

REVISED AGENDA

Meeting

Lynnwood Planning Commission

Thursday, November 13, 2014 — 7:00 pm

Permit Center Conference Room**4114 198th St., Suite 7, Lynnwood WA****A. CALL TO ORDER – ROLL CALL****B. APPROVAL OF MINUTES**

1. October 23, 2014 meeting

C. CITIZEN COMMENTS – (on matters not scheduled for discussion or public hearing on tonight's agenda) Note: Citizens wishing to offer a comment on a non-hearing agenda item, at the discretion of the Chair, may be invited to speak later in the agenda, during the Commission's discussion of the matter. Citizens wishing to comment on the record on matters scheduled for a public hearing will be invited to do so during the hearing.**D. PUBLIC HEARINGS**

1. None

E. WORK SESSION TOPICS

1. Draft Parks Element (first review)
2. Draft Housing Profile and discussion of Housing Element
3. Draft Essential Public Facilities Code Amendment

F. OTHER BUSINESS**G. COUNCIL LIAISON REPORT****H. DIRECTOR'S REPORT****I. COMMISSIONERS' COMMENTS****J. ADJOURNMENT**

The public is invited to attend and participate in this public meeting. Parking and meeting rooms are accessible to persons with disabilities. Upon reasonable notice to the City Clerk's office (425) 670-5161, the City will make reasonable effort to accommodate those who need special assistance to attend this meeting.

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CITY OF LYNNWOOD PLANNING COMMISSION MINUTES October 23, 2014 Meeting
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Commissioners Present:	Staff Present:
Richard Wright, Chair	Corbitt Loch, Dep. Director Comm. Devt.
Robert Larsen, First Vice Chair	Gloria Rivera, Senior Planner
Maria Ambalada	Todd Hall, Senior Planner
George Hurst	
Doug Jones	
Commissioners Absent:	
Chad Braithwaite, Second Vice Chair	Other:
Michael Wojack	Councilmember Van AuBuchon

Call to Order

The meeting was called to order at the City of Lynnwood Permit Center by Chair Wright at 7:00 p.m.

Approval of Minutes

1. Approval of Minutes of the August 28, 2014 Meeting

Motion made by Commissioner Larsen, seconded by Commissioner Ambalada, to approve the August 28, 2014 Meeting Minutes. **Motion** passed unanimously (5-0).

2. Approval of Minutes of the September 11, 2014 Meeting

Motion made by Commissioner Larsen, seconded by Commissioner Ambalada, to approve the September 11, 2014 Meeting Minutes. **Motion** passed unanimously (5-0).

Citizen Comments

None

Public Hearing

None

Work Session

1. Draft Introduction Element of the Comprehensive Plan (first review)

Deputy Director Loch presented the first review of the Introduction Element noting that the proposed changes are shown in the track-change version. The intent of the changes is to update the text and to help the Introductory Element be useful as the basis for all of the other elements to a greater degree than it was before. More detail was also included in terms of future growth and the City's ultimate and mature size. This will be helpful for the readers as they get into the other elements. Currently this information is primarily in the Land Use Element. Deputy Director Loch solicited Commission comment on this element.

Commissioner Larsen stated he was at the Economic Development Committee Meeting last night and noticed there is a lot of interest in building the job and tax base of Lynnwood and trying to attract the "brain" workforce for the Seattle area. With that in mind, he pointed out that the tone of the new rewrite is very different than the tone of the struck-out Introduction, and that the tone of the struck-out Introduction is probably more in line with what the Economic Development Committee is trying to accomplish. He hopes this draft is getting reviewed by other people. He thinks the new rewrite includes good and useful information such as information regarding PSRC, the state, laws, and rules, etc., but he hopes they don't lose track of "beating the drum". He noted a typo in one spot where it referred to Highway 9 instead of Highway 99.

Commissioner Larsen referred to Introduction page 9, *RELATION OF THIS COMPREHENSIVE PLAN TO OTHER PLANS, BACKGROUND, TECHNICAL STUDIES AND LEGISLATION*, and commented that his understanding is that the role of the Comprehensive Plan is critical to the operation of the City. Its job is to be the policy basis behind the regulations. Without these policies he wondered where the regulations would come from or be justified. He recommended a sentence indicating that the Comprehensive Plan is the basis for regulations of the City. He suggested the following: *This Comprehensive Plan contains goals and policies to guide and inform the foundation of regulations that govern the day-to-day operations of the City*. He noted that the way the draft is written it reads like an apology.

Commissioner Larsen referred to page 12 and noted that *neighborhood* had been changed to *community*. He asked if the City is going to move toward forming neighborhoods. If we are, it might be important to leave that word in there to start laying that groundwork. Deputy Director Loch thought that was a good point.

Commissioner Larsen commented that as he was reading this he saw a notion that we're going to do design review or design guidelines, that we're going to do a street and landscape tree plan, that we're going to move the city hall and library

to City Center, and that we're going to have a renewable energy program. He pointed out that there is already a large Sustainability section in the current Plan. He commented that this is revolutionary stuff and asked where these ideas are coming from.

Commissioner Ambalada commented that the Economic Development Group under the Mayor's Office is comprised of members who mostly are not residents of Lynnwood. She thought that these individuals were selected by the Economic Development Department. She suggested that Deputy Director Loch discuss these issues with the Economic Development Director Kleitsch and Mary Monroe and see where the Mayor's Economic Development group is taking the City and if they are perhaps taking the role of the Planning Commission. She concurred with Commissioner Larsen's concerns noting that it is confusing to her what the role of the Planning Commission is. The way the City is going seems somewhat like a free-for-all.

Deputy Director Loch replied to Commissioner Ambalada's question regarding how staff would dovetail the different plans that are being developed simultaneously. He said he would offer some ideas, but also would look to the Planning Commission for ideas on how to do this. There is a strong initiative right now to update the City's Economic Development Plan and the Comprehensive Plan's Economic Development Element. The citizen advisory committee is working concurrently with the Planning Commission as they go through that element. The same thing is also happening with the Parks Comprehensive Plan. There are also updates to the Water and Sewer Utility Plans and the City's Comprehensive Transportation Plan. Those are being developed outside of the Planning Commission and ultimately will need to be dovetailed and integrated in. What staff is doing is developing a first cut of what they think is a solid general update of the Comprehensive Plan's wording and other technical edits. Around March of next year the other draft plans will be released and be ready to go through their legislative process. He thinks there will be some last-minute adjustments to both to make sure they are fully consistent. Ultimately staff wants the Comprehensive Plan to adopt the other plans by reference. At that point it will be critical that the various plans are consistent.

Regarding the questions about what the Comprehensive Plan should include, Deputy Director Loch noted that the purpose is to provide high-level, policy guidance for the City. All future actions should be consistent with it. The current Comprehensive Plan has a whole element on sustainability, but staff thought this was over-reaching because the City doesn't have much control over some of the things mentioned there. When looking at the Plan to see what the City actually does have a role in, staff identified the items in the Community Character Element instead of having a standalone element. He thinks as they work through each of these draft updates, a relatively-small number of substantive issues will emerge and those topics will be ideal for our public outreach. Community Development isn't overseeing or managing the work of other City Departments

as they update these ancillary plans, but is working in concert with those Departments.

Chair Wright asked if the City is losing its vision with these changes because a lot of how the Comprehensive Plan is drafted is from the visioning process the City went through. A lot of the proposed changes are a change in writing style and are resulting in a more sanitary document. He wondered if that was the intent.

Commissioner Larsen concurred, and noted they need to be very careful about the words they use and the words they leave out. He commented that it's appropriate that they have staff that doesn't necessarily live in the City because we should be part of the region and not just Lynnwood with its own boundaries. He noted that staff is held to professional standards.

Commissioner Hurst said that as he read this he was concerned about a lack of discussion about private residences and single-family residences. There is discussion about high-density development, but not neighborhoods. Commissioner Hurst spoke to the importance of code enforcement to preserve neighborhoods.

Commissioner Larsen agreed and stated he has noticed with the push for higher densities that nobody wants to talk about the value of home ownership. He thinks home ownership is key to being a committed citizen in the community.

Commissioner Ambalada noted that without code enforcement the Council is trying to come up with mandatory garbage collection regulations.

Chair Wright referred to the mandate for the City to provide housing for 10,000 new residents and asked where they could possibly put them. He acknowledged that change is going to come, but the Planning Commission does have control over how this happens and should ensure it occurs in a way that is livable and sustainable for the community. He agreed that it is important to be sensitive to single-family housing, but noted that renters can have just as much passion for the City as a homeowner can. He thinks ownership is essential to a lot of things, but that it is not required for community pride. He commented that the Introduction is a challenging element because it touches all the aspects of the subsequent elements of the Comprehensive Plan.

Commissioner Ambalada concurred and stated that public input and engagement is critical when it comes to neighborhood planning. Chair Wright noted that people show up when things impact them directly such as the mobile home park issue several years ago. He agreed that public input is vital, but commented on the difficulty of getting people to come in.

Commissioner Hurst referred to the first sentence which describes Lynnwood as an “ethnically diverse community” and asked what this is based on.

Commissioner Larsen noted that this came up at the Economic Development Committee meeting. He thought someone had said that approximately 60% of the population is non-white. Deputy Director Loch thought that the number was closer to 40%, but offered to get more specifics on this.

Deputy Director Loch thanked the Commission for their input and encouraged them to continue with their observations. The idea of including and maintaining some emotion in the document is a good point. He noted that the Commission is working at a disadvantage in that they only get one element at a time so they are working in isolation. Also, on the topic of population growth, when they reviewed the Land Use Element there was just a placeholder for future discussion to determine where the population growth would be located and how. This is still an unanswered question.

2. Draft Community Character Element of the Comprehensive Plan (first review)

Senior Planner Todd Hall explained that the Community Character Element is a new element that blends two existing elements – Energy & Sustainability and Cultural & Historical Resources -- with other topics. He described each section of the Community Character Element.

Questions Mr. Hall asked the Commission to consider were: *Are some of these things achievable? Is this what Lynnwood really wants to focus on? Do we want to do these for the City Center? For Highway 99? For all the sections?* Regarding Sustainability, the current element is very global and more of a world view rather than focusing on Lynnwood itself. This section received a significant update. This section has been shared with other City departments.

Senior Planner Gloria Rivera explained that “wayfinding” was an idea that was mentioned a lot during past visioning meetings. Other policies related to signage for businesses and enhancing community character and image. Goal #14 on page 16 is Healthy Communities. This would continue Healthy Communities programs, continuing to ensure ample sidewalks are provided along with pedestrian amenities along sidewalks. Goal #15 is Healthy Foods and would promote access to healthy foods in the community, continue to support the Farmers Market, getting healthy foods into the school cafeterias and food banks, working with the community garden at the Lynnwood Senior Center and expanding the Community Pea Patch program. The Historic Preservation section is highly related to the existing Cultural and Historic Resources Element. The Culture & Diversity section includes goals established in the current Cultural and Historical Resources Element.

Commissioner Doug Jones referred to the Healthy Communities/Active Living goal #14 where it refers to sidewalks. He asked who checks existing sidewalks for safety and how ongoing sidewalk repairs are funded. He has a sidewalk in front of his house where kids fall every day because the sections are uneven.

Regarding supporting healthy food in the school cafeteria and the food bank, Commissioner Jones asked what the City's role in this would be. Deputy Director Loch noted that "support" may not be the right word. He suggested that they could use another word such as "encourage". He thought the intent in these sections was to "promote" or "advocate", versus provide funding support. He noted that this could be clarified. Regarding sidewalks, the Plan is intended to help the City establish priorities. The priorities are then considered by the City Council as they allocate resources to capital improvements, repairs and services.

Councilmember AuBuchon noted that as far as uneven sidewalks go, there is a machine that will grind one side down to make it smooth with the other side. All that needs to be done is to report it to Public Works. Senior Planner Rivera commented that the intent is that if the City is promoting an active living lifestyle and accordingly that streets have sidewalks, lighting, etc.

Chair Wright said he appreciated the next section which encourages private owners to help preserve and restore historic sites. He noted that many of the sidewalks in the City can be hard to access because some homeowners don't do the necessary maintenance. He pointed out that there is a civic responsibility that we all have to maintain the sidewalk in front of our homes. He also agreed that "support" needs to be clarified. There was consensus to review and clarify the use of the word "support".

Commissioner Ambalada noted that sidewalks are on the Transportation Improvement Plan (TIP), but there hasn't been money to fund it. She wondered if it would be funded this year.

Commissioner Hurst referred to page 9 where it talks about what Lynnwood has done, he said he wasn't aware of any incandescent lighting for street lights. Deputy Director Loch suggested they could use the phrase, "replace inefficient" There was consensus to make that change.

Commissioner Hurst referred to "dark sky" on page 23 where it refers to preserving the dark night skies in Lynnwood's residential neighborhoods and asked if this was limited only to residential neighborhoods. Senior Plan Hall noted it should be citywide not just residential.

Commissioner Larsen suggested left justification of the document for easier reading. He also noted there were some Sub-Goals in the Character Element, but not in the Introduction Element. He recommended consistency with this. Deputy Director Loch commented that once staff has a draft of each element

they will go through the entire document and try to ensure all the elements read and look the same.

Senior Planner Rivera noted that if the Commission wants to address neighborhoods this is probably the element to put it in. She noted that the Community Development Department is interested in it, but getting funding will be a challenge. Commissioner Larsen concurred and noted that it comes with a lot of implications. Deputy Director Loch noted that staff has created a few draft maps of what they thought the neighborhoods might be. Commissioner Ambalada noted that in 2006 the City created a neighborhood resolution. Chair Wright said he'd love to see the draft maps and to see them overlaid with the census data. There was general consensus that the Commission was interested in seeing neighborhoods addressed in the next iteration of the Community Character Element.

Council Liaison Report

Councilmember AuBuchon had the following comments:

- He expressed appreciation for the Planning Commission's work on this Comprehensive Plan update. He clarified that the difference between a body like the Planning Commission and the Economic Development Advisory Committee is that the Economic Development Advisory Committee was established by the Mayor for the Mayor's purposes. The Planning Commission is codified as an advisory board to the City Council.
- He referred to the Planning Commission's concerns about joint meetings and direct input to the City Council. He stated that he recently made a scheduling motion to have the Planning Commission as well as the Historic Commission come in and give the Council its annual report and input into the budget process. The motion was seconded and amended by Councilmember Roberts to limit the groups to talking just about the budget. They also would be limited to two spokespeople and a half hour. That amendment passed. Commissioner Larsen asked if Councilmember AuBuchon knew why that amendment had been made. Councilmember AuBuchon did not know. Chair Wright said he appreciates the opportunity, but he thinks that without the opportunity to discuss what their priorities are it will be hard for the Planning Commission to formulate its opinions. Councilmember AuBuchon reiterated that he had not been in support of the amendment. His intention was to have a full-blown review and also get the Planning Commission's input on the budget.

Commissioner Hurst expressed concern that at the recent City Council Hearing on the Highway 99 zoning the Planning Commission's recommendation wasn't fully conveyed to the City Council. He added that it also didn't look like the minutes of the Planning Commission meeting were provided to the City Council. He wondered how the City Council looks at the Planning Commission's input

because they did not receive it in this instance. Councilmember AuBuchon said he agreed 100%. Commissioner Hurst wondered how they could get more input into the Council deliberations.

Commissioner Ambalada suggested that if the Council is going to make up an ordinance out of the policies that the Planning Commission has submitted to them, the Planning Commission should have an opportunity to review it first.

Chair Wright noted that the Council is the policy making body and they can proceed however they like. He noted that in this particular case where the Planning Commission had specified that they wanted certain language to be transmitted to the Council, perhaps it either needed to be a decision letter from the Planning Commission or the Planning Commission needs to actually memorialize that provision within the ordinance itself as a "Whereas" so that when the Council reviews the ordinance they have it. He commented that in the past the Council has been provided Planning Commission minutes. Apparently they didn't do that in this case. He noted that when the Planning Commission is forwarding specific language it would be nice to know that the Council at least had the opportunity to read it or have it presented to them.

Councilmember AuBuchon offered to take the Planning Commission's recommendation regarding the Highway 99 Zoning ordinance back to Council to offer it as an amendment when they vote on it. Chair Wright said he didn't know if it needed to be an amendment, but it certainly should be provided as part of the deliberation that the Planning Commission put forward to them.

Deputy Director Loch stated that the Planning Commission should look to staff to make sure that they convey their recommendations articulately to the Council. He stated he would find out what happened in this instance. Staff takes that obligation seriously just as they do with comments from the public.

Commissioner Larsen thanked Commissioner Hurst for putting in the time to go and report back to the Planning Commission. Commissioner Jones asked about having a Commissioner Liaison at the Council meetings similar to the Council Liaison. Chair Wright thought there used to be a time when the commissions would come to the Council. This went away during the recession with budget constraints. Mr. Hikel agreed and added that at one time early on there was a member of the Commission who was the liaison to the City Council and attended meetings. Chair Wright suggested that they could address this on an issue-by-issue basis. Commissioner Hurst recommended that if the Planning Commission deliberates on an ordinance they could have someone go to the Council as a liaison. There was discussion about different ways to address this. Deputy Director Loch reiterated that it is important that staff present the Planning Commission's work and outcomes. If they do that well then the Planning Commission won't need a member at each City Council meeting. He stated he

will ensure staff does a more thorough job of communicating the Commission's work.

Commissioner Larsen discussed his work supporting another planning commission where they used one-page resolutions with findings, facts, conclusions, and recommendations that were kept in a notebook for reference. He has believed that the commissioners' input goes into the minutes which are forwarded to the Council. The minutes are very detailed and for those committed enough to read them are a very valuable tool. He wants to make sure those minutes are going to the Council.

Chair Wright recommended that they either start to memorialize in the recitals or they do draft resolutions. This would quantify what might already be reflected in the minutes in a concise statement.

Commissioner Larsen asked about his or other commissioners' roles if they go to City Council meetings. Is it as a planning commissioner or a citizen? Chair Wright replied that would be tied to the purpose of why they are speaking and should be clarified at the time they are speaking.

Chair Wright solicited permission to return to item C on the agenda to allow public comment. There was unanimous consent to return to Item C to allow public comment.

Citizens Comments

Ted Hikel, 3820 – 191st Place SW, Lynnwood, stated that the topic of neighborhoods is very important to him and his neighbors who are known as the LCIA (Lynnwood Community Involvement Association). If the City wants to have a pre-made organization, they are already there.

Director's Report

None.

Commissioners' Comments

None.

Adjournment

The meeting was adjourned at 8:57 p.m.

Richard Wright, Chair

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Parks Element

Agenda Item: E.1

Staff Report

- Public Hearing
- Work Session
- Other Business
- Information
- Miscellaneous

Staff Contacts: Michele Szafran, Community Development

Summary

The purpose of this agenda item is to receive input from the Planning Commission regarding the first iteration of the Park Element for the 2015 Comprehensive Plan. The Park Element is an update of an existing document to the Comprehensive Plan.

The current Park Element was updated in 2013 and it has less need for revision than other Elements. The Parks Department is currently preparing a new master plan for Lynnwood's park system [Parks, Arts, Recreation and Conservation Plan (PARC)]. When completed, that master plan can be adopted by reference into the Comprehensive Plan.

For the above reasons, the only changes made to the existing Parks Element are: **a)** elimination of "Sub-Goal" and "Objective" categories, with existing language moved into either "Goal", "Policies", or "Strategies"; and **b)** formatting changes to match the formatting of the other Elements. No substantive changes have been made. Unless the Commission prefers a different approach to re-classifying the existing Sub-Goals and Objectives, there should be little need for the Commission to discuss this updated Parks Element.

Action

Provide direction to staff regarding the initial draft of the Park Element.

Background

As the only edits are for formatting purposes, staff has provided a "clean" version of the revised Element (with annotations), and the Parks Element as it presently exists.

Previous Planning Commission / City Council Action

None.

Adm. Recommendation

Provide guidance and feedback to staff as desired.

Attachments

1. Draft Park Element (clean version, with annotation)
2. Park Element (original version)

Comprehensive Plan Review History

As of 11/13/14

	Element/Topic	Planning Commission		City Council	
		Date	Description	Date	Description
	Cover & Title Pages				
1.	Introduction	10/23/14	First review.		
2.	Implementation				
3.	Land Use	6/26/14 7/24/14 8/28/14 9/11/14	Deferred to future meeting. Deferred to future meeting. First review. Second review.		
4.	Community Character	10/23/14	First review.		
5.	Economic Development				
6.	Transportation				
7.	Parks, Recreation & Open Space	11/13/14	First review.		
8.	Housing	11/13/14	Review of Housing Profile.		
9.	Environment	2/27/14 8/28/14	First review. Second review. One additional review requested.		
10.	Capital Facilities and Utilities				
	General	12/19/13 1/23/14	Project scope and overview. Public participation plan	2/3/14	Project scope and overview.

PARKS, RECREATION AND OPEN SPACE ELEMENT

INTRODUCTION

Parks, recreation and open space are essential to a high quality of life in a community. Since incorporation in 1959, the City of Lynnwood has acquired and developed many park and open space lands and established an excellent recreation program. As Lynnwood and the Puget Sound region grow and change, it is vital to be prepared to accommodate new growth and diversity while maintaining and enhancing the quality of life we have grown to enjoy.

This element of the Comprehensive Plan includes a summary of the existing conditions and issues relevant to the City's parks, recreation and open space system. The element includes a demand and needs assessment and concludes with the goals, objectives and policies for the City's parks, recreation and open space system.

PLANNING CONTEXT

The Parks, Recreation and Open Space Element of the Comprehensive Plan is optional under the Growth Management Act (GMA), but the City is choosing to incorporate this element into the Plan because it is a vital part of a high quality community.

The GMA goals pertaining to the parks, recreation and open space element are:

Open Space and Recreation: Encourage the retention of open space, development of recreational opportunities, conserve wildlife habitat and increase access to natural resource lands.

Environment: Protect the environment and the state's high quality of life.

Regional Planning: Lynnwood's Comprehensive Plan is consistent with Destination 2040's policies related to parks, recreation, and open space. The Plan calls for preservation, acquisition, and development of parks, recreation, and open space facilities, including non-motorized facilities, consistent with the regional vision.

County-Wide Planning Policies: Countywide planning policies do not specifically address neighborhood or community parks and recreation issues within cities or their urban growth areas. It is, however, the County's policy to provide greenbelts and open space to provide separation from adjacent urban areas, and regional park facilities within urban growth areas. Snohomish County's Parks and Recreation Comprehensive Plan states that "parks are necessary for development." This policy provides the opportunity for cities to work with the County to provide park land within urban growth areas.

SUMMARY OF ISSUES

The following is a summary of issues relating to parks, recreation and open space in the City. It is the intent of the Comprehensive Plan to propose solutions to these issues through the implementation of programs and policies in this element.

- Due to the limited amount of vacant land in the City, the timing of acquisition and the location of park and open space lands are important to maintain a balance of land uses and meet the minimum level of service standards, planning standards and goals.
- Acquisition of park land in future annexation areas within Lynnwood's MUGA is recommended to provide recreation facilities for future Lynnwood residents and to reduce the demand on existing recreation facilities within the city limits.
- There is currently a deficit of active park facilities to serve Lynnwood's population. Additional acres of Core Parks (mini, neighborhood and community parks) are needed to meet the minimum level of service for active parks. It is necessary to replace the active recreation opportunities previously provided by the Lynnwood Athletic Complex, and to increase the level of service for community parks within the city.
- The demand for athletic facilities in the City exceeds the current supply. Loss of the Lynnwood Athletic Complex (LAC) had a significant impact on the need for athletic facilities in Lynnwood. The District has agreed to extend the City's contractual rights for use of the Meadowdale Playfields through June 5, 2065. However there are restrictions on the City's use of the facility. Through an Interlocal Agreement the City of Edmonds has use of the facility three days/week, and the District has use during school hours. Meadowdale Playfields, in its current condition, cannot accommodate the amount of use previously provided by LAC. In order to meet the demand for athletic facilities in Lynnwood, athletic fields in the city need to be improved. This could include upgrades at Meadowdale Playfields to accommodate the increased use of this facility caused by the loss of the LAC, and allow for year-round use.
- Following the renovation/expansion of the Recreation Center in 2011, Phase II development of a new Community Center is planned to provide for programming youth/teen and senior activities, performing arts and sports. The new community center would relieve over programming at the Recreation Center with complimentary programs.
- Preservation of the City's historical resources and interpretation of Lynnwood's past is important. Continued renovation of the historic structures, programming of heritage activities, and development of museum displays and interpretive exhibits at Heritage Park provide the community with a sense of its heritage.
- Implementation of the City's Multichoice Transportation System, the "skeleton system" of sidewalks, walkways, paths, promenades, trails and bikeways is important to meet the minimum level of service for trails in Lynnwood. Through the ACHIEVE/Healthy Communities program, a grant received in 2010 to provide a 'safe routes to school' with improved sidewalks at Lynnwood Elementary School.
- The acquisition and preservation of open space continues to be an important consideration when determining funding priorities. Significant environmental impacts have occurred in Lund's Gulch that threaten the gulch and its salmonid stream, and restorative efforts are necessary to regain the health of this important resource. Low Impact Development standards should be enforced for all proposed development adjacent to critical areas. Continued coordination with Snohomish County is needed to improve current development standards with the common goal of reducing the cumulative impacts of development on Lund's Gulch.
- The availability of funding to provide new parks and recreation facilities, and to provide improvements to existing facilities, is a critical issue. Alternate funding sources such as user fees, park impact fees, grant funds, bonds, partnerships with other agencies, non-profit organizations and the private sector, or formation of a metropolitan park district need to be considered to ensure that new city development is adequately served with parks and recreation facilities.

- Opportunities for entrepreneurs, both non-profit and for-profit, should be created to enrich the park experience and implement innovative approaches to revenue generation for parks and recreation facilities, events and programs.
- Social and demographic trends that affect service delivery should be regularly reviewed to identify and address new recreational needs and to reposition those facilities and programs that are no longer relevant.
- To anticipate and respond to the cultural diversity of the City's population, communication strategies should be implemented to provide timely, accurate information to Lynnwood residents and visitors, and non-English speaking populations.
- To preserve and protect our existing assets, the ongoing maintenance and operations of our parks and recreation facilities needs to remain an important budget consideration. To maintain and expand our park system, it is necessary to sustain a park maintenance and acquisition fund.
- The City has been recognized as a Tree City USA for 14 years. The Parks and Recreation Advisory Board supports reforestation and tree preservation activities to preserve and enhance the existing tree canopy in Lynnwood.
- To provide the park, recreation and open space facilities needed within the City Center, sites must be identified, acquired and developed in accordance with the City Center Parks Master Plan and City Center SubArea Plan.
- Proposed alignments of the Lynnwood Link/Light Rail extension are currently under review by the City and Sound Transit. It is important that the Parks, Recreation and Cultural Arts Department and the Parks and Recreation Board evaluate the alignment proposals and make recommendations to ensure minimal impacts to Lynnwood's parks and recreation facilities. Any negative impacts to the Interurban Trail, Scriber Creek Trail, Scriber Creek Park, and any associated wetlands, incurred by development of the Lynnwood Link/Light Rail extension must be mitigated with measures approved and accepted by the City.
- The City of Lynnwood was selected by the Snohomish Health District to participate in its Healthy Community Initiative in June, 2007. Action plan strategies created by a citizen task force provide a framework in which the City's policy makers can work together to build and support an environment that makes it easier for Lynnwood residents to choose healthy foods and be physically active.
- The Parks, Recreation and Cultural Arts Department supports the City's Vision to invest in preserving and expanding parks, recreation, and community programs, by developing a network of pedestrian and bike trails; encouraging partnerships and participation in community events; creating civic pride; promoting healthy lifestyles; providing senior services; and promoting parks and cultural arts for economic growth.

EXISTING CONDITIONS

The City's current parks, recreation and open space inventory amounts to approximately 353 acres and includes park facilities within the City and in the MUGA, that offer both active and passive recreational opportunities. The park facilities within the City are categorized into the following functional classifications for planning and programming purposes, according to size and function.

Core Parks: Core Parks (mini, neighborhood and community parks) traditionally provide a combination of active and passive uses, including play equipment, picnic areas, athletic fields, and trails. The City currently operates 13 developed parks in the Core Parks category, with 2 park properties undeveloped. With the loss of the Lynnwood Athletic Complex, the Community Parks category shows a need for 45.69 additional acres to meet the minimum level of service. In the Core Parks category 62.74 acres need to be

acquired and developed within the city. Currently Core Parks account for 116.26 acres of park land, or about 35% of the total park, recreation and open space inventory within the city.

Special Use Areas: Four facilities in Lynnwood are classified as “Special Use Areas” based on their current purpose and/or activity - the Municipal Golf Course, the Recreation Center, the Senior Center and Heritage Park - for a total of 81.86 acres. Because of its primary historical purpose, Heritage Park is included in this category.

Open Space: The City’s Open Space classification includes large natural areas, environmental parks and urban greenbelts. It is the City’s policy to preserve natural resources for the conservation of important habitats and for passive recreational use whenever possible. 138.46 acres in and adjacent to Lynnwood are preserved as Parks and Recreation-maintained open space. Scriber Lake Park, Scriber Creek Park and Gold Park are included in this category because they are environmental parks that do not have active recreation elements.

Regional Parks: Regional Parks are not included in the City’s parks and open space inventory. Regional parks are typically large facilities that draw from multiple jurisdictions and are often located in unincorporated urban growth areas. These facilities are historically provided at the County level, whereas neighborhood and community parks are provided by cities, both within their boundaries and in their municipal urban growth areas. Meadowdale Beach County Park is an example of a regional park in unincorporated Snohomish County.

DEMAND AND NEEDS ASSESSMENT

Over the years, the City of Lynnwood has continued to improve and expand its inventory of recreational resources. Residents are well served by a variety of leisure opportunities, but with population growth comes an increasing demand for more parks, open space and recreation facilities in order to attain the adopted Parks Level of Service Standard (LOS).

Level of Service: The adopted Parks LOS Standard in Lynnwood is 10 acres per 1,000 population. This standard is expressed as minimum acres of park, recreation and open space recommended for each 1,000 persons, using the 2010 Census population of 35,836. The standard is further delineated as 5 acres per 1,000 population for Core Parks (mini, neighborhood and community parks), and 5 acres per 1,000 population for Other Park Land (open space and special use facilities). The City Center Sub-Area Plan recommends a separate Parks Level of Service Standard within the City Center area.

The demand and need for parks, recreation and open space in Lynnwood has been assessed through analyses of existing conditions, potential park sites, available resources and level of service. Trends in recreation were considered and public input was obtained through surveys and community meetings.

The existing and future demand and need for parks, recreation and open space within the city limits is reflected on Table 1.

Table 1: Parks, Recreation and Open Space						
DEMAND AND NEED WITHIN CITY LIMITS						
#	Classification	Existing ^{1,4}	2010 – 35,836 Census Population		2025 – 86,000 Est. Population ⁵	
			Demand ²	Need ³	Demand ²	Need ³
Core Parks:						
5	Mini	3.32 ac	5.38 ac	2.06 ac	12.90 ac	9.58 ac
8	Neighborhood	38.77 ac	53.76 ac	14.99 ac	129.00 ac	90.23 ac
2	Community	74.37 ac	120.06 ac	45.69 ac	288.10 ac	213.73 ac
Subtotal:		116.26 ac	179.20 ac	62.74 ac	430.00 ac	313.54 ac
Other Park Land:						
4	Special Use	81.45 ac	71.68 ac	0 ac	172.00 ac	90.55 ac
	Open Space	138.46 ac	107.52 ac	0 ac	258.00 ac	119.54 ac
Subtotal:		219.91 ac	179.20 ac	0 ac	430.00 ac	210.09 ac
TOTAL:		336.37 ac	358.40 ac	22.03 ac	860.00 ac	523.63 ac
4	Trails:	7.10 mi	9.04 mi	1.94 mi	21.50 mi	14.40 mi

Source: City of Lynnwood Parks, Recreation and Cultural Arts Department, revised 3/2013.

