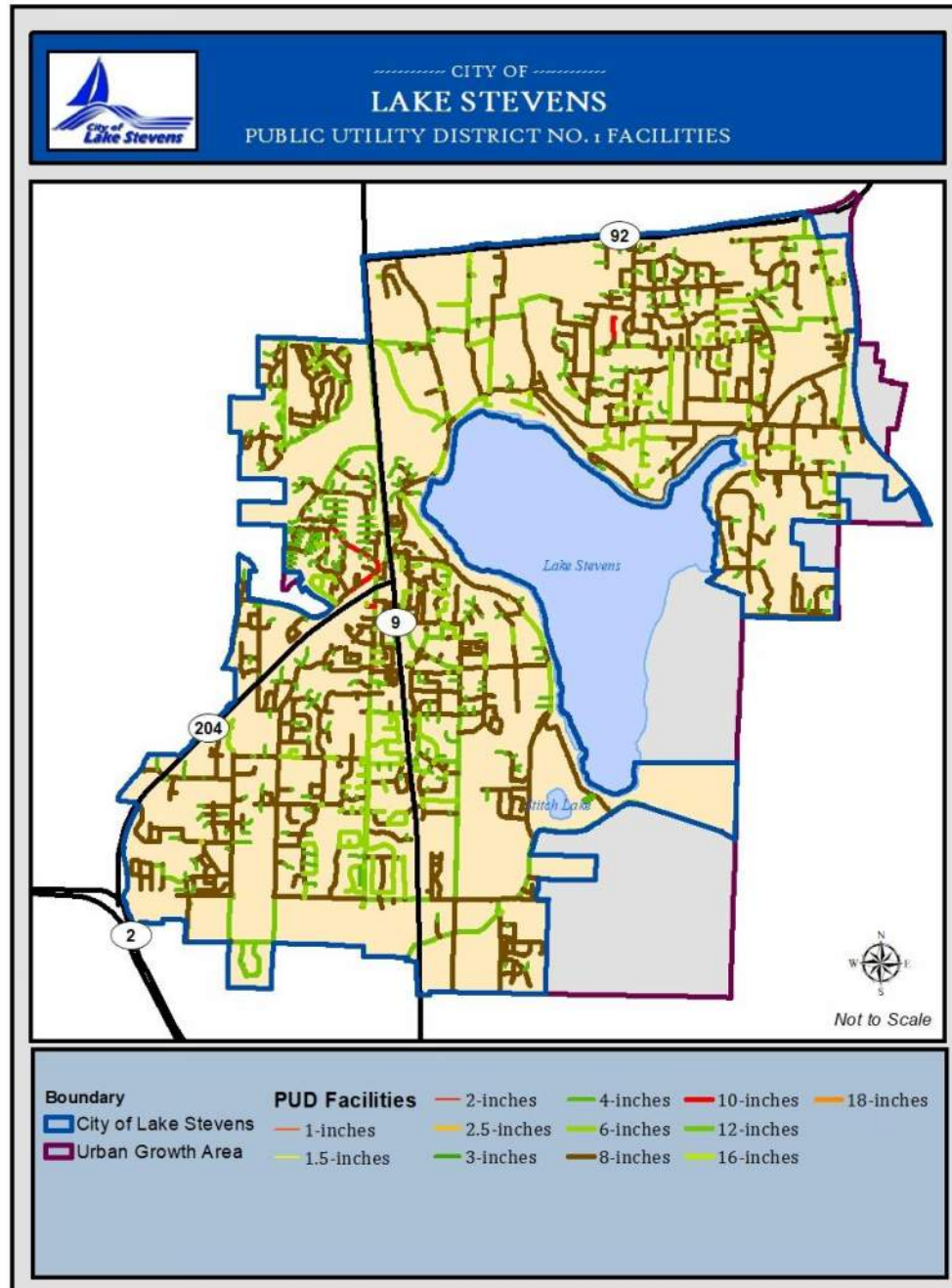


Figure 7.5 – Map of Water Facilities



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The PUD normally designs its water facilities to provide fire flow capacity of at least 1,000 gallons per minute (gpm). In some areas, flows up to 3,000 gpm are available. Developers must fund and construct any improvements necessary to bring water to their projects and to achieve fire flow required by the Fire Marshal. The PUD's water source and storage are adequate for projected growth within its water service area.

Essential Public Facilities

Under GMA provisions (RCW 36.70A.200) jurisdictions shall include a process for identifying and siting essential public facilities. An essential public facility can be any facility owned or operated by a federal, state or local government, public utility, transportation authority or other entities that provide public services. Essential public facilities are typically difficult to site, such as education facilities, regional transportation facilities (e.g. airports), solid waste-handling facilities, regional transit authority facilities, state or local correctional facilities and in-patient facilities including substance abuse, mental health and group homes. The GMA provides that no comprehensive plan or development regulations may preclude the siting of essential public facilities. However, jurisdictions can impose reasonable conditions or mitigations on essential public facilities through its comprehensive plan or development regulations, provided these do not preclude the siting of the facility. The city has adopted essential public facilities standards within the municipal code.



GOALS AND POLICIES

GOAL 7.1 COORDINATE WITH CITY DEPARTMENTS, SPECIAL PURPOSE DISTRICTS, UTILITY COMPANIES AND OTHER SERVICE PROVIDERS TO ENSURE THE ADEQUATE DISTRIBUTION OF PUBLIC SERVICES AND FACILITIES THROUGHOUT THE CITY AND CONSISTENCY WITH THE LAND USE ELEMENT.

Policies

- 7.1.1 Coordinate with city departments including Administration, Finance, Planning and Community Development, Police Department and Public Works to ensure public facilities are adequately maintained and distributed to support the community's needs and that each department's planning documents are consistent.
- 7.1.2 Coordinate with special purpose districts including the Lake Stevens Sewer District and Snohomish County PUD and other utility providers (e.g., gas, electrical, phone, etc.) to ensure public facilities are adequately maintained and distributed to support the community's needs and that each agency's planning documents are consistent.
- 7.1.2 Coordinate with local and regional service providers including the Lake Stevens School District, Snohomish Regional Fire and Rescue, Sno-Isle Library, etc. to ensure public services are adequately maintained and distributed to support the community's needs and that each agency's' planning documents are consistent.
- 7.2.1 Prepare and adopt a detailed master storm drainage plan for the city to coordinate storm drainage and detention/retention consistent with the concept plan adopted as part of this element to include cumulative watershed effects.
- 7.2.2 Prepare and adopt a detailed master sewer plan for the city to coordinate sewer and detention/retention consistent with the concept plan adopted as part of this element.
- 7.2.3 Protect existing regional transmission facilities for Snohomish County PUD, Lake Stevens Sewer District and Puget Sound Energy from encroachment by incompatible urban development.



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GOAL 7.2 PROVIDE THE BEST CITY HALL SERVICE ATTAINABLE WITHIN BUDGET PARAMETERS AND MINIMIZE GOVERNMENTAL EXPENDITURES BY REDUCING DUPLICATION OF SERVICES.

Policies

- 7.2.1 Strive to maintain efficiency in the provision of city government services through continual evaluation and improvement of administrative, technical and personnel procedures and practices, as well as the Lake Stevens Municipal Code.
- 7.2.2 Devote adequate funds to ensure quality staffing.
- 7.2.3 Ensure that elected officials, appointed commissioners and staff maintain and/or improve their levels of expertise through continued education, development and peer consultation.
- 7.2.4 Take advantage of affordable technological advances where it results in better and more efficient levels of service.
- 7.2.5 In order to expand services to the citizens of Lake Stevens in a fiscally responsible manner, continue and expand the practice of interagency cooperation by sharing personnel and facilities wherever possible.
- 7.2.6 Provide adequate public facilities to support the city's administrative and field operations.
- 7.2.7 Assure private property is not taken for public use without just compensation.

GOAL 7.3 PROVIDE FOR ADEQUATE POLICE AND FIRE PROTECTION SERVICES.

Policies

- 7.3.1 Periodically review and update police staffing analysis based on national practices using a work-load based model.
- 7.3.2 Maintain and update the Police Department Strategic Plan including goals to reduce crime and addressing conditions affecting the quality of life of the community.
- 7.3.3 Coordinate police services with fire protection services and other local, state and federal agencies to develop a disaster preparedness program for Lake Stevens.
- 7.3.4 Support the Snohomish County Fire Prevention District #7 to maintain its adopted level of service.



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- 7.3.5 Coordinate with the Fire District on review of submitted site and building plans.
- 7.3.6 Coordinate land use density and intensity with the Fire District's capital budget in order to provide services within the city.
- 7.3.7 Consider the disaster response implications in prioritizing Fire District capital improvement and public service planning.

GOAL 7.4 PROVIDE ADEQUATE SCHOOL FACILITIES.

Policies

- 7.4.1 Support the Lake Stevens and Snohomish school districts to maintain there adopted levels of service.
- 7.4.2 Coordinate land use density and intensity with the School District capital budgets in order to provide services within the city.
- 7.4.3 The city will adopt by reference the affected School District Capital Facilities Plan. The City Council shall review the CFPs every two years to ensure consistency with the requirements of the GMA; the impact fee calculation is consistent with the city's adopted formula and the CFP has been adopted by the District's Board of Directors.

GOAL 7.5 PROVIDE ADEQUATE STORMWATER FACILITIES AND SERVICES.

Policies

- 7.5.1 Continue to implement programs and projects designed to meet the goals and requirements of Department of Ecology's NPDES permit.
- 7.5.2 Maintain and enforce land-use plans and ordinances requiring stormwater controls for new development and re-development.
- 7.5.3 Actively promote and support education efforts focusing on all facets of stormwater management.
- 7.5.4 Develop and maintain a comprehensive stormwater inventory and identify needs to ensure a functioning stormwater system.
- 7.5.5 Integrate distributed, small-scale stormwater controls and prevent measurable harm to streams, lakes, wetlands and other natural aquatic systems from



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commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape.

- 7.5.6 Promote education of controlling the release of chemicals from residential fertilizing and weed/insect control on Lake Stevens and its watershed.

GOAL 7.6 STRIVE TO PROVIDE ADEQUATE SEWER SERVICES TO EVERY RESIDENCE AND BUSINESS IN THE CITY.

Policies

- 7.6.1 Support the Lake Stevens Sewer District to maintain its adopted level of service.
- 7.6.2 Support the implementation of the Lake Stevens Sewer District capital facilities plan. Coordinate land use density and intensity with the Sewer District's capital planning work and budget in order to provide services within the city.
- 7.6.3 As needed to further the purposes and goals of the Unified Sewer Service and Annexation Agreement, the city will continue to work with the Lake Stevens Sewer District to review and amend existing regulations to provide commonality, consistency, predictability and concurrent levels of sewer permits and regulation.
- 7.6.4 Coordinate city-sponsored capital improvements with the Lake Stevens Sewer District, Snohomish County Health District and neighboring jurisdictions to ensure effective and cost-efficient provision of sewer service.
- 7.6.5 Support the Lake Stevens Sewer District in accomplishing sewer expansions in future expanded urban growth boundaries and high priority development areas within the city as well as priority development areas such as Downtown Lake Stevens.
- 7.6.6 Replace failing septic systems within the urban growth area with sanitary sewers; use innovative and state-of-the-art design and techniques when replacing septic tanks to restore and improve environmental quality.
- 7.6.7 Support efforts to require new development within the urban growth area to obtain sanitary sewer systems or fit it with dry sewers in anticipation of connection to the sewer system. Alternative technology to sewers should only be considered when it can be shown to produce treatment at standards that are equal to or better than the sewer system and where a long-term maintenance plan is in place.



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GOAL 7.7 PROCESS PERMITS FOR UTILITY FACILITIES AND OTHER SERVICE PROVIDERS IN A FAIR AND TIMELY MANNER AND IN ACCORD WITH THE DEVELOPMENT REGULATIONS, WHICH ENCOURAGES PREDICTABILITY.

Policies

- 7.7.1 Promote co-location of new public and private utility distribution facilities and coordination of construction timing to minimize construction-related disruptions and reduce the cost to the public of utility delivery.
- 7.7.2 Provide timely and effective notice to utilities to encourage coordination of public and private utility trenching activities for new construction and maintenance and repair of existing roads.
- 7.7.3 The city shall encourage provision of an efficient, cost effective and reliable utility service by ensuring land will be made available for the location of utility lines or other utilities.
- 7.7.4 The city will promote the extension of distribution lines to and within the urban growth area. Coordinate land use and facility planning to allow eventual siting and construction of any utility distribution lines within or adjacent to rights-of-way which are being dedicated or within roads which are being constructed or reconstructed.
- 7.7.5 The city shall encourage system design practices intended to minimize the number and duration of interruptions to customer service.
- 7.7.6 The city will formulate, interpret, and apply the land development regulations to allow the timely development of utility facility additions and improvements.

GOAL 7.8 ENSURE THAT UTILITIES PROVIDE SERVICE IN A MANNER THAT IS ENVIRONMENTALLY SENSITIVE, SAFE, RELIABLE AND COMPATIBLE WITH THE SURROUNDING PROPERTIES.

Policies

- 7.8.1 Proposals for electricity generation facilities should be scrutinized carefully to avoid impacts on local air and water quality.
- 7.8.2 The city will consider public utility substations, transmission facilities and other regional facilities as “necessary public facilities” for purposes of permit review, provided that utility providers can prove locational need and significant mitigation of impacts.



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GOAL 7.9 PROMOTE CONSERVATION AND ENERGY EFFICIENCY AND ALLOW FOR ALTERNATIVE DESIGN STANDARDS AND/OR MATERIALS.

Policies

- 7.9.1 Encourage conservation of resources and reduction of energy consumption to extend the life of existing electrical energy and infrastructure.
- 7.9.2 Promote the reduction of water consumption through conservation, efficiency, reclamation and reuse to reduce wastewater generation and ensure continued water availability.
- 7.9.3 Coordinate with water purveyors and local and tribal governments to identify and develop additional water supply sources to meet the region's long-term water needs and growth strategy, recognizing the potential impacts on water supply from climate change and fisheries protection.
- 7.9.4 Consider the needs for both human consumption and for environmental balance, including potential impacts of climate change on regional water sources.
- 7.9.5 Support renewable energy resources, energy management technology and the conversion to cost-effective and environmentally sensitive alternative technologies to meet the region's energy needs.
- 7.9.4 Promote low impact development projects and techniques on non-LID projects to conserve and use existing natural site features
- 7.9.5 The city should support development of a biofuel technology to provide more options to reduce vehicular pollution (city fleet to cleaner fuels). The city will move toward biofuel technology as fleet replacement occurs and as the technology is developed and proven.
- 7.9.6 Reduce the rate of energy use per capita, both in building use and in transportation activities.
- 7.9.7 Reduce greenhouse gases by expanding the use of conservation and alternative energy sources and by reducing vehicle miles traveled by increasing alternatives to driving alone.



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GOAL 7.10 SUPPORT LESS RESOURCE CONSUMPTION THROUGH PROGRAMS AIMED TOWARD REDUCING, REUSING, AND RECYCLING OF RESOURCES.

Policies

- 7.10.1 Promote demand management and the conservation of services and facilities prior to developing new facilities.
- 7.10.2 Maintain and expand reduction, re-use, and recycling programs in the city.
- 7.10.3 Support local, regional, state, federal, and private programs aimed at reduction, re-use, and recycling of natural resources.
- 7.10.4 Allow zoning for businesses aimed at recycling materials when it does not pose a threat to the community's health and welfare.
- 7.10.5 Examine the feasibility of requiring, through zoning or other legislative mechanisms, that distributors of hazardous, noxious or toxic materials accept those materials for recycling.

GOAL 7.11 ESTABLISH A PROCESS AND IMPLEMENT DEVELOPMENT REGULATIONS TO IDENTIFY AND SITE LOCAL ESSENTIAL PUBLIC FACILITIES, CONSISTENT WITH THE PROVISIONS OF THE GMA.

Policies

- 7.11.1 The city will not preclude the siting of essential public facilities; however, it shall enforce its Comprehensive Plan and development regulations to ensure reasonable compatibility with other land uses when considering location and intensity of development.
- 7.11.2 Local essential public facilities should be sited to support the countywide land use pattern, support economic activities, reduce environmental impacts, provide amenities or incentives, and minimize public costs. This siting process should include:
 - a. A definition of these facilities;
 - b. An inventory of existing and future facilities;
 - d. A public involvement strategy;
 - e. Assurance that the environment and public health and safety are protected; and
 - f. A consideration of alternatives to the facility.



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- 7.11.3 Collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.
- 7.11.4 Consider the location of local essential public facilities inside Urban Growth Areas, unless it is demonstrated that a non-urban site is the most appropriate location for such a facility. Local essential public facilities located outside of an Urban Growth Area shall be self-contained or be served by urban governmental services in a manner that shall not promote sprawl.
- 7.11.5 Develop reasonable conditions, alternatives and/or mitigation requirements to address the potential adverse impacts of siting local, regional, statewide, or federal essential public facilities.

GOAL 7.12 AS THE CITY ANNEXES NEW AREAS STRIVE FOR A SMOOTH TRANSITION OF SERVICE PROVIDERS TO MINIMIZE FINANCIAL AND LOGISTICAL IMPACTS ON CITIZENS.

Policies

- 7.12.1 Under the Growth Management Act and Lake Stevens Comprehensive Plan the city is likely to be the provider of general government services within the Urban Growth Area. For potential annexation it is the city's policy to have interlocal agreements achieving the orderly transition of services during annexation.
- 7.12.2 Establish an interlocal agreement model with Snohomish County and other service provider agencies to facilitate the transfer of governance within the city's UGA in an expeditious and consistent manner.
- 7.12.3 The city asserts its interest in areas outside the UGA where it is possible that future UGA expansions could occur. The city will become involved in these areas' planning and decision making, both to comment on future service impacts and to assist its own service planning.

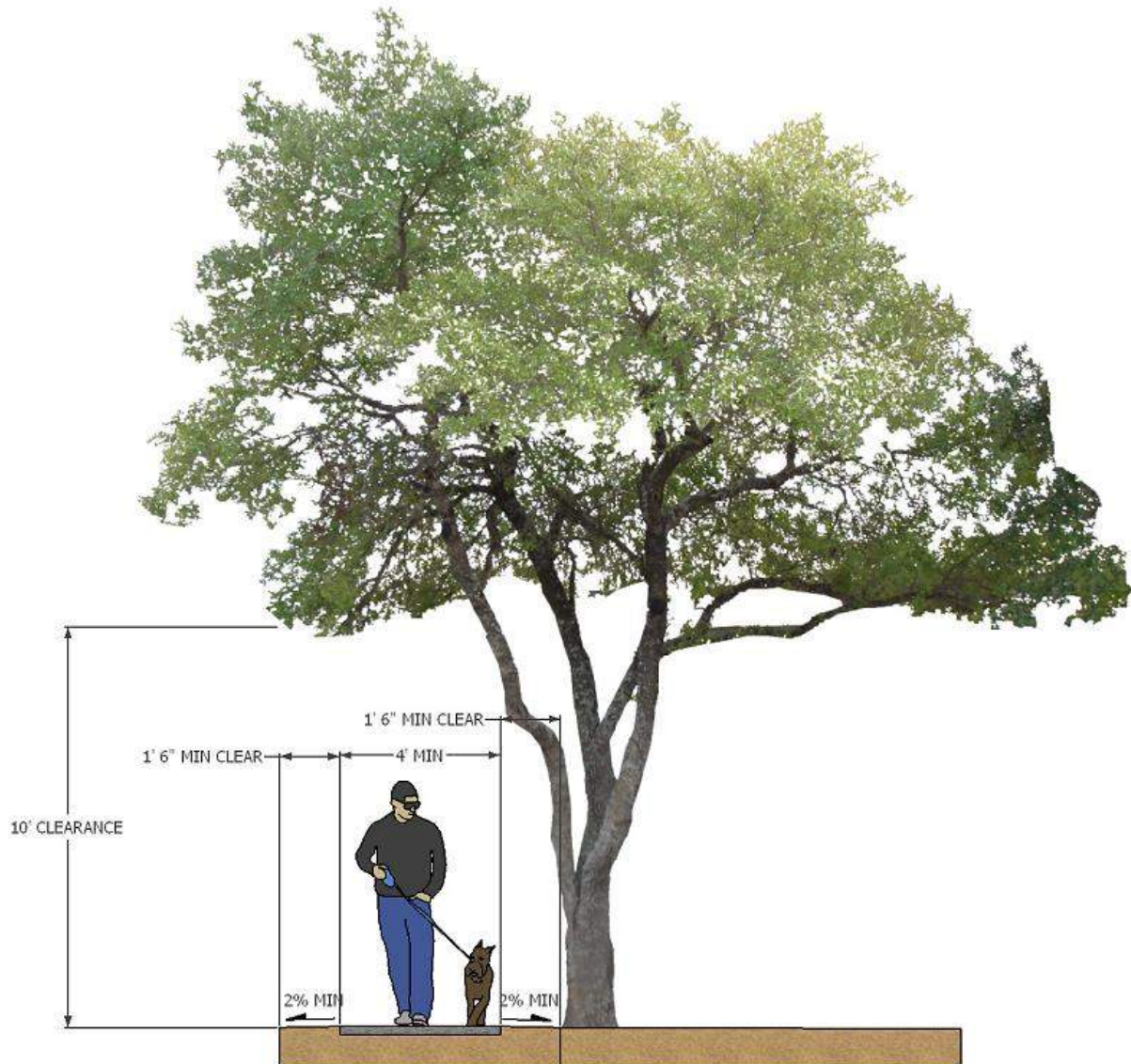


Chapter 7 – Public Services and Utilities Element

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Chapter 9:

Capital Facilities Element





CHAPTER 9: CAPITAL FACILITIES ELEMENT

A VISION FOR CAPITAL FACILITIES

The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service; responds to project urgency and feasibility; is consistent with the city's growth strategy; and provides a clear community benefit.

INTRODUCTION

The Comprehensive Plan is a tool for helping government officials think strategically about all aspects of the community and the way the elements interact. The Capital Facilities Element is used to guide public decisions on the use of capital funds. It will also indirectly guide private development decisions by providing strategically planned public capital expenditures which affects the timing and scale of development. Strategic provision of capital infrastructure also helps to mitigate the impacts of growth.

Capital facilities planning requires ongoing communication and cooperation between various disciplines including engineering, finance and planning. The Comprehensive Plan is the common basis relied upon by these disciplines and is intended to provide a realistic and achievable plan. It also requires close communication between the many service providers in Lake Stevens to ensure a coordination of capital improvements and effective use of taxpayer and rate payer dollars.

The Capital Facilities Element promotes effectiveness and efficiency by requiring the city to plan in advance for capital improvements rather than relying on a mechanism with a shorter horizon such as the annual budget. Long range financial planning presents the opportunity to schedule projects so that the various steps in development logically follow one another, with regard to relative urgency, economic desirability and community benefit. In addition, the identification of funding sources results in the prioritization of needs and allows the trade-off between projects to be evaluated.



PLANNING CONTEXT

State Planning

The Washington State Growth Management Act (GMA) requires that the city of Lake Stevens prepare and maintain a comprehensive plan capital facilities element. This element is required “in order to assure that public facilities will be reasonably available to accommodate planned growth over the next twenty years.” This requirement is referred to as concurrency and specifically means:

- Public facilities that are needed to serve new development and population within a jurisdiction or service area must be in place at the time of development.
- Such facilities must be sized to adequately serve the area without decreasing the services levels established by the jurisdiction.

The GMA also requires that the comprehensive plan be of at least a twenty year planning horizon and be based on population projections supplied by the Office of Financial Management (OFM), and include a capital facilities element with a six-year plan for financing identified capital needs.

WAC 365-195-315 requires that the capital facilities plan address the following:

- An inventory of existing capital facilities owned by the public entity;
- At least a six year plan that will finance such capital facilities within project funding capacities and clearly identifies sources of public money for such purposes;
- Provide or finance capital facilities in a manner that meets concurrency and level-of-service requirements.

Regional Planning

The Puget Sound Regional Council’s Vision 2040 and Vision 2050 documents specify the Regional Growth Strategy and direct growth primarily into urban growth areas where public services and facilities are better served. The Regional Growth Strategy highlights the need for strategic investments in services and facilities, especially to support growth and development in centers and compact urban communities.

Countywide Planning

The Snohomish Countywide Planning Policies include provisions to ensure the orderly transition of unincorporated areas to city governance, including the provision of services and infrastructure financing. These policies also address the need for consistency of capital



improvement programming with local comprehensive plans, countywide planning policies and Vision 2040 and Vision 2050.

Many policies give guidance for counties (and, where appropriate, cities) to review special district plans for consistency with local comprehensive plans and Vision 2040 and Vision 2050; also, they provide guidance for the review of special district criteria for location and design of schools and other public facilities. And finally, the policies direct jurisdictions to develop strategies to reduce the number of special districts where appropriate.

Lake Stevens Planning

The city of Lake Stevens is somewhat unique to its neighboring jurisdictions because it is responsible for general government services, police services, roads, stormwater and parks while special purpose districts provide all other services and utilities as identified in Chapter 7, Public Utilities and Services Comprehensive Plan Element. These include schools, wastewater, potable water, library, fire prevention, suppression and emergency medical services, and all other utility services.

Lake Stevens has established level of services standards (LOS) for the city's responsibilities detailed in these Comprehensive Plan Chapters and summarized later in this Chapter:

Level of Service Standards

SERVICE	LOCATION IN COMPREHENSIVE PLAN
General Government Services:	Chapter 7- Utilities & Public Services
Police Services	Chapter 7- Utilities & Public Services
Roads and Transportation	Chapter 8 – Transportation
Stormwater	Chapter 7- Utilities & Public Services
Parks	Chapter 5 – Parks, Recreation & Open Space

The city therefore coordinates closely with community service providers to plan appropriate capital investments.



REVENUE SOURCES

Municipal Revenues

Lake Stevens faces continuing fiscal challenges common to most cities. These are driven in large part by increased costs of doing business, increased service requirements mandated by legislation and restriction or elimination of certain tax revenue streams as a result of prior voter initiatives.

A diverse mix of municipal revenue sources is important, including property taxes, utility taxes, sales taxes and others. Fiscal diversity, like economic diversity, limits risk of over-reliance on a single revenue source. Lake Stevens' General Fund, which supports citizen services and the operations of the city government itself, is heavily dependent on tax revenues and especially property tax and sales and use taxes, for its funding. Property taxes account for 30 percent of General Fund revenues and sales and use taxes account for 25 percent. Other sources of revenue are utility and other taxes, licenses and permits, intergovernmental transfers, charges for services and other minor revenue sources.

Potential New Revenue Sources

Long-term economic sustainability for the city of Lake Stevens requires one or more of the following: increased local jobs, increased municipal revenues derived from business and industry, use of additional land to support community develop and retention of current jobs and revenue sources. Increasing municipal revenues from commercial sources is generally seen as one of the few ways that cities can improve their fiscal situation, recognizing the perception that housing and residents increase demands for services. Cities frequently look toward business attraction and creation to increase local revenues from utility taxes and sales taxes.

Taxes and Fees

There are limited additional sources of revenue that the city could use to meet its fiscal needs. These potential taxes and fees increase the cost of doing business or creating development in the city, and therefore may not be the solution to Lake Stevens' projected fiscal deficit with annexation.

- B&O taxes could potentially generate more revenue; however, at this stage, the city has elected to remain economically competitive by not enacting a B&O tax as a strategy to attract businesses considering locating in the city.
- Impact mitigation fees from new development are used as a means of funding portions of parks or traffic capital projects.



LAND USE PLANNING CONSIDERATIONS

All land uses generate fiscal impacts on the city by changing revenue collections and the cost of providing services. Costs stem from impacts on city capital facilities and services as well as internal city operations. Revenues come from collection of taxes and fees.

Land use planning can incorporate several considerations related to the city's fiscal position: the anticipated revenues from new development; necessary infrastructure investments and on-going expenses to support future uses; and the current and future market feasibility of each use type.

Diversity of land uses is an important consideration. For example, multifamily housing can play a necessary and critical role in supporting local retail and other businesses by providing housing that workers can afford (keeping the cost of labor and prices down at local retail). Growth in population or business activity creates increased local demand for goods or services by introducing new consumers or producers. New property generates property tax revenues, while consumer spending by additional residents and businesses generates sales tax revenues. Similarly, attracting or growing businesses that draw traffic and spending from elsewhere in the region increases local economic activity and revenue.

Infrastructure investments must also be considered in land use planning. While such investments can be costly to build and support over time, those costs may be outweighed by the increase in property values and spillover effects that such investments can lead to.

INVENTORY AND ANALYSIS

Capital Improvement Plan

This Capital Facilities Element identifies needed improvements, which are of relatively large scale, are generally a non-recurring high cost and may require multi-year financing. The list of improvements focuses on major projects, leaving smaller improvements (less than \$10,000) to be addressed in the annual budget. Figure 9.1 identifies the location of publically-owned facilities, which may be included in the capital facilities plan. Smaller facilities such as traffic signals and drainage ponds are not included on the map.

The Capital Improvement Plan is a six-year financing plan for capital expenditures to be incurred on a year-by-year basis. It is based on priority improvements taking into account, the forecasted revenue over the next six years from various sources. The six-year plan uses the long range 2035 Plan as a key factor to set priorities for capital projects that the jurisdiction plans to undertake, and presents estimates of the resources needed to finance them. The first year of the Capital Facilities Program will be converted to the annual capital budget, while the remaining five-year program will provide for long term planning. Only the expenditures and appropriations in the annual budget represent financial commitments.

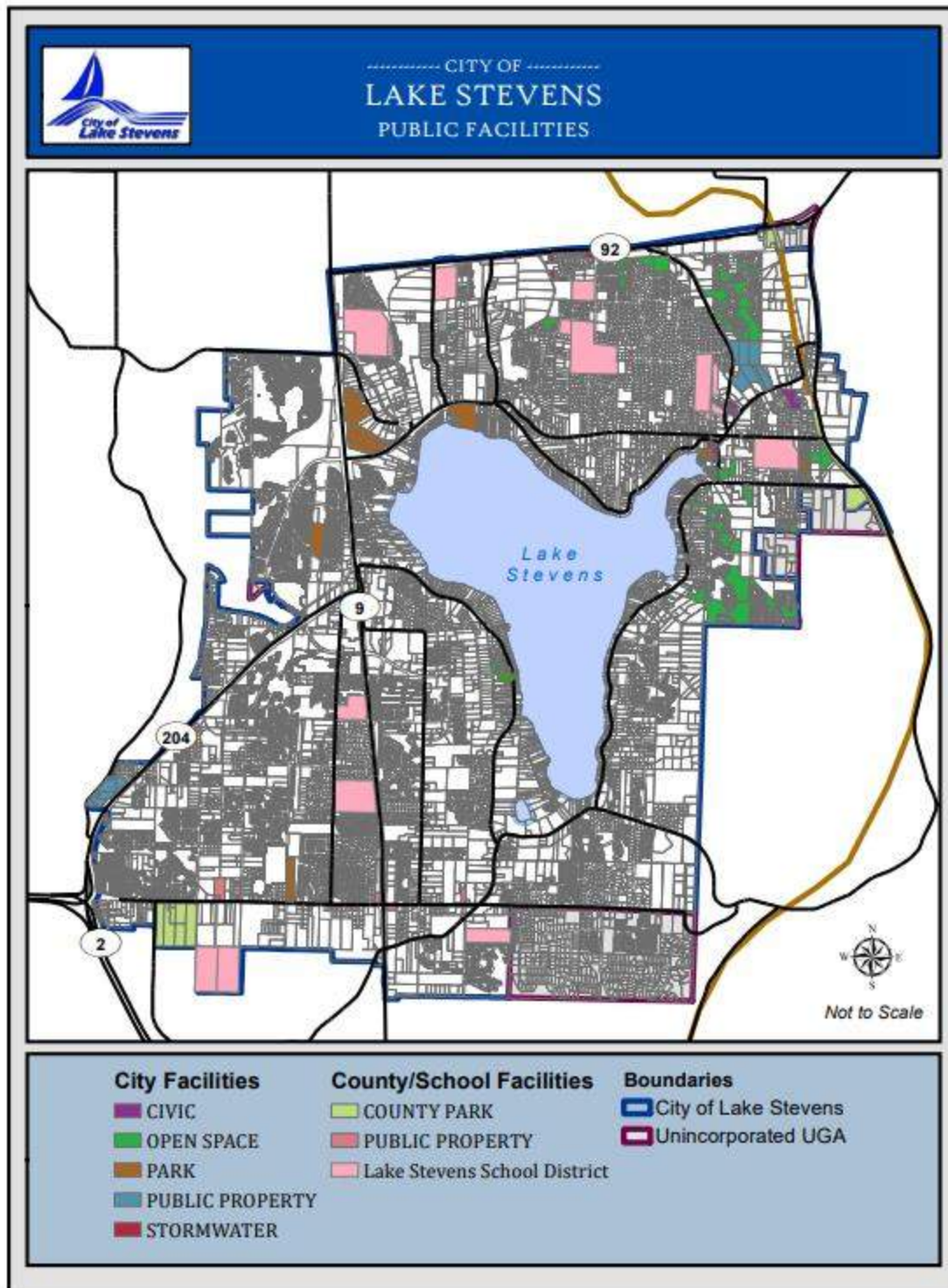


Figure 9.1 – Public Facilities Map



Definition of Capital Improvement

For the purposes of capital facility planning, “capital improvements” are major projects, activities or maintenance costing over \$10,000 and requiring the expenditure of public funds over and above annual operating expenses. They have a life expectancy of more than ten years and result in an addition to the city's fixed assets and/or extend the life of the existing capital infrastructure. The cost estimates may include design, engineering efforts, permitting, environmental analysis, land acquisition, construction, major maintenance, site improvements, energy conservation projects, landscaping and initial furnishings and equipment. Capital improvements do not include equipment or the city's rolling stock, nor does it include the capital expenditures of private or non-public organizations.

Subarea Capital Facilities Planning

The city has embarked on subarea planning over the past few years. As part of these subarea plans, the city adopted a Subareas Capital Facilities Plan which is an important associated document to this Element. The study describes utility infrastructure required for redevelopment of the Lake Stevens Center, 20th Street SE Corridor, and Downtown Lake Stevens including transportation, sewer, water and stormwater. The city is currently responsible for transportation outside of state routes, except that the city is responsible for maintenance of state routes within city limits and stormwater facilities. Special purpose districts provide sewer and water infrastructure and services.

