

AGENDA
Lynnwood Planning Commission
Meeting
Thursday, February 12, 2015 — 7:00 pm
Council Chambers, Lynnwood City Hall
19100 44th Ave. W, Lynnwood, WA 98026

A. CALL TO ORDER – ROLL CALL

B. APPROVAL OF MINUTES

1. January 8, 2015 meeting
2. January 22, 2015 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. Code Amendment: Siting process for essential public facilities (CAM-002370-2014) –
Continued from January 22, 2015.

E. WORK SESSION TOPICS

1. Comprehensive Plan: Draft Capital Facilities Element
2. Comprehensive Plan: College District land use regulations

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
January 8, 2015 Meeting**

Commissioners Present:	Staff Present:
Richard Wright, Chair	Paul Krauss, Comm. Devt. Director
Chad Braithwaite, Vice Chair	Corbitt Loch, Dep. Director Comm. Devt.
Maria Ambalada	Todd Hall, Senior Planner
George Hurst, Second Vice Chair	
Commissioners Absent:	Other:
Robert Larsen	Councilmember Van AuBuchon
Doug Jones	Kristina Gallant, Alliance for Housing Affordability (AHA)
Michael Wojack	

Call to Order

The meeting was called to order by Chair Wright at 7:00 p.m.

Election of Officers

Commissioner Braithwaite nominated Richard Wright for the position of Chair. **Motion** passed unanimously (4-0) to elect Richard Wright to the position of Chair for 2015.

Commissioner Ambalada nominated Chad Braithwaite for Vice Chair. **Motion** passed unanimously (4-0) to elect Chad Braithwaite to the position of Vice Chair for 2015.

Commissioner Ambalada nominated George Hurst for Second Vice Chair. Chair Wright nominated Maria Ambalada for Second Vice Chair. Commissioner Ambalada declined the nomination.

Motion passed unanimously (4-0) to elect George Hurst to the position of Second Vice Chair for 2015.

Approval of Minutes

- 1. **December 11, 2015 Special Meeting**
- 2. **December 11, 2015 Regular Meeting**

Motion made by Commissioner Ambalada, seconded by Commissioner Braithwaite, to table the adoption of all the minutes until the next meeting to allow time for review. **Motion** passed unanimously (4-0).

1 **Citizen Comments**

2
3 Ted Hikel commented that the City is at a tipping point of having more multi-
4 family housing than single-family housing. The multi-family housing is
5 predominantly rentals, and an increasing number of single-family homes are
6 becoming rentals. He asserted that non-owner occupied dwelling units indicate a
7 less of a commitment to the community overall as evidenced by voter registration
8 and voter participation as well as the increased transient population. He also
9 expressed concern about the financial consequences of more multi-family
10 housing in terms of increased police, firefighter/EMT, parks, and open space
11 needs. He urged the Planning Commission to consider the welfare of this city
12 and its citizens, not the desire of Snohomish County Tomorrow to flood our cities
13 with more multi-family housing at the financial and congestive expense of the
14 people who currently live here and pay the bills.

15
16 **Public Hearing**

17
18 None.

19
20 **Work Session**

21
22 **1. Draft Housing Element - 2015 Comprehensive Plan Update**

23
24 Deputy Director Corbitt Loch reviewed the Draft Housing Element which
25 describes housing conditions in Lynnwood and outlines housing policies. Staff
26 has updated the language to match today's legal and housing conditions. He
27 noted that the Planning Commission reviewed the Housing Profile prepared for
28 Lynnwood back in November. That document is an important resource to the
29 Planning Commission as they consider the policies in the Housing Element.

30
31 Commissioner Ambalada commended staff for their work on the Housing
32 Element, but expressed concern about a lack of provisions for repairing/restoring
33 low income senior housing. She then spoke against any new tax increases.

34
35 Commissioner Hurst commented there are a lot of policies directed toward
36 mobile homes. He referred to page 21 which refers to policies surrounding
37 preservation of some of Lynnwood's mobile home parks, but commented that
38 "some" appears to mean "not all". He asked for clarification of this. Director
39 Krauss explained that a number of years ago there was a great deal of concern
40 about the acquisition of some of the larger mobile home parks by a private
41 developer who intended to clear and redevelop them. A great deal of effort and
42 money were put into acquisition of two of them by the Snohomish County
43 Housing Authority in order to preserve affordable housing. This was a very
44 significant issue for many people in the community. At that time the City did an
45 assessment and found it had 17 mobile home parks, and that 12 of the mobile
46 home parks were worthy of efforts to preserve them. The other 5 for the most

1 part were not in residential zones and many had serious issues. As a result the
2 City developed a program that made it a little more difficult to redevelop mobile
3 home parks and incentivized the preservation of them.
4

5 Commissioner Braithwaite commended staff for this draft Element. He asked if
6 the objective for this is to be relevant for the longest period of time possible or if it
7 is something they anticipate revising more frequently. Director Krauss replied
8 under the State Growth Management Act the City is obligated to update this
9 every seven years. These are definitely looked at periodically. Commissioner
10 Braithwaite suggested that some of the commentary could be rephrased to be
11 more factual. He asked about creating an Affordable Housing section in the
12 narrative as opposed to interlacing it in the Introduction and the Findings. Also,
13 rather than mentioning specific organizations within the Comprehensive Plan, he
14 wondered if they should just say they plan to work with organizations in order to
15 be more general and avoid having to update specific names. Additionally, he
16 suggested some discussion about how the City could approach revitalization of
17 existing single-family neighborhoods. Deputy Director Loch said he recalled also
18 hearing comments about revitalization of single-family neighborhoods from
19 Commissioner Larsen. He noted that at an earlier meeting the Commission had
20 directed staff to not have the elements be too sterile. He noted that staff will try to
21 find the ideal voice and tone as work on the Comprehensive Plan continues.
22

23 Commissioner Hurst asked for clarification about the last sentence on page 35.
24 Deputy Director Loch agreed that this could be interpreted in numerous ways. He
25 said he reads it as a discussion about what could the City do to ensure that there
26 is not a loss in the number of affordable housing units in the City as
27 redevelopment occurs. One of the techniques that is used is a requirement that
28 new development have some percentage of their dwellings be affordable to low
29 income residents. Other jurisdictions might utilize an *in lieu* fee or offer
30 development incentives. He thinks the sentence means that the City should
31 consider those things, but it doesn't give specific direction. It is talking about
32 mitigation. Ms. Gallant said that to her the intention is to provide two concrete
33 policy examples. Director Krauss acknowledged there is some ambivalence on
34 the part of staff related to this. He stated that this has been in the Plan for a long
35 time, but the City has never really taken it up. He invited Commission input.
36

37 Commissioner Ambalada requested a status update on the City's stand on giving
38 mobile home parks their own zoning. Director explained some cities have put
39 mobile home parks in a special zone where the only permitted use is mobile
40 home parks. The idea is that this would make it a lot more difficult for property
41 owners to do anything different with it. There has been a mixed history as to
42 whether or not that is a successful strategy. Lawsuits have been settled both
43 ways. Using this approach, the City must be willing to process rezones to another
44 use in the future. He reviewed possible scenarios related to this and noted it is a
45 very controversial issue. He pointed out that the State of Washington does not
46 have great programs for mobile home park preservation. Commissioner

1 Ambalada discussed the importance of preserving low income options for home
2 ownership.

3
4 Chair Wright asked about seeing wage information for the City. Ms. Gallant
5 reviewed data that had been used for the Element. Some of the income levels
6 are set by HUD and are not specific to Lynnwood; they are benchmarks that
7 cover both King and Snohomish County. They are there for comparison
8 purposes. The cost burden standard looks at housing costs so that they compose
9 no more than 30% of a household's income. Median income numbers are from 5-
10 Year American Community Survey (ACS) estimates.

11
12 Chair Wright referred to page 23 and pointed out an increase in the overall
13 percentage of single-family dwellings and a decrease in multi-family. Previously,
14 53% of the dwellings in Lynnwood were single family; it is now 54% of the
15 dwellings. Previously, 47% were multi-family; currently 43% are now multi-family.
16 He asked what changes occurred to drive those two numbers. Ms. Gallant
17 thought it was the same formula, just updated numbers. Deputy Director Loch
18 commented that the city boundaries may have changed also. Chair Wright
19 expressed concern about the overall affordability and employment trends where
20 most people are travelling outside the City for their employment.

21
22 Commissioner Braithwaite referred to Objective H-14 at the bottom of page 32.
23 He asked what "development tools" means. Ms. Gallant replied that this is a
24 catchall statement to include new development forms (i.e. cottage housing)
25 provided they are consistent with other areas. Director Krauss agreed and added
26 adoption of state codes also factors into this. Commissioner Braithwaite referred
27 to H-16 (housing incentives) and commented that it is very vague. Director
28 Krauss said there is not much out there at this time, but the state may come up
29 with new programs sometime in the future. Staff doesn't want to preclude good
30 incentive programs that may exist in the future. Commissioner Braithwaite
31 suggested replacing the draft language with, ". . . take advantage of incentives
32 that are offered."

33
34 Commissioner Braithwaite then referred to the trend toward accessory dwelling
35 units and smaller lots. He noted that while those kinds of housing solutions
36 increase residential density within urban areas, they also can have a detrimental
37 effect on surrounding single-family homes. Director Krauss commented that one
38 of the concepts the City is committed to is the protection of existing single-family
39 neighborhoods. The City made a very conscious choice not to allow density to
40 occur in single-family neighborhoods like the County did with LDMRs. While
41 Lynnwood is obligated to accept growth, that growth has been assigned to areas
42 outside of single-family neighborhoods-- like City Center and Highway 99. This
43 was very intentional. Commissioner Braithwaite referred to Policy H-10 regarding
44 facilitating affordable home ownership and rental opportunities by promoting an
45 increased supply of lower cost housing types such as small lots. Policy H-1.1
46 references mobile home parks. He wondered if all of that should be melded into

1 the policy above it (Policy H-9). Deputy Director Loch indicated staff would take a
2 look at the structure and the organization of this. He added that some of the
3 things they are discussing are not in this Element, but are in other sections of the
4 Comprehensive Plan, like the Land Use Element and the Community Character
5 Element.

6
7 Commissioner Ambalada referred to the second paragraph on page 7 and asked
8 who the CDBG (Community Development Block Grant) is. Director Krauss
9 explained that it is a federal program that has been around for a long time. This is
10 where the County gets a lot of the funding that they use for affordable housing.
11 The County administers the program. For the City to administer its own program,
12 it has to have a minimum population of 50,000. While Lynnwood doesn't have
13 this population now, one day it will. One of the benefits of reaching that level is
14 becoming an "entitlement" city and directly receiving appropriations from the feds
15 for CDBG funding. Commissioner Ambalada asked about having someone from
16 the CDBG come to give a presentation to the Planning Commission so the City
17 can ask for money to do an annexation. Director Krauss did not think that would
18 be fundable, but commented that the City has representation on the County's
19 committee. Director Krauss explained that Lynnwood has projects that have
20 received CDBG funding from the County.

21
22 Deputy Director Loch summarized that staff has heard they are generally on the
23 right path with this update. They have heard some suggestions for improvement
24 and clarification. Unless directed otherwise, staff will try to address the comments
25 and questions received tonight in the next iteration. They will identify those in a
26 way that the Planning Commission can see they are changes.

27
28 Commissioner Ambalada suggested that the Planning Commission ask the staff
29 to follow up on the north Lynnwood annexation issue vigilantly. Chair Wright
30 suggested that staff could come back and address that under Director's
31 Comments.

32 33 **Other Business**

34 35 **Council Liaison Report**

36
37 Councilmember AuBuchon had the following comments:

- 38 • The Council has been on break and is just coming back.
 - 39 • He wished the Planning Commission a Happy New Year.
 - 40 • He is looking forward to joint discussions regarding this Plan once it is
41 further down the line.
 - 42 • He thanked the Planning Commission for their hard work.
 - 43 • He requested line numbers on documents.
- 44
45

1 **Director's Report**

2
3 Director Krauss had the following comments:

- 4 • There has not been a lot of city business done since they left for the winter
5 break.
- 6 • Regarding annexation he and Mayor Smith met with their counterparts in
7 Mukilteo to work out an agreement regarding where the dividing line
8 between the two cities ought to be. They discussed ways to get that
9 ratified by the two city councils and ultimately by Snohomish County. He
10 stated that Mukilteo is willing to agree that the line ought to be where
11 Lynnwood always thought it should be which is the extension of 140th over
12 toward Norma Beach Road. The City is not ready to annex at this point,
13 but wants to be ready when the time is right. He stated that Lynnwood's
14 Fire Chief has also had conversations with Mukilteo and Fire District 1.
15 This is essential because special purpose fire districts have upended
16 recent annexation attempts around the County. It is important to have a
17 prior agreement with the Fire District worked out before annexation is
18 pursued.

19
20 **Commissioners' Comments**

21
22 Commissioner Ambalada expressed support for the annexation. She said the
23 Auditor's Office told her in 2005 the City should pursue the annexation because it
24 would double the City's income. She expressed frustration that this has not
25 happened yet.

26
27 Commissioner Hurst asked when they would be addressing the shipping
28 containers code amendment. Director Krauss replied staff is planning on coming
29 back with an ordinance that is somewhat modeled after the one the Commission
30 favored which had more of a design approach. Commissioner Hurst commented
31 that shortly after the Planning Commission had discussed this, the *Seattle Times*
32 had an article about how Starbucks is using shipping containers for drive-thru's.
33 Commissioner Ambalada commented that in San Francisco they are developing
34 a housing community of constructed of shipping containers which is beautiful and
35 artistic.

