

PLANNING COMMISSION 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.*

August 3, 2022 - 6:00 PM

REMOTE VIA ZOOM or IN PERSON AT PUBLIC WORK SHOP - 2306 131st AVE NE

<https://us02web.zoom.us/j/85838917968>

1. **Call to Order**
2. **Roll Call**
3. **Guest Business**
4. **Action Items**
 - A. Approve minutes for 7/20/2022
 - B. LUA2022-0079: Storage Facilities Code Amendment Jill Needham
Draft Code Language
5. **Commissioner Report**
6. **Planning Director's Report**
7. **Adjourn**

THE PUBLIC IS INVITED TO ATTEND

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PLANNING COMMISSION MEETING MINUTES



HYBRID/REMOTE AND IN PERSON AT PUBLIC WORKS BUILDING

July 20, 2022

CALL TO ORDER: 6:00 PM by Chair Todd Welch

MEMBERS PRESENT: Todd Welch, John Cronin, Mike Duerr, Janice Huxford, Jennifer Davis, Linda Hoult, Connor Davis

MEMBERS ABSENT: None

STAFF PRESENT: Community Development Director Russ Wright, Planning Manager Levitan, Permit Lead Cody Schwindt and Clerk Jennie Fenrich

OTHERS PRESENT: Councilmember Gary Petershagen

Commissioner Welch called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Roll Call: All present

Guest business: None

Approval of Minutes: Minutes of 6-15-2022 were approved as corrected. Commissioner Duerr motioned and Commissioner Hoult (7-0-0-0).

Discussion Items: Discussion Item: 2022 Comp Plan amendments. There are two proposed map amendments. The first one (M-1) is a citizen request amendment on the east side of 20th St SE and South Lake Stevens Rd. This amendment would change from High Density Residential to Commercial. The second one (M-3) is a City proposed to do a general assessment of the south end of the City. The City Council has asked for an update of the goals that were set about 10 years ago to see if we are meeting long -term housing and employment goals. There are three additional land use designation changes discussed. Area A: Consider map amendment on north side of 20th at 99th from HDR to Commercial or Mixed Use, Area B: Consider Change on East Side of 99th (north of 20th St SE) to Commercial, Mixed Use or MFR (Rezone Only), Area C: Explore Changes to 97th Dr SE (Including parcel from undocketed proposal M-2). The commission was in general support of changes the properties around 9th Ave SE to residential. A discussion ensued and feedback was noted to allow staff to continue their work.

Commissioner Reports: Commissioner Hoult confirmed dates for the next two months of meetings. Commissioner Huxford reported she attended the City Council meeting and stated the Council negated

all the work the Planning Commission did on short-term rentals and won't be discussing the ordinance again until they meet again in August. Commissioner Chair Welch thanked Commissioner Duerr for covering him at the last meeting.

Director's Report:

Community Development Director Wright introduced Cody Schwindt to the Commission as the new Permit Lead - he is cross training to cover future meetings as needed.

Planning Manager Levitan reported the housing action plan is getting under way. He is working on outreach material. There will be opportunity for public outreach at Aquafest, as well as public forums in the fall that the Planning Commission will be hosting. The Housing Analysis will come back to the Commission at the end of August.

Community Development Director Russ Wright reported that an Industrial Market Analysis firm has been hired to study our current Industrial Area and the Planning Commission will be kept in the loop on its findings. He reported there is an open house for the redesign of Sunset Beach Park tomorrow at 6:30 at the Mill and Commissioners are invited to attend. Director Wright reported two grants were received for Climate Impact and Comprehensive Plan updates. He invited anyone wishing to sit at the Aquafest tent to let Jill Meis or himself know.

Adjourn: Moved by Commissioner Duerr, seconded by Commissioner Hoult to adjourn the meeting at 7:11 p.m. On vote the motion carried (7-0-0-0).

Jennie Fenrich, Planning Commission Clerk

PLANNING COMMISSION STAFF REPORT



Agenda Date: 8/3/2022

Subject: LUA2022-0079: Storage Facilities Code Amendment Draft Code Language

Contact Person/Department: Jill Needham, Community Development

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

This is an informational briefing and no action is requested at this time. Commissioners are asked to review the draft code language and provide feedback and edits for staff to incorporate into a revised version that would be brought back for a public hearing in September or October 2022.

SUMMARY/BACKGROUND:

Supplementary use regulations for storage facilities are included in [LSMC Section 14.44.044](#). Updated regulations were explored and recommended by the Planning Commission as part of last year's permissible use code amendment (LUA2021-0136). The recommendation included a requirement that applicants prepare a market analysis as part of the administrative conditional use permit (ACUP) review process, which was included to address the high land consumption and low employment density associated with storage facility uses as well as the city's projected deficit of employment land. The City Council felt that requirement was too subjective in nature and opted to remove the updated regulations for storage facilities from Ordinance 1124 and instead requested that staff bring back potential updates as a separate code amendment in 2022.