The proposed projects are described in the Capital Facilities section of the plans with estimated costs representing costs typical for public works projects competitive bidding in accordance with Washington State law. The estimated costs are partitioned by expected funding, which could change based on available public funding, grants, development or private financing, or negotiated development agreements. The capital plan describes the infrastructure requirements, phasing, cost partitioning and proposed financing alternatives for the subareas.

PROJECTION OF CAPITAL FACILITY NEEDS

Identified Needs

All public facility needs have been identified in the other elements of the Comprehensive Plan. Through the process of developing this Capital Facilities Element the financial feasibility of the other elements ~~has been ensured. The other Plan elements describe the location and capacity of any facilities available through December 31, 2014 and are~~ analyzed ~~the need for increased capacity~~ from 2015-2035. The capital improvements needed to satisfy future and existing substandard development and maintain adopted level of service standards are identified and listed in Table 9.4, and include projects from the adopted Subarea Capital Facilities Plan, adopted by Council on September 24, 2012, which provides a detailed discussion and list of infrastructure needs and projects in the subareas.



Table 9.1, which includes the adopted Subarea Capital Facilities Plan, provides a brief description of each of the capital improvement projects with an estimate of the total project costs. The year indicates when the projects must be completed in order to maintain the adopted level of service standards for the respective facilities. Capital improvement projects have been identified for transportation, parks and recreation, government and stormwater drainage facility improvements. Facilities for wastewater, potable water, fire protection, schools and solid waste are contained in district and agency plans, coordinated with, but independent of the city's Comprehensive Plan.

Prioritization of Capital Facilities

The capital improvement needs listed in Table 9.1 (attached at the end of the chapter) that includes the projects found in the adopted Subarea Capital Facilities Plan were developed by the city staff based on community-wide input and the other elements of this Comprehensive Plan. The following criteria were applied in developing the final listing of proposed projects:

- Service Considerations: Safety, Health and Welfare Factors, Environmental Impact, Effect on Quality of Service;
- Economic Considerations: Potential for Financing, Impact on Future Operating Budgets, Timeliness of Opportunity, Benefit to Economy and Tax Base;
- Feasibility Considerations: Legal Mandates, Citizen Support, Staff Availability; and
- Consistency Considerations: Goals and Objectives in Other Elements of this Plan, Linkage to Other Planned Projects, Plans of Other Jurisdictions, County-Wide Planning Policies.

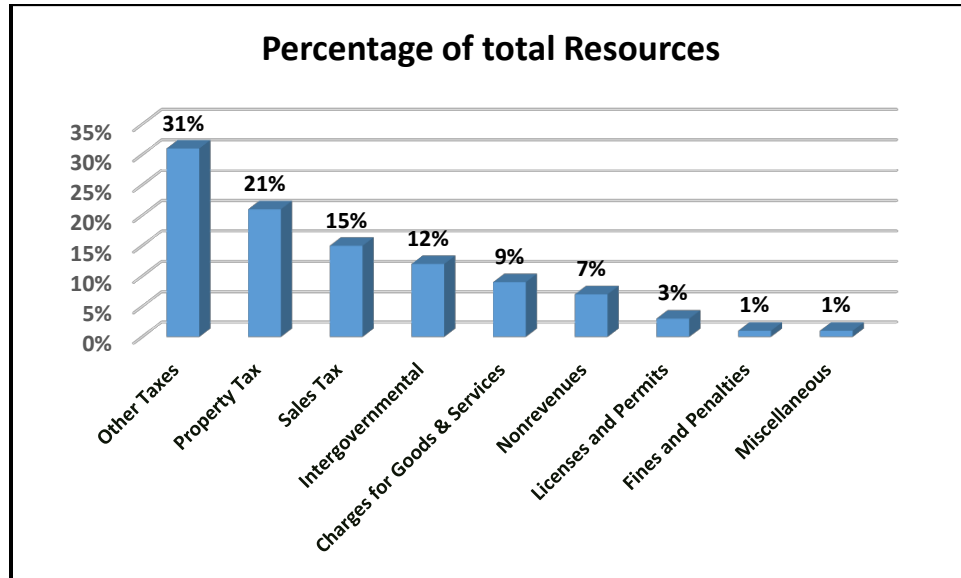
Cost estimates in this element are presented in 2020 dollars and were derived from various federal and state documents, published cost estimates, records of past expenditures and information from private contractors.

FUTURE NEEDS AND ALTERNATIVES

Current Revenue Sources

The largest single source of non-restricted revenue for the city is the *ad valorem* property tax, which generally accounts for 20 percent of city revenue. The city's assessment for this tax is usually set at the maximum rate. Figure 9.2 depicts the distribution of revenue sources for the city.

FIGURE 9.2 – Source of Existing City Resources, Average 2014



FINANCIAL RESOURCES

To ensure that the city is using the most effective means of collecting revenue, the city inventoried the various sources of funding currently available. Financial regulations and available mechanisms are subject to change; furthermore, changing market conditions influence the city's choice of financial mechanism. Therefore, the city should periodically review the impact and appropriateness of its financing system. The following list of sources includes all major financial resources available and is not limited to those sources which are currently in use or will be used in the six-year schedule of improvements.

Debt Financing

Short-Term Borrowing: The high cost of many capital improvements requires local governments to occasionally use short-term financing through local banks.

Revenue Bonds: These bonds are financed by those benefiting from the capital improvement. The debt is retired using charges collected from the users of public facilities such as sewer systems and electrical power plants. Interest rates tend to be higher than for general obligation bonds and issuance of the bonds may be approved without a voter referendum.

Industrial Revenue Bonds: Bonds issued by a local government, but actually assumed by companies or industries that use the revenue for construction of plants or facilities. The attractiveness of these bonds to industry is that they carry comparatively low interest rates



due to their tax-exempt status. The advantage to the jurisdiction is the private sector is responsible for retirement of the debt.

General Obligation Bonds: Bonds backed by the value of the property within the jurisdiction. Voter-approved bonds increase property tax rates and dedicate the increased revenue to repay bondholders. Councilmanic bonds do not increase taxes and are repaid with general revenues. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities. This debt should be used for projects that benefit the city as a whole.

Local Multi-Purposes Levies

Ad Valorem Property Taxes: Tax rate in millions (1/10 cent per dollars of taxable value). The maximum rate is \$3.60 per \$1,000 assessed valuation. The city is prohibited from raising its levy more than 1 percent of the previous year's amount levied before adjustments, new construction and annexation. A temporary or permanent access levy may be assessed with voter approval. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities.

Local Single Purpose Levies

Emergency Medical Services Tax: The EMS tax is a property tax levy of \$0.50 for emergency medical services. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities. The city's EMS service are currently provided by the Lake Stevens Fire District.

Motor Vehicle Fuel Tax: This tax is paid by gasoline distributors and distributed by the Department of Licensing. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance or operations; policing of local roads; or related activities.

Local Option Fuel Tax: This is a countywide voter approved tax equivalent to 10 percent of Statewide Motor Vehicle Fuel Tax and a special fuel tax of 2.3 cents per gallon. Revenue is distributed to the city on a weighed per capita basis. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance or operations; policing of local roads; or highway-related activities.



Local Non-Levy Financing Mechanisms

Reserve Funds: Revenue that is accumulated in advance and earmarked for capital improvements. Sources of funds can be surplus revenues, funds in depreciation reserves or funds resulting from the sale of capital assets.

Fines, Forfeitures and Charges for Services: This includes various administrative fees and user charges for services and facilities operated by the jurisdiction. Examples are franchise fees, sales of public documents, property appraisal fees, fines, forfeitures, licenses, permits, income received as interest from various funds, sale of public property, rental income and all private contributions to the jurisdiction. Revenue from these sources may be restricted in use.

User Fees, Program Fees and Tipping Fees: Fees or charges for using park and recreational facilities, solid waste disposal facilities, sewer services, water services, surface water drainage facilities. Fees may be based on measure of usage, a flat rate or design features. Revenues may be used for new capital facilities, or maintenance and operations of existing facilities.

Street Utility Charge: Fee up to 50 percent of actual costs of street construction, maintenance and operations charged to businesses and households. The tax requires local referendum. The fee charged to businesses is based on the number of employees and cannot exceed \$2.00 per employee per month. Owners or occupants of residential property are charged a fee per household that cannot exceed \$2.00 per month. Both businesses and households must be charged. Revenue may be used for activities such as street lighting, traffic control devices, sidewalks, curbs, gutters, parking facilities and drainage facilities.

Special Assessment District: District created to service entities completely or partially outside of the jurisdiction. Special assessments are levied against those who directly benefit from the new service or facility. This includes Local Improvement Districts, Road Improvement Districts, Utility Improvement Districts and the collection of development fees. Funds must be used solely to finance the purpose for which the special assessment district was created.

Special Purpose District: District created to provide a specified service. Often the district will encompass more than one jurisdiction. This includes districts for fire facilities, hospitals, libraries, metropolitan parks, airports, ferries, parks and recreation facilities, cultural arts, stadiums and convention centers, sewers, water flood controls, irrigation and cemeteries. Voter approval is required for airport, parks and recreation and cultural arts, stadium and convention districts. District has authority to impose levies or charges. Funds must be used solely to finance the purpose for which the special purpose district was created.



Transportation Benefit Districts: Chapter 36.73 RCW enables cities and counties to create transportation benefit districts in order to finance and carry out transportation improvements necessitated by economic development and to improve the performance of the transportation system.

Lease Agreements: Agreement allowing the procurement of a capital facility through lease payments to the owner of the facility. Several lease packaging methods can be used. Under the lease-purchase method the capital facility is built by the private sector and leased back to the local government. At the end of the lease, the facility may be turned over to the municipality without any future payment. At that point, the lease payments will have paid the construction cost plus interest.

Privatization: Privatization is generally defined as the provision of a public service by the private sector. Many arrangements are possible under this method ranging from a totally private venture to systems of public/private arrangements, including industrial revenue bonds.

Impact Fees: These fees are paid by new development based upon its impact to the delivery of services. Impact fees must be used for capital facilities needed by growth, not for current deficiencies in levels of service, and cannot be used for operating expenses. These fees must be equitably allocated to the specific entities which will directly benefit from the capital improvement and the assessment levied must fairly reflect the true costs of these improvements. Impact fees may be imposed for public streets and roads, publicly owned parks, open space and recreational facilities, school facilities and fire protection facilities (in jurisdictions that are not part of a fire district).

Storm Drainage Utility Charge: Utility district created to specifically provide storm and drainage management, maintenance and operation. Fees would be levied against properties receiving benefit of storm water management.

State Grants and Loans

Community Development Block Grant (CDBG): Grant funds available for public facilities, economic development, housing and infrastructure projects which benefit low and moderate income households. Grants distributed by the Department of Community Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

Community Economic Revitalization Board: Low-interest loans (rate fluctuates with State bond rate) and occasional grants to finance infrastructure projects for a specific private sector development. Funding is available only for projects which will result in specific private developments or expansions in manufacturing and businesses that support the trading of goods and services outside of the State's borders. Projects must create or retain



jobs. Funds are distributed by the Department of Trade and Economic Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

Public Works Trust Fund (PWTF): Low interest loans to finance capital facility construction, public works emergency planning and capital improvement planning. To apply for the loans the city must have a capital facilities plan in place and must be levying the original 1/4 real estate excise tax. Funds are distributed by the Department of Community Development. Loans for construction projects require matching funds generated only from local revenues or state shared entitlement revenues. PWTF revenues may be used to finance new capital facilities, or for maintenance and operations of existing facilities.

Federal Project Grants (LWCF): Federal monies are available for the acquisition and construction of outdoor park facilities from the National Park Service's (NPS) Land and Water Conservation Fund (LWCF). The grants are administered by the Washington State Recreation and Conservation Office (RCO).

NPS grants usually do not exceed \$150,000 per project and must be matched on an equal basis by the local jurisdiction. The RCO assigns each project application a priority on a competitive statewide basis according to each jurisdiction's need, population benefit, natural resource enhancements and a number of other factors. In the past few years, project awards have become extremely competitive as the federal government has significantly reduced the amount of federal monies available under the NPS program. The state has increased contributions to the program over the last few years using a variety of special funds, but the overall program could be severely affected by pending federal deficit-cutting legislation.

Applicants must submit a detailed comprehensive park and recreation plan to be eligible for NPS funding. The plan must demonstrate facility need and prove that the city's project proposal will adequately satisfy local park and recreation needs and interests. This Comprehensive Plan functions as the city's detailed park and recreation plan for such grant purposes (See Chapter 5).

State Project Grants (ALEA): Washington State created a number of new programs in recent years for park and recreation development purposes using special state revenue programs. Recently enacted programs include the 1985 Aquatic Lands Enhancement Act (ALEA) using revenues obtained by the Washington Department of Natural Resources from the lease of state owned tidal lands. The ALEA program is administered by RCO for the development of shoreline-related trail improvements and may be applied for the full cost of the proposal.

Urban Arterial Trust Account (UATA): Revenue available for projects to alleviate and prevent traffic congestion. Entitlement funds are distributed by the State Transportation Improvement Board (STIB) subject to UATA guidelines and with a 20 percent local matching requirement. Revenue may be used for capital facility projects to alleviate roads that are



structurally deficient, congested with traffic, or have accident problems.

Transportation Improvement Account: Revenue available for projects to alleviate and prevent traffic congestion caused by economic development or growth. Entitlement funds are distributed by the State Transportation Improvement Board with a 20 percent local match requirement. For cities with a population of less than 500 the entitlement requires only a 5 percent local match. Revenue may be used for capital facility projects that are multi-modal and involve more than one agency.

Centennial Clean Water Fund: Grants and loans for the design, acquisition, construction and improvement of Water Pollution Control Facilities and related activities to meet state and federal water pollution control requirements. Grants and loans are distributed by the Department of Ecology with a 50-25 percent matching share. Use of funds limited to planning, design and construction of Water Pollution Control Facilities, storm water management, ground water protection and related projects.

Water Pollution Control State Revolving Fund: Low interest loans and loan guarantees for water pollution control projects. Loans distributed by the Department of Ecology. Applicant must show water quality need, have a facility plan for treatment works and show a dedicated source of funding for repayment.

Washington State Recreation and Conservation Office: Provides leadership, grant funding and technical assistance for the building of trails, parks, boating facilities, water access and more. Office administers 12 grant programs for providing recreation, conserving habitat, measuring farmland and recovering salmon. Applicants must complete a planning process before applying for funding. Most grants require either a cash or in-kind contribution of up to 50 percent of the cost of the project.

Federal Grants and Loans

Federal Aid Bridge Replacement Program: Funds available with a 20 percent local matching requirement for replacement of structurally deficient or obsolete bridges. Funds are distributed by the Washington State Department of Transportation on a statewide priority basis. Therefore, the bridge must be on the State of Washington Inventory of Bridges.

Federal Aid Safety Programs: Revenue available for improvements at specific locations which constitute a danger to vehicles or pedestrians as shown by frequency of accidents. Funds are distributed by Washington State Department of Transportation from a statewide priority formula and with a 10 percent local match requirement.



Federal Aid Emergency Relief: Revenue available for restoration of roads and bridges on the federal aid system which are damaged by extraordinary natural disasters or catastrophic failures. Local agency declares an emergency and notifies Division of Emergency Management, upon approval entitlement funds are available with a 16.87 percent local matching requirement.

Department of Health Water Systems Support: Revolving, low-interest loans for upgrading existing small water systems, ensuring effective management and achieving maximum conservation of safe drinking water. Grants distributed by the State Department of Health through intergovernmental review.

Intermodal Surface Transportation Efficiency Act (ISTEA): ISTEA (referred to as "ice tea") provides funding to the State for transportation oriented projects. Several federal programs were combined to create one umbrella program. Separate areas of funding are made available through Washington State Department of Transportation (WSDOT) or the Puget Sound Regional Council (PSRC) focusing on motor vehicles, bicycles, pedestrians, carpooling, HOV lanes, commuter trains, bridges, highway safety, environmental and "enhancement" projects. Grants are generally awarded on a competitive basis within the County, Puget Sound region or the State.

CAPITAL FACILITY STRATEGIES

In order to realistically project available revenues and expected expenditures on capital facilities, the city must consider all current policies that influence decisions about the funding mechanisms, as well as policies affecting the city's obligation for public facilities. The most relevant of these are described below. These policies along with the goals and policies articulated in the other elements of the Comprehensive Plan were the basis for the development of various funding scenarios. Any variations from the current policies in the development of the six-year Capital Improvement Plan Table 9.2 were incorporated into the goals and policies of the Comprehensive Plan.

Mechanisms to Provide Capital Facilities

Increase Local Government Appropriations: The city will investigate the impact of increasing current taxing rates and will actively seek new revenue sources. In addition, on an annual basis the city will review the implications of the current tax system as a whole.

Analysis of Debt Capacity: Generally, Washington State law permits a city to ensure a general obligation bonded debt equal to 1.5 percent of its property valuation without voter approval. By a 60 percent majority vote of its citizens, a city may assume an additional general obligation bonded debt of 1 percent, bringing the total for general purposes up to 2.5 percent of the value of taxable property. The value of taxable property is defined by law as



being equal to 100 percent of the value of assessed valuation. For the purpose of supplying municipally-owned electric, water or sewer service, and with voter approval, a city may incur another general obligation bonded debt equal to 2.5 percent of the value of taxable property. At the current time, the city of Lake Stevens does not supply these services; however, the city has an interest in where the utility purveyors invest in infrastructure. With voter approval, cities may also incur an additional general obligation bonded debt equal to 2.5 percent of the value of taxable property for parks and open space. Thus, under State law, the maximum general obligation bonded debt which a city may incur cannot exceed 7.5 percent of the assessed property valuation.

Municipal revenue bonds are not subject to a limitation on the maximum amount of debt which can be incurred. These bonds have no effect on the city's tax revenues because they are repaid from revenues derived from the sale of services.

The city of Lake Stevens has used general obligation bonds and municipal revenue bonds very infrequently. Therefore, under state debt limitations, it has ample debt capacity to issue bonds for new capital improvement projects as shown in Table 9.3. However, the city does not currently have policies in place regarding the acceptable level of debt and how that debt will be measured.

The city has developed the 20-year Capital Facilities Program to address future growth plans and anticipates new development will pay a proportionate share of impacts to meet concurrency requirements.

User Charges and Connection Fees: User charges are designed to recoup the costs of public facilities or services by charging those who benefit from such services. As a tool for affecting the pace and pattern of development, user fees may be designed to vary for the quantity and location of the service provided. Thus, charges could be greater for providing services further distances from centers.

Mandatory Dedications or Fees in Lieu of: The jurisdiction may require, as a condition of plat approval, that subdivision developers dedicate a certain portion of the land in the development to be used for public purposes, such as roads, parks, or schools. Dedication may be made to the local government or to a private group. When a subdivision is too small or because of topographical conditions a land dedication cannot reasonably be required, the jurisdiction may require the developer to pay an equivalent fee in lieu of dedication.

The provision of public services through subdivision dedications not only makes it more feasible to serve the subdivision, but may make it more feasible to provide public facilities and services to adjacent areas. This tool may be used to direct growth into certain areas.



Table 9.3 – Limitation of Indebtedness

I. INDEBTEDNESS FOR GENERAL PURPOSES WITHOUT A VOICE OF THE PEOPLE					
Councilmanic: Legal Limit 1.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
1.5% times 4,926,997,520 equals			73,904,963	11,106,000	62,798,963
II. INDEBTEDNESS FOR GENERAL PURPOSES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	0	123,174,938
I & II. TOTAL INDEBTEDNESS FOR GENERAL PURPOSES					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	11,106,000	112,068,938
III. INDEBTEDNESS FOR CITY UTILITY PURPOSES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	0	123,174,938
IV. INDEBTEDNESS FOR OPEN SPACE AND PARK FACILITIES WITH A 3/5 VOTE OF THE PEOPLE					
Councilmanic: Legal Limit 2.5% of taxable property			Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 4,926,997,520 equals			123,174,938	0	123,174,938
TOTAL	7.50%		TOTAL CAPACITY	TOTAL LESS OUTSTANDING	TOTAL REMAINING DEBT CAPACITY
			369,524,814	11,106,000	358,418,814



Negotiated Agreement: Agreement whereby a developer studies impact of development and proposes mitigation for city's approval. These agreements rely on the expertise of the developer to assess the impacts and costs of development. Such agreements are enforceable by the jurisdiction. The negotiated agreement will require lower administrative and enforcement costs than impact fees.

Impact Fees: Impact fees may be particularly useful for a community that is facing rapid growth and with existing residents desiring to minimize the impacts to the existing levels of service.

Obligation to Provide Capital Facilities

Coordination with Other Public Service Providers: Local goals and policies as described in the other Comprehensive Plan elements are used to guide the location and timing of development. However, many local decisions are influenced by state agencies, special purpose districts and utilities that provide public facilities within the city of Lake Stevens. The planned capacity of public facilities operated by other entities is essential not only for the location and timing of public services, but also in the financing of such services and for the community to realize infrastructure and growth sustainability.

The city's plan for working with the natural gas, electric and telecommunication providers is detailed in the Public Services and Utilities Element Chapter 8. This Plan includes policies for sharing information and a procedure for negotiating agreements for provision of new services in a timely manner.

The Level of Service Standards for other public service providers such as school districts, sewer provider and private water providers are addressed in their respective Capital Facility programs. The city's policy is to exchange information with these entities and to provide them with the assistance they need to ensure that public services are available and that the quality of the service is maintained.

Level of Service Standards: Level of service standards are an indicator of the extent or quality of service provided by a facility that are related to the operational characteristics of the facility. They are a summary of existing or desired public service conditions. The process of establishing level of service standards requires the city to make quality of service decisions explicit. The types of public services for which the city has adopted level of service standards will be improved to accommodate the impacts of development and maintain existing service in a timely manner with new development.

Level of service standards will influence the timing and location of development, by clarifying which locations have excess capacity that may easily support new development and by delaying new development until it is feasible to provide the needed public facilities.



TABLE 9.4 – LEVEL OF SERVICE STANDARDS

FACILITY	ADOPTED LOS
Streets and Roads	
Major and Minor Arterials	LOS E
Collector Roadways	LOS E
Local Access Roadways	LOS C
SR9, SR204 and SR92*	LOS set by Puget Sound Region Council
Transit*	Coordination with Community Transit
Domestic Water*	
Domestic Supply	100 per capita per day - Adopted by Snohomish County PUD
Commercial	Adopted by Snohomish County PUD
Fire Flow	
Domestic and Commercial	Per IFC
Sewer	
Residential & Equivalent Commercial*	70 gallons per capita per day
Schools*	
Early Learning	State mandated LOS
K-5	State mandated LOS
6-8	State mandated LOS
9-12	State mandated LOS
Home School Program	State mandated LOS
Fire Protection*	
Fire Response	COORDINATE WITH Lake Stevens FD
Medical Response	COORDINATE WITH Lake Stevens FD
Law Enforcement	
Emergency Response	3 – 4 minutes
Non-emergency Response	6 – 10 minutes
Parks, Recreation and Open Space	
Community Parks	> 10 acres, within 2.5 miles
Neighborhood Parks	≤ 10 acres, within 1 mile
Mini-Parks	≤ 1 acre, within ½ mile residential or commercial
School Parks	Varies
Special Use Parks & Facilities	Varies
Trails & Pedestrian Facilities	Varies, within 1 mile of residential
Open space	Varies
Libraries*	
Building	Coordinated with Sno-Isle Library District
Solid Waste*	
Residential	3.3 pounds per capita per day
Other Government Services	
Building	Varies

*City considers and adopts special purpose district Capital Planning Document



In addition, to avoid over extending public facilities, the provision of public services may be phased over time to ensure that new development and projected public revenues keep pace with public planning. The city has adopted a level of service standard for six public services. The specific standards are identified in Chapters 5, 7 and 8 and summarized in Table 9.4 below.

Concurrency Management System Ordinance: The city adopted a concurrency implementation ordinance which contains procedures for reviewing proposed development within the city based on the available capacity of public facilities coupled with the adopted Level of Service standard for them.

Methods for Addressing Shortfalls

The city will not be able to finance all proposed capital facility projects, therefore, it has clearly identified the options available for addressing shortfalls and how these options will be exercised. The city evaluates capital facility projects on both an individual basis and a system-wide basis. In deciding how to address a particular shortfall the city will balance the equity and efficiency considerations associated between each of these options.

When the city identifies a potential shortfall, the city may address it by increasing revenue, examining and adjusting levels of service as appropriate, look for additional creative, cost effective solutions for constructing the facility, use a phasing solution to implement the facility construction and/or other methods as appropriate.

Six-Year Capital Improvement Plan

Financial Assumptions

The following assumptions about future operating conditions in the local government and market conditions were used in the development of the six-year Capital Improvement Plan Table 9.2:

- The city will maintain its current fund accounting system to handle its financial affairs.
- The cost of running the local government will continue to increase due to inflation and other factors, while revenues will decrease.
- New revenue sources, including new taxes, may be necessary to maintain and improve city services and facilities.
- Significant capital investment is needed to maintain, repair and rehabilitate the city's aging infrastructure and to accommodate future growth.
- Public investment in capital facilities is the primary tool of local government to support and encourage economic growth.



- A comprehensive approach to review, consider and evaluate capital funding requests is needed to aid decision-makers and citizenry in understanding the capital needs of the city.
- Special purpose districts will cooperate and coordinate in the city's approach to capital facility planning to ensure growth is guided as directed.

In accordance with the existing accounting system, financial transactions are recorded in individual "fund" accounts. Capital improvements will be financed through the following funds:

- General Fund
- Capital Improvement Fund
- Transportation Improvement Fund
- Enterprise Fund

PROJECTED REVENUES

Projected Tax Base

The city's tax base was projected to increase at a 1 percent annual rate of growth for the adjusted taxable value of property (including new construction). The assessment ratio is projected to remain stable at 100 percent. This is important to the overall fiscal health of the city; however, capital improvements are also funded through non-tax resources.

Revenue by Fund

General Fund: This is the basic operating fund for the city, however, historically a number of capital improvements have been financed through this fund. Ad valorem tax yields were projected using the current tax rate and the projected 1 percent annual rate of growth for the city's assessed valuation. The General Fund will generally be allocated 72 percent of the annual tax yield from ad valorem property taxes. Sales tax projection estimates are based on historical trend data and increase approximately 1 percent per year.

Transportation Funds: Expenditures from these funds include direct annual outlays for capital improvement projects as well as the operating expenditures of the Street Fund. The revenues in this fund represent total receipts from state and local gas taxes. The projection estimates are based on state projections for gasoline consumption, current state gas tax revenue sharing methodologies and continued utilization of local option gas taxes at current levels. This fund also includes state and federal grant monies dedicated to transportation improvements.



Capital Improvement Funds: These revenues are committed to annual debt service and capital projects. The revenues in this fund represent continued capture of the real estate excise tax revenues necessary to meet annual debt service obligations on outstanding general obligation bonds.

Enterprise Fund: The revenue in this fund is used for the annual capital, debt service and operating expenditures for services that are operated and financed similar to private business enterprises. The projected revenues depend upon income from user charges, bond issues, state or federal grants and carry-over reserves.

Table 9.5 indicates the expected revenue available to the city to finance capital improvements and related operation and maintenance costs for the years 2015-2020.

Revenue amounts projected are based on past trends.

Table 9.5 – Revenue Projections Affecting Capital Improvements (Thousands)

FUNDS	2015	2016	2017	2018	2019	2020
General Fund	9,229	8,741	8,696	8,789	8,878	8,985
Total General	9,229	8,741	8,696	8,789	8,878	8,985
Street Fund	2,155	2,209	2,264	2,321	2,379	2,438
Total Transportation	2,155	2,209	2,264	2,321	2,379	2,438
Storm Water Management	1,545	1,560	1,576	1,592	1,608	1,624
Total Proprietary	1,545	1,560	1,576	1,592	1,608	1,624
CIP - Development Contributions	315	99	28	28	28	28
REET	804	614	620	626	633	639
Sidewalk Capital Project	-	-	-	-	-	-
Total Capital Project	1,119	713	648	654	661	667

Plan Implementation and Monitoring

Projected Expenditures

For the purpose of this fiscal assessment, projected capital expenditures have been aggregated to include:

- The direct cost of scheduled capital improvement projects presently underway;



- Capital improvement debt service expenditures for outstanding and planned bond issues; and
- The direct cost of capital facilities in Table 9.1.

These expenditures represent additional costs to maintain adopted level of service standards under projected growth conditions.

The Six-Year Schedule of Funded Improvements referred to as the 6-Year CIP (Table 9.2) is the mechanism by which the city can stage the timing, location, projected cost and revenue sources for the capital improvements identified for implementation in the other Comprehensive Plan Elements. The Six-Year Schedule of Funded Improvements is economically feasible within the target revenues discussed in the preceding sections of this element entitled Inventory and Analysis. [The city developed a new methodology in 2022 that prioritizes projects by several metrics including land use / zoning, road classification, connectivity, safety, adopted level of service, community preference, funding availability and opportunity.](#)

Table 9.1 lists the capital facilities by type and provides estimates of project costs by year. The distribution among years matches the years in which capital improvement work is planned in order to achieve or maintain the adopted Level of Service standards and measurable objectives for various public facilities.

The capital improvement projects listed in Table 9.2 are inclusive of all anticipated capital improvements as assessed by city departments for the six year planning period.

Monitoring and Evaluation

Monitoring and evaluation are essential in ensuring the effectiveness of the Capital Facilities Program Element. This element will be regularly reviewed and amended to verify that fiscal resources are available to provide public facilities needed to support adopted LOS standards and measurable objectives. The review will reevaluate the following considerations in order to determine their continued appropriateness:

1. Any needed changes to costs, revenue sources, acceptance of dedicated facilities, or the date of construction of any facility enumerated in the element.
2. The Capital Facilities Element's continued consistency with the other elements and its support of the Land Use Element.
3. The priority assignment for addressing public facility deficiencies.
4. The city's progress in reducing or eliminating deficiencies.
5. The criteria used to prioritize capital improvement projects.
6. The city's effectiveness in maintaining the adopted LOS standards and achieving



measurable objectives.

7. The city's effectiveness in reviewing the impacts of plans and programs of state agencies that provide public facilities with the city's jurisdiction.
8. The effectiveness of impact fees and dedications for assessing the degree to which new development pays for its impacts.
9. The impacts of special districts and any regional facility and service provision upon the city's ability to maintain its adopted LOS standards or to achieve its measurable objectives.
10. Success of securing grants or private funds to finance capital improvements.
11. Capital improvements needed for the latter part of the planning period for update of the Six-Year Schedule of Improvements.
12. Concurrency status.

Analysis of Infrastructure

Capacity of Infrastructure

City Hall Facilities: As the city continues to grow, so has the need for updated facilities. In 2016, the city of Lake Stevens purchased property to house new civic buildings near Chapel Hill and 99th Ave NE. In 2017, the city began a master planning exercise and needs assessment to identify preferred alternatives for a centralized city campus that may include a potential location for a new library. In 2019, the city of Lake Stevens purchased property in the Fire District Complex off South Lake Stevens Road to house the new Police Station.

Water System: The quality of the water provided by the PUD is good and the service meets present needs, with each household using approximately 300 gallons of water per day. Relying on standards developed for previous water supply plans, the city has decided to adopt 100 gallons of water per capita per day as a level of service standard.

Provision of water to future development not only depends on capacity, but also on design considerations. The PUD anticipates having enough capacity to serve the projected population; however, the costs of providing this service will vary significantly due to design. The PUD will also need to carefully consider the impact of very large industrial developments.

Wastewater Disposal Facilities: The city of Lake Stevens and the Lake Stevens Sewer District have a combined sewer system currently operated by the Sewer District. The Sewer District completed construction of a new wastewater treatment plant to serve the larger population in the city and the urban growth boundary for the planning period. The plant is capable of expansion to service additional needs beyond 2035.



There are few homes still on septic within the city and most of these do not pose a health threat. If such a threat becomes imminent, city ordinance does allow the city to mandate that a home with a failing septic system and within 300 feet of a sewer line be hooked up to the system. Most new homes being built are on the sewer system, as the minimum parcel size for a septic system to be used is 12,500 square feet.

Solid Waste Disposal: The County anticipates that it will have adequate landfill capacity during this planning period, especially since most jurisdictions have or are initiating a curbside recycling program. The city has a mandatory garbage and recycling program.

Medical and Emergency Facilities: The city is adequately served by Providence Hospitals. EMS services are provided by the Lake Stevens Fire Prevention District No.8.

Police and Fire Protection: The provision of safe, commercial and industrial areas improves the quality of life for current residents and makes the city more attractive for new residents and businesses. As specified in Public Services and Utilities Element Chapter 7, the Police Department will strive for a level of service that maintains an Emergency Response Time of 3 to 4 minutes and a non-emergency response time of 6 to 10 minutes. Periodic staffing review will ensure the level of service is being met.

Public Education Facilities: To meet the demand generated by growth, the Lake Stevens School Districts' capital facilities plan calls for construction of two new elementary schools and a middle school in that time frame.

Library: Current library space is undersized to serve the existing library service area. The city is currently working with Sno-Isle Regional Library on a joint location for a new facility.

Transportation Facilities: Various types of land uses will need different types of transportation and will place different demands on the transportation system. Residential areas need access to centers of employment; commercial and industrial enterprises need access to supplier and consumer markets; and transportation corridors are often used to extend public services and utilities. This plan projects future transportation needs according to the Land Use Plan and recent annexations.

Parks: Chapter 5 is the Parks, Recreation and Open Space Element, which establishes specific goals and policies to guide decision-making and contains a detailed needs assessment for planning, acquisition, development and improvement of facilities and lands. The needs assessment provides the framework for the capital parks and recreation projects identified in Table 9.1.



GOALS AND POLICIES

GOAL 9.1 THE CITY WILL STRIVE TO BE A SUSTAINABLE COMMUNITY AROUND THE LAKE WITH UNSURPASSED INFRASTRUCTURE FOR AN EXCEPTIONAL QUALITY OF LIFE.

Policies

- 9.1.1 Ensuring good fiscal stewardship.
- 9.1.2 Using smart growth principles to understand how the city's planned growth pattern affects the investments that will be needed, and investing in where new growth should occur.
- 9.1.3 Expertly planning for the short and long term costs to support infrastructure expenditures and leave a quality legacy.

GOAL 9.2 PROVIDE PUBLIC FACILITIES IN A MANNER WHICH PROTECTS INVESTMENTS IN, AND MAXIMIZES USE OF, EXISTING FACILITIES AND PROMOTES ORDERLY COMPACT URBAN GROWTH.