36
37 **Adjournment**

38
39 The meeting was adjourned at 8:12 p.m.

40
41
42 _____
43 Richard Wright, Chair

**CITY OF LYNNWOOD
PLANNING COMMISSION MINUTES
January 22, 2015 Meeting**

Commissioners Present:	Staff Present:
Chad Braithwaite, Vice Chair	Paul Krauss, Comm. Devt. Director
Robert Larsen	Corbitt Loch, Dep. Director Comm. Devt.
Maria Ambalada	Todd Hall, Senior Planner
George Hurst, Second Vice Chair	Michelle Szafran, Associate Planner
Doug Jones	
Michael Wojack	
Commissioners Absent:	Other:
Richard Wright, Chair	Councilmember Van AuBuchon

Call to Order

The meeting was called to order by Vice Chair Braithwaite at 7:00 p.m.

Approval of Minutes

1. Approval of Minutes of the December 11, 2014 Special Meeting

Motion made by Commissioner Wojack, seconded by Commissioner Jones, to approve the minutes as presented. **Motion** passed unanimously (6-0).

2. Approval of Minutes of the December 11, 2014 Regular Meeting

Motion made by Commissioner Wojack, seconded by Commissioner Jones, to approve the minutes as presented. **Motion** passed unanimously (6-0).

Citizen Comments

Ted Hikel, 3820 – 191st Place SW, Lynnwood, WA 98036, commented that the door for people with disabilities in front of City Hall has been locked in the past and is locked tonight. He has brought this up to City Council, but expressed frustration that it is not consistently open for meetings.

He spoke against using shipping containers in residential zones. He prefers Edmonds' approach to prohibiting these in residential areas even if they are modified. He feels they are inappropriate in residential areas.

1 **Public Hearing**

2
3 **1. Code Amendment: Siting process for Essential Public Facilities**
4 **(EPF) (CAM-002370-2014)**

5
6 Staff Presentation:

7
8 Director Krauss reviewed the background on this item. Last fall the City was
9 approached by a potential EPF that was seeking to locate in the City. While they
10 may or may not come forward with a proposal to do so, staff realized that the City
11 never adopted an ordinance dealing with EPF's. In order to be in compliance with
12 the Growth Management Act (GMA) it is necessary to have an ordinance in
13 place. Staff felt that the ordinance Mukilteo has in place is a fairly good model for
14 Lynnwood to use. He explained to the Commission that the City doesn't have the
15 option of saying no to EPF's. What they can do is try to get them sited as
16 optimally as possible and get whatever impacts there are mitigated.

17
18 Director Krauss commented that Sound Transit had some comments about the
19 draft which were included. The most significant change was to make sure that
20 EPF's go through a public hearing process when they come to the City. At the
21 suggestion of Sound Transit, staff kept the local-serving EPF's as Conditional
22 Use Permits (CUP's). Those would go through the CUP process which has a
23 hearing in front of the Hearing Examiner. Larger, more regional-serving services
24 would go through a Development Agreement process. This would be a contract
25 between the applicant and the Council. The adoption of a Development
26 Agreement requires a public hearing in front of the City Council.

27
28 Director Krauss clarified that there are no specific applications pending, but staff
29 believes Sound Transit will come forward for the EPF siting process soon. Staff is
30 recommending that the Planning Commission ultimately recommend that the
31 Council adopt the EPF ordinance in order to be prepared to deal with these
32 matters when and if they come forward.

33
34 Commission Questions:

35
36 Commissioner Ambalada noted there are two elements to be considered –
37 regional and local. She asked why Snohomish County Tomorrow is involved in
38 this process.

39
40 Mr. Hikel objected to this meeting's hearing process which he said did not follow
41 the required public hearing procedures. He stated that comments and questions
42 from the commissioners were not appropriate at this time. Director Krauss
43 acknowledged they did not have the official script tonight, but noted that this
44 hearing was not regarding any specific use or property. He solicited any conflict
45 of interest issues from the Commission. None were raised.

46

1 Commissioner Wojack asked about the definition of EPF's. He asked about
2 situations in which organizations might deem themselves EPF's such as tent
3 cities. Director Krauss acknowledged that this can happen. He said that the
4 Growth Management Hearings Board heard cases on this subject, mostly in the
5 1990's. He noted there is a separate ordinance that deals with tent cities. He
6 pointed out that the ordinance also provides for EPF's that are non-
7 governmental, but fit the criteria.

8
9 Commissioner Ambalada asked if mobile home parks can be classified as EPF's.
10 Director Krauss did not think so, but noted there are already zoning provisions in
11 the City for mobile home parks so they wouldn't need an EPF ordinance to be
12 sited. Commissioner Ambalada expressed concern that the mobile home park
13 ordinance isn't strong enough in the event that an owner wanted to sell. Director
14 Krauss clarified that the EPF ordinance would not alter the relationship between
15 the property owner and tenants that the Commission is concerned about.

16
17 Commissioner Jones stated that a siting process is required by law and will
18 eventually save the City money. Director Krauss agreed it is a possibility that the
19 City could get sued if they don't have an EPF siting process. Additionally, if the
20 City is in violation of the state law there could be implications with receiving state
21 funding.

22
23 Vice Chair Braithwaite opened the public hearing at 7:25 p.m. He and Director
24 Krauss discussed the procedures for the public hearing.

25
26 Public Testimony:

27
28 Duane Huskey, Planning and Development Services Manager, Alderwood Water
29 and Wastewater District, 3626 – 156th Place SW, Lynnwood, WA 98087, stated
30 that they consider their major facilities EPF's and they are not sure if they are
31 going to be regional or local. He noted that they are not in the City, but are in the
32 Urban Growth Area so this is a concern for them. He stated that he and Lauren
33 Balisky would distribute a letter outlining their concerns. He referred to an issue
34 paper that Renton put out on elevated, water storage tanks. He clarified that the
35 Water District's siting locations are pretty specific. They need to be either at the
36 top of the hill or at the low point. Also, when they do a facility they spend a
37 number of years doing research, planning, studying, and engineering. Having a
38 Hearing Examiner tell them they need to consider an alternate site would not be
39 good. He asked for clarification about the noise regulations and size issues. He
40 apologized they were not able to meet with staff this week, but offered to meet
41 with them another time soon to discuss this.

42
43 Commissioner Ambalada commended the Alderwood Water District for the good
44 job they do. She asked Mr. Huskey if they see any kind of problem in the future
45 that would affect their services. Mr. Huskey replied that the concern now is if they

1 become a regional facility under this law the siting issues become more
2 complicated and less certain.

3
4 Director Krauss referred to Mr. Huskey's concerns about noise and said he had
5 noticed they have two versions of the code. There is a version that was prepared
6 and went out with legal notice. There is another version that was edited in
7 response to comments received from Sound Transit which is not included in the
8 packet. The edited version struck the noise issue and some other things. He
9 recommended continuing the public hearing to the next meeting and holding it
10 open so the corrected version of the ordinance can be considered.

11
12 Commissioner Larsen asked if known EPF's will be mapped in some way. He
13 commented that Alderwood Water and Wastewater District (Alderwood) has
14 wellheads in our area and all throughout the county. He doesn't know how big an
15 issue this might be. Director Krauss replied that staff has not had an opportunity
16 to review Alderwood's concerns in detail. He commented that the City regularly
17 processes similar utility improvements in the City for its own utilities using
18 existing provisions of code. Most of the utility infrastructure is either approved
19 outright as a permitted use or is listed as a conditional use and goes through that
20 process. He noted that larger facilities might not comply with the zoning code, but
21 the EFP ordinance gives a new mechanism to review those. Other large-scale
22 projects include things like highways, Sound Transit, Community Transit, light rail
23 stations, and transit centers.

24
25 Lauren Balisky, Alderwood Water and Waste Water District, Utility Planner, 3626
26 – 156th Street SW, Lynnwood, WA 98087, offered to answer any questions the
27 Planning Commission might have of Alderwood.

28
29 Ted Hikel, 3820 – 191st Place SW, Lynnwood, WA, 98036, spoke in support of
30 rejecting negative impacts of the Growth Management Act. He noted the City
31 Council is on record rejecting that Sound Transit's operations and maintenance
32 facility be sited in the City of Lynnwood. He commented that Lynnwood is a small
33 city, and the County is already impacting the future of the City with extremely
34 high-density, multi-family development just north and east of the City. He urged
35 the Planning Commission to be careful what they ask for or approve because
36 they just might get it. He thanked Commissioner Wojack and Commissioner
37 Ambalada for bringing up the question of what else this allows because you just
38 don't know. He then noted that the conduct of public hearings is clearly set out in
39 the RCW and the LMC. He doesn't believe tonight's process meets these
40 requirements for a public hearing especially when Director Krauss mentioned the
41 fact that the ordinance that was in the packet is not the ordinance that the
42 Planning Commission will be asked to consider. He objected to this being a valid
43 public hearing.

44
45 Director Krauss clarified that the Ordinance that is in the packet is the current
46 one, but there was also a redlined copy that would have showed the changes

1 made since the last time this was reviewed. That is the one that is not in the
2 packet.

3
4 **Commissioner Comments and Questions:**

5
6 Commissioner Wojack asked if any current EPF's in the MUGA (Municipal Urban
7 Growth Area) would be grandfathered in. Director Krauss affirmed that they
8 would be grandfathered in.

9
10 Commissioner Ambalada asked if there was property and money to
11 accommodate these EPF's. Director Krauss clarified that the City would not be
12 advancing any EPF's . Agencies like Sound Transit would acquire the property
13 they need, clear it, and put it in. He referred to the Operations and Maintenance
14 Facility for Sound Transit which the City opposed. That issue played out in the
15 political process and the environmental review process at a regional scale long
16 before they would have had to make an application as an EPF. The City was
17 successful in that instance, and ultimately Bellevue was selected as the location.
18 However, if they decided it was going to be in Lynnwood, the City could not
19 refuse because it's an EPF. He commented that there is ample opportunity for
20 the City to have a role in the process as they did in that situation.

21
22 Commissioner Hurst asked staff if they would be reviewing Alderwood's letter
23 and meeting with them prior to the next public hearing. Director Krauss affirmed
24 that they would since they have a collaborative relationship with Alderwood. Staff
25 will also be bringing the redlined copy of the ordinance next time and will use the
26 public hearing script.

27
28 Seeing no further public testimony, Vice Chair Braithwaite noted that the public
29 hearing would be continued until February 12, 2015.

30
31 **Work Session**

32
33 **1. Code Amendment: Shipping containers in Residential Zones (CAM-**
34 **002289-2014)**

35
36 Associate Planner Michelle Szafran reviewed the background on this ordinance.
37 Per the direction of the Planning Commission, staff has considered both the City
38 of Mountlake Terrace and the City of Edmonds' regulations for shipping
39 containers. The City of Edmonds requires a design review process. Mountlake
40 Terrace does not require design review, but requires that any structure in excess
41 of 12 feet in height or 200 square feet in area shall feature exterior siding similar
42 in appearance to and compatible with the building materials of the primary
43 structure. The primary issue remains whether the bulky, industrial appearance of
44 shipping containers will be consistent with the visual character of residential
45 properties. The revised proposal allows the use of containers, but restricts them
46 by size, location, appearance and number. Staff feels that the revised draft

1 Ordinance would be more restrictive than the City of Mountlake Terrace and less
2 restrictive than the City of Edmonds. Staff feels that the current proposal
3 achieves a reasonable balance regarding the use of shipping containers upon
4 residential property.

5
6 Commissioner Jones spoke in support of the Ordinance, but expressed several
7 concerns. Starting on line 211 of page 51 it doesn't state the height restrictions of
8 12 feet which are listed in the staff report. He recommended clarifying that. He
9 spoke against the architectural consistency requirement because he feels this
10 basically says they need to have a shed. Additionally, he expressed concern that
11 on lots that are a half-acre or more only one of these would be allowed, but
12 someone who builds a shed could have as many as they want.

13
14 Commissioner Ambalada asked about safety precautions for children (such as
15 locking mechanisms) with shipping containers. Associate Planner Michelle
16 Szafran was not sure if that would be part of the Building Code. She noted there
17 would still be a building permit approval required.

18
19 Commissioner Hurst asked if they are concerned at all about where these
20 containers come from. He wondered if the age of the containers or the type of
21 paint used on them would be factors to consider. He also asked if they should be
22 fumigated and if any type of footing or foundation would be required. Director
23 Krauss replied that the Building Code requires that the structures have an
24 appropriate connection with the ground. Staff has no idea where the containers
25 come from or the condition they are in, but they are definitely an industrial
26 structure that would be used as an accessory structure on residential properties.

27
28 Commissioner Wojack stated that none of his neighbors want shipping
29 containers allowed in residential areas. He asserted that they are not reusable.
30 Based on his research, the average shipping container is made in Malaysia and
31 costs \$3,000 for a 40-foot container. It is coated with a preservative that when
32 removed by sandblasting gives you about 1,000 pounds of hazardous waste. The
33 wood used in the base is a hard wood from Malaysia and is impregnated with
34 chemicals to protect the wood. He commented that putting a roof and siding on
35 them could not cover up the fact that it is a shipping container. He reviewed
36 some of the historical uses of shipping containers as houses and noted that most
37 banks will not finance these for use as houses. He spoke against allowing these
38 at all in residential areas.