Notes:

- 1 Includes both developed and undeveloped park facilities within the city limits only.
- 2 Demand reflects total park acres required to meet minimum level of service standard for each category.
- 3 Need reflects additional park land required to meet minimum level of service standard for each category.
- 4 City park property located outside the city in the MUGA is not included in the City's demand and need analysis.
- 5 The 2025 population shown is an estimate that includes annexation of MUGA population and the new City Center population.

Population projections to 2025 were applied to determine future impacts on the City's existing parks system. Both potential annexation of the MUGA population and the new City Center population are reflected in the 2025 population estimate. In addition to maintaining and improving the City's existing facilities, additional park facilities will be needed to meet current and future demands and the adopted LOS within the City, and in the City's urban growth areas.

Within City Boundaries: The adopted Parks Level of Service Standard is a minimum of 10 acres per 1000 population. The current level of service for combined park classifications achieved is 9.38 acres per 1000 population. There remains a need for an additional 62.74 acres in the Core Parks category to meet the demand for 179.20 acres of active park land. The inventory also shows a deficit of 1.94 miles in the Trails category to meet the demand for 9.04 miles of trails outside of parks.

By the year 2025, it is estimated that Lynnwood's population will increase to approximately 86,000. This includes potential annexation of the MUGA population and also the estimated City Center population of 5,400. Continued park acquisition and development will be necessary to meet the demand for parks, open space and recreation facilities in 2025. Table 1 summarizes the existing and future demand and need within the City.

Within Municipal Urban Growth Areas: New residential and commercial development in Lynnwood's MUGA is generating demand for parks, recreation facilities and open space. In future north annexation areas, approximately 93 acres of open space in the Swamp Creek corridor have been preserved jointly by Snohomish County and the City of Lynnwood. The City has also acquired a 9-acre future park site (Manor Way) adjacent to this annexation area, and a 7.69-acre future park site (Doc Hageman Park) east of Interstate 5. A 21-acre wetland site has been acquired east of Lund's Gulch for preservation of the headwaters of Lund's Creek and potential future development of an environmental park.

There are currently no active use park facilities in the City’s MUGA, which had an estimated 2008 population of 41,597. As a result, Lynnwood’s parks are over-burdened with non-resident use. Applying our current Parks Level of Service Standard to today’s MUGA population would require approximately 415 acres of parks and open space. To provide park facilities needed by the growing population in the MUGA, the City will continue to seek equitable methods of acquisition and development with Snohomish County and other jurisdictions.

If annexation within the MUGA is approved by the voters, additional parkland and facilities will be needed. The City will develop a comprehensive plan of funding options including park impact fees to assist in this matter. NOTE: Snohomish County already has impact fees within the MUGA area the City proposes to annex.

Explanation of proposed change: All “Sub-Goals” are restated as a Goal or Policy due to discontinued use of “Sub-Goals” category.

Explanation of proposed change: All “Objectives” restated as a Policy or Strategy due to discontinued use of “Objectives” category.



GOALS, POLICIES AND STRATEGIES

GOAL

Provide a comprehensive system of parks, open space and recreation facilities that serves the needs of current and future residents, and visitors to Lynnwood. To meet the recreational needs of the community, provide a park system that includes mini, neighborhood and community parks.

- Policy P-1.** Acquire park land for the development of Core Parks to help meet the community’s recreational needs.
- Policy P-2.** Provide the minimum adopted level of service of 5 acres/1000 population for Core Parks.
- Policy P-3.** Acquire park land in accordance with the Annual Budget and Capital Facilities Plan.
- Policy P-4.** Annually review vacant and underdeveloped parcels and park service areas to determine underserved neighborhoods in the city.
- Policy P-5.** Plan for the location of parks in the proximity of high-density developments.
- Policy P-6.** Use a variety of methods for funding acquisition of park lands including park impact fees, grants, user fees, City funding, interjurisdictional cost-sharing, land developer contributions and other sources.
- Policy P-7.** Adopt and implement a program to require new residential and commercial development to provide impact mitigation to the City, either by dedication of park land, plazas, park improvements, or payment of park impact fees.
- Policy P-8.** Preserve land for future park development.

MUNICIPAL URBAN GROWTH AREAS (MUGA)

- Policy P-9.** Acquire park land in the Municipal Urban Growth Area for future park development to meet the recreational needs of future annexation areas.

- Policy P-10.** Pursue cooperative planning efforts with Snohomish County and neighboring jurisdictions in urban growth areas and future annexation areas.
- Policy P-11.** Annually review potential parks and open space sites in the MUGA, and related facilities needed to provide the recommended level of service.
- Policy P-12.** Seek methods of acquisition and development of these sites and facilities, which reflect the responsibilities of Snohomish County and the City.
- Policy P-13.** Plan and Develop new parks and renovate existing parks in the city and in the Municipal Urban Growth Area (MUGA).
- Policy P-14.** Design new parks in accordance with the purpose, size and classification of each.
- Policy P-15.** Design new parks and provide improvements to existing parks to promote public safety and security.
- Policy P-16.** Provide a variety of recreational opportunities to serve a diverse population.
- Policy P-17.** Provide accessibility to all park facilities in accordance with Americans with Disabilities Act standards.

-
- Strategy P-A.** Begin construction of Doc Hageman Park in Lynnwood’s MUGA. Master plan completed in April 2009. Seek state funding and equal matching funds for first phase of park construction.
 - Strategy P-A.** Develop new neighborhood park in west Lynnwood, Rowe Park, per master plan completed in 2004, when funding is available.
 - Strategy P-B.** Develop an off-leash dog park in an existing city park or an acquired site in the city or in the MUGA.
 - Strategy P-C.** Renovate the existing amphitheater at Lynndale Park to expand seating capacity, improve access, improve lighting, and preserve and protect existing slopes and trees.
 - Strategy P-D.** Continue development at Meadowdale Park per the 2001 Master Plan with expanded parking and picnic shelters.
 - Strategy P-E.** Develop the 188th St SW mini park in an underserved neighborhood.

OPEN SPACE SYSTEM

- Policy P-18.** Provide a system of open space to preserve and protect the area’s remaining native forests, wetlands, streams and wildlife habitats, and to provide natural buffers to the built environment.
- Policy P-19.** Continue acquisition of open space properties in the Lund’s Gulch, Swamp Creek and Scriber Creek watersheds.
- Policy P-20.** Provide the minimum adopted level of service of 3 acres/1000 population for Open Space.
- Policy P-21.** Preserve and protect in public ownership areas with significant environmental features such as view corridors, landforms, steep slopes and plant and animal habitats from the impacts of development.
- Policy P-22.** Use a variety of methods for funding open space acquisitions including grants, donations, tax abatements, City funding, interjurisdictional cost-sharing, land developer contributions and other sources.

- Policy P-23.** Support volunteer and interjurisdictional efforts for restoration and preservation of the four major watersheds in South Snohomish County: Scriber Creek, Lund’s Gulch, Swamp Creek and Hall Creek.
- Policy P-24.** Continue to encourage stewardship of open space and natural areas through the Park Stewards program.
- Policy P-25.** Continue to review vacant and underdeveloped parcels within the city for potential acquisition of open space.
- Policy P-26.** Preserve open space corridors and trail linkages between parks, neighborhoods, schools and commercial centers. Where possible, acquire key linkages between parks and trail segments to create connected trail system.
- Policy P-27.** Provide neighborhood access to natural areas with trailheads and parking, in accordance with Chapter 17 of the Lynnwood Municipal Code and ESA regulations.
- Policy P-28.** Provide environmental educational opportunities in natural areas with interpretive signage, nature trails and overlooks.
-
- Strategy P-A.** Plan conservation and passive development of 21-acre Lund’s Creek Open Space with the Brackett’s Landing Foundation. Plan for potential environmental center and interpretive development of uplands.
- Strategy P-B.** Develop Master Plan for the preservation of Lund’s Gulch in partnership with Snohomish County, the Brackett’s Landing Foundation and Friends of Lund’s Gulch.
- Strategy P-C.** Acquire open space within urban areas to buffer and enhance the built environment.
- Strategy P-D.** Provide passive recreational opportunities in acquired natural areas.
- Strategy P-E.** Work with Public Works and community volunteers in the enhancement of City-owned stormwater detention areas for passive community appreciation.
- Strategy P-F.** Continue Scriber Lake Park renovation per master plan completed in 2005. Phase I design and construction of a new overwater dock, completed in 2012. Seek funding for additional phases to fully develop park as a safe and active community park.
- Strategy P-G.** Provide improvements to Gold Park including trail development and invasive plant removal to increase use and public safety in park. Support continuing volunteer efforts by Edmonds Community College and other volunteer groups.

FACILITIES AND PROGRAMS.

- Policy P-29.** Provide facilities and programs that promote a balance of recreational opportunities.
- Policy P-30.** Identify and prioritize the need for new/upgraded facilities and programs on an annual basis.
- Policy P-31.** Seek adequate funding and timely development of such facilities in accordance with the Annual Budget and Capital Facilities Plan.
- Policy P-32.** Provide the minimum adopted level of service of 2 acres per 1000 persons for Special Use facilities.
- Policy P-33.** Provide improvements to facilities that are cost-effective, durable, attractive and energy efficient.
- Policy P-34.** Provide facilities that meet competitive playing standards and requirements for all age groups and recreational interests.

- Policy P-35.** Continue to offer specialized programming for diverse community groups such as seniors, youth and teens, and preschool.
-
- Strategy P-A.** Plan for Recreation Center Phase II construction of a new community center that will provide programming space for youth/teen and senior activities, performing arts and sports.
- Strategy P-B.** Develop a master plan for Wilcox Park, Scriber Lake Park and the adjoining School District property, reflecting how these facilities can be connected for pedestrian access and related activities.
- Strategy P-C.** Participate in the planning and design of a regional performing arts facility.
- Strategy P-D.** Develop a master plan for improvements to the Meadowdale Playfields athletic complex, including renovation of the soccer and softball fields, to meet the community’s demand for athletic fields, allow for year-round use, and provide a competitive athletic facility.
-
- Policy P-36.** Complete phased development of Heritage Park, including renovation of all the historic structures, and development of museum programming in the park.
- Strategy P-A.** Provide information that interprets the history of the Lynnwood/Alderwood Manor area, including historical displays, programs, activities, museum programming and interpretive signage.
- Strategy P-B.** Work with Snohomish County Tourism Bureau to facilitate visitor information services.
- Strategy P-C.** Work with the Alderwood Manor Heritage Association to provide historical programming within the park and the management of heritage collections.
- Strategy P-D.** Work with the Sno-Isle Genealogical Society to provide a community genealogical library in the Humble House.
- Strategy P-E.** Work with the Car 55 Restoration Committee to complete renovation of Interurban Car 55. Work with docents to provide tours of the trolley.
- Strategy P-F.** Work with local gardening groups to develop demonstration gardens and landscaping within the park.
- Strategy P-G.** Work with the Lynnwood Parks and Recreation Foundation and community volunteers to complete Phase II renovation of the historic water tower.
- Strategy P-H.** Work with the Heritage Park Partners Advisory Committee to plan and coordinate heritage programming in the park, and provide museum development in the Wickers Building.
- Strategy P-I.** Develop and manage the Heritage Park Docent Program to provide guided tours of the park’s historical buildings, the Wickers Museum and Interurban Car No. 55.

TRAIL SYSTEM

- Policy P-37.** Support other City departments in the implementation of the “Multi-Choice Transportation System Plan”, which proposes a comprehensive city-wide “skeleton system” of sidewalks, walkways, bike paths and trails. The Plan would link parks, schools, community facilities, commercial centers, neighborhoods and adjacent regional trail systems.

- Policy P-38.** Develop additional non-motorized pedestrian trails outside of parks to meet the adopted minimum level of service.
- Policy P-39.** Plan and construct the northward extension of the Scriber Creek Trail to generally follow the creek route, from Scriber Lake Park north to the Meadowdale area and Lund’s Gulch.
- Policy P-40.** Provide improvements to the Interurban Trail to include trailheads, enhanced landscaping, signage and historic markers.
- Policy P-41.** Coordinate with Public Works to provide a seamless Interurban Trail corridor through Lynnwood by completing “missing links” in the Interurban Trail, specifically segments located at 212th St SW to 63rd Ave W to 211th St SW, 208th St SW and 52nd Ave W, and 208th and 54th Ave W. The objective is to remove trail users from traffic where possible, providing a continuous trail route through the city.
- Policy P-42.** Coordinate development of the South Lund’s Gulch Trail with Snohomish County, Brackett’s Landing Foundation and volunteers. The trail is planned to begin in north Lynnwood, continue north into Lund’s Gulch, cross Lund’s Creek and connect with the existing Meadowdale Beach Park county trail, giving Lynnwood residents access to Lund’s Gulch open space and a walkable connection to Puget Sound.
- Policy P-43.** With Public Works, coordinate a feasibility assessment of sidewalk and crosswalk needs (safe routes to schools) for schools that have been impacted by the reduction of Edmonds School District busing.
- Policy P-44.** Provide a connecting system of non-motorized trails for recreational, commuter and general circulation purposes to promote Lynnwood as a “walkable city”.
- Policy P-45.** Work with other jurisdictions to provide a continuous regional trail network.
- Policy P-46.** Provide the adopted minimum level of service standard of 0.25 miles/1000 population for trails outside parks.
- Policy P-47.** Design and construct trails to required standards to serve a variety of users at varying skill levels.
- Policy P-48.** Include bicycle lanes when City streets are being reconstructed or built, and add bike routes to existing City streets, where feasible.
- Policy P-49.** Require new development to provide access and connections to parks, trails and school sites.
- Policy P-50.** Encourage public and private funding for the development of trails.
- Policy P-51.** Promote trail safety through signage and educational activities for pedestrians and bicyclists.
- Policy P-52.** Support interjurisdictional efforts to provide consistent and aesthetic improvements along the length of the Interurban Trail.
- Policy P-53.** Promote trail safety through signage and educational activities for pedestrians and bicyclists.

ACTIVITY CENTERS

- Policy P-54.** Ensure that parks and open space are included as part of the land use mix in the activity centers’ master plans.

- Policy P-55.** Work with Community Development to identify parks and open space sites, related improvements, and implementation strategies for the City Activity Centers, City Center plans, including the City Center Parks Master Plan, the City Center Streetscape Plan, and the Highway 99 Subarea Plan.
- Policy P-56.** Establish park and open space guidelines and achieve level of service standards for public and private improvements in the City Center and the Highway 99 corridor.

INTERJURISDICTIONAL COORDINATION

- Policy P-57.** Coordinate parks, open space and facility planning and development with appropriate jurisdictions and agencies for mutually beneficial partnerships.
- Policy P-58.** Work with other agencies to provide adequate recreational facilities for community use.
- Policy P-59.** Work with non-profit organizations and other community volunteers on parks, trails and open space service projects.
-
- Strategy P-A.** Partner with Edmonds School District to improve existing school recreation sites for shared school/park use. Partner with ESD and the City of Edmonds to improve Meadowdale Playfields to compensate for the loss of athletic facilities at the Lynnwood Athletic Complex.
- Strategy P-B.** Work closely with service providers and other local private and non-profit organizations in order to meet the diverse program and special events needs of the community.
- Strategy P-C.** Pursue cooperative planning efforts with Snohomish County to provide parks and open space in future annexation areas.
- Strategy P-D.** Work with local businesses, land owners and other agencies, to pursue the feasibility of creating a Farmers Market in Lynnwood, through the ACHIEVE/Healthy Communities grant obtained in 2009.
- Strategy P-E.** Work with Edmonds Community College and support volunteer efforts to make improvements to Gold Park.
- Strategy P-F.** Create sponsorship opportunities for entrepreneurs, both non-profit and for-profit, to enrich the park experience and implement innovative approaches to revenue generation for parks and recreation facilities, events and programs.
- Strategy P-G.** Work with Sound Transit, other departments and other jurisdictions on planning of the alignment of the Lynnwood Link/Light Rail Extension, to ensure minimal impact to parks and recreation facilities, and proposed mitigation measures.

FACILITIES MANAGEMENT

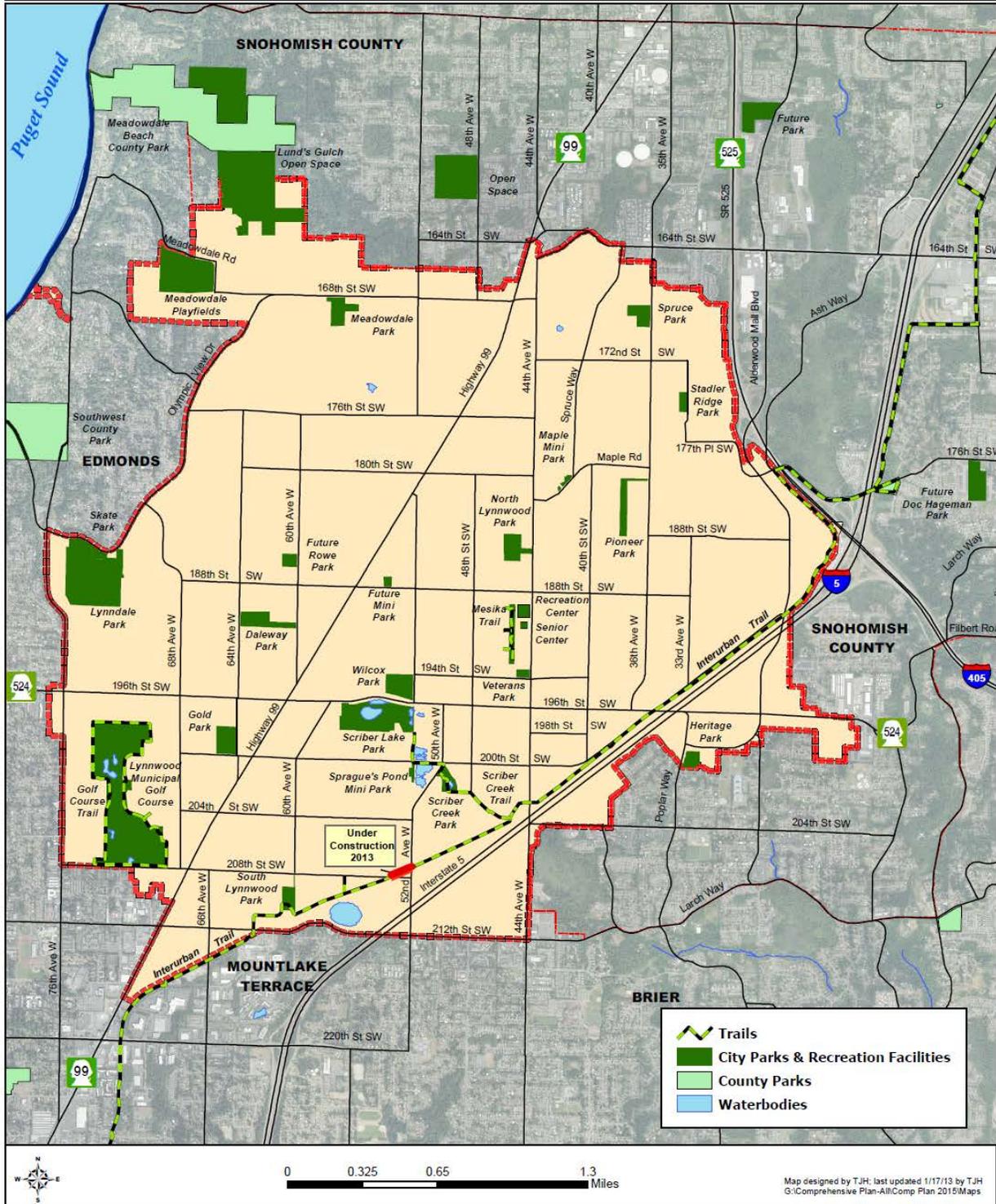
- Policy P-60.** Manage and maintain parks, open space and recreation facilities to optimize use and protect public investment.
- Policy P-61.** Continue a regular schedule for maintenance of parks, facilities and open space, and revise annually.
- Policy P-62.** Maintain and upgrade existing parks and facilities for the safety, comfort and satisfaction of park users.

- Policy P-63.** Ensure that adequate funding and staff are available for management and maintenance of parks, facilities and open space.
- Policy P-64.** Promote interjurisdictional operations of parks and facilities.
- Policy P-65.** Advise the City Council and other City boards and commissions on a regular basis about facility management issues.
- Policy P-66.** Update staff training in playground safety standards and play equipment inspection.
- Policy P-67.** Work with non-profit organizations and other community volunteers on parks, trails and open space service projects.
-
- Strategy P-A.** Coordinate the operations of Heritage Park facilities with the Heritage Park Partners Advisory Committee, including the Visitor Information Center, Heritage Resource Center, Genealogy Research Library, Interurban Car 55, Water Tower, heritage programming and demonstration gardens.
- Strategy P-B.** Continue to implement City Pesticide and Fertilizer Use Policy within the City on public properties, including posting of areas to be treated in accordance with state and local requirements.

MONITORING AND EVALUATION

- Policy P-68.** Monitor, evaluate and update parks, recreation facilities and open space to ensure balanced, efficient and cost-effective programs.
- Policy P-69.** Encourage community input by providing opportunities for public involvement in park, recreation and open space planning.
-
- Strategy P-A.** Annually update the Parks, Recreation and Open Space Element of the Comprehensive Plan, in accordance with the Recreation and Conservation Office guidelines.
- Strategy P-B.** Continue public information programs to increase public awareness of the City's parks, recreation and open space system.
- Strategy P-C.** Develop the 2015-2025 Lynnwood Parks, Recreation and Open Space Comprehensive Plan to help guide the planning, acquisition and development of parks, facilities, open space and recreation programs.
- Strategy P-D.** Annually update the Capital Facilities Plan with capital projects that reflect the recreational needs of the community.

Parks, Recreation Facilities, Open Space and Trails



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PARKS, RECREATION AND OPEN SPACE ELEMENT

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INTRODUCTION

Parks, recreation and open space are essential to a high quality of life in a community. Since incorporation in 1959, the City of Lynnwood has acquired and developed many park and open space lands and established an excellent recreation program. As Lynnwood and the Puget Sound region grow and change, it is vital to be prepared to accommodate new growth and diversity while maintaining and enhancing the quality of life we have grown to enjoy.

This element of the Comprehensive Plan includes a summary of the existing conditions and issues relevant to the City's parks, recreation and open space system. The element includes a demand and needs assessment and concludes with the goals, objectives and policies for the City's parks, recreation and open space system.

PLANNING CONTEXT

The Parks, Recreation and Open Space Element of the Comprehensive Plan is optional under the Growth Management Act (GMA), but the City is choosing to incorporate this element into the Plan because it is a vital part of a high quality community.

The GMA goals pertaining to the parks, recreation and open space element are:

Open Space and Recreation: Encourage the retention of open space, development of recreational opportunities, conserve wildlife habitat and increase access to natural resource lands.

Environment: Protect the environment and the state's high quality of life.

Regional Planning:

Lynnwood's Comprehensive Plan is consistent with Destination 2040's policies related to parks, recreation, and open space. The Plan calls for preservation, acquisition, and development of parks, recreation, and open space facilities, including non-motorized facilities, consistent with the regional vision.

County-Wide Planning Policies:

Countywide planning policies do not specifically address neighborhood or community parks and recreation issues within cities or their urban growth areas. It is, however, the County's policy to provide greenbelts and open space to provide separation from adjacent urban areas, and regional park facilities within urban growth areas. Snohomish County's Parks and Recreation Comprehensive Plan states that "parks are necessary for development." This policy provides the opportunity for cities to work with the County to provide park land within urban growth areas.

SUMMARY OF ISSUES

The following is a summary of issues relating to parks, recreation and open space in the City. It is the intent of the Comprehensive Plan to propose solutions to these issues through the implementation of programs and policies in this element.

- Due to the limited amount of vacant land in the City, the timing of acquisition and the location of park and open space lands are important to maintain a balance of land uses and meet the minimum level of service standards, planning standards and goals.
- Acquisition of park land in future annexation areas within Lynnwood's MUGA is recommended to provide recreation facilities for future Lynnwood residents and to reduce the demand on existing recreation facilities within the city limits.
- There is currently a deficit of active park facilities to serve Lynnwood's population. Additional acres of Core Parks (mini, neighborhood and community parks) are needed to meet the minimum level of service for active parks. It is necessary to replace the active recreation opportunities previously provided by the Lynnwood Athletic Complex, and to increase the level of service for community parks within the city.
- The demand for athletic facilities in the City exceeds the current supply. Loss of the Lynnwood Athletic Complex (LAC) had a significant impact on the need for athletic facilities in Lynnwood. The District has agreed to extend the City's contractual rights for use of the Meadowdale Playfields through June 5, 2065. However there are restrictions on the City's use of the facility. Through an Interlocal Agreement the City of Edmonds has use of the facility three days/week, and the District has use during school hours. Meadowdale Playfields, in its current condition, cannot accommodate the amount of use previously provided by LAC. In order to meet the demand for athletic facilities in Lynnwood, athletic fields in the city need to be improved. This could include upgrades at Meadowdale Playfields to accommodate the increased use of this facility caused by the loss of the LAC, and allow for year-round use.
- Following the renovation/expansion of the Recreation Center in 2011, Phase II development of a new Community Center is planned to provide for programming youth/teen and senior activities, performing arts and sports. The new community center would relieve over programming at the Recreation Center with complimentary programs.

- Preservation of the City's historical resources and interpretation of Lynnwood's past is important. Continued renovation of the historic structures, programming of heritage activities, and development of museum displays and interpretive exhibits at Heritage Park provide the community with a sense of its heritage.
- Implementation of the City's Multichoice Transportation System, the "skeleton system" of sidewalks, walkways, paths, promenades, trails and bikeways is important to meet the minimum level of service for trails in Lynnwood. Through the ACHIEVE/Healthy Communities program, a grant received in 2010 to provide a 'safe routes to school' with improved sidewalks at Lynnwood Elementary School.
- The acquisition and preservation of open space continues to be an important consideration when determining funding priorities. Significant environmental impacts have occurred in Lund's Gulch that threaten the gulch and its salmonid stream, and restorative efforts are necessary to regain the health of this important resource. Low Impact Development standards should be enforced for all proposed development adjacent to critical areas. Continued coordination with Snohomish County is needed to improve current development standards with the common goal of reducing the cumulative impacts of development on Lund's Gulch.
- The availability of funding to provide new parks and recreation facilities, and to provide improvements to existing facilities, is a critical issue. Alternate funding sources such as user fees, park impact fees, grant funds, bonds, partnerships with other agencies, non-profit organizations and the private sector, or formation of a metropolitan park district need to be considered to ensure that new city development is adequately served with parks and recreation facilities.
- Opportunities for entrepreneurs, both non-profit and for-profit, should be created to enrich the park experience and implement innovative approaches to revenue generation for parks and recreation facilities, events and programs.
- Social and demographic trends that affect service delivery should be regularly reviewed to identify and address new recreational needs and to reposition those facilities and programs that are no longer relevant.
- To anticipate and respond to the cultural diversity of the City's population, communication strategies should be implemented to provide timely, accurate information to Lynnwood residents and visitors, and non-English speaking populations.
- To preserve and protect our existing assets, the ongoing maintenance and operations of our parks and recreation facilities needs to remain an important budget consideration. To maintain and expand our park system, it is necessary to sustain a park maintenance and acquisition fund.
- The City has been recognized as a Tree City USA for 14 years. The Parks and Recreation Advisory Board supports reforestation and tree preservation activities to preserve and enhance the existing tree canopy in Lynnwood.
- To provide the park, recreation and open space facilities needed within the City Center, sites must be identified, acquired and developed in accordance with the City Center Parks Master Plan and City Center SubArea Plan.
- Proposed alignments of the Lynnwood Link/Light Rail extension are currently under review by the City and Sound Transit. It is important that the Parks, Recreation and Cultural Arts Department and the Parks and Recreation Board evaluate the alignment proposals and make recommendations to ensure minimal impacts to Lynnwood's parks and recreation facilities. Any negative impacts to the Interurban Trail, Scriber Creek Trail, Scriber Creek Park, and any associated wetlands, incurred by development of the Lynnwood Link/Light Rail extension must be mitigated with measures approved and accepted by the City.
- The City of Lynnwood was selected by the Snohomish Health District to participate in its Healthy Community Initiative in June, 2007. Action plan strategies created by a citizen task force provide a

framework in which the City's policy makers can work together to build and support an environment that makes it easier for Lynnwood residents to choose healthy foods and be physically active.

- The Parks, Recreation and Cultural Arts Department supports the City's Vision to invest in preserving and expanding parks, recreation, and community programs, by developing a network of pedestrian and bike trails; encouraging partnerships and participation in community events; creating civic pride; promoting healthy lifestyles; providing senior services; and promoting parks and cultural arts for economic growth.

EXISTING CONDITIONS

The City's current parks, recreation and open space inventory amounts to approximately 353 acres and includes park facilities within the City and in the MUGA, that offer both active and passive recreational opportunities. The park facilities within the City are categorized into the following functional classifications for planning and programming purposes, according to size and function.

Core Parks:

Core Parks (mini, neighborhood and community parks) traditionally provide a combination of active and passive uses, including play equipment, picnic areas, athletic fields, and trails. The City currently operates 13 developed parks in the Core Parks category, with 2 park properties undeveloped. With the loss of the Lynnwood Athletic Complex, the Community Parks category shows a need for 45.69 additional acres to meet the minimum level of service. In the Core Parks category 62.74 acres need to be acquired and developed within the city. Currently Core Parks account for 116.26 acres of park land, or about 35% of the total park, recreation and open space inventory within the city.

Special Use Areas:

Four facilities in Lynnwood are classified as "Special Use Areas" based on their current purpose and/or activity - the Municipal Golf Course, the Recreation Center, the Senior Center and Heritage Park - for a total of 81.86 acres. Because of its primary historical purpose, Heritage Park is included in this category.

Open Space:

The City's Open Space classification includes large natural areas, environmental parks and urban greenbelts. It is the City's policy to preserve natural resources for the conservation of important habitats and for passive recreational use whenever possible. 138.46 acres in and adjacent to Lynnwood are preserved as Parks and Recreation-maintained open space. Scriber Lake Park, Scriber Creek Park and Gold Park are included in this category because they are environmental parks that do not have active recreation elements.

Regional Parks:

Regional Parks are not included in the City's parks and open space inventory. Regional parks are typically large facilities that draw from multiple jurisdictions and are often located in unincorporated urban growth areas. These facilities are historically provided at the County level, whereas neighborhood and community parks are provided by cities, both within their boundaries and in their municipal urban growth areas. Meadowdale Beach County Park is an example of a regional park in unincorporated Snohomish County.

DEMAND AND NEEDS ASSESSMENT

Over the years, the City of Lynnwood has continued to improve and expand its inventory of recreational resources. Residents are well served by a variety of leisure opportunities, but with population growth comes an increasing demand for more parks, open space and recreation facilities in order to attain the adopted Parks Level of Service Standard (LOS).

Level of Service: The adopted Parks LOS Standard in Lynnwood is 10 acres per 1,000 population. This standard is expressed as minimum acres of park, recreation and open space recommended for each 1,000 persons, using the 2010 Census population of 35,836. The standard is further delineated as 5 acres per 1,000 population for Core Parks (mini, neighborhood and community parks), and 5 acres per 1,000 population for Other Park Land (open space and special use facilities). The City Center Sub-Area Plan recommends a separate Parks Level of Service Standard within the City Center area.

The demand and need for parks, recreation and open space in Lynnwood has been assessed through analyses of existing conditions, potential park sites, available resources and level of service. Trends in recreation were considered and public input was obtained through surveys and community meetings.

The existing and future demand and need for parks, recreation and open space within the city limits is reflected on Table 1.

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4	Special Use	81.45 ac	71.68 ac	0 ac	172.00 ac	90.55 ac
	Open Space	138.46 ac	107.52 ac	0 ac	258.00 ac	119.54 ac
Subtotal:		219.91 ac	179.20 ac	0 ac	430.00 ac	210.09 ac
TOTAL:		336.37 ac	358.40 ac	22.03 ac	860.00 ac	523.63 ac
4	Trails:	7.10 mi	9.04 mi	1.94 mi	21.50 mi	14.40 mi

Source: City of Lynnwood Parks, Recreation and Cultural Arts Department, revised 3/2013.