Policies

- 9.2.1 Capital improvements shall be provided to correct existing deficiencies, to replace worn out or obsolete facilities and to accommodate desired future growth.
- 9.2.2 Capital improvement projects identified for implementation in this Plan and at a cost of at least \$10,000 shall be included in the Six-Year Schedule of Improvement. Capital improvements with a cost of less than \$10,000 should be reviewed for inclusion in the six-year Capital Improvement Program and the annual capital budget.
- 9.2.3 Proposed capital improvement projects shall be evaluated and prioritized in consideration of the following criteria:
 - a. Need exists to correct existing deficiencies, replace facilities, or to provide for growth;
 - b. Elimination of public hazards;
 - c. Elimination of capacity deficits;
 - d. Financial feasibility;
 - e. Site needs based on projected growth patterns;



- f. Environmental impacts;
- g. New development and redevelopment;
- h. Plans of state agencies; and
- i. Local budget impact including costs for operations and maintenance.

GOAL 9.3 DEVELOPMENT SHALL BEAR ITS FAIR SHARE OF COSTS OF PROVIDING PUBLIC FACILITIES AT THE ADOPTED LEVELS OF SERVICE.

Policies

- 9.3.1 Transportation and park impact fees shall be sufficient to pay the fair share of improvement costs necessitated by new development.
- 9.3.2 Appropriate funding mechanisms for developments' contribution of a fair share of other public facility improvements [such as recreation, drainage and solid waste] will be considered for implementation as the city develops them.

GOAL 9.4 PROVIDE NEEDED CAPITAL IMPROVEMENTS TO MAINTAIN ADOPTED LEVELS OF SERVICE.

Policies

- 9.4.1 The city shall continue to adopt an annual capital budget and a six-year capital improvement program as part of its budgeting process.
- 9.4.2 Debt shall be managed so that city general obligation debt will not exceed debt limitations set by state law and the city's ability to pay. There are no limits placed on revenue bonds other than the ability to pay.
- 9.4.3 Efforts shall be made to secure grants or private funds whenever available to finance the provision of capital improvements.
- 9.4.4 Fiscal policies to direct expenditures for capital improvements will be consistent with other Comprehensive Plan Elements.

GOAL 9.5 COORDINATE LAND USE DECISIONS AND FINANCIAL RESOURCES WITH A SCHEDULE OF CAPITAL IMPROVEMENTS TO MEET ADOPTED LEVEL OF SERVICE STANDARDS, MEASURABLE OBJECTIVES.

Policies

- 9.5.1 Certain public facilities and services needed to support development shall be available concurrent with the development. The city shall adopt a concurrency



program subject to concurrency requirements which shall include transportation, parks and sanitary sewer. The city will consider in the future the feasibility of implementing concurrency for stormwater and potable water.

- 9.5.2 The city will support and encourage the joint development and use of cultural and community facilities with other governmental or community organizations in areas of mutual concern and benefit.
- 9.5.3 The city will emphasize capital improvement projects, which promote the conservation, preservation or revitalization of commercial, industrial and residential areas in Lake Stevens.
- 9.5.4 Proposed Plan amendments and requests for new development or redevelopment shall be evaluated according to the following guidelines as to whether the proposed action would:
 - a. Contribute to a condition of public hazards;
 - b. Exacerbate any existing condition of public facility capacity deficits;
 - c. Generate public facility demands that exceed capacity increase planning in the Six-Year Schedule of Improvements;
 - d. Conform to future land uses as shown on the future land use map of the Land Use Element;
 - e. Accommodate public facility demands based upon adopted LOS standards and attempts to meet specified measurable objectives, when public facilities are developer-provided;
 - f. Demonstrate financial feasibility, subject to this element, when public facilities are provided, in part or whole, by the city; and
 - g. Affect state agencies' facilities plans and siting of essential public facilities.
- 9.5.5 Continue to update prioritizations on Table 9.2 as needs are identified; and move projects/facilities to and/or from Table 9.1 to 9.2 as funding becomes available.



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TABLE 9.1—20 YEAR CAPITAL FACILITIES PROGRAM, 2015-2035
See new Table 9.1

TABLE 9.1—CAPITAL FACILITIES PROGRAM, 2015-2035 (Updated in 2021)								
TRANSPORTATION								
ROAD	FROM	TO	YEAR/S	COST	Local	State/Fed	Mitigation	Dev Imp
116 th Avenue NE Sidewalks	20 th St NE	26 th St NE	>2027	\$1,900,000	X		X	
117 th Avenue NE Sidewalks	20 th St NE to 26 th Street NE	150 ft. S of 20 th St NE	2022	\$2,000,000	X	-	X	X
123rd Ave NE Sidewalks	20th St NE	22nd St. NE	2023	\$500,000	X	-	X	X
123rd Ave NE Sidewalks	18th St NE	17th St NE	2022	\$1,094,300	X		X	X
131 st Avenue NE Sidewalks	20 th St NE	Hartford Rd	> 2027	\$1,489,000	X	-	X	-
16 th Street NE Multiuse Path	Main St	Centennial Trail	>2023-2027	\$4,500,000	X		X	
18th St NE	Main St	125th Ave NE	2026	\$428,820	X		X	X
18th St NE	Main St	125th Ave NE	2026	\$2,649,804			X	X
20th St NE Trail Connector	east of Main St	Centennial Trail	2022-2024	\$1,284,475	X	X	X	X
20th St NE	Grade Rd	500' w of 123rd SE	2022-2024	\$1,500,257	X		X	X
20th St NE & Main Intersection	Intersection		2022-2024	\$2,500,000	X	X	X	X
20th St SE	73rd Ave SE	79th Ave SE	>2027	\$7,500,000	X	X	X	X
20th St SE	US 2	73rd Ave SE	>2027	\$7,500,00	X	X	X	X
20th St SE/73rd SE Intersection	73rd Ave SE	-	>2027	\$500,000			X	X
20th St SE/79th SE Intersection	79th Ave SE	-	2022-2027	\$300,000	X	X	X	X
20th St SE/SR 9 Intersection			>2027	\$4,327,000	X		X	X
20 th Street NE Widening	Main St	111 th Dr NE	>2027	\$1,668,000	X		X	
22 nd Street NE	117 th Ave NE	123 rd Ave NE	>2027	\$768,000	X		X	



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24th St SE	73rd Ave SE	79th Ave SE	>2027	\$3,653,000			X	X
24th St SE	83rd Ave SE	87th Ave SE	>2027	\$5,278,000			X	X
24th St SE	SR 9	91st Ave SE	2022	\$3,000,000			X	X
24th St SE—Pedestrian and Road Improvement	83rd Ave SE	79th Ave SE	>2027	\$1,728,300			X	X
24th St SE/73rd SE—Intersection	73rd Ave SE	-	>2026	\$800,000			X	X
24th St SE/79th SE—Intersection	79th Ave SE	-	>2026	\$800,000			X	X
24th St SE/83rd SE—Intersection	83rd Ave SE	-	>2026	\$800,000			X	X
24th St SE/SR 9—Roundabout			2022	\$8,000,000	X		X	X
26 th Street NE	115 th Ave NE	117 th Ave NE	>2027	\$280,000	X		X	
28 th Street NE	Old Hartford Rd	N. Machias Rd	>2027	\$470,000	X		X	
30 th Street NE non-motorized	113rd Ave NE	Cedar Rd NE	>2027	\$540,000	X	X	X	
32 nd Street NE	118 th St NE	Grade Rd	>2027	\$545,000	X		X	X
36 th Street NE	Grade Road	Old Hartford Road	2021-2027	\$1,000,000	X	-	X	-
4th St SE	91st Ave SE	SR 9	>2027	\$622,000	X	X		
79th Ave SE—Pedestrian & Road Improvement	20th St SE	24th St SE	2023	\$1200,000	-	-	X	X
91st Ave SE—Pedestrian Improvement	20th St SE	4th St SE	>2027	\$4,770,000	X	X	X	X
91st Ave SE—Pedestrian Improvement & Road construction	20th St SE	24th St SE	2022	\$4,600,000	X	-	X	X
91 st Ave NE—Pedestrian Improvements	8th Street NE	12 Street NE	>2027	\$610,000		X	X	
91 st Ave NE—Pedestrian Improvements	12 Street NE	20 th Street SE	>2027	\$1,100,000				
91st Ave NE (RT turn pocket on 91st Ave NE NB onto SR204)	-	-	>2027	\$200,000	-	-	-	-
99th Ave NE	Market	4th St NE	>2027	\$1,170,000	X		X	X
99th Ave SE—Pedestrian Improvement	20th St SE	4th St SE	>2027	\$4,763,800	X	X	X	X
99th Ave SE—Pedestrian Improvement	20th St SE	Lake Stevens Rd	>2027	\$5,507,800			X	X
Callow Road Drainage Improvement	Drainage Easement	tributary to Lundeen Creek	2022-2027	\$200,000	-	-	-	-
Cedar Road Sidewalk	Forest Road	29th St NE	>2027	\$2,273,000	X	X		
East Lakeshore Drive—non-motorized	Main St	7 th St NE	>2027	\$1,450,000	X	X	X	
Grade Road	20th St NE	SR 92	>2027	\$15,607,836	X	X	X	X
Hartford Rd & Drainage Imp	Catherine Creek Crossing		>2027	\$4,113,000	X	X	X	



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Lundeen Pkwy Corridor Ped Imp	Vernon Rd	99 th Ave NE	>2027	\$900,000	X		X	
Lundeen/Vernon—Intersection	Vernon Rd	-	>2027	\$400,000	X	X	X	X
Main Street	16th St NE	20th St NE	2021-2027	\$6,500,000	X	-	X	X
Market Pl (EB right turn on Market Pl onto SR9-striping only)	-	-	2021-2027	\$50,000	-	-	-	-
Mitchell Dr/118 th Ave NE	N. Lakeshore Dr	20 th St NE	>2027	\$1,400,000	X		X	
Mitchell Rd/Manning Road	200ft W of 116 th Dr NE	600 ft. E of 116 th Dr NE	>2027	\$360,000	X		X	X
N-Davies/FV—Roundabout	north Frontier Village		2022	\$150,000		X		
North Lakeshore Dr	123rd Ave NE	550 west of 123rd NE	>2026	\$788,739	X	X	X	X
North Lakeshore Dr	123rd Ave NE	Main St NE	>2027	\$282,920	X		X	X
N-Machias Road ROW Acquisition and Construction	SR92	20 th St NE	>2027	\$9,100,000	X	X	X	X
Old Hartford Road	36 th St NE	Hartford Road	2024-2026	\$11,650,000	X		X	
S-Lake Stevens Rd—intersection improvement	S. Davies Rd		>2027	\$800,000	X		X	X
S-Lake Stevens Road Multi-use path Phase III	123rd Ave NE	East Lakeshore Drive	2022-2024	\$2,900,000	X	X	X	X
S-Lake Stevens Road Multi-use path Phase II	East of SR9	99th Ave SE	2022-2024	\$5,000,000	X	X	X	X
SR 92 & Grade Rd RAB	Intersection		>2027	\$4,105,221	X	X	X	X
SR 92 and 127 th Ave NE RAB	Intersection		>2027	\$1,750,000		X		
SR9/SR204/System (SR9/204, 91 st /204, 4 th /SR9)	North of SR204	South of 4 th and West of 91st	2022-2024	\$69,000		X		
Stitch/S Lake Stevens Road Intersection Improvement			2024	\$500,000	X			X
Vernon Road	91st Ave NE	SR 9	>2027	\$935,000	X	X	X	X
Gateway Signs at Roundabouts	SR9	SR204	2022	\$50,000	-	-	-	-
Lake Stevens—Lake Level Study	-	-	2020-2021	\$80,000	-	-	-	-



Chapter 9 – Capital Facilities

**TABLE 9.1 — CAPITAL FACILITIES PROGRAM, 2020-2035 (Updated
in 2021)
FACILITIES**

FACILITIES	DESCRIPTION OF WORK	YEARS/S	COST
Public Works Storage Yard	Develop storage yard for city equipment	2023-2025	\$500,000
Downtown Property Acquisition	Purchase property for potential parking and other public purpose	2022-2024	\$500,000
Civic Campus	Explore development of new civic campus	2022-2027	\$16,000,000- \$30,000,000



Chapter 9 – Capital Facilities

TABLE 9.1 — CAPITAL FACILITIES PROGRAM, 2015-2035 (Updated in 2021)
PARKS

PROJECT	DESCRIPTION OF WORK	YEAR/S	COST
Frontier Heights Park Phase II	Pickleball, playground improvements, drainage swales, mitigation	2022	\$500,000
Frontier Heights Park Phase III	Labyrinth, sensory garden, exercise equipment, multiuse sports field	2024-2026	\$1,000,000
20 th Street Ballfields & Parking Lot Development	Construct a paved parking lot and construct other projects identified in master plan	2022	\$1,600,000
Eagle Ridge Park Phase II	Design and construct an amphitheater, playground, restrooms, parking and frontage improvements	2022-2023	\$300,000
Eagle Ridge Property Acquisition		2022-2025	\$700,000
North Cove Park — Phase III	South addition to North Cove Park	2022	\$500,000
North Cove Park — Phase IV	Restroom / Concession, Grimm House Site Work, Public moorage and floating dock abutment	2022-2025	\$500,000
Lakeside Path Right-of-Way/Easement Acquisition (northern section)		>2027	\$327,382
Lakeside Path Right-of-Way/Easement Acquisition (eastern section)		>2027	\$222,684
Lakeside Path Right-of-Way/Easement Acquisition (southern section)		>2027	\$1,150,000
Neighborhood Park Acquisition (near 20 th Street SE)		>2022	\$1,000,000
Shoreline Acquisition		>2022	\$1,500,000
Power Line Trail Right-of-Way/Easement Acquisition		>2022	\$1,000,000
Powerline Trail Construction (northern segment)		>2022	\$699,600



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Power Line Trail Construction (southern segment)	Design and construction of a trail from 20 th St SE to 8 th St SE	2022	\$(included in project cost for 20 th Street Ballfields project)
Hartford Road Walking Path/Trail Head		2025	\$50,000
Catherine Creek and Centennial Woods Trail Improvements		>2022	\$15,200
Cedarwood Recreation Center	Improvements to recently acquired recreation center	>2022	\$500,000
Centennial Park	Design and construction over phases	2022-2025	\$1,500,000
Davies Beach Dock Replacement	Replace / repair floating docks and pier at Davies Beach	2022	\$200,000
Sunset Beach Improvements	Park improvements following recent annexation	2022-2023	\$500,000



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Table 9.2—2021-2027 6-Year Capital Improvement Plan Summary
See New Table 9.2

Project ID #	PROJECT NAME	DESCRIPTION OF WORK	YEAR/S	TOTAL PROJECT COST
TRANSPORTATION & STORMWATER IMPROVEMENTS				
16041	79 th Ave SE Access Road	Construct 20 th Ave SE to 24 th Ave SE	2023	\$1,200,000
17005	24 th St and 91 st Ave Extensions, includes regional stormwater pond construction, WSDOT roundabout, and culvert replacement	Construct new collector roads between SR 9 and 20 th St SE, new WSDOT roundabout, culvert replacement	2022-2023	\$12,845,000
18013	Main Street North and Roundabout Construction	Multiuse path, street frontage improvements, RAB at Main Street and 20 th St NE	2022-2024	\$7,690,000
18013	Main Street	Construct 16 th Street NE to 20 th Street NE	2022-2027	\$6,500,000
18028	Callow Road Drainage Improvement	Design and construct approximately 1000 LF of drainage improvements, and a sediment settling facility along Callow road near the stream tributary east of Callow Road to minimize sediment deposit and seasonal flooding.	2022-2027	\$200,000
	Sidewalk Improvement Program	location varies annually	Annually	\$200,000 per year
18029	117th Sidewalk	Construct 2,200 lineal feet of sidewalk for 20 th to 26 th St NE	2022	\$1,700,000
18030	Hartford Road Culvert Replacement (Study)	Design and permitting to remove old culverts	2022	\$250,000
18033	123rd Sidewalk	Construct 500 LF of sidewalk between 20th St. NE to 22nd St. NE	2023	\$500,000
	2020 Safety Grant (4 th SE to Market Place)	Safety improvements along 91 st based on City's Safety Plan	2023	\$4,658,800
19013	Bridge 6 Replacement & 36th St NE Road Improvement (Study)	Study for replacing existing Bridge 6 along 36th St NE; Future work would also correct vertical sag curve on roadway near bridge.	2022	\$250,000
	Stitch Road Intersection	Intersection improvement at Stitch Road and S Lake Stevens Rd	2024	\$500,000
	EB right turn on Market Pl onto SR9	EB right turn on Market Pl onto SR9 (restriping only)	2023	\$500,000



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	RT turn-pocket on 91st Ave NE Northbound onto SR204	RT turn-pocket on 91st Ave NE Northbound onto SR204	2023	\$200,000
	10ft multi-use path along South Lake Stevens Road (East of SR9 to 99th Ave SE)	10ft multi-use path along South Lake Stevens Road (East of SR9 to 99th Ave SE)	2023-2027	\$5,000,000
	Roundabout Entry Signs	Gateway signs for Roundabouts	2022	\$50,000
	131st Ave NE sidewalk Improvement	Sidewalk between 20th St NE & Harford Dr. (possible ROW acquisition)	2025	\$2,000,000
	Pavement Preservation Program	Overlay and Crackseal—location varies annually	Annually	\$4,077,000 (\$100,000 for study in 2022)
Project ID #	PROJECT NAME	DESCRIPTION OF WORK	YEAR/S	TOTAL PROJECT COST
	FACILITY PROJECTS			
	Police Boat Storage Relocation	Relocate police boats from North Cove Park to another location	2022	\$45,000
	Public Works Storage yard	Storage yard for city equipment	2023-2025	\$500,000
	PARK PROJECTS			
	<i>Planning</i>			
	Trails, Paths and Pedestrian Facilities Master Plan		On-going	\$50,000
	<i>Acquisition</i>			
	Lakeside Path Right-of-Way/Easement Acquisition (northern section)		>2022	\$237,382
	Lakeside Path Right-of-Way/Easement Acquisition (eastern section)		>2022	\$222,684
	Lakeside Path Right-of-Way/Easement Acquisition (southern portion)		>2022	\$1,150,000
	Shoreline Acquisition		2022-2027	\$1,500,000
	Power Line Pedestrian Trail (20 th St SE to 8 th St SE)	2,500-4,000 lineal foot multi-use path	2022	\$1,600,000



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	Development			
	Eagle Ridge Park Phase II	Design and Construction of Playground and frontage improvements	2023	\$300,000
	Power Line Trail Construction (northern segment)		2022	\$699,600
	Power Line Trail Construction (southern segment)	Design and construct a trail from 20 th St SE to 8 th St SE	2022	\$(included in cost for 20 th St Ballfields project)
18010	Frontier Heights Phase II and III	Construct a parking lot, multiuse path and park amenities	2022-2024	\$1,500,000
	16 th St NE Multiuse Path	Multiuse path connecting DT Lake Stevens to Centennial Trail	2023-2027	\$4,500,000
18022	20 th Street Ballfields	Provide three practice fields of various sizes that can be used for soccer, football, frisbee and other field sports. In addition, a perimeter gravel trail, a pickleball court, horseshoe pits and a natural playground will be installed. Limited perimeter fencing that does not exceed 4 feet tall will be installed to prevent park users from gaining access to nearby near utility poles. The parking lot will be installed on an adjacent City property for use by park visitors.	2022	\$1,600,000
	North Cove Phase III	South addition to North Cove Park	2022	\$500,000
	North Cove Phase IV	Restroom/Concession, Grimm House site work, public moorage and floating dock abutment	2022-2025	\$500,000
	North Cove Park Bridge Replacement	Replace existing wood vehicle bridge with 8' wide pedestrian bridge	2022	\$15,000
	North Cove Boat Slips		2022	\$50,000
	Davies Beach Dock and Facility Restoration	Floating Dock Replacement	2022	\$150,000
	Cedarwood Recreation Center	Improvements to recently acquired community center	2022	\$250,000
	Hartford Road Walking Path/Trail Head		>2022	\$1,300,000
	Sunset Beach Restoration	Restoration of Sunset Beach Park following acquisition from Snohomish County	2022-2023	\$500,000



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	Catherine Creek and Centennial Woods Trail Improvements		2022	\$15,200
	Centennial Park	Design and construction over phases	2025	\$1,500,000



TABLE 9.1 – 20 YEAR CAPITAL FACILITIES PROGRAM, 2015-2035
(Formatting to be finalized/standardized)

Capital Facilities Plan- Sidewalks					
Project Number	Roadway	Start	End	Total Cost	Average Score
CP-101	16th Street NE	Main Street	Machias Cutoff	\$1,623,024	2.25
CP-102	123rd Ave NE	22nd Street NE	North Lakeshore Drive	\$421,200	1.88
CP-103	Hartford Drive	20th St NE	21st Street NE	\$303,264	2.00
CP-104	Grade Road	Hartford Drive	Library	\$383,292	2.00
CP-105	Grade Road	30th Street NE	32nd Street NE	\$303,264	1.50
CP-106	Cedar Road	20th Street NE	Forest Road	\$797,472	1.00
CP-107	117th Ave NE	20th Street NE	26th Street NE	\$1,224,288	2.13
CP-108	Lake View Drive	112th DR NE	Callow Road	\$1,729,728	1.50
CP-110	Cedar Road	Forest Road	28th Street NE	\$786,240	1.25
CP-111	Lake Drive	Lundeen Parkway	28th Street NE	\$853,632	1.13
CP-112	Soper Hill	Lake Drive	RAB at SR9	\$1,714,284	2.13



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Capital Facilities Plan- Sidewalks					
Project Number	Roadway	Start	End	Total Cost	Average Score
CP-116	4th Street NE	97th Drive NE	98th Drive NE	\$263,952	1.63
CP-117	99th Ave NE	Lakemont Avenue	3rd Street NE	\$320,112	1.50
CP-118	99th Ave NE	1st Street NE	Chapel Hill Road	\$101,088	1.88
CP-119	99th Ave NE	Market Place	4th Street SE	\$780,624	1.50
CP-120	99th Ave SE	11th Place SE	4th Street SE	\$1,437,696	1.25
CP-121	32nd Street NE	Grade Road	118th Drive NE	\$263,952	1.13
CP-122	8th Street SE	79th Ave SE	83rd Ave SE	\$746,928	1.25
CP-123	79th Ave SE	8th Street SE	12th Street SE	\$741,312	1.38
CP-124	South Lake Stevens Road	East Lakeshore Drive	123rd Street SE	\$2,729,376	1.75
CP-125	Vernon Road	12th Place NE	15th Street NE	\$359,424	1.38
CP-126S	20th Street SE	S. Lake Stevens Road	113th Drive SE	\$1,151,280	1.63



Chapter 9 – Capital Facilities

Capital Facilities Plan- Sidewalks					
Project Number	Roadway	Start	End	Total Cost	Average Score
CP-127S	91st Ave SE	4th St. SE	Market Street	\$606,528	2.25
CP-128S	91st Ave SE	8th Street SE	4th Street SE	\$808,704	2.25
CP-129S	83rd Ave NE	20th Street SE	17th Street SE	\$477,360	1.88
CP-130S	103 rd Ave SE	32nd Street NE	South Lake Stevens Road	\$81,432	1.88
CP-131S	91st Ave SE	Market Place	12th Street SE	\$1,375,920	2.25
CP-132S	113 th Ave NE	32nd Street NE	36th Street NE	\$68,796	2.00
CP-133S	131 st Ave NE	20th Street NE	Hartford Road	\$1,029,132	1.25
CP-135S	99 th Ave NE	Sunnycrest Elem.	30th Street NE	\$741,312	1.75
CP-136S	8 th Street SE	79th Ave SE	91st Avenue SE	\$1,433,484	1.38
CP-137S	30 th Street NE	99th Ave NE	Callow Road	\$703,404	1.38
CP-138S	Cedar Road	20th St. NE	30th Street NE	\$1,950,156	1.25



Chapter 9 – Capital Facilities

Capital Facilities Plan- Sidewalks					
Project Number	Roadway	Start	End	Total Cost	Average Score
CP-139S	20th Street NE	Main Street	131st Ave SE	\$29,484	2.00
CP-140S	S. Lake Stevens Road	100th Dr SE	SR 9	\$1,124,604	2.13
CP-141S	North Lakeshore Drive	Main Street	123rd Ave NE	\$131,976	2.13
CP-142S	North Lakeshore Drive	123rd Ave NE	North Lakeshore Swim Bea	\$692,172	1.88
CP-143S	North Lakeshore Drive	Mitchell Road	114th Drive NE	\$921,024	1.38
CP-144S	79th Ave SE	16th Place SE	14th Street SE	\$209,196	1.50
CP-145S	79th Ave SE	14th Street NE	10th Street SE	\$631,800	1.38
CP-146S	Frontier Circle	Frontier Circle East	11th Street SE	\$584,064	1.38
CP-147S	Hartford Drive	21st Street NE	131st Ave NE	\$2,075,112	1.50
CP-148S	118th Ave SE	Machias	Meridian	\$2,459,808	1.13
CP-149S	East Lakeshore	S. Lake Stevens Road	Sunset Beach	\$4,212,000	1.38



Chapter 9 – Capital Facilities

Capital Facilities Plan - Roadways				
Project Number	Project Name	Description	Total Cost	Average Score
RD-100	79th Ave SE Access Road	Construct new roadway including 7' bike lane, two 11' travel lanes, 5' landscape strips and 5' sidewalks for through road to Cavalero Mid-High School	3,186,000	2.11
RD-101	Main Street Redevelopment	Multi-use path, street frontage improvements and roundabout at Main Street & 20th St NE intersection.	7,249,920	1.89
RD-102	91st Ave NE Commercial Revitalization	Upgrade road to minor arterial road standard including multi-use path or sidewalk with 7' bike lane, 11' travel lanes and 12' center lane with landscape islands. Potential for roundabout at midblock for circulation into commercial areas	6,796,800	1.89
RD-103	99th Ave NE - Boulevard	Upgrade road to minor arterial road standard including multi-use path or sidewalk with 7' bike lane, 11' travel lanes and 12' center lane with landscape islands. Potential for roundabout at midblock for circulation into commercial areas.	5,890,560	1.56
RD-104	Grade Road - Boulevard	Upgrade road to minor arterial road standard including multi-use path or sidewalk with 7' bike lane, 11' travel lanes and 12' center lane with landscape islands.	15,859,200	1.56
RD-105	125th Ave NE/18th St NE/20th St NE Downtown Roadway Improvements	Upgrade road to two 10' travel lanes, 8' parking on both sides, 5' planters and 5' sidewalks.	4,180,032	1.56



Chapter 9 – Capital Facilities

Capital Facilities Plan - Roadways

Project Number	Project Name	Description	Total Cost	Average Score
RD-106	79th Ave SE/8th St. SE Inter	Improve the intersection at 79th Ave SE and 8th Street SE to provide pedestrian amenities and intersection improvements. Limits are 200' from intersection.	906,240	1.44
RD-107	Madrona Drive	Convert half road to reduced standard local access road section including two 10' travel lanes and a sidewalk on a single side of the road.	1,064,832	1.11
RD-108	Alder Road	Convert half road to reduced standard local access road section including two 10' travel lanes and a sidewalk on a single side of the road.	1,585,920	1.11
RD-109	101st Ave NE	Convert half road to reduced standard local access road section including two 10' travel lanes and a sidewalk on a single side of the road.	4,757,760	1.11
RD-110	99th/20th U-turn Channelization	Rechannelize 20th Street SE to allow for U-turns at the intersection of 20th Street SE and 99th Ave SE.	30,000	2.11
RD-111	12th St. SE/87th Ave SE Road Realignment	The intersection at 87th Street SE and 12th Street SE is not aligned to provide adequate sight distances for vehicles. Project will realign the intersection and construct additional roadway surface.	6,647,520	1.56
RD-112	91st Ave SE/24th Street SE/S. Lake Stevens Road	Construction of minor arterial south of 20th Street SE that provides an additional connection to SR 9.	-	1.89
Total			58,154,784	



Chapter 9 – Capital Facilities

Capital Facilities Plan - Parks				
Project Number2	Project Name	Description	Total Cost	Average Score
PR-100	Frontier Heights Phase II	Design and construction of a multiuse athletic field, drainage and parking lot improvements and pickleball courts.	\$1,905,000	2.75
PR-101	Mill Spur Concession/Restroom	Construct a restroom and concession building on Mill Spur	\$228,600	2.75
PR-102	Eagle Ridge Park Phase II	Design and construct an amphitheater, playground, restrooms, parking and frontage improvements.	\$984,250	2.63
PR-103	North Cove Dock Boat Slips	Add up to six boat slips to the west side of the pier.	\$134,000	2.63
PR-104	Cedarwood Recreation Center	Construct a community center/recreation space by renovating an existing building that previously served this purpose.	\$1,651,000	2.50
PR-105	North Cove Pedestrian Bridge	Construct abutments and place previously purchased pedestrian bridge over the Lake Stevens outlet channel between North Cove Park and North Lakeshore Drive.	\$67,000	2.25
PR-106	Sunset Park Phase II	Pave parking lot, drainage improvements, ADA path with overlook deck.	\$762,000	2.38
PR-107	North Cove Docks @ Boat Launch	Repair/Replace boat launch dock and slips.	\$317,500	2.38
PR-108	Frontier Heights Phase III	Construction of a labyrinth exercise equipment and a sensory garden with associated pedestrian connections.	\$190,500	2.25
PR-109	20th St. SE Ballfields/Powerline Trail Phase I	Construct paved parking lot adjacent to 20th Street SE and 3,800 linear feet of multi-use path between 20th Street SE and 8th Street SE.	\$1,644,500	2.25



Chapter 9 – Capital Facilities

		Capital Facilities Plan - Parks		
Project Number2	Project Name	Description	Total Cost	Average Score
PR-110	Eagle Ridge Property Acquisition	Acquire residential property adjacent to Eagle Ridge Park	\$920,500	2.25
PR-111	Sunset Park Phase I	Stabilize dock and shoreline. Improve landscaping.	\$250,000	2.13
PR-112	Neighborhood Park Acquisition	Identify locations for and acquire lands for a neighborhood level park in the southeastern part of the City.	\$1,952,500	2.13
PR-113	Davies Beach Pier Restoration	Restore the pier with new decking, piling repairs as needed, add three boat slips with lifts for emergency responder boats. Pier area is 5,500 sq. ft.	\$201,000	2.00
PR-114	Centennial Woods - Pump Track and Climbing	Improve trails, construct a pump track and climbing walls.	\$1,340,000	2.00
PR-115	Power Line Trail Phase II	Construct 3,700 linear feet of multi-use path between 8th St. SE and Market Place.	\$1,497,800	1.75
PR-116	Bonneville Ballfields	Replace the field surface and renovate the athletic field amenities.	\$952,500	1.63
PR-117	Mini-Park Restoration	Restoration program for mini-parks throughout the City. Mini-parks typically have playgrounds that need to be replaced or repaired. This is recurring annual funding.	\$95,250	1.63
R-1148	North Cove Parking Lot	Remove administrative buildings and construct new parking lot.	\$571,500	0.00
		Total	\$15,093,900	



Chapter 9 – Capital Facilities

		Capital Facilities Plan - Stormwater		
Project Number				
	Project Name	Description	Total Cost	Average Score
SW-101	Weir Replacement	Phase I - Downtown Flood Mitigation: Replacement of the weir at the outlet of Lake Stevens with a control structure that provides fish passage and automated control of the lake level.	952,500	3.50
SW-102	10th/79th Storm Line Replacement	Replacement of inadequately sized stormwater pipes and structures with structures/pipes to convey the significant quantity of water in this area.	508,000	2.50
SW-103	99th Ave SE/4th St. SE Culvert Feasibility	Design/feasibility of a culvert replacement project at 99th Ave SE/4th St. SE.	1,905,000	1.50
SW-104	Bridge 06 Replacement - 36th Street NE	Bridge 06 requires a quarterly inspection due to structural concerns. This bridge should be replaced to ensure commercial traffic can access the Hartford Industrial area of the City.	3,175,000	3.00
SW-105	20th Street NE Culvert Replacement/Channel realignment	Phase II - Downtown Flood Mitigation: Replacement of the 20th Street NE culvert with a bridge to reduce the severity and occurrence of flooding in the downtown area. This project includes channel realignment.	4,164,000	3.50
SW-106	Hartford Crossing - New and Channel realignment	Phase III - Downtown Flood Mitigation: Replacement of two culverts on Hartford Drive with bridges and channel restoration through the wetland west of Hartford.	6,995,000	3.50
SW-107	18th Street NE Culvert Replacement/realignment	Phase IV - Downtown Flood Mitigation: Replacement of the 18th Street NE with a bridge.	1,270,000	3.33
SW-108	36th Street Culvert Replacement - Fish Passable	Replace the culvert at 36th Street NE that conveys a tributary to Catherine Creek.	762,000	2.67



Chapter 9 – Capital Facilities

Capital Facilities Plan - Stormwater				
Project Number	Project Name	Description	Total Cost	Average Score
SW-109	Regional Stormwater Facility Downtown	Construct a regional stormwater facility in downtown Lake Stevens to encourage commercial growth.	1,270,000	2.67
SW-110	Regional Stormwater Facility Hartford Industrial	Construct a regional stormwater facility in adjacent to Hartford Drive to encourage industrial growth.	1,270,000	2.67
SW-111	Catherine Creek/Hartford Crossing Replacement		3,175,000	2.67
Total			25,446,500	



Chapter 9 – Capital Facilities

Capital Facilities Plan - Facilities				
Project Number	Project Name	Description	Total Cost	Average Score
FC-101	Museum	Design and construct a museum building on Mill Spur adjacent to the Grimm House.	\$2,413,000	1.78
FC-102	City Hall	Relocate City Hall from North Cove Park to an alternative location	\$10,270,000	1.89
FC-103	Police Station HVAC	LSPD facility was purchased in 2019 and remodeled. The life span on the current HVAC and air conditioning units have met their lifespan and are failing in the Administration/Operations Building. The training center systems were replaced shortly after occupancy. Project includes four AC units and four furnaces.	\$63,500	2.11
FC-104	Library HVAC and Paint	Replace the HVAC system and paint the city-owned building that is occupied by Sno-Isle Library.	\$88,900	1.89
FC-105	Eagle Ridge Storage Building	Restore/remodel the storage facility at Eagle Ridge Park for use by the Parks Department.	\$127,000	1.78
FC-106	Lundeen Park Recreation Building Remodel	Remodel the Lundeen Park recreation building for use by vendors and the Parks Department. This project includes security and IT upgrades.	\$127,000	1.78
FC-107	1819 South Lake Stevens Road - Commercial Building Paint and Remodel	Paint the exterior of the building. Minor remodel of the building including replacement/repair of aging HVAC system and other appliances. This project includes replacement of the eastern fire escape stairway.	\$50,800	1.44
FC-108	Security Cameras	Procure and install cameras on municipal facilities to improve security.	\$63,500	2.00