At the Commission's [June 1 meeting](#), staff introduced the scope and schedule for the standalone code amendment. Several commissioners felt that storage facilities should be further restricted in several areas, such as gateways to the city (along SR-9, Highway 204, and Highway 92) and/or within the Local Business (LB) zone. Additional Commission feedback included limiting storage facilities to a maximum percentage of

individual development sites, as opposed to the current 25% limitation for all contiguous parcels within the LB zone. Given the amount of time commissioners previously spent discussing this topic, they felt that they could complete their analysis and make a recommendation in a timely manner.

Staff subsequently briefed the City Council on the proposed code amendment at their [July 12 meeting](#). Councilmembers asked questions about the current capacity/demand for storage units in the city, and how the city might balance that with its need to increase the employment density and efficiency of the city's limited supply of commercial land. In general, councilmembers are looking to provide clear and objective development standards as well as a variety of options that provide site development flexibility while still meeting the city's long-term planning needs. In response to the Council's request for staff and the Planning Commission to incorporate market demand and economic analysis into the city's development regulations, staff has attached a copy of a recent market analysis prepared by the city's consultant, Urban 3 (**Attachment 2**).

In response to this feedback, staff has prepared a draft of proposed amendments to LSMC 14.44.044 and associated sections (**Attachment 1**). Highlights include:

- Requiring multi-story structures for storage facilities
- Identifying three distinct site configurations – standalone, horizontal mixed use and vertical mixed use – and the applicable development and design standards for each configuration
- Increasing the use coverage area for standalone and horizontal mixed use storage facilities while noting that this area excludes critical areas, circulation roads, and shared parking.
- Noting that outdoor storage is permitted but must be screened, is limited to 50% of the building footprint, and counts toward the calculated use coverage area.

Staff is seeking Commission feedback on the draft code language. In addition to the feedback on the proposed code language, staff would like responses to the following topics/questions:

- Staff has added a footnote to Table 14.40-II (Table of Nonresidential Uses) noting that storage facilities are not permitted in any of the city's adopted subareas. Should language noting this prohibition also be added to LSMC 14.44.044, such as after Subsection (a) (Intent)?

- Should the code language include a maximum floor area or minimum lot size (as previously discussed), or does the multi-story requirement and use coverage limitation preclude the need for such development standards?

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Attachment 1 - Draft Storage Facilities Code Amendment
2. Email from Adam@urbanthree.com

14.44.044 **Personal** Storage Facilities

(a) Intent. Personal sStorage facilities (“storage facilities”), otherwise known as self-storage or mini-storage, include characteristics common to commercial and industrial uses. This section provides regulations to help guide appropriate siting of storage facilities in zoning districts identified in Table 14.40-II in the Local Business zoning district, while maintaining the desired character and function of the eseat districts. If designed appropriately, storage facilities can emulate the exterior architecture and site design of commercial or mixed-use developments, reducing inconsistencies with Comprehensive Plan goals or zoning district intent and limiting impacts to surrounding neighborhoods. ~~Storage facilities in the Local Business zoning district shall adhere to the additional special restrictions and development standards of this section.~~

~~(b) Storage facilities shall be allowed in the Local Business zoning districts on roads designated as State routes or State highways.~~

~~(b)~~ Special RestrictionsDevelopment Standards

(1) Storage facilities shall be located in multi-story structures.

(2) Storage facilities may be developed in the following site configurations:

(i) Standalone: Standalone storage facility buildings comprised of two or more stories,

(ii) Horizontal Mixed Use: Standalone storage facility buildings comprised of two or more stories, with non-storage uses provided in a separate building(s) on the same development site. The non-storage use could also be attached and act as a screen facing the public spaces or right-of-way

(iii) Vertical Mixed Use: Storage facilities with one or more stories located on top of a ground floor office, retail or commercial use (all zones) or manufacturing use (within the LI or GI zoning district), as permitted by Chapter 14.40 LSMC.

(3) (1) The Standalone and horizontal mixed-use storage facilities use_ shall be limited in size to 5025 percent use coverage or less per development site.

~~(i) Each development is defined as the area of contiguous Local Business parcels.~~

~~(ii)~~ The use coverage is defined as the amount of space solely devoted to supporting the storage facility use on each development site. This ~~shall may~~ include building footprints, drive

aisles between storage facilities, loading bays, parking, landscape screening, offices and associated appurtenances. The use coverage percentage ~~shall may~~ exclude critical areas and features shared within a development like pedestrian facilities, internal access and circulation roads, and shared parking.

(4) Within vertical mixed-use buildings, the non-storage use must comprise at least 30% of the total floor area, subject to all other applicable provisions of Title 14. This exemption does not apply to floor area from accessory uses to storage facilities such as the renting or storage of trucks, trailers, or moving equipment or the sale of moving supplies.