39
40 Commissioner Hurst asked where Commissioner Wojack got his information.
41 Commissioner Wojack replied it was from two companies that build homes from
42 shipping containers. He commented that the initial cost of materials is 40%
43 cheaper, but installation costs a lot more because the work requires skilled
44 tradespeople with experience working work with shipping containers.

45

1 Commissioner Larsen asked what size accessory structures the City allows now.
2 Staff replied that it is 120 square feet without a permit. Director Krauss replied
3 that there is also a lot coverage requirement.

4
5 Commissioner Jones asked if houses built out of shipping containers are
6 currently allowed. Staff replied they could be allowed. Commissioner Jones noted
7 that there are companies out there that are manufacturing and selling new
8 shipping containers as sheds. He wondered if those would be covered under this
9 code. Associate Planner Szafran thought the definition would clarify that. Director
10 Krauss commented that it is very difficult to write a code that deals with people
11 determined to work around it. There are a number of cities that just outlaw these
12 outright which was staff's initial recommendation to the Planning Commission
13 based on what they thought the Council was asking for. He noted that it is still
14 early in the evolution of alternative uses of shipping containers. He reviewed
15 some of the ways these are being used elsewhere and that in Seattle's
16 Wallingford neighborhood there are several new homes that appear to have used
17 shipping containers or something similar. He reiterated that the reason staff
18 brought this to the Planning Commission was the result of concerns heard at a
19 Council meeting that the example in the City was an abusive one. It was intrusive
20 in the neighborhood and didn't look good regardless of whether or not it was
21 being used for legal purposes.

22
23 Commissioner Jones referred to the existing 40-foot shipping containers in the
24 City and asked if those would be grandfathered in. Director Krauss confirmed
25 that they would be, but the code would prevent new ones. Commissioner Jones
26 asked if there is any way of getting those out legally. Director Krauss replied that
27 there is not. They are privately owned; they have a building permit, they are now
28 properly secured and wired. There is nothing from a code standpoint that the City
29 can do to cause the removal of permitted containers already in the City.

30
31 Commissioner Larsen said he wouldn't want to just focus on the looks. He
32 doesn't like how they are being used in Wallingford, but he thinks people have a
33 right to freedom of expression. In terms of the way the City operates, he
34 commented on the difficulty and possible toxicity of removing these containers by
35 future homeowners. These structures are very difficult to deal with once they are
36 installed.

37
38 Commissioner Hurst commented that a 10' x 20' container is 5,000 pounds. This
39 would be an issue to get out of your backyard. He spoke against using these in
40 residential areas. Vice Chair Braithwaite spoke in support of modern architecture,
41 but commented on the importance of preventing eyesores in people's backyards
42 and impacting neighbors. He spoke in support of a very restrictive ordinance like
43 what Edmonds has.

44
45 Director Krauss pointed out that staff initially brought forward an ordinance that
46 prohibited shipping containers in residential areas. Tonight they brought forward

1 an ordinance as requested by the Planning Commission that allows shipping
2 containers with some mitigation. He requested direction from the Planning
3 Commission about where to go now.

4
5 Commissioner Larsen said that after further review of the issue he was not in
6 favor of allowing these in residential zones. Commissioner Ambalada said she
7 was supportive of allowing them in residential zones as a less expensive
8 alternative form of housing with architectural design such as in San Francisco.
9 Director Krauss commented that they are only talking about whether or not to
10 allow these as accessory structures in residential areas. Commissioner Hurst
11 spoke against allowing shipping containers to be used as accessory structures.

12
13 Commissioner Jones spoke in favor of allowing shipping containers to be used
14 as accessory structures. He likes the City of Edmonds' ordinance which allows
15 them, but requires design review. However, since this would create more work
16 for staff he recommended allowing them as the ordinance suggests.

17 Commissioner Wojack spoke against allowing these since most of his neighbors
18 are against them, but recommended reviewing this again in a few years to see
19 how the industry may have evolved. Vice Chair Braithwaite concurred with
20 Commissioner Wojack. Director Krauss summarized that based on those
21 comments, they would revert to the original ordinance, which prohibits shipping
22 containers to be used as accessory structures in residential areas, and proceed
23 to a public hearing.

24 25 **2. Comprehensive Plan: Draft Implementation Element**

26
27 Deputy Director Corbitt Loch introduced this item. He commented that this
28 Element contains mainly housekeeping edits. This is the last of the Elements that
29 Community Development is preparing although there are still three others coming
30 in the next month or two from other departments – the Transportation Element,
31 the Capital Facilities Element, and the Economic Development Element. He
32 thinks that all of the edits will be available for review by the first meeting in
33 March.

34
35 Commissioner Hurst referred to page 57, lines 19 and 24, and suggested this
36 should say “three” basic tools. Staff concurred.

37
38 Commissioner Jones commented he likes the way this is put together. He
39 thanked staff for their work.

40
41 Vice Chair Braithwaite referred to page 67, Strategy I-7.5 (annexations), and
42 asked if this is a different policy than the City has had before. Deputy Director
43 Loch said it was a rephrasing of language that occurs later on in the document
44 and is not a policy change. Vice Chair Braithwaite asked if this is a policy that
45 they want to continue. He wondered if they should modify it to state something
46 like, “. . . if it's consistent with the City's budget.” Director Krauss agreed that

1 they could add some definition to it because the City would not proceed with it
2 unless it made sense financially, politically, from a service standpoint, etc. He
3 indicated he would look into this more, but commented that in principle this is a
4 policy the City wants to continue. The Council has had periodic discussions
5 about it; it's just a matter of the timing. Vice Chair Braithwaite then referred to
6 Strategy I-8.8, item 5 (comprehensive plan amendments), and suggested it
7 would be more appropriate to say "shall be" instead of "should be." Deputy
8 Director Loch noted the two words are used interchangeably in the Plan. He
9 suggested that comprehensive plan policies primarily use "should", and Zoning
10 Code regulations use "shall."

11 **Other Business**

12 **1. 2014 Annual Report**

13
14 Deputy Director Loch introduced this item, noting it is a requirement that a report
15 be provided to the City Council annually.
16

17
18 **Motion** made by Commissioner Jones, seconded by Vice Chair Braithwaite, to
19 approve the Annual Report and forward it to the City Council. **Motion** passed
20 unanimously (6-0).
21

22 **Council Liaison Report**

23
24 Councilmember AuBuchon reported that he has been reappointed as Council
25 Liaison to the Planning Commission for 2015.
26

27 **Director's Report**

28
29 Director Krauss stated that staff is gearing up to handle the growth spurt the City
30 is anticipating. Deputy Director Loch stated he will look into how to unlock the
31 ADA doors in front of City Hall so those doors can be unlocked for future
32 meetings.
33

34 **Commissioners' Comments**

35
36 None
37

38 **Adjournment**

39
40 The meeting was adjourned at 8:37 p.m.
41
42
43

44
45 _____
Richard Wright, Chair

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January 20, 2015

TO: Lynnwood Planning Commission

FROM: Paul Krauss, Director

RE: Essential Public Facilities (EPF), Ordinance Amendment

Modified for Public Hearing Extended to Feb. 12, 2015

BACKGROUND AND SUMMARY

Last fall staff became aware that Lynnwood City Code’s (LMC) provisions for dealing with Essential Public Facilities (EPF’s) were inadequate and possibly non-compliant with the State Growth Management Act (GMA). The issue arose when the City was approached by a use that met the EPF definition and staff found LMC did not have a mechanism to effectively process the application. The issue was discussed at a City Council Work Session. The Council discussed two options. The first was to amend the code to allow the specific use under a Conditional Use Permit. The second was to draft and adopt a comprehensive EPF code amendment that could be used to deal with the issue at hand and any other EPF use that the City may be asked to consider in the future. The Council elected to pursue adoption of a comprehensive EPF code.

The Planning Commission discussed EPF’s, similar codes adopted by a number of other area cities and staff’s first draft of the code, at their December meeting. The Commission scheduled a Public Hearing on the Code for January 22, 2015. Staff informed the Commission that Sound Transit had approached staff to discuss their concerns about the draft and how it might impact City processing of the Lynnwood Link Light Rail extension but would be unable to meet until January. Staff and Sound Transit did meet and useful input was offered and has since been incorporated. While many of the edits were minor the most significant deals with the City process for handling what are defined as “Local” EPF’s as opposed to “Regional” EPF’s. The draft code proposes that local EPF’s be processed as Conditional Uses where a public hearing would be held before the City Hearing Examiner. Regional EPF’s would require that the City and proponent enter into a Development Agreement which under State law requires a public hearing before the City Council.

32 At the Jan. 22, 2015 Planning Commission Public Hearing testimony was submitted by several
33 people. In particular, representatives from the Alderwood Water District offered extensive
34 written testimony along with verbal comments. Staff asked that the Planning Commission
35 leave the hearing open and extend it to the next meeting on Feb. 12, 2015, to give time to
36 analyze the comments and provide a response. A detailed issue by issue response is attached.
37 The District had earlier made staff aware of their general concerns via a brief email. Their
38 thinking appeared to be that all facilities they would propose in the City in the future would
39 need to be processed as EPF's. This is certainly not the case. Staff has prepared a table taken
40 out of LMC that illustrates how most utility facilities are already allowed in the City as
41 permitted or conditional uses. If anything, the EPF code provides a new option allowing for
42 the processing of more major facilities that may have been difficult to process. The District
43 raised several valid points and staff has accordingly offered several amendments to the draft
44 ordinance. However, the District also expressed a belief that locational decisions regarding
45 EPF's should largely be dictated by engineering decisions made by the proponent. To do so
46 would eliminate a city's ability to have any influence over the location of an EPF. Staff finds
47 this position to be untenable, inconsistent with our reading the State law and associated legal
48 decisions and the actions of the lengthy list of cities who have adopted similar regulations.

49 Staff is also offering modifications to the code to delete unnecessary text. We realized that
50 the review standards for both local and regional EPF's has become identical. The difference is
51 in how the applications would be processed by the City.

52 Staff is recommending that the Planning Commission votes to recommend approval of the
53 draft EPF code and forward it to the City Council for final adoption.

54

55 GROWTH MANAGEMENT ACT REQUIREMENTS

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

60 ***Essential Public Facilities***

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

66 *Both cities and counties must develop criteria for the siting of EPFs as per [RCW](#)*
67 *[36.70A.200](#), [WAC 365-196-550](#), [WAC 365-196-560](#), and [WAC 365-196-570](#). [RCW 36.70A.103](#)*

68 *requires that "state agencies shall comply with the local comprehensive plans and development*
69 *regulations and amendments thereto adopted pursuant to this chapter." On the other*
70 *hand, [RCW 36.70A.200](#) states that "no local plan or development regulation may preclude the*
71 *siting of essential public facilities". Also, GMA county comprehensive plan rural elements "shall*
72 *provide for a variety of rural densities, uses, essential public facilities, and rural governmental*
73 *services needed to serve the permitted densities and uses" as per [RCW 36.70A.070\(5\)\(b\)](#).*

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

78 *The Growth Management Hearings Boards have addressed issues related to EPFs. Each of the*
79 *three boards has a Digest of Decisions posted on their respective Web pages. Each Digest of*
80 *Decisions contains a keyword directory section that lists cases by category, including essential*
81 *public facilities. The Digests also contain an Appendix with a list of hearing board cases that*
82 *have been appealed to the courts. The main [Growth Management Hearings Boards Website](#)*
83 *has links to Web pages for each of the three regional hearings boards where Digest of*
84 *Decisions are posted.*

85

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

97

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7
8 **ORDINANCE NO. _____**

9
10 AN ORDINANCE OF THE CITY OF LYNNWOOD,
11 WASHINGTON, RELATING TO IDENTIFICATION AND
12 SITING OF ESSENTIAL PUBLIC FACILITIES, ADDING
13 NEW DEFINITIONS TO CHAPTER 21.02 LYNNWOOD
14 MUNICIPAL CODE (LMC), ADDING A NEW CHAPTER
15 21.73 LMC, AND PROVIDING FOR SEVERABILITY, AN
16 EFFECTIVE DATE AND SUMMARY PUBLICATION.
17

18
19 WHEREAS, under Chapters 35A.11 and 35A.63 RCW, the City Council of the
20 City of Lynnwood has the authority to adopt ordinances relating to the use of real
21 property located within the City; and
22

23 WHEREAS, from time to time, it is in the public's interest to amend the City's
24 land use and development regulations to ensure those provisions are consistent with
25 and implement the comprehensive plan and support the public's general health, safety,
26 and welfare; and
27

28 WHEREAS, the City Council finds these provisions are in the best interest of the
29 health, safety and welfare of the community; and
30

31 WHEREAS, the Washington State Growth Management Act (specifically RCW
32 36.70A.200) requires that cities and counties establish a process for the identification
33 and siting of essential public facilities (EPFs); and
34

35 WHEREAS, the Capital Facilities and Utilities Element of the Lynnwood
36 Comprehensive Plan contains policies relating to the identification and siting of EPFs,
37 while Lynnwood's Zoning Code lacks concise regulations for EPFs; and
38

39 WHEREAS, the Washington State Growth Management Act [specifically RCW
40 36.70A.040(4)] requires that Lynnwood's development regulations be consistent with
41 and implement the Lynnwood Comprehensive Plan; and
42

43 WHEREAS, on the 2nd day of January, 2015, the City of Lynnwood SEPA
44 Responsible Official issued a Determination of Non-Significance (DNS) on the proposal;
45 and
46

47 WHEREAS, on the 16th day of December, 2014, notice of the proposed code
48 amendment was sent to the Washington State Department of Commerce in accordance
49 with RCW 36.70A.106; and

50
51 WHEREAS, on the 22nd day of January, 2015, the Lynnwood Planning
52 Commission held a public hearing on proposed amendments to the Lynnwood
53 Municipal Code provided by this ordinance, and all persons wishing to be heard were
54 heard; and

55
56 WHEREAS, on the 22nd day of January, 2015, the Lynnwood Planning
57 Commission continued the public hearing to February 12, 2015 to allow for additional
58 public testimony on the proposed amendments; and

59
60 WHEREAS, following the public testimony portion of the public hearing, the
61 Planning Commission deliberated on the draft legislation and by regular motion voted to
62 recommend that the Lynnwood City Council adopt the amendments to the Lynnwood
63 Municipal Code as provided herein; and

64
65 WHEREAS, on the ___th day of _____, 2015, the Lynnwood City Council held
66 a public hearing on proposed amendments to the Lynnwood Municipal Code provided
67 by this ordinance, and all persons wishing to be heard were heard; now, therefore:

68
69 THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, DO
70 ORDAIN AS FOLLOWS:

71
72 **Section 1. Findings.** Upon consideration of the provisions of this Ordinance in light of
73 the decision criteria specified by LMC 21.20.500, the City Council finds that the
74 amendments contained herein are: a) consistent with the comprehensive plan; and b)
75 substantially related to the public health, safety, or welfare; and c) not contrary to the
76 best interest of the citizens and property owners of the city of Lynnwood.