Chapter 9 – Capital Facilities

Capital Facilities Plan - Facilities				
Project Number	Project Name	Description	Total Cost	Average Score
FC-109	Refueling Station Cover and Structure	Construct a ~1,200 square foot roof/cover structure over the refueling station at the PW Shop. This is a requirement of the City's NPDES permit.	\$45,720	2.11
FC-110	Decant Facility and PW Yard Materials Storage Bins Cover	Construct roof/cover structures over the four materials bins at the public works yard and four bins at the decant facility. Total area to cover is 4,700 square feet.	\$71,628	2.11
FC-111	Additional PW Shop Building Feasibility/Preliminary Design	Prepare feasibility report and preliminary design for additional public works shop building at current shop location.	\$30,000	2.44
FC-112	131st Ave NE Sewer Extension	Construct ~550 linear feet of sewer main beneath 131st Ave NE and connect public works shop to public sewer. Costs will be shared with the Lake Stevens Sewer District. This cost estimate is 50% share.	\$265,176	2.00
FC-113	Mill Spur Downtown Parking Lot	The city has identified potential parking locations in downtown Lake Stevens. Public parking is a goal of the downtown Lake Stevens Subarea Plan. The first site is designed and will be ready to construct in 2023. The second location is dependent on coordination and an agreement with the property owner.	\$160,400	1.78
FC-114	Machias Sewer Connection	Construct ~480 linear feet of sewer main along City property, between 131st Ave NE and Machias Rd.	\$438,912	-
FC-115	Water Main Extension - 20th Street SE between 91st Street SE and 79th Street SE	Installation of ~4,000 linear feet water main on the south side of 20th Street SE providing water service for commercial and residential customers. Water main will reduce roadway cuts across recently improved road. 2023 funding will be used for feasibility.	\$100,000	1.78
Total			\$14,315,536	



Chapter 9 – Capital Facilities

Table 9.2 - 2023-2028 6-Year Capital Improvement Plan Summary
(Formatting will be updated/standardized)

Fund	Project Number	Project Name	Score	Description	Total Project Cost	2023	2024	2025	2026	2027	2028
STREETS	RD-101	Main Street	1.89	Multi-use path, street frontage improvements and roundabout at Main Street & 20th St NE intersection. RAB will be constructed in 2024.	\$ 7,249,920	\$ 921,600	\$ 6,328,320				
	RD-100	79th Ave SE Access Road	2.11	Construct new roadway including 7' bike lane, two 11' travel lanes, 5' landscape strips and 5' sidewalks for through road to Cavalero Mid-High	\$ 3,186,000				\$ 405,000	\$ 2,781,000	
	RD-110	99th/20th U-turn Channelization	2.11	Rechannelize 20th Street SE to allow for U-turns at the intersection of 20th Street SE and 99th Ave SE.	\$ 30,000	\$ 30,000					
	RD-102	91st Ave NE Commercial Revitalization	1.89	Upgrade road to minor arterial road standard including multi-use path or sidewalk with 7' bike lane, 11' travel lanes and 12' center lane with landscape islands. Potential for roundabout at midblock for circulation into commercial	\$ 6,846,800	\$ 50,000				\$ 864,000	\$ 5,932,800
	RD-112	91st Ave SE/24th Street SE/S. Lake Stevens Rd	1.89	Construction of minor arterial south of 20th Street SE that provides an additional connection to SR 9.	\$ -	(rollover)					
	CP-140S	South Lake Stevens Multi-Use Path Phase II &	2.13		\$ 3,050,000	\$ 3,050,000					
	CP-101	16th Street NE Multi-Use Path	2.25		\$ 1,713,024	\$ 286,520	\$ 1,426,504				
	FC-113	Mill Spur Downtown Parking Lot	1.78	The city has identified potential parking locations in downtown Lake Stevens. Public parking is a goal of the downtown Lake Stevens Subarea Plan. The first site is designed and will be ready to construct in 2023. The second location is dependent on coordination and an agreement with the property	\$ 160,400		\$ 160,400				
	RD-106	79th Ave SE/8th St. SE Intersection	1.44	Improve the intersection at 79th Ave SE and 8th Street SE to provide pedestrian amenities and intersection improvements. Limits are 200' from intersection.	\$ 906,240	\$ 906,240					
		Pavement Preservation		Annual pavement preservation activities including grind and overlay and crack sealing.	\$ 2,400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
		School Zone Improvements		School Zone Improvements	\$ 300,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
		Traffic Calming		Traffic Calming	\$ 450,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
TOTAL					\$ 26,292,384	\$ 5,769,360	\$ 8,440,224	\$ 525,000	\$ 930,000	\$ 4,170,000	\$ 6,457,800



Chapter 9 – Capital Facilities

Fund	Project Number	Project Name	Score	Description	Total Project Cost	2023	2024	2025	2026	2027	2028
PARKS	PR-100	Frontier Heights Park Phase II	2.75	Design and construction of a multiuse athletic field, drainage and parking lot improvements and pickleball courts.	\$ 1,905,000	\$ 150,000	\$ 1,755,000				
	PR-111	Sunset Park Dock & Shoreline	2.13	Stabilize dock and shoreline. Improve landscaping.	\$ 250,000	\$ 250,000					
	PR-106	Sunset Park Improvements	2.38	Pave parking lot, drainage improvements, ADA path with overlook deck.	\$ 762,000	\$ 762,000					
	PR-103	North Cove Guest Moorage	2.63	Procurement and installation of premanufactured floating dock sections for boat moorage. Includes driving up to six piles.	\$ 134,000	\$ 134,000					
	PR-107	North Cove Row Dock	2.38	Construct bulkhead, secure dock to bulkhead.	\$ 60,000	\$ 60,000					
	PR-113	Davies Beach Pier Restoration	2.00	Restore the pier with new decking, piling repairs as needed, add three boat slips with lifts for emergency responder boats. Pier area is 5,500 sq. ft.	\$ 200,000	\$ 200,000					
	PR-102	Eagle Ridge Park Phase II	2.63	Design and construct an amphitheater, playground, restrooms, parking and frontage improvements.	\$ 984,250	\$ 80,000	\$ 100,000	\$ 804,250			
	PR-104	Cedarwood Recreation Center	2.50	Construct a community center/recreation space by renovating an existing building that previously served this purpose.	\$ 1,800,000	\$ 200,000	\$ 1,600,000				
	PR-101	Hartford Depot (concession building)	2.75	Construct building on Mill Spur that includes a restroom, concession area and storage/utility chase.	\$ 228,600	\$ 228,600					
	PR-109	20th Street Ballfields and Dog Park	2.25	Phase 1 of Trails Master Plan, 20th to 8th	\$ 1,265,000	\$ 1,265,000					
	PR-114	Centennial Woods - Pump Track and Climbing	2.00	Improve trails, construct a pump track and climbing walls.	\$ 1,340,000	\$ 20,000	\$ 150,000	\$ 1,170,000			
	PR-116	Bonneville Ballfields	1.63	Replace the field surface and renovate the athletic field amenities.	\$ 952,500	\$ 75,000			\$ 877,500		
TOTAL					\$ 9,881,350	\$ 3,424,600	\$ 3,605,000	\$ 1,974,250	\$ 877,500	\$ -	\$ -



Chapter 9 – Capital Facilities

Fund	Project Number	Project Name	Score	Description	Total Project Cost	2023	2024	2025	2026	2027	2028
FACILITIES	FC-109	Refueling Station Cover	2.11	Construct a 1,200 square foot roof cover structure over the refueling station at the PW Shop. This is a requirement of the City's NPDES permit.	\$ 45,720	\$ 45,720					
	FC-110	Decant Facility and PW Yard Materials Storage	2.11	Construct roof cover structures over the four materials bins at the public works yard and four bins at the decant facility. Total area to cover is 4,700 square feet.	\$ 125,000	\$ 125,000					
	FC-108	Security Cameras	2.00	Procure and install cameras on municipal facilities to improve security. Includes network infrastructure.	\$ 150,000	\$ 100,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
	FC-112	131st Ave NE Sewer Extension	2.00	Construct 550 linear feet of sewer main beneath 131st Ave NE and connect public works shop to public sewer. Cuts will be shared with the Lake Stevens Sewer District. This cost estimate is 50% share.	\$ 265,176		\$ 20,880	\$ 244,296			
	FC-114	Machias Sewer Connection		Construct 480 linear feet of sewer main along City property, between 131st Ave NE and Machias Rd.	\$ 438,912		\$ 34,560	\$ 404,352			
	FC-102	City Hall	1.89	Relocate City Hall from North Cove Park to an alternative location.	\$ 16,000,000				\$ 100,000	\$ 9,000,000	\$ 6,900,000
	FC-104	Library HVAC and Paint	1.89	Replace the HVAC system and paint the city-owned building that is occupied by Smarble Library.	\$ 88,900			\$ 88,900			
	FC-101	Museum	1.78	Design and construct a museum building on Mill Spur adjacent to the Grimm House.	\$ 2,400,000		\$ 2,400,000				
	FC-105	Eagle Ridge Storage Building	1.78	Rebuild/remodel the storage facility at Eagle Ridge Park for use by the Parks Department.	\$ 127,000	\$ 10,000	\$ 117,000				
	FC-106	Lundeen Park Recreation Building Remodel	1.78	Remodel the Lundeen Park recreation building for use by vendors and the Parks Department. This project includes security and IT upgrades.	\$ 127,000	\$ 10,000	\$ 117,000				
	FC-115	Water Main Extension - 20th Street SE between 91st Street SE and 79th Street SE	1.78	Installation of 4,000 linear feet water main on the south side of 20th Street SE providing water service for commercial and residential customers. Water main will reduce roadway cuts across recently improved road. 2023 funding will be used for feasibility.	\$ 100,000	\$ 100,000					
	FC-107	1819 South Lake Stevens Road - Commercial Building Paint and Remodel	1.44	Paint the exterior of the building. Minor remodel of the building including replacement of aging HVAC system and other appliances. This project includes replacement of the eastern fire escape stairway.	\$ 50,800	\$ 4,000	\$ 46,800				
TOTAL					\$ 20,012,000	\$ 424,720	\$ 2,746,240	\$ 311,040	\$ 110,000	\$ 9,010,000	\$ 6,910,000



Chapter 9 – Capital Facilities

Fund	Project Number	Project Name	Score	Description	Total Project Cost	2023	2024	2025	2026	2027	2028
TOTAL					\$ 20,012,000	\$ 424,720	\$ 2,746,240	\$ 311,040	\$ 110,000	\$ 9,010,000	\$ 5,210,000
SIDEWALK		Sidewalk Improvement		Repair & Maintenance	\$ 1,600,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
		ADA Transition Plan			\$ 400,000	\$ 400,000					
	TOTAL				\$ 2,000,000	\$ 600,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
STORM	SW-108	36th Street Culvert Replacement - Fish Passage	2.33	Replace the culvert at 36th Street NE that conveys a tributary to Catherine Creek.	\$ 762,000	\$ 60,000	\$ 702,000				
	SW-105	20th Street NE Culvert Replacement/Channel	3.50	Phase II - Downtown Flood Mitigation: Replacement of the 20th Street NE culvert with a bridge to reduce the severity and occurrence of flooding in the downtown area. This project includes channel realignment.	\$ 4,164,000			\$ 320,000	\$ 100,000	\$ 3,744,000	
	SW-106	Hartford Crossing - New and Channel realignment	3.50	Phase III - Downtown Flood Mitigation: Replacement of two culverts on Hartford Drive with bridge and channel restoration through the wetland west of Hartford.	\$ 6,995,000				\$ 560,000		\$ 6,435,000
	SW-101	Weir Replacement	3.50	Phase I - Downtown Flood Mitigation: Replacement of the weir at the outlet of Lake Stevens with a central structure that provides fish passage and automated control of the lake level.	\$ 952,500	\$ 75,000	\$ 877,500				
	SW-107	18th Street NE Culvert Replacement/realignment	3.33	Phase IV - Downtown Flood Mitigation: Replacement of the 18th Street NE with a bridge.	\$ 1,270,000			\$ 100,000	\$ 1,170,000		
	SW-111	Catherine Creek/Hartford Crossing Replacement	2.67		\$ 3,175,000		\$ 250,000	\$ 2,925,000			
	SW-103	99th Ave SE/4th St. SE Culvert Feasibility	1.50	Drought feasibility of a culvert replacement project at 99th Ave SE/4th St. SE.	\$ 1,905,000					\$ 150,000	\$ 1,755,000
	SW-104	Bridge 06 Replacement - 36th Street NE	3.00	Bridge 06 requires a quarterly inspection due to structural concerns. This bridge should be replaced to ensure commercial traffic can access the Hartford Industrial area of the City.	\$ 3,175,000		\$ 250,000	\$ 2,925,000			
TOTAL					\$ 22,399,500	\$ 135,000	\$ 2,079,500	\$ 6,270,000	\$ 1,530,000	\$ 3,894,000	\$ 8,190,000
ALL FUNDS TOTAL					\$ 80,584,242	\$ 10,353,680	\$ 17,070,964	\$ 9,780,298	\$ 3,947,500	\$ 17,274,000	\$ 21,757,800



Chapter 9 – Capital Facilities

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City of Lake Stevens

2015 - 2035 Comprehensive Plan

Executive Summary

2035 LAKE STEVENS VISION

As the city contemplates the next 20 years, it must embrace its position as a unified growing city. Lake Stevens will be a vibrant sustainable community that provides a positive development atmosphere and maintains a strong community image with excellent schools and neighborhoods. Sustainability will be manifested through environmental protection, conscientious community development and sound economic policy. The city will continue emphasizing the role of local growth centers and subarea planning as the primary locations for new development – specifically as essential pockets for economic development and focal points for new neighborhood and commercial areas. The city will ensure that the city’s infrastructure and public services will meet the demands of the community as it grows in an economically feasible manner. Development will be sensitive to the lake, environment and existing neighborhoods. The community will become a balanced community with sufficient and affordable housing, family-wage jobs and a variety of shopping and service options to meet the needs of Lake Stevens’ residents.

PLANNING CONTEXT

Effective land use planning has become a common feature in statewide, regional and local governance since 1991 when the Washington State Legislature enacted the Growth Management Act (GMA) as Chapter 36.70A of the Revised Code of Washington (RCW). The primary purpose of the GMA is to encourage appropriate levels of growth in urban and rural areas consistently across the state. The GMA identifies several mandatory planning elements that jurisdictions must incorporate into their individual comprehensive plans:



- | | |
|-----------------------|-----------------------------|
| 1. Land Use | 5. Rural Element (counties) |
| 2. Housing | 6. Transportation |
| 3. Capital Facilities | 7. Economic Development |
| 4. Utilities | 8. Park and Recreation |

The GMA also directs local jurisdictions to consider specific planning goals to facilitate population and employment growth when developing land use policy and regulations, including control of urban growth and sprawl, encouraging efficient transportation systems, promoting economic development, providing for predictable and timely permit review, maintaining the natural environment and natural resources industries, encouraging public participation, ensuring adequate public facilities, preserving cultural and historic lands and implementing the Shoreline Management Act.

The Puget Sound Regional Council (PSRC) comprised of agencies from the four-county central Puget Sound developed a regional approach, articulated in ~~VISION 2040 and~~ *Vision 2050*, to implement GMA requirements. VISION ~~2040-2050~~ augmented GMA goals related to environmental protection, focused development patterns, housing affordability, sustainable regional economy, integrated transportation systems and adequate public services to accommodate an additional 1.8 million residents and 1.2 million new jobs by 2050. VISION ~~2040-2050~~ emphasized regional growth centers as areas to concentrate future employment and population growth, linking regional and local centers with efficient multimodal transportation system, promoting sustainability in decision-making and allocating population and employment growth within regional geographies based on community size.

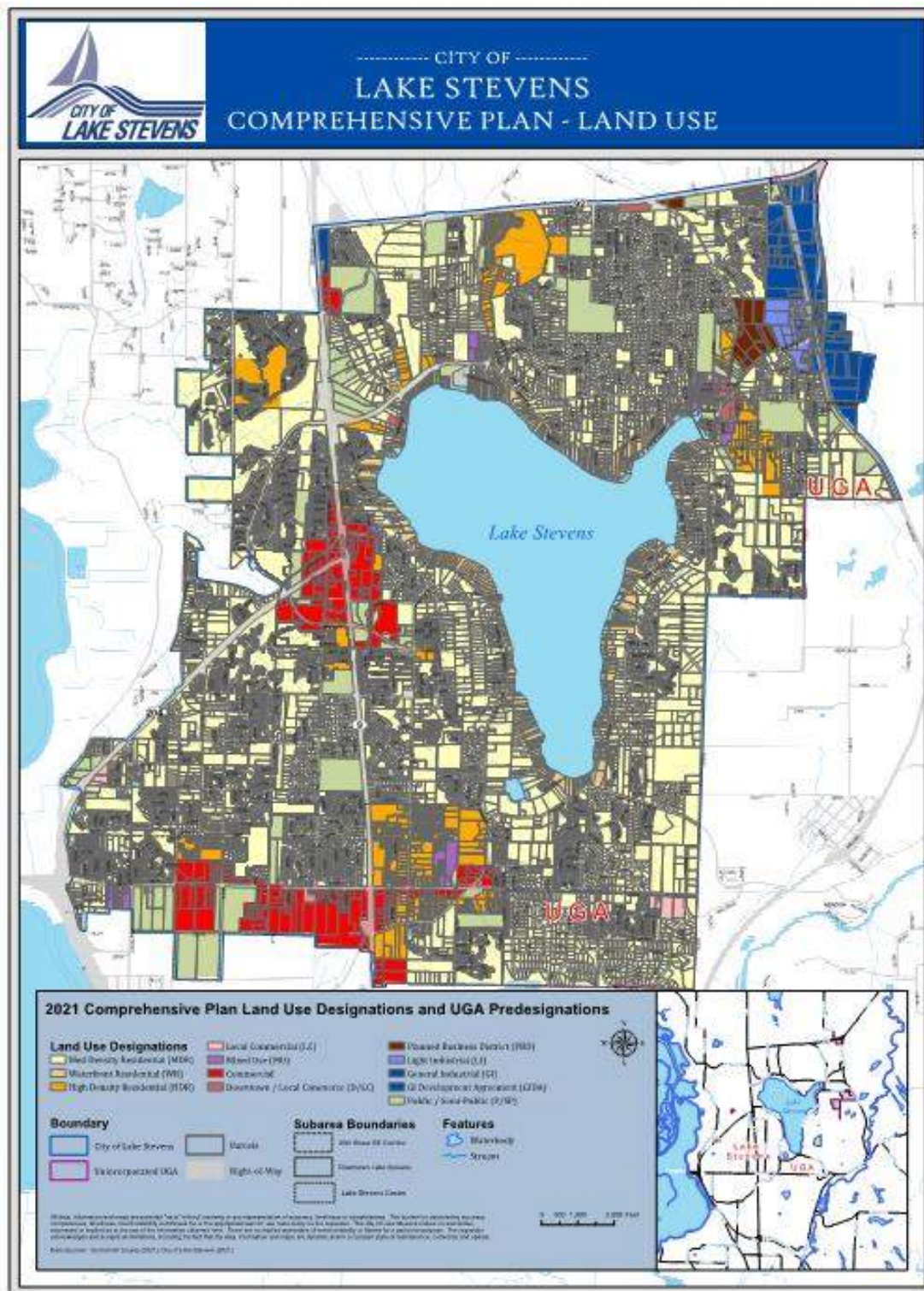
~~Following a three-year planning process, in October 2020 PSRC adopted Vision 2050, the update to Vision 2040. The plan continues to focus on accommodating growth within urban areas and the preservation of rural areas and open space, as the region looks to accommodate an additional 1.8 million residents and 1.2 million new jobs by 2050.~~

The GMA requires counties to adopt countywide planning policies in cooperation with affected cities (RCW36.70A.210). Countywide planning policies provide a local planning framework to ensure consistency among cities and a regional vision. Snohomish County facilitates collaborative countywide planning through Snohomish County Tomorrow (SCT), which is comprised of staff, local citizens and elected officials from every jurisdiction. The cities, towns, tribes and county have worked together through SCT since 1989 to address local planning issues. SCT provides a forum in which jurisdictions can address regional growth management issues such as transportation, utilities, housing, population and employment.

PLANNING IN LAKE STEVENS

The city of Lake Stevens adopted its initial GMA Comprehensive Plan to address growth in the city and its Urban Growth Areas (UGA) in 1994. The first major update to the Lake Stevens Comprehensive Plan occurred in 2006, which highlighted the city's changing status from small community to a growing city. The 2006 plan identified specific growth centers as the focus for the plan and recommended developing subarea plans for each growth center including Downtown Lake

Stevens, 20th Street SE Corridor (AKA South Lake), Lake Stevens Center (AKA Frontier Village) and the Hartford Road Industrial Area.





[Update Map to Reflect Map Amendments 1 and 2, if approved](#)

The city adopted subarea plans for Lake Stevens Center and the 20th Street SE Corridor in 2012 as supplemental documents to the Comprehensive Plan, and in 2018 adopted a subarea plan for Downtown Lake Stevens. The three subarea plans contain a number of goals, policies, strategies, and development concepts for the areas, which will be integral in helping the city meet its long-term employment and housing needs.

As part of the 2006 Comprehensive Plan, the city developed an annexation plan that called for eventually annexing the remainder of the unincorporated area within its unincorporated UGA. As of August 2021 the city has annexed the entirety of its UGA around the lake, as well as the lake itself. As shown on the land use map⁷, the remaining UGA includes small areas east of downtown, north of the industrial area, and south of 20th SE..

Jurisdictions are required to update their comprehensive plans and development regulations periodically to remain compliant with GMA requirements. Through its annual docket cycle, Lake Stevens continues to refine its plan. For example, the city incorporated economic development data and strategies into goals and policies. The city adopted two subarea plans that considered land uses and housing in large portions of the city. The city continues to update its transportation element regularly, which contributed to the completion of a new concurrency-based impact fee system. The city adopted a revised Park, Recreation and Open Space Element with a new model for determining levels of service. Other minor changes occur as well – typically in the form of citizen-initiated land use map changes.

The GMA mandates jurisdictions complete thorough updates to comprehensive plans according to a predetermined schedule. Snohomish County cities, including Lake Stevens, were required to complete their major updates in 2015, [while the next major update must be completed by December 2024.](#)

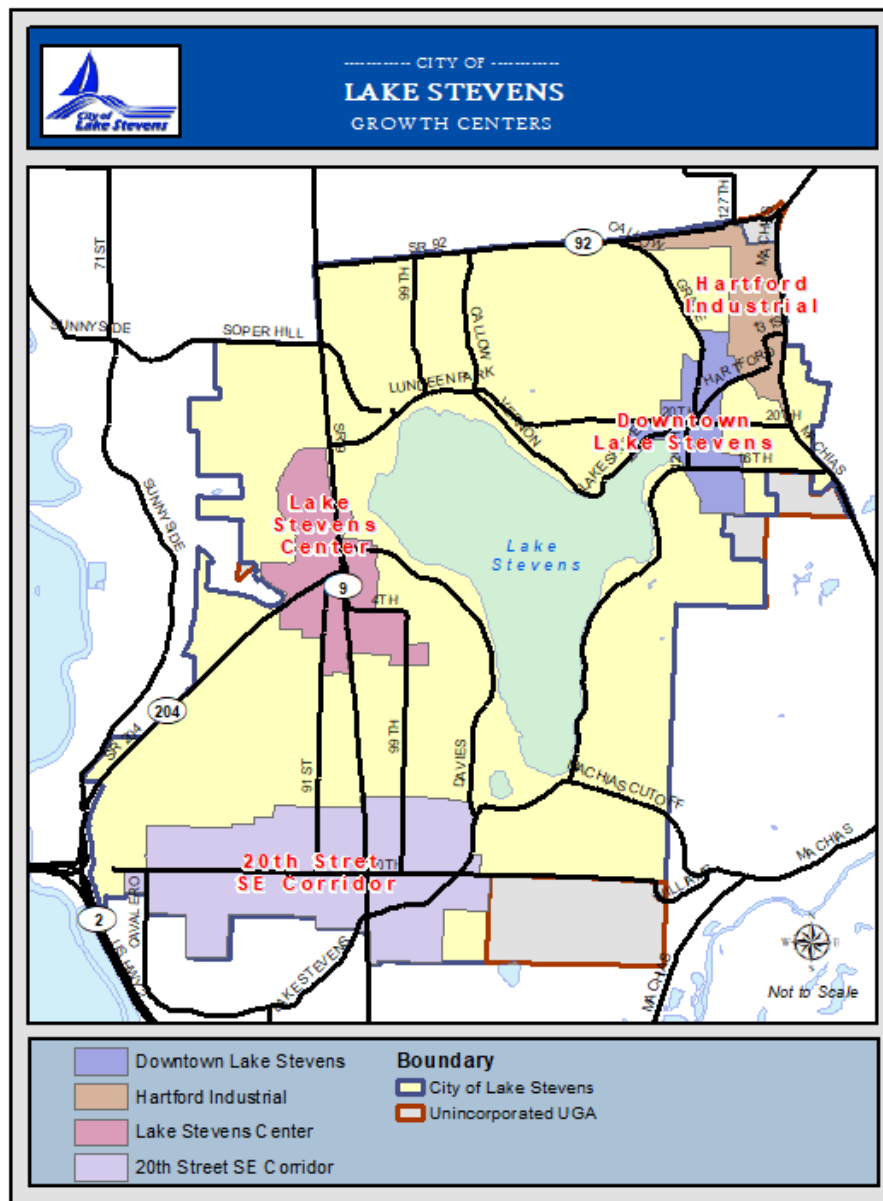
As the city began its comprehensive plan update process for 2015 staff identified several tasks that would need to take place to ensure compliance with GMA, PSRC and countywide policies. To date, staff has prepared a self-audit of its comprehensive plan and development regulations to identify any state, regional or countywide inconsistencies. The city has engaged the community in a public participation program that has included public open houses, surveys, social media, outreach to service groups, and meetings with the Planning Commission and City Council. The plan addresses many technical issues:

1. What has changed since the last time we adopted our comprehensive plan (e.g., boundaries, population and infrastructure)?
2. How has demand for various land uses changed?
3. What has been implemented?
4. Are we using all of our planning tools (e.g., subarea planning, innovative codes, continuous public participation, etc.)
5. Does the comprehensive plan accurately reflect the city's community vision?



Aside from meeting technical and procedural requirements the update has allowed city staff to pose fundamental questions to the community about their vision for Lake Stevens over the next 5, 10 and 20 years.

- Will you be in Lake Stevens in 2035?
- Where will you live?
- Where will you work?
- How will you get there?
- What will you do for recreation?
- Where will you shop?





At the first open house, city staff and board members had breakout sessions with the public to discuss the mandatory comprehensive plan elements. Based on the public comments received, fresh vision statements emerged for each plan element. The next important avenue to receive public outreach was an opinion survey. The survey was posted electronically on the city's website and administered at city events. Through this survey, community members were asked a series of questions to determine public concerns and preferences for growth over the next 20 years.

- Cottage housing and townhouses were identified as the most popular non-single-family housing options;
- The preferred location for residential growth was southwest Lake Stevens followed by Northeast Lake Stevens and the Soper Hill area;
- Retail, High-tech industry and professional offices were identified as the most important employment sectors for Lake Stevens;
- The preferred location for employment growth was the 20th Street SE Corridor, followed by Lake Stevens Center and the Hartford Industrial Area;
- A sense of community and residential opportunities were identified as the most positive changes over the last 10 years, increased traffic was identified as the greatest challenge;
- Participants identified schools and neighborhoods as the city's greatest strength;
- 30% of participants are attracted to other cities for shopping and dining;
- 25% of participants felt economic development (increased shopping and jobs) should be a priority, followed by public services over the next 20 years;
- Over 38% of participants identified adding more sidewalks and pedestrian paths as the most important transportation improvement followed by increased vehicle capacity; and
- 37% of participants indicated parks and open spaces are the most important public facilities followed closely by roads and sidewalks.

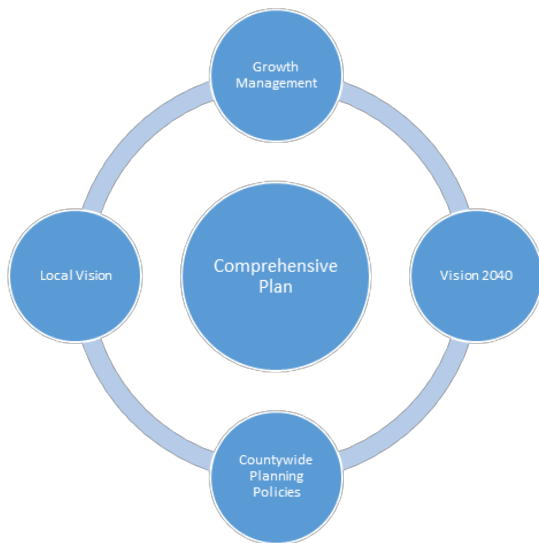
These responses provided a valuable framework for re-evaluating individual plan elements and updating goals and policies to reflect community preferences.

The 2035 Lake Stevens Comprehensive Plan update addresses the applicable GMA elements as specific chapters and considers optional elements related to conservation, solar energy, recreation and subarea plans in individual chapters. The plan incorporates and responds to community preferences and concerns. It also considers the role of regional planning under VISION 2040 and countywide planning in the development of specific goals and policies. The following sections will identify the vision and primary revisions for each element.



INTRODUCTION

A Vision for Planning – the city will integrate the Growth Management Act (GMA), defined in Chapter 36.70A of the Revised Code of Washington (RCW), as an essential planning framework for the Lake Stevens Comprehensive Plan. The GMA principles will help direct community, regional, and statewide efforts to enhance the quality of life, environmental protection and economic vitality for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as a unique lakeside community.

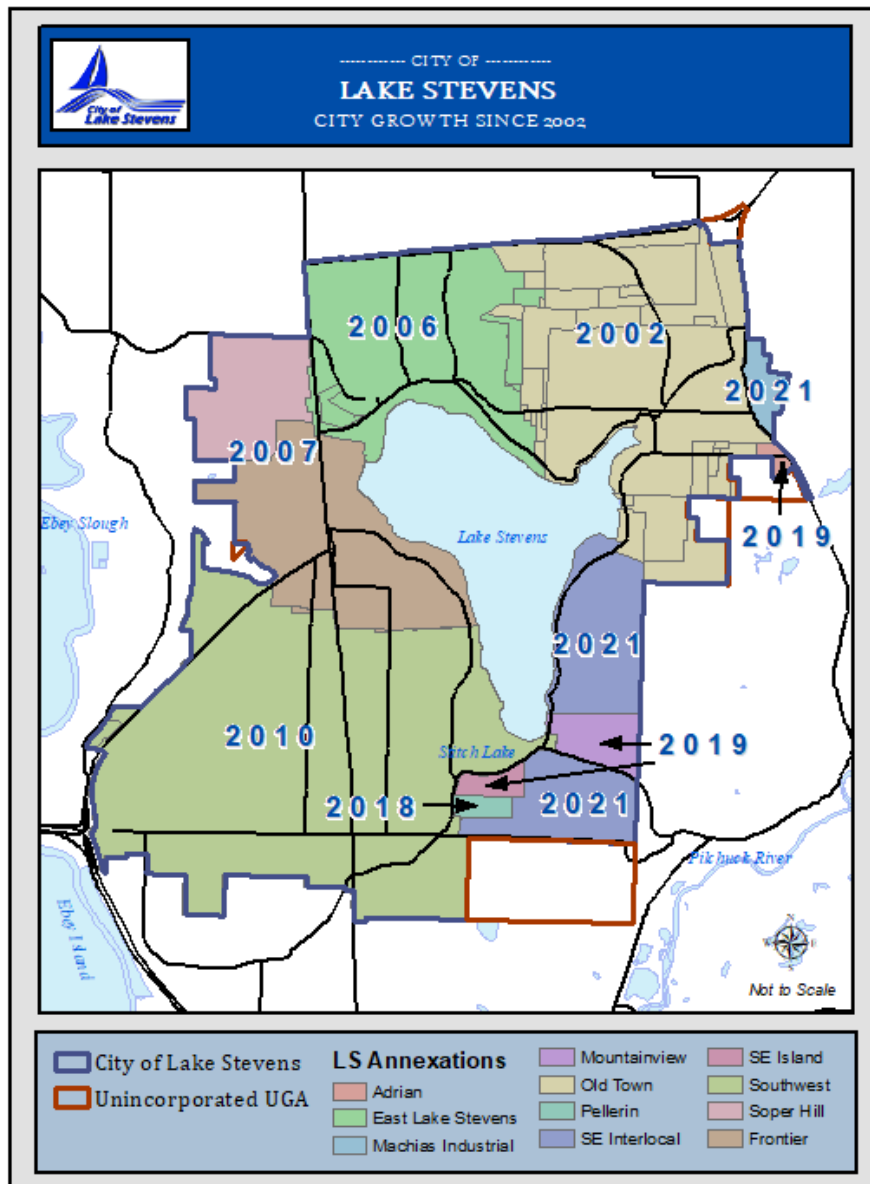


The Introduction describes the planning context for the Growth Management Act, PSRC VISION 2040 and Snohomish County as these relate to coordinated local planning; it provides a basic description of the planning area including the UGA and Rural Transition Area (RUTA); and describe the city's vision statement and individual element visions. This chapter also describes the public process and environmental review for this update and contains revised goals and policies for administering the annual Comprehensive Plan process.

Land Use Element

A Vision for Land Use – As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

The city's Land Use Element considers anticipated land use forecasts and growth targets for the next 20 years. The largest single change to the Land Use Element is accounting for areas annexed into the city since 2006. Through a series of annexations, the city population grew from 6,361 to 26,670 in 2010 to an estimated ~~38,951~~40,700 in ~~August~~April 20221. The current city boundaries encompass an area of approximately ~~7,289~~75 acres (11.4 square miles), including the 1,000-acre lake, which was annexed in August 2021. Small pockets of unincorporated areas comprise the remaining ~~661~~75 acres (1.1 square miles) of the Lake Stevens Urban Growth Area (UGA).