Notes:

- 1 Includes both developed and undeveloped park facilities within the city limits only.
- 2 Demand reflects total park acres required to meet minimum level of service standard for each category.
- 3 Need reflects additional park land required to meet minimum level of service standard for each category.
- 4 City park property located outside the city in the MUGA is not included in the City's demand and need analysis.
- 5 The 2025 population shown is an estimate that includes annexation of MUGA population and the new City Center population.

Population projections to 2025 were applied to determine future impacts on the City's existing parks system. Both potential annexation of the MUGA population and the new City Center population are reflected in the 2025 population estimate. In addition to maintaining and improving the City's existing facilities, additional park facilities will be needed to meet current and future demands and the adopted LOS within the City, and in the City's urban growth areas.

Within City Boundaries:

The adopted Parks Level of Service Standard is a minimum of 10 acres per 1000 population. The current level of service for combined park classifications achieved is 9.38 acres per 1000 population. There remains a need for an additional 62.74 acres in the Core Parks category to meet the demand for 179.20 acres of active park land. The inventory also shows a deficit of 1.94 miles in the Trails category to meet the demand for 9.04 miles of trails outside of parks.

By the year 2025, it is estimated that Lynnwood's population will increase to approximately 86,000. This includes potential annexation of the MUGA population and also the estimated City Center population of 5,400. Continued park acquisition and development will be necessary to meet the demand for parks, open space and recreation facilities in 2025. Table 1 summarizes the existing and future demand and need within the City.

Within Municipal Urban Growth Areas:

New residential and commercial development in Lynnwood's MUGA is generating demand for parks, recreation facilities and open space. In future north annexation areas, approximately 93 acres of open space in the Swamp Creek corridor have been preserved jointly by Snohomish County and the City of Lynnwood. The City has also acquired a 9-acre future park site (Manor Way) adjacent to this annexation area, and a 7.69-acre future park site (Doc Hageman Park) east of Interstate 5. A 21-acre wetland site has been acquired east of Lund's Gulch for preservation of the headwaters of Lund's Creek and potential future development of an environmental park.

There are currently no active use park facilities in the City's MUGA, which had an estimated 2008 population of 41,597. As a result, Lynnwood's parks are over-burdened with non-resident use. Applying our current Parks Level of Service Standard to today's MUGA population would require approximately 415 acres of parks and open space. To provide park facilities needed by the growing population in the MUGA, the City will continue to seek equitable methods of acquisition and development with Snohomish County and other jurisdictions.

If annexation within the MUGA is approved by the voters, additional parkland and facilities will be needed. The City will develop a comprehensive plan of funding options including park impact fees to assist in this matter. NOTE: Snohomish County already has impact fees within the MUGA area the City proposes to annex.

GOALS, OBJECTIVES AND POLICIES

GOAL:

Provide a comprehensive system of parks, open space and recreation facilities that serves the needs of current and future residents, and visitors to Lynnwood.

Subgoal: Park System

Provide a system of mini, neighborhood and community parks to meet the recreational needs of the community.

Objectives:

P-1: Acquire park land in the city for the development of Core Parks to help meet the community's recreational needs.

Policy P-1.1: Provide the minimum adopted level of service of 5 acres/1000 population for Core Parks.

Policy P-1.2: Acquire park land in accordance with the Annual Budget and Capital Facilities Plan.

Policy P-1.3: Annually review vacant and underdeveloped parcels and park service areas to determine underserved neighborhoods in the city.

Policy P-1.4: Plan for the location of parks in the proximity of high-density developments.

Policy P-1.5: Use a variety of methods for funding acquisition of park lands including park impact fees, grants, user fees, City funding, interjurisdictional cost-sharing, land developer contributions and other sources.

Policy P-1.6: Adopt and implement a program to require new residential and commercial development to provide impact mitigation to the City, either by dedication of park land, plazas, park improvements, or payment of park impact fees.

Policy P-1.7: Preserve land for future park development.

P-2: Acquire park land in the Municipal Urban Growth Area for future park development to meet the recreational needs of future annexation areas.

Policy P-2.1: Pursue cooperative planning efforts with Snohomish County and neighboring jurisdictions in urban growth areas and future annexation areas.

Policy P-2.2: Annually review potential parks and open space sites in the MUGA, and related facilities needed to provide the recommended level of service.

Policy P-2.3: Seek methods of acquisition and development of these sites and facilities, which reflect the responsibilities of Snohomish County and the City.

- P-3: Plan and develop new parks and renovate existing parks in the city and in the Municipal Urban Growth Area.**
 - Policy P-3.1:** Design new parks in accordance with the purpose, size and classification of each.
 - Policy P-3.2:** Design new parks and provide improvements to existing parks to promote public safety and security.
 - Policy P-3.3:** Provide a variety of recreational opportunities to serve a diverse population.
 - Policy P-3.4:** Provide accessibility to all park facilities in accordance with Americans with Disabilities Act standards.
- P-4: Begin construction of Doc Hageman Park in Lynnwood’s MUGA. Master plan completed in April 2009. Seek state funding and equal matching funds for first phase of park construction.**
- P-6: Develop new neighborhood park in west Lynnwood, Rowe Park, per master plan completed in 2004, when funding is available.**
- P-7: Develop an off-leash dog park in an existing city park or an acquired site in the city or in the MUGA.**
- P-8: Renovate the existing amphitheater at Lynndale Park to expand seating capacity, improve access, improve lighting, and preserve and protect existing slopes and trees.**
- P-9: Continue development at Meadowdale Park per the 2001 Master Plan with expanded parking and picnic shelters.**
- P-10: Develop the 188th St SW mini park in an underserved neighborhood.**

Subgoal: Open Space System

Provide a system of open space to preserve and protect the area’s remaining native forests, wetlands, streams and wildlife habitats, and to provide natural buffers to the built environment.

Objectives:

- OS-1: Continue acquisition of open space properties in the Lund’s Gulch, Swamp Creek and Scriber Creek watersheds.**
 - Policy OS-1.1:** Provide the minimum adopted level of service of 3 acres/1000 population for Open Space.
 - Policy OS-1.2:** Preserve and protect in public ownership areas with significant environmental features such as view corridors, landforms, steep slopes and plant and animal habitats from the impacts of development.
 - Policy OS-1.3:** Use a variety of methods for funding open space acquisitions including grants, donations, tax abatements, City funding, interjurisdictional cost-sharing, land developer contributions and other sources.

Policy OS-1.4: Support volunteer and interjurisdictional efforts for restoration and preservation of the four major watersheds in South Snohomish County: Scriber Creek, Lund's Gulch, Swamp Creek and Hall Creek.

Policy OS-1.5: Continue to encourage stewardship of open space and natural areas through the Park Stewards program.

OS-2: Plan conservation and passive development of 21-acre Lund's Creek Open Space with the Brackett's Landing Foundation. Plan for potential environmental center and interpretive development of uplands.

OS-3: Develop Master Plan for the preservation of Lund's Gulch in partnership with Snohomish County, the Brackett's Landing Foundation and Friends of Lund's Gulch.

OS-4 Acquire open space within urban areas to buffer and enhance the built environment.

Policy OS-4.1: Continue to review vacant and underdeveloped parcels within the city for potential acquisition of open space.

Policy OS-4.2: Preserve open space corridors and trail linkages between parks, neighborhoods, schools and commercial centers. Where possible, acquire key linkages between parks and trail segments to create connected trail system.

OS-5: Provide passive recreational opportunities in acquired natural areas.

Policy OS-5.1: Provide neighborhood access to natural areas with trailheads and parking, in accordance with Chapter 17 of the Lynnwood Municipal Code and ESA regulations.

Policy OS-5.2: Provide environmental educational opportunities in natural areas with interpretive signage, nature trails and overlooks.

OS-6: Work with Public Works and community volunteers in the enhancement of City-owned stormwater detention areas for passive community appreciation.

OS-7: Continue Scriber Lake Park renovation per master plan completed in 2005. Phase I design and construction of a new overwater dock, completed in 2012. Seek funding for additional phases to fully develop park as a safe and active community park.

OS-8: Provide improvements to Gold Park including trail development and invasive plant removal to increase use and public safety in park. Support continuing volunteer efforts by Edmonds Community College and other volunteer groups.

Subgoal: Facilities and Programs

Provide facilities and programs that promote a balance of recreational opportunities.

Objectives:

FP-1: Identify and prioritize the need for new/upgraded facilities and programs on an annual basis.

Policy FP-1.1: Seek adequate funding and timely development of such facilities in accordance with the Annual Budget and Capital Facilities Plan.

Policy FP-1.2: Provide the minimum adopted level of service of 2 acres per 1000 persons for Special Use facilities.

Policy FP-1.3: Provide improvements to facilities that are cost-effective, durable, attractive and energy efficient.

Policy FP-1.4: Provide facilities that meet competitive playing standards and requirements for all age groups and recreational interests.

Policy FP-1.5: Continue to offer specialized programming for diverse community groups such as seniors, youth and teens, and preschool.

FP-2: Complete phased development of Heritage Park, including renovation of all the historic structures, and development of museum programming in the park.

Sub-Objective 1: Provide information that interprets the history of the Lynnwood/Alderwood Manor area, including historical displays, programs, activities, museum programming and interpretive signage.

Sub-Objective 2: Work with Snohomish County Tourism Bureau to facilitate visitor information services.

Sub-Objective 3: Work with the Alderwood Manor Heritage Association to provide historical programming within the park and the management of heritage collections.

Sub-Objective 4: Work with the Sno-Isle Genealogical Society to provide a community genealogical library in the Humble House.

Sub-Objective 5: Work with the Car 55 Restoration Committee to complete renovation of Interurban Car 55. Work with docents to provide tours of the trolley.

Sub-Objective 6: Work with local gardening groups to develop demonstration gardens and landscaping within the park.

Sub-Objective 7: Work with the Lynnwood Parks and Recreation Foundation and community volunteers to complete Phase II renovation of the historic water tower.

Sub-Objective 8: Work with the Heritage Park Partners Advisory Committee to plan and coordinate heritage programming in the park, and provide museum development in the Wickers Building.

Sub-Objective 9: Develop and manage the Heritage Park Docent Program to provide guided tours of the park's historical buildings, the Wickers Museum and Interurban Car No. 55.

FP-3: Plan for Recreation Center Phase II construction of a new community center that will provide programming space for youth/teen and senior activities, performing arts and sports.

- FP-4: Develop a master plan for Wilcox Park, Scriber Lake Park and the adjoining School District property, reflecting how these facilities can be connected for pedestrian access and related activities.**
- FP-5: Participate in the planning and design of a regional performing arts facility.**
- FP-6: Develop a master plan for improvements to the Meadowdale Playfields athletic complex, including renovation of the soccer and softball fields, to meet the community's demand for athletic fields, allow for year-round use, and provide a competitive athletic facility.**

Subgoal: Trail System

Provide a connecting system of non-motorized trails for recreational, commuter and general circulation purposes to promote Lynnwood as a "walkable city."

Objectives:

- T-1: Support other City departments in the implementation of the "Multi-Choice Transportation System Plan", which proposes a comprehensive city-wide "skeleton system" of sidewalks, walkways, bike paths and trails. The Plan would link parks, schools, community facilities, commercial centers, neighborhoods and adjacent regional trail systems.**
 - Policy T-1.1:** Work with other jurisdictions to provide a continuous regional trail network.
- T-2: Develop additional non-motorized pedestrian trails outside of parks to meet the adopted minimum level of service.**
 - Policy T-2.1:** Provide the adopted minimum level of service standard of 0.25 miles/1000 population for trails outside parks.
 - Policy T-2.2:** Design and construct trails to required standards to serve a variety of users at varying skill levels.
 - Policy T-2.4:** Include bicycle lanes when City streets are being reconstructed or built, and add bike routes to existing City streets, where feasible.
 - Policy T-2.5:** Require new development to provide access and connections to parks, trails and school sites.
 - Policy T-2.6:** Encourage public and private funding for the development of trails.
- T-3: Plan and construct the northward extension of the Scriber Creek Trail to generally follow the creek route, from Scriber Lake Park north to the Meadowdale area and Lund's Gulch.**
 - Policy T-3.1:** Promote trail safety through signage and educational activities for pedestrians and bicyclists.
- T-4: Provide improvements to the Interurban Trail to include trailheads, enhanced landscaping, signage and historic markers.**

Policy T-4.1: Support interjurisdictional efforts to provide consistent and aesthetic improvements along the length of the Interurban Trail.

Policy T-4.2: Promote trail safety through signage and educational activities for pedestrians and bicyclists.

T-5: Coordinate with Public Works to provide a seamless Interurban Trail corridor through Lynnwood by completing “missing links” in the Interurban Trail, specifically segments located at 212th St SW to 63rd Ave W to 211th St SW, 208th St SW and 52nd Ave W, and 208th and 54th Ave W. The objective is to remove trail users from traffic where possible, providing a continuous trail route through the city.

T-6: Coordinate development of the South Lund’s Gulch Trail with Snohomish County, Brackett’s Landing Foundation and volunteers. The trail is planned to begin in north Lynnwood, continue north into Lund’s Gulch, cross Lund’s Creek and connect with the existing Meadowdale Beach Park county trail, giving Lynnwood residents access to Lund’s Gulch open space and a walkable connection to Puget Sound.

T-7: With Public Works, coordinate a feasibility assessment of sidewalk and crosswalk needs (safe routes to schools) for schools that have been impacted by the reduction of Edmonds School District busing.

Subgoal: Activity Centers

Ensure that parks and open space are included as part of the land use mix in the activity centers' master plans.

Objectives:

AC-1: Work with Community Development to identify parks and open space sites, related improvements, and implementation strategies for the City Activity Centers, City Center plans, including the City Center Parks Master Plan, the City Center Streetscape Plan, and the Highway 99 Subarea Plan.

AC-2: Establish park and open space guidelines and achieve level of service standards for public and private improvements in the City Center and the Highway 99 corridor.

Subgoal: Interjurisdictional Coordination

Coordinate parks, open space and facility planning and development with appropriate jurisdictions and agencies for mutually beneficial partnerships.

Objectives:

IC-1: Partner with Edmonds School District to improve existing school recreation sites for shared school/park use. Partner with ESD and the City of Edmonds to improve Meadowdale Playfields to compensate for the loss of athletic facilities at the Lynnwood Athletic Complex.

Policy IC-1.1: Work with other agencies to provide adequate recreational facilities for community use.

IC-2: Work closely with service providers and other local private and non-profit organizations in order to meet the diverse program and special events needs of the community.

IC-3: Pursue cooperative planning efforts with Snohomish County to provide parks and open space in future annexation areas.

IC-4: Work with local businesses, land owners and other agencies, to pursue the feasibility of creating a Farmers Market in Lynnwood, through the ACHIEVE/Healthy Communities grant obtained in 2009.

IC-5: Work with Edmonds Community College and support volunteer efforts to make improvements to Gold Park.

Policy IC-5.1: Work with non-profit organizations and other community volunteers on parks, trails and open space service projects.

IC-6: Create sponsorship opportunities for entrepreneurs, both non-profit and for-profit, to enrich the park experience and implement innovative approaches to revenue generation for parks and recreation facilities, events and programs.

IC-7: Work with Sound Transit, other departments and other jurisdictions on planning of the alignment of the Lynnwood Link/Light Rail Extension, to ensure minimal impact to parks and recreation facilities, and proposed mitigation measures.

Subgoal: Facilities Management

Manage and maintain parks, open space and recreation facilities to optimize use and protect public investment.

Objectives:

FM-1: Continue a regular schedule for maintenance of parks, facilities and open space, and revise annually.

Policy FM-1.1: Maintain and upgrade existing parks and facilities for the safety, comfort and satisfaction of park users.

Policy FM-1.2: Ensure that adequate funding and staff are available for management and maintenance of parks, facilities and open space.

Policy FM-1.3: Promote interjurisdictional operations of parks and facilities.

Policy FM-1.4: Advise the City Council and other City boards and commissions on a regular basis about facility management issues.

Policy FM-1.5: Update staff training in playground safety standards and play equipment inspection.

FM-2: Coordinate the operations of Heritage Park facilities with the Heritage Park Partners Advisory Committee, including the Visitor Information Center, Heritage Resource Center, Genealogy Research Library, Interurban Car 55, Water Tower, heritage programming and demonstration gardens.

Policy FM-2.1: Work with non-profit organizations and other community volunteers on parks, trails and open space service projects.

FM-3: Continue to implement City Pesticide and Fertilizer Use Policy within the City on public properties, including posting of areas to be treated in accordance with state and local requirements.

Subgoal: Monitoring and Evaluation

Monitor, evaluate and update parks, recreation facilities and open space to ensure balanced, efficient and cost-effective programs.

Objectives:

ME-1: Update parks, facilities and programs in accordance with public input and survey results.

Policy ME-1.1: Encourage community input by providing opportunities for public involvement in park, recreation and open space planning.

ME-2: Annually update the Parks, Recreation and Open Space Element of the Comprehensive Plan, in accordance with the Recreation and Conservation Office guidelines.

ME-3: Continue public information programs to increase public awareness of the City's parks, recreation and open space system.

ME-4: Develop the 2015-2025 Lynnwood Parks, Recreation and Open Space Comprehensive Plan to help guide the planning, acquisition and development of parks, facilities, open space and recreation programs.

ME-5: Annually update the Capital Facilities Plan with capital projects that reflect the recreational needs of the community.



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Housing Profile

Agenda Item: E.2

Staff Report

- Public Hearing
- Work Session
- Other Business
- Information
- Miscellaneous

Staff Contacts: Corbitt Loch, Community Development

Summary

The purpose of this agenda item is to review the 2014 Housing Profile prepared for the City of Lynnwood. This document provides statistical information that describes local conditions related to housing affordability, and will be useful as the Comprehensive Plan's Housing Element is updated. The Housing Profile provides objective data that can help guide decisions regarding housing policy.

Action

This agenda item is for informational purposes. No specific action or decision by the Commission is needed.

Background

Over the past few years, Lynnwood has participated in an inter-jurisdictional effort to address housing affordability in Snohomish County. An Interlocal Agreement (ILA) was executed to enable participating agencies to achieve an economy of scale and to address housing affordability with a regional perspective. The entity formed by the member agencies is named, **Alliance for Housing Affordability (AHA)**.

AHA's first task has been to prepare a housing profile for each AHA member agency. It is expected that this data will be useful as jurisdictions determine to what extent to promote housing affordability. The housing profiles will also help guide decision-making at the regional level, including work program objectives for AHA in future years.

Kristina Gallant, AHA Housing Policy Analyst, will be present to describe the analysis and findings contained in the attached Lynnwood Housing Profile. Ms. Gallant has also reviewed Lynnwood's existing Housing Element and can offer her observations. This information should be useful as the Commission reviews draft revisions to the Housing Element prepared by staff (at a future meeting).

Previous Planning Commission / City Council Action

None.

Adm. Recommendation

None, as no action is required.

Attachments

1. 2014 Housing Profile
2. Summary of housing data for all AHA member jurisdictions

Comprehensive Plan Review History

As of 11/13/14

	Element/Topic	Planning Commission		City Council	
		Date	Description	Date	Description
	Cover & Title Pages				
1.	Introduction	10/23/14	First review.		
2.	Implementation				
3.	Land Use	6/26/14 7/24/14 8/28/14 9/11/14	Deferred to future meeting. Deferred to future meeting. First review. Second review.		
4.	Community Character	10/23/14	First review.		
5.	Economic Development				
6.	Transportation				
7.	Parks, Recreation & Open Space	11/13/14	First review.		
8.	Housing	11/13/14	Review of Housing Profile.		
9.	Environment	2/27/14 8/28/14	First review. Second review. One additional review requested.		
10.	Capital Facilities and Utilities				
	General	12/19/13 1/23/14	Project scope and overview. Public participation plan	2/3/14	Project scope and overview.

Draft

Affordable Housing Profile

Lynnwood, WA

Prepared for Lynnwood by the Alliance for Housing Affordability

November 2014

Purpose

This Profile is a compilation economic, socio-economic, and technical information that summarizes and evaluates housing affordability within the City of Lynnwood, Washington. The Profile was prepared to assist the Community during visioning, policy development, and budgeting.

The Alliance for Housing Affordability (AHA) is a consortium of local agencies within Snohomish County working together to address affordability and homelessness issues with a regional perspective. The City of Lynnwood is a charter member of AHA and this Profile is an initial work product created by AHA on behalf of Lynnwood.

Acknowledgements

Special thanks to all those who helped prepare this profile.

City Staff

Paul Krauss, Director, Community Development

Corbitt Loch, Deputy Director, Community Development

Alliance for Housing Affordability

Kristina Gallant, Analyst

Will Hallett, Intern

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Executive Summary

Home to over 14,000 households and 25,767 persons, Lynnwood is also a commercial hub for Snohomish County. With a relatively-low median household income of \$49,839, the City is working to diversify and expand economic opportunities for its residents while maintaining a mix of housing that fits the full range of households' incomes and lifestyles. Currently, 46% of Lynnwood residents are considered cost-burdened, meaning they spend more than 30% of their income on housing costs. Cost burden is most challenging for those with very low incomes: 88% of very low income Lynnwood renters are cost burdened, while only 12% of moderate income renters are similarly challenged. 44% of the City's households earn less than 50% of area median income¹, which includes households categorized as extremely low or very low income. Additional summary statistics are presented below.

A Summary of the City of Lynnwood by the Numbers

Population	35,960 ²
Total Homes	14,967
Single Family Homes	7,662
Multifamily Homes	6,749
Manufactured Homes, Others	556
Total Households	14,308 ³
Family⁴ Households	3,582
Family Households with Minor Children	6,560
Cost-Burdened Households	6,262
Households Earning Less than 50% AMI	44%
Median Household Income	\$49,839
Minimum income to afford 2012 median home mortgage⁵	\$52,478
Section 8 Housing Choice Vouchers⁶	770

¹ Based on 2012 income for the Seattle-Bellevue HUD Metro FMR Area. This area includes Snohomish County.

² Washington State Office of Financial Management, 2013

³ US Census Bureau; American Community Survey, 2008 - 2012

⁴ This is based on the US Census Bureau's definition of family, which "consists of two or more people (one of whom is the householder) related by birth, marriage, or adoption residing in the same housing unit."

⁵ Snohomish County Assessor, 2013

⁶ Housing Authority of Snohomish County, 2013

Other Dedicated Subsidized Housing Units	537
Workforce Housing Units⁷	1,430
Total Renter-Occupied Housing Units	6,788
Total Owner-Occupied Housing Units	7,520
Total Vacant Housing Units	927

Household occupancy is split nearly evenly between owners and renters, with 53% of homes occupied by their owners. Not surprisingly, the majority of Lynnwood’s homeowners live in detached or attached single family homes whereas the majority of renters live in multifamily developments. 83% of the city’s homeowners live in detached or attached single family homes, whereas 21% of renters live in attached or detached single family homes. The average household size in Lynnwood is 3.16; slightly larger than the County average of 3.12 persons per household. 45% of Lynnwood’s housing was constructed between 1960 and 1979, and property maintenance/deterioration is a concern moving forward.

The City’s poorest renters are more cost burdened than its poorest owners, but renters become much less likely to be cost burdened as income rises – the share of cost burden drops from 82% to 8% from extremely low to middle income renters, while it only drops from 63% to 25% for owners. For both renters and owners, the most significant improvement is between the very low and low income segments – 65% of very low income households are cost burdened, compared to 36% of low income households. The difference between very low and low income households is more dramatic for renters.

In order to reach rent levels affordable to extremely low income households, an ongoing rent subsidy is typically required. This kind of subsidy can be provided as a voucher to be used toward market rate housing, like HUD’s Section 8 Housing Choice Voucher program, or tied to a property as with traditional public housing. Rent data from Dupre and Scott affirms that Lynnwood market rents are not accessible to extremely low income households. The city does feature a limited supply of smaller units with market rents affordable to very low income households. Because there is such a small supply and market rate units are not restricted by income level, very low income households may still be edged out by households with higher incomes that choose to live in more affordable units. The City’s larger units typically require low or moderate income at a minimum.

Some homeowners in Lynnwood face financial challenges, though affordability for home ownership has improved over the last few years. In 2012, the median sale price for a single family home in Lynnwood was \$272,000. For a family to afford this home and not be cost burdened, a minimum annual income of \$52,478 is needed. This is considered low income for a three- or four-person family. For the majority of low, moderate and middle income families in Lynnwood, the homes sold in 2012

⁷ Workforce rental units are assisted units typically targeted to working households that still cannot afford market rents. These units have a subsidy “built in” through the use of special financing methods and other tools, allowing (and typically requiring) the landlord to charge less for rent.

were affordable. 89% of homes sold in 2012 would be considered affordable for low income families in Lynnwood, whereas just 9% required greater than middle income. However, while payments on these homes may be affordable to lower income households, there are still other possible barriers to home ownership not captured in these figures, such as lack of access to financing or a down payment. There are also other concerns for existing homeowners, like vulnerability to foreclosure.

DRAFT

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Introduction

In Snohomish County's General Policy Plan, Housing Goal 5 states that "the cities and the county shall collaborate to report housing characteristics and needs in a timely manner for jurisdictions to conduct major comprehensive plan updates and to assess progress toward achieving CPPs on housing". Building on the County's efforts in preparing the countywide HO-5 Report, this profile furthers this goal by providing detailed, local information on existing conditions for housing in Lynnwood so the City can plan effectively and knowledgeably regarding affordable housing. This profile will describe the spectrum of subsidized and market rate housing within the City of Lynnwood.

In 1917, Admiralty Logging Company established a community called Alderwood Manor, centered around an innovative demonstration farm. The farm served as a marketing tool to sell land to would-be "gentleman farmers", and it was successful. Soon a highway was built through the new community, drawing more residents and businesses. By 1959, the growing community required municipal services, and Lynnwood was officially incorporated. The original city center was planned for the intersection of State Route 99 and State Route 524, but following the construction of Interstate 5, it shifted to 44th Avenue West and 196th Street SW. When Alderwood Mall opened in 1979, the City's commercial center shifted again to that area. Typical of a city developed during this period, its form is generally oriented toward the automobile, with large lot sizes, a loose grid street patterns, and low rise commercial spaces set back with parking oriented to, and visible from, the street.

With its proximity to Seattle and Everett and planned light rail service, the City is expected to grow significantly over the next 20 years. The Mall area and Lynnwood's City Center district are part of the Lynnwood Regional Growth Center as designated by PSRC's VISION 2040. The City is currently working on a range of projects aimed at developing a new city center that is more vibrant and livable while supporting housing affordability. These projects include upgrades to transportation infrastructure, new public spaces and parks, new housing, and creating a more pedestrian-friendly environment.

Several housing-specific terms and concepts will be used throughout the profile. Household income levels will be defined by their share of "Area Median Income", or AMI. For this report, median household income for the Seattle-Bellevue HUD Metro Fair Market Rent Area (HMFA) is used for AMI because it is the measure HUD uses to administer its programs, and is the predominant metric used for the purpose of assessing housing affordability. 2012 Seattle-Bellevue HMFA was \$88,200. All of Snohomish County is included in this HMFA. The affordable housing field defines income levels as they relate to AMI. These are:

- Extremely Low Income - up to 30% AMI
- Very Low Income - up to 50% AMI
- Low Income - up to 80% AMI
- Moderate Income - up to 95% AMI

- Middle Income - up to 120% AMI

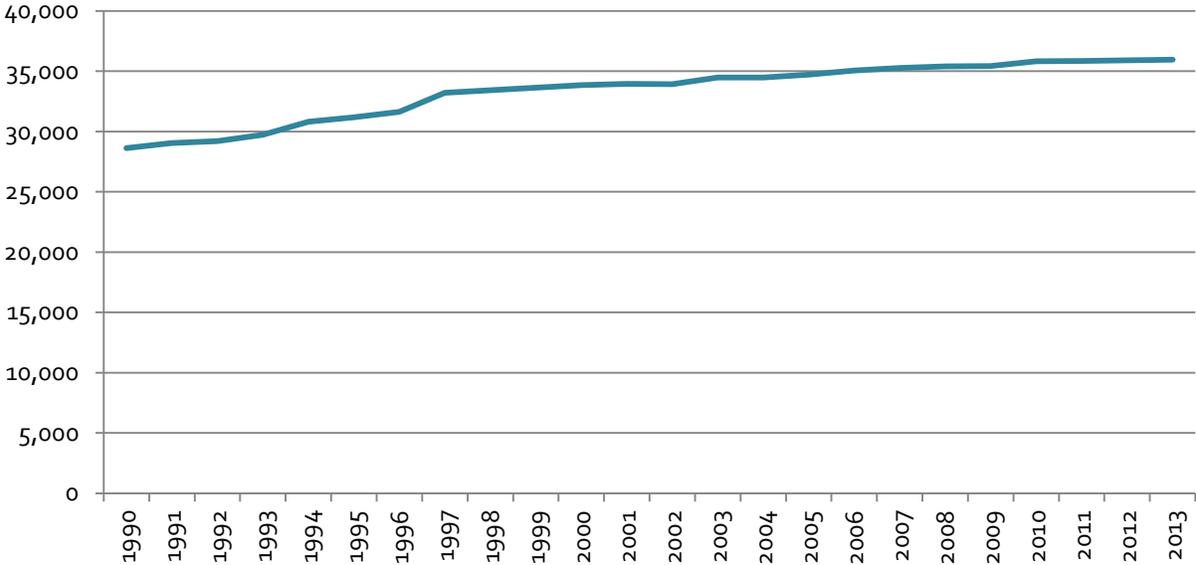
When a household spends more than 30% of their income on housing, they are considered to be “cost burdened”, and, if lower income, will likely have to sacrifice spending on other essentials like food and medical care. In addition to mortgage and rent payments, housing costs include utilities, home insurance, and property taxes. “Cost burden” is used as a benchmark to evaluate housing affordability.

DRAFT

1 Population and Community

In 2013, Lynnwood was home to an estimated 35,960 people, representing a 6% increase over its 2000 population of 33,847⁸. County policies call for the City to continue to grow (1.9% annual increase) through 2035, with a targeted increase of around 18,500 individuals (requiring an additional 7,900 dwellings)⁹. Lynnwood is a developed community and therefore vacant land for new development is quite limited. This means that increased housing capacity will predominately occur through redevelopment.

Figure 1.1. Total Population, City of Lynnwood, 1990 - 2013



Source: Washington State Office of Financial Management

The 2012¹⁰ population consisted of 14,308 households. Of these households, 8,340, or 58%, are family¹¹ households, and 43% of families have children living at home. (Overall, 25% of households have children.) In Snohomish County overall, 68% of households are families, and 48% of those families have children.

⁸ Washington State Office of Financial Management, 2013

⁹ Snohomish County Tomorrow Planning Advisory Committee, "Housing Characteristics and Needs in Snohomish County", 2014 (which utilizes the 2035 population target for Lynnwood of 54,404 specified by the Countywide Planning Policies for Snohomish County, 2013)

¹⁰ 2012 data is used as, at time of writing, it is the most recent ACS 5-year data available

¹¹ This is based on the US Census Bureau's definition of family, which "consists of two or more people (one of whom is the householder) related by birth, marriage, or adoption residing in the same housing unit."

The average family size in Lynnwood is 3.16, compared to 3.12 for the County. For households overall, the average size is 2.47, compared to 2.62. Renter households are smaller than owner households, with an average size of 2.31 versus 2.61, but this divergence is similar to trends seen for the County overall¹².

Lynnwood’s population is diverse, with 27% foreign-born residents, compared to 14% for the County as a whole. 32.4% of the population speaks a language other than English at home, and 52% of members of those households speak English less than “very well”. This compares to 18.4% speaking languages other than English for the County overall, with 44% of that number speaking English less than “very well”. Individuals speaking Asian and Pacific Islander languages comprise the largest segment of other spoken languages, with 4,421 speakers, and Spanish is second with 3,458 speakers. In addition to comprising the largest group speaking another language at home, Lynnwood residents speaking Asian and Pacific Islander languages are also less likely to speak English “very well” than other Lynnwood residents speaking other languages at home¹³.

As shown in Figure 1.2, the share of renter-occupied units in Lynnwood is higher than that of the County overall. Almost 48% of units in Lynnwood were renter-occupied in 2010 versus 33% for the County in the same year.