77
78 **Section 2. Amendment.** Chapter 21.02 LMC is hereby amended by adding the
79 following definitions for “essential public facility”, “essential public facility, local”, and
80 “essential public facility, state and regional”, and by codifying such definitions in a
81 manner that maintains alphabetical order, and by renumbering of sections within
82 Chapter 21.02 LMC to maintain alphabetical order.

83
84 **Essential public facility.**

85 Essential public facility” or “EPF” means a facility that is typically difficult to site,
86 such as an airport, a state education facility, a state or regional transportation facility as
87 defined in RCW 47.06.140 and WAC 365-196-550, regional transit authority facilities as
88 defined by RCW 81.112.020, a state or local correctional facility, a solid waste handling
89 facility, or an inpatient facility, including substance abuse facilities, mental health
90 facilities, group homes, and secure community transition facilities as defined in RCW
91 71.09.020. The term “essential public facility” includes all facilities listed in RCW

92 36.70A.200, all facilities that appear on the list maintained by the State Office of
93 Financial Management pursuant to RCW 36.70A.200(4).

94
95 **Essential public facility, local.**

96 “Essential public facility, local” means an EPF that is owned, operated, or
97 sponsored by the City of Lynnwood, a special purpose district such as Alderwood Water
98 and Wastewater District, Snohomish County, or another unit of local government. A
99 local EPF may also be sponsored by a non-governmental entity with the primary
100 purpose of providing services to residents of Lynnwood and surrounding communities.
101 An EPF is “sponsored” by a local government when it is to be owned or operated by a
102 nongovernmental entity pursuant to a contract with the local government to provide the
103 EPF.

104
105 **Essential public facility, state and regional.**

106 “Essential public facility, state and regional” means an EPF that is owned,
107 operated, or sponsored by Snohomish County or a regional governmental or private
108 sector agency or corporation (including non-profit) whose service boundaries
109 encompass an area that is greater than Lynnwood and surrounding communities in
110 Snohomish County.

111
112 **Section 3. Amendment.** Title 21 LMC is hereby amended by adding a new chapter
113 21.73 LMC to read as follows:

114
115 **21.73.010 Purpose—Applicability.**

116 A. Essential public facilities are necessary and important in the provision of
117 public systems and services. The city of Lynnwood already hosts, is planning to host, or
118 borders on a number of essential public facilities, including, but not limited to, the
119 following:

- 120 1. I-5
- 121 2. Sound Transit/ Community Transit – Transit Center
- 122 3. Sound Transit Light Rail stations, parking facilities, tracks and related
123 facilities
- 124 4. State Route 525

125 B. The purpose of this chapter is to implement the Growth Management Act and
126 the Lynnwood comprehensive plan by establishing processes for the siting and
127 expansion of essential public facilities in the City of Lynnwood as necessary to support
128 orderly growth and delivery of public services. The City’s goal in promulgating the
129 regulations under this chapter is to ensure the timely, efficient and appropriate siting of
130 EPFs while simultaneously identifying, analyzing, and mitigating adverse community
131 and environmental impacts that may be created by such facilities. Nothing in this
132 chapter should be construed as an attempt by the city to preclude the siting of essential
133 public facilities in contravention of applicable state law.

134
135 **21.73.020 General provisions and decision criteria.**

136 A. Essential public facilities shall conform to applicable provisions of this code
137 for development within the zoning district in which it is proposed to be located. If a

138 proposed essential public facility does not meet all such provisions, the applicant must
139 demonstrate that compliance with such provisions would preclude the siting of such
140 facilities within the city or would not result in the public benefit related to the provision. If
141 the applicant is able to make such a demonstration, the hearing examiner/city council
142 shall authorize the essential public facility to deviate from the provisions of this code to
143 the minimum extent necessary to avoid preclusion.

144 B. The hearing examiner/city council may approve, or approve with
145 modifications, and impose reasonable conditions upon a proposed essential public
146 facility in order to ensure that:

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

149 2. Adequate service capacity is or will be made available to ensure that
150 public agencies have the capacity to handle changes in the demand for public services
151 that may occur as the result of the facility, including but not limited to insurance costs,
152 public awareness and public education costs and that the facility will not adversely
153 affect public safety;

154 3. Any and all probable significant adverse environmental impacts
155 including but not limited to, noise, vibration, air quality, habitat, soil quality and soil
156 stability of neighboring properties and light pollution are adequately mitigated.

157 C. The hearing examiner/city council may not preclude the siting or expansion of
158 an essential public facility within the City, but may impose reasonable conditions in
159 order to mitigate adverse impacts that may otherwise occur.

160
161 **21.73.020–030 Siting or Expansion of Local Essential Public Facilities.**

162 A. A Conditional use permit shall be required as provided by chapter 21. 24 LMC
163 and in this section before any local essential public facility may be located or expanded
164 within the City of Lynnwood, regardless of the zoning district in which such facility is or
165 is proposed to be located.

166 B. A complete application for a Conditional Use Permit for a local essential
167 public facility shall include all items set forth under Chapter 21.24 LMC.

168 C. A Conditional use permit for a local essential public facility shall be approved
169 upon a determination that:

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

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

177 3. The local essential public facility is not located in any residential zoning
178 districts, except as provided in this subsection. If the land on which a local essential
179 public facility is proposed is located in a residential zoning district, the applicant must
180 demonstrate that there is no other feasible location for the facility and that the exclusion
181 of the facility from the residential districts of the city would preclude the siting of all
182 similar facilities anywhere within the city. If the applicant is able to make such a
183 demonstration, the hearing examiner shall authorize the essential public facility to be

184 located in the residential zoning district;~~Necessary infrastructure is or will be made~~
185 ~~available to ensure safe transportation access and transportation concurrency;~~

186 4. The local essential public facility meets all provisions of this code for
187 development within the zoning district in which it is proposed to be located. If a local
188 essential public facility does not meet all such provisions, the applicant must
189 demonstrate that compliance with such provisions would preclude the siting of all similar
190 facilities anywhere within the city. If the applicant is able to make such a demonstration,
191 the hearing examiner shall authorize the essential public facility to deviate from the
192 provisions of this code to the minimum extent necessary to avoid preclusion;

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

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

199 6. ~~The facility will not unreasonably increase noise levels in residential~~
200 ~~and commercial areas and school zones;~~

201 7. ~~Visual screening will be provided that will mitigate the visual impacts~~
202 ~~from streets and adjoining properties;~~

203 8. ~~The local essential public facility is not located in any residential zoning~~
204 ~~districts, except as provided in this subsection. If the land on which a local essential~~
205 ~~public facility is proposed is located in a residential zoning district, the applicant must~~
206 ~~demonstrate that there is no other feasible location for the facility and that the exclusion~~
207 ~~of the facility from the residential districts of the city would preclude the siting of all~~
208 ~~similar facilities anywhere within the city. If the applicant is able to make such a~~
209 ~~demonstration, the hearing examiner shall authorize the essential public facility to be~~
210 ~~located in the residential zoning district.~~

211 9. ~~The local essential public facility meets all provisions of this code for~~
212 ~~development within the zoning district in which it is proposed to be located. If a local~~
213 ~~essential public facility does not meet all such provisions, the applicant must~~
214 ~~demonstrate that compliance with such provisions would preclude the siting of all similar~~
215 ~~facilities anywhere within the city. If the applicant is able to make such a demonstration,~~
216 ~~the hearing examiner shall authorize the essential public facility to deviate from the~~
217 ~~provisions of this code to the minimum extent necessary to avoid preclusion; and~~

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

221 ~~D. If the hearing examiner determines that any one or more of the decision~~
222 ~~criteria set forth in this chapter are not met by the proposal, the hearing examiner shall~~
223 ~~impose such reasonable conditions on approval of the special use permit as may be~~
224 ~~necessary in order to enable the facility to meet the decision criteria.~~

225 **ED.** The decision criteria set forth herein shall not be applied in such a manner
226 as to preclude the siting or expansion of any local essential public facility in the City of
227 Lynnwood. In the event that a local essential public facility cannot, by the imposition of
228 reasonable conditions of approval, be made to meet the decision criteria this section on
229 the preferred site described in the proposal, the hearing examiner shall either:

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

233 2. Approve the siting or expansion of the local essential public facility at
234 the proposed site with such reasonable conditions of approval as may be imposed to
235 mitigate the impacts of the proposal to the maximum extent practicable, if there is no
236 available alternative site on which the decision criteria can be met.

237
238 **21.73.030-040 Siting and expansion of state and regional essential public**
239 **facilities.**

240 A. A development agreement shall be required as provided ~~in by chapter 1.37~~
241 ~~LMC and~~ this section before any state or regional essential public facility may be
242 located or expanded within the City of Lynnwood. Any proposal for the siting or
243 expansion of a state or regional essential public facility shall follow the procedures
244 established by LMC for the underlying land use permit, e.g., short subdivision, binding
245 site plan, project design review, etc.; prior to the public hearing for the development
246 agreement. If the underlying permit ordinarily requires a public hearing, the public
247 hearing required by this section shall be consolidated with the public hearing for the
248 development agreement. Notice of the application and the required public hearing shall
249 be given as required for the underlying permit and for development agreements. The
250 siting process for a secure community transition facility is as provided by LMC
251 21.24.410.

252 B. If the land on which a state or regional essential public facility is proposed is
253 located in a residential zoning district, the applicant shall have the burden to
254 demonstrate that there is no other feasible location for the facility and that the facility is
255 not expected to result in unmitigated significant adverse impacts. If the applicant is able
256 to make such a demonstration, the hearing examiner shall authorize the essential public
257 facility to be located in the residential zoning district.

258 C. State and regional essential public facilities shall meet all applicable
259 provisions of LMC. If a proposed state or regional essential public facility does not meet
260 all such provisions, the applicant shall have the burden to demonstrate that compliance
261 with such provisions would either preclude the siting of such facilities in the city, or
262 would not result in the public benefit related to the provision. If the applicant is able to
263 make such a demonstration, the development agreement may authorize the essential
264 public facility to deviate from the provisions of this code to the minimum extent
265 necessary.

266 ~~D. The City may approve, or approve with modifications, and impose reasonable~~
267 ~~conditions upon the state or regional essential public facility in order to ensure that:~~

268 ~~1. Necessary infrastructure is or will be made available to ensure safe~~
269 ~~transportation access and transportation concurrency;~~

270 ~~2. Adequate service capacity is or will be made available to ensure that~~
271 ~~public agencies have the capacity to handle changes in the demand for public services~~
272 ~~that may occur as the result of the facility, including but not limited to insurance costs,~~
273 ~~public awareness and public education costs and that the facility will not adversely~~
274 ~~affect public safety;~~

275 ~~3. Any and all probable significant adverse environmental impacts~~
276 ~~including but not limited to, noise, air quality, habitat, soil quality and soil stability of~~
277 ~~neighboring properties and light pollution are adequately mitigated.~~

278 ~~E. The City may not preclude the siting or expansion of a state or regional~~
279 ~~essential public facility, but may impose reasonable conditions in order to mitigate~~
280 ~~adverse impacts that may otherwise occur.~~

281
282 **Section 4. Severability.** If any section, sentence, clause or phrase of this ordinance
283 should be held to be invalid or unconstitutional by a court of competent jurisdiction, such
284 invalidity or unconstitutionality shall not affect the validity or constitutionality of any other
285 section, sentence, clause or phrase of this ordinance.

286
287 **Section 5. Effective Date.** This ordinance or a summary thereof consisting of the title
288 shall be published in the official newspaper of the City, and shall take effect and be in
289 full force five (5) days after publication.

290
291 PASSED BY THE CITY COUNCIL, the _____ day of _____, 2015.