Major changes to the Land Use Element included an enhanced discussion of state, regional and countywide planning policies and updated statistical data and analysis, along with revised goals and policies. This section includes significant updates to the building lands data between 2007 and 2012. The 2012 *Buildable Lands Report* (BLR) and the Snohomish County Growth Monitoring Report set the tone for evaluating the Land Use Element (updated in late-2021). Significant land use trends are highlighted below, as well as more recent population estimates.

- The *Snohomish County Growth Monitoring Report* indicates the Lake Stevens population grew by over 341% between 2000 and 2010 (approximately 16% annually), largely due to annexations. Between 2010 and 2020, annual population growth was approximately 2%, with an estimated 2020 population of 34,150. As of April 2022, the city's estimated population was 40,700.



- The Growth Monitoring Report established a 2035 population target of 46,380 for the UGA, much of which has since been annexed by the city. The county has since adopted an updated 2044 population growth target of 50,952 for the UGA.
 - The city's portion would be ~~39,340~~48,565 ~~people or an increase of 11,130 people~~ by 2044~~35~~.
 - ~~There will be an estimated 509 person surplus.~~
- The Growth Monitoring Report established a 2035 jobs target of 7,821 for the UGA. The county has since adopted an updated 2044 employment growth target of 9,017 jobs for the UGA.
 - The city's portion would be ~~7,412~~8,894 ~~or an increase of 3,818~~ jobs by 2044~~35~~.

Through a review of recent permit data, remaining buildable land supply was identified for employment and population growth based on growth from mid-2012 to 2020. The city ~~has~~ worked directly with Snohomish County and other cities to update the BLR in late 2021.

~~At the present rate of development~~Based on existing zoned capacity evaluated in the 2021 BLR, the city remains on track to meet growth targets by 2044 the city is projected to have a minor population deficit and a larger employment deficit when compared to 2044 growth targets, which the city will need to address as part of its 2024 periodic update.

The Land Use Element provides updates to the city's growth center strategy with discussions of progress and next steps. The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets, thus ensuring economic diversity and vitality. As noted, the city adopted subarea plans for the Lake Stevens Center and 20th Street SE Corridor in 2012 and for Downtown Lake Stevens in 2018.

In addition, this chapter continues to emphasize the city's interest in coordinated planning of transitional areas including unincorporated portions of the UGA and RUTA where future annexations and development will occur over the next 20 years. The city will annex the remaining unincorporated UGA throughout the 2035 planning horizon. Additionally, the city of Lake Stevens remains interested in development outside its borders given the impact that is felt on the entire Lake Stevens community, in preparation for future UGA expansions following build out.

Housing Element

A Vision for Housing –*The city will provide a regulatory framework that supports the creation of high-quality housing (e.g., single-family houses, townhomes and apartments) with a range of densities, which implement community design preferences and are affordable to all community members across the city.*

The Housing Element includes updated statistical and demographic information based on the 2013 *Housing Characteristics and Needs in Snohomish County Report*, prepared by the Planning Advisory



Committee of Snohomish County Tomorrow and the *Affordable Housing Profile* for the city of Lake Stevens, prepared by the Alliance for Housing Affordability. This information is used to describe current population and housing trends in the city. Specific attention is given to discussion of housing distribution, household makeup and affordability. City information is compared to trends in Snohomish County and the other larger cities in the county. Significant population and housing trends are highlighted below, and will be updated during the next periodic update.

- Since 2000, larger cities manifest the greatest population growth in Snohomish County, with Lake Stevens experiencing one the highest population increases since the last census.
 - The city population of 29,170 represented an increase of 350% over the 2000 population, which was 6,361. The population has since increased to an estimated ~~38,951~~40,700 in ~~August 2021~~April 2022.
- Lake Stevens had the youngest median age at 32.1, while the median age in Snohomish County is 37.3.
- About 7% (1,951 people) of the Lake Stevens population was over 65 which is projected to increase over the next decade.
- There were 9,550 households in the city – approximately 74% of those were family households.
 - The combined, average household size in Lake Stevens is 2.87 persons, while the average county household size is 2.65 persons.
- The Growth Monitoring Report established a 2035 new housing unit target of 4,413 for Lake Stevens, ~~which has since increased to~~will be updated in 2022.
- In 2012, there were an estimated 10,414 dwelling units in Lake Stevens and 237,899 dwelling units in Snohomish County.
 - Lake Stevens ranked fourth (80%) for the highest ratio of single-family dwellings in the county.
 - The average house size for new construction between May 2013 and May 2015 was just under 2,400 square feet.
- The 2011 area median income (AMI) in Lake Stevens was \$73,000, which is slightly higher than the AMI for other larger cities at \$72,000 and Snohomish County, which is nearly \$68,000. By 2019, AMI was estimated to be \$93,000.
- Approximately 47% of the occupied housing units in the Lake Stevens and Snohomish County were cost-burdened.
- The 2011 unemployment rate in the city was 5.5% compared to 5.7% for the county.
- The 2013 median home price in Lake Stevens was \$246,900, which rose to an estimated \$357,000 in 2019.
 - Owner occupancy increased from 75% in 2000 to 78.2% in 2010, and was estimated at 74.5% in 2019.

- The average monthly rent in 2000 was \$716, which increased to \$1,254 in 2010 and \$1,671 in 2019.
 - Rental unit vacancy increased from 5.4% in 2001 to 9.1% in 2010.
- In 2011 the special needs population within the county was over 110,000.
 - 43,600 residing in the unincorporated areas
 - 32,000 in larger cities
 - 3,009 in Lake Stevens
- In Lake Stevens, approximately 3% of households received some sort of assistance; while in Snohomish County 3.8% of households received assistance.
- 97,000 additional housing units would need to be constructed in the county by 2035
 - Larger and small cities have about 60% of the available residential capacity for single-family and 40% for multifamily.
 - Lake Stevens needs to accommodate an additional 4,469 housing units.
 - The projected city share of affordable units would be 984 affordable housing units for households making less than 50% of AMI.



Other changes to this section include an updated discussion of state, regional and countywide planning policies and updated strategies to promote housing affordability, along with updated goals and policies.



Environment and Natural Resources



A Vision for the Environment and Natural Resources – the city of Lake Stevens will provide effective and ongoing investment to ensure water quality and continued environmental stewardship for current and future generations by protecting fish and wildlife habitat, critical areas and open space corridors; conserving land, air, water and energy resources; and integrating the shoreline management of Lake Stevens into land use decisions.

The city is committed to providing ongoing environmental stewardship of our shared shorelines, open spaces, critical areas, and wildlife habitats. Updates to the Environment and Natural Resources chapter of the Comprehensive Plan include the integration of the state, regional, county and local planning contexts, providing a description of local geology, soil profiles, drainage, and surface and ground water resources, a discussion of the city's coordination with other state and regional agencies to improve air quality and mitigate the effects of climate change by encouraging sustainable development, and a consolidation and reorganization of the Goals and Policies section to eliminate redundancy, contradictory policies and reflect updated code requirements.

Parks Element

A Vision for Parks and Recreation – the city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities, and local events throughout the community and with expanded access to Lake Stevens.

The Parks Element includes an inventory of parks, recreation and opens spaces, describes the unique park classifications, establishes levels of service for each park type, and provides a needs assessment and capital facilities plan. Only minor changes are proposed to the Parks Element including updated references in the capital projects list and updated narrative and maps to reflect recent property acquisitions and projects.



Economic Development

A Vision for Economic

Development – Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.

The Economic Development Element describes the city's economic development strategy in terms of growth patterns and fiscal conditions. Changes to the Economic Development Element include updated goals and policies to reflect the city's focus, efforts and progress toward the economic strategy plan adopted by the city in 2010. Updates also include market and demographic data used as economic indicators that will guide further emphasis on specific strategies supporting economic growth in the areas of job sector diversification, retail and personal services industry growth to serve the community's needs. This data is ever changing and will be used as a "snapshot" in time. Therefore, the Chapter further provides for updating, monitoring data and analyzing results as an on-going activity to ensure city resources are used for the best possible yield and in a responsible manner. The changes are supported in the Land Use Element and other Comprehensive Plan elements by directing retail and employment growth into the city's growth centers.

Public Services and Utilities Element



A Vision for Public Utilities and

Services – Lake Stevens will strive to provide excellent public utilities & services to meet the health and safety needs of the community in proportion to future population growth and will continue to coordinate with local service providers such as the Lake Stevens Sewer District, Lake Stevens Fire, and the Lake Stevens School District to ensure

service continuity as the community grows.

This element provides a descriptive inventory of, and considers the general location and capacity of, all existing and proposed public utilities, facilities and services in the city of Lake Stevens in relation



to levels of service for current and future residents and businesses. In the preparation of this element, city staff met with other departments, public agencies and special purpose districts (e.g., Lake Stevens and Snohomish School Districts, the Snohomish County Public Utilities District (PUD), Lake Stevens Sewer District, Snohomish Regional Fire and Rescue (previously Lake Stevens Fire District) and Lake Stevens Police Department) to identify the current status of facilities and services provided by these agencies to incorporate. Significant trends are highlighted below.

- The Lake Stevens Police Department continues to provide a variety of services including marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping and animal control.
- Within the city's stormwater system there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of road side ditches, 66.2 miles of pipe and 22,942 feet of culverts.
- The sewer system includes a network of trunk and collector lines, a flow telemetry system, manholes, and pump/lift stations and a treatment plant operated by the Lake Stevens Sewer District.
 - Since the last update the new Sunnyside Treatment Plant and Southwest Interceptor have been completed, providing additional capacity for development.
 - The Sewer District has completed the 2016 update to their Sanitary Sewer Comprehensive Plan
- Snohomish Regional Fire and Rescue serves an area of about 140 square miles, including the 46 square miles and 3 stations of the previous Lake Stevens Fire District, which merged with District 7 on January 1, 2020.
 - The Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens (381 in 2013) and reviews land use and building permits through the Fire Marshal's office.
 - In 2013, the Fire District responded to 4,659 calls. The newly combined district responded to over 17,000 calls in 2019.
 - Over the past 5 years, the Fire District has experienced an annual increase in call volume of 1.5%.
 - The Fire District plans to increase the daily staffing level to 14 firefighters by year 2017 and build a new station by 2022.
- The Lake Stevens School District covers approximately 37 square miles including the majority of the city and its UGA
 - The District currently serves a student population of 9,256~~00~~ with seven elementary schools, two middle schools, one mid-high school, one high school and one homeschool partnership program (HomeLink). The District estimates the enrollment will total 10,776~~302~~ students in 2027~~5~~. The District has projected permanent capacity shortfall by 2027~~5~~ for K-5 of 1,633~~581~~ students (with no improvements).
 - Currently five of the seven elementary schools are above their design capacity.



- The city adopted the 202~~20~~-202~~75~~ School District Capital Facilities Plan [by reference](#) in November 202~~20~~.
- Following annexations in 2019 and 2021, the Snohomish School District now serves a small area in the southeast corner of the City and UGA.
 - The district [current](#) serves a population of 9,~~585-256~~ students with ten elementary schools, two middle schools, two high schools, one alternative school, and a Parent Partnership Program. None of the schools are located in the city or UGA.
 - The district estimates that enrollment will ~~decrease by 192~~[increase by 382](#) students by 202~~75~~ (for a total of 9,~~393-638~~ students), [which is lower than the estimate for the same period projected by the Office of Financial Management \(OFM\).](#)
 - The city adopted the 202~~20~~-202~~75~~ School District Capital Facilities Plan [by reference](#) in ~~December~~[November](#) 202~~21~~.
- The city coordinates with the Snohomish County Health District for public health services, specifically the review of septic systems and food service inspections.
- Waste Management Northwest provides solid waste services within the city under a 10-year contract through March 2031
- Puget Sound Energy provides natural gas service through a city franchise.
- The Public Utility District No. 1 of Snohomish County (PUD), serves the city of Lake Stevens
 - 80% of its power comes from the Bonneville Power Administration, with the remainder provided from a mix of renewable resources.
 - The PUD operates 3 distribution substations within the city and multiple transmission lines.
- The PUD also manages the city's water system, which includes 8 reservoirs and 330 miles of pipe.
 - The primary water supply to the Lake Stevens Water System comes from Spada Lake and is purchased from the city of Everett.
 - Former emergency wells in the northeast corner of the city have been converted to full-time use to supplement the water supply.

Transportation

A Vision for Transportation – the city will develop an effective multimodal transportation system that emphasizes access, direct circulation and safety for vehicles, freight, public transportation, cyclists and pedestrians locally and to the region.

The Transportation Element contains updated information related to road classifications, level of service standards, street inventory, multi-modal planning, and mass transit. The chapter includes required GMA, PSRC and county-required goals and policies. Analysis of future roadway, safety and



pedestrian and bicycle needs have also been reviewed and updated. The goals and policies have been revised as needed to ensure required elements are included for consistency with other plan elements.

Capital Facilities

A Vision for Capital Facilities – *The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service, responds to project urgency and feasibility, is consistent with the city's growth strategy, and provides a clear community benefit.*

The Capital Facilities Element was substantially changed in 2012 and 2013 as a result of the newly adopted Subarea Plans for Lake Stevens Center and 20th Street SE Corridor. The primary modifications to the Capital Facilities Element in 2016 included updates of financial data, inventory, funding mechanisms and clarification of the 6-year Capital Improvement Plan. The Goals and Policies were updated to reflect the city's desire to be a sustainable community around the Lake with unsurpassed infrastructure supporting an exceptional quality of life. The city expects to accomplish these goals by ensuring good fiscal stewardship, using smart growth principles to understand how the city's planned growth pattern affects the investments that will be needed and investing in where new growth should occur. The changes in this Element also provide for the short- and long-term cost planning to support infrastructure expenditures.



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*A great place to
▲work ▲shop ▲live*

20th Street SE Corridor Subarea Plan Addendum



November ~~2226~~, 20~~22~~19

Ordinance No. ~~11XX~~1073

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20th Street SE Corridor Addendum

A. Subarea Plan Review

1. Plan Goals and Assumptions

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

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

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

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

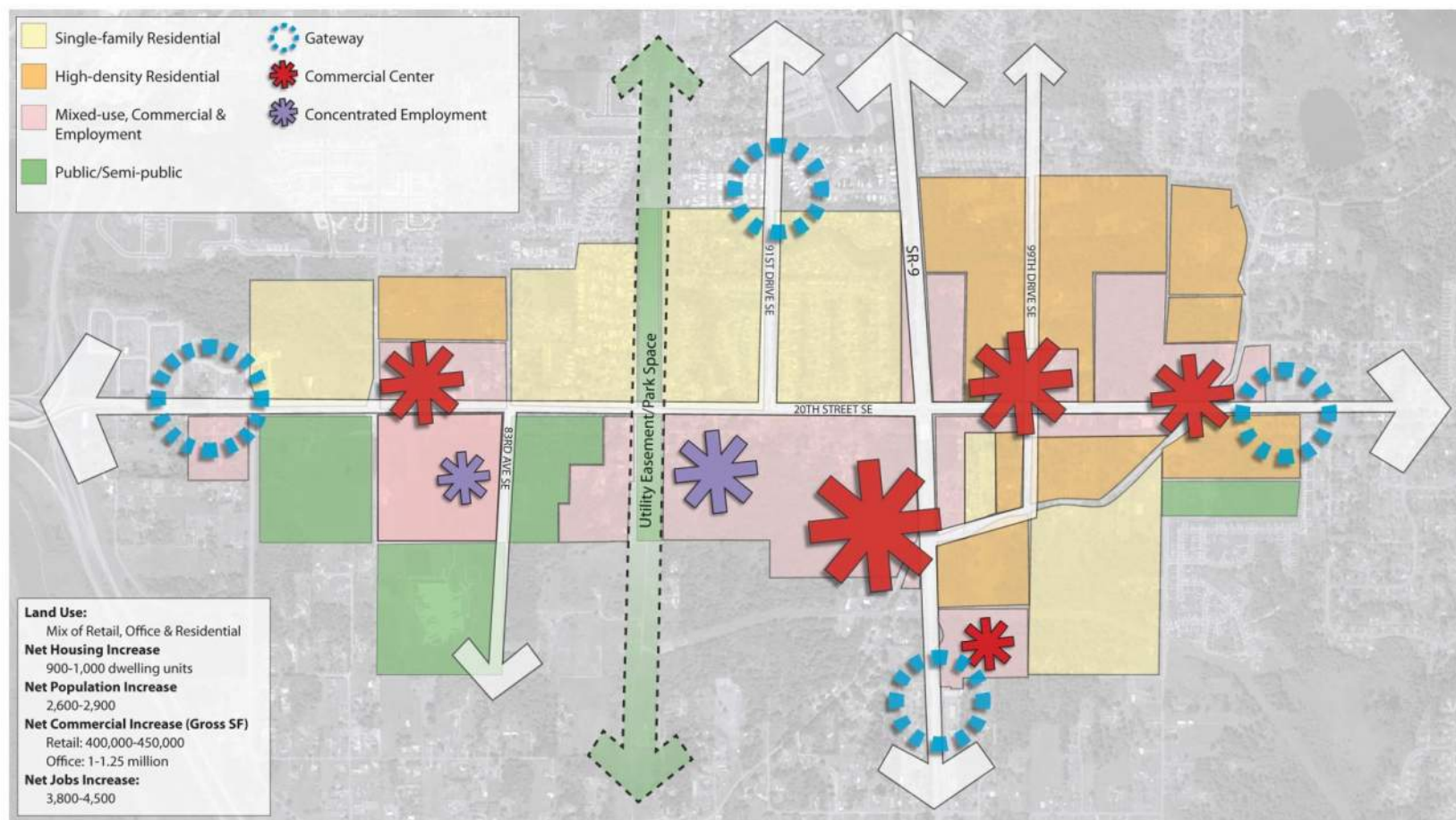
2. Original Plan Alternatives

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

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

Addendum Table 1 Summary of EIS alternatives

The Preferred Alternative/Alternative 2 emphasized employment and commercial growth that focused growth in office parks, commercial and mixed-use nodes along the corridor, and larger complexes, with an increase in higher-density residential uses along the periphery of the subarea to provide a transition to existing single-family neighborhoods. The subarea plan included a conceptual map for the preferred alternative that shows major land use patterns and focus areas (Addendum Map 1).



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

July 2012

Map 1 Preferred Alternative



Wellsman Consulting, LLC

FP
FEHR & PEERS

AMBL

LMN

3. Purpose & Authority

To help realize its economic strategy, the City developed a subarea plan for the 20th Street SE Corridor, under the Revised Code of Washington (RCW) 36.70A.080, to promote balanced employment and retail growth in the City in an area with larger parcels for development. The City adopted the subarea plan as a supplementary document to the City's Comprehensive Plan. The subarea plan identified the land use goals and policies for the area that framed the regulatory development regulations. The plan is also a primary mechanism to identify actions and capital investments necessary to implement the plan. The City adopted the 20th Street SE Corridor Subarea Plan in accordance with the Lake Stevens Comprehensive Plan and incorporated associated regulations as part of the municipal code. The City also adopted the subarea plan as a planned action. A planned action is a tool that cities can use to provide regulatory certainty and encourage economic development, as allowed under the State Environmental Policy Act (RCW 43.21C.031 and WAC 197-11-164). Performing early environmental review as part of a subarea plan streamlines SEPA review for subsequent projects that are consistent with the plan.

B. Plan Updates and Development Trends

1. Development Trends

The city has achieved several of the objectives laid out in the subarea plan. The residential component of the plan has been most successful. Between 2012 and mid-2019, the area ~~has seen~~saw the development or pre-development of over 800 new dwelling units, including 307 attached units. One thousand (1000) units were anticipated. During the same time, there ~~has been~~was limited commercial development. The most significant project was the Trestle Station an 18,000 square foot retail complex. There is significant commercial and institutional development on the horizon including a new fire station / headquarters and Food Bank with civic offices of approximately 11,000 square feet.

Some issues that have affected commercial growth along the corridor include the presence of critical areas and the Everett waterline south of 20th Street SE and powers corridors west of SR-9. Other factors have

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

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

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

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

The City Council and Planning Commission ~~have~~ reviewed the findings of the report and recommended moving forward with identified changes, including modifying some of the growth targets in the different employment sectors. Ordinance 1073 was adopted in November 2019.

2. Public Process

Stakeholder Meeting

- BERK toured the city on July 24, 2019 and met with a group of local stakeholders including developers, property owners and real estate professionals to gauge their thoughts on the plan and potential changes.
- As part of the 2022 Comprehensive Plan docket process, the city considered additional changes in the subarea.

Noticing and Document Issuance Dates

- On September 20, 2019 the city issued a SEPA addendum for the Comprehensive Plan and FEIS for the 20th Street SE and sent notice to the Department of Commerce and affected agencies.
- ADDITIONAL DOCUMENTATION TO BE PROVIDED FOR 2022 UPDATE

Planning Commission

- 1st Briefing on Subarea Plan changes September 18, 2019
- 2nd Briefing on Subarea Plan map changes October 16, 2019
- Comprehensive Plan Hearing November 6, 2019

City Council

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

C. Updated Market Conditions

1. BERK Assessment

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

2. Regional Trends

- Office commercial development in the regional market has been slow and focused in existing centers
- Greater market for new retail space in the region
- Employment in construction and healthcare services has experienced significant growth recently in the regional economy

- Future regional planning promotes decentralized job growth, with a greater focus on communities in transit corridors
- County and regional plans identify Lake Stevens as a location for locally important goods, services, and employment

3. Lake Stevens Market

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

4. Recommendations

- Shift the land use concept away from business/office parks and put a greater focus on retail and commercial that cannot be accommodated in Lake Stevens Center.
- Review the Business District (BD) designation in this neighborhood under LSMC 14.38.020(a) to allow for a more flexible range of retail uses to be accommodated.
- Review the Commercial District (CD) designation in this neighborhood under LSMC 14.38.020(b) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In

addition, increase the 10,000-sf requirement for a conditional use permit for building with health care, professional, scientific, and technical services.

- Coordinate future revisions to the Planned Action EIS that adjust development thresholds in LSMC 14.38.120(c) to align with projections.
- Maintain the use of the design guidelines in the Subarea Plan to reinforce community identity but re-orient the pedestrian-oriented guidelines, building design standards, and streetscape standards to create comfortable and welcoming internal circulation nodes that tie adjacent development together. Integrate this with the standards for plazas, courtyards, and seating areas and pedestrian connections.
- Explore alternative access routes for development impacted by the water transmission line easement.
- Note that the development bonus included in LSMC 14.38.050 will not likely be applied to greenfield commercial and residential development in this area. Explore other approaches to promote the provision of open space and sustainability with new development in this area, such as voluntary programs and informational campaigns.

D. Targets, Land Use Designations and Zoning

1. Development Thresholds

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Table 4.1), all of which envisioned the 20th Street SE Corridor with a strong emphasis on employment growth, economic diversification and capturing the retail spending occurring outside the City. The recent market analysis does not change this goal but allows the City to be adaptable and modify targets for individual employment sectors under the previously adopted preferred alternative. Proposed changes fall within the analysis for all the original growth targets.

The Revised Development Thresholds continue to emphasize employment and commercial growth with office parks, commercial and mixed-use nodes near higher-density residential uses in the subarea.

Development Thresholds	Retail (Gross Sq. Ft.)	Office (Gross Sq. Ft.)	Housing (Dwelling Units)
Development Thresholds	500,000	500,000	1,000

Addendum Table 2 Revised Development Thresholds

Based on the 2019 market analysis, the allocations have shifted toward less office and more retail. Residential capacity has not changed. Approximately 55% of Retail, 100% of Office, and 16% of Residential capacity remains. The changes fall within the alternatives evaluated are consistent with the subarea plan and the EIS.

2. Land Use and Zoning Changes

Based on the updated market analysis several parcels received new zoning designations (included as Maps 3 and 4) via Ordinance 1073. Specifically, the properties that had been designated with various commercial zoning designations have been rezoned Commercial District to provide the most flexibility for potential land uses. Some residential properties have received a Land Use Designation of Commercial with the Commercial District zone. Table 3 shows revised acreage for land use and zoning changes.

Land Use Designations	Acres	Zoning District	Acres
Medium Density Residential	249.04	R-6 (formerly Urban Residential)	244.19
High Density Residential	209.61	High Urban Residential	214.69
Commercial	2385.787	Commercial District	2385.787
Mixed Use	28.78	Mixed-Use Neighborhood	29.12
Public/Semi-Public	1258.764	Public/Semi-Public	1236.433

Addendum Table 3 Revised Land Use / Zoning Summary

E. Implementation

1. Market and Promotion

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

2. Partnerships

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

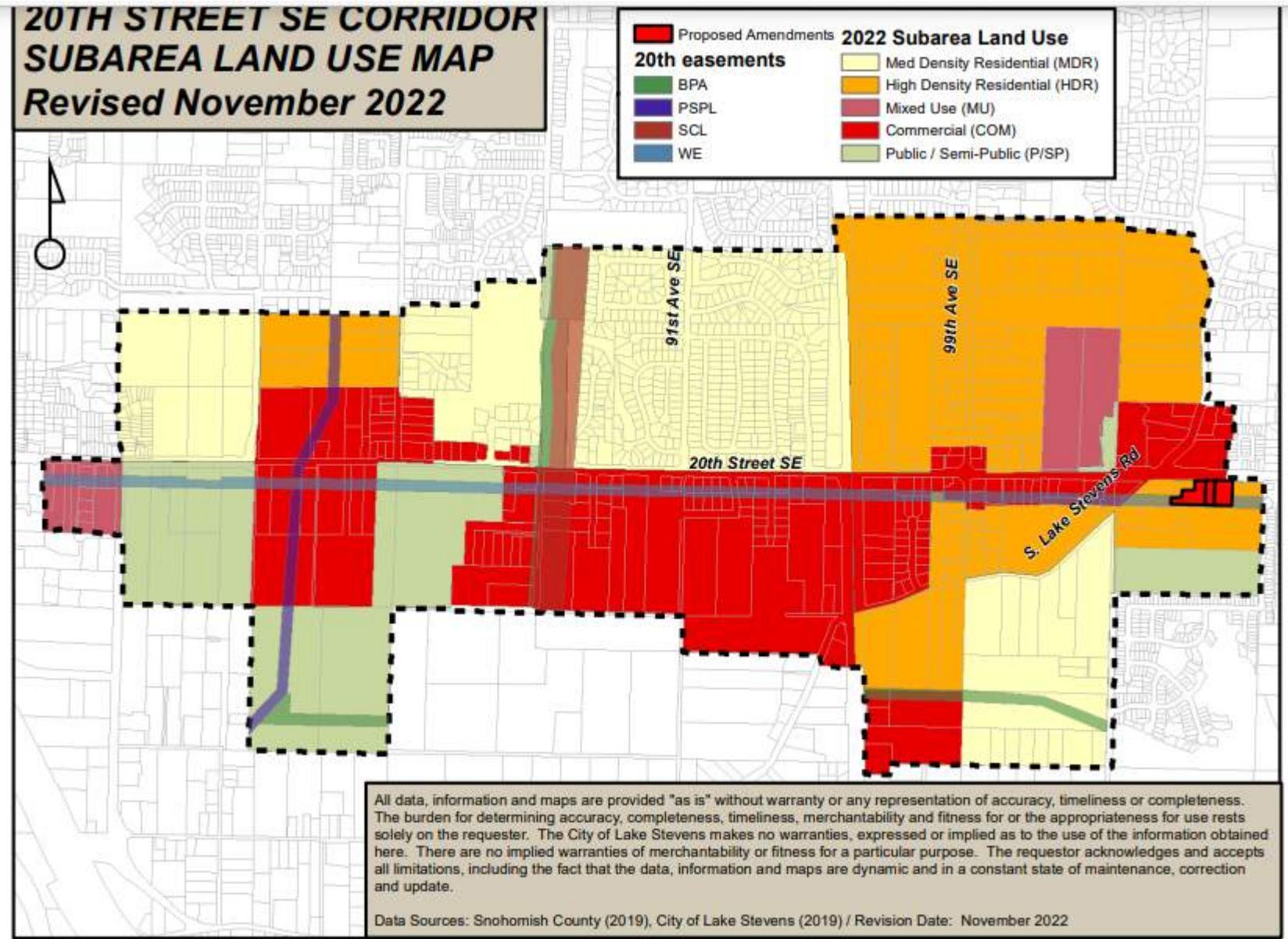
3. Gateways and Wayfinding

To capitalize on the positive changes envisioned in the subarea plan, the City should implement Gateway and Wayfinding following the City's

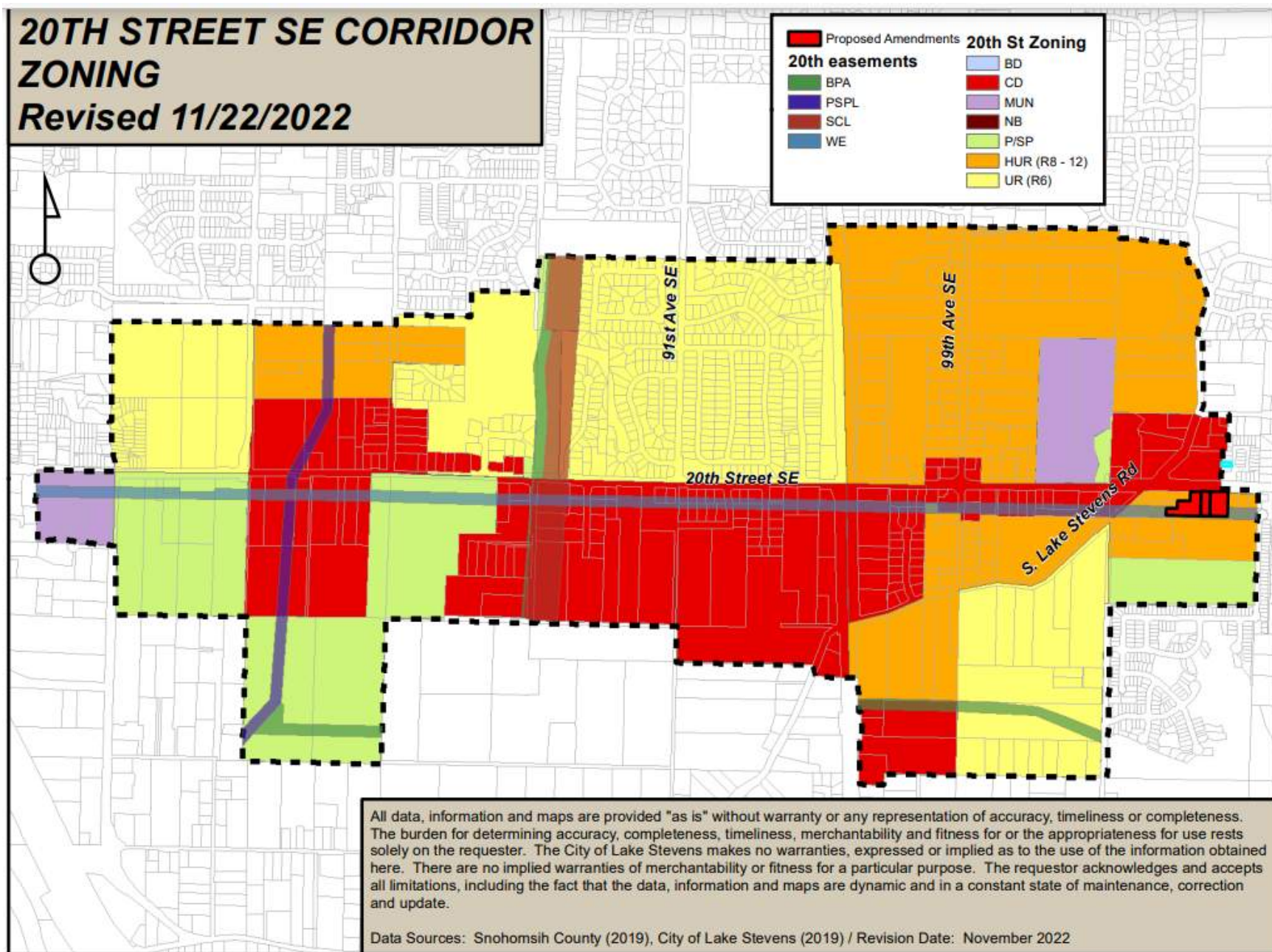
adopted beautification plan. Future signs could reflect the unique character of the subarea and its diverse residential and commercial areas and provide clear direction to amenities, businesses, and services within the subarea for visitors and residents. A successful Gateway and Wayfinding program is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

4. Associated Documents

The Subarea Plan provides guidance for the Vision, but the plan is implemented through land use regulations, design guidelines, capital facilities plan and the planned action ordinance. Follow up actions should include an update to the planned action ordinance and review of the development regulations in Title 14 of the Lake Stevens Municipal Code for consistency with the Subarea Plan and associated documents. Updates to the Capital Facilities Plan will be through the annual docket process and six-year capital plan as City Council sets priorities for road and park improvements.



Map 2 Revised Land Use Map (Updated for 2022)



Map 3 Revised Zoning Map (Updated for 2022)

*A great place to
▲work ▲shop ▲live*

Lake Stevens Center Subarea Plan Addendum



November ~~2226~~, 20~~22~~19

Ordinance No. ~~1073~~11XX

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Lake Stevens Center Addendum

A. Subarea Plan Review

1. Plan Goals and Assumptions

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

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

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

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

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

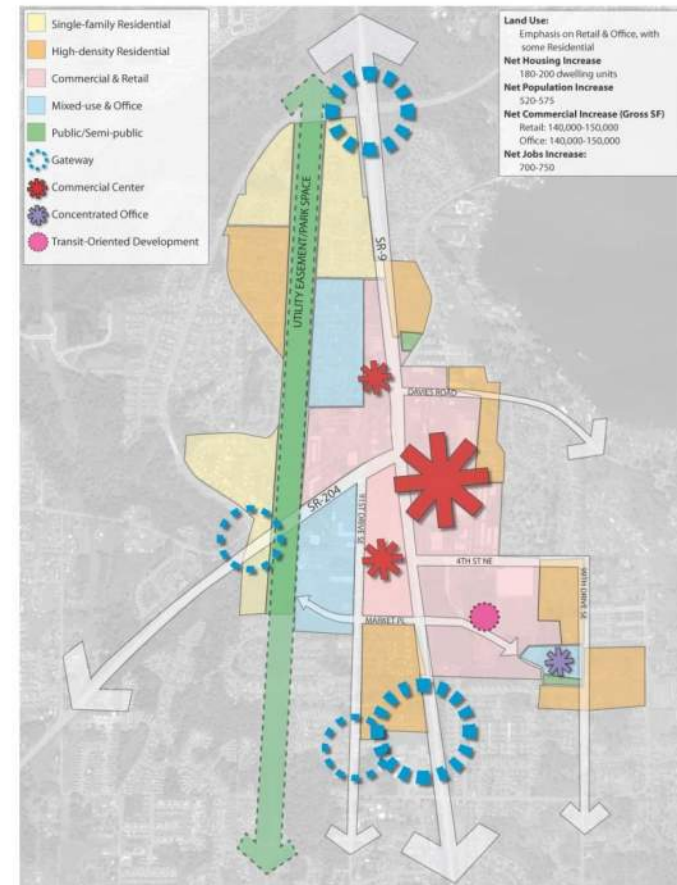
2. Original Plan Alternatives

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

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

Addendum Table 1 Summary of EIS alternatives

The Preferred Alternative/Alternative 2 emphasized intensifying employment and commercial growth in the city's traditional retail core, with an increase in higher-density residential uses along the periphery of the subarea to provide a transition to existing single-family neighborhoods. The subarea plan included a conceptual map for the preferred alternative that shows major land use patterns and focus areas (Addendum Map 1). From the preferred alternative specific development thresholds were adopted in the planned action ordinance. The exact land uses have changed but the main concept of concentrated commercial growth in the traditional retail core remains consistent.