Figure 1.2. Population Share by Housing Tenure¹⁴, City of Lynnwood & Snohomish County



Source: US Census Bureau, 2000; US Census Bureau, 2010

2012 HMFA AMI for Seattle-Bellevue, which is referenced in this report as a standard for AMI, is \$88,000, higher than the County’s overall 2012 median income of \$68,338. Lynnwood’s 2012 median

¹² US Census Bureau; American Community Survey, 2008-2012

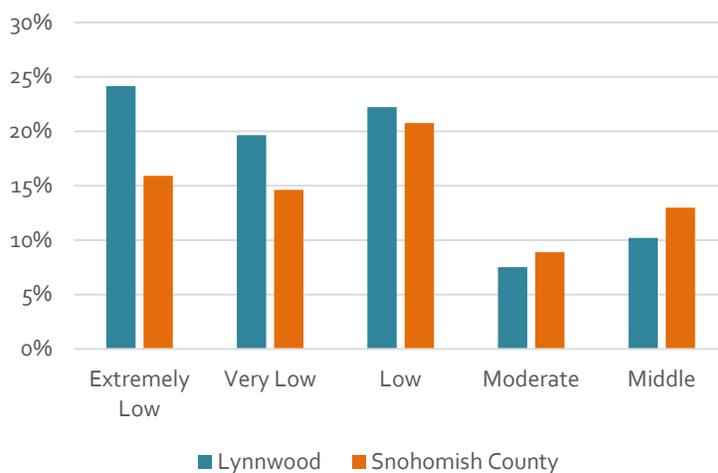
¹³ Ibid.

¹⁴ In this report, “tenure” is used to differentiate between homeowners and renters

income is significantly lower at \$49,839. There are large segments of the City’s population that could be at risk of housing burden. Compared to HUD HMFA AMI and based on 2012 American Community Survey (ACS) 5-year estimates:

- 3,453 households, or 24% of Lynnwood’s total, are considered to be extremely low income, earning less than 30% of area median income (AMI),
- 2,809, or 20%, are considered very low income, earning between 30 and 50% of AMI,
- 3,179, or 22%, are considered low income, earning between 50 and 80% of AMI, and
- 1075, or 8%, are considered moderate income, earning between 80 and 90% of AMI

Figure 1.3. Share of Total Households by Income Level, City of Lynnwood and Snohomish County



The allocation of households by income level compared to the County is presented graphically in Figure 1.3. As shown, the City features a higher proportion of households at 80% AMI and below, and a lower portion of households between 80 and 120% AMI.

It is worth noting that these percentages are not adjusted for household size due to data constraints. Here, a household consisting of two adults with an income level equal to another household consisting of two adults and three children would both be placed at the same percentage of

Source: US Census Bureau; American Community Survey 2008-2012

AMI, even though the larger family would likely be more constrained financially. HUD’s AMI calculations include ranges for households sized 1-8 people, and, in this report, sensitivity for household size is used wherever possible, as detailed in Appendix E.

Maps 1.8 and 1.9 show the percentage of renter and owner households in each census tract that are cost burdened, meaning that they spend more than 30% of their income on housing. Overall, 46% of households in Lynnwood are cost burdened, renters and owners combined. The share of cost burdened owner households ranges from 17 % to 65 % per tract. Renter cost burden varies widely, ranging from 0 % to 100% of households per tract.¹⁵

¹⁵ Ibid.

Table 1.1, below, shows the percentage of each income group that is cost burdened in Snohomish County and Lynnwood by tenure. Using cost-burden as a metric of affordability, housing in Lynnwood is generally more affordable to its population across all income levels. While certain income segments are more cost burdened than the County overall, the differences do not appear to be dramatic. For instance, extremely low, very low, and middle income renters are more likely to be cost burdened in Lynnwood, but the difference between the City and County is only 2-3%. Lynnwood owners, on the other hand, are significantly less likely to be cost burdened across all income levels. Cost burdened improves significantly for households at and above low income, especially for renters.

Table 1.1. Cost Burden by Income Level and Tenure, City of Lynnwood & Snohomish County

Income Level	Renters		Owners		All	
	Lynnwood	Snohomish County	Lynnwood	Snohomish County	Lynnwood	Snohomish County
Extremely Low	82%	80%	63%	73%	77%	78%
Very Low	88%	85%	74%	80%	65%	64%
Low	21%	27%	40%	59%	36%	54%
Moderate	12%	15%	35%	44%	28%	37%
Middle	8%	5%	25%	32%	20%	25%

Source: US Census Bureau; American Community Survey, 2008-2012

HUD's Location Affordability Index uses a number of variables to estimate the affordability of a location including both housing and transportation costs. According to the index, a "regional typical household¹⁶" could expect to spend 45% of their income on housing and transportation if they rent or own in Lynnwood, compared to 49% overall for the County. 45% is also proposed as a targeted maximum percentage of income to be spent on housing and transportation combined to be affordable, meaning that Lynnwood's regional typical households are exactly on target. A very low income household¹⁷, however, could expend to spend 65% of their income on housing and transportation. A single worker making median income would have to devote 79% of their income to housing and transportation. These trends echo cost burden data seen in Table 1.1, with Lynnwood renters close to the County average and Lynnwood owners having to allocate proportionately less of their household income to the cost of housing¹⁸.

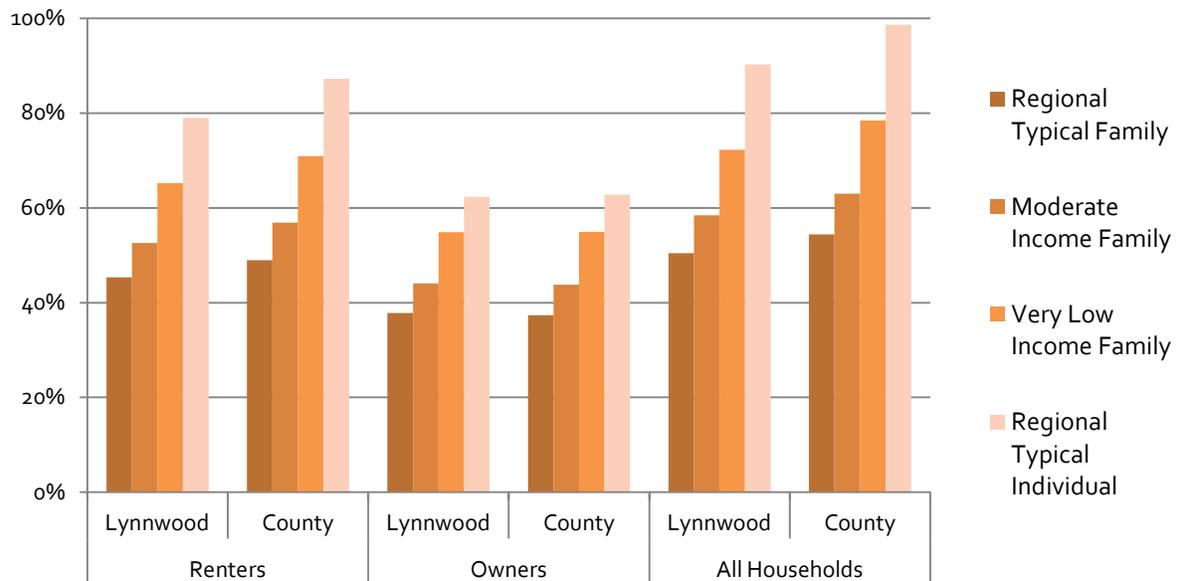
¹⁶ Defined as a household with average household size, median income, and average number of commuters in Seattle-Bellevue HUD HMFA

¹⁷ Defined as a household with 3 individuals, one commuter, and income equal to 50% AMI

¹⁸ US Department of Housing & Urban Development; Location Affordability Portal, 2013

This data is shown for a select number of household types in Figure 1.4. As shown, owners generally spend more on housing and transportation than renters, regardless of location, and individuals spend more than families.

Figure 1.4. Housing and Transportation as a Percentage of Income for Households and Individuals, City of Lynnwood and Snohomish County



Source: US Dept. of Housing & Urban Development; Location Affordability Portal, 2013

The 2012 unemployment rate was 5.7% in Lynnwood, compared to 5.9% for the County. For employed Lynnwood residents, the mean commute time is 28 minutes, compared with 29 for the County. 70% of city residents drive to work alone compared with 74% of all County workers. At 30% of the employed population, the most common occupations for Lynnwood residents are in management, business, science and arts occupations followed by sales and office occupations with 26% of the employed population. The two most dominant industries employing city residents are educational and healthcare services, with 21% of workers, and retail and trade, with 16.5% of workers.¹⁹

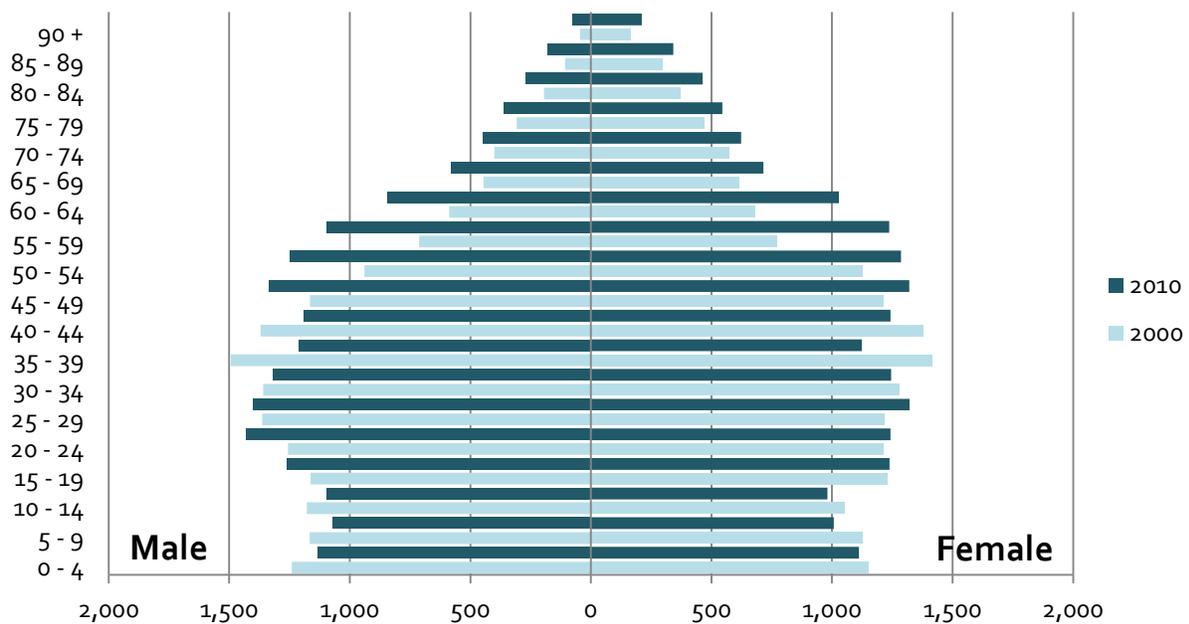
There are 1.73 local jobs for every occupied housing unit in the City, compared with 1.26 employed people for every occupied housing unit. When including vacant housing units, there are 1.63 local jobs for every unit. If every Lynnwood resident only had one job and worked in the city, there would still be jobs left over for residents of other cities. In actuality, only 26% of employed Lynnwood residents work within the city, meaning that roughly 20,000 people commute into Lynnwood to work.

¹⁹ Ibid.

Lynnwood is one of the few cities in Snohomish County with a jobs-housing ratio higher than the number of employed people per housing unit - the ratio of jobs-occupied housing is .94 for the County overall, with 1.31 employed people for every occupied housing unit. Even if every employed person in Snohomish County only has one job and every job in the County is held by a County resident, there will still be people who must commute outside the County²⁰.

With so many commuters, there are differences between the jobs held by people who live in Lynnwood and the jobs located in the City. According to the Puget Sound Regional Council, Lynnwood is home to 25,767 jobs. Most of these are in the services sector, with 11,148 jobs, followed by retail with 6,971 jobs. However, as retail is not divided into sub industries, it is the largest local industry employer. Within the service sector, 3,490 jobs are in the accommodation and food service industry. Health care and social assistance is the second largest industry employer within the service sector with 2,789 jobs. Education is also a significant local employer, with 1,926 jobs²¹.

Figure 1.5. City of Lynnwood Population Pyramid By Age, 2000 - 2010



Source: US Census Bureau, 2000; US Census Bureau, 2010

The shape of the City's population pyramid, shown in Figure 1.5, offers additional insight into its housing needs and how they may be changing. Between 2000 and 2010 there was a slight drop in the

²⁰ US Census; American Community Survey, 2008-2012; Puget Sound Regional Council; Covered Employment Estimates, 2012

²¹ Puget Sound Regional Council; Covered Employment Estimates, 2012

population below age 14, and a larger drop in the population between ages 35 and 44. The share of families with children may be shrinking. The number of younger adults has stayed relatively consistent, however. The most significant change has been the growth in population age 45 and older. This implies that the City's population is aging, and accommodating the needs of seniors will be an important factor for housing planning.

Household Profiles

These are the stories of several actual Lynnwood households who receive some kind of housing assistance from the Housing Authority of Snohomish County (HASCO). All names and many nonessential details have been changed to respect their privacy.

HANNA

Hanna is a foreign-born woman in her forties who lives with her disabled spouse, their four school-aged children, and an elderly family member. Between disability and child allowance, Hanna makes \$2,159 per month.

With Assistance

With her housing assistance voucher administered by HASCO, Hanna pays \$413 in rent and \$273 in utilities for a four bedroom apartment shared with her family. This leaves them with \$1,473 per month.

Without Assistance

Without a voucher, Hanna would pay \$1,650 in rent and \$273 in utilities for the same apartment. This would leave Hanna with \$236 for food and essentials for her household. Without her housing voucher, Hanna would spend almost 90% of her income on housing. The median total cost for 4 bedroom units in Lynnwood at the time of this reporting was \$1,747. While this is more affordable than her current apartment, the rent for this apartment would still represent 80% of her total income. There is also no guarantee Hanna would find a unit as affordable as her current unit—at the time of this report, 4 bedroom rents in Lynnwood ran as low as \$1,442, but as high as \$2,947, including utilities²².

RICK

Rick lives in a modest, one bedroom apartment unit built in the late 1960's. Rick is an elderly single male veteran. Rick's sole source of income comes from Social Security payments amounting to \$885 per month.

With Assistance

Rick pays \$102 per month in rent plus \$179 in utilities with his Section 8 housing voucher. This leaves him with \$604 per month to support himself.

²² Dupre and Scott, 2013

Without Assistance

The current asking rent for Rick's apartment is \$725 plus \$179 for utilities, making the payment total for Rick's apartment at \$879 per month. Without a voucher, Rick would surely not be able to afford renting his current apartment nor would he be able to afford food and essentials. The asking rent for Rick's apartment is almost identical to the median rent for 1 bedroom apartments in Lynnwood--\$725 versus \$730. At the time of writing this report, 1 bedroom rental units were advertised for rent in Lynnwood between the ranges of \$563 and \$950. While the lower end rents may be a cheaper alternative to Rick's current apartment, a voucher would still be necessary to relieve the cost burden of rent for an individual with Rick's income level.

JACKIE

Jackie is a single mother with two teenage children living in a three bedroom, one bathroom apartment in Lynnwood. Between her part-time job and federal assistance she has a total monthly income of \$2,406.

With Assistance

Jackie receives a Housing Choice Voucher administered by HASCO for \$768 toward her monthly rent. Her contracted rent for her 3 bedroom apartment is \$1,250. After her voucher is applied to her rent Jackie pays \$482 in rent and \$176 in utilities each month. This leaves Jackie with \$1,748 every month to support herself and two teenage children.

Without Assistance

The standard rent for Jackie's unit is \$1,496 including utilities. Without a voucher to offset the cost of her rent, Jackie would be spending approximately 62% of her income on rent—well above the optimal 30% recommended by HUD. If Jackie were to consider moving apartments, the median rent for 3 bedroom apartments with utilities included in Lynnwood would be unfavorably higher than her current rent at \$1,614.50—about \$100 more per month. If Jackie did not have her voucher, she would have to find a full time job paying at least \$28.77 per hour to afford her apartment. If she were working at minimum wage, she would have to work 125 hours per week to afford the unit.

2 Existing Housing Stock

Since its incorporation in 1959, Lynnwood has transformed from a rural community to a major economic hub for the region. Today, Lynnwood is 7.7 square miles in size and home to 3,200 businesses, supporting a mixture of single family homes and multifamily properties. Local housing tenure is divided almost evenly between owners and renters with 53% of households owning their home and 47% renting²³. Overall, 45.5% of the City's housing stock was developed between 1960 and 1979, with the share of housing by decade tapering down from 15.3% in the 1980s to 10.3% in the 2000s. As it composes such a significant portion of the Lynnwood's housing, the potential for deterioration of older housing and neighborhoods is an ongoing concern.

Table 2.1 shows the distribution of each tenure group between types of housing, while Figure 2.1 shows the distribution of tenure for each housing type. As shown in Table 2.1, 83% of the City's homeowners live in detached or attached single family homes²⁴, compared to 21% of the City's renters. While only 5% of homeowners live in manufactured homes, 83% of manufactured homes in Lynnwood are occupied by owners.

²³ US Census Bureau; American Community Survey, 2008-2012

²⁴ In this case, "single family home" is defined as a property where there is only one housing unit in the structure

Figure 2.3 provides information on new construction in the City in recent years. Figure 2.2 shows the total number of net new residential units per year from 2001 to 2011 for both the City and County, with the City on the left axis and the County on the right. Figure 2.3 illustrates the share of the City's new units composed of single and multi-family units. As shown, the City experienced a spike in development in 2002 and a subsequent steep fall. As of 2011, the market for new housing had not yet begun to recover. As 2011 is the most recent year data was released, at this time we cannot document the extent to which the local housing construction industry may have begun to recover.

Lynnwood features a significant stock of assisted housing – 2,737 units out of 12,037 in Snohomish County overall, or 23% of the total. For the purposes of this

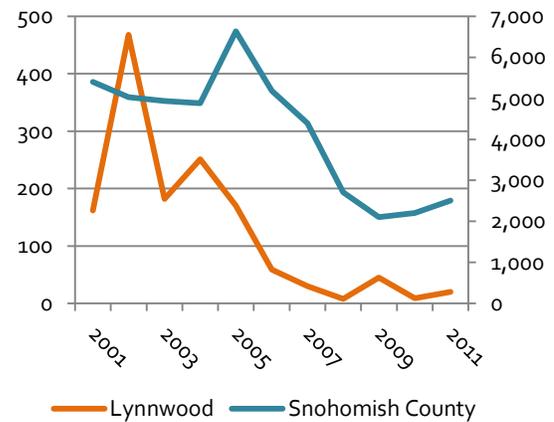
Table 2.1. Units in Structure by Tenure, City of Lynnwood

Units in Structure	Owner-Occupied Housing	Renter-Occupied Housing
1, Detached	77%	19%
1, Attached	6%	2%
2	0%	4%
3 or 4	3%	11%
5 to 9	3%	17%
10 to 19	2%	22%
20 to 49	2%	12%
50 or more	2%	12%
Manufactured Home	5%	1%
Total Occupied Units	7,520	6,788

Source: US Census Bureau; American Community Survey 2008-2012

report, Lynnwood's housing stock is divided into: a) subsidized rental units; b) workforce rental units; c) market rate rental units (both single- and multi-family); and 4) owner-occupied homes.

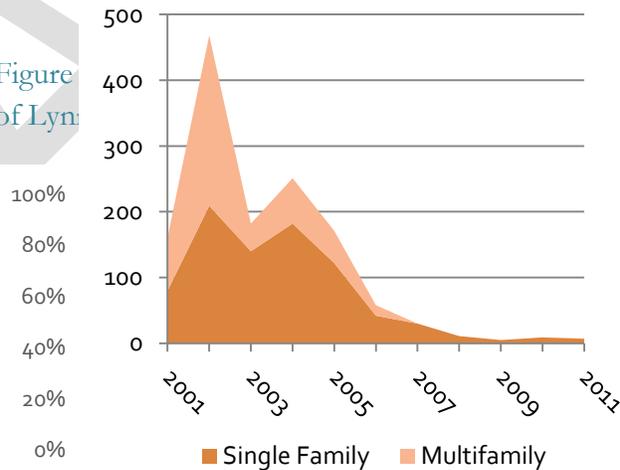
Figure 2.2. Net New Residential Units, City of Lynnwood and Snohomish County



Source: Puget Sound Regional Council

Figure 2.3. Net New Units by Type, City of Lynnwood

Figure of Lynn



Source: Puget Sound Regional Council

Source: US Census Bureau; American Community Survey 2008 - 2012

Subsidized rental units include households with the lowest incomes, typically less than 30% AMI. Populations targeted for subsidized rental units often include the disabled, elderly, and other populations living on fixed incomes and with special needs. A subsidized property is one that receives funding, perhaps rental assistance or an operating subsidy, so that its residents pay below-market rents affordable for their income level. Some properties only apply their subsidy to select units. It is also common for subsidized units to be restricted to certain groups like families, the elderly, or homeless.

Workforce rental units are targeted to working households that still cannot afford market rents. Workforce rental units and subsidized rental units are both considered “assisted”, but differ in several aspects. The key difference between subsidized and workforce units is that workforce units have a subsidy “built in” through the use of special financing methods and other tools, allowing (and typically requiring) the landlord to charge less for rent. An example of this would be when a private investor benefits from low income housing tax credits when building a new residential development. In exchange for the tax credit savings, the property owner would have to restrict a specified number of units to a certain income level for a certain period of time. When the owner is a for-profit entity, this often means that rents on restricted units will become market rate units when the period of restriction has ended. While nonprofit owners may also utilize workforce tools for capital funding, they are more likely to preserve restrictions on units longer than required. The distribution of Lynnwood’s assisted units by income level served, both subsidized and workforce, is provided in Table 2.2. This includes both the incorporated area and MUGA.

Market rate rental units are simply the stock of all housing units available for rent in the open market. These are units that are privately owned and whose rents are determined by market supply and demand pressures. A market rate rental unit can also be a subsidized rental unit, as is the case with the Federal Section 8 Housing Choice Voucher (HCV) Program. Section 8 vouchers can be used to rent any unit, as detailed below. Finally, home ownership includes all owner-occupied homes²⁵.

Table 2.2. Assisted Units by Income Level Served, City of Lynnwood and MUGA

Extremely Low	1,007
Very Low	703
Low	1,031
Moderate	6
Middle	0

Source: HASCO, 2014

Subsidized Housing Units

Lynnwood currently has 1,307 units of subsidized housing in its incorporated area and MUGA funded from a range of sources including Section 8 Housing Choice Vouchers (HCVs); Section 8 Project-Based

Table 2.3. Subsidized Units by Funding Source, City of Lynnwood and MUGA

Section 8 HCV	770
Public Housing	82
Section 8 PBV	212
USDA Rental Assistance	95
HUD 202 Rental Assistance	148

Source: HASCO, 2014

²⁵ Includes detached single family homes, townhomes, condominiums, and manufactured homes

Vouchers; USDA Rental Assistance; HUD Section 202 Rental Assistance; and federally-subsidized public housing. As of February 2014, there were 770 HCVs in use in Lynnwood administered by the Housing Authority of Snohomish County (HASCO)²⁶. The remaining 537 units of subsidized housing are distributed between 22 properties; all listed in Appendix B. Table 2.3 shows the distribution of all subsidized units by funding source.

Families making up to 50% of AMI are eligible for Section 8 housing vouchers, however, 75% of these vouchers are limited to individuals making no more than 30% of AMI. Public Housing Authorities (PHAs) receive federal funds from the US Department of Housing and Urban Development (HUD) to administer the HCV program. HUD sets Fair Market Rents (FMRs) annually and PHAs determine their individual payment standards (a percentage of FMR) by unit bedroom size. The tenant identifies a unit, then the PHA inspects the unit to make sure it meets federal Housing Quality Standards and determines if the asked rent is reasonable. If the unit is approved, the tenant pays rent equal to 30-40% of their income, and the PHA pays the difference directly to the landlord. While the voucher amount is set up so that a family does not need to spend more than 30% of their income on housing, including an allowance for utilities, a family may choose to spend up to 40% of their income on housing. This happens most often when the family chooses a home that is larger than the size approved for their voucher. The two PHAs that administer the HCV program in Snohomish County are HASCO and the Everett Housing Authority (EHA). Vouchers issued by both PHAs can be used in Mountlake Terrace.

Because the number of vouchers a PHA can distribute is limited to the amount of federal funding received, the wait for a new applicant to receive a HCV can be extremely long and is usually dependent on existing voucher holders leaving the program. Until recently, the wait to receive an HCV from HASCO had been about 6 years. At the time this report was produced, however, there was no estimate of how long the wait for a voucher will be, as funding for the HCV program has been frozen due to the sequester. HASCO has also recently closed their waitlist.

Workforce Housing Units

Lynnwood is home to 14 workforce housing multi-family properties containing 1,430 units of workforce housing, all listed in Appendix B. Assisted workforce housing properties are defined by the fact that they received some form of one-time subsidy in exchange for rent restrictions. Workforce funding types do not involve ongoing rental assistance, and rents are not tailored to individual household incomes. These subsidies can include:

Table 2.4. Workforce Units by Funding Source, City of Lynnwood and MUGA

Tax Credit	951
Bond	793
HUD Multifamily Loan	56
County HOME	484
County Housing Trust Fund	30
State Housing Trust Fund	221

Source: HASCO, 2014

²⁶ Housing Authority of Snohomish County, 2013

- Capital Financing - Low-interest-rate mortgages, mortgage insurance, tax-exempt bond financing, loan guarantees, and pre-development cost reduction financing.
- Low-Income Housing Tax Credits (LIHTC) – Tax credits provided to developers that can be sold for the purposes of up front debt reduction.
- Federal, State, and County Grant Programs – Grants provided to local governments from the federal government for construction or renovation of below-market-rate units. Community Development Block Grants and HOME Investment Partnership grants are two popular examples.

Assisted workforce housing in Lynnwood has been funded through a variety of sources, including tax credits, bonds, and HUD multifamily loans. Further, while the name may suggest otherwise, it is common for developers to use workforce funding sources to fund housing for groups like seniors. Appendix B also provides information on populations served by property. Table 2.4 shows the number of workforce units funded per major source in Lynnwood. This only includes units that do not have additional rental assistance (Considered 'subsidized' in this report), which often also use workforce subsidies as part of their financing. As most workforce properties use more than one funding source, there are units counted multiple times in the different funding categories listed in Table 2.4. Simply put, financing for any affordable housing project is often very complicated and can involve an array of public, nonprofit, and private entities.

While some of these properties currently restrict occupancy of all of their units to low-income households, many other workforce housing properties only dedicate a portion of their units. This is typical of properties developed or rehabilitated by private entities using tax credits or tax-exempt bond financing in exchange for income restrictions on the properties. In those cases, affordable housing requirements are limited to a certain period of time, typically 20 to 30 years, after which time the property owners can increase rents to market rates.

It is possible for a property to feature both subsidized and workforce units. One local example is the Meadowdale Apartment complex, owned by the nonprofit Low Income Housing Institute. Of the 108 total units, 15 units serve as transitional housing for homeless families with children under the Gates Foundation's Sound Families Program. The remaining units are workforce units subsidized by bonds restricted to households under 80% AMI, with 10 units reserved for households with disabled individuals.

Market Rate Rental Units

There are an estimated 551 multifamily properties in Lynnwood, ranging in size from duplexes to apartment complexes with hundreds of units. According to the ACS, 5,261 out of 6,788 renter-occupied housing units are in multifamily properties. This compares to 883 out of 7,520 owner-occupied housing units.

Table 2.5 summarizes ACS data on the number of units available at certain rent levels by bedroom size in Lynnwood. ACS rent data is not consistent with other sources of local market rate rent data for the City. This could be because the ACS sample may include subsidized units and less formal rent arrangements – renting rooms or mother-in-law suites in single family homes, renting from family members – that are more affordable. ACS rent data also does not include utility allowances.

Table 2.5. Number of Renter-Occupied Units by Rent and Unit Size, 2012 (Without Utilities)

	Studio	1 Bedroom Units	2 Bedroom Units	3+ Bedroom Units
Less than \$200	0	58	34	13
\$200 to \$299	0	126	48	40
\$300 to \$499	0	104	52	0
\$500 to \$749	12	408	147	41
\$750 to \$999	26	950	1294	60
\$1,000 or more	48	365	1503	1165

Source: US Census Bureau; American Community Survey, 2008 - 2012

To provide a better idea of what a household looking for a home today could expect to pay in rent and utilities for a home in Lynnwood, rent data was obtained from Dupre and Scott. In addition to being presented in full in Appendix A, this data (which includes both multifamily and single family rental units) is summarized in Table 2.5. In addition to the average rent by number of bedrooms in the sample, the minimum full time hourly wage to afford each average rent, along with that wage translated into annual terms and, as a contrast, the number of hours someone would have to work per week earning Washington State’s minimum wage to afford the unit. A table of income levels by household size is provided in Appendix E for comparison purposes, and Table 2.6 shows the affordability distribution of average rents in Lynnwood by size. In this table, “Yes” means that the average rent is affordable to a household at that income level, adjusting for household size, “Limited” means that the average rent is not affordable but there are lower end affordable units, and “No” means that the entire rent range is not affordable.

As shown, the average studio apartment is affordable to a low income individual or very low income couple, and the average one bedroom apartment is affordable to a low income individual or couple. The lower end of the range of rents for these unit sizes drops to be affordable to very low income couples and individuals. This trend also holds for two bedroom units, where the average rent is accessible to low income households between two and four people in size and the lower segment is affordable to very low income households of the same size. At three bedrooms and larger, however, moderate income is required to afford the average unit, still adjusting for household size. While there are three bedroom units on the low end that are affordable to very low income three person and larger households, the cheapest four bedroom rent requires at least 50% AMI, or low income. The cheapest five bedroom rent requires earning at least 80% AMI.

Table 2.7. Distribution of Rent Affordability by Size

	Studio	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
Extremely Low	No	No	No	No	No	No
Very Low	Yes	Limited	Limited	Limited	No	No
Low	Yes	Yes	Yes	Limited	Limited	No
Moderate	Yes	Yes	Yes	Yes	Yes	Yes
Middle	Yes	Yes	Yes	Yes	Yes	Yes

Source: Dupre and Scott, 2013

The difference in minimum required income by size between single- and multifamily units is shown in Table 2.7. The lack of affordable four and five bedroom units could be explained by a lack of multifamily units in these sizes, as single family rental units tend to be more expensive than multifamily units of the same size.

Table 2.6. Average Rent and Affordability by Dwelling Size

	Average Rent (With Utilities)	Minimum Income Required		Equivalent No. of Hours/Week at WA Minimum Wage (\$9.32/hr.)	Rent Range (With Utilities)
		Per Hour	Annual		
Studio	\$778	\$14.96	\$31,120	65	\$546 - \$1,057
1 Bed	\$905	\$17.40	\$36,200	76	\$625 - \$1,325
2 Bed	\$1,129	\$21.71	\$45,160	95	\$697 - \$1,804
3 Bed	\$1,672	\$32.00	\$66,560	139	\$969 - \$2,415
4 Bed	\$2,065	\$39.71	\$82,600	173	\$1,442 - \$2,947
5 Bed	\$2,352	\$45.23	\$94,080	197	\$2,171 - \$2,526

Source: Dupre & Scott, 2014; National Low Income Housing Coalition, 2014

Table 2.8. Average Rent by Dwelling Size, Single- and Multifamily

	Multifamily Average Rent	Minimum Income	Single Family Average Rent	Minimum Income
Studio	\$ 778	Very Low	No Data	n/a
1 Bed	\$ 909	Low	\$ 712	Very Low
2 Bed/1 Ba	\$ 1,054	Low	\$ 1,286	Low
2 Bed/2 Ba	\$ 1,201	Low	No Data	n/a
3 Bed/1 Ba	\$ 1,219	Low	\$ 1,504	Low
3 Bed/2 Ba	\$ 1,462	Low	\$ 1,893	Moderate
4 Bed	No Data	n/a	\$ 2,065	Moderate
5 Bed	No Data	n/a	\$ 2,352	Moderate

Source: Dupre & Scott, 2013

Even accounting for the fact that utility allowances were added to the Dupre and Scott data, the range of rents available in the conventional market is generally higher than that reported in the ACS. Again, this could be explained by the ACS sample including subsidized units and informal rent arrangements. While ACS data is important as it shows what Lynnwood renters are actually paying, it does not give an accurate indication of what a typical renter searching for a market rate unit can expect to pay.