292
293 APPROVED:

294
295
296 _____
297 Nicola Smith, Mayor

298
299 ATTEST/AUTHENTICATED:

300
301
302
303 _____
304 _____
305 Finance Director

306
307 APPROVED AS TO FORM:

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310 _____
311 Rosemary Larson
312 City Attorney

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314 FILED WITH ADMINISTRATIVE SERVICES: _____

315 PASSED BY THE CITY COUNCIL: _____

316 PUBLISHED: _____

317 EFFECTIVE DATE: _____

318 ORDINANCE NUMBER: _____

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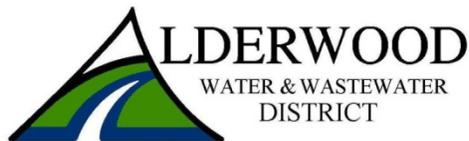
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On the _____ day of _____, 2015, the City Council of the City of
Lynnwood, Washington, passed Ordinance No. _____. A summary of the content of
said ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF LYNNWOOD,
WASHINGTON, RELATING TO IDENTIFICATION AND
SITING OF ESSENTIAL PUBLIC FACILITIES, ADDING
NEW DEFINITIONS TO CHAPTER 21.02 LYNNWOOD
MUNICIPAL CODE (LMC), ADDING A NEW CHAPTER
21.73 LMC, AND PROVIDING FOR SEVERABILITY, AN
EFFECTIVE DATE AND SUMMARY PUBLICATION.

The full text of this Ordinance will be mailed upon request.

DATED this _____ day of _____, 2015.



3626 - 156th Street SW • Lynnwood, WA 98087-5021 • 425-743-4605 • 425-742-4562 Fax • www.awwd.com

January 22, 2015

City of Lynnwood
Planning Commission
c/o Planning & Development Services
PO Box 5008
Lynnwood, WA 98046-5008

Written testimony received during the 1/22/15 Planning Commission public hearing, *with Community Development responses shown in red, italic font.*

Re: Proposed Essential Public Facilities Ordinance

Dear Commissioners,

The Alderwood Water & Wastewater District (District) has reviewed the City of Lynnwood's (City) proposed ordinance (see Attachment A) concerning the identification and siting of Essential Public Facilities (EPFs), and we have concerns that it might affect our system and related facilities in the future.

As you are aware, the District provides water and sewer service to a portion of unincorporated Snohomish County and to part or all of five cities with retail services, whereby we maintain pipes "to the front door" of customers, and bill them directly for the service. We also provide wholesale water to several other cities and water districts. The City of Lynnwood is one city where we have both retail water and sewer customers within the city limits, as well as having a wholesale contract to provide water to the City's utility system. To make this all work, we construct, maintain, and replace not just water and sewer mains, but also reservoirs, pump stations, lift stations, and a wastewater treatment plant.

Currently, the District not have any major facilities (other than water and sewer mains) located within the city limits of Lynnwood, and have no immediate plans to place any therein. However, we cannot say whether future residential and commercial growth will lead us to propose such facilities within the city, nor do we know whether future annexations will bring certain District-owned properties into the city which we may need for our operations. For those reasons, the District wishes to avoid having an ordinance in place that would make locating such facilities difficult or impractical.

Overall, the District is concerned about the lack of specificity as to whether and how the ordinance would affect our facilities. We have outlined our questions and suggestions as follows:

1. Are water and sewer facilities considered "essential public facilities" (EPFs)?

The definition for "essential public facility" (page 2, line 75) does not specifically mention either water or sewage facilities, but either could be implied by the definition of an EPF. Per RCW 36.70A.200(4), the State of Washington Office of Financial

Management (WA OFM) is required to maintain a list of essential public facilities. In lieu of a list, the WA OFM uses the 2014 Facilities Inventory Instructions (see Attachment B), prepared by WA OFM, which states that facilities are EPFs if they meet the definitions found in:

- RCW 36.70A.200 (included in Lynnwood’s definition);
- RCW 47.06.140 (included);
- RCW 71.09.020 (included); and
- WAC 365.196.550 (excluded from Lynnwood’s definition).

The WAC is of particular importance because it provides criteria for determining whether a facility is an essential public facility and difficult to site, under WAC 365-196-550(1) and (2) (see Attachment C). These criteria include the need for a specific type of site, the need to locate near another facility, or is a facility which has or is perceived to have significant adverse impacts. Water and sewer facilities meet more than one of the criteria in the WAC of an “essential public facility,” and thus should be included in Lynnwood’s definition.

Response: The comment regarding referencing WAC 365.196.550 is a good one. The draft code has been amended. The question of which Alderwood facilities would qualify is less clear. Staff has attached a table illustrating how water and sewer facilities are already accommodated in LMC without needing to rely upon EPF criteria. Major projects such as well fields, storage facilities and treatment facilities would be reviewable under the EPF process if existing codes are insufficient.

2. Is Alderwood Water & Wastewater District a “local” or a “regional” EPF?

It is unclear from the proposed definitions (page 2, line 85 and page 3, line 94) whether the District’s facilities would be considered a “local” or a “regional” provider. These definitions should be clarified either by A) specific organization (based on geographic coverage), B) by facility type, or C) by agency type.

For example:

- A) If the definitions were clarified by organization, the definitions could include lists of the known public agencies which would fall under each category. For example, the Lynnwood water utility is a local (within the city) provider, whereas Alderwood could be listed as a regional provider.
- B) The definition could include types of facilities. A large reservoir, such as the District’s 28 million gallon tanks immediately north of the city, are regional facilities that serve all of our retail and wholesale customers, while our smaller reservoirs serve a discrete area. The same distinction could be applied to lift stations, which serve a defined area, and wastewater treatment facilities, which serve a region.

- C) The definition for local and regional EPFs could be clarified so that special purpose districts (including water, sewer, fire, school, and hospital districts) are specifically included in one and excluded from the other. Per state law, we are in fact a “unit of local government” but some additional language would remove any doubt.

Per WAC 365-196-550(3)(d), proposals which go through a regional or state siting process may not be required by the City to go through a second, local siting process.

Response: Alderwood facilities are intended to provide service to Lynnwood environs (south Snohomish County) and are therefore Local EPF's. The draft has been so amended. By way of discussion, these facilities are clearly different than King County Metro's Brightwater plant. That facility is designed to serve a major portion of north King and south Snohomish County's and was proposed by a Regional (as opposed to a sub-regional) agency.

3. Per WAC 365-196-550(3)(a), the purpose of development regulations for EPFs is not to create provisions that “would make the siting of an essential public facility impossible or impractical.”

The draft ordinance would require that EPFs apply for a Conditional Use Permit, which is reasonable. However, it includes some decision criteria which the District feels are problematic. These comments apply to both the “local” and the “regional” language, though the citations are provided only for the “local” language for ease of reading and reference:

- LMC 21.73.020(C)(2) (page 3, line 134) regarding reasonable investigation of alternative sites:

What methodology is expected by the City and how will the City, associated jurisdictions and agencies be expected to review alternative sites? The District is especially concerned due to the amount of technical expertise required to site and design water and sewer facilities.

Response: This requirement is quite standard with EPF ordinances. Generally, the proponent has an obligation to demonstrate that they went through a selection process that included alternative locations. Eliminating this requirement would effectively render a city's ability to question the location based upon impacts, difficult or impossible.

- LMC 21.73.020(C)(3) (page 4, line 137) regarding transportation concurrency:

Does “transportation concurrency” refer to the City’s traffic impact fee? Whether or not this provision refers to the traffic impact fee, it should be rewritten to clarify the requirement.

Response: Staff is proposing to eliminate this specific requirement and substitute a general analysis of impacts as was already done for Regional EPF's.

- LMC 21.73.020(C)(4) (page 4, line 139) regarding public safety responders:

This provision assumes that EPFs will cause impacts to public safety. For passive facilities, which make up the bulk of the District's facilities, this makes little sense. It is also unclear whether the District and other similar agencies be required to pay for ongoing "insurance costs, public awareness and public education costs"? How will this be calculated and how will the applicant's proportional share be documented and billed? Is the City proposing a public safety impact fee? A better vehicle for accomplishing this may be through the business licensing process rather than through the siting process.

Response: Staff is proposing to eliminate this specific requirement substituting a general analysis of impacts as was previously done for Regional EPF's.

- LMC 21.73.020(C)(5) (page 4, line 143) regarding ability of the applicant to pay for all associated capital expenses:

It is unclear what documentation is required by the City to demonstrate ability to pay – does the applicant need to provide annual financial data or credit ratings? For a public agency, where this information is a matter of public record, this is not an issue, however clarification is warranted. If the intent instead is to have all capital improvements completed and paid for prior to final acceptance, then it would be helpful if the language reflected as much.

Response: Staff is proposing to eliminate this specific requirement substituting a general analysis of impacts as was previously done for Regional EPF's.

- LMC 21.73.020(C)(6) (page 7, line 145) regarding "not unreasonably increasing noise levels":

It is the District's understanding that Lynnwood has a specific noise ordinance provided for in Chapter 10.12 LMC. It is unclear what "unreasonably increase" means. Does it mean that the facility shall not violate the maximum levels established in Chapter 10.12 LMC? Does it mean that EPFs can exceed the maximums in Chapter 10.12 LMC? If so, is that by a percentage or by total decibels?

While the majority of our facilities are quiet and we take care to prevent noise pollution, clarification would be helpful for the design process. It should also be noted that some of the District's facilities include emergency generators

which are essential to maintain service despite power outages, but which do generate noise.

Response: Staff is proposing to eliminate this specific requirement substituting a general analysis of impacts as was previously done for Regional EPF's.

- LMC 21.73.020(C)(7) (page 4, line 147) regarding visual screening:

This requires that “visual screening” be provided to “mitigate the visual impacts” without giving any guidance as to how effective such screening should be. Such requirements open the door to significant debate by neighbors without providing a reliable base from which to assess the adequacy of a proposal, nor does it tie such visual screening to any existing LMC or design guideline standards.

Response: Staff is proposing to eliminate this specific requirement substituting a general analysis of impacts as was previously done for Regional EPF's.

- LMC 21.73.020(C)(8) (page 4, line 149) regarding siting EPFs outside of residential zones:

This provision states that EPFs should not be located within residential zoning, unless there is no other “feasible location.” Both water and sewer facilities are sited based on geography and especially topography. Relocating a reservoir to avoid public controversy could have significant cost, feasibility, and service impacts—which we believe the Essential Public Facilities requirements of the Growth Management Act were meant to avoid.

In addition, due to geography, topography, and the amount of residentially zoned property, most water and sewer facilities are likely to be placed in residential areas. Requiring water and sewer utilities to justify not meeting this criterion every time an application is made is burdensome and runs counter to both the intent of the WAC and the engineering principles that govern placement of these facilities.

Response: Staff believes this is a reasonable requirement and should be retained. Since most if not all water and sewer facilities serving a residential neighborhood are already allowed in LMC, we would only be using the EPF code to address major facilities such as well fields, sewage treatment plants and potentially storage facilities. In these cases making the proponent explore alternatives to impacting a residential neighborhood seems to be a logical response.

- LMC 21.73.020(D) (page 4, line 167) regarding if the criteria are unable to be met by the applicant:

This section states “approval of the special use permit” – is a special use permit required, or a conditional use permit?

Response: The District is correct; the code should refer to “conditional use permit”.

- LMC 21.73.020(E) (page 4, line 176) regarding the ability of the hearing examiner to require the EPF be located at an alternative site:

Having the City’s Hearing Examiner make siting decisions which are largely engineering matters seems unworkable. Since conditional use permits are site-specific permits, approval with a condition of locating the project elsewhere amounts to a denial of the proposal at the preferred site. Per WAC 365-196-550(6)(a), “The siting process *may not be used to deny* the approval of the essential public facility. The purpose of the essential public facility siting process is to allow a county or city to impose *reasonable conditions* on an essential public facility necessary to mitigate the impacts of the project while ensuring that its development regulations do not preclude the siting of an essential public facility” (emphasis added).

Response: The District apparently maintains that the sole factor in siting EPF’s should be their engineer’s opinion on the optimal location and further that the jurisdiction should have no ability to dispute or influence that opinion. If that was truly the case then there would be no reason for cities planning under GMA to even have EPF ordinances as their input would be entirely disregarded. Staff disputes that opinion and proposes no amendments to this section.

The District respectfully requests that these sections be rewritten to not preclude or deny siting of an EPF, as required by state law, and to include criteria which clearly define the expectations of the City with regard to environmental, aesthetic, aural and other impacts.

Our staff is available to answer questions about our concerns, and will work with your staff as necessary to develop solutions that will serve the Lynnwood community. Our District has been serving the residents and businesses of Lynnwood for over eighty years, and we want to make sure that we can efficiently and effectively continue to do so well into the future.

Thank you for your consideration in this matter. If you have any questions please feel free to contact me by email at jclarke@awwd.com or by phone at (425) 743-4605.

Sincerely,

Jeff Clarke
General Manager

Attachments:

- A. City of Lynnwood Proposed *Essential Public Facilities Ordinance*, undated draft, received via email December 30, 2014
- B. Excerpt from State of Washington Office of Financial Management *2014 Facilities Inventory Instructions*, cover and page 7
- C. WAC 365-196-550: Department of Commerce, Growth Management Act—Procedural Criteria for Adopting Comprehensive Plans and Development Regulations, Essential Public Facilities

Summary – Existing Siting Procedures for Public Utility Facilities and Infrastructure

No change to these existing provisions is proposed. The essential public facilities (EPF) regulations offer provisions oriented primarily to EPFs other than utilities. If desired, public utility providers could utilize the EPF provisions.