LSC Preferred Alternative: Center Revitalization

July 2012



Map 1 Preferred Alternative

3. Purpose & Authority

To help realize its economic strategy, the City developed a subarea plan for the Lake Stevens Center, under the Revised Code of Washington (RCW) 36.70A.080, to promote balanced development in this growth center and to support the addition of employment and retail growth in the City in an area with larger parcels for development.

The City adopted the subarea plan as a supplementary document to the City's Comprehensive Plan. The subarea plan identified the land use goals and policies for the area that framed the regulatory development regulations. The plan is also a primary mechanism to identify actions and capital investments necessary to implement the plan. The City adopted the Lake Stevens Center Subarea Plan in accordance with the Lake Stevens Comprehensive Plan and incorporated associated regulations as part of the municipal code. The City also adopted the subarea plan as a planned action. A planned action is a tool that cities can use to provide regulatory certainty and encourage economic development, as allowed under the State Environmental Policy Act (RCW 43.21C.031 and WAC 197-11-164). Performing early environmental review as part of a subarea plan streamlines SEPA review for subsequent projects that are consistent with the plan. No changes to the planned action will be required.

B. Plan Updates and Development Trends

1. Development Trends

The city has achieved several of the objectives laid out in the subarea plan including the construction of approximately 58,000 square feet of new commercial and office development, including Vernon Village, Petco, the Ram and a new Bartell's in the Lake Stevens Center.

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

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

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

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

The City Council and Planning Commission ~~have~~ reviewed the findings of the report and recommended moving forward with identified changes, including modifying some of the growth targets in the different employment sectors, which were adopted by Ordinance 1073.

In 2022, the city made the decision to dispose of two city-owned properties in the Chapel Hill area. In an effort to accommodate the projected need for commercial land, the city is proposing that the area receive a commercial land use and zoning designation.

2. Public Process

Stakeholder Meeting

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

Noticing and Document Issuance Dates

- On September 20, the city issued an SEPA addendum to the Lake Stevens Comprehensive Plan and FEIS for the 20th Street SE and sent notice to the Department of Commerce of proposed changes.
- ADDITIONAL INFORMATION TO BE PROVIDED ON 2022 PROCESS.

Planning Commission

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

City Council

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

C. Updated Market Conditions

1. BERK Assessment for the Lake Stevens Center

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

2. Regional Trends

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

3. Lake Stevens Market

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

4. Recommendations

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

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

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

D. Targets, Land Use Designations and Zoning

1. Development Thresholds

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Table 1), all of which envisioned the Lake Stevens Center with a strong emphasis on employment growth, economic diversification and capturing the retail spending occurring outside the City. The recent market analysis does not change this goal but allows

the City to be adaptable and modify targets for individual employment sectors under the previously adopted preferred alternative. Proposed changes fall within the analysis for all the original growth targets.

Addendum Table 2 Preferred Alternative

The Development Thresholds for allocation of land uses types will remain the same. As of June 2019, approximately 61% of Retail, 95% of Office, and 87% of Housing capacity remains. The changes fall within the alternatives evaluated are consistent with the subarea plan and the EIS.

B. Land Use and Zoning Changes

Based on the updated market analysis some parcels received new land use and zoning designations included as Maps 3 and 4 (pages XX). Specifically, the properties between SR-204 and Market were assigned the Commercial land use designation and Commercial District zoning designation to allow greater use flexibility. In 2022, two additional city-owned parcels were assigned commercial land use and zoning designations. Table 3 shows revised acreage for land use and zoning changes.

Land Use Designation	Acres	Zoning	Acreage
Medium Density Residential	80	Urban Residential	80
High Density Residential	58	High Urban Residential	66
Commercial	15 63	Business District, Commercial District	1 21 18
Mixed Use	22	Mixed Use, Mixed Use Neighborhood	63
Public/Semi-Public	4 03	Public/Semi-Public	2 93 2

Addendum Table 3 Revised Land Use / Zoning Summary

E. Implementation

Development Thresholds	Retail (Gross Sq. Ft.)	Office (Gross Sq. Ft.)	Housing (Dwelling Units)
Adopted Development Thresholds	150,000	150,000	200

1. Market and Promotion

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

2. Partnerships

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

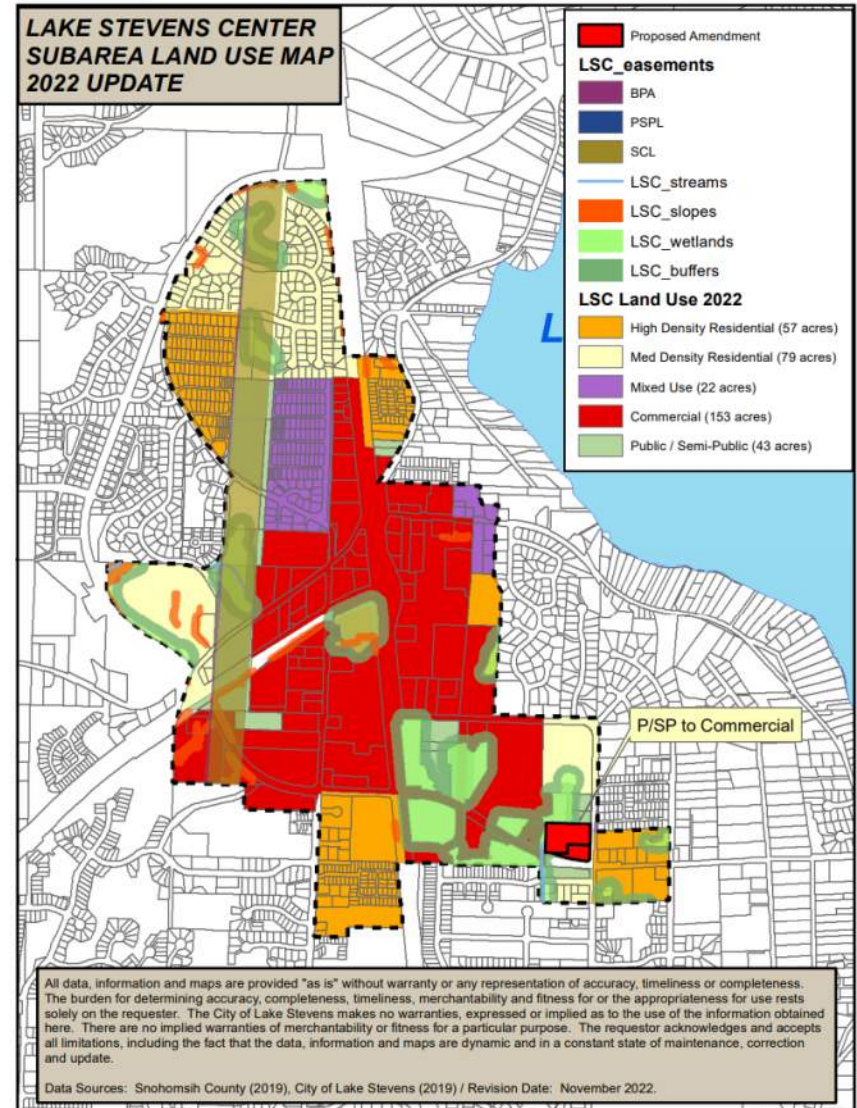
3. Gateways and Wayfinding

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

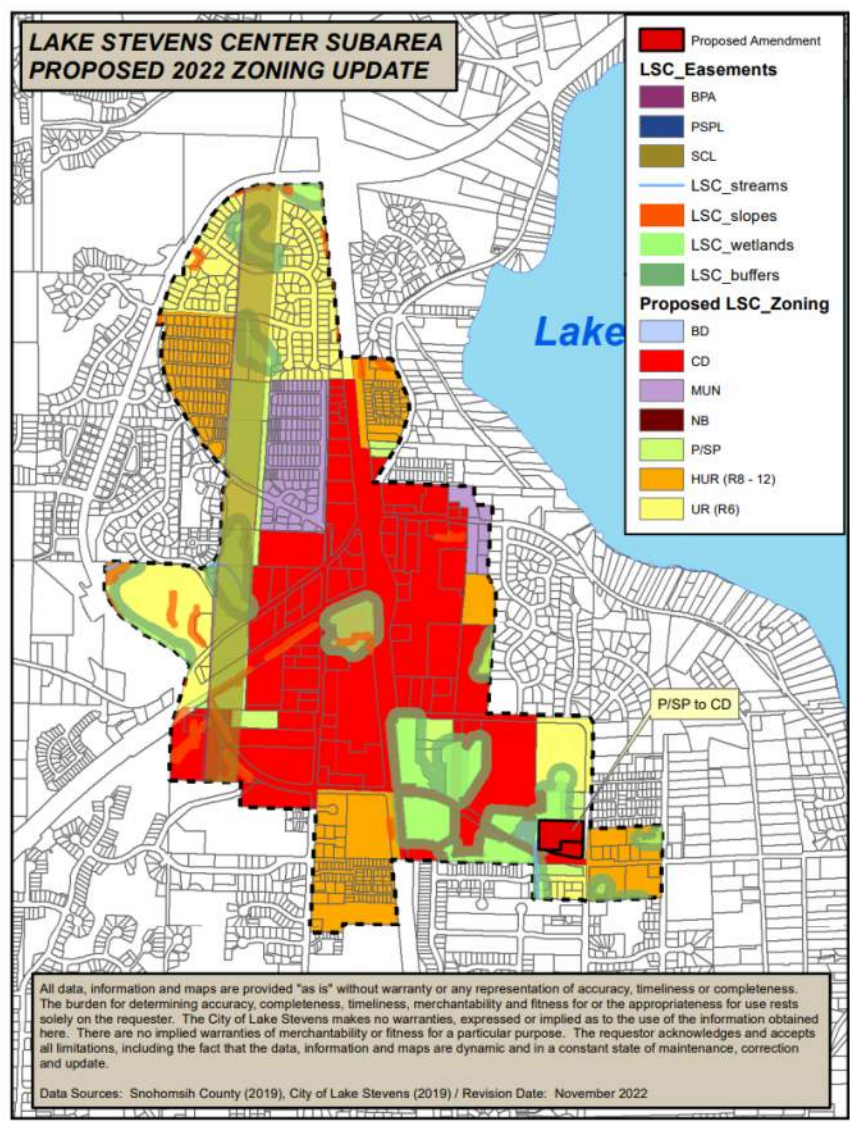
and help establish an attractive and dynamic subarea that connects the subarea seamlessly to greater Lake Stevens.

4. Associated Documents

The Subarea Plan provides guidance for the Vision, but the plan is implemented through land use regulations, design guidelines, capital facilities plan and the planned action ordinance. Follow up actions will include a review of the development regulations in Title 14 of the Lake Stevens Municipal Code for consistency with the Subarea Plan and associated documents. Updates to the Capital Facilities Plan will be through the annual docket process and six-year capital plan as City Council sets priorities for road and park improvements.



Map 2 Revised Land Use Map
(Updated for 2022)



Map 3 Revised Zoning Map
(Updated for 2022)

CITY OF LAKE STEVENS
Lake Stevens, Washington
ORDINANCE NO. 1153

AN ORDINANCE OF THE CITY OF LAKE STEVENS, ADOPTING FINDINGS AND CONCLUSIONS RECOMMENDED BY STAFF AND THE PLANNING COMMISSION; MAKING ADDITIONAL FINDINGS SUPPORTED BY THE RECORD; AMENDING THE OFFICIAL ZONING MAP AS A CONCURRENT LAND USE ACTION WITH THE 2022 COMPREHENSIVE PLAN DOCKET; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, as part of its 2022 Comprehensive Plan update, the city considered both citizen-initiated and city-initiated land use map amendments along with concurrent rezones; and

WHEREAS, Section 14.16C.090 of the Lake Stevens Municipal Code (LSMC) sets forth the process for rezone applications; and

WHEREAS, pursuant to LSMC 14.16C.090, the rezones are considered area-wide rezones because the proposed changes are tied to Comprehensive Plan Amendments; and

WHEREAS, the city and its partner agencies did review the application materials pursuant to the requirements of LSMC 14.16C.090; and

WHEREAS, SEPA Addenda and Adoption of Existing Documents for the Comprehensive Plan, Lake Stevens Center Subarea Plan, and 20th St SE Corridor Subarea Plan were issued for the Docket on September 23, 2022; and

WHEREAS, on September 23, 2022 the City submitted the proposed Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

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

WHEREAS, the Lake Stevens Planning Commission, after review of the proposed Comprehensive Plan land use map, zoning change request, text and figure amendments and associated rezones, held a duly noticed public hearing on November 2, 2022, and considered oral testimony from members of the public as well as written comments submitted in advance of the public hearing; and

WHEREAS, the Planning Commission recommended approval of the 2022 Comprehensive Plan Docket and associated rezones with several changes to the staff recommendation, including a refinement to Map Amendment M-1 (20th St SE properties), the removal of Map Amendment M-2 (Chapel Hill properties) and the addition of Map Amendment M-3 (97th Dr SE), as outlined in their recommendation letter (Exhibit A);

WHEREAS, city staff is recommending that Map Amendment M-2 remain as part of the 2022 Comprehensive Plan docket, based on previous action taken by City Council regarding the surplus and sale of the Chapel Hill properties and the need for additional commercial property; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed Comprehensive Plan land use map, text and figure amendments and associated rezones and held a duly noticed public hearing and considered all public testimony on November 22, 2022; and

WHEREAS, area-wide rezones are Type VI legislative decisions per Table 14.16A-I as found in Chapter 14.16A LSMC, which requires recommendation from the Planning Commission to City Council, based on written findings and conclusions, supported by evidence from an open-record hearing; and

WHEREAS, the Planning Commission provided the City Council with a recommendation letter along with findings and conclusions to approve the rezone request pursuant to LSMC 14.16B.645 as the proposed rezone meets the legal criteria for approving a rezone as set forth in LSMC 14.16C.090 and applicable State requirements; and

WHEREAS, the City Council considered the Planning Commission and staff recommendations on November 22, 2022.

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

Section 1. The City Council hereby adopts and incorporates the findings and conclusions for approving a rezone as set forth in the Planning Commission's recommendation, pursuant to LSMC 14.16C.090 and adopts the Planning Commission's Recommendation dated November 3, 2022, attached hereto as **Exhibit A and incorporated by this reference**, with the following amendments:

1. Exhibit B (Zoning Map) shall reflect proposed Map Amendment M-2 for parcels 00493400500403 and 00493400500302, which would change the zoning designation for the two parcels from Public/Semi-Public (P/PS) to Commercial District (CD).

Section 2. The City Council makes the following findings based on the entire record of this proceeding, including all testimony and exhibits:

- A. The open record public hearing of the Planning Commission and the open record public hearing of the City Council satisfy the public participation requirements of Chapter 14.16A LSMC.
- B. The SEPA process conducted for this ordinance satisfies the requirements of the State Environmental Policy Act codified in Chapter 43.21C RCW as implemented by Chapter 197-11 WAC and Title 16 LSMC.
- C. The zoning map amendment adopted by this ordinance complies with the Growth Management Act (Chapter 36.70A RCW).
- D. The zoning map amendment adopted by this ordinance is consistent with the adopted Lake Stevens Comprehensive Plan.

Section 3. The Official Zoning Map is hereby amended as depicted in **Exhibit B attached hereto and incorporated by this reference**.

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 22nd day of November, 2022.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading: November 22, 2022

Published:

Effective Date:

EXHIBIT A



November 3, 2022

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

RE: Planning Commission Recommendation on 2022 Comprehensive Plan Docket

Commissioners Present: Jennifer Davis, John Cronin, Janice Huxford, Todd Welch, Michael Duerr; Linda Hoult
excused during meeting

Commissioners Absent: Jennifer Davis (excused)

PLANNING COMMISSION PUBLIC HEARING

On November 2, 2022, Planning and Community Development staff presented the 2022 Docket and responded to questions and comments during the Planning Commission's public hearing. Staff discussed the background and overview of the proposed Comprehensive Plan text and map amendments and associated rezones as well as the noticing and environmental review requirements. Four members of the public provided oral testimony, and several written comments were also submitted. As detailed in the November 2 staff report, staff concluded that each amendment met the approval criteria of the Comprehensive Plan and the Growth Management Act.

Commissioners are recommending the following amendments to the 2022 docket recommended by staff:

- Revise Map Amendment M-1 to remove 10610 20th St SE
- Not approve Map Amendment M-2 (Chapel Hill properties)
- Add Map Amendment M-3, which was previously discussed by the Planning Commission would change the land use and zoning designations of 20 properties on 97th Dr SE from Commercial/CD to HDR/R8-12

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report and analysis sheets, dated November 2, 2022, and concludes that the proposed amendments and rezones fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan;
3. The associated rezones meet the criteria for amending the Zoning Map; and
4. The Docket complies with the Growth Management Act.

PLANNING COMMISSION RECOMMENDATION

The Commission approved a motion to recommend that Council approve the 2022 Comprehensive Plan Docket, with the amendments identified above.

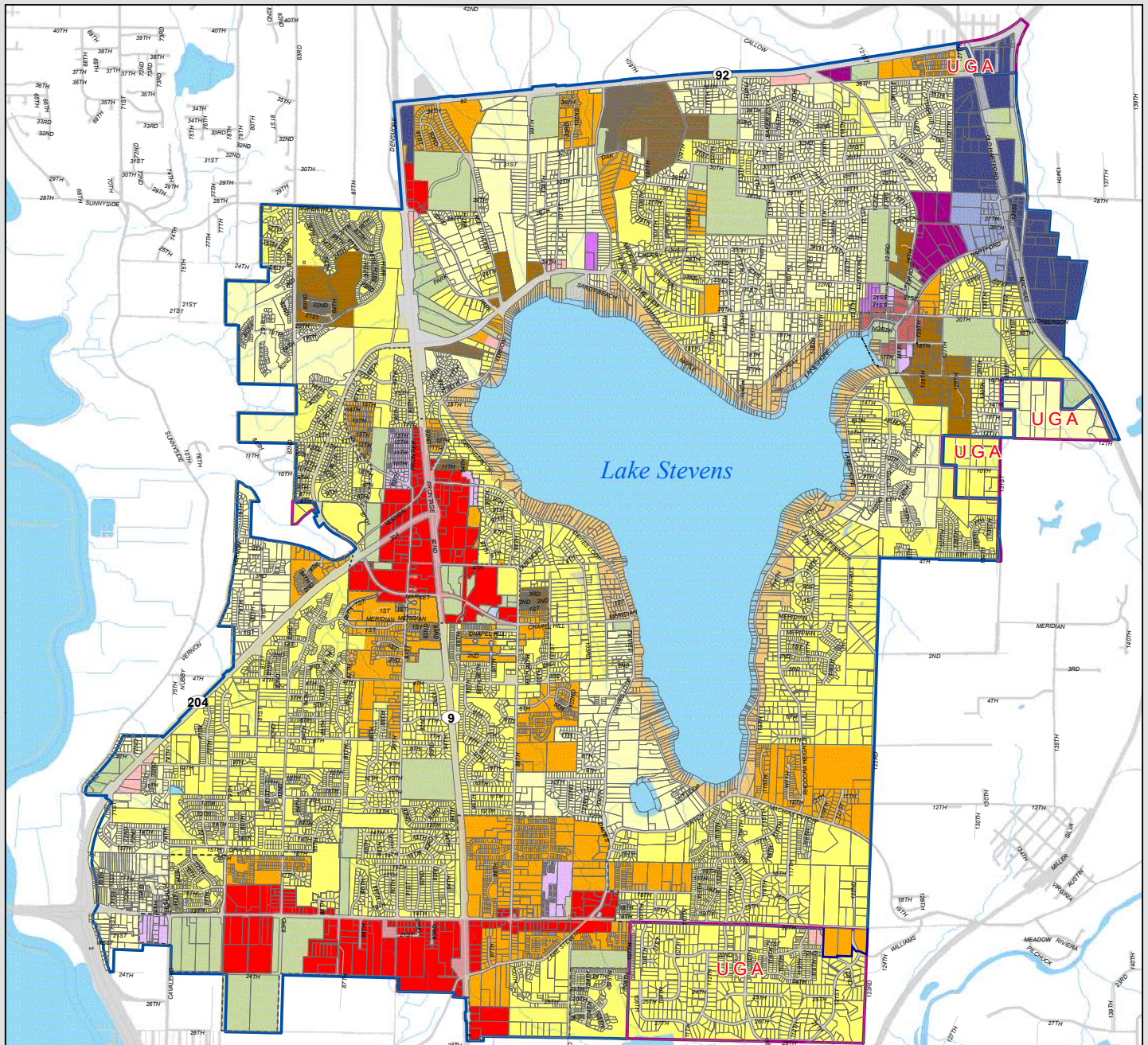
Respectfully Submitted,

Lake Stevens Planning Commission

EXHIBIT B



CITY OF LAKE STEVENS ZONING MAP



City Zoning

R4 (formerly SR)	Multi-Family Residential (MFR)	Central Business District (CBD)	Business District (BD)
R6 (formerly UR)	MF Development Agreement (MFDA)	Commercial District (CD)	Light Industrial (LI)
R8-12 (formerly HUR)	Mixed Use (MU)	Planned Business District (PBD)	General Industrial (GI)
Waterfront Residential (WR)	Mixed-Use Neighborhood (MUN)	Public / Semi-Public (P/PS)	GI Development Agreement (GIDA)
	Local Business (LB)		

Boundary

City of Lake Stevens
Unincorporated UGA

Subarea Boundaries

Parcels
Right-of-Way
20th Street SE Corridor
Lake Stevens Center
Downtown

Features

Waterbody
Stream

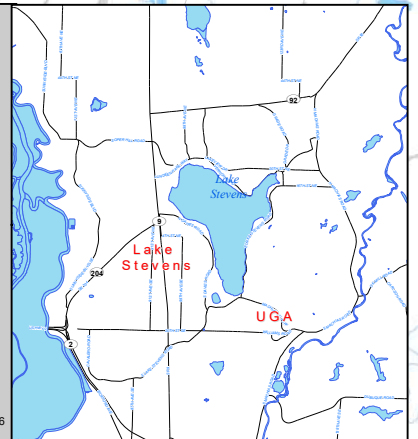


All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The City of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

Data Sources: Snohomish County (2021), City of Lake Stevens (2021)

Revision Date: August 2021

Updated via:
Ordinance No. 1106



RECEIVED

OCT 31 2022

CITY OF LAKE STEVENS

1 of 2

City of lake stevens
Planning & community development
1812 main street
P.O.box 257
Lake Stevens WA 98258
Project Name/ file no.:Lake Stevens Brewery Southlake

Dear Staff,

R.E: rezone Proposal by Brewery

After getting wind of this zoning change and Brewery I pondered why go to a property proposal in a totally residential neighborhood when there were many parcels on 20st,S.E. to the west of South Lake Stevens road available,zoned commercial. Where did this incentive come from? I also questioned at the sale wether a full disclosure of property at 10510-20th Street Southeast to the West available zoned commercial. Where did this incentive come from? I also questioned at the sale, if there was full disclosure. The understanding I have gotten from paper articles the business corridor was west of the South Lake Stevens Road.

The Lansing family of 3 generations have lived here since 1972 . Overtime the area developed with more housing under residential zoning. The rezoning will directly affect 7 homes with noise privacy and view issues so close to the proposed brewing company. Other homes still close will be effected. At 20th Street Southeast, noisy traffic is bad enough with high decibels. Dog barking will also be set off with outside seating. The area has Echo like effect with noise.

Property history

The West driveway severed swampland according to record. The so-called shop was permitted as a temporary structure, and I understand a concrete floor is not temporary and therefore not permitted. Hence there is no floor in it. That building site was also a wetland and has been filled in with various types of rubble. Unknown to me for some reason the water level in the swamp had gone down considerably and I don't know if fish are still present. I believe most of the land at 10510 is unusable for most purposes. The southern side of the property has only a service road for the water lines to Everett. There are many restrictions involved on this 100 ft. easement. The south side of the property is not backed up to woods, it is documented a swamp\wetland.

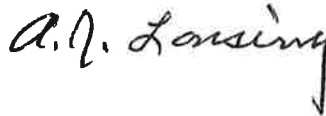
This proposal contains non factual information. No one from the brewery had talked to us. We were not excited to have the brewery, versus multiple townhouses. The subject property does not connect to the South Lake Stevens Road according to survey markers. Also of note the grange is not on the corner, there is also water line and a holding pond the true corner. Is the city responsible for the swamp/wetlands area being in Lake Stevens? The northeast corner is a swamp / wetland area with a small Plaza around it and several of the buildings are on the South

Lake Stevens Road. Most of the property is located adjacent to South Lake Stevens Road. Please don't break up our total residential area for any other use.

As for the Lansing property it is not available now or in the future. I do see the city's interest in commercial development and jobs. The ten jobs mentioned are not guaranteed, but future projections.

Thank you, Please no change.

A.J.Lansing

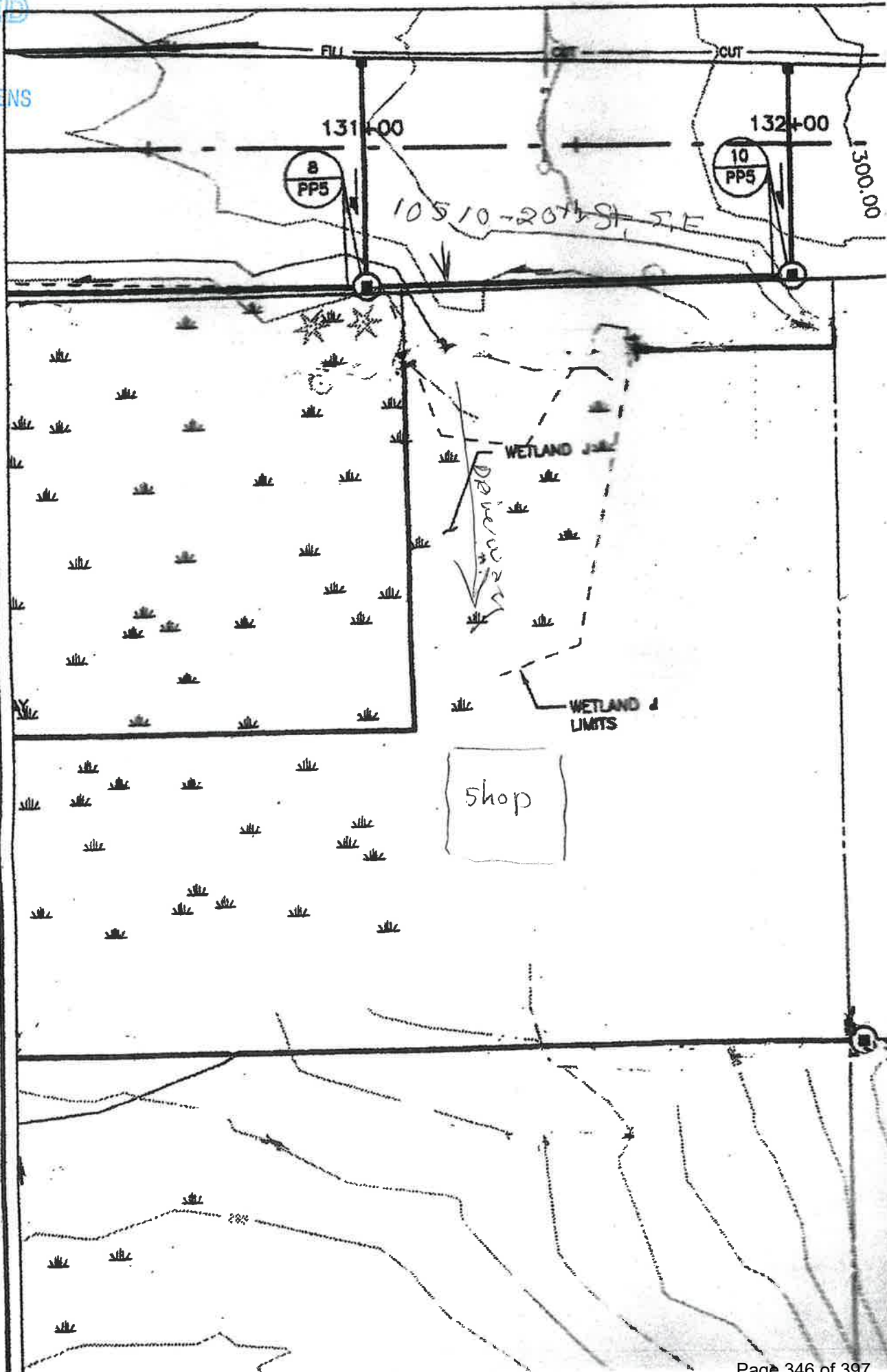
A handwritten signature in cursive script that reads "A.J. Lansing". The signature is written in dark ink and is positioned below the printed name.

RECEIVED

OCT 31 2022

CITY OF LAKE STEVENS

AL Lensing
10610-20th St, SE



David Levitan

From: Bill Young <youngusa@yahoo.com>
Sent: Tuesday, November 1, 2022 2:18 PM
To: lsplanning
Subject: Purposed Relocation of Lake Stevens Brewery

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Planning Commission Members,

As a resident of South Lake Stevens, I am corresponding with grave trepidation and concern regarding relocating the brewery to 20th and South Lake Stevens Rd. This intersection and the close proximity has far too much traffic and noise currently, and to add this business will only amplify the problem and diminish the quality of life within this area.

It should be noted that within 200 yards of the purposed site, there have been at least 8 accidents within the past 4 years. While most patrons of the brewery will be responsible, there will be at least ten percent of the customers leaving the establishment intoxicated or impaired. This will only be problematic to an already highly congested area.

Within one hundred yards of the purposed site, there is an elementary school, a pre-school and adjacent to the property is a residential housing development. The noise alone from construction for this housing development is simply not fair to the existing residents. The noise from the establishment and parking will greatly diminish the quality life for this adjacent neighborhood.

Invariably, there will be patrons who park outside of the brewery's parking lot, which adds to an overbuilt area. Currently, the Tom Thumb parking lot has more cars than would be safe because this area has been developed too rapidly.

I would challenge any member of your commission to meet me at 5pm on any weekday and observe this intersection for one hour. This area is already a disaster waiting to happen, please do not add to our chaos.

While I am pro small business and well managed growth, this will not be the case in this instance. The brewery currently has a suitable home, where they should stay. Our infrastructure in terms of roads, emergency services and schools are not keeping pace with the unchecked growth and it is affecting the quality of life within Lake Stevens.

Respectfully,

Bill Young
425.232.9228

[Sent from Yahoo Mail on Android](#)

David Levitan

From: Colin Kreiger <crkreiger@gmail.com>
Sent: Wednesday, November 2, 2022 10:20 AM
To: David Levitan
Subject: Comment on LUA2022-0137

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

I am opposed to the proposed rezone to commercial from public for the city property on the NW corner of Chapel Hill Rd and 99th.

In previous polls of residents to support city hall concepts earlier this year, the city presented options for mixed commercial. These were overwhelmingly disproved of by respondents to the cities polling. Now this proposed rezone appears the city to be attempting to deliver exactly what our residents have stated we don't want.

It's true that this property was previously zoned commercial when the city purchased in 2012, but the chapel Hill area has changed significantly since then.

The high density development east across the street between 99th and 101st, the zoned high density to the NE, and the many developments along 99 all contribute to some of the explosive growth the area has underwent recently. These medium and high density housing projects are well positioned withing walking distance (and hopefully to be soon supported by additional sidewalks along 99) of the existing commercial businesses along market place and in frontier village. This lot is also within walking distance of existing apartment complexes and multi family zoning. I'll point out that all of this is also within walking distance of the transit station as well.

Looking at the area, it's clear that the greater neighborhood this lot is situated in serves households that are more likely to rely on walkability - meaning proximity of amenities is more important these now population dense regions. Considering the city is no longer pursuing the joint civic center campus on this property, they should responsibly incorporate public use in this property. Considering my commennts above, one thing starkly absent from the neighborhood is parks. I'm the high density neighborhood across 99, kids without yards play in the streets. Yes, Davies beach, and arguably Frontier Heights parks are walkable from the area, play areas for younger children are absent from this area.

If the city can't find a affordable way to build a city hall or civic campus on this lot, I urge the city to retain the lot and still provide the outdoor amenities and public spaces promised as part of the earlier proposals. Residents have made it clear this is what they want.

Anything but a public serving asset on this property is an offence to all of the cities residents, particularly those that live in the chapel Hill area, and most of all residents that have already articulated in previous city polling that that property should not have a commercial presence.

The city needs to listen to it's residents and retain that lot for a use that enriches - or at the very least, wouldn't detract from the residential experience in this neighborhood.

Thanks,
Colin Kreiger

129 101st Ave NE, Lake Stevens, WA 98258
425-344-3710

David Levitan

From: john layton <j3klayton@hotmail.com>
Sent: Wednesday, November 2, 2022 1:54 PM
To: David Levitan
Subject: 97th Drive SE REZONE Comments for 11/2/22 meeting

Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

My family owns the only vacant lot on 97th DR SE, which is a cul-de-sac of 18 homes. Four homes have sold in the past two years for \$499,000 to \$650,000. We listed our lot on 1/27/21 and received several offers on the first day. The deal fell through when we found out the property had been zoned commercial. With it being a part of the Comprehensive Plan, it has not been an easy process trying to get it zoned to back residential.

I submitted a request to be included on the yearly comprehensive plan docket. At that time, it was determined that changing one lot to residential was not an option so they would consider rezoning the whole street. It is highly unlikely that anyone will come in and buy 18 homes at today's prices to put in a commercial property.