Home Ownership

Between 2008 and 2012, 57% of owner-occupied homes sold in Lynnwood were three bedrooms in size. 31% of homes sold were four bedrooms in size, meaning that three and four bedroom homes together represented 88% of sales. 4% were two bedrooms and 6% were five bedrooms. This includes freestanding single family homes, common wall single family homes (townhouses), manufactured homes, and condominiums²⁷.

In 2012, the median sale price for a home in Lynnwood was \$269,775. Assuming a 20% down payment and using average rates of interest, property taxes, utilities, and insurance, the monthly payment for this home would be \$1,547. For a family to afford this payment without being cost burdened, they would require an annual household income of at least \$61,890, above the City's median income but below both Snohomish County median income and the Seattle- Bellevue HMFA median income.

Appendix C provides detailed statistics on sales of single family homes from 2008 - 2012 as well the minimum income necessary to afford the median sale home by year. As shown, the median sale price dropped by 24% during this period. The total number of sales actually rose significantly in 2009, and stayed relatively steady through to 2012. While the City did see a dramatic reduction in terms of new

²⁷ Snohomish County property use codes 111, 112, 116, 117, 118, 119, 141, 142, 143

housing production, its market for home sales does not appear to be as severely affected by the recession as some neighboring cities.

Table 2.7 displays the percentage of 2012 sales of homes of different sizes that are affordable to each income level. “Not affordable” means that the minimum income required is higher than the middle income upper cutoff. All of the percentages specify the portion of homes of that size that someone in the particular income group could afford, adjusting for household size as detailed in Appendix F.

Table 2.9. Affordable Home Sales by Size, 2012

Bedrooms	Extremely Low	Very Low	Low	Moderate	Middle	Not Affordable	Total Sales
0	80%	80%	80%	120%	120%	0%	5
1-2	2%	34%	77%	91%	91%	9%	44
3	0%	13%	78%	96%	99%	1%	553
4	0%	4%	64%	96%	100%	0%	302
5+	0%	7%	58%	95%	100%	0%	55

Source: Snohomish County Assessor, 2014

The “affordability gap” describes situations where there are more households at a given income level than there are housing options affordable to those households. Figure 2.4 displays the percentage of households in Lynnwood at each income level as well as the percentage of all home sales in 2012 that each income level could afford. Figure 2.6 shows how the percentage of sales affordable to each income level has changed from 2008 to 2012. As shown, there are plenty of affordable sales for households earning at least 80% AMI, which is the minimum income recommended for home ownership. While affordability for middle income households was never a challenge from 2008 – 2012, the situation improved significantly for moderate and low income households. Assuming the portion of low income households has stayed relatively stable, the affordability gap for home sales went from a deficit to a surplus for low income households from 2008 to 2012.

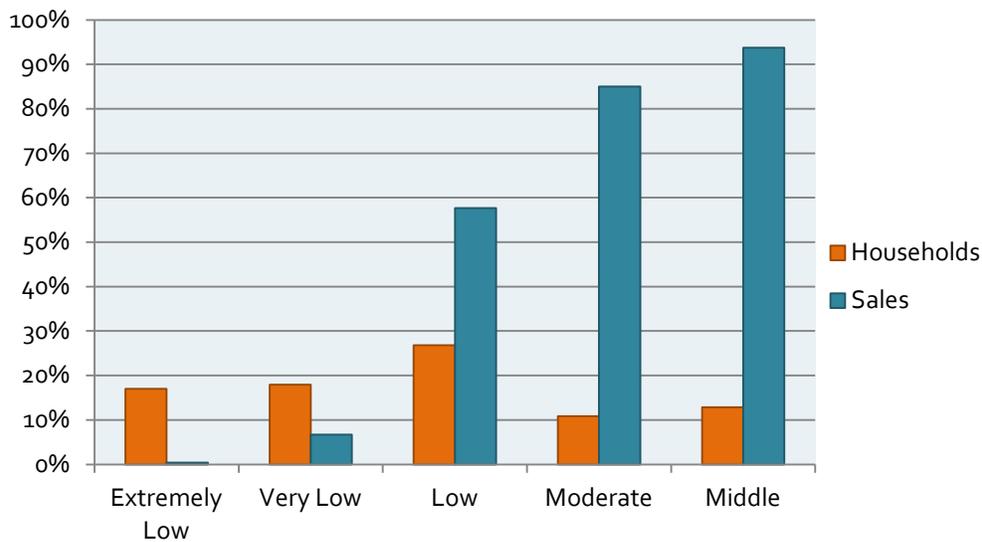
While these measures consider the ongoing affordability of home ownership, there are other important factors not easily measured. While a 20% down payment is assumed in calculating the monthly debt service, the question of whether or not a household can obtain the funds necessary for a down payment is another important question. This also assumes that a very low income household could be approved for a mortgage. Due to ongoing repair and maintenance costs, home ownership may not be the best choice for many lower income households. For all these reasons, home ownership is generally targeted for households earning at least 80% AMI.

Further, many of the most affordable sales were likely only so affordable because they were foreclosed homes sold by banks. 15531 Admiralty Avenue, for example, is a 3 bedroom condo that Fannie Mae sold for \$181,400 in 2012. At that price, a household with an income of only \$44,698 could afford the

estimated monthly ownership cost²⁸ of around \$1,110. This same home sold for \$325,000 in 2006, well out of reach to the household with the minimum income necessary to afford it in 2012. While low priced foreclosed homes can put home ownership within reach for more households, this is accomplished at the expense of previously displaced homeowners. Additionally, these sales contribute to ongoing uncertainty about market home values. Low income home buyers could also become cost burdened by ongoing operational expenses on these “bargain” homes.

For those households where ownership is a good fit, HomeSight is a local nonprofit Community Development Corporation that works with lower-income households in Snohomish and King County to overcome barriers to ownership like financing for down payments. HomeSight also provides services for homeowners facing foreclosure.

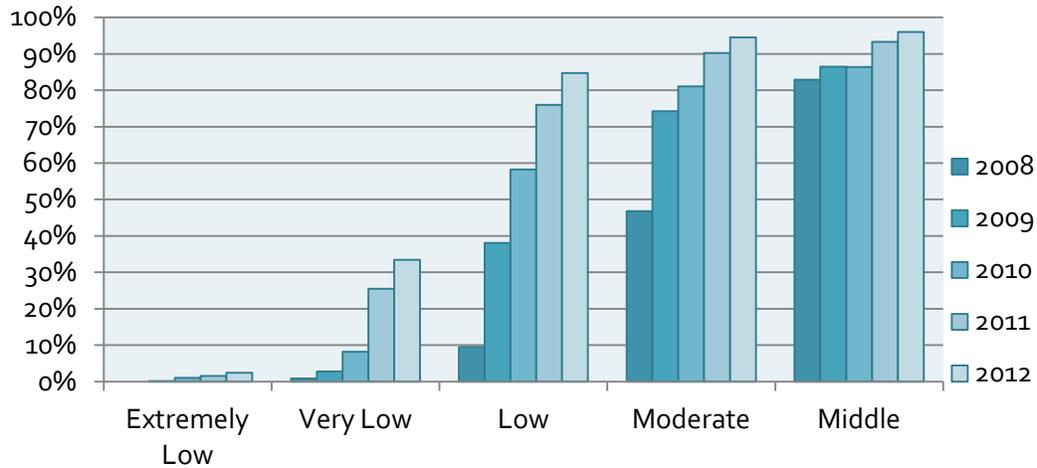
Figure 2.4. 2012 Home Sale Affordability Gap, City of Lynnwood



Source: US Census Bureau; American Community Survey, 2008-2012; Snohomish County Assessor, 2014

²⁸ Includes debt service, property tax, insurance, and utilities

Figure 2.5. Home Sale Affordability, 2008 - 2012



Source: Snohomish County Assessor, 2014

Figure 2.6 below, shows how sales have been divided between single family homes, condominiums, and manufactured homes over time. Table 2.10 shows how many sales of each type were affordable to each income level in 2012 and Table 2.11 displays home sales in 2012 described by number of bedrooms in the unit.

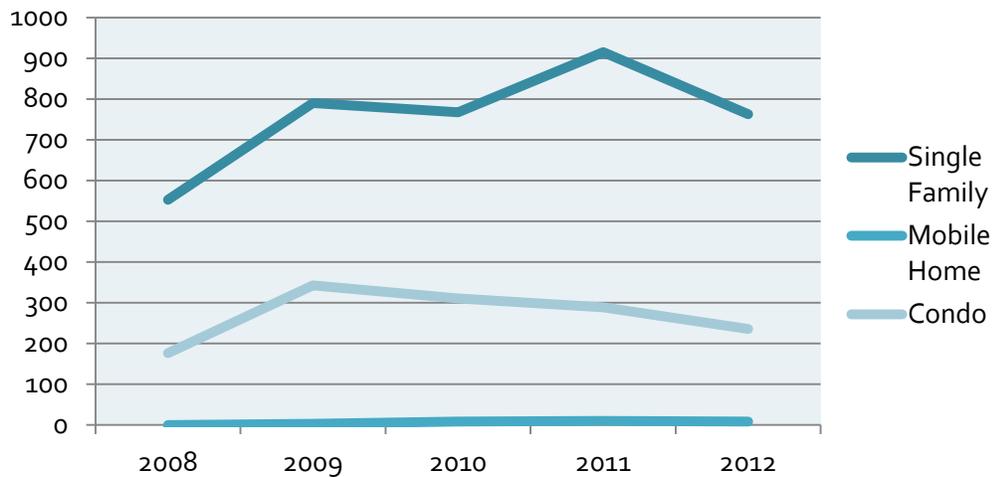


Figure 2.6. Home Sales by Type, 2008-2012

Source: Snohomish County Assessor, 2014

Table 2.10. Affordable Home Sales by Type, 2012

	Single Family	Manufactured Home	Condo
Extremely Low	20	4	0
Very Low	237	3	74
Low	400	1	116
Moderate	80	0	19
Middle	11	0	4
Not Affordable	7	0	23

Median Sale Price \$ 272,000 \$ 40,000 \$ 295,000

Source: Snohomish County Assessor, 2014

Table 2.11. Size of Homes Sold by Type, 2012

Bedrooms	Single Family	Manufactured Home	Condo
1-2	41	0	4
3	445	4	126
4	232	0	89
5+	43	0	17
Total	761	4	236

Source: Snohomish County Assessor, 2014

Shared Rental Housing

A popular market rate, affordable housing option is to split housing costs with other roommates. These arrangements can include renting a room, suite, or accessory dwelling unit (ADU) from a homeowner living on site. For 11 shared rooms advertised on Craigslist in Lynnwood, the monthly cost ranged from \$460 to \$700, including utilities. The median rental price for these listings is \$550.

Rents in this range are easily within reach for very low income single individuals, and possibly even extremely low income couples. Individuals seeking roommates are able to discriminate in who they choose to share their housing, however, and often stipulate a preferred gender or limit occupancy to one person per room. It may be difficult for families with children, or disabilities, or other special needs to find a suitable shared housing situation.

3. Current Challenges and Opportunities

While the City of Lynnwood is an economic hub for Snohomish County, one of few cities where the jobs-housing balance tips in favor of jobs, its local median income is low - \$49,839 compared to \$68,338 for the County overall. The City also features lower rents than other cities and a higher stock of assisted housing (both subsidized and workforce), but demand still surpasses supply. While there are currently 1,818 units of assisted housing serving households earning 50% AMI and below, there are an estimated 6,262 households earning 50% AMI and below²⁹. Expanded provision of subsidized housing is limited by severe cutbacks in housing funding at the federal level. 82% of extremely low income renters and 88% of very low income renters are still cost burdened in the City.

While improving affordability cannot be accomplished without increasing the overall housing supply, market rate housing cannot alone meet the needs of the poorest households. While Lynnwood's housing is generally more affordable than in other nearby cities, the cost of construction—and the scarcity of financing—still keeps the market rate above what many households can afford. For those earning less than 30% AMI, it will be impossible to find a traditional market rate unit that is also affordable. This is not a challenge unique to Lynnwood, as properties with rents this low require an ongoing subsidy of some kind in today's market. For those earning between 30 and 50% AMI, there are available market rate affordable units three bedrooms and less in size. Less than half of the stock of these units are likely to be affordable to households with very low incomes, and because they are not income restricted, very low income households may still be edged out by households with higher incomes that choose to live in more affordable units. Large units typically require low or moderate income at a minimum.

The price of the median home in 2012 required an income just above the City's median, but still well below Snohomish County and Seattle-Bellevue HMFA median income. Generally, home sales in 2012 were affordable to households above 80% AMI, the group targeted for home ownership. Like most cities, sale prices dropped from 2008 to 2012 – by 23% in the case of Lynnwood. While significant, this drop is not as steep as those seen in some other County cities, and the volume of sales remained relatively consistent. Even if home sale prices return to the 2008 level as the housing market recovers, the City's market would still be relatively affordable for moderate and middle-income households. There may still be other barriers to home ownership for moderate income households, however, including access to financing.

46% of the City's total housing stock was constructed between 1960 and 1979 and beginning to show its age. While older housing is generally more affordable, deterioration of neighborhoods can become a concern for public health and welfare. Lynnwood has clear Comprehensive Plan policies that discourage conversion of single family property to other uses. Therefore, older single family homes and

²⁹ HASCO, 2014; US Census Bureau, American Community Survey 2008-2012

their neighborhoods will either: a) be maintained as attractive, safe and desirable neighborhoods; or b) decline due to a lack of investment and upkeep; or c) be replaced incrementally with new single family construction. The City has the opportunity to implement programs and policies that ensure that Lynnwood's residential areas remain safe and desirable.

An extension of Sound Transit light rail from Seattle to Lynnwood is anticipated for 2023. This will reinforce the City's importance as a center for jobs, goods and services, housing, and mobility. Locating housing near transit is a proven strategy to ensure accessibility to mobility options.

In addition to working on a range of projects to develop a more vibrant, livable city center, the City is pursuing a number of strategies to maintain housing affordability while increasing economic opportunity for its population. These include:

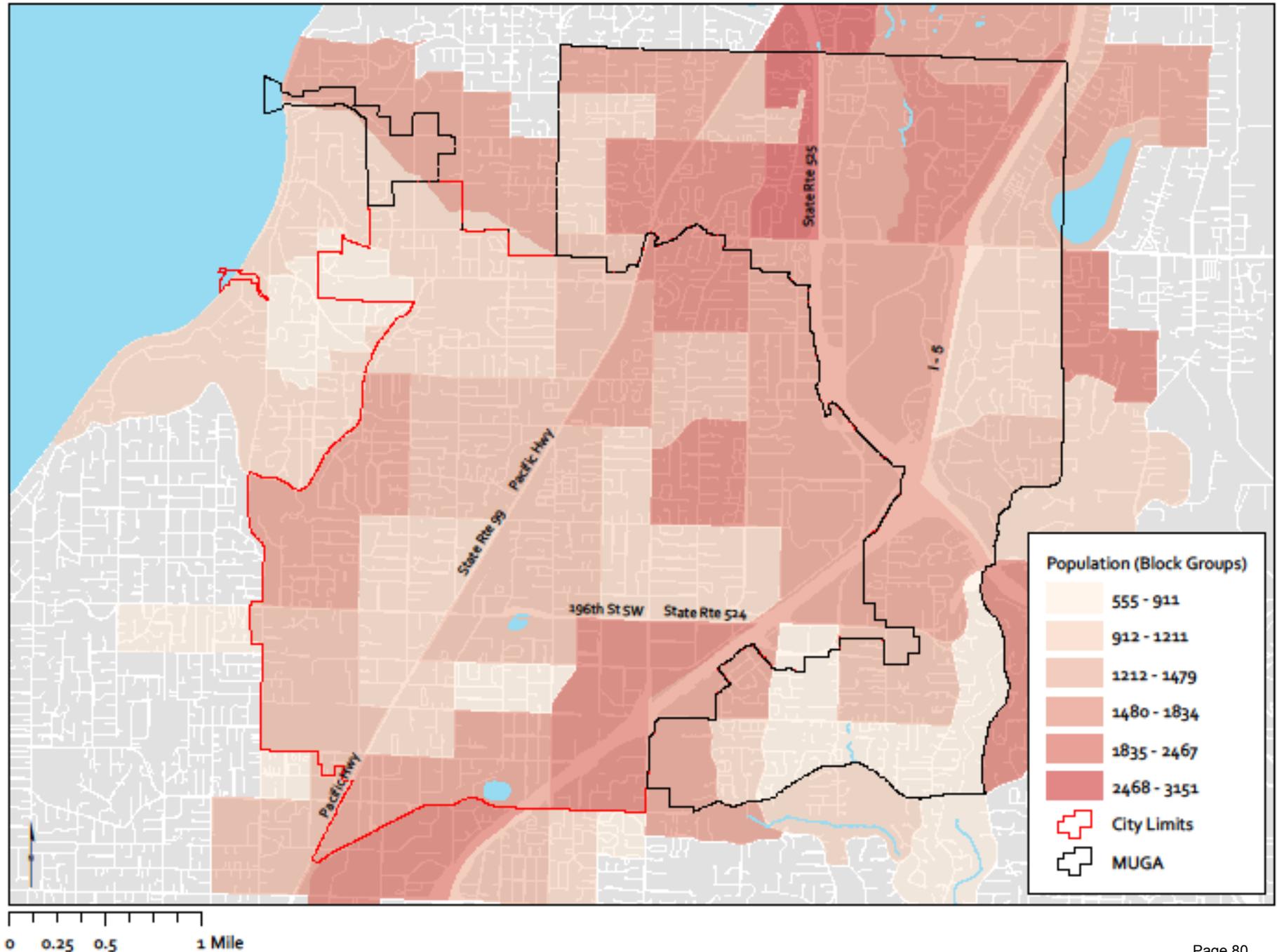
- Participating in the Alliance for Housing Affordability
- Preserving and improving existing housing stock
- Higher density mixed-use projects in activity centers
- Implementing design standards for developments containing housing, including new requirements for onsite open space and recreation amenities.
- Incorporating market-based senior housing to accommodate an aging population
- Considering incentives such as density bonuses, cluster housing, zero lot line and affordable housing set-aside
- Increased opportunity for mixed-use development within commercial areas
- Promotion of business opportunity and job creation

4. Maps

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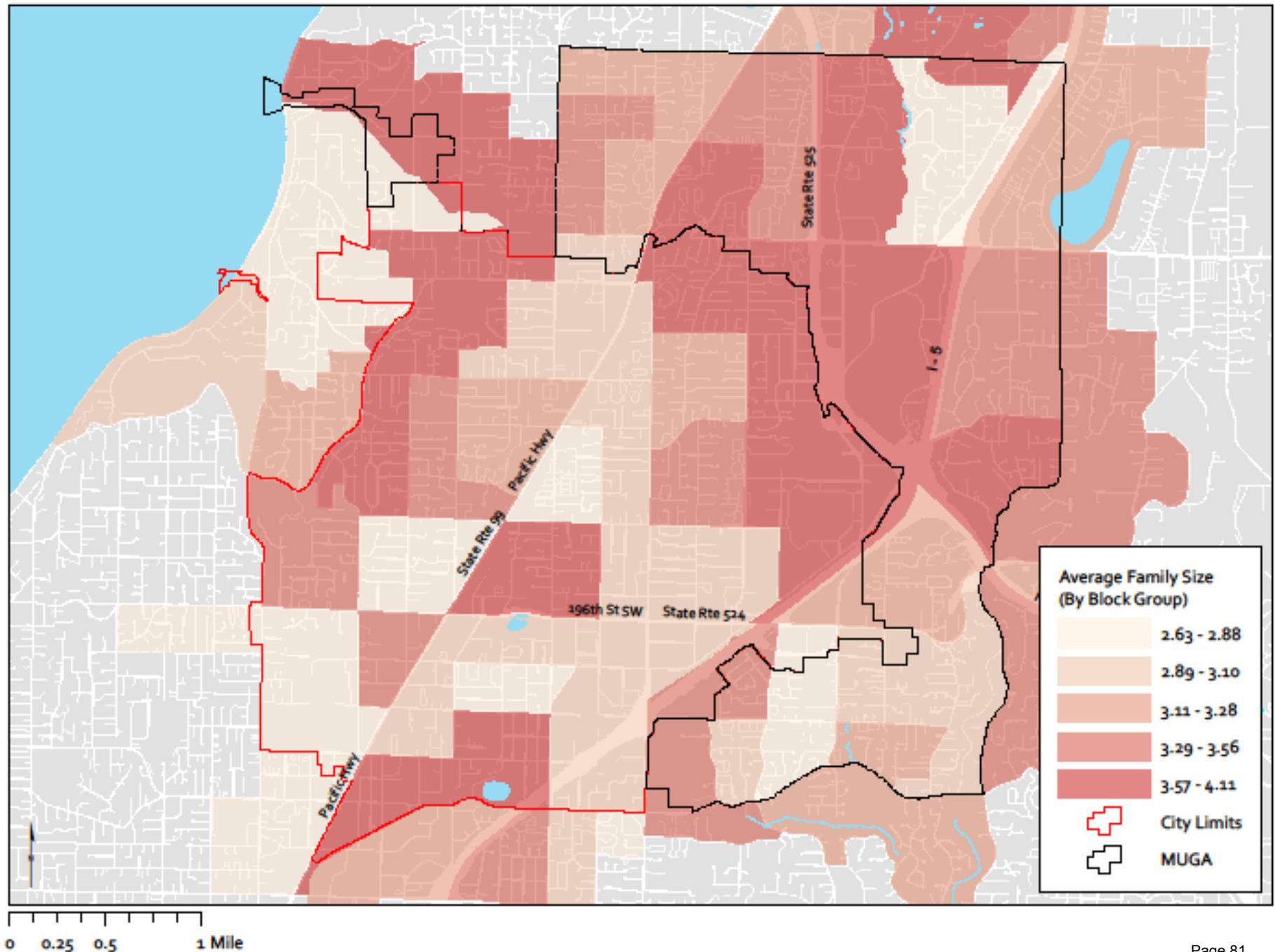
Map 1.1. Total Population, City of Lynnwood and Lynnwood MUGA

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



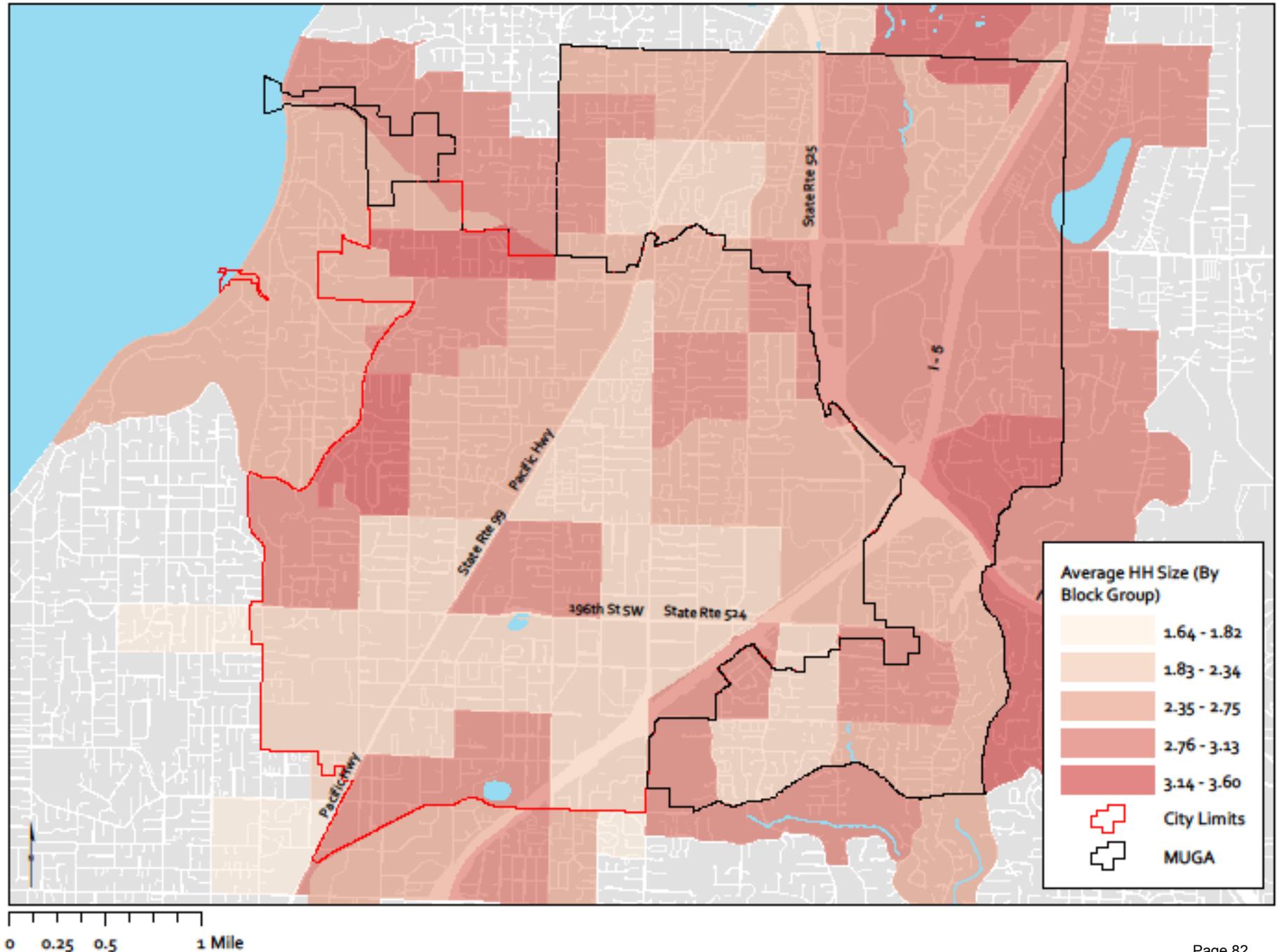
Map 1.2. Average Family Size

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



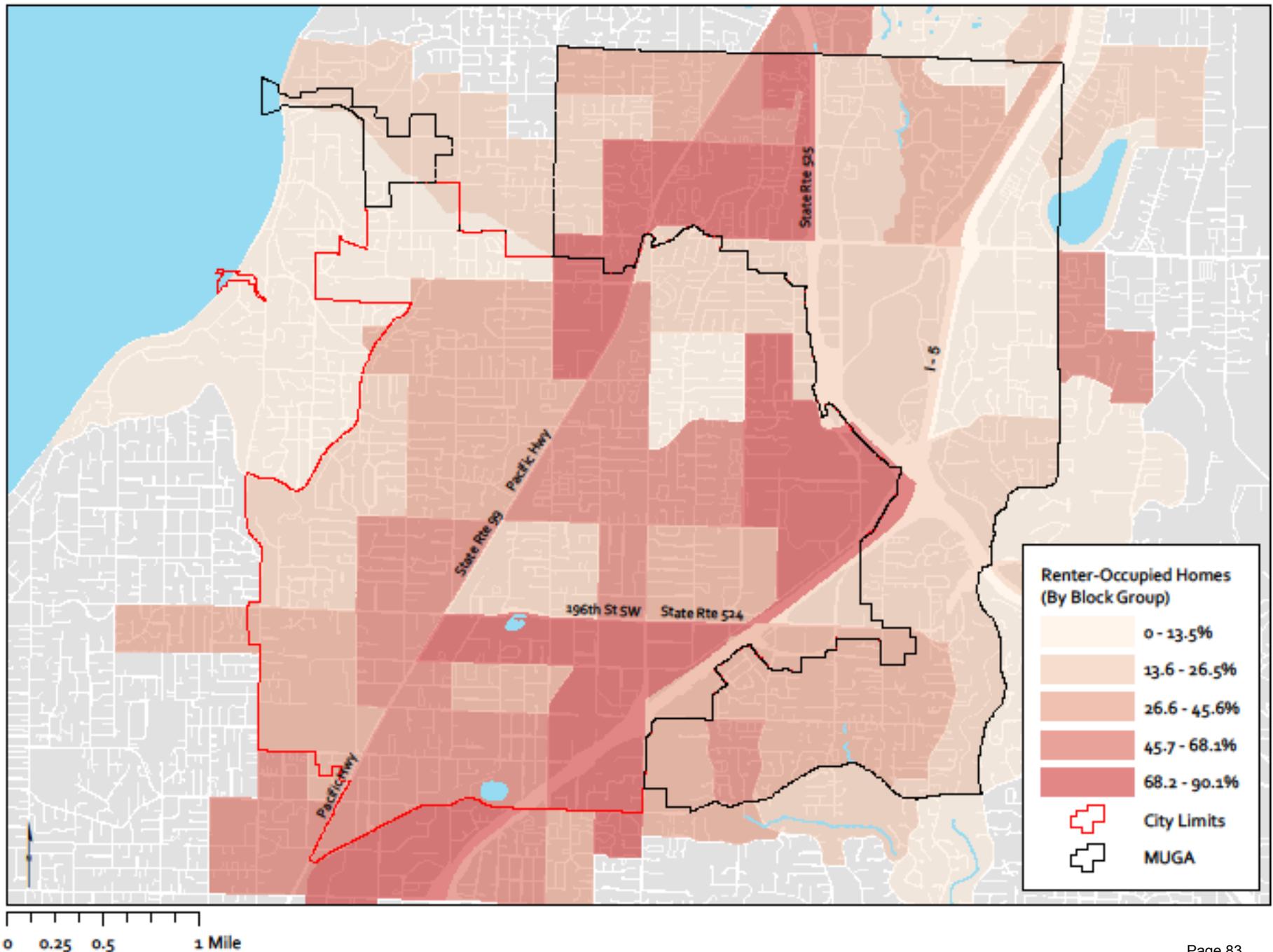
Map 1.3. Average HH Size

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



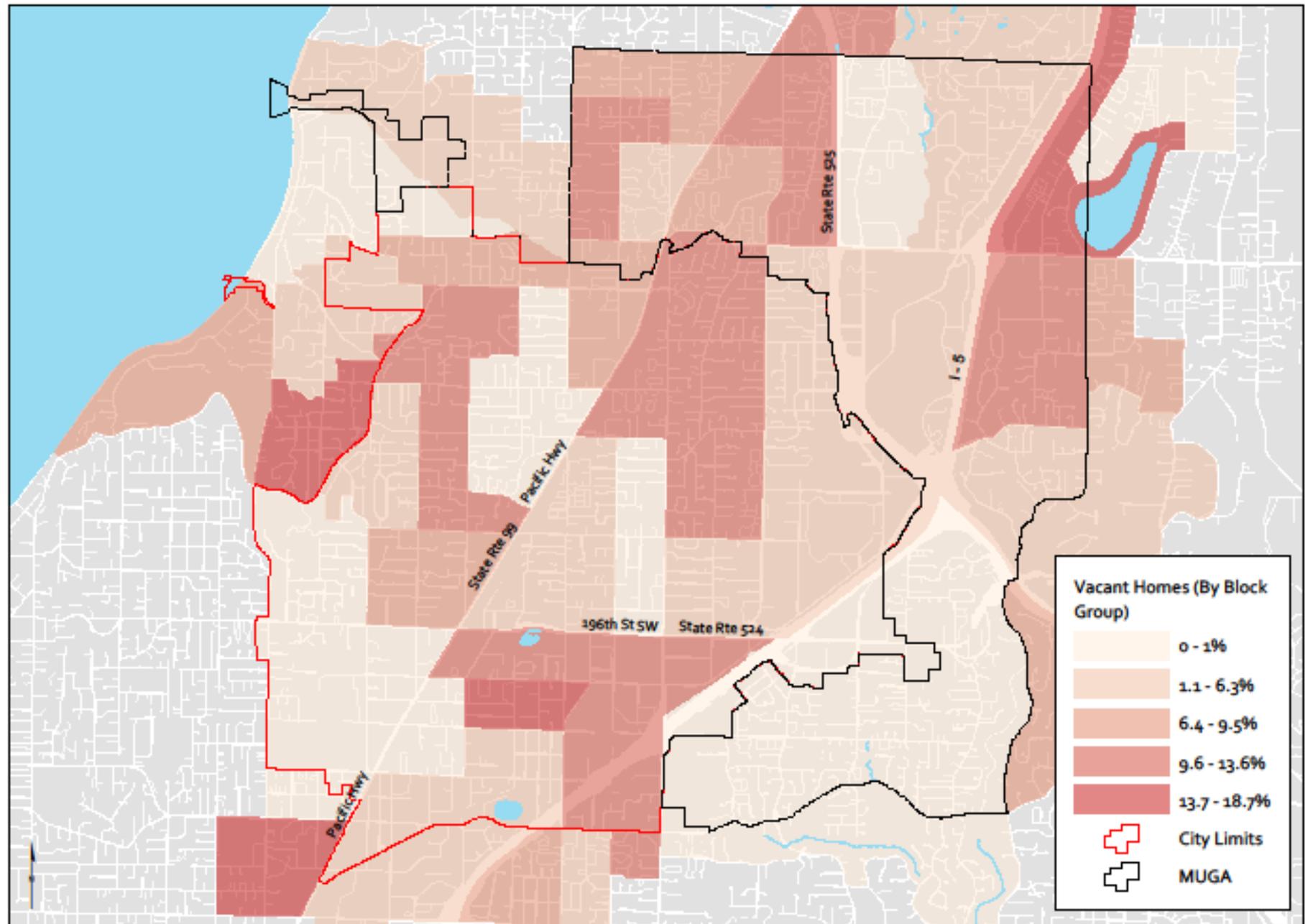
Map 1.4. Renter-Occupied Housing Units

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



Map 1.5. Vacant Housing Units

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



0 0.25 0.5 1 Mile

Map 1.6. Homeowners with Mortgages

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012

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Map 1.7. Low-Income Households