Zone Categories	Permitted Use?	Code Reference	Note:
Single family	Conditional use permit (CUP) required.	Table 21.42.01 of LMC 21.42.100 LMC 21.42.110B and C	Draft ordinance requires CUP for local EPFs.
Multifamily	Conditional use permit required.	Table 21.43.01 of LMC 21.43.100 LMC 21.43.110B & C	Draft ordinance requires CUP local EPFs.
Commercial	Permitted use (except B-2 zone). B-2: not permitted.	Table 21.46.12 of LMC 21.46.100 LMC 21.46.110B.4 LMC 21.46.118B	
Planned Regional Center (PRC)	As allowed in commercial zones.	LMC 21.48.100 LMC 21.48.110B.4 LMC 21.48.118B	
Industrial	BTP: conditional use permit required. LI: not permitted.	Table 21.50.01 of LMC 21.50.100	
Public	As allowed by CUP in RS-8.	LMC 21.44.100B LMC 21.44.100D	
Mixed use	All permitted.	LMC 21.52.100	
City center	All permitted, except wastewater treatment plants.	LMC 21.60.300	
ACCTA	Generally prohibited.	LMC 21.61.250	
Hwy 99 Mixed Use	Not specified.	LMC 21.62.200	
Mobile home	Conditional use permit required.	LMC 21.71.150	Draft ordinance requires CUP for local EPFs.

1/28/15

Essential Public Facilities - Meeting Minutes Compendium

Excerpt – Planning Commission Meeting Minutes, January 22, 2015

Public Hearing 1. Code Amendment: Siting process for Essential Public Facilities (EPF) (CAM-002370-2014)

Staff Presentation:

Director Krauss reviewed the background on this item. Last fall the City was approached by a potential EPF that was seeking to locate in the City. While they may or may not come forward with a proposal to do so, staff realized that the City never adopted an ordinance dealing with EPF's. In order to be in compliance with the Growth Management Act (GMA) it is necessary to have an ordinance in place. Staff felt that the ordinance Mukilteo has in place is a fairly good model for Lynnwood to use. He explained to the Commission that the City doesn't have the option of saying no to EPF's. What they can do is try to get them sited as optimally as possible and get whatever impacts there are mitigated.

Director Krauss commented that Sound Transit had some comments about the draft which were included. The most significant change was to make sure that EPF's go through a public hearing process when they come to the City. At the suggestion of Sound Transit, staff kept the local-serving EPF's as Conditional Use Permits (CUP's). Those would go through the CUP process which has a hearing in front of the Hearing Examiner. Larger, more regional-serving services would go through a Development Agreement process. This would be a contract between the applicant and the Council. The adoption of a Development Agreement requires a public hearing in front of the City Council.

Director Krauss clarified that there are no specific applications pending, but staff believes Sound Transit will come forward for the EPF siting process soon. Staff is recommending that the Planning Commission ultimately recommend that the Council adopt the EPF ordinance in order to be prepared to deal with these matters when and if they come forward.

Commission Questions:

Commissioner Ambalada noted there are two elements to be considered – regional and local. She asked why Snohomish County Tomorrow is involved in this process.

Mr. Hikel objected to this meeting's hearing process which he said did not follow the required public hearing procedures. He stated that comments and questions from the commissioners were not appropriate at this time. Director Krauss acknowledged they did not have the official script tonight, but noted that this hearing was not regarding any specific use or property. He solicited any conflict of interest issues from the Commission. None were raised.

Commissioner Wojack asked about the definition of EPF's. He asked about situations in which organizations might deem themselves EPF's such as tent cities. Director Krauss acknowledged that this can happen. He said that the Growth Management Hearings Board heard cases on this subject, mostly in the 1990's. He noted there is a separate ordinance that deals with tent cities. He pointed out that the ordinance also provides for EPF's that are non-governmental, but fit the criteria.

Commissioner Ambalada asked if mobile home parks can be classified as EPF's. Director Krauss did not think so, but noted there are already zoning provisions in the City for mobile home parks so they wouldn't need an EPF ordinance to be sited. Commissioner Ambalada expressed concern that the mobile home park ordinance isn't strong enough in the event that an owner wanted to sell. Director Krauss clarified that the EPF ordinance would not alter the relationship between the property owner and tenants that the Commission is concerned about.

Commissioner Jones stated that a siting process is required by law and will eventually save the City money. Director Krauss agreed it is a possibility that the City could get sued if they don't have an EPF siting process. Additionally, if the City is in violation of the state law there could be implications with receiving state funding.

Vice Chair Braithwaite opened the public hearing at 7:25 p.m. He and Director Krauss discussed the procedures for the public hearing.

Public Testimony:

Duane Huskey, Planning and Development Services Manager, Alderwood Water and Wastewater District, 3626 – 156th Place SW, Lynnwood, WA 98087, stated that they consider their major facilities EPF's and they are not sure if they are going to be regional or local. He noted that they are not in the City, but are in the Urban Growth Area so this is a concern for them. He stated that he and Lauren Balisky would distribute a letter outlining their concerns. He referred to an issue paper that Renton put out on elevated, water storage tanks. He clarified that the Water District's siting locations are pretty specific. They need to be either at the top of the hill or at the low point. Also, when they do a facility they spend a number of years doing research, planning, studying, and engineering. Having a Hearing Examiner tell them they need to consider an alternate site would not be good. He asked for clarification about the noise regulations and size issues. He apologized they were not able to meet with staff this week, but offered to meet with them another time soon to discuss this.

Commissioner Ambalada commended the Alderwood Water District for the good job they do. She asked Mr. Huskey if they see any kind of problem in the future that would affect their services. Mr. Huskey replied that the concern now is if they become a regional facility under this law the siting issues become more complicated and less certain.

Director Krauss referred to Mr. Huskey's concerns about noise and said he had noticed they have two versions of the code. There is a version that was prepared and went out with legal notice. There is another version that was edited in response to comments received from Sound Transit which is not included in the packet. The edited version struck the noise issue and some other things. He recommended continuing the public hearing to the next meeting and holding it open so the corrected version of the ordinance can be considered.

Commissioner Larsen asked if known EPF's will be mapped in some way. He commented that Alderwood Water and Wastewater District (Alderwood) has wellheads in our area and all throughout the county. He doesn't know how big an issue this might be. Director Krauss replied that staff has not had an opportunity to review Alderwood's concerns in detail. He commented that the City regularly processes similar utility improvements in the City for its own utilities using existing provisions of code. Most of the utility infrastructure is either approved outright as a permitted use or is listed as a conditional use and goes through that process. He noted that larger facilities might not comply with the zoning code, but the EPF ordinance gives a new mechanism to review those. Other large-scale projects include things like highways, Sound Transit, Community Transit, light rail stations, and transit centers.

Lauren Balisky, Alderwood Water and Waste Water District, Utility Planner, 3626 – 156th Street SW, Lynnwood, WA 98087, offered to answer any questions the Planning Commission might have of Alderwood.

Ted Hikel, 3820 – 191st Place SW, Lynnwood, WA, 98036, spoke in support of rejecting negative impacts of the Growth Management Act. He noted the City Council is on record rejecting that Sound Transit's operations and maintenance facility be sited in the City of Lynnwood. He commented that Lynnwood is a small city, and the County is already impacting the future of the City with extremely high-density, multi-family development just north and east of the City. He urged the Planning Commission to be careful what they ask for or approve because they just might get it. He thanked Commissioner Wojack and Commissioner Ambalada for bringing up the question of what else this allows because you just don't know. He then noted that the conduct of public hearings is clearly set out in the RCW and the LMC. He doesn't believe tonight's process meets these requirements for a public hearing especially when Director

Krauss mentioned the fact that the ordinance that was in the packet is not the ordinance that the Planning Commission will be asked to consider. He objected to this being a valid public hearing.

Director Krauss clarified that the Ordinance that is in the packet is the current one, but there was also a redlined copy that would have showed the changes made since the last time this was reviewed. That is the one that is not in the packet.

Commissioner Comments and Questions:

Commissioner Wojack asked if any current EPF's in the MUGA (Municipal Urban Growth Area) would be grandfathered in. Director Krauss affirmed that they would be grandfathered in.

Commissioner Ambalada asked if there was property and money to accommodate these EPF's. Director Krauss clarified that the City would not be advancing any EPF's. Agencies like Sound Transit would acquire the property they need, clear it, and put it in. He referred to the Operations and Maintenance Facility for Sound Transit which the City opposed. That issue played out in the political process and the environmental review process at a regional scale long before they would have had to make an application as an EPF. The City was successful in that instance, and ultimately Bellevue was selected as the location. However, if they decided it was going to be in Lynnwood, the City could not refuse because it's an EPF. He commented that there is ample opportunity for the City to have a role in the process as they did in that situation.

Commissioner Hurst asked staff if they would be reviewing Alderwood's letter and meeting with them prior to the next public hearing. Director Krauss affirmed that they would since they have a collaborative relationship with Alderwood. Staff will also be bringing the redlined copy of the ordinance next time and will use the public hearing script.

Seeing no further public testimony, Vice Chair Braithwaite noted that the public hearing would be continued until February 12, 2015.

Excerpt – Planning Commission Meeting Minutes, December 11, 2014

Work Session 2. Code Amendment: Essential Public Facilities

Director Krauss explained that Lynnwood doesn't have a code that adequately provides for handling Essential Public Facilities as defined by state law. This proposed code amendment is based largely on Mukilteo's code but with a new definition. It proposes a two-track review process with a higher level of criteria and findings required for large regional facilities than would be required for smaller facilities designed to serve a local population.

Commissioner Wojack referred to item C(3) under *Siting or Expansion of Local Essential Public Facilities* on page 52 and asked if the City is required to pay for the referenced infrastructure. Director Krauss stated that the idea was that the proponent would handle that. He explained how the City is working with Sound Transit to mitigate traffic impacts.

Commissioner Braithwaite referred to the last paragraph on page 50, line 89, and recommended that "essential" be inserted before services. He then asked if there will be latitude for the hearing examiner or whoever will be making the determination that there is no mitigation that would allow certain essential facilities to be cited in some locations. Director Krauss explained that the Essential Public Facility process says that the applicant will have to prove why a certain site works and how it will be mitigated. The regional facilities have a higher level of analysis than the smaller, local facilities. Commissioner Braithwaite commented that the overall approach staff has come up with is a sound one.

Commissioner Larsen said he was mostly comfortable with this, but wondered if in some situations the decision might be referred to the City Council by the Hearing Examiner because of the particulars of the situation. Director Krauss commented that this code properly puts the onus on the applicant to

demonstrate how proposed location was an appropriate site. Commissioner Larsen asked Director Krauss if he was aware of any situations where a Hearing Examiner had said they didn't feel like they had the information they needed or they didn't feel like it was their decision to make. Director Krauss wasn't aware of that happening.

Commissioner Ambalada discussed the need for local services for detoxification and mentally ill people picked up by the police department. She commented that Swedish Hospital had helped to provide that service since Everett was too far away and was often full, but suggested that more facilities could also be put in the proposed justice center. Director Krauss cautioned against getting into specifics.

Commissioner Jones spoke in support of the proposed ordinance.

Commissioner Larsen referred to line 165 and 229 where it talks about significant adverse environmental impacts. He asked if it would be appropriate to add things like lighting, traffic, noise, privacy, etc. Director Krauss noted that it says, ". . . including but not limited to . . ." He pointed out that there are traffic and noise provisions elsewhere, so he is comfortable with the language the way it is.

Motion made by Commissioner Jones, seconded by Commissioner Braithwaite, to move this item forward for a public hearing. Motion passed unanimously (7-0).

Excerpt – Planning Commission Meeting Minutes, November 13, 2014

Work Session 3. Draft Essential Public Facilities Code Amendment

Director Krauss stated that the Growth Management Act (GMA) created Essential Public Facilities which are uses that are required for societies' needs, but which people tend to not want in their own backyards. These include things such as airports, sewage treatment plants, and waste transfer stations which are needed, but are difficult to site. The GMA says that if something is determined to be an Essential Public Facility it can supersede local zoning controls and cities can't just refuse to accept them. He explained that staff was approached by an in-patient drug and alcohol treatment facility that wants to go into the City. That is one of the uses that is specifically determined by state law to be an Essential Public Facility, but it isn't currently allowed anywhere in the City. The proponents appear to be very credible and responsible and want to locate in one of the City's Light Industrial areas. As a result of this situation, staff realized that the code doesn't deal with Essential Public Facilities the way it should. After briefing Council on this situation, the Council indicated an interest in implementing an Essential Public Facilities ordinance that would cover this and other situations. Staff will be bringing a draft ordinance to the Planning Commission for review in the near future.

Commissioner Wojack asked about the vetting of the process for Essential Public Facilities. He wondered what happens if someone gets approved for an Essential Public Facility and then wants to use the property for something else later. Director Krauss explained that it is a Conditional Use Permit. A different use would be subject to the existing zoning. Commissioner Wojack asked if there are any time limits associated with this. Director Krauss replied that as long as the business stays the same it would be allowed. Commissioner Wojack asked if it matters if it is a public or private entity. Director Krauss indicated that didn't matter as much as the service that is provided.

Commissioner Braithwaite asked about defining a zone or a code for Essential Public Facilities without designating any specific areas. Then if an Essential Public Facility comes into being you can rezone that particular land for that. Director Krauss explained that the difficult part is that some are fairly straight forward, but some are not. He spoke to the need to make an Essential Public Facility justify its need to be in your community.