The only way our lot has any value is if it is zoned residential so a home can be built on it.

I was very hopeful after viewing the meeting in which you discussed rezoning. All members of the planning commission were very on board. Then I watched the 9/6/22 City Council work session and they didn't agree. I am asking you to please recommend to the City Council that the zoning of 97th Drive SE, a cul-de-sac neighborhood of 18 homes, be changed back to residential. Please take all the necessary steps to add it to the November 22 City Council meeting agenda.

Thank you for your time.

Kristi Layton

David Levitan

From: Amanda Vest <mandyvest@gmail.com>
Sent: Wednesday, November 2, 2022 2:50 PM
To: David Levitan
Subject: Input on potential re-zone

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon-

I'm not able to attend tonight's meeting regarding the potential re-zone of the two city owned lots near market place and 99th. I wanted to voice my concern and disappointment with the city for attempting to sell this property. The community would be much better served by a community space at this location. A park, playground, even basketball hoops and an open field. This area of the community doesn't have easy access to something of that nature. Even the local elementary school playgrounds are on the other side of highway nine from this location. There are many family homes in the area, built on small lots, without even a neighborhood play area. I am writing in hopes that we can chose the community and our families over profit.

Thank you for your time

Amanda Elhardt

Sent from my iPhone

David Levitan

From: gil ackerman <geackerman@comcast.net>
Sent: Wednesday, November 2, 2022 4:56 PM
To: David Levitan
Subject: Fwd: proposed Future Land Use

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

----- Forwarded Message -----

Subject: proposed Future Land Use
Date: Wed, 2 Nov 2022 16:42:07 -0700
From: gil ackerman <geackerman@comcast.net>
To: devitan@lakestevenswa.gov

Re: Proposed future land use

We are writing to express our views on the property adjacent the future library. We feel it would not be in the interest of the residents of Lake Stevens to place a commercial business there. Have you come out to tour the neighborhood? We are blessed with wonderful families and abundance of children who have no place to play. They play in the street and in a very small play area. On warm days the kids come over and ask us if they can come over and sit beneath our trees. The parents put up signs for cars to go very slowly down their streets. It is only a matter of time and a child will get hurt. High Density Housing makes a lot of money for the city and commercial real estate developers. Much of these funds are paid by home buyers and tax payers. I am thrilled that commissioners are looking into this and asking for input from the residents of Lake Stevens. We need a park that the families can use especially for the youngest and dearest of our neighborhood.

I was an elementary school teacher and a children's librarian for over 25 years. Please read some studies on physical activity and how it enhances reading skills. How could this not be the best place for a park right next to our library? Give children playtime in the park and their attention to Library Story Time and they are better listeners and retain more from the stories. Children's motor skills do make a difference in all the areas of subjects but especially in reading.

Thank You,

Kathy and Gil Ackerman

205 101st Ave NE

Lake Stevens, Wa



Virus-free. www.avg.com

David Levitan

From: C <carolrobertson85@gmail.com>
Sent: Wednesday, November 2, 2022 5:32 PM
To: David Levitan
Subject: Chapel Hill Proposed Land Use

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City of Lake Stevens,

As a resident of the Chapel Hill community, I beg you not to turn the northwest corner lot of Chapel Hill Rd and 99th Ave NE into a commercial lot. We desperately need a playground/park for our children in this area. If you look on a map, you'll see there are no parks within walking distance for the neighborhoods east of highway 9 between 20th St SE and N Davies Rd. The neighborhoods in this area have so many young children and no public parks. There are a couple tiny playground structures that are for strict private use only, but nothing for the public. The children in my neighborhood are forced to play in narrow streets and many have almost gotten hit, my own children included. One of my neighbors ended up moving because of this. The children of our great community deserve a place to play and be kids, and not have to dodge cars or stay indoors. Please do not rezone the lots, keep it public and build a playground.

Respectfully,
Carol Robertson

David Levitan

From: David Robertson <bigdtotherob@gmail.com>
Sent: Wednesday, November 2, 2022 5:42 PM
To: David Levitan
Subject: Chapel Hill Lot

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City of Lake Stevens,

As a resident of the Chapel Hill community, I am against turning the northwest corner lot of Chapel Hill Rd and 99th Ave NE into a commercial lot. That area would better serve the community if it were used for a park, as the kids in the area have no park within walking/biking distance. A park would add a safe place for residents to recreate without resorting to playing in the streets.

Thank you for your time.

David Robertson

David Levitan

From: Kyo <abbyrobertson08@gmail.com>
Sent: Wednesday, November 2, 2022 5:56 PM
To: David Levitan
Subject: Proposal for a Park

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Lake Stevens,

I am a teen in the Chapel Hill Neighborhood. I heard there is a proposal to rezone the Northwest corner of Chapel Hill Rd and 99th Ave NE into a commercial lot. I would like to suggest a park being built there instead. The nearest public park in the Chapel Hill neighborhood is a 25-minute walk across a dangerous highway. The area is filled with kids and teens, and no parent would want their kids to be put in danger by taking that walk as well as not many parents have the time to drop their kids off at the park.

Currently, kids are playing in the middle of the street, and there is an issue of cars speeding through it. I myself have almost gotten hit several times. With a park built nearby, that wouldn't be as much of an issue, though the speeding problem is a separate issue entirely. There are several commercial buildings in the area but no park, so adding another commercial building seems unnecessary. The kids here deserve a place to play and hang out safely instead of dodging speeding cars or being forced to stay inside or in the small yard or driveway space. Families have even moved because of their children almost getting hit. The kids in our neighborhood play right in front of our house and houses nearby because my street is the widest. Kids are kids, and they can be reckless and loud. We've had to deal with kids hitting our house with toys and getting stuff lost on our property that we then have to retrieve. As well as loud yelling, often disturbing us since my brother and I are homeschooled. I can only imagine what other homeowners and families are dealing with. I think a park being added would be helpful to the kids, families, and homeowners.

Thank you for your consideration,

Abigail Robertson

David Levitan

From: sheenaelalfy@gmail.com
Sent: Wednesday, November 2, 2022 6:22 PM
To: David Levitan
Subject: Lot near my house

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

I am opposed to the proposed rezone to commercial from public for the city property on the NW corner of Chapel Hill Rd and 99th.

In previous polls of residents to support city hall concepts earlier this year, the city presented options for mixed commercial. These were overwhelmingly disproved of by respondents to the cities polling. Now this proposed rezone appears the city to be attempting to deliver exactly what our residents have stated we don't want.

It's true that this property was previously zoned commercial when the city purchased in 2012, but the chapel Hill area has changed significantly since then.

The high density development east across the street between 99th and 101st, the zoned high density to the NE, and the many developments along 99 all contribute to some of the explosive growth the area has underwent recently. These medium and high density housing projects are well positioned withing walking distance (and hopefully to be soon supported by additional sidewalks along 99) of the existing commercial businesses along market place and in frontier village. This lot is also within walking distance of existing apartment complexes and multi family zoning.

I'll point out that all of this is also within walking distance of the transit station as well.

Looking at the area, it's clear that the greater neighborhood this lot is situated in serves households that are more likely to rely on walkability - meaning proximity of amenities is more important these now population dense regions. Considering the city is no longer pursuing the joint civic center campus on this property, they should responsibly incorporate public use in this property. Considering my commennts above, one thing starkly absent from the neighborhood is parks. I'm the high density neighborhood across 99, kids without yards play in the streets. Yes, Davies beach, and arguably Frontier Heights parks are walkable from the area, play areas for younger children are absent from this area.

If the city can't find a affordable way to build a city hall or civic campus on this lot, I urge the city to retain the lot and still provide the outdoor amenities and public spaces promised as part of the earlier proposals. Residents have made it clear this is what they want.

Anything but a public serving asset on this property is an offence to all of the cities residents, particularly those that live in the chapel Hill area, and most of all residents that have already articulated in previous city polling that that property should not have a commercial presence.

The city needs to listen to it's residents and retain that lot for a use that enriches - or at the very least, wouldn't detract from the residential experience in this neighborhood.

Thank you,

Sheena El-Alfy
10057 2nd pl ne
Lake stevens wa
98258

Sent from my iPhone

David Levitan

From: Heidi smith <rhsmith419@gmail.com>
Sent: Thursday, November 3, 2022 1:09 AM
To: David Levitan
Subject: Land use act council meeting 11/3(??) Chapel Hill/91st St SE

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi! I understand there is a proposal to sell the corner lot by the firestation on chapel hill?

I want to see it become a park. We have NONE in this area at ALL. Davies Beach is a boat launch that is hardly the park it was even when I was a kid.

I don't even have kids but you guys promised a splash pad. PUT ONE IN! it's a great location near food and shopping, and walkable.

The purchase of S LK Stevens building needs to be stopped. I don't care if the council building needs to find accommodations elsewhere. Or stay where they are until prices come down on land!!! Ridiculous they are buying it now. I've been in that building plenty. It will be another problem in 15 years. If it's not already sitting just feet from a pond and wetland.

Heidi Smith

David Levitan

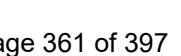
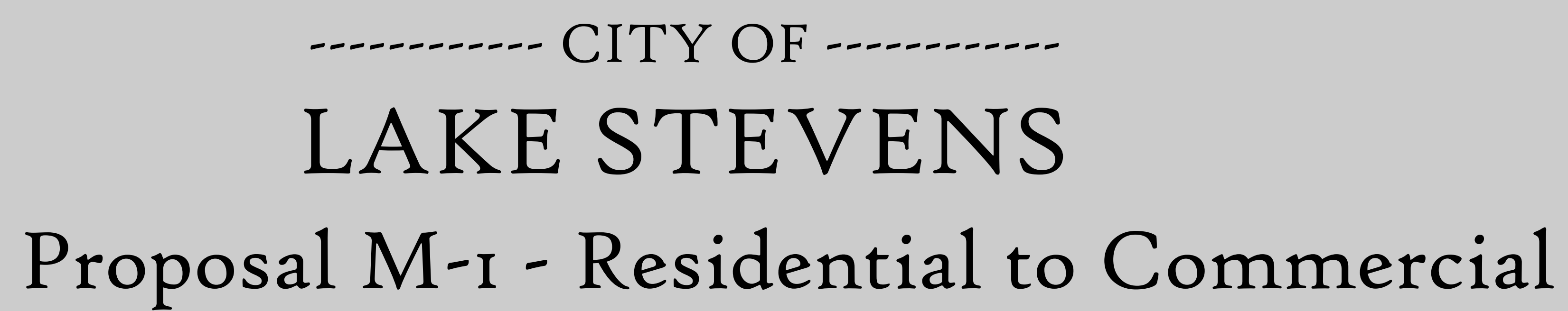
From: Angela Romainger <angela.romainger@gmail.com>
Sent: Thursday, November 3, 2022 6:10 PM
To: lsplanning
Subject: Market Street Lot

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear council,

I live on 95th street Se, here in beautiful lake stevens. I would be letting myself and other community members down if I did not voice my opinion about the discussions around this lot. We need more community dedicated projects, not commercial. With Costco about to open and further development along Northern route 9 towards Arlington, I see no need for yet another commercial space needed. A park, playground or even library space for parking or building remodeling for dedicated space to said library. PLEASE LISTEN TO YOUR VOTERS. Your seats are not permanent, we will remember your choices and cement ours with votes.

Sincerely,
Angela Romainger





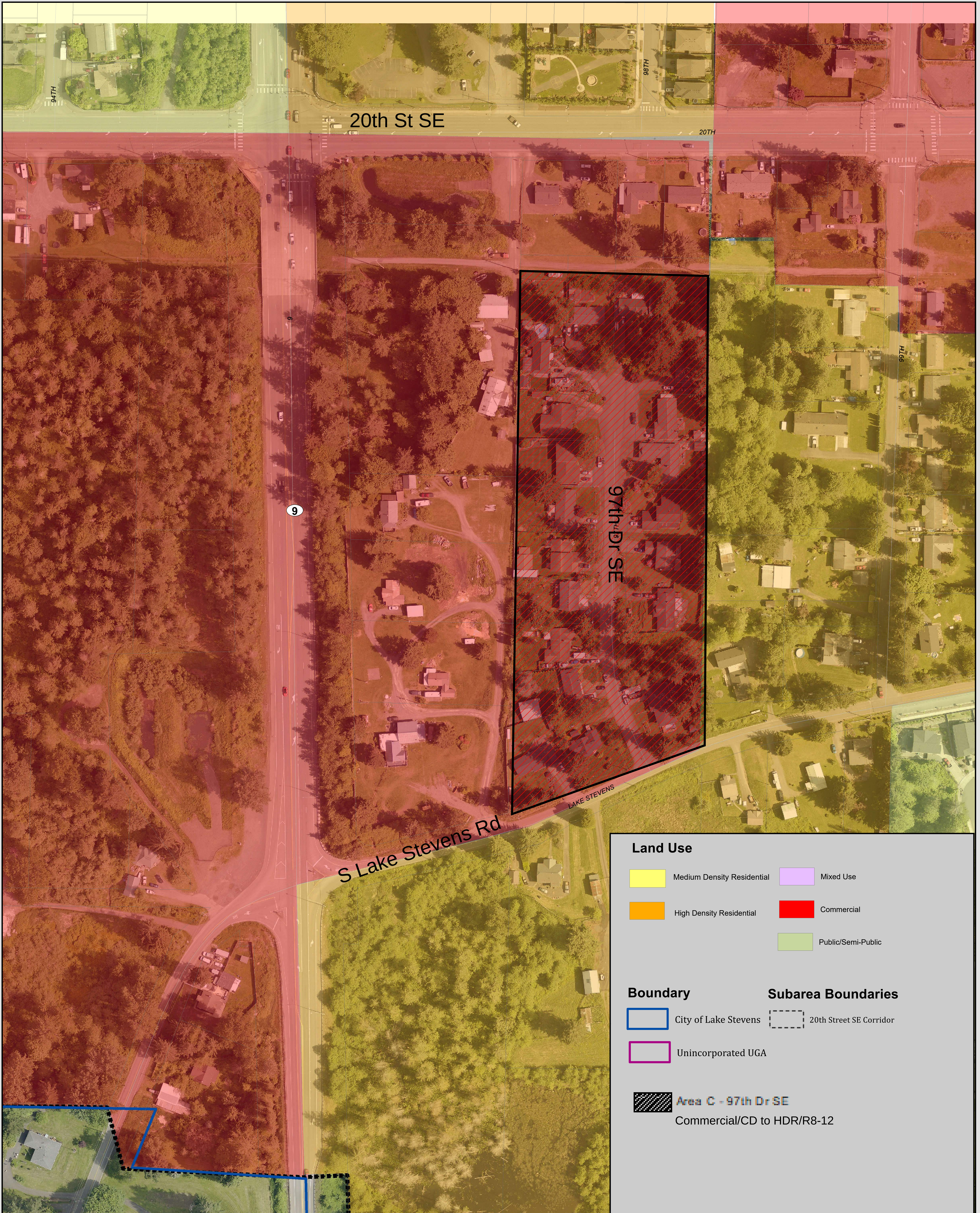
CITY OF
LAKE STEVENS

Proposal M-2: Public/Semi-Public to Commercial





CITY OF
LAKE STEVENS
Proposal M-3, Area C - 97th Dr SE





Staff Report City of Lake Stevens Planning Commission

2022 Comprehensive Plan Docket Public Hearing
Date: November 2, 2022

Subject: 2022 Comprehensive Plan Docket Public Hearing (LUA2022-0137)

Contact Person/Department: David Levitan, Planning Manager

ACTION REQUESTED: Hold a public hearing on the 2022 Comprehensive Plan Docket and associated rezones, take public testimony, and forward recommendations to the City Council. The docket includes city-initiated text amendments, city-initiated map amendment and concurrent rezone (LUA2022-0137) along with a citizen-initiated map amendment and concurrent rezone (LUA2022-0057).

BACKGROUND/ HISTORY:

Under the Growth Management Act, the city can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The city received two citizen-initiated docket proposals, which were analyzed along with several city-initiated proposals in advance of the docket ratification process. The Planning Commission held a public hearing and made a recommendation to ratify the 2022 Docket on March 16, 2022. City Council ratified the 2022 Docket on March 22, 2022 via [Resolution 2022-02](#).

The city is proposing a city-initiated map amendment and concurrent rezone as well as text amendments to the land use element, parks element, public services element and capital facility element and other minor administrative amendments to the Comprehensive Plan, including the Executive Summary. The docket also includes a citizen-initiated map amendment and concurrent rezone (Map Amendment M-1). The amendments are summarized below as well as in **Attachment 1**. A more comprehensive update will occur as part of the 2024 periodic update.

Docket Item T-2 (Shoreline Master Program update) has been removed from the docket and will be processed as a standalone amendment as allowed by [RCW 36.70A.130\(2\)\(a\)\(iii\)](#). Docket Item M-3 (potential amendments within the 20th St SE Corridor) was discussed by both the Planning Commission and City Council. Staff is recommending that any changes beyond those in Item M-1 be considered during the 2024 periodic update. Docket Items T-8 (Lake Stevens Center Subarea Plan) and M-2 (Chapel Hill map amendments) were added after the initial ratification, as permitted for city-initiated amendments.

TEXT AMENDMENTS

1. T-1 – Amendments to Chapter 2 (Land Use Element) to update text and maps/figures, city demographics and regional planning efforts such as the 2044 growth targets, 2021 Buildable Lands Report and Vision 2050 (**Attachment 2**).

2. T-3 – Amendments to Chapter 5 (Parks, Recreation and Open Space Element) to describe new and revised park projects in the capital project list and create new goals and underlying policies that 1) designate parks and recreation as critical infrastructure and vital public services and 2) call for more active recreation facilities (**Attachment 3**). The proposed amendments were reviewed by the Parks and Recreation Planning Board at their [June 13, 2022](#) meeting.
3. T-4 – Amendments to Chapter 7 (Public Services and Utilities Element) to incorporate analysis of the Lake Stevens Industrial Center and reference the adoption of updated capital facility plans (CFPs) from partner agencies, including the 2022-2027 CFPs for the Lake Stevens School District and Snohomish School District (**Attachment 4**).
4. T-5 – Amendments to Chapter 9 (Capital Facilities Element) to update and reformat Tables 9.1 and 9.2 of the Capital Facilities Element (**Attachment 5**), the city's 6-year and 20-year lists of capital projects.
5. T-6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addendum) (**Attachment 6**).
6. T-7 – Updated addendum to the 20th St SE Corridor Subarea Plan to provide consistency with map amendment M-1 (**Attachment 7**).
7. T-8 – Updated addendum to the Lake Stevens Center Subarea Plan to provide consistency with map amendment M-2 (**Attachment 8**).

MAP AMENDMENTS

1. M-1 – Citizen-initiated proposal to amend the land use designation of two parcels at 10510 and 10520 20th St SE from High Density Residential to Commercial with a concurrent rezone from R8-12 to Commercial District. Based on input from the Planning Commission and City Council, the boundaries of map amendment M-1 have been expanded to include the property to the east (10610 20th St SE) as well as the adjacent city right-of-way to the west (**Attachment 9**).
2. M-2 – City-initiated proposal to amend the land use designation of two parcels at 14 and 26 99th Ave NE from Public/Semi-Public to Commercial with a concurrent rezone from Public/Semi-Public to Commercial District (**Attachment 10**).

Amendments M-1 and M-2 are illustrated in the updated Comprehensive Plan land use map (**Attachment 11**).

COMP PLAN CRITERIA

14.16C.040 Comprehensive Plan Amendments - Text and Maps

- (a) Amendments to the City of Lake Stevens Comprehensive Plan include amendments, additions and deletions to the text, maps, or charts and do not include amendments to the Zoning Map as set forth in Section [14.16C.090](#).

Findings: The concurrent rezones associated with map amendments M-1 and M-2 are being evaluated under the decision criteria in LSMC 14.16C.090, as detailed below.

- (b) Procedure. Comprehensive Plan amendments shall follow the procedures established in Chapter [14.16B](#) for a Type VI permit process and appropriate State statutes including RCW [36.70A.130](#).

Findings: Public notice was issued as required by Chapter 14.16B and as of October 27 the city has received no public comments. Oral testimony will be accepted at the November 2 public hearing.

- (c) Amendment Criteria. All amendments to the Comprehensive Plan processed under this section shall be in conformance with the Lake Stevens Vision, consistency requirements, and revisions and amendments sections of Chapter 1 of the Comprehensive Plan.
- (d) Exemptions. Changes in the organization, format, appearance, illustrations, examples or other nonmaterial changes to the Comprehensive Plan may be made by the Department of Planning and Community Development and are exempt from this section.
- (e) Approval by Ordinance. All amendments shall be approved by ordinance of the City Council.

*Findings: The 2022 Docket for text and map amendments was set by City Council Resolution 2022-02 and is scheduled to be adopted by ordinance at the November 22, 2022 City Council meeting. The review of the 2022 Docket followed the amendment process for Type VI Legislative Actions and the state process for comprehensive plan reviews per Chapter 36.70A RCW and SEPA environmental review per Chapter 197-11 WAC. **Attachments 12** (Text Amendment Analysis Sheet) and **13** (Map Amendment Analysis Sheet) address the Comprehensive Plan amendment approval criteria and determined that the proposed amendments meet the criteria.*

REZONE REQUIREMENTS

14.16C.090 Rezones - Official Zoning Map Amendments

- (a) The purpose of this section is to set forth criteria for amendments to the Official Zoning Map, adopted pursuant to Section [14.36.100](#).
- (b) Types of Rezones and Map Amendments. Rezones are either site-specific or area-wide. Map amendments are considered major if they rezone five or more tracts of land in separate ownership or any parcel of land, regardless of the number of lots or owners, in excess of 50 acres. All other map amendments are minor.
 - (1) Site-specific rezones are rezones of a particular property(ies) which conform to the Comprehensive Plan or an adopted subarea plan.
 - (2) Area-wide rezones are rezones which require a Comprehensive Plan amendment, include a large area, or the adoption of a new or substantially revised neighborhood or area-wide zoning map amendment.

Findings: The concurrent rezones for both the city-initiated map amendment (Chapel Hill properties) and the citizen-initiated map amendment (20th St SE properties) are considered area-wide rezones, as they require a Comprehensive Plan map amendment

- (c) Procedure. A site-specific rezone shall be reviewed in the manner and following the procedures established in Chapters [14.16A](#) and [14.16B](#) for a Type IV review. An area-wide rezone shall be reviewed in the manner and following the procedures for a Type VI review and require a concurrent amendment to the Comprehensive Plan.

Findings: Both rezones are area-wide rezones, and as such have been processed through a Type VI review process.

- (d) Initiation of Amendments.
 - (1) Amendments to the Official Zoning Map may be initiated by the City Council, the Planning Commission, or the City Administration.
 - (2) Any other person may also petition the Planning Department to amend the Official Zoning Map. The petition shall be filed with the Department of Planning and Community Development and shall include:
 - (i) The name, address, and phone number of the applicant;
 - (ii) A description of all land proposed to be rezoned including a map highlighting the specific parcels; and

- (iii) A rationale for the proposed map changes.

Findings: The proposed rezone of the two city-owned Chapel Hill properties was initiated by city staff. The proposed rezone of the two properties on 20th St SE was initiated by the property owner (Lake Stevens Brewing Company) and submitted as a separate land use application (LUA2022-0057). That application included all the requirements detailed above, including a map of the proposal area and a rationale for the proposed map changes.

- (e) Upon receipt of a petition, the Planning Director will determine if the proposed zoning map amendments meet the decision criteria in subsection (g) of this section and shall either:

- (1) Refer the proposed amendment to the Hearing Examiner for a site-specific rezone for a recommendation to Council; or
- (2) Refer the proposed amendment to the Planning Commission for an areawide rezone for a recommendation to Council.

Findings: The citizen-initiated map amendment and concurrent rezone proposal for the two properties on 20th St SE was approved for inclusion on the 2022 Comprehensive Plan docket via Resolution 2022-02. Based on feedback from the Planning Commission and City Council, staff is recommending adding one property (10610 20th St SE) and adjacent city ROW to the area that would be subject to the land use and zoning map changes.

- (f) Special Application Requirements for Site-Specific Rezones. **(NOT APPLICABLE)**

- (g) Decision Criteria. The following factors are to be taken into account by the Planning Commission, Hearing Examiner and the City Council when considering a map amendment:

- (1) The amendment complies with the Comprehensive Plan Land Use Map, policies, and provisions and adopted subarea plans;
- (2) The amendment is in compliance with the Growth Management Act;
- (3) The amendment serves to advance the public health, safety and welfare;

Findings: The 2022 Docket including associated rezones have been reviewed in conjunction with amendments to the land use map and text of the comprehensive plan as detailed in Attachments 11 and 12, following local and state requirements. The city has determined that the proposed rezones meet the first three criteria above.

- (4) The amendment is warranted because of changed circumstances, a mistake, or because of a need for additional property in the proposed zoning district;

Findings: The city is projected to have a deficit of over 1,100 jobs by 2044 under the city's existing zoned capacity. The city's employment growth strategy is largely focused within its three subareas, including the 20th SE Corridor and Lake Stevens Center subareas in which the affected properties are located. Approving Commercial District (CD) zoning designations for the properties covered by M-1 and M-2 will help the city make progress in meeting its 2044 employment growth targets. The Chapel Hill properties in M-2 were originally considered for the development of a new City Hall and civic campus, but the city has since decided to pursue other site options.

- (5) The subject property is suitable for development in general conformance with zoning standards under the proposed zoning district;

Findings: The properties in proposals M-1 and M-2 are suitable for development associated with the new CD zoning classification and will be subject to local and state rules in effect at the time of development. Both are located within city subareas and adjacent to properties with the same CD designation and have site access via collector arterials (99th and Chapel Hill/Market) or major/minor arterials (20th St SE). Future site development would require, among other submittal requirements, project-specific assessments of critical areas, stormwater management, and traffic impacts.

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

Findings: The rezones will not be materially detrimental to adjacent uses. The properties covered by amendment M-1 are located along a major arterial (20th St SE) and within the 20th St SE Corridor subarea, which was envisioned to include a mix of commercial, residential, and other uses. 106th Ave SE would provide a buffer between the potential commercial uses and the existing residential uses east of 106th, while future commercial development on the site would require screening between the site and adjacent residential uses to the south. The area to the west is undeveloped city right-of-way, while the properties to the north are a commercial shopping center.

Findings: The city-owned properties in proposal M-2 are located within the Lake Stevens Center subarea, along two collectors. Potential development under the CD zoning would be consistent with uses to the west, whereas properties to the east across 99th Ave have a High Density Residential Designation and provide a buffer to the Medium Density Residential properties further to the east. The area is served by transit and would be subject to all applicable development regulations, including screening requirements.

- (7) Adequate public facilities and services are likely to be available to serve the development allowed by the proposed zone;

Findings: The areas proposed for zoning reclassifications are all served by existing or planned infrastructure improvements that could support commercial development of the site. Concurrency determinations and utility availability will need to be confirmed prior to any future development.

- (8) The probable adverse environmental impacts of the types of development allowed by the proposed zone can be mitigated, taking into account all applicable regulations, or the unmitigated impacts are acceptable;

*Findings: Potential impacts from the proposed zoning CD reclassifications can be addressed at the project stage through mitigation measures and code regulations including items like screening, traffic mitigation and design guidelines. The city prepared SEPA addenda and adoption of existing environmental documents for both the 20th St SE Corridor and Lake Stevens Center. The applicant for amendment M-1 provided a preliminary traffic analysis evaluating trip generation under the proposed CD zoning (**Attachment 14**), and any future development would require a project-specific traffic study, drainage report, and critical areas study, among other submittal requirements.*

- (9) The amendment complies with all other applicable criteria and standards in this title; and

Findings: The proposed zoning reclassifications meet the applicable criteria and standards of Title 14 LSMC.

- (10) If the proposal is located within an adopted subarea plan:

- (i) The rezone is to a zoning designation allowed within the applicable subarea; and
- (ii) The rezone does not increase the established intensities adopted as part of the planned action ordinance or mitigates increased or additional impacts by supplementing, amending or adding the applicable planned action draft and final environmental impact statement.

Findings: The proposed zoning reclassifications include three properties within the 20th St SE Corridor subarea and two properties within the Lake Stevens Center subarea, both of which include the Commercial District (CD) as an implementing zoning designation. The planned action thresholds for both subareas have been reviewed and compared with commercial development that has been built, and both planned actions have significant remaining capacity for commercial development permitted within the CD district. As such, revisions to the planned action thresholds are not required.

Public Notice

Planning Commission reviewed drafts of the proposed amendments during their [May 18](#), [June 15](#), [July 20](#), and [August 17](#), 2022 meetings. The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on September 23, 2022 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents for the 2005 Comprehensive Plan EIS (**Attachment 15**), 20th St SE Corridor Subarea Plan EIS (**Attachment 16**), and Lake Stevens Center Subarea Plan EIS (**Attachment 17**) were issued for the Docket on September 23, 2022.

The city published a Notice of Public Hearing in the Everett Herald and posted it at City Hall; sent postcards to all property owners within 300 feet of the properties; and posted signs of the proposed map amendments and concurrent rezones along the frontages (20th St SE, Market Pl, and 99th Ave NE) of the affected properties. As of October 26, no public comments have been received. City staff also sent a separate letter to and met in person with the property owner of 10610 20th St SE to discuss the proposal, which as proposed would include his property, but has not received any official comments.

Conclusion: All proposed comprehensive plan amendments and concurrent rezones meet the requirements for granting the proposed amendments and have met state and local requirements for review.

RECOMMENDATION:

Forward a recommendation to City Council to:

1. Approve the text amendments, map amendments and concurrent rezones proposed as part of the 2022 Comprehensive Plan Docket (LUA2022-0137), including a citizen-initiated map amendment and concurrent rezone (LUA2022-0057).

Staff will prepare a letter of recommendation from the Planning Commission to the City Council, which would be included as an exhibit to the ordinance that would be considered for adoption by the City Council following a public hearing.

ATTACHMENTS:

1. Map and Text Amendments Summary
2. T-1 Land Use Element
3. T-3 Parks, Recreation and Open Space Element
4. T-4 Public Services and Utilities Element
5. T-5 Capital Facilities Element
6. T-6 Administrative Updates & Appendices
7. T-7 20th St SE Corridor Subarea Plan Addendum
8. T-8 Lake Stevens Center Subarea Plan Addendum
9. M-1 20th St SE Map Amendments
10. M-2 Chapel Hill Map Amendments
11. Updated Comprehensive Plan Map
12. Text Amendment Analysis Sheet
13. Map Amendment Analysis Sheet
14. Preliminary Traffic Analysis for Map Amendment M-1
15. SEPA Addendum #14 to 2005 Integrated Comprehensive Plan and FEIS
16. SEPA Addendum #4 to 2012 FEIS for the 20th St SE Corridor Subarea Plan

17. SEPA Addendum #5 to 2012 FEIS for the Lake Stevens Center Subarea Plan



2022 Comprehensive Plan Map Amendments - Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: November 22, 2022
Planning Commission Hearing Date: November 2, 2022

Summary	
Location in Comprehensive Plan: Chapter 2 Land Use Element/Land Use Map	
Proposed Change(s): 1. Citizen request to change the land use designation of 10510 and 10520 20th St SE from High Density Residential to Commercial along with an associated rezone from R8-12 to Commercial District. The city is proposing to expand the area to include the adjacent property at 10610 20th St SE and the city right-of-way immediately to the west (Attachment 9). 2. City request to change the land use designation of two city-owned properties at 14 and 26 99th Ave NE from Public/Semi-Public to Commercial along with an associated rezone from Public/Semi-Public to Commercial District (Attachment 10) 3. Updated Comprehensive Plan Map to show proposed changes (Attachment 11).	
M-1 Applicant: Lake Stevens Brewing Company, LLC	Property Location(s): 10510, 10520, and 10610 20 th Ave SE and adjacent ROW
Existing Land Use Designations	Proposed Land Use Designation
High Density Residential	Commercial
Existing Zoning Districts	Proposed Zoning District
R8-12	Commercial District
M-2 Applicant: City of Lake Stevens	Property Location(s): 14 and 26 99 th Ave NE
Existing Land Use Designations	Proposed Land Use Designation
Public/Semi-Public	Commercial
Existing Zoning Districts	Proposed Zoning District
Public/Semi-Public	Commercial District

ANALYSIS: Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Granting or Denial in Amendments Section I.

Granting or Denial of Amendments – Decision Criteria	Meets	
<i>1. The effect upon the physical, natural, economic, and/or social environments.</i> Discussion: The proposed land use map changes are limited in nature; compatible with surrounding land uses; consistent with the city’s strategy for accommodating the majority of its commercial and employment growth within subareas; and will help the city meets its long-term employment targets. The potential effects on the built and natural environment have been addressed in the Environmental Impact Statements and Addenda for the Comprehensive Plan, Lake Stevens Center Subarea Plan, and 20th St SE Corridor Subarea Plan. Proposal M-1 provided a preliminary analysis of potential traffic impact, and impacts of future development will be reviewed against applicable regulations at the time of application.	X	
<i>2. The compatibility with and impact on adjacent land uses and surrounding neighborhoods including whether the amendment would create pressure to change the land use designation of other properties in the vicinity</i> Discussion: Amendment M-1 is a citizen-initiated request that was expanded by the city to include one additional parcel, to provide consistent commercial land use/zoning designation along the south side of 20th St until 106th Ave SE. Amendment M-2 is a city-initiated proposal for surplus property no longer needed by the city. Both amendments M-1 and M-2 are compatible with adjacent land uses and would help the city meets its long-term employment needs. The city will be taking a more comprehensive look at potential land use and zoning changes in the city as part of its 2024 periodic update in an effort to address its future housing and employment needs, so these limited changes are unlikely to create pressure to change land use designation for adjacent properties.		
<i>3. The adequacy of and impact on public facilities and services, including utilities, roads, public transportation, parks, recreation, and schools.</i> Discussion: All of the land use changes inside the city and its UGA are in areas with existing or planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes. Any future development of the affected properties would require concurrency determinations, utility availability, payment of applicable impact fees, and project-level development review.		