Sources: American Community Survey, 2008-2011; Snohomish County Information Services, 2012

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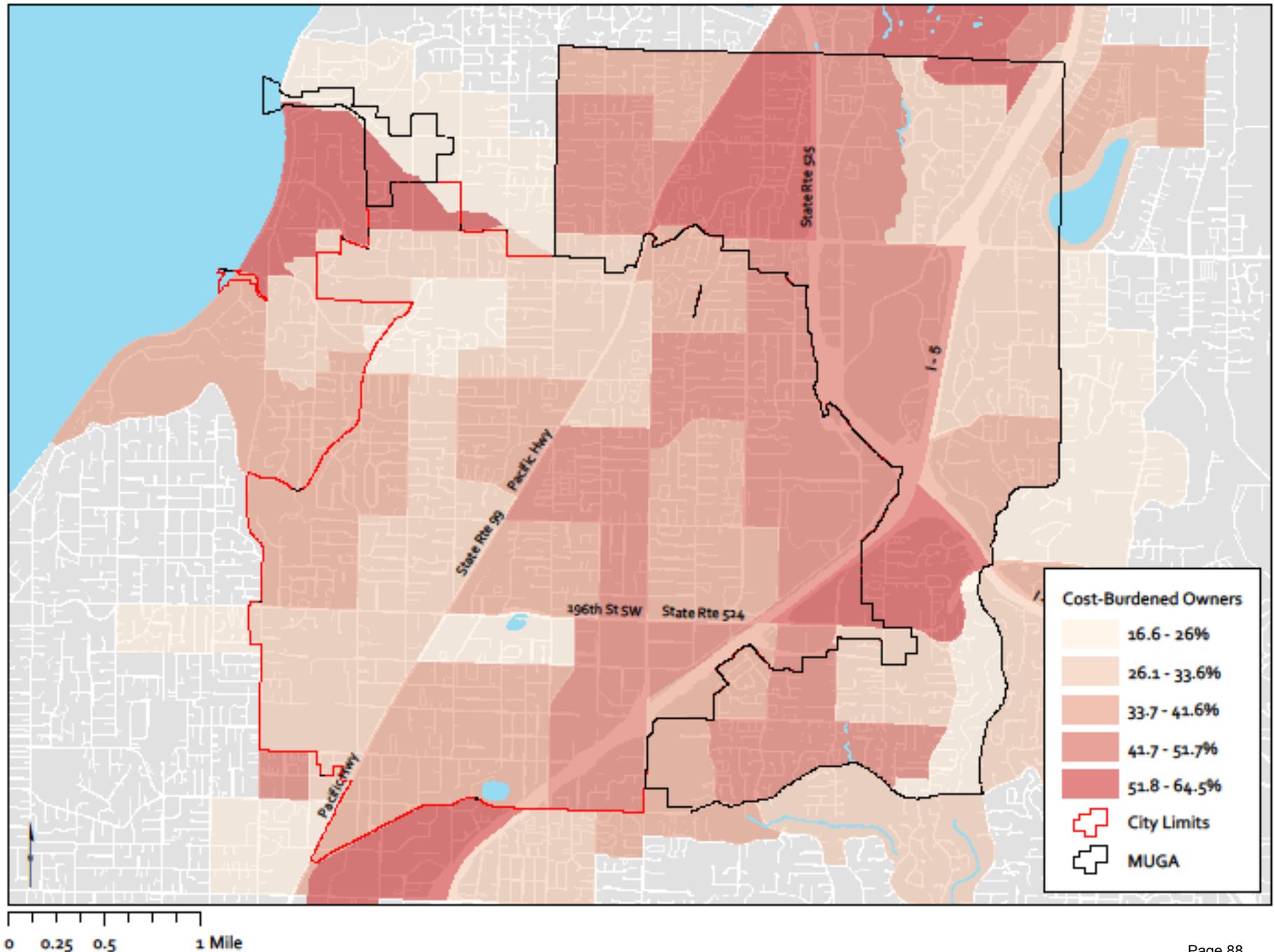
Map 1.8. Cost-Burdened Renters

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012

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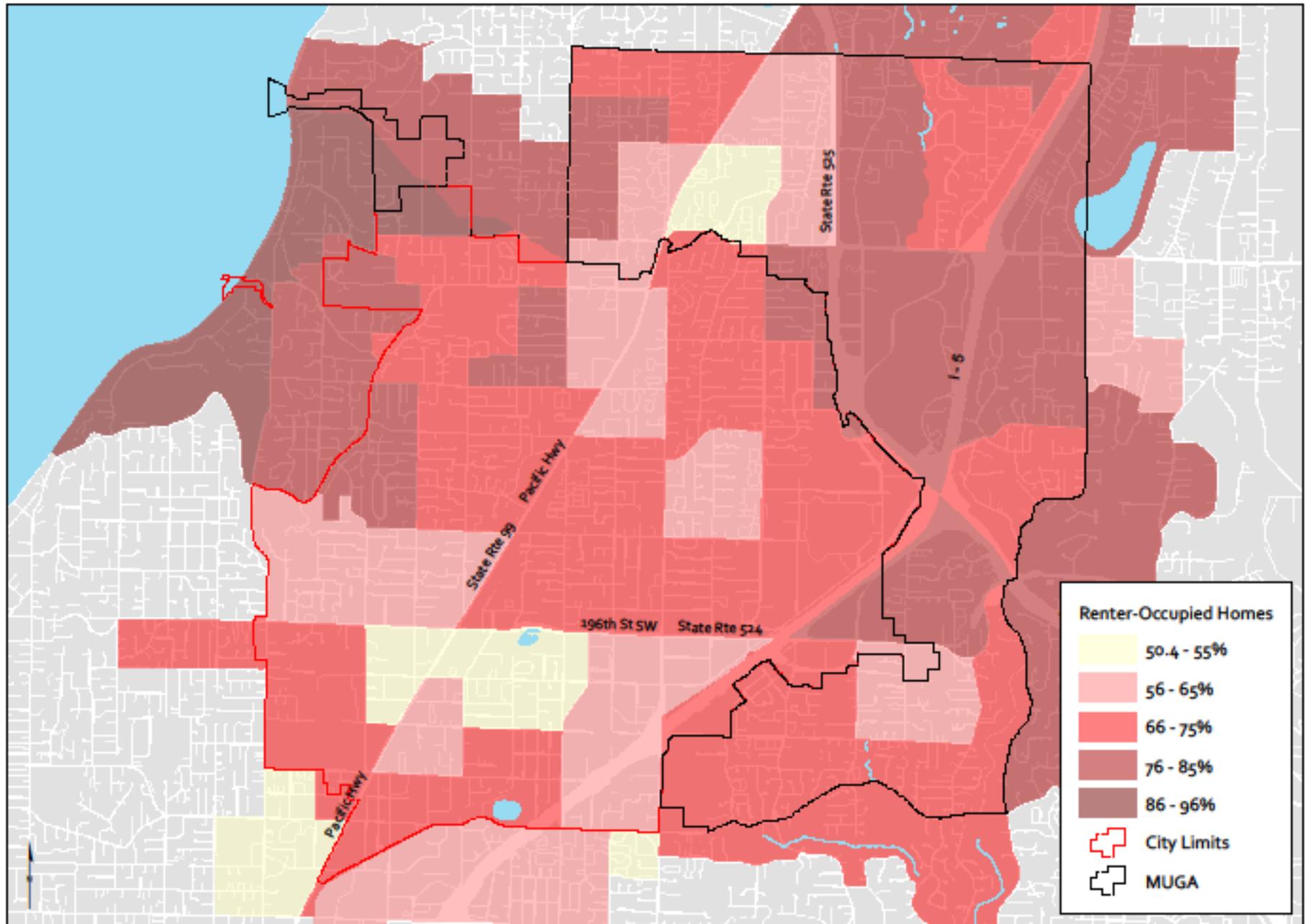
Map 1.9. Cost-Burdened Owners

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



Map 1.10. Housing & Transportation as Percentage of Low HH Income

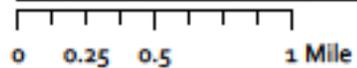
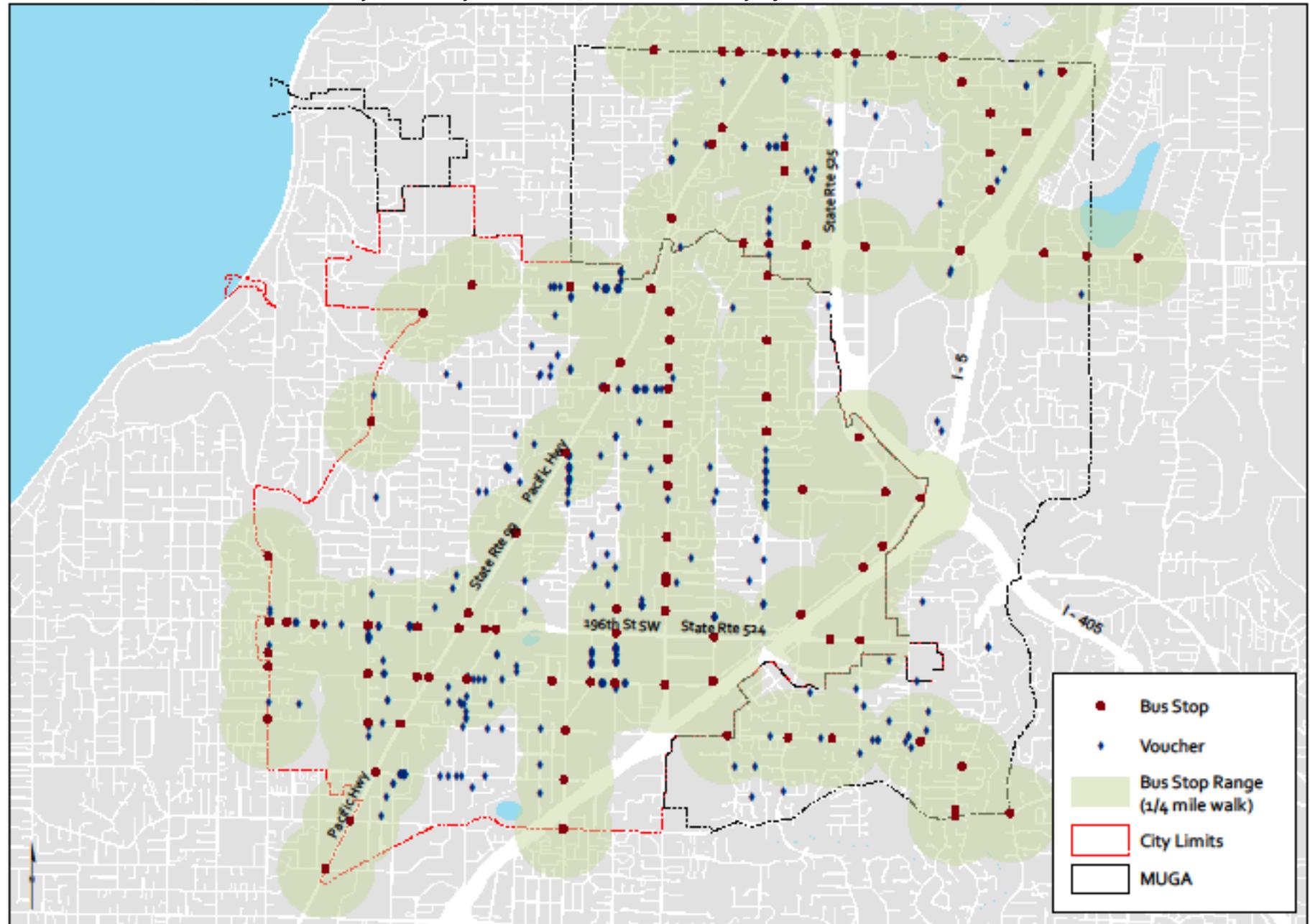
Sources: HUD, 2013; Snohomish County Information Services, 2012; US Census Bureau, 2012



0 0.25 0.5 1 Mile

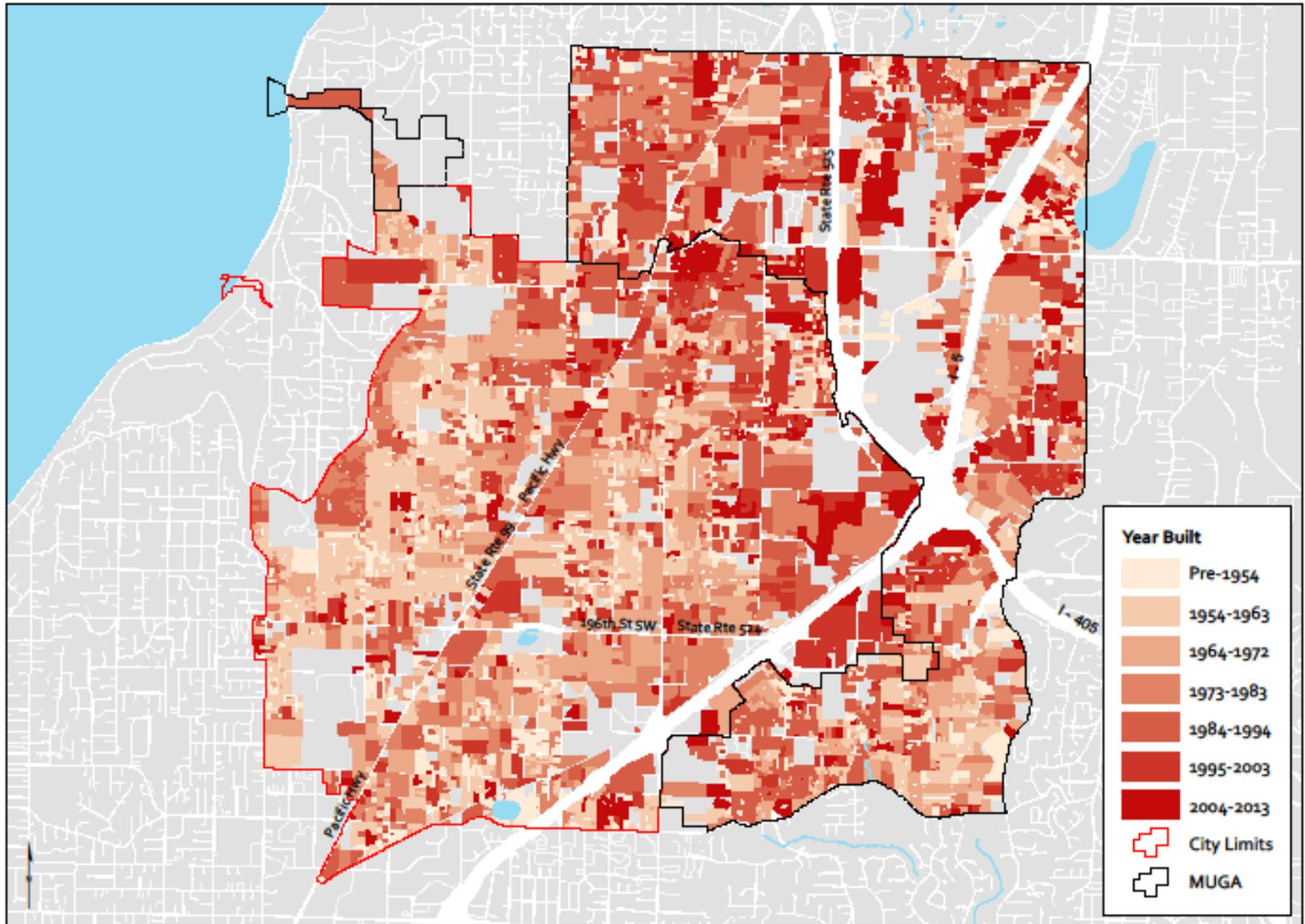
Map 2.1. Voucher Location and Transit Access

Sources: HASCO, 2013; Snohomish County Community Transit, 2013; Snohomish County Information Services, 2012



Map 2.2. Age of Housing Stock

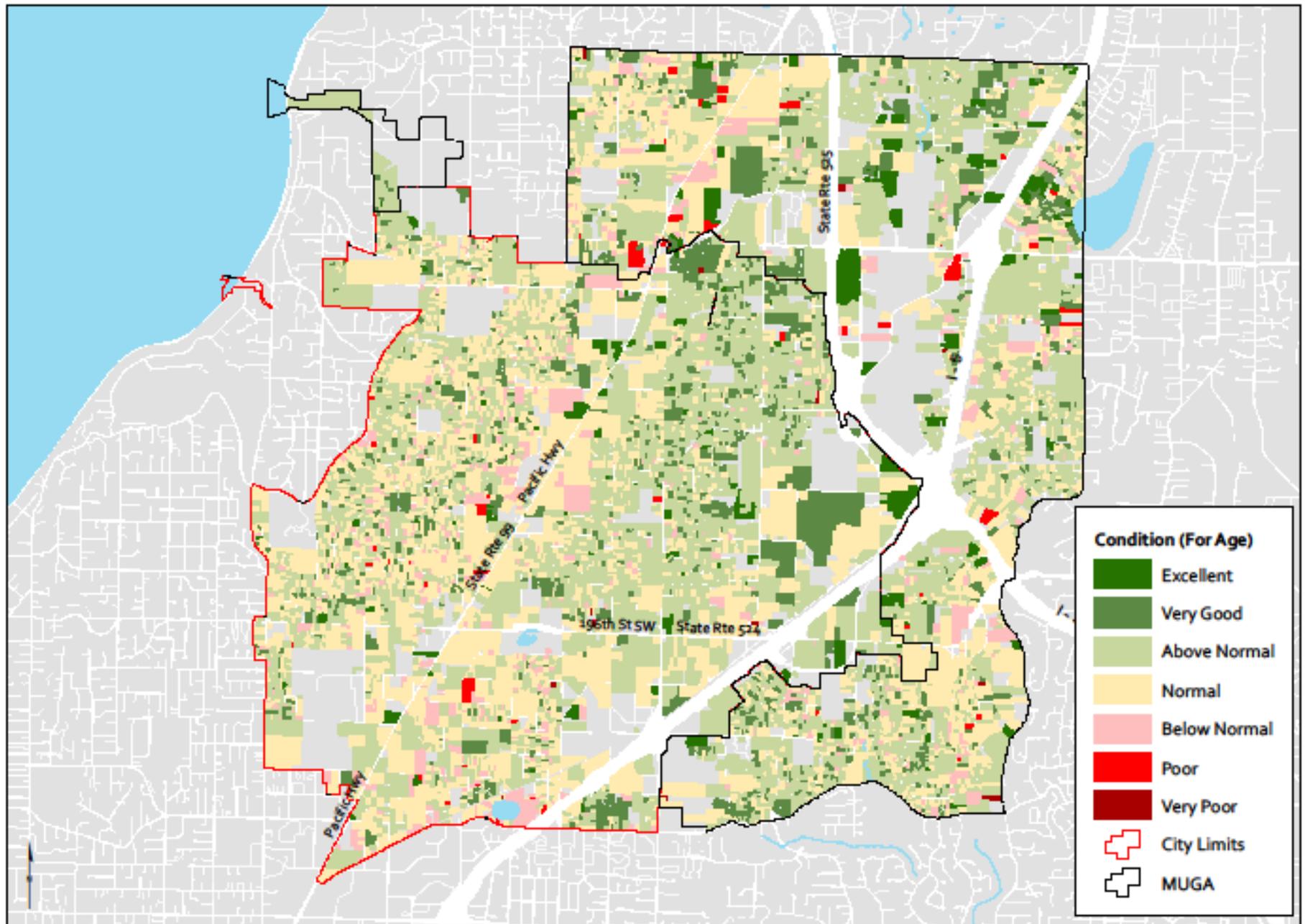
Sources: Snohomish County Assessor, 2014; Snohomish County Information Services, 2012



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Map 2.3. Condition of Housing Stock

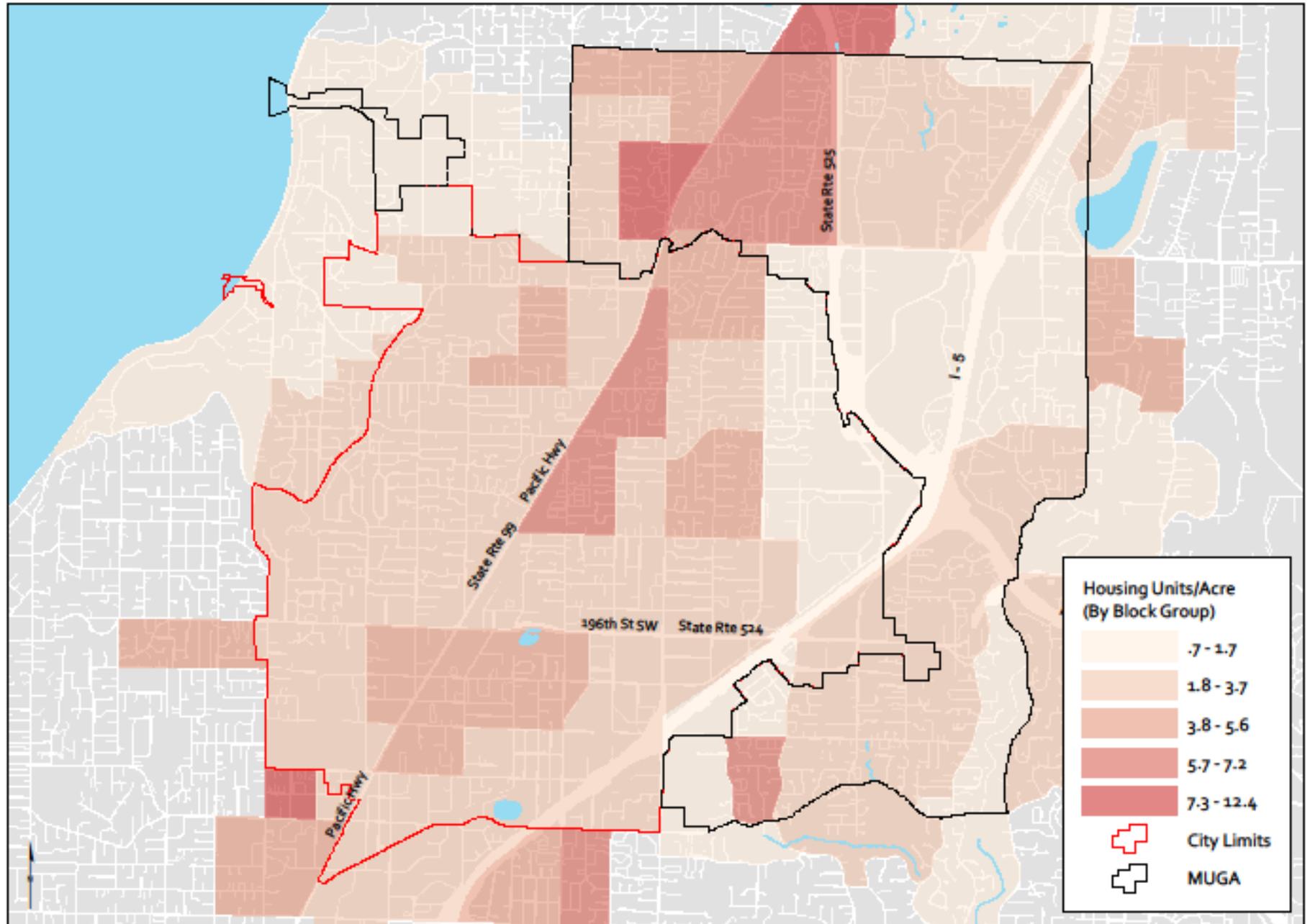
Sources: Snohomish County Assessor, 2014; Snohomish County Information Services, 2012



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Map 2.4. Housing Density

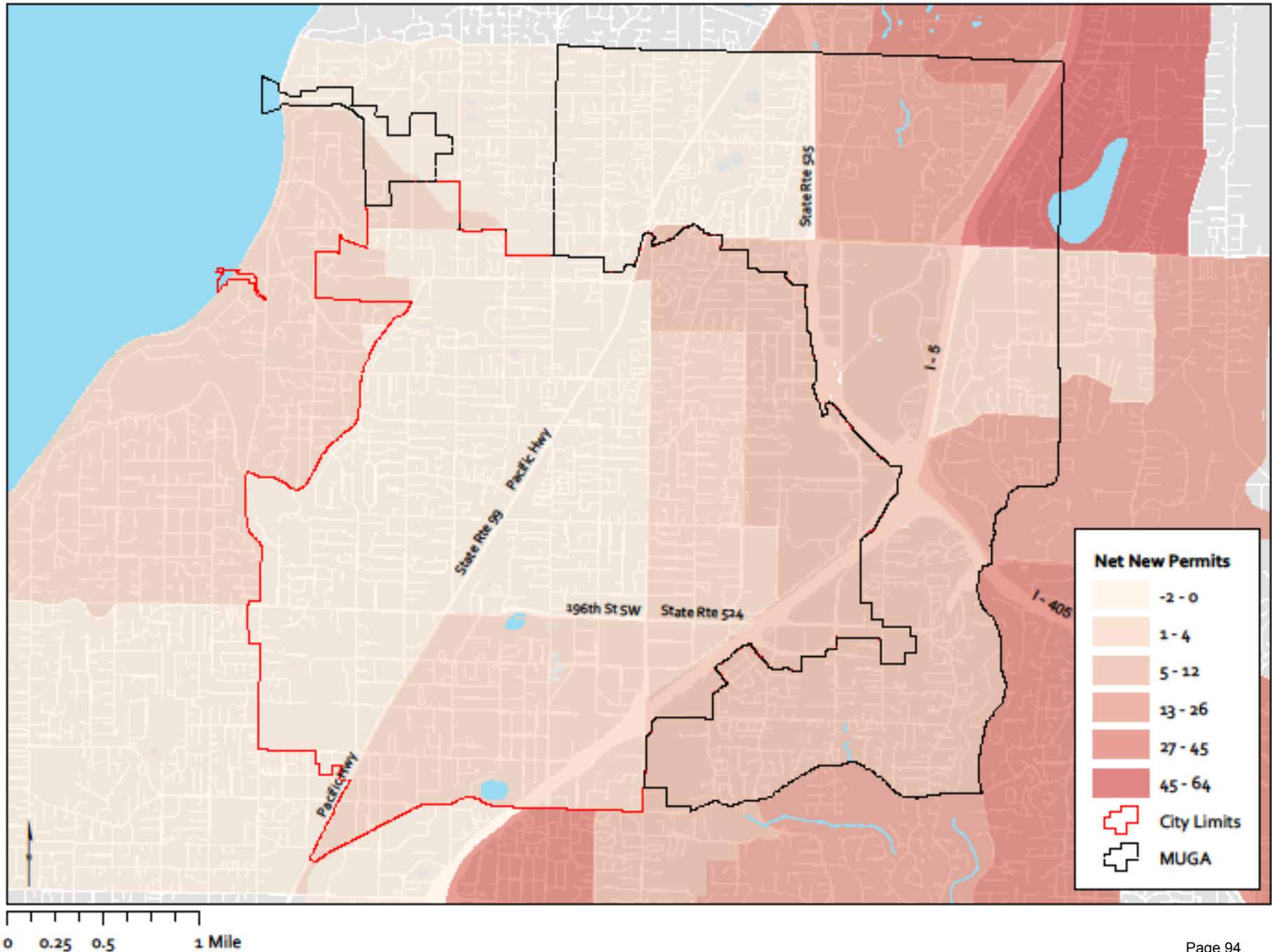
Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



0 0.25 0.5 1 Mile

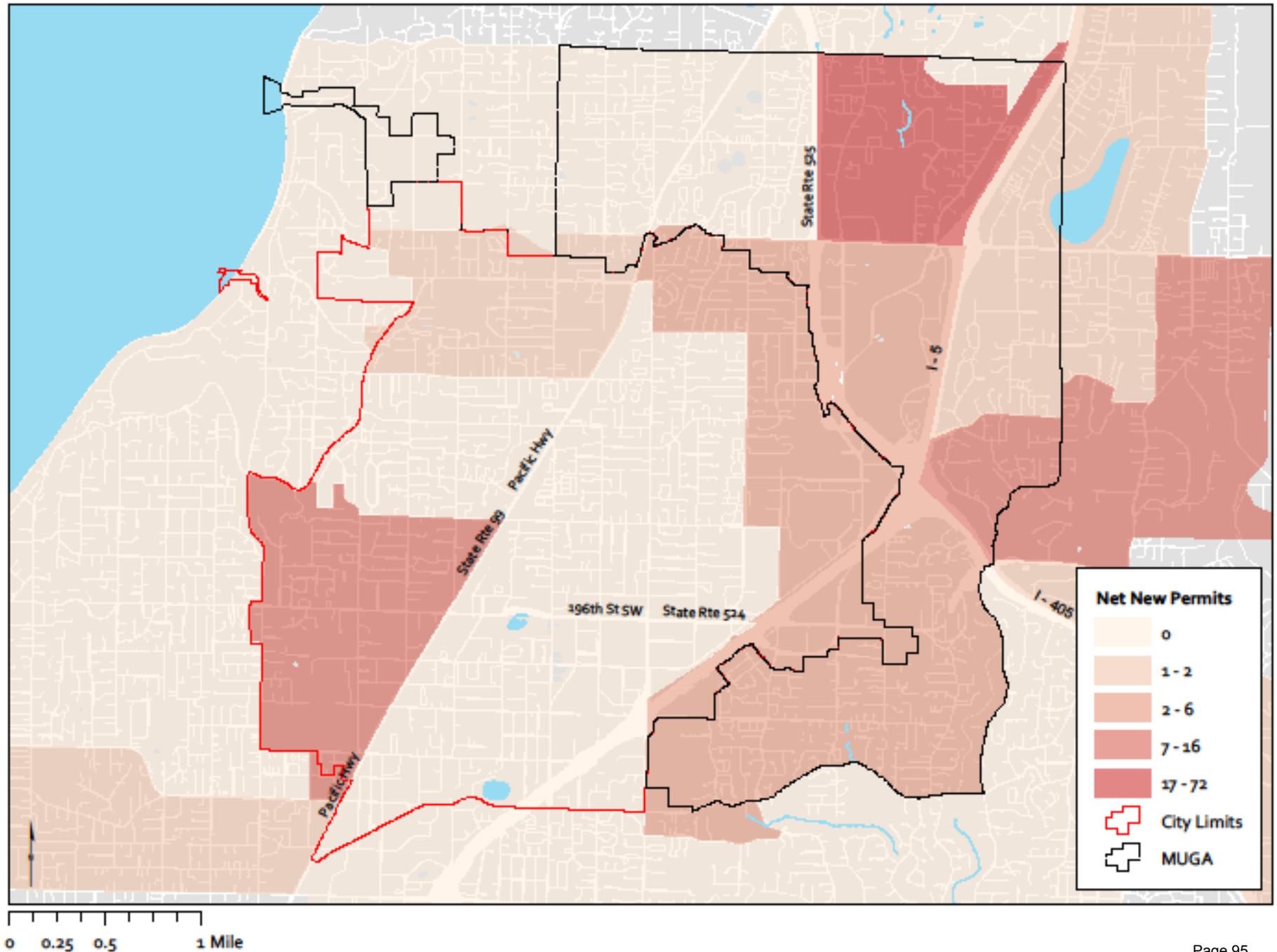
Map 2.5. New Single Family Permits by Census Tract, 2011