Vice Chair Larsen asked about limiting the size. Director Krauss explained that the previously mentioned drug treatment facility would have 15 beds, which is the maximum for federal funding. Vice Chair Larsen referred to Site Evaluation Criteria #4 which states that the facility's service area population should include a significant share of the host community's population. Director Krauss commented that in this

particular case the applicant can demonstrate that, but there are Essential Public Facilities where this cannot be demonstrated. Vice Chair Larsen asked about police involvement. Director Krauss commented that the Police Department is supportive of this proposal because currently when they pick up somebody their choice is to take them to the emergency room which isn't equipped to deal with them, take them to Everett if they have the staff and if there is a bed, or let them go back on the streets. To have a credible facility in the City in coordination with the emergency providers would be a real boon. Vice Chair Larsen noted that the City of Mukilteo did a list of Essential Public Facilities in their city. He wondered if Lynnwood should do that. Director Krauss did not think that was necessary.

Commissioner Hurst referred to the definition of Essential Public Facility on page 112 which mentions group homes. To him this seems to imply it would be in a residential area. Director Krauss said it didn't necessarily indicate that. He reiterated that the request they were talking about was looking at an industrial building in an industrial zone.

Commissioner Braithwaite asked what staff's approach would be in drafting an ordinance. Would it be very detailed or more process oriented. Director Krauss agreed that this is an important question because state law is fairly vague. Commissioner Braithwaite commented that it seems important to be able to funnel everything into a review process to capture the differences in the uses.

Vice Chair Larsen commented that the facility they were discussing might not have that much controversy associated with it depending on the location. Director Krauss concurred.

Commissioner Wojack asked if they would have to go back to revise other zoning codes if they adopt an ordinance related to Essential Public Facilities. Director Krauss replied that if the City already makes allowances for it, they don't need to reconsider it.

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Capital Facilities & Utilities**Element Update**

Agenda Item: E.1

Staff Report

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

Staff Contacts: Todd Hall, Community Development; Bill Franz / Jeff Elekes, Public Works

Summary

The purpose of this agenda item is to introduce the draft Capital Facilities & Utilities Element of the Comprehensive Plan for the Commission's initial review. This project is part of the 2015 Update of the Comprehensive Plan.

Action

Review the draft Element and provide direction to staff.

Background

The existing Capital Facilities & Utilities Element the Comprehensive Plan has been revised as part of the 2015 update of the Comprehensive Plan. This Element contains a summary of all capital facilities and utilities providing service within the City of Lynnwood. Most of the existing text has been removed for clarity/readability, and instead a capital facilities inventory has been provided which refers to other facility and infrastructure plans containing the information required by the Growth Management Act. Goals and policies are also included at the end of the element and are organized by service type.

In general, staff's amendments are intended to promote clarity and technical accuracy. Staff has provided an annotated, "track changes" version that readily identifies all edits proposed. Also provided is a "clean" version with changes incorporated and new formatting applied.

Previous Planning Commission / City Council Action

None specific to the Capital Facilities & Utilities Element.

Adm. Recommendation

Review the draft Element and provide direction.

Attachments

1. Draft Capital Facilities & Utilities Element (track-change and annotated version)
2. Draft Capital Facilities & Utilities Element (clean version)

Comprehensive Plan Review History

As of 2/12/15

	Element/Topic	Planning Commission		City Council	
		Date	Description	Date	Description
	Cover & Title Pages				
1.	Introduction	10/23/14	First review.		
2.	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.		
3.	Community Character	10/23/14	First review.		
4.	Economic Development				
5.	Transportation				
6.	Parks, Recreation & Open Space	11/13/14	First review-formatting only.		
7.	Housing	11/13/14 1/8/15	Review of Housing Profile. First review.		
8.	Environment	2/27/14 8/28/14	First review. Second review. One additional review requested.		
9.	Capital Facilities and Utilities	2/12/15	First review		
10.	Implementation	1/22/15	First review. Review complete.		
	Appendices				
A.1	City Center Subarea Plan				
A.2	Highway 99 Subarea Plan				
A.3	ACCTA Subarea Plan				
	General	12/19/13 1/23/14	Project scope and overview. Public participation plan	2/3/14	Project scope and overview.

CAPITAL FACILITIES & UTILITIES ELEMENT

INTRODUCTION

The Capital Facilities and Utilities Element is used to demonstrate that all capital facilities serving Lynnwood support the current and future population and economy. Capital facilities, also referred to as public facilities, include the transportation system (roadways, sidewalks, street lights, and traffic signals), domestic water, sanitary sewer and stormwater systems, park and recreational facilities, and other community buildings. This Element consists of two components: the twenty-year plan and the six-year plan. The twenty-year plan, which is this chapter, contains capital facilities related goals and policies that are consistent with other goals and policies of the Comprehensive Plan. The Capital Facilities Plan is a six-year plan that contains an inventory of existing and proposed capital facilities, forecasts the future needs of facilities for six years, identifies deficiencies in capital facilities and the actions necessary to meet such deficiencies, and contains a six-year finance plan. The Capital Facilities Plan is a separate document which is reviewed and updated by the City annually to coincide with the City Council budgeting process. The Utilities portion of this Element includes a summary of the privately owned utilities, such as electrical, telecommunication, and cable lines, and natural gas facilities.

Economic Considerations

Lynnwood's development policy is that new development will pay for the portion of facility improvements related to its demand on the system. These improvements to the City's utility systems allow for a more equitable distribution of costs and help to keep rates lower.

In cases where one development occurs prior to another and is not adjacent to existing infrastructure, the new development may have to extend utilities across the frontage of another undeveloped site and incur the cost of such extensions. Lynnwood has some mechanisms of reimbursement, such as a latecomers agreement, to provide a mechanism for fair share financing in such cases. The original developer would be reimbursed for costs associated with the portion of the extension that is later used by another developer.

In limited cases, and with City Council approval, the City allows extensions of utilities outside of the city limits. Because general rates should not be used to fund and operate systems outside of the City boundaries, differential rates and/or connections fees are established to ensure that City residents are not subsidizing service outside of City boundaries.

The following is a summary of the capital facilities and utilities providing service within the City of Lynnwood. Separate documents containing the detailed inventory are listed in the right-hand column of the table. For outside agencies that provide services within Lynnwood, document names (if available) are listed in the right-hand column.

<i>Facilities</i>	<i>Inventory Description</i>	<i>Related Document</i>
<i>City of Lynnwood</i>		
Transportation	The Transportation Element contains a generalized inventory of Lynnwood's transportation system. A detailed inventory is kept by the Public Works Department. Lynnwood annually prepares and adopts the Six-Year Transportation Improvement Program (TIP). This plan lists street and non-motorized projects and revenue sources. This plan is prepared for transportation project scheduling, prioritization and grant eligibility purposes.	Transportation Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI); Six-Year TIP; Transportation Business Plan, City Center Street Master Plan; Non-Motorized Multimodal Plan
Water	Lynnwood's water system includes approximately 168 miles of water mains, two pressure reducing stations, two reservoirs, one booster pump station and other related appurtenances.	City of Lynnwood Water Comprehensive Plan, Section 1.4; Comprehensive Water, Sewer and Storm Utility Rate Study
Sewer (Wastewater)	Lynnwood's wastewater system is comprised of approximately 100 miles of gravity pipe. These gravity lines are fed into six existing sewer lift stations which then pump into gravity interceptors, and eventually to the Waste Water Treatment Plant (WWTP) which is located on the Puget Sound.	City of Lynnwood Wastewater Comprehensive Plan, Sections 6.1 and 6.2; Comprehensive Water, Sewer and Storm Utility Rate Study
Stormwater (Surface Water)	Lynnwood has 18 different drainage basins throughout the City, and maintains all associated drainage infrastructure. Operation, maintenance and management of the stormwater system is funded through the City's Surface Water Utility.	City of Lynnwood Surface Water Management Comprehensive Plan; Comprehensive Water, Sewer and Storm Utility Rate Study
Parks & Recreation		Parks and Recreation Plan; Parks, Recreation and Open Space Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI)
City Buildings	Buildings owned by the City of Lynnwood	Facilities Condition Assessment Plan
Other Community	The AMSI System contains a	Asset Management Systems

(Public) Buildings	complete inventory of all other City owned buildings. These include facilities such as the Police Station, Fire Station, the library, administration buildings, and Public Works buildings. The Lynnwood Library is operated by the Sno-Isle Libraries Foundation.	Incorporated (AMSI); Sno-Isle Libraries Capital Facility Plan
<i>Outside Agencies / Privately Owned Utilities</i>		
Schools	Lynnwood residents are served by the Edmonds School District (ESD). ESD operates seven elementary schools, two middle schools, and one high school within the City.	Edmonds School District Capital Facilities Plan
Water and Sewer	Alderwood Water & Wastewater District (AWWD) services portions of Lynnwood in the northeast and southeast.	AWWD Capital Improvement Program (CIP)
Electrical Power	Provided by Snohomish County Public Utility District No. 1 (SNOPUD).	SNOPUD Electric System Capital Plan
Natural Gas	Provided by Puget Sound Energy (PSE).	PSE Integrated Resources Plan
Telecommunications (Cable, Internet & Phone)	Several companies provide telecommunication services within Lynnwood, including AT&T, Comcast, DirecTV, Dish Network, Frontier FiOS, among others. Most major wireless service carriers are available within Lynnwood and are governed by the Washington Utilities and Transportation Commission (WUTC).	
Solid Waste	Garbage and recycling services are provided by Waste Management NW for residents east of Highway 99, and by Republic Services for residents west of Highway 99. Snohomish County is the solid waste management planning authority for all jurisdictions within the County.	Snohomish County Comprehensive Solid and Hazardous Waste Management Plan

GOAL 1: Planning

Planning that considers both changes in regulations, requirements, and best available science, studies existing and future conditions and specifies non-structural and structural solutions including system upgrades, maintenance and replacements based on established Level of Service (LOS) standards for the purpose of meeting future challenges as they arise.

SURFACE WATER MANAGEMENT

- Policy CC-1.1.1** Implement the requirements of the National Pollution Discharge and Elimination System (NPDES) and assess the areas in stormwater runoff management that require the City to make appropriate planning, regulatory, procedural or policy changes.
- Policy CC-1.1.2** Update and adopt ordinances that meet the requirements of NPDES and Endangered Species Act (ESA) for water quality and quantity control from development and redevelopment.
- Policy CC-1.1.3** Review and update the City’s Comprehensive Flood and Drainage Management Plan approximately every five years, depending on changes in best available science and the regulatory climate.
- Policy CC-1.1.4** Study and update the Surface Water Utility rates, and method of billing regularly to better reflect changes in surface water management, maintenance and operations, and capital project needs.
- Policy CC-1.1.5** Complete and implement an emergency response plan to be used for responding to surface and ground water contamination emergencies.

SANITARY SEWER

- Policy CC-1.2.1** Provide review for all development considering the land use plan.
- Policy CC-1.2.2** Utilize contemporary materials and construction techniques.
- Policy CC-1.2.3** Review and update the City’s Wastewater Comprehensive Plan approximately every five years, depending on changes in best available science and the regulatory climate.
- Policy CC-1.2.4** Plan and initiate the necessary analysis and public review to identify wastewater system financial needs and implement results of those efforts.

WATER SYSTEM

- Policy CC-1.3.1** Conduct ongoing monitoring and analysis of the water system to identify deficiencies and system expansion needs related to current and future growth and list options (administrative changes and capital projects) that would resolve deficiencies identified and the improvements needed.

- Policy CC-1.3.2** Plan and initiate the necessary design efforts to address identified system deficiencies, system upgrades and expansions.
- Policy CC-1.3.3** Plan and initiate the necessary analysis and public review to identify water system financial needs and implement results of those efforts.
- Policy CC-1.3.4** Regularly review and initiate changes to the operation and regulation of the water system relative to changing State and Federal regulations and prudent fiscal and environmental considerations. For example, conservation requirements.
- Policy CC-1.3.5** Regularly coordinate with other jurisdictions to assure that interties, local agreements and common issues are addressed.
- Policy CC-1.3.6** Review and update the City’s Water Comprehensive Plan approximately every five years, depending on changes in best available science and the regulatory climate.

**GOAL 2:
Maintenance
and
Operations
(M&O)**

Continue to identify facilities that are in need of repair, cleaning or replacement and revise the maintenance program to schedule these activities in an efficient, and timely manner so that the systems perform in a manner that will optimize the use and life of the facilities, while also making necessary changes in the program, as necessary, to protect the natural environment and aesthetic character of the city.

SURFACE WATER MANAGEMENT

- Policy CC-2.1.1** Operate the North Scriber Regional Detention Facility to decrease erosive and flood flows and to enhance environmentally sensitive areas in the Scriber Creek Drainage Basin.
- Policy CC-2.1.2** Update and adopt ordinances that meet the requirements of the NPDES Phase 2 Municipal Permit for maintenance of the system by both the City of Lynnwood and private property owners.
- Policy CC-2.1.3** Perform M&O activities to the currently adopted schedule such that cleaning, repairs, and replacements are made quickly and efficiently, or immediately in the case of emergencies.
- Policy CC-2.1.4** Review and update the City’s Comprehensive Flood and Drainage Management Plan list of problems and corrective solutions, depending on changes in best available science and the regulatory climate.
- Policy CC-2.1.5** Every year prioritize, schedule, fund, and construct capital improvements in the Six-Year Capital Facilities Plan, as identified in the Comprehensive Flood and Drainage Management Plan, to decrease incidents of flooding, enhance water quality in the system, and make improvements to natural habitat.