(5) Outdoor storage (either uncovered or canopied) of trucks, boats, or other recreational vehicles or equipment is permitted when:

(i) The outdoor storage area is not visible from the public right-of-way through the use of landscaping, fencing, buildings, or other method of solid screening;

(ii) The outdoor storage area is less than 50% of the footprint of any onsite storage building(s), if applicable.

(iii) The outdoor storage area is factored into the calculated use coverage area identified in subsection (b)(3).

(c) Design Standards. Storage facilities shall comply with the City of Lake Stevens Design Guidelines and the following standards:-

(1) Storage facilities shall have an outward appearance that more closely resembles a commercial or mixed-use development than a warehouse or single-story linear shed design, and shall be subject to the design review requirements of Section [14.16C.050](#).

(2) Storage facilities shall include architectural and design features that promote visual compatibility with commercial or mixed-use developments. Examples of these features may include providing facade modulation; using varied or contrasting exterior building materials and detailing; screening blank walls; incorporating varied roof-lines among other features.

(3) For horizontal mixed--use facilities, the non-storage facility building(s) shall be located closer to the public right of way providing the primary entrance to the site than the storage facility use.

~~(43)~~ Storage facilities shall shield exterior lighting so as not to directly illuminate or create visible glare from adjacent residential properties subject to the requirements of Section [14.38.080](#).

(54) Storage facilities are subject to the screening requirements of a Type A screen, as described in Chapter [14.76](#), when abutting residential zoning districts.

(i) Open storage facilities must provide an additional Type C screen that includes trees, shrubs and ground cover or similar vegetation to screen the exterior of the open storage facility's enclosure. (Ord. 1016, Sec. 2, 2018)

(6) Loading docks, entrances, or bays may not be located on a side of the building that faces a public street.

LSMC 14.08 – Definitions

~~Parking Structures/Lots, Commercial. Facilities that provide motor vehicle parking spaces on an hourly, daily, or monthly basis and/or valet parking services.~~

Automobile Parking. Facilities that provide automobile parking spaces on an hourly or daily basis. This definition does not refer to enclosed or unenclosed vehicle or equipment storage areas leased on a longer term basis, which are covered under Personal Storage Facilities.

Personal Storage Facility. A facility that can be enclosed or outdoor (open), constructed for the purpose of storing personal goods on an individual basis. ~~for short- or long-term lease.~~ Where allowed, storage facilities may also include long-term vehicle storage.

Warehousing, Storage and Distribution. Enterprises that provide facilities to store general merchandise, refrigerated goods, and other warehouse products. These establishments generally handle goods in containers, such as boxes, barrels, and/or drums, using equipment, such as forklifts, pallets, and racks. This definition does not apply to Personal Storage Facilities.

Table 14.40-II: Table of Nonresidential Uses by Zones

A blank box indicates a use is not allowed in a specific zone. Note: Reference numbers within matrix indicate special conditions apply.

P – Permitted Use; A – Administrative Conditional Use; C – Conditional Use (See Section [14.40.070](#) for explanation of combinations)

NAICS Code	Use	LB	MU ¹	PBD ²	BD	CBD	CD	LI	GI	P/SP
PERSONAL AND GENERAL SERVICES										
531130	Personal storage facilities ⁵	A ⁶					A ¹⁰	A	A	

~~⁶— Permitted outright in the Local Business zone on a road designated as a State route or State highway, per Section [14.44.044\(b\)](#)~~

¹⁰ Prohibited in subareas per LSMC Chapter 14.38. Distinct from warehousing, storage and distribution associated with a principal use.

From: Adam Carr <adam@urbanthree.com>
Sent: Thursday, December 2, 2021 9:01 AM
To: Russell Wright <rwright@lakestevenswa.gov>
Cc: Phillip Walters <phillip@urban-three.com>
Subject: Re: Lake Stevens Project

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 Russell,

I wanted to send you over the key points from the Mini-Storage facilities subset that I looked at:

- Across the county, there are 113 parcels with the Mini-Storage Use Code (638)
 - The total taxable value is \$540,052,000
 - The total acreage is about 312.7
 - The average value per acre is \$1,727,282/acre
 - There is a big range in VPA of these properties. The max is about \$12.8M/acre, while the minimum is about \$178K/acre
- In Lake Stevens, there are 6 properties with the Mini-Storage Use Code (638)
 - The total taxable value is \$21,488,600
 - The total acreage is about 19.6 acres
 - The average VPA is \$1,097,853/acre
 - The range is from about \$2.2M/acre to about \$178K/acre
- The building form and age plays a key role, as we would expect, with newer multi-story storage facilities having the highest VPAs. Older single-story facilities with more extensive paved area have lower VPAs

We can discuss this data further during our meeting today. I just wanted to give you an overview before our call. Let me know if you have any questions!

Best,
Adam