Sources: Puget Sound Regional Council, 2011; Snohomish County Information Services, 2012; US Census, 2012



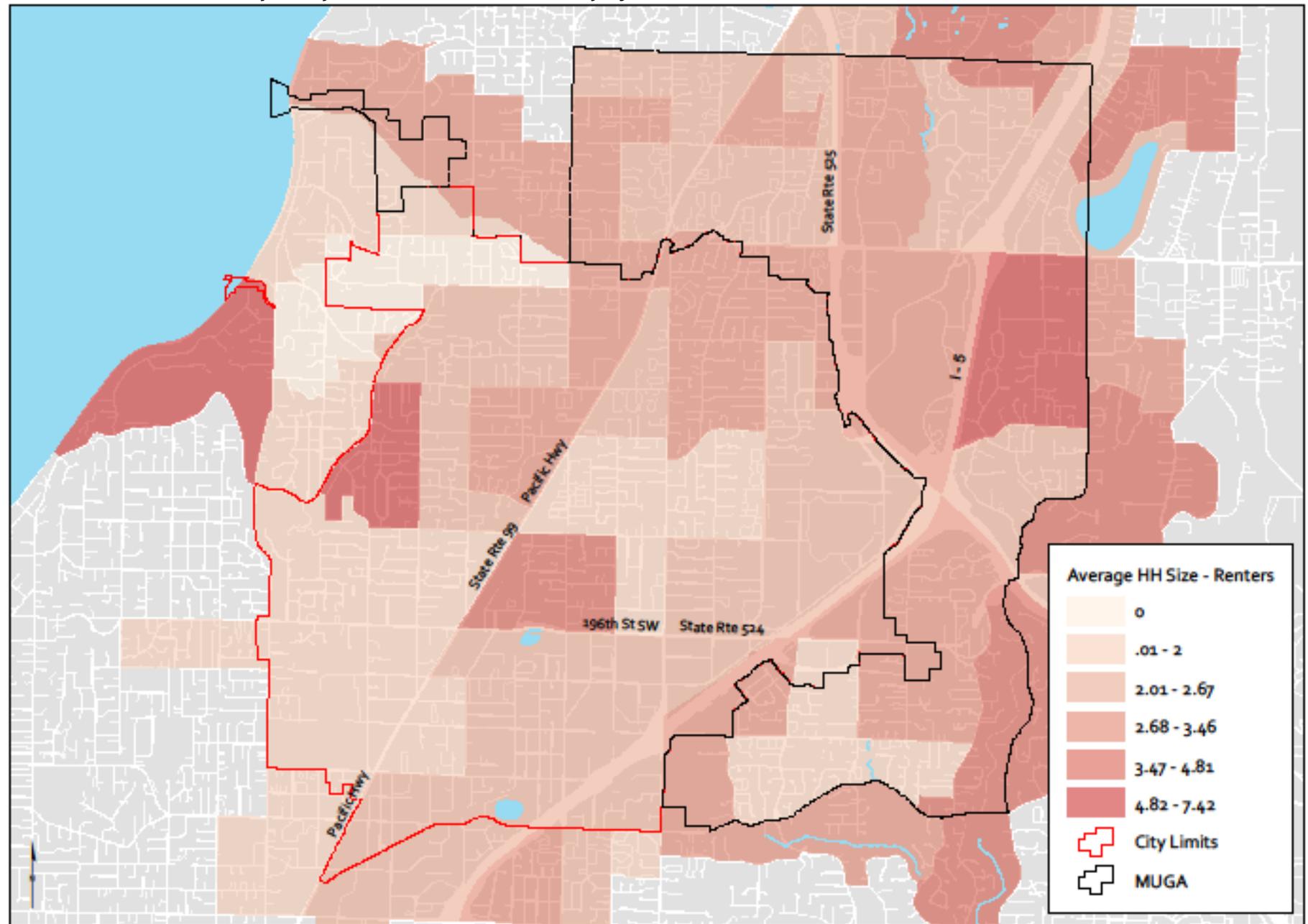
Map 2.6. New Multifamily Dwellings Permitted by Census Tract, 2011

Sources: Puget Sound Regional Council, 2011; Snohomish County Information Services, 2012; US Census, 2012



Map 2.7. Average Household Size Per Rental Unit

Sources: American Community Survey, 2008-2012; Snohomish County Information Services, 2012



0 0.25 0.5 1 Mile

Appendix A: Market Rate Rent Comparables By Property

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Appendix B: Assisted Rental Housing Units

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Appendix C: Single Family Home Sales

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Appendix D: Glossary

Affordable Housing: For housing to be considered affordable, a household should not pay more than 30 percent of its annual income on housing. This includes all costs related to housing - rent, mortgage payments, utilities, etc.

AMI: Area Median Income. The measure of median income used in this report is that of the Seattle-Bellevue HMFA. This measure is used in administering the Section 8 voucher program in Snohomish County.

Cost-Burdened: Households that spend more than 30 percent of their income on housing.

Extremely Low Income: Households that make less than 30 percent of AMI.

Fair Market Rent: HUD determines what a reasonable rent level should be for a geographic area, and sets this as the area's fair market rent. Section 8 voucher holders are limited to selecting units that do not rent for more than fair market rent.

HMFA: HUD Metro Fair Market Rent (FMR) Area. Snohomish County is part of the Seattle-Bellevue HMFA.

Low Income: Households that make between 50 and 80 percent of AMI.

Median Income: The median income for a community is the annual income at which half the households earn less and half earn more.

Middle Income: Households that make between 95 and 120 percent of AMI.

Moderate Income: Households that make between 80 and 95 percent of AMI.

PHA: Public Housing Agency. HASCO and Everett Housing Authority are examples of PHAs.

Section 8 Housing Choice Voucher: A voucher program administered and funded by HUD where qualifying households can take their voucher to any housing unit which meets HUD safety and market rent standards. HUD funds are administered by PHAs.

Severely Cost-Burdened: Households that spend more than 50 percent of their income on housing.

Subsidized Rental Unit: A unit which benefits from a direct, monthly rent subsidy. This subsidy will be tailored to ensure that a household does not spend more than 30% of their income on housing. Section 8 Housing Choice Vouchers are an example of a direct rent subsidy.

Very Low Income: Households that make between 30 and 50 percent of AMI.

Workforce Rental Housing: Workforce rental units have rents which are set in order to be affordable to households at certain income levels below market. While a household may need to have income below a certain level to apply for a workforce rental unit, the rent level does not adjust to their actual income. A property may feature units with rents affordable to households with 50% AMI, but a household earning 30% AMI would still have to pay the same rent. For the purposes of this report, workforce units are those which use funding sources like tax credits and bonds to achieve affordable rents, rather than an ongoing rental subsidy.

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Appendix E: Methodology

Affordability - Adjustment for Household Size

Where it is indicated that housing cost affordability is adjusting for household size, several factors are considered. First, using HUD standards, the appropriate size range that could inhabit the housing unit in question is determined. For example, the appropriate range for a 2 bedroom unit would be 2-4 people. Next, the cutoff income levels are averaged across the household size range, and this average is used for comparison.

To assess whether or not a 2 bedroom unit is affordable to extremely low income households using this method, one would first average the extremely low cutoff levels for 2-, 3-, and 4-person households. For 2012, these levels were \$21,150, \$23,800, and \$26,400, respectively. The average is \$23,783. A household with this income can afford to spend no more than \$595 per month on housing. If the unit in question rents for less than this amount, then one can say that, on average, it is affordable to extremely low income households, adjusting for household size.

Table F.1., below, shows the maximum a household at each income level can afford to spend on housing per month by household size.

Table E.1. Maximum Monthly Housing Expense by Household Size, Seattle-Bellevue HMFA 2012

	Number of Persons Per Household								HMFA Overall
	1	2	3	4	5	6	7	8	
Extremely Low	\$455	\$520	\$585	\$650	\$703	\$755	\$806	\$859	\$650
Very Low	\$759	\$868	\$976	\$1,084	\$1,171	\$1,258	\$1,345	\$1,431	\$1,084
Low	\$1,128	\$1,289	\$1,450	\$1,610	\$1,740	\$1,869	\$1,998	\$2,126	\$1,734
Moderate	\$1,442	\$1,648	\$1,855	\$2,059	\$2,225	\$2,389	\$2,556	\$2,719	\$2,059
Middle	\$1,821	\$2,082	\$2,343	\$2,601	\$2,811	\$3,018	\$3,228	\$3,435	\$2,601

Home ownership affordability

Home ownership affordability was calculated using similar techniques to the California Association of Realtor’s Housing Affordability Index. First, property sale data was acquired from the Snohomish County Assessor, and single family home sales in Lynnwood were isolated. Next, the monthly payment for these homes was calculated using several assumptions:

- Assuming a 20% down payment, the loan amount is then 80% of the total sale price (with no mortgage insurance requirement)
- Mortgage term is 30 years

- Interest rate is the national average effective composite rate for previously occupied homes as reported by the Federal Housing Finance Board
- Monthly property taxes are assumed to be 1% of the sale price divided by 12
- Monthly insurance payments are assumed to be 0.38% of the sale price divided by 12

Using all of these assumptions, the monthly payment is the sum of principal and interest; taxes; and insurance. In order for home ownership to be considered affordable, the monthly payment, along with utilities and any other housing costs should not comprise more than 30% of a household's income.

Household Income Levels

Area Median Income, or AMI, is an important part of many housing affordability calculations. In Snohomish County, HUD uses the Seattle-Bellevue HMFA median income as AMI. This is recalculated every year, both as an overall average and by household size up to 8 individuals. Standard income levels are as follows:

- Extremely low income: <30% AMI
- Very low income: between 30 and 50% AMI
- Low income: between 50 and 80% AMI
- Moderate income: between 80 and 95% AMI
- Middle income: between 95 and 120% AMI

Household Profiles

Information on households was gathered from HUD's Section 8 Housing Choice Voucher data. To protect privacy, all names and many nonessential details have been changed.

Rental Housing Units

Snohomish County Assessor's data was used to identify every multifamily unit in the city. This includes duplexes, triplexes, fourplexes, and apartment complexes. Condominium complexes were included if they had units advertised for rent during the research period. Information on rents was obtained from Dupre and Scott and HASCO tenant data.

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Demographics and Housing in AHA Member Jurisdictions

	County	Arlington	Edmonds	Everett	Granite Falls	Lake Stevens	Lynnwood	Marysville	Mill Creek	Mountlake Terrace	Mukilteo	Snohomish	Stanwood	Woodway
Population & Community														
Population *	730,500	18,270	39,950	104,200	3,385	28,960	35,960	62,100	18,600	20,160	20,440	9,220	6,340	1,300
Households	268,546	6792	17,396	41,366	1,277	9,690	14,308	21,623	7,559	8,245	7,793	3,656	2,343	457
Avg Homeowner HH Size	2.7	2.6	2.4	2.5	2.96	2.93	2.6	2.73	2.65	2.45	2.71	2.76	2.86	3.1
Avg Renter HH Size	2.4	3.1	2.0	2.3	1.98	2.82	2.3	2.85	1.94	2.36	2.36	2.01	2.09	2.9
1-2 Person Households	58.3%	58%	68.8%	65.90%	59.50%	47.4%	63.20%	55%	64%	63.6%	55.6%	62.40%	61.80%	53.20%
Median HH Income	\$68,338	\$61,817	\$73,072	\$47,491	\$65,389	\$71,224	\$49,839	\$65,627	\$89,124	\$59,099	\$91,204	\$53,897	\$61,637	\$137,292
Households <50% AMI	31%	34%	31%	46%	28%	27%	44%	32%	24%	35%	20%	42%	39%	16%
Jobs-Housing Ratio**	0.94	1.31	0.72	2.12	0.65	0.43	1.73	0.56	0.68	0.82	1.24	1.30	1.34	0.14
Average Commute Time (Min)	29.2	31.5	27.1	25	36.6	31.9	27.7	30.3	28.7	27.1	25.6	29.1	26.4	22.9
Median Age	37.2	36.1	46	34	34.8	32.8	37.1	34.4	39.6	36.6	41.2	39.5	35.5	45.6
Population with a Disability	10.8%	13.1%	9.0%	14.1%	14.4%	9.9%	13.3%	11.9%	6.9%	9.9%	8%	15.9%	13.9%	7.3%
Population Growth, 1990-2013	57%	353%	30%	49%	219%	743%	26%	501%	159%	4%	193%	42%	223%	42%
Projected % Population Growth, 2013-2035	33.1%	38.3%	14%	58%	132%	36%	40%	41%	9%	23%	7%	33%	60%	7%
Cost-Burdened Homeowners	38.1%	43.1%	34.6%	40%	43.4%	42.6%	37.4%	36.9%	34.9%	38.6%	35.2%	36.5%	35.5%	38.4%
Cost-Burdened Renters	50.5%	55.3%	50.5%	52%	54.9%	45.7%	59.1%	54%	47.7%	46.9%	44.3%	54.9%	60.7%	88.9%
Renter Households	32.7%	35.8%	28.7%	55.4%	34.7%	25.7%	47.4%	30.3%	35.8%	39.6%	31.7%	47%	38.2%	4.6%
Lived in a different house one year ago	16.5%	15.6%	13.5%	24.8%	16.4%	14.2%	17.6%	15.7%	18.9%	17.5%	15.6%	18.2%	21.4%	5.400%
Housing Stock														
Vacancy	6.4%	6.6%	6.7%	5.9%	11.8%	6.2%	6.1%	4.3%	4.6%	4.8%	6.1%	7.8%	5.40%	5.4%
Median 2012 home value	\$311,600	\$255,000	\$394,800	\$251,200	\$ 220,300	\$ 262,700	\$ 300,800	\$247,600	\$415,700	\$275,200	\$469,500	\$ 287,600	277,100	\$968,500
Avg 2014 assessed home value	\$244,600	\$184,300	\$351,100	\$194,100	\$ 147,700	\$ 210,000	\$ 219,300	\$182,400	\$348,900	\$195,100	\$358,700	\$ 228,200	205,000	\$962,800
Single Family Home Share	69%	70.8%	64.6%	49.4%	77.5%	78.8%	53.7%	79.8%	64.4%	62.1%	67.7%	62.1%	68.8%	100%
Homes 2 bed or less in size	35%	28.9%	42.2%	58%	33.9%	21.1%	50.6%	26.2%	37.4%	43.9%	34.4%	47.1%	36.2%	3%
Median Home Age	1985	1994	1973	1977	1996	1992	1976	1988	1993	1970	1990	1977	1993	1971
Assisted Units (Subsidized and Workforce)		539	537	7274	66	895	2737							0
Ratio of 2012 Median Home Value-2012 Median HH Income	4.6	4.1	5.4	5.3	3.4	3.7	6.0	3.8	4.7	4.7	5.1	5.3	4.5	7.1

Source (Unless otherwise noted): US Census Bureau; American Community Survey, 2008-2012

* Washington State OFM, 2013

** PSRC, 2012

Prepared by AHA, October 2014

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MEMO

November 5, 2014

TO: Lynnwood Planning Commission

FROM: Paul Krauss, Director

**RE: Essential Public Facilities (EPF), Ordinance Amendment
In-Patient Treatment Facilities**

BACKGROUND

The City was recently approached by about locating an in-patient drug and alcohol detox facility in Lynnwood. The organization currently operates a similar facility in Everett. They offer care to persons wanting to address their addictions as the first step in longer-term treatment that is done at other locations elsewhere. There appears to be significant need for the service. The Everett location is typically full. In the absence of available beds people may be treated in emergency rooms at great expense and limited effectiveness. Individuals must voluntarily commit to the program. This is not a facility where the police or ambulances drop people off nor is it designed to handle people who are homeless and/or suffering from mental illness. It would be licensed by the State. The facility operator has tentatively located a building in an industrial zone in Lynnwood that is reasonably proximate to Swedish Edmonds Hospital.

Staff is continuing to meet with the facility operator to learn more about their proposal. However, this memorandum seeks Council direction on the approval process that would be used to consider the use, and not on the specific proposal itself.

In discussions with the facility operator, it became clear that Lynnwood Municipal Code (LMC) does not allow this type of in-patient care facility in any zoning district. The LMC provides an adequate definition (see below), but the code doesn't list it as a permitted use anywhere. For

29 that matter, the LMC did not even allow for hospitals until the Transition Area zoning was
30 approved by the Council earlier this year.

31 **LMC section 21.02.425 Hospital, mental (including hospitals for treatment of alcoholics).**

32 "Mental hospital" means an institution licensed by state agencies under provisions of law to offer facilities,
33 care and treatment for cases of mental and nervous disorders, and alcoholics. Establishments limiting
34 services to juveniles below the age of five years and establishments housing and caring for cases of cerebral
35 palsy are not considered mental hospitals. (Ord. 2020 § 2, 1994; Ord. 190 Art. IV § 408, 1964)

36

37 **GROWTH MANAGEMENT ACT REQUIREMENTS**

38 The State Growth Management Act was adopted in the early 1990's. One of the statutes
39 mandates cities and counties to accept facilities that are deemed "essential" for society but
40 which may be difficult to locate. The following is taken from the State Municipal Research and
41 Services Center (MRSC) website (Highlighted text added):

42 ***Essential Public Facilities***

43 *Essential public facilities (EPFs) include those facilities that are typically difficult to site, such*
44 *as airports, state education facilities and state or regional transportation facilities as defined*
45 *in [RCW 47.06.140](#), state and local correctional facilities, solid waste handling facilities, and in-*
46 *patient facilities including substance abuse facilities, mental health facilities, group homes, and*
47 *secure community transition facilities as defined in [RCW 71.09.020](#).*

48 *Both cities and counties must develop criteria for the siting of EPFs as per [RCW](#)*
49 *[36.70A.200](#), [WAC 365-196-550](#), [WAC 365-196-560](#), and [WAC 365-196-570](#). [RCW 36.70A.103](#)*
50 *requires that "state agencies shall comply with the local comprehensive plans and development*
51 *regulations and amendments thereto adopted pursuant to this chapter." On the other*
52 *hand, [RCW 36.70A.200](#) states that "no local plan or development regulation may preclude the*
53 *siting of essential public facilities". Also, GMA county comprehensive plan rural elements*
54 *"shall provide for a variety of rural densities, uses, essential public facilities, and rural*
55 *governmental services needed to serve the permitted densities and uses" as per [RCW](#)*
56 *[36.70A.070\(5\)\(b\)](#).*

57 *Taken together, it appears that a city does have zoning control over EPFs, but may not, through*
58 *zoning, prevent siting of facilities which meet the definition of "essential public facilities." Some*
59 *zoning restrictions apparently are possible, but not if the effect of these restrictions is to*
60 *effectively preclude any EPFs from locating within the city.*

61 *The Growth Management Hearings Boards have addressed issues related to EPFs. Each of the*
62 *three boards has a Digest of Decisions posted on their respective Web pages. Each Digest of*
63 *Decisions contains a keyword directory section that lists cases by category, including essential*

64 *public facilities. The Digests also contain an Appendix with a list of hearing board cases that*
65 *have been appealed to the courts. The main [Growth Management Hearings Boards Website](#) has*
66 *links to Web pages for each of the three regional hearings boards where Digest of Decisions*
67 *are posted.*

68

69 One of the Growth Management Board decisions was from Auburn during the period I was that
70 City's Community Development Director. The Burlington Northern RR wanted to put an
71 intermodal (truck to train) yard on the site of a nearly vacant rail facility. It would have resulted
72 in many hundreds of truck movements each day on the City's downtown streets. City code did
73 not allow for intermodal yards. The BNSF sued the City claiming that these yards were EPF's
74 and further that City code did not offer a mechanism to allow their permitting as required by
75 State law. Auburn had adopted King County EPF siting policies by reference in the City Comp
76 Plan and this seems to have some parallels with Lynnwood's seemingly oddly worded language
77 contained in the Plan's Public Utilities and Facilities section (attached). The Board found that
78 this was unacceptable. The City was directed to adopt specific EPF policies and submit it for
79 the Board's approval. The City complied. Ultimately the intermodal yard was not built but
80 only because the railroad built the yard in the Port of Tacoma that more efficiently met their
81 needs.

82 Thus, it seems clear that in-patient drug and alcohol treatment facilities are EPFs under the
83 GMA. The City is required to provide for and develop criteria for siting all EPFs, including
84 these types of facilities. Further, the City's Comprehensive Plan and development regulations
85 shall not preclude the siting of any EPF in the City. The state regulations implementing the
86 GMA explain that local development regulations "preclude" an EPF if the combined effects of
87 the regulations would make the siting of the EPF "impossible or impractical." The siting of an
88 EPF is "impractical" if it is incapable of being performed or accomplished by the means
89 employed or at command, which can include the imposition of unreasonable conditions or
90 requirements. However, the development regulations may impose reasonable permitting
91 requirements and require the mitigation of the EPF's adverse effects. An EPF is not precluded
92 simply because it the regulations would be costly or time-consuming to satisfy. Reading this all
93 together, the City's development regulations may require the mitigation of the impacts of an
94 EPF, but must provide for their location in the City.

95 To date, the City apparently has only partly complied with the GMA's requirements relating to
96 EPFs in general. See attached City Comprehensive Plan provisions. The City has adopted
97 Comprehensive Plan provisions that contain a "common site review" process for siting state-
98 wide and county-wide EPFs, consistent with the County-wide Planning Policies. However, the
99 Comprehensive Plan does not provide for siting other types of EPFs. Further, even under the
100 "common site review" process for state-wide and county-wide EPFs, the EPF proposal is
101 reviewed under the City's land use regulations. And, the existing Comprehensive Plan policies
102 contemplate that the City will adopt development regulations "to implement the siting of state,
103 regional and local essential public facilities." Currently, the City's development regulations do
104 not specifically address EPFs, and the City's zoning code does not provide at all for certain
105 types of EPFs, such as in-patient treatment facilities.

106 ALTERNATIVES

107 The Council appears to have two options to deal with the in-patient treatment facilities/
108 Essential Public Facilities issues:

- 109 1. Adopt a code amendment that would make “mental hospitals” (as defined in the LMC) a
110 (most likely) conditional use somewhere in the City. This action would be acceptable in
111 the near-term, in that it would address the issue at hand relating to in-patient treatment
112 facilities. However, it fails to provide necessary clarity or a comprehensive approach to
113 dealing with other EPFs. It is also likely that it will result in the inter-twinning of both
114 issues which could make it more difficult to deal with.
- 115 2. Adopt a code amendment that specifically provides for an EPF siting process
116 irrespective of specific proposals or uses. This would have the advantage of addressing
117 the EPF issue comprehensively. Examples from other cities are attached.

118 Options 1 and 2 would require similar amounts of time and staff work to complete. Assuming
119 that in both cases the EPF is classified as a Conditional Use, the decision to approve would be
120 made by the City Hearing Examiner after a Public Hearing.

121 COUNCIL DIRECTION

122 Staff had an opportunity to discuss this issue with thr City Council at a Work Session on October
123 13th. While no formal action can be taken at a Work Session the sense of the Council was to
124 proceed with the second option of developing an EPF-specific ordinance.

125

126

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129 **Lynnwood Comp Plan EPF Section**

130
131
132

133 **ESSENTIAL PUBLIC FACILITIES SITING PROCESS**

134 **Goal:**

135 **Facilitate the siting of essential public facilities sponsored by public and**
136 **private entities in a manner that results in the least negative impact on**
137 **surrounding properties and the community as a whole.**

138 **Objectives:**

139 **EPF-1:** Comply with state law by accepting state and regional essential public facilities
140 within the corporate limits of Lynnwood, subject only to reasonable impact
141 mitigation measures.

142 **EPF-2:** Work with Snohomish County and other local jurisdictions to prepare, adopt, and
143 maintain a common siting process for various types of essential public facilities.

144 **EPF-3:** Establish criteria defining and guiding the siting of local essential public facilities.

145 **EPF-4:** Prepare and adopt development regulations to implement the siting of state,
146 regional and local essential public facilities consistent with the goal, objectives and
147 policies of this section of the Comprehensive Plan.

148 **Policies:**

149 **Policy EPF-1:** The City of Lynnwood shall follow the common process for siting state and
150 regional essential public facilities, as adopted by Snohomish County
151 Tomorrow, and as presented in this section of the Comprehensive Plan.

152 **Policy EPF-2:** The City of Lynnwood will review and modify its development regulations
153 and administrative procedures as necessary to fully implement the common
154 siting process within its area of jurisdiction.

155 **Policy EPF-3:** The City of Lynnwood shall not prevent the siting of a state or regional
156 essential public facility through imposition of regulatory requirements. The
157 City will mitigate negative impacts of such facilities by the application of
158 mitigation measures applied through an EPF Permit process. Approval of
159 an EPF Permit shall be granted by the City Council upon recommendation
160 of the Planning Commission and after public hearings before the
161 Commission and the Council.

162 **Policy EPF-4:** Criteria may be established for siting of public facilities which are essential
163 to the local area. Regulation of such local facilities may utilize the common
164 Incl. 2011 Amendments Comprehensive Plan

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166 siting process designed for state and regional essential public facilities.

167 The regulation of local essential public facilities may require a Conditional
168 Use Permit, which may include the possibility of denial of the permit.

169 Regulation of such local facilities shall not be a means for regulation of or
170 denial of siting state or regional essential public facilities.

171 **Purpose:**

172 In accordance with the requirements of the Washington Growth Management Act (GMA), and
173 following an extensive policy review process by the Snohomish County Tomorrow Steering
174 Committee, the Snohomish County Council has adopted a series of countywide planning
175 policies to guide the preparation of city and county comprehensive plans. Included therein

176 are policies addressing the siting of “public capital facilities of a countywide or statewide
177 nature” (identified as Policies CF-1 through CF-5), as specifically required by the GMA. These
178 policies commit the GMA planning jurisdictions of Snohomish County to develop a common
179 siting process for these facilities.

180 The GMA further requires local governments to develop a process for identifying and siting
181 “essential public facilities” and to incorporate that process into their local comprehensive
182 plans. As indicated and defined by WAC 365-195-340 essential public facilities can be
183 difficult to site, and their location in a community may be locally unpopular. Local and state
184 governments are charged by GMA with the task of ensuring that such facilities, as needed to
185 support orderly growth and delivery of public services, are sited in a timely and efficient
186 manner.

187 The process described here is intended to address the siting of essential public facilities not
188 already sited by the Lynnwood Comprehensive Plan, or other City facility plans, and for which
189 land use action is required. The siting process set forth as follows is also intended to meet
190 GMA requirements, as well as the intent of the countywide planning policies. A final
191 objective is to enhance public participation during the early stages of facility siting so as to
192 reduce the time spent analyzing unacceptable sites, and thereby produce earlier siting
193 decisions that are also consistent with community goals.

194 **Definition of Essential Public Facility:**

195 Any facility owned or operated by a unit of local or state government, by a public utility or
196 transportation company, or by any other entity providing a public service as its primary
197 mission may qualify as an “essential public facility” (or, EPF). In general, an essential public
198 facility will be characterized by the following:

- 199 • it is a necessary component of a system or network which provides a public service or good; and
- 200 • it may be difficult to site because of potential significant opposition.

201 Essential public facilities of a countywide nature are those which serve a population base
202 extending beyond the host community. This may include several local jurisdictions within
203 Snohomish County or a significant share of the total County population. Such facilities may
204 include, but are not limited to, the following examples: airports, state education facilities,
205 state or regional transportation facilities, state or local correctional facilities, solid waste
206 Incl. 2011 Amendments Comprehensive Plan

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208 handling facilities, in-patient facilities including substance abuse facilities, mental health
209 facilities, and group homes.¹ Other facilities meeting the basic definition above and whose
210 sponsor desires to utilize this siting process may be qualified as essential public facilities by
211 completing the designation procedure described below.

212 Essential public facilities of a regional or statewide nature may include, but are not limited to,
213 those facilities listed above which serve a multi-county population base; and other large
214 public facilities appearing on the Office of Financial Management (OFM) list to be maintained
215 under RCW 36.70A.

216 **Essential Public Facilities Eligible for Common Site Review:**

217 Essential public facilities of a countywide or statewide nature which are not already sited in a
218 local comprehensive plan are eligible for review under the common siting process described
219 below. Candidate facility proposals may be submitted for review under this Common Siting
220 Process by either the project sponsor or by a local jurisdiction wishing to site the project (the
221 “host community”).

222 A facility may be designated an essential public facility eligible for review under this process
223 under the following conditions:

- 224 • The Snohomish County Tomorrow Steering Committee or the governing board of the host

225 community makes a determination that the proposed facility meets the definition of an essential
226 public facility; or, the facility appears on the state, county, or the host community's list of
227 essential public facilities; AND
228 • Either the sponsoring agency or the host community determines that the facility will be difficult to
229 site.

230 **Common Site Review Process:**

231 Either the sponsor of an essential public facility within Snohomish County which is eligible for
232 review under the Common Site Review Process, or the proposed host community, may elect
233 to follow the process described herein. Alternatively, sponsors of such facilities having a
234 preferred site location already identified may choose to seek siting approval under the local
235 process provided by the host community (the jurisdiction having land use authority over the
236 site), if that approach is acceptable to the host community.

237 The Common Site Review Process will involve the steps described below.

238 • **Determination of Eligibility.** The project sponsor must receive a determination of eligibility from
239 either the host community or the Snohomish County Tomorrow Steering Committee that the
240 proposed facility constitutes an essential public facility as defined above. This initial step will also
241 include a determination, as a threshold matter, of whether the facility in question presents siting
242 difficulties. If the facility does not present siting difficulties, it should be relegated to the normal
243 siting process, as recommended in WAC 365-195-340 (2)(a)(iii).

244 1 The application of this definition for group homes and similar facilities, as well as of the siting process for these
245 facilities, will be within the legal parameters of fair housing laws.

246 Incl. 2011 Amendments Comprehensive Plan

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248 • **Site Search Consultation.** As an optional service to project sponsors, the Planning Advisory
249 Committee (PAC) and/or the Infrastructure Coordinating Committee (ICC) will, upon request,
250 provide a forum for project sponsors prior to the initiation of the formal siting review process.
251 Sponsors will have the opportunity to present proposed projects involving essential public facilities
252 for the purpose of seeking information on potential sites within Snohomish County and about
253 potential concerns related to siting. Sponsors may also propose possible incentives for host
254 communities.

255 Through the PAC/ICC, local jurisdictions may be requested to provide information to sponsors
256 regarding potential sites within their communities. The sponsor of an eligible project electing to
257 utilize this siting process may initiate this communication by contacting Snohomish County
258 Tomorrow and requesting aid in the siting of its proposed facility.

259 • **Local Land Use Review.** Following site consultation with the PAC and/or ICC (when that step is
260 taken by the sponsor), the sponsor may then apply for site approval with the local land use permit
261 authority, as required under local law. The local jurisdiction shall conduct its review as required
262 by this common siting process, as well as its own codes and ordinances. This shall include the
263 conduct of public hearings required for any land use action which may be needed by the proposal,
264 including comprehensive plan amendment, rezoning, conditional use permit, or similar approval.
265 The local authority shall evaluate the proposal against the common siting criteria described herein,
266 as well as against any local criteria generally applicable to the type of action required, in making its
267 land use decision on the project proposal. Where no local land use action is required the sponsor
268 may proceed directly to the permit application stage.