SANITARY SEWER

Policy CC-2.2.1 Provide financial support annually for funding the Pre-treatment Program.

Policy CC-2.2.2 Clean sewers on a frequency determined by historical need.

Policy CC-2.2.3 Remedy one infiltration/inflow concern each year.

Policy CC-2.2.4 Prevent any large and control any small wastewater overflows each year.

Policy CC-2.2.5 Monitor air and water quality on a daily basis.

Policy CC-2.2.6 Maintain the equipment preventative maintenance schedule.

Policy CC-2.2.7 Limit odor complaints as practicable.

WATER SYSTEM

Policy CC-2.3.1 Respond within one hour to any emergency water system failure. Repair all non-critical water system problems within three days of knowledge of the problem.

Policy CC-2.3.2 M&O activities will be based on an annual schedule established for the upcoming year during the budget process of the preceding year. The schedule will be developed from field reviews of the water system (flow, pressure and leak testing) and life cycle information combined with field verification inspections.

Policy CC-2.3.3 Stay abreast of current water quality standards and make adjustments to monitoring and testing to assure continual, consistent compliance with the standards and conditions of the Department of Health operating permit.

GOAL 3: Interjurisdictional Relations

Cooperate and coordinate planning, capital facilities planning and development, as appropriate, with adjacent jurisdictions and stakeholders for the purpose of improving levels of service and reducing costs for all services and utilities.

SURFACE WATER MANAGEMENT

Policy CC-3.1.1 Participate in interjurisdictional coordination to help solve common stormwater runoff management problems, coordinate land use plans, development regulations and capital facility plans on a watershed basis.

Policy CC-3.1.2 Design and implement a Public Involvement Program that builds upon the current school grants program and expands to businesses as well as general citizen groups.

SANITARY SEWER

Policy CC-3.2.1 Maintain air and water quality to standards required by regular authority.

Policy CC-3.2.2 Coordinate contractual relationships with adjacent agencies for services.

WATER SYSTEM

- Policy CC-3.3.1** Maintain coordination and communications with the Lynnwood water supplier, Alderwood Water & Wastewater District as well as AWWD's supplier, the City of Everett, so that the contract with AWWD is adhered to and the City's interests are protected.
- Policy CC-3.3.2** Conservation issues will be reviewed, goals and programs established relative to the impact conservation has on long term costs of water, summer flow and peaking issues, and regulatory and contract issues such that conservation efforts will be implemented that meet the established goal and regulatory standards.

GOAL 4: Capital Facilities

Provide capital facilities to properly serve the community in a manner that enhances quality of life and economic opportunities, optimizes the use and protection of existing facilities and provides for future needs.

OBJECTIVE CF-1 Implement levels of service (LOS) for water, sewer and storm water systems as minimum standards for facility design and planning, land development permitting, and operation and maintenance.

- Policy CC-4.1.1** Utilize professionally accepted methods and measures in determining LOS standards.
- Policy CC-4.1.2** Land development review will include coordination of the development requirements according to pertinent adopted plans, the land development regulations, and the availability of system capacities needed to support such development.
- Policy CC-4.1.3** Water, sanitary sewer, and storm water system improvements shall be designed and constructed to the size required to serve the City's projected capacity needs consistent with the Comprehensive Plan.
- Policy CC-4.1.4** Require the private sector to provide fair share, project related capital facility improvements and contributions in connection with the development of land.
- Policy CC-4.1.5** Development should be encouraged only when adequate utilities, including water, sewer, power, natural gas, telecommunications and storm drainage facilities are available or will be made available in conjunction with development.

CAPITAL FACILITIES PLANS AND PROJECTS

The Capital Facilities Plan Element identifies projects to construct new facilities, or to expand or rehabilitate existing facilities. These projects must be completed in a timely manner in order to maintain acceptable service levels.

OBJECTIVE CF-2 Implement capital facilities plans for water, stormwater, sewer, transportation, parks, recreation, public safety, and other municipal facilities.

- Policy CC-4.2.1** Maintain a 20-year Capital Facilities Plan that supports the Land Use Plan, and includes the implementation of a Six-Year Capital Facility Plan. Implement the following facility plans for City utilities, parks and recreation and transportation facilities. These plans will be prepared and implemented such that they are coordinated and consistent with the Comprehensive Plan.

- Six-Year Transportation Improvement Plan
- Water Comprehensive Plan Update
- Wastewater Comprehensive Plan
- Surface Water Management Comprehensive Plan
- Parks Plan
- Non-Motorized Plan
- Transportation Business Plan

Policy CC-4.2.2 Include the Six-Year Capital Facilities Plan and capital budget as a part of the annual budget process.

Policy CC-4.2.3 Evaluate, categorize and prioritize proposed capital improvement projects in the Six-Year Capital Facilities Plan according to the following categories:

Category 1 Project specifically satisfies legal, operational, health or safety requirements mandated by local, state and federal statutes.

Category 2 Project is required to obtain basic services relating to public health, safety, welfare, and applicable levels of service (LOS) standards.

Category 3 Project is consistent with the Comprehensive Plan or other adopted Capital Facilities Plans.

Category 4 Project is a public benefit or service improvement relating to general welfare of the community.

Policy CC-4.2.4 Requests for new capital facilities will be considered concurrently with requests for maintenance, repair and staffing costs of existing capital investments.

Policy CC-4.2.5 Identify acceptable funding methods and debt service standards as guidelines for financing capital facility and utility projects.

Policy CC-4.2.6 Identify capital facility improvements and implementation strategies to encourage redevelopment at appropriate locations and for the Activity Center plans.

Policy CC-4.2.7 Actively seek local, state, and federal funding and grants for the capital facilities projects.

Policy CC-4.2.8 Amend the following capital facility plans as necessary to include current regulations, standards, techniques and conditions. In addition, comprehensively review and revise these plans at least every five years. Revisions, updates and amendments to the plans shall be consistent with the City's Comprehensive Plan.

- Six-Year Transportation Plan
- Water Comprehensive Plan Update
- Wastewater Comprehensive Plan
- Surface Water Management Comprehensive Plan
- Parks Plan
- Non-Motorized Plan
- Transportation Business Plan

CAPITAL FACILITIES MAINTENANCE

Preserving adequate service levels in developed areas will require proper maintenance of existing facilities.

OBJECTIVE CF-3 Ensure that existing capital facilities are maintained and operated in a manner that will optimize the use and life of the facility.

Policy CC-4.3.1 Capital improvements needed to maintain and improve existing facilities shall be prioritized in the capital facilities plans.

ENVIRONMENTAL COMPATIBILITY

Carefully design, construct, operate and maintain facilities to minimize environmental impacts.

OBJECTIVE CF-4 Develop environmentally responsible strategies and standards for capital facilities.

Policy CC-4.3.2 Design and develop capital facilities that minimize or mitigate adverse impacts.

Policy CC-4.3.3 Develop, operate and maintain capital facilities located in neighborhoods to minimize or mitigate facility related impacts on residential uses.

Policy CC-4.3.4 Capital facility improvements and maintenance should be compatible with the natural constraints of slope, soil, geology, vegetation, wildlife habitat and drainage.

Policy CC-4.3.5 Evaluate capital projects, plans and programs to determine their impact to locally significant historical resources.

COORDINATION WITH OTHER JURISDICTIONS AND SERVICE PROVIDERS

Neighboring cities and the County provide similar services, and other providers also serve City residents and businesses. Cooperation and coordination among all jurisdictions and service providers can improve levels and reduce costs for all services and utilities.

OBJECTIVE CF-5 Coordinate capital facilities planning and development with appropriate jurisdictions and service providers.

Policy CC-4.4.1 Work closely with other jurisdictions and service providers to ensure the proper extension or expansion of utility services.

Policy CC-4.4.2 Encourage the County, Federal, and State, regional and special purpose agencies to participate in the implementation of capital facilities that are mutually beneficial.

Policy CC-4.4.3 Work with the appropriate jurisdictions and agencies to coordinate stormwater management activities.

SITING OF ESSENTIAL PUBLIC FACILITIES

The GMA requires the City to develop a process for siting essential public facilities in Lynnwood. At present, the County is identifying such facilities for the County and developing a county-wide siting program. The City will need to adopt a City siting program when the County has completed its program that is consistent with state requirements and the County program.

OBJECTIVE CF-6 Facilitate efficient and equitable siting of essential public facilities.

Policy CC-4.5.1 Ensure that the siting and construction of capital facilities considered essential public facilities are not precluded by the City's Comprehensive Plan.

Policy CC-4.5.2 Establish a review process for the siting and construction of essential, local public facilities.

- Policy CC-4.5.3** Participate in an interjurisdictional review and selection process for the siting of essential public facilities having interjurisdictional significance.
- Policy CC-4.5.4** Locate and develop essential public facilities to provide the necessary service to the intended users of the facility with the least impact on surrounding land uses.

RELATED DESIGN STANDARDS AND PROGRAMS

The City has standards for the design and construction of sewer water and stormwater utilities, and programs to develop new or expand utility systems. These standards should include the most recent design techniques so that these utilities are constructed and operate in an efficient manner.

OBJECTIVE CF-7 Design and construct sewer, water and stormwater utility systems to ensure efficient service, and the use of best management practices.

- Policy CC-4.6.1** Require connection to the City sewer system for all new development.
- Policy CC-4.6.2** Design sewer systems to provide efficient and reliable service while minimizing cost. Gravity feed shall be used whenever feasible.
- Policy CC-4.6.3** Continue to actively pursue elimination of high infiltration and inflow situations.
- Policy CC-4.6.4** Support and implement conservation strategies aimed at reducing average annual and peak day water use. These strategies can include: billing rate structures which encourage conservation, water restrictions at appropriate times, technical assistance for leak detection, design of low-water use irrigation and other water saving measures, public information, use of drought tolerant plantings and native vegetation in City landscaping and development regulations, and construction codes requiring water saving devices.
- Policy CC-4.6.5** Design water delivery and storage systems to provide efficient and reliable service while minimizing cost. These design methods can include: the use of gravity feed whenever feasible, the development of a looped system, and standardization of transmission facilities sizing and/or materials.
- Policy CC-4.6.6** New development shall construct water system improvements and dedicate easements necessary to serve the development and to provide a reliable integrated distribution system.
- Policy CC-4.6.7** Maintain adequate water storage facilities to meet demand loads.
- Policy CC-4.6.8** Open channel drainage systems, natural or man-made (except roadway drainage ditches), should be retained and new systems encouraged and utilized when feasible.
- Policy CC-4.6.9** Stormwater management systems shall be designed and constructed to minimize adverse impacts to natural watercourses.
- Policy CC-4.6.10** Stormwater retention/detention facilities shall be allowed to be used as partial fulfillment of open space requirements.
- Policy CC-4.6.11** Encourage co-location of utilities in shared trenches and easements.
- Policy CC-4.6.12** Coordinate utility construction with public improvements when possible to minimize costs and related service disruption.
- Policy CC-4.6.13** Require underground utilities for all new development.
- Policy CC-4.6.14** Require, where feasible, that existing utility lines be relocated underground when areas are redeveloped, or as streets are constructed, reconstructed, or widened.
- Policy CC-4.6.15** Promote, where safe, the joint use of utility corridors for recreational facilities, such as non-motorized trails.

Policy CC-4.6.16 Design utility facilities that are aesthetically complementary to surrounding land uses and minimize adverse visual impacts.



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CAPITAL FACILITIES & UTILITIES ELEMENT

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INTRODUCTION

The 1990 State Growth Management Act requires all comprehensive plans to contain a Utilities Element that “includes the general location, proposed location, and capacity of all existing and proposed utilities, including but not limited to electrical lines, telecommunication lines, and natural gas lines” (RCW 36.70a.070 (4)). The main purpose of the utility element is to ensure that development within the City of Lynnwood has adequate utility capacity to support the Land Use Plan. This section also emphasizes the quality, reliability, safety and regulation of the services provided. The Act also requires a Capital Facilities Element (RCW 36.70a.070 (3)). “A capital facilities plan element consisting of: (a) An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities; (b) a forecast of the future needs for such capital facilities; (c) the proposed locations and capacities of expanded or new capital facilities; (d) at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and (e) a requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the capital facilities plan element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities plan element.”

Objective of proposed change: Removed and summarized in the next paragraph for brevity and readability (this text is taken verbatim from the RCWs).

The Capital Facilities and Utilities Element is used to demonstrate that all capital facilities serving Lynnwood support the current and future population and economy. Capital facilities, also referred to as

public facilities, include the transportation system (roadways, sidewalks, street lights, and traffic signals), domestic water, sanitary sewer and stormwater systems, park and recreational facilities, and other community buildings. This Element consists of two components: the 20-year plan and the 6-year plan. The 20-year plan, which is this chapter, contains capital facilities related goals and policies that are consistent with other goals and policies of the Comprehensive Plan. The Capital Facilities Plan is a 6-year plan that contains an inventory of existing and proposed capital facilities, forecasts the future needs of facilities for six years, identifies deficiencies in capital facilities and the actions necessary to meet such deficiencies, and contains a six-year finance plan. The Capital Facilities Plan is a separate document which is reviewed and updated by the City annually to coincide with the City Council budgeting process. The Utilities portion of this Element includes a summary of the privately owned utilities, such as electrical, telecommunication, and cable lines, and natural gas facilities. protect the public health and safety and help maintain a high