<i>4. The quantity and location of land planned for the proposed land use type and density</i> Discussion: The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. As the city updates its comprehensive plan and land uses there is always a goal to maintain a job to housing balance to ensure that the city can meet its growth targets and has an adequate buildable land supply. Proposed changes are limited in nature (less than 10 acres) and within the city's 20th St SE Corridor and Lake Stevens Center subareas, which are envisioned to accommodate the majority of the city's future employment growth.	X	
<i>5. The effect, if any, upon other aspects of the Comprehensive Plan</i> Discussion: Comprehensive Plan Goals and Policies that support the proposed map changes can be found in the Land Use, Housing, Parks and Economic Development Elements. <u>Land Use</u> Goal 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens. Goal 2.2 Achieve a well balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses. <u>Housing</u> Goal 3.5: Provide a balanced development pattern, which promotes pedestrian activities, a sense of community and safety. <u>Parks</u> Goal 5.1: Provide a high-quality, diversified parks, recreation and open space system that provides recreational and cultural opportunities for all ages and interest groups. <u>Economic Development</u> Goal 6.1: Improve the city's economic conditions for a healthy, vibrant, and sustainable community with a high quality of life. Goal 6.3: Enhance retail and personal services growth to address the community's needs and expand the city's retail sales tax base. Goal 6.4: Support employment growth in the city. Goal 6.7: Provide a predictable development atmosphere.	X	

Additional Criteria	Meets	
1. <i>The amendment must be consistent with the Growth Management Act and other applicable State laws.</i> Discussion: The proposed land use map changes and rezones are consistent with the planning elements of the GMA per RCW 36.70A and have followed the process for State Environmental Policy Act (SEPA) Review per Chapter 197-11- WAC and Chapter 16.04 of the Lake Stevens Municipal Code.	X	
2. <i>The amendment must be consistent with the applicable County-wide Planning Policies.</i> Discussion: Each element of the Comprehensive Plan integrates key countywide planning policies. There are no anticipated inconsistencies with countywide planning policies.	X	
3. <i>The amendment must not be in conflict with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan.</i> Discussion: The proposed amendments are consistent with the following selected goals and policies of the Comprehensive Plan as detailed above in answers to Question 5 and the following vision statements <u>Land Use</u> – As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community. <u>Parks</u> – The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens. <u>Economic Development</u> – Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.	X	
4. <i>The amendment can be accommodated by all applicable public services and facilities, including transportation.</i> Discussion: All the land use and zoning changes are in areas with existing or planned infrastructure and services including transportation by the city or partner agencies as detailed in Chapter 7 of the Comprehensive Plan. Services, utilities and infrastructure in county areas would be analyzed as part of a future annexation process.	X	

5. <i>The amendment will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents</i> Discussion: • Amendment M-1 is a limited area (three parcels totaling approximately 2.2 acres) with limited residential redevelopment potential and no existing businesses. The commercial land use and zoning designations are consistent with properties on the north and west. Critical areas are likely present on the western half of the area, and future development would be subject to Chapter 14.88 LSMC (Critical Areas) and all other applicable sections. • Amendment M-2 is comprised of two vacant city-owned parcels that are no longer needed by the city. The proposed commercial land use and zoning designations are consistent with adjacent uses in the Lake Stevens Center subarea. • Direct impacts are reviewed at the time of development pursuant to city and state regulations in effect. Development of the sites would require a critical areas study, drainage study, and traffic impact analysis, among other submittal requirements, and be required to demonstrate adequate screening and other protections for adjacent residential properties.	X	
6. <i>The amendment will result in long-term benefits to the community as a whole, and is in the best interest of the community.</i> Discussion: • As previously noted, the city has a projected deficit of over 1,189 jobs in 2044 based on current city zoning. The proposed map amendments and concurrent rezones to commercial land use and zoning designations will help the city address these deficits.	X	



2022 Comprehensive Plan

Text Amendments - Staff Summary

Lake Stevens City Council & Planning Commission

City Council Hearing Date: November 22, 2022
Planning Commission Hearing Date: November 2, 2022

Summary City-initiated amendments to the Comprehensive Plan as part of the annual docket including updates to the Lake Stevens Center and 20th St SE Corridor Subarea Plans; Land Use, Parks and Recreation, Utilities and Public Facilities, and Capital Facilities elements; along with administrative updates.

Proposed Change(s):

1. Chapter 2 Land Use (T-1)
 - Update introduction to include new growth targets and Buildable Lands Report
 - Provide information on upcoming 2024 periodic update
 - Update referenced countywide planning policies
 - Rename “Hartford Industrial Center” as “Lake Stevens Industrial Center”
 - Update Figure 2.3 to reflect map amendments M-1 and M-2, if approved
 - Update reasonable measures in Table 2.7
2. Chapter 5 Parks Recreation and Open Space (T-3)
 - Add new Goal 5.4 and underlying policies that recognize parks and recreation as critical infrastructure and a vital public service
 - Add new Goal 5.11 and underlying policies that call for more active recreation facilities
 - Revise park inventory descriptions and capital projects list
 - Update Tables 5.4 and 5.6
3. Chapter 7 Public Services and Utilities (T-4)
 - Update the referenced countywide planning policy for public services
 - Update information on school enrollment and projects and references to the 2022-2027 Lake Stevens and Snohomish School District Capital Facilities Plans, which will be adopted by reference.
 - Reference new CFPS for Snohomish Regional Fire and Rescue and Snohomish County PUD (Water)

4. <u>Chapter 9 Capital Facilities (T-5)</u>
• Remove outdated references to capital facility needs • Detail new metrics used to prioritize and rank capital projects • Replace Capital Project tables (Table 9.1 and 9.2) with new versions that incorporate new prioritization system
5. <u>Appendices and Administrative (T-6)</u>
• Incorporate SEPA documents into Appendix • Standard administrative updates, including and updating the dates on the cover, footnotes and the Table of Contents and updating the Executive Summary with information such as new growth targets and population estimates
6. <u>20th St SE Corridor Subarea Plan Addendum (T-7)</u>
• Update Addendum Table 3 to show update acreages that account for map amendment M-1 • Update Addendum Maps 2 and 3 to reflect updated land use and zoning designation related to map amendment M-1.
7. <u>Lake Stevens Center Subarea Plan Addendum (T-8)</u>
• Reference SEPA/Commerce/city process to update subarea plan • Update land use and zoning changes table to reflect updated acreages • Update maps 2 and 3 to reflect map amendment M-2.

Granting or Denial of Amendments – Decision Criteria	Meets	
1. <i>The effect upon the physical, natural, economic, and/or social environments.</i> Discussion: • The proposed text amendments are minor in nature and primarily reflect updated demographic information, growth targets, countywide planning policies, and maps to reflect map amendments M-1 and M-2. • The only new goals and policies are in the Parks element, and are related to recognizing parks and recreation as critical infrastructure and a vital public service. • Potential effects on the built and natural environment have been addressed in the Environmental Impact Statements and Addenda supporting the Comprehensive Plan and subarea plans. • Project specific impacts that may result from these text amendment will be reviewed against applicable regulations at the time of application.	X	

2. <i>The compatibility with and impact on adjacent land uses and surrounding neighborhoods including whether the amendment would create pressure to change the land use designation of other properties in the vicinity</i> Discussion: - Proposed land use text changes will not create pressure for future changes. The proposed changes are limited in scope and consistent with the city's vision for development within the subareas as outlined in the Lake Stevens Center and 20th St SE Corridor subarea plans. - The proposed changes are consistent with the designations of adjacent properties. - Updates to the Public Services and Capital Facilities Elements do not impact adopted property uses. These updates ensure services and infrastructure improvements are defined and available throughout the city. - Administrative changes do not affect land uses and neighborhoods.	X	
3. <i>The adequacy of and impact on public facilities and services, including utilities, roads, public transportation, parks, recreation, and schools.</i> Discussion: All of the text changes promote appropriate land use zoning and adequacy of planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes.	X	
4. <i>The quantity and location of land planned for the proposed land use type and density</i> Discussion: The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. As the city updates its comprehensive plan and land uses there is always a goal to maintain a job to housing balance to ensure that the city can meet its growth targets and has an adequate buildable land supply. In addition, the city has adopted levels of service standards for parks and transportation.	X	
5. <i>The effect, if any, upon other aspects of the Comprehensive Plan</i> Discussion: The annual docket process assures that the city reviews each element in a comprehensive manner to ensure that the document is internally consistent and reflects changes in population, development trends, community desires for parks and recreation and addresses capital and service needs.	X	

Additional Criteria	Meets	
1. <i>The amendment must be consistent with the Growth Management Act and other applicable State laws.</i> Discussion: The proposed text changes are consistent with the planning elements of the GMA per RCW 36.70A and have followed the process for State Environmental Policy Act (SEPA) Review per Chapter 197-11 WAC and Chapter 16.04 of the Lake Stevens Municipal Code.	X	
2. <i>The amendment must be consistent with the applicable County-wide Planning Policies.</i> Discussion: • Each element of the Comprehensive Plan integrates key countywide planning policies. There are no anticipated inconsistencies with countywide planning policies. • The updated Development Patterns Goal found in the Countywide Planning Policies states, “The region creates healthy, walkable, compact, and equitable transit-oriented communities that maintain unique character and local culture, while conserving rural areas and creating and preserving open space and natural areas.” • The county’s plan emphasizes the implementation of state and regional standards and guidance. • Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities. • Many policies give guidance for counties (and, where appropriate, cities) to review special district plans for consistency with local plans and Vision 2050	X	
3. <i>The amendment must not be in conflict with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan.</i> Discussion: • Each element of the Comprehensive Plan sets a specific vision. The overall vision of the plan follows: <i>The city will integrate the Growth Management Act (GMA), defined in Chapter 36.70A of the Revised Code of Washington (RCW), as an essential planning framework for the Lake Stevens Comprehensive Plan. The GMA principles will help direct community, regional, and statewide efforts to enhance the quality of life, environmental protection and economic vitality</i>	X	

<i>for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as a unique lakeside community</i> The proposed text amendments are consistent with the following selected goals of the Comprehensive Plan: <u>Land Use Goal 2.1</u> Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens. <u>Land Use Goal 2.2</u> Achieve a well balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses. <u>Housing Goal 3.5</u> Provide a balanced development pattern, which promotes pedestrian activities, a sense of community and safety. <u>Parks Goal 5.1</u> Provide a high-quality, diversified parks, recreation and open space system that provides recreational and cultural opportunities for all ages and interest groups. <u>Economic Development Goal 6.3</u> Enhance retail and personal services growth to address the community's needs and expand the city's retail sales tax base. <u>Economic Development Goal 6.4</u> Support employment growth in the city. <u>Public Services Goal 7.1</u> Coordinate with city departments, special purpose districts, utility companies and other service providers to ensure the adequate distribution of public services and facilities throughout the city and consistency with the land use element <u>Capital Facilities Goal 9.2</u> Provide public facilities in a manner which protects investments in, and maximizes use of, existing facilities and promotes orderly compact urban growth. <u>Capital Facilities Goal 9.4</u> Provide needed capital improvements to maintain adopted levels of service. <u>Capital Facilities Goal 9.5</u> Coordinate land use decisions and financial resources with a schedule of capital improvements to meet adopted level of service standards, measurable objectives.		
4. <i>The amendment can be accommodated by all applicable public services and facilities, including transportation.</i> Discussion: Proposed text changes do not impact planned infrastructure and services by the city or partner agencies as detailed in Chapters 7, 8 and 9 of	X	

the Comprehensive Plan. Services, utilities and infrastructure in county areas would be analyzed as part of a future annexation process.		
<i>5. The amendment will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents</i> Discussion: - Proposed text changes promote appropriate land use zoning and adequacy of planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes - Direct impacts are reviewed at the time of development pursuant to city and state regulations in effect.	X	
<i>6. The amendment will result in long-term benefits to the community as a whole, and is in the best interest of the community.</i> Discussion: - Updates to the Land Use Element are limited to updates to reflect accurate demographic and growth targets information. - As shown in the 2044 growth targets and 2021 Buildable Lands Report, the city has a need for additional employment land to meets its future employment growth targets. - Staying current on Public Service and Capital Facilities ensures that the city can continue to meet adopted level of services and provide for efficient delivery of public facilities, infrastructure and services.	X	

David Levitan

From: brian6branch@gmail.com
Sent: Thursday, November 17, 2022 6:25 PM
To: David Levitan

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am sending you this email concerning the land that is up for sale be turned into a public park for the kids in the community. I feel that it will do the community some good for that to happen. Because there is nothing like that for the parents to take their kids to so the kids can have fun. So I'm asking as a resident of Lake Stevens. And as a resident of this community for a park for the kids to please be built in that vacant lot instead of some sort of business! Thank you for your time!

David Levitan

From: Kathie G <kathienell@gmail.com>
Sent: Friday, November 18, 2022 10:57 AM
To: David Levitan
Subject: 99th & Chapel Hill Public Land

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please please please...consider building a public park on this lot! This area of Lake Stevens has no public park at all. I for one do NOT want to see a 3 or 4 story high apartment building or office building here. Thank you.

David Levitan

From: Patrick O'Connor <poc2020@gmail.com>
Sent: Friday, November 18, 2022 2:01 PM
To: David Levitan
Subject: Corner of 99 and Chapel Hill,

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr Levitan,

I would like to respectfully beg you and plead with you to utilize the corner of 99 and Chapel Hill only for public use.

I live approximately 400 ft from this location and for the kids that live in our neighborhood and for myself we would much rather have a park or something for public use versus commercial sales or retail outlets.

Please please please vote accordingly.

Thanks,

Patrick
10062 2nd Place NE Lake Stevens WA 98258

=====
Patrick O'Connor
Poc2020@gmail.com
206 660 6185

CITY COUNCIL STAFF REPORT



Agenda Date: 11/22/2022

Subject: Contract Supplement for 2023 Lake Management

Contact Person/Department: Shannon Farrant, Public Works

Budget Impact: \$17,595

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Motion to authorize the Mayor to sign the letter authorizing the 2023 cost of services in the amount of \$17,595 to perform the scope of work set forth in the ILA that was signed June 26, 2022.

SUMMARY/BACKGROUND:

The City entered into a 5-year Interlocal Agreement with Snohomish County on June 26, 2022 to perform lake management services on Lake Stevens. The 2023 cost of services reflects the lake monitoring services outlined in Section 3 of the ILA, except Section 3.3 and 3.4. The City plans to perform alum treatment to the lake every other year. Alum was applied in 2022, therefore, lake monitoring before and after alum treatment is not proposed for 2023.

The proposed scope of services for 2023 includes:

- Monthly lake water quality monitoring
- Reporting of water quality data
- Technical assistance

A letter from Snohomish County outlining the work performed in 2022 has been included with this staff report.

In 2023, City staff will evaluate the lake monitoring scope of services performed by Snohomish County, and assess the City's capacity to perform these services in 2024.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. 2022_ILA_Lake Monitoring_fully executed
2. Summary of services performed in 2022
3. Letter authorizing 2023 cost of services

INTERGOVERNMENTAL SERVICES AGREEMENT FOR LAKE MANAGEMENT AND WATER QUALITY SERVICES

This AGREEMENT FOR LAKE MANAGEMENT AND WATER QUALITY SERVICES (this “Agreement”) is made and entered by and between the **CITY OF LAKE STEVENS, a Washington municipal corporation**, (the “City”), and **SNOHOMISH COUNTY**, a political subdivision of the State of Washington (the “County”).

RECITALS

- A.** Lake Stevens lies within the boundaries of the City.
- B.** Lake Stevens is an important water resource for the City which provides opportunities for swimming, boating, fishing and aesthetic enjoyment.
- C.** The City and the County recognize the importance of performing certain water quality monitoring services at Lake Stevens.
- D.** The City does not have the staff or resources to monitor water quality at Lake Stevens.
- E.** The City desires to retain the services of the County to perform certain water quality monitoring at Lake Stevens and the County has the staff and resources to perform said services, all under the terms and conditions described in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the County agree as follows:

1. TERM

The term of this Agreement (the “Term”) shall commence upon execution (the “Commencement Date”), and shall expire on December 31, 2026 (the “Expiration Date”); provided, however, that both the City and the County’s obligations after December 31, 2022, are contingent upon local legislative appropriation of the necessary funds for this specific purpose in accordance with applicable law.

2. CATEGORIES OF SERVICES PERFORMED BY COUNTY AND RIGHT OF ENTRY

During the Term of this Agreement, the County shall perform for the City the following services (collectively, the “Services”): (i) lake monitoring services, as more fully described in Section 3 below (the “Lake Monitoring Services”); and (ii) any additional services related to water quality or quantity issues that may be mutually agreed upon in writing by the City and the County pursuant to Section 4 below (the “Additional Services”). The Services shall be performed in a good and professional manner, consistent with accepted industry standards and in accordance with both the substantive and procedural requirements specified in this Agreement.

The City shall provide the County with reasonable access to any location where Services are to be provided. If the City is unable to provide such access, the County shall have no obligation to perform any Services under this Agreement unless and until the City provides reasonable access.

3. LAKE MONITORING SERVICES

3.1. Lake Water Quality Monitoring

The County will perform water quality monitoring of Lake Stevens on a monthly basis of each contract year. The County will provide a boat and all equipment to conduct monitoring. Monitoring measurements and water quality sampling will be conducted in the deepest portion of the lake at the established monitoring location. Observational data may be taken at any location. Monthly monitoring will include the following:

- Water column profiles for temperature, dissolved oxygen, pH and conductivity
- Measurements of water clarity (Secchi depth) and near-surface water temperature
- Observational of recreational use, weather conditions, watercolor, algal abundance and presence/absence of algal scum
- Water sampling which will be submitted for laboratory analysis. The sampling depths and associated parameters to be analyzed are as follows:

Parameter/Depth	1 meter	5-meter	10-meter	20-meter	30-meter	40-meter
Total Phosphorus (TP) ¹	X	X	X	X	X	X
Soluble reactive phosphorus (SRP)						X
Total Persulfate Nitrogen (TPN)	X					
Chlorophyll <i>a</i>	X	X	X			
True Color ²	X					
Alkalinity ³	X					

¹ TP samples at 5 & 30 meters will only be collected Apr – Nov

² True color is only planned for 2022 from June – Sept

³ Alkalinity would be sampled the three months prior to any planned alum treatment

All monitoring will be conducted in accordance with the “Quality Assurance Monitoring Plan for the Snohomish County Lake Management Program” as updated. Water samples will be analyzed by a Washington State Department of Ecology-accredited laboratory. The cost for all such services shall be as set forth in Section 5 below.

3.2. Reporting of Water Quality Data

Annual monitoring data collected from Lake Stevens will be summarized annually in two written reports that will be made available to the City and the general public. The first is a water quality report card, a one-page summary for the public of lake health. The second report is a more detailed report with a summary of data collected through the monitoring program. The reports for a given calendar year shall be delivered to the City on or before April 15 after the close of the calendar year at issue. The reports will also be made available on Snohomish County’s website unless otherwise directed by the City. The raw water quality data shall be available on the County’s online water quality database following completion of quality assurance checks. Copies of the lab reports shall also be provided to the City upon request.

If requested by the City, County staff will also provide up to one annual public presentation on the condition of water quality in Lake Stevens. If requested, the County will also provide comments on documents, reports, or grant proposals related to lake water quality that may be developed by the City for the management of Lake Stevens.

3.3. Alum Treatment Monitoring

When the City conducts an alum treatment, the County will coordinate the required monitoring per the Washington State Department of Ecology's 2021-2026 Aquatic Plant and Algae Management General Permit (Permit). The City will notify the County in writing of a planned alum treatment at least four (4) months prior to treatment. The County will provide the City a monitoring plan. The City will approve the monitoring plan per their Permit guidelines. Once the City approves, the County will implement the monitoring plan.

The anticipated monitoring elements in the Permit are listed below but may be refined based on further guidance from Ecology. Required analyses for water sampling include pH, Hardness (as CaCO_3), Dissolved Organic Carbon (DOC), Total Aluminum and Dissolved Aluminum. Pre- and post-treatment water sampling will be conducted during monthly monitoring except for the required monitoring the week of and two weeks post Alum treatment.

- Pre-Treatment water sampling (minimum four (4) sample events) occurs for up to six (6) months prior to treatment
- Treatment monitoring
 - Jar Test
 - Continuous pH monitoring at a minimum of fifteen (15) minute intervals
 - Daily pre- and post-treatment pH monitoring
 - Water sampling
 - Immediately before treatment
 - Immediately after treatment
 - 24 hours post-treatment
- Post-treatment water sampling (minimum six (6) sample events) occurs for one (1) year post treatment

The County will provide the City with monitoring data reports for the Permit required reporting.

3.4. Shoreline Survey

In 2022 the County will perform a shoreline condition survey of Lake Stevens. The survey will include an inventory of the shoreline condition including the presence and type of bank armoring and the condition of riparian vegetation. The County will conduct geospatial data processing and provide the City with associated GIS data, summary excel files and two maps which display the lake's shoreline hardening and riparian conditions. The data and maps shall be delivered to the City on or before April 15, 2023.

3.5. Technical Assistance

County staff will be available to respond to questions from the public and the City about the water quality conditions in Lake Stevens via email or phone. The County will also provide plant identification services as requested. The County will refer all other inquiries, including those regarding lake management actions, to the City.

4. ADDITIONAL SERVICES

4.1. Desire for Additional Services

The County and the City anticipate that, during the Term of this Agreement, the City may desire for the County to provide additional water quality monitoring or related services (the “Additional Services”) to the City, and the County may be willing to provide some or all of such Additional Services. By way of example, and not by way of limitation, the parties anticipate Additional Services could involve any one or more of the following: (i) sampling one or more water quality monitoring sites for additional or different water quality parameters at Lake Stevens and/or its tributaries; (ii) sampling in response to algae bloom; (iii) aquatic vegetation surveys; or (iv) commencement of other activities as requested or as mutually agreed that enhance the City’s lake management program.

4.2. Request for Additional Services

Subject to the total cost limitation described in Section 5.4 below, at any time and from time to time during the Term of this Agreement, the City may request that the County perform one or more Additional Services. The City may request that such Additional Services be performed a specific number of times, or on an ongoing basis, for a single calendar year, or for multiple calendar years. The County may, but need not, agree to perform some or all of the requested Additional Services under terms and conditions acceptable to both parties. Any agreement to add Additional Services must be memorialized in writing and signed by the City Manager and the County’s Director (as those terms are defined in Section 4.3 below).

4.3. Authority to Request and Approve Additional Services

Subject to the total cost limitation described in Section 5.4 below, the City Manager shall have the authority to request, authorize and memorialize Additional Services on behalf of the City without the need to obtain additional approvals from the City Council or the Mayor. Subject to the total cost limitation described in Section 5.4 below, the Director of the County’s Department of Conservation and Natural Resources (the “County’s Director”) shall have the authority to agree to perform and memorialize Additional Services on behalf of the County without the need to obtain additional approvals from the County Council or County Executive.

5. COMPENSATION

5.1. Cost of Lake Monitoring Services in 2022

The County estimates the cost for Lake Monitoring Services in 2022 will be \$27,229 in 2022. These costs assume an alum treatment will occur in 2022 and that monthly monitoring will begin in April. The City will be notified of estimated costs for subsequent years as noted in Section 5.3 below.

5.2. Calculating the Cost of Services

Unless specifically otherwise provided herein, the County shall be compensated for all Lake Monitoring and Additional Services on a time and materials basis. The County’s time shall be calculated based on the base hourly rate of each of the individual County Personnel (as that term is defined in Section 6 below) performing the Services. The actual reasonable cost of benefits shall be added to the base hourly rate of all County Personnel. The time billed to the City shall consist only of personnel time that is actually spent and is reasonably required to perform the Services. The City shall

reimburse the County for all reasonable costs actually incurred by the County in connection with performing the Services, including, but not limited to, laboratory fees. The City shall reimburse the County for the reasonable costs of materials and/or equipment the County uses in connection with performing any one or more of the Lake Monitoring and Additional Services under this Agreement.

5.3. Cost of Services in Following Years

Beginning in 2022, on or before October 1st of each year, the County shall provide the City with a written estimate for the total cost of performing the Services for the following calendar year. The City must provide written acceptance of the cost estimate to the County on or before November 1st of the year that the County's cost estimate is provided. This Agreement shall terminate on December 31st of the year that the County's cost estimate is provided to the City if either: (1) the City does not provide written acceptance of the County's cost estimate as required in this section; or (2) the City rejects the County's cost estimate.

5.4. Total Services Not to Exceed \$175,000 Maximum Cost

Notwithstanding anything to the contrary contained elsewhere in this Agreement, the total cumulative cost of all Services performed by the County under this Agreement shall not exceed One Hundred Seventy-Five Thousand Dollars (\$175,000.00) (the "Maximum Cost"). Accordingly, if any proposal to add one or more Additional Services to this Agreement would cause the total cost of Services to exceed the Maximum Cost, the City shall not submit a request for such Additional Services to the County. Should the County receive a request for Additional Services that would cause the total cost of all Services to exceed the Maximum Cost, the County shall reject said request.

5.5. Invoicing and Payment

The County shall submit invoices for actual costs incurred to the City quarterly. The quarterly invoice shall describe in reasonable detail the amount spent on each task in that quarter. The direct costs of any materials and/or equipment used by the county in performing the work shall be itemized on the invoice. The City shall pay each quarterly invoice within (30) days of receipt. Invoices shall be sent to the following address:

City of Lake Stevens
Attn: Accounting
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

Email: invoices@lakestevenswa.gov

6. INDEPENDENT CONTRACTOR

All work performed by the County pursuant to this Agreement shall be performed by the County as an independent contractor and not as an agent or employee of the City. The County shall furnish, employ, and have exclusive control of all persons (including, but not limited to volunteers) to be engaged in performing the County's obligations under this Agreement (collectively, the "County Personnel") and shall prescribe and control the means and methods of performing such obligations by providing adequate and proper supervision. The County Personnel shall for all purposes be solely the employees, agents or volunteers of the County and shall not be deemed to be employees or agents of the City for any purpose whatsoever. With respect to the County Personnel, the County shall be solely

responsible for compliance with all rules, laws, and regulations relating to employment of labor, hours of labor, working conditions, payment of wages and payment of taxes, such as employment, Social Security, and other payroll taxes including applicable contributions from the County Personnel when required by law.

7. TERMINATION FOR CONVENIENCE

This Agreement may be terminated by either party for any reason or for no reason, by giving thirty (30) days advance written notice of termination to the other party. Any termination notice delivered pursuant to this Section 7 shall specify the date on which the Agreement will terminate. If this Agreement is terminated pursuant to this Section 7, the County shall continue performing Services through the date of termination. The City shall compensate the County for all Services performed by the County through the date of termination. The City's obligation to make such final payment to the County shall survive the termination of this Agreement.

8. COMPLIANCE WITH LAWS

The City and the County shall at all times exercise their rights and perform their respective obligations under this Agreement in full compliance with all applicable laws, ordinances, rules and regulations of any public authority having jurisdiction.

9. INDEMNIFICATION

Each party to this Agreement shall indemnify, defend and hold the other party and its agents, employees, contractors, and authorized volunteers harmless from and against any and all costs, liabilities, suits, losses, damages, claims, expenses, penalties or charges, including, without limitation, reasonable attorneys' fees and disbursements, that the other party may incur or pay out by reason of: (i) any accidents, damages or injuries to persons or property occurring during the Term of this Agreement, but only to the extent the same are caused by any negligent or wrongful act of the indemnifying party; or (ii) any breach or Default (as such term is defined in Section 10 below) of the indemnifying party under this Agreement. The provisions of this Section 9 shall survive the expiration or earlier termination of this Agreement.

10. DEFAULT AND REMEDIES

If either party to this Agreement fails to perform any act or obligation required to be performed by it hereunder, the party to whom such performance was due shall deliver written notice of such failure to the non-performing party. The non-performing party shall have thirty (30) days after its receipt of such notice in which to correct its failure to perform the act or obligation at issue, after which time it shall be in default ("Default") under this Agreement; provided, however, that if the non-performance is of a type that could not reasonably be cured within said thirty (30) day period, then the non-performing party shall not be in Default if it commences cure within said thirty (30) day period and thereafter diligently pursues cure to completion. In the event of a party's Default under this Agreement, then after giving notice and an opportunity to cure, the party to whom the performance was due shall have the right to exercise any or all rights and remedies available to it at law or in equity.

11. PUBLIC DISCLOSURE LAWS

The City and the County each acknowledges, agrees and understands that the other party is a public agency subject to certain disclosure laws, including, but not limited to Washington's Public Records Act, chapter 42.56 RCW. Each party understands that records related to this Agreement and

the County's performance of Services under this Agreement may be subject to disclosure pursuant to the Public Records Act or other similar law. Neither the City nor the County anticipates that the performance of either party's obligations under this Agreement will involve any confidential or proprietary information.

12. NOTICES

Each notice, demand, request, consent, approval, disapproval, designation or other communication that is permitted or required to be given by one party to the other party under this Agreement shall be in writing and shall be given or made or communicated by: (i) United States registered or certified mail, postage prepaid, return receipt requested; (ii) any nationally recognized overnight carrier or express mail service (such as FedEx or DHL) that provides receipts to indicate delivery; (iii) by personal delivery; or (iv) by facsimile (with proof of successful transmission); (v) or by email (with a request for and receipt of proof of successful transmission). All such communications shall be addressed to the appropriate Administrator of this Agreement (or their designee) as follows:

To the City of Lake Stevens:

ATTN: Shannon Farrant, Public Works
Department
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

Telephone: 425-622-9442
Email: sfarrant@lakestevenswa.gov

To the County:

ATTN: Surface Water Management
Director
Snohomish County
Conservation & Natural Resources
3000 Rockefeller Avenue M/S 303
Everett, Washington 98201

Telephone: (425) 388-6454
Email: gregg.farris@snoco.org

All notices shall be deemed given on the day each such notice is personally delivered, transmitted by facsimile or email (with evidence of receipt), or delivered by overnight courier service, or on the third business day following the day such notice is mailed if mailed in accordance with this Section.

13. MISCELLANEOUS

13.1. Entire Agreement

This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes any and all prior oral or written agreements between the parties regarding the subject matter contained herein. This Agreement may not be modified or amended in any manner except by a written document signed by the party against whom such modification is sought to be enforced.

13.2. Interpretation

This Agreement shall be governed by and enforced in accordance with the laws of the State of Washington. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the parties hereto. The captions and headings in this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that

AGREEMENT FOR LAKE MANAGEMENT AND
WATER QUALITY SERVICES BETWEEN THE CITY
OF LAKE STEVENS AND SNOHOMISH COUNTY

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wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

13.3. Severability

If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.

13.4. No Waiver

A party's forbearance or delay in exercising any right or remedy with respect to a Default by the other party under this Agreement shall not constitute a waiver of the Default at issue. Nor shall a waiver by a party of any particular Default constitute a waiver of any other Default or any similar future Default.

13.5. Assignment

This Agreement shall not be assigned, either in whole or in part, by either of the parties hereto. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a Default under this Agreement.

13.6. Warranty of Authority

Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the party for whom he or she purports to sign this Agreement.

13.7. No Joint Venture

Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the parties.

13.8. No Third Party Beneficiaries

This Agreement is made and entered into for the sole benefit of the City and the County. No third party shall be deemed to have any rights under this Agreement; there are no third party beneficiaries to this Agreement.

13.9. Execution in Counterparts

This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement.

IN WITNESS WHEREOF, the City and the County have executed this Agreement as of the date of the last party to sign.

SNOHOMISH COUNTY:

Snohomish County, a political subdivision of the State of Washington

Name: **Lacey Harper**
Title: County Executive

Digitally signed by Lacey Harper
Date: 2022.06.26 14:18:57 -07'00'

Approved as to Form:

Kraft-Klehm, Jessica
Deputy Prosecuting Attorney

Digitally signed by Kraft-Klehm, Jessica
Date: 2022.04.05 10:36:02 -07'00'

CITY OF LAKE STEVENS:

City of Lake Stevens, a Washington municipal corporation

Name: **Brett Gailey**
Title: Mayor

Digitally signed by Brett Gailey
Date: 2022.04.29 10:06:05 -07'00'

Approved as to Form:

Greg A Rubstello
City Attorney

Digitally signed by Greg A Rubstello
Date: 2022.05.03 10:50:46 -07'00'

COUNCIL USE ONLY

Approved 6/22/2022
ECA# 2022-0534
MOT/ORD Motion 22-225



Snohomish County

Conservation and Natural Resources

Surface Water Management

3000 Rockefeller Ave., M/S 303

Everett, WA 98201-4046

(425) 388-3464

www.snoco.org

November 3, 2022

Dave Somers
County Executive

Shannon Farrant
Public Works Department
City of Lake Stevens
PO Box 257
Lake Stevens, WA 98258

RE: Lake Management and Water Quality Services For 2023

Dear Shannon:

According to the Lake Management and Water Quality Services agreement for Lake Stevens, it is time for Snohomish County Surface Water Management to inform the City of the proposed cost of monitoring services for the year 2023. We propose to continue with the same scope of work set forth in the agreement that was signed June 26, 2022. The projected cost for 2023 is **\$17,595**, which includes monthly water quality monitoring and all Aquatic Plant and Algae (APAM) permit required post-Alum treatment monitoring.

If the proposed scope of work and costs for 2023 are acceptable to the City, please prepare and sign a letter of response similar to the enclosed draft letter and send it to Gregg Farris, Director of Snohomish County Surface Water Management, by November 1, 2022.

This year's work at Lake Stevens began in July 2022. We have completed monthly water quality monitoring including the APAM permit required pre-Alum treatment monitoring. We have also responded to resident and city questions about water quality and aquatic plants. We are also wrapping up final edits of the Lake Stevens Alum Treatment Effectiveness Study. A shoreline health survey is scheduled for October 2022.

Over the coming winter we will finalize all quality assurance of the 2022 data and develop and update the Lake Stevens Health Report Card. All reports and links to our database that house the raw data will be available to the public at <https://snohomishcountywa.gov/3628/Lake-Stevens-Water-Quality>. If you are interested, we would also be happy to provide a briefing on lake conditions per the agreement once the report has been completed.

We appreciate the opportunity to continue working with the City of Stevens and local residents to monitor and evaluate the health of Lake Stevens. If you have any questions about lake quality or the lake management agreement, please contact me at 425-388-3204.

Sincerely,

Marisa Burghdoff
Water Quality Specialist III - Lakes
425-388-3204
Marisa.burghdoff@snoco.org



One Community Around the Lake

November 8, 2022

Gregg Farris, Director
Snohomish County Surface Water Management
3000 Rockefeller Avenue, MS 303
Everett, WA 98201

Re: Lake Management and Water Quality Services for Lake Stevens 2023

Dear Mr. Farris:

This letter is intended as written acceptance of the proposed Lake Stevens monitoring scope of work, including the estimated costs of \$17,595 for 2023, in accordance with Section 5.3 of the “Intergovernmental Services Agreement for Lake Management and Water Quality Services” executed on June 26, 2022. All other terms and conditions of the agreement shall remain unchanged.

Sincerely,

Brett Gailey, *Mayor*
City of Lake Stevens