269 1. **Advisory Review Process.** The local land use authority's decision, as it relates to
270 matters encompassed by the site evaluation criteria described below, is subject to an
271 advisory review process as provided herein. This process, if utilized, would occur
272 prior to any appeal processes already provided by local ordinance.

273 Within 21 days following the decision by the local land use authority required to
274 approve the proposal, and advisory review process may be utilized by the sponsor
275 involving a three member advisory review board appointed by the Snohomish County
276 Tomorrow Executive Board. Qualifications for board members, as well as procedures

277 for board creation and conduct of board business shall be governed by written
278 guidelines to be established by Snohomish County Tomorrow, provided that no official
279 or employee of Snohomish County or any local jurisdiction within Snohomish County
280 shall be a board member.

281 The advisory review board shall not have the authority to overturn a local decision.
282 The board, on a review of the record, shall only find that the local decision does or
283 does not accurately reflect the evidence provided by the sponsor, or that adequate
284 consideration was or was not given to the evaluation criteria, and may recommend to
285 the local agency that it reconsider its decision.

286 A recommended alternative for host communities and sponsors would be to use
287 arbitration as the final recourse for resolution of differences. In cases where this
288 option is agreed to in advance, a pre-selected arbitrator would serve as the appeal
289 agent for these parties.

290 Nothing herein shall be construed to limit the administrative appeal or legal remedies
291 otherwise available to sponsors, host communities, or third parties.

292 Incl. 2011 Amendments Comprehensive Plan

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294 2. Permit Application. Upon receipt of the required land use approvals by the local land
295 use authority, the sponsor may then apply for the required permits to construct the
296 proposed facility. When a permit is denied for reasons relating to this siting process,
297 the permitting authority will submit in writing the reasons for permit denial to the
298 sponsor.

299 **Site Evaluation Criteria:**

300 The following criteria will be utilized by all county and city review authorities in evaluating
301 siting proposals made by sponsoring agencies seeking to site an essential public facility (EPF)
302 in Snohomish County. The sponsor shall provide the information needed for the reviewing
303 body to evaluate a site(s) and make a recommendation or decision on a specific proposal.
304 These criteria encompass an evaluation of regional need and local site suitability for the
305 proposed and designated essential public facility. Findings concerning the proposal's
306 conformance with each criterion shall be included in the documentation of the local
307 authority's decision.

308 1. Documentation of Need. Project sponsors must demonstrate the need for their proposed
309 EPF's. Included in the analysis of need should be the projected service population, an
310 inventory of existing and planned comparable facilities and projected demand for this type of
311 essential public facility.

312 2. Consistency with the Sponsor's Plans. The proposed project should be consistent with the
313 sponsor's own long-range plans for facilities and operations.

314 3. Consistency with Other Plans. The proposal must demonstrate the relationship of the project
315 to local, regional, and state plans. The proposal should be consistent with the comprehensive
316 plan and other adopted plans of the prospective host community. In evaluating this
317 consistency, consideration shall be given to urban growth area designations and critical area
318 designations, population and employment holding capacities and targets, and the land use,
319 capital facilities and utilities elements of these adopted plans.

320 4. Relationship of Service Area to Population. The facility's service area population should
321 include a significant share of the host community's population, and the proposed site should
322 be able to reasonably serve its overall service area population. [Note: Linear transmission
323 facilities are exempt from this criterion.]

324 5. Minimum Site Requirements. Sponsors shall submit documentation showing the minimum
325 siting requirements for the proposed facility. Site requirements may be determined by the
326 following factors: minimum size of the facility, access, support facilities, topography, geology,
327 and mitigation needs. The sponsor shall also identify future expansion needs of the facility.

328 6. Alternative Site Selection. In general, the project sponsor should search for and investigate

329 alternative sites before submitting a proposal for siting review. Additionally, the proposal
330 should indicate whether any alternative sites have been identified that meet the minimum site
331 requirements of the facility. The sponsor's site selection methodology will also be reviewed.
332 Where a proposal involves expansion of an existing facility, the documentation should indicate
333 why relocation of the facility to another site would be infeasible.
334 Incl. 2011 Amendments Comprehensive Plan
335 G:\2011\CPL\New Comp Plan - 2012\10 - Cap Fac Element 12.doc Capital Facilities & Utilities - 28
336 7. Concentration of Essential Public Facilities. In considering a proposal, the local review agency
337 will examine the overall concentration of essential public facilities within Snohomish County to
338 avoid placing an undue burden on any one community.
339 8. Public Participation. Sponsors should encourage local public participation, particularly by any
340 affected parties outside of the host community's corporate limits, in the development of the
341 proposal, including mitigation measures. Sponsors should conduct local outreach efforts with
342 early notification to prospective neighbors to inform them about the project and to engage
343 local residents in site planning and mitigation design prior to the initiation of formal hearings.
344 The sponsor's efforts in this regard should be evaluated.
345 9. Consistency with Local Land Use Regulations. The proposed facility must conform to local land
346 use and zoning regulations that are consistent with the Countywide Planning Policies.
347 Compliance with other applicable local regulations shall also be required.
348 10. Compatibility with Surrounding Land Uses. The sponsor's documentation should demonstrate
349 that the site, as developed for the proposed project, will be compatible with surrounding land
350 uses.
351 11. Proposed Impact Mitigation. The proposal must include adequate and appropriate mitigation
352 measures for the impacted area(s) and community(ies). Mitigation measures may include,
353 but are not limited to, natural features that will be preserved or created to serve as buffers,
354 other site design elements used in the development plan, and/or operational or other
355 programmatic measures contained in the proposal. The proposed measures should be
356 adequate to substantially reduce or compensate for anticipated adverse impacts on the local
357 environment.
358 **Amendments:**
359 This siting process may be amended, upon recommendation by the Snohomish County
360 Tomorrow Steering Committee, through established procedures for amending the
361 Comprehensive Plan in accordance with local code and the State Growth Management Act.
362

363

364 Redmond EPF Code

365



366

367

20F.40.80 Essential Public Facilities.

20F.40.80-010 Purpose.

369 The purpose of this section is to provide a process to site necessary public uses that may otherwise be
370 difficult to site. This process involves the community and identifies and minimizes adverse impacts.

371 Essential public facilities are defined in RCDG 20A.20.50, Definitions. Examples include schools, water
372 transmission lines, sewer collection lines, fire stations, hospitals, jails, prisons, airports, solid waste
373 transfer stations, highways, and storm water treatment plants. Secure community transition facilities as
374 defined in RCDG [20A.20.190](#) are also included. (Ord. 2152; Ord. 2118)

20F.40.80-020 Scope.

376 This section establishes the criteria that the City will use in making a decision upon an application for an
377 essential public facility. The City Council shall develop a list of essential public facilities. These facilities
378 meet the definition of essential public facilities or are based on a list maintained by the State of
379 Washington Office of Financial Management.

380 (1) A use or facility may be added to the list of essential public facilities based on one of the following
381 criteria:

382 (a) The use meets the definition of an essential public facility; or

383 (b) The use is identified on the State list of essential public facilities maintained by the State of
384 Washington Office of Financial Management.

385 (2) This regulation shall serve to establish an alternative process for permitting those uses which meet
386 the applicability criteria of RCDG [20F.40.80-040](#). The Director of Planning and Community Development
387 shall determine whether a proposed facility shall be reviewed according to the essential public facilities
388 review process instead of the review process indicated on the appropriate use chart. (Ord. 2118)

20F.40.80-030 Procedure.

390 Applications that seek approval for an essential public facility as defined by RCDG 20A.20.50 shall follow
391 the procedures established in RCDG [20F.30.45](#) for a Type IV permit process. Applications that seek
392 approval for a secure community transition facility as defined in RCDG [20A.20.190](#) shall follow the
393 procedures established in RCDG [20F.30.40](#) for a Type III permit process. In addition to the decision
394 criteria described in RCDG [20F.40.80-040](#) and 20F.40.80-050, secure community transition facilities

395 shall also be consistent with RCDG [20D.170.55](#), Secure Community Transition Facilities. (Ord. 2152;
396 Ord. 2118)

397 **20F.40.80-040 Decision Criteria – Determination of Applicability.**

398 (1) Essential public facilities may be reviewed through the essential public facility review process. An
399 applicant may make a written request or the Director of Planning and Community Development may
400 require a proposal to be reviewed through Redmond’s essential public facility review process. An
401 applicant may use this process if the facility meets the definition of an essential public facility. If the
402 facility is on the list of qualifying facilities, it automatically meets the definition.

403 (2) The Director of Planning and Community Development, or the current position having the duties of
404 this office, shall make a determination that a facility be reviewed through Redmond’s essential public
405 facilities review:

406 (a) The facility is on the City’s list of essential public facilities or may be added to the list according to
407 RCDG [20F.40.80-020](#);

408 (b) The facility is a type difficult to site because of one of the following:

409 (i) The facility needs a type of site of which there are few sites,

410 (ii) The facility can locate only near another public facility,

411 (iii) The facility has or is generally perceived by the public to have significant adverse impacts that
412 make it difficult to site, or

413 (iv) The facility is of a type that has been difficult to site in the past;

414 (c) It is likely this facility will be difficult to site; or

415 (d) There is need for the facility and Redmond is in the facility service area. (Ord. 2118)

416 **20F.40.80-050 Decision Criteria – Review Process.**

417 (1) An applicant may have one or more alternative sites considered at the same time during this
418 process.

419 (2) The Director has the authority to require the consideration of sites outside the City of Redmond.
420 Alternative sites shall cover the service area of the proposed essential facility. This criteria is not
421 applicable to secure community transition facilities.

422 (3) An amplified public involvement process shall be required. The purpose of the public involvement
423 process is to involve the persons within the zone of likely and foreseeable impacts if the involvement
424 process has the potential to lead to a more appropriate design/location. The public involvement process

425 could also lead to development of incentives or to address modifications to the facility which would make
426 siting of that facility more acceptable.

427 (a) The applicant shall propose an acceptable public involvement process to be reviewed and
428 approved by the Director.

429 (b) Public involvement activities shall be conducted by and paid for by the applicant.

430 (c) The public involvement process shall be initiated by the applicant as early as feasibly possible.

431 (4) The Director may require a multi-jurisdictional review process if the facility serves a regional,
432 Countywide, Statewide, or national need. If this process is required, the applicant shall design an
433 acceptable process to be reviewed and approved by the Director. Applicants shall be required to pay for
434 this process. This requirement is not applicable to secure community transition facilities.

435 (5) An analysis of the facility's impact on City finances shall be undertaken. Mitigation of adverse
436 financial impacts shall be required.

437 (6) The following criteria shall be used to make a determination on the application:

438 (a) Whether there is a public need for the facility;

439 (b) The impact of the facility on the surrounding uses and environment, the City and the region;

440 (c) Whether the design of the facility or the operation of the facility can be conditioned, or the impacts
441 otherwise mitigated, to make the facility compatible with the affected area and the environment;

442 (d) Whether a package of incentives can be developed that would make siting the facility within the
443 community more acceptable;

444 (e) Whether the factors that make the facility difficult to site can be modified to increase the range of
445 available sites or to minimize impacts on affected areas and the environment;

446 (f) Whether the proposed essential public facility is consistent with the Redmond Comprehensive Plan;

447 (g) If a variance is requested, the proposal shall also comply with the variance criteria;

448 (h) Essential public facilities shall comply with any applicable State siting and permitting requirements.
449 (Ord. 2152; Ord. 2118)

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453 **SeaTac EPF Code**

454 **15.22.035 Siting of Essential Public Facilities**

455 A. Purpose. The purpose of this section is to establish a formal process for identifying and siting of essential
456 public facilities (EPFs) as defined in SMC [15.10.249](#).

457 B. Included Essential Public Facilities. EPFs subject to this section include, but are not limited to, those
458 facilities identified in SMC [15.10.249](#), the Seattle-Tacoma International Airport, Interstate 5, State Route 509
459 (both current and proposed extensions), State Route 518, the Federal Detention Center, the King County Bow
460 Lake Solid Waste Transfer Station, and Sound Transit's "Link" light rail system.

461 C. Threshold Review. During or within forty-five (45) days subsequent to the mandatory preapplication
462 Development Review Committee meeting required by SMC [16A.05.020](#), the Director of Community and
463 Economic Development shall make a threshold determination, and advise the potential applicant in writing of
464 such determination, whether the proposed project is an EPF and, if so, whether it is difficult to site. In making
465 said determinations, the Director shall broadly and liberally apply the definition of an EPF in consideration of
466 the full range of proposed and potential services to be provided to the public, whether provided directly by,
467 funded by, or contracted for by a governmental agency, or provided by a private entity or entities subject to
468 public service obligations. The determination of whether an EPF will be difficult to site shall be made by the
469 Director, upon known or reasonably perceived and articulable facts. Proposed projects determined not to be
470 EPFs, and proposed projects determined to be EPFs but also determined to be not difficult of siting, shall be
471 reviewed and processed as any other similar project pursuant to the City Development Code without regard to
472 this section.

473 D. Applications for EPF Projects. All proposed projects determined to be EPFs and determined to be difficult
474 to site or expand shall be reviewed and conditioned in accordance with all requirements of this code and, in
475 addition, with the conditional use permit procedure, herein referred to as the CUP-EPF review procedure. All
476 applications shall contain the following information:

477 1. A detailed written description of the proposed and potential public services to be provided, the source or
478 sources of funding, and identification of any applicable public regulatory agencies;

479 2. A written statement of the need, in statistical or narrative form, for the proposed project currently and over
480 the following ten (10) year period;

- 481 3. An inventory of known, existing or proposed facilities, by name and address, within King County, or within
482 the region, serving the same or similar needs as the proposed project;
- 483 4. An explanation of the need and suitability for the proposed facility in the proposed City location(s);
- 484 5. Information regarding the number of jurisdictions affected or served by the proposed EPF;
- 485 6. An analysis of the environmental, social, economic, financial and infrastructure impacts of the proposed
486 EPF, including an assessment of the proportionate financial impacts on affected jurisdictions, and
487 consideration copies of agreements which allocate the financial burdens of the proposed project on the City
488 and other jurisdictions;
- 489 7. An analysis of the proposal's consistency with the City of SeaTac Comprehensive Plan and development
490 regulations, and plans and policies of other affected jurisdictions, including but not limited to the King County
491 Countywide Planning Policies;
- 492 8. Documentation of public involvement efforts to date, including public and agency comments received, and
493 plans for future public participation;
- 494 9. Such information as requested by staff to complete the preliminary analysis and/or information to assist
495 the Ad Hoc Committee, City staffs and City Council in making the final determination on the CUP-EPF.
- 496 E. CUP-EPF Review Process. All EPFs shall be subject to the following CUP-EPF review procedure:
- 497 1. Project Notification. The applicant, after a preapplication meeting, shall notify the City as soon as possible
498 of intent to submit a CUP-EPF review application. If the applicant does not notify the City of a pending EPF
499 review application, the City may make an initial determination of whether the proposed project is subject to
500 CUP-EPF review, and shall notify the project proponent, in writing, of the City's determination.
- 501 2. Environmental Review. The EPF project shall comply with all applicable SEPA/NEPA requirements and
502 the proponent shall mitigate identified environmental impacts as conditions of CUP-EPF approval.
- 503 3. Formation of Ad Hoc Committee. The City Council shall establish an Ad Hoc Committee by appointing up
504 to seven (7) members and the Planning Commission appointing one (1) member, for each CUP-EPF
505 application. The Ad Hoc Committee may include representatives of the Planning Commission or other persons
506 with detailed knowledge of City land use or transportation issues. The Ad Hoc Committee shall be appointed

507 by the City Council within seventy-five (75) days of the determination by the Director of Community and
508 Economic Development that the proposed project is an EPF, pursuant to subsection (C) of this section.

509 a. The City Council will establish a time frame of not more than sixty (60) days, unless a longer time frame is
510 necessary due to an EPF project timeline, in which the Ad Hoc Committee must review, consult and issue
511 recommended conditions for the EPF. This time frame may be extended only by the authority of the City
512 Council, and shall not be extended more than a maximum of three (3) such time periods, unless the applicant
513 agrees that more time is needed.

514 b. Prior to accepting an appointment on the Ad Hoc Committee, an appointee must divulge any vested
515 interest in any properties or businesses, the value of which could be substantially affected by the committee's
516 recommendations, if any.

517 4. Ad Hoc Committee Review and Coordination. The Ad Hoc Committee shall make recommendations to
518 the designated hearing body, regarding the appropriate conditions to mitigate the impacts of the proposed
519 EPF under the authority of the City's SEPA regulations, Comprehensive Plan and development regulations.
520 City staff shall prepare an analysis of the CUP-EPF application for use by the Ad Hoc Committee. The Ad Hoc
521 Committee shall review the staff analysis of the proposed EPF project and prepare written recommendations
522 on each of the following:

523 a. Any criteria identified in subsection (F) of this section that was reviewed by the Ad Hoc Committee; and

524 b. Whether the project should include a special district overlay zone (defined in Chapter [15.28](#) SMC); and

525 c. Any recommended conditions for mitigating the impacts of the proposed EPF under the authority of the
526 City's SEPA ordinances, Comprehensive Plan and development regulations.

527 The Ad Hoc Committee shall present its draft recommendations to the Planning Commission and, upon
528 receiving input of the Planning Commission, shall prepare final written recommendations to the designated
529 hearing body.

530 5. Designated Hearing Body. The Hearing Examiner shall hear an essential public facility application.
531 However, the City Council may determine that the application should be heard by the City Council, and in that
532 case, the City Council will be the designated hearing body. The City Council's determination should be based
533 on the following criteria:

534 a. Size of project;

535 b. Area of City affected by proposed project;

536 c. Environmental impact on sensitive areas;

537 d. Timing of project.

538 6. Staff Report. The Department of Community and Economic Development shall prepare a staff report,
539 which shall include Planning Commission comments, as well as the final recommendations of the Ad Hoc
540 Committee. The staff report shall also include an evaluation of the consistency of the proposed EPF, as
541 recommended by the Ad Hoc Committee, with the City's adopted Comprehensive Plan and development
542 regulations, and shall include proposed findings, proposed conclusions, and proposed recommendations for
543 disposition of the proposed CUP-EPF to the designated hearing body for a public hearing.

544 7. Public Hearing and Decision. The designated hearing body shall hold a public hearing pursuant to
545 SMC [16A.13.020](#) to make findings and issue a decision. The notice of such public hearing shall be consistent
546 with SMC [16A.13.010](#). A final decision shall be rendered by the designated hearing body in accordance with
547 Chapter [16A.15](#) SMC.

548 F. Ad Hoc Committee Review Criteria. In making its recommendations, the Ad Hoc Committee should
549 consider the following:

550 1. Whether the proposed site is adequate in size and shape for the proposed project and the use conforms,
551 or can aesthetically conform, to the general character of the neighborhood.

552 2. The proportionate financial burdens of the proposed EPF on the City and other affected jurisdictions, and
553 whether they are reasonably mitigated as provided in an inter-jurisdictional agreement, or by other means.

554 3. Whether the proposed EPF is compatible with the following:

555 a. Availability and physical constraints of land.

556 b. Compatibility with adjacent and nearby land uses.

557 c. Mitigation of likely adverse environmental impacts, including but not limited to erosion, sensitive areas,
558 noise, odor, traffic, and air and water quality.

559 d. Basic infrastructure standards, such as vehicular traffic, and the availability of necessary utilities and
560 services.

- 561 e. The City of SeaTac's Comprehensive Plan, development regulations, and SEPA regulations.
- 562 f. Any existing and applicable City inter-jurisdictional agreements.
- 563 g. Siting of secure community transition facilities must be in accordance with the siting criteria of
564 Chapter [71.09](#) RCW, and regulations adopted pursuant thereto. In addition, no secure community transition
565 facility shall be sited closer than three hundred thirty (330) feet from any residentially zoned property.
- 566 G. Designated Hearing Body Review Criteria. The designated hearing body, giving substantial weight to the
567 recommendations of the Ad Hoc Committee and the staff report, shall review the application under the
568 following criteria:
- 569 1. Whether the proposed action is consistent with the criteria under subsection (F) of this section;
 - 570 2. Whether modifications to recommended conditions or restrictions, if any, are needed to mitigate impacts
571 in a manner which meets the standards of this code and any related development agreement;
 - 572 3. Any conditions or restrictions shall be consistent with any development agreements that are in existence
573 at the time of the hearing; and
 - 574 4. Whether project conditions cumulatively are reasonable and would not preclude development of the EPF.
- 575 Should the recommendation of staff conflict with the recommendation of the Ad Hoc Committee, the
576 recommendation of staff shall be given greater weight.
- 577 H. Development Agreements. The terms and conditions of a development agreement completed after the
578 decision of the designated hearing body shall supersede the conditions and restrictions imposed by the
579 designated hearing body. (Ord. 14-1006 § 2; Ord. 11-1002 §§ 2, 3; Ord. 05-1021 § 1; Ord. 02-1029 §§ 6 – 9;
580 Ord. 02-1008 § 2; Ord. 00-1001 §§ 1, 2; Ord. 98-1037 § 2)

581 **15.22.050 Zone Reclassification (Rezone)** 

- 582 A. The purpose of a rezone is to provide a change of zoning to allow a new or different land use which
583 conforms with the City Comprehensive Plan. A rezone may be approved when there has been a change in
584 conditions, and/or is necessary to implement the Comprehensive Plan.
- 585 B. The applicant must show that the proposed development satisfies the following minimum criteria for
586 approval by the Hearing Examiner:

- 587 1. The proposal conforms with the Comprehensive Plan policies and land use map;
- 588 2. The requested reclassification is in the public interest;
- 589 3. The requested reclassification is not hazardous or will not have adverse impacts on adjacent properties;
- 590 4. The requested reclassification does not pose undue burdens on public facilities; and
- 591 5. For sites located within the designated urban center, the requested reclassification has, or will potentially
- 592 have, an adequate link to a high-capacity transit mode. (Ord. 14-1006 § 2; Ord. 04-1010 § 17; Ord. 00-1033
- 593 § 14; Ord. 96-1008 § 6; Ord. 92-1041 § 1)
- 594
- 595

596 **Mukilteo EPF Code**

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Chapter 17.18
ESSENTIAL PUBLIC FACILITIES

602 Sections:

[17.18.003](#) Purpose—Applicability.

[17.18.004](#) Siting or expansion of local essential public facilities.

[17.18.005](#) Siting and expansion of state and regional essential public facilities.

[17.18.006](#) Secure community transition facilities.

607 **17.18.010 Purpose—Applicability.**

608 A. Essential public facilities and transportation facilities of statewide significance are necessary and
609 important in the provision of public systems and services. The city of Mukilteo already hosts or borders
610 on a number of essential public facilities, including, but not limited to, the following:

- 611 1. The Mukilteo lighthouse and foghorn;
- 612 2. The Washington State Ferries Mukilteo-Clinton ferry terminal;
- 613 3. The Sound Transit Mukilteo station;
- 614 4. The Port of Everett rail barge facility;
- 615 5. The Snohomish County mental health evaluation facility;
- 616 6. Snohomish County Paine Field Airport;
- 617 7. Burlington Northern Railroad tracks;
- 618 8. State Route 525; and
- 619 9. State Route 526.

620 B. The purpose of this chapter is to implement the Growth Management Act and the Mukilteo
621 comprehensive plan by establishing processes for the siting and expansion of essential public facilities in
622 the city of Mukilteo as necessary to support orderly growth and delivery of public services. The city's
623 goal in promulgating the regulations under this chapter is to ensure the timely, efficient and appropriate
624 siting of EPFs while simultaneously acknowledging and mitigating the significant community impacts

625 often created by such facilities. Nothing in this chapter should be construed as an attempt by the city to
626 preclude the siting of essential public facilities in contravention of applicable state law. (Ord. 1149 § 2
627 (part), 2006)

628 **17.18.020 Siting or expansion of local essential public facilities.**

629 A. A special use permit shall be required as provided in this section before any local essential public
630 facility (other than a secure community transition facility as defined in RCW 71.09.020) may be located
631 or expanded within the city of Mukilteo, regardless of the zoning district in which such facility is or is
632 proposed to be located.

633 B. A complete application for a special use permit for a local essential public facility shall include all
634 items set forth under the General Application, Site/Building Plans, Civil/Engineering, and Environmental
635 categories in Table 3 adopted by Section [17.13.040](#), with the exception of a plat map. The planning
636 director shall develop a supplemental application form which addresses and provides sufficient
637 information to judge the application's compliance with each of the approval criteria set forth in subsection
638 D of this section.

639 C. A special use permit for a local essential public facility shall be processed as a Type II permit under
640 the process set forth in Table 6 adopted by Section [17.13.070](#). Notice of the application and the required
641 public hearing shall be given as provided in Section [17.13.050](#). Notices shall be posted on-site, posted at
642 the city's designated posting places, advertised in the city's official newspaper, and mailed to property
643 owners within three hundred feet.

644 D. A special use permit for a local essential public facility shall be approved upon a determination that:

645 1. The project sponsor has demonstrated a need for the project, as supported by a detailed written
646 analysis of the projected service population, an inventory of existing and planned comparable facilities,
647 and the projected demand for the type of facility proposed;

648 2. The project sponsor has reasonably investigated alternative sites, as evidenced by a detailed
649 explanation of site selection methodology, as verified by the city and reviewed by associated jurisdictions
650 and agencies;

651 3. Necessary infrastructure is or will be made available to ensure safe transportation access and
652 transportation concurrency;

653 4. Necessary infrastructure is or will be made available to ensure that public safety responders have
654 the capacity to handle increased calls and expenses that will occur as the result of the facility, including
655 but not limited to insurance costs, public awareness and public education costs. The facility will not
656 adversely affect public safety;

657 5. The project sponsor has the ability to pay for all capital costs associated with on-site and off-site
658 improvements;

659 6. The facility will not unreasonably increase noise levels in residential and commercial areas and
660 school zones;

661 7. Visual screening will be provided that will mitigate the visual impacts from streets and adjoining
662 properties;

663 8. The local essential public facility is not located in any residential zoning district identified in Table
664 17.16.040, except as provided in this subsection. If the land on which a local essential public facility is
665 proposed is located in any such residential zoning district, the applicant must demonstrate to the hearing
666 examiner that there is no other feasible location for the facility and that the exclusion of the facility from
667 the residential districts of the city would preclude the siting of all similar facilities anywhere within the city.
668 If the applicant is able to make such a demonstration, the hearing examiner shall authorize the essential
669 public facility to be located in the residential zoning district.

670 9. The local essential public facility meets all provisions of this code for development within the zoning
671 district in which it is proposed to be located, including but not limited to the bulk regulations of
672 Chapter [17.20](#), except as provided in this subsection. If a local essential public facility does not meet all
673 such provisions, the applicant must demonstrate that compliance with such provisions would preclude
674 the siting of all similar facilities anywhere within the city. If the applicant is able to make such a
675 demonstration, the hearing examiner shall authorize the essential public facility to deviate from the
676 provisions of this code to the minimum extent necessary to avoid preclusion; and

677 10. Any and all probable significant adverse environmental impacts including but not limited to air
678 quality, habitat, soil quality and soil stability of neighboring properties and light pollution are mitigated.

679 E. If the hearing examiner determines that any one or more of the decision criteria set forth in
680 subsection D of this section is not met by the proposal, the hearing examiner shall impose such
681 reasonable conditions on approval of the special use permit as may be necessary in order to enable the
682 facility to meet the decision criteria.

683 F. The decision criteria set forth in subsection D of this section shall not be applied in such a manner
684 as to preclude the siting or expansion of any local essential public facility in the city of Mukilteo. In the
685 event that a local essential public facility cannot, by the imposition of reasonable conditions of approval,
686 be made to meet the decision criteria set forth in subsection D of this section on the preferred site
687 described in the proposal, the hearing examiner shall either:

688 1. Require the local essential public facility to be located on one of the investigated alternative sites, if
689 the proposal can be reasonably conditioned to meet the decision criteria at the alternative site; or

690 2. Approve the siting or expansion of the local essential public facility at the preferred site with such
691 reasonable conditions of approval as may be imposed to mitigate the impacts of the proposal to the
692 maximum extent practicable, if there is no available alternative site on which the decision criteria can be
693 met. (Ord. 1149 § 2 (part), 2006)

694 **17.18.030 Siting and expansion of state and regional essential public facilities.**

695 A. Any proposal for the siting or expansion of a state or regional essential public facility shall follow the
696 procedures established by Chapter [17.13](#) for the underlying permit, e.g., building permit, subdivision,
697 binding site plan, etc.; provided, that a public hearing shall be held prior to the issuance of any such
698 permit in order to obtain public input on the permit criteria and conditions of approval. If the underlying
699 permit ordinarily requires a public hearing, the public hearing required by this section shall be
700 consolidated with the required public hearing and heard by the same hearing body or officer. If the
701 underlying permit does not ordinarily require a public hearing, the hearing examiner shall conduct the
702 public hearing and shall thereafter be the approval authority for such underlying permit. Notice of the
703 application and the required public hearing shall be given as provided in Section [17.13.050](#). Notices shall
704 be posted on-site, posted at the city's designated posting places, advertised in the city's official
705 newspaper, and mailed to property owners within three hundred feet.

706 B. State and regional essential public facilities shall not be located in any residential zoning district
707 identified in Table 17.16.040 except as provided in this subsection. If the land on which a state or
708 regional essential public facility is proposed is located in any such residential zoning district, the
709 applicant must demonstrate to the hearing examiner that there is no other feasible location for the facility
710 and that the exclusion of the facility from the residential districts of the city would preclude the siting of all
711 similar facilities anywhere within the city. If the applicant is able to make such a demonstration, the
712 hearing examiner shall authorize the essential public facility to be located in the residential zoning
713 district.

714 C. State and regional essential public facilities shall meet all provisions of this code for development
715 within the zoning district in which they are proposed to be located, including but not limited to the bulk
716 regulations of Chapter [17.20](#), except as provided in this subsection. If a state or regional essential public
717 facility does not meet all such provisions, the applicant must demonstrate to the hearing examiner that
718 compliance with such provisions would preclude the siting of all similar facilities anywhere within the city.
719 If the applicant is able to make such a demonstration, the hearing examiner shall authorize the essential
720 public facility to deviate from the provisions of this code to the minimum extent necessary to avoid
721 preclusion.

722 D. The hearing examiner shall impose reasonable conditions upon the state or regional essential
723 public facility in order to ensure that:

724 1. Necessary infrastructure is or will be made available to ensure safe transportation access and
725 transportation concurrency;

726 2. Necessary infrastructure is or will be made available to ensure that public safety responders have
727 the capacity to handle increased calls and expenses that will occur as the result of the facility, including
728 but not limited to insurance costs, public awareness and public education costs. The facility will not
729 adversely affect public safety;

730 3. The project sponsor has the ability to pay for all capital costs associated with on-site and off-site
731 improvements;

732 4. The facility will not unreasonably increase noise levels in residential and commercial areas and
733 school zones;

734 5. Visual screening will be provided that will mitigate the visual impacts from streets and adjoining
735 properties; and

736 6. Any and all probable significant adverse environmental impacts including but not limited to air
737 quality, habitat, soil quality and soil stability of neighboring properties and light pollution are mitigated.

738 E. The hearing examiner shall not impose conditions in such a manner as to preclude the siting or
739 expansion of any state or regional essential public facility in the city of Mukilteo. In the event that a state
740 or regional essential public facility cannot, by the imposition of reasonable conditions of approval, be
741 made to mitigate the impacts described in subsection D of this section, the hearing examiner shall
742 approve the siting or expansion of the state or regional essential public facility with such reasonable
743 conditions of approval as may mitigate such impacts to the maximum extent practicable. (Ord. 1149 § 2
744 (part), 2006)

745 **17.18.040 Secure community transition facilities.**

746 RCW 71.09.342 preempts any and all local regulations on the siting of secure community transition
747 facilities as defined in RCW 71.09.020. Such facilities are therefore exempt from the provisions of this
748 chapter and shall be sited as provided in Chapter 71.09 RCW. (Ord. 1149 § 2 (part), 2006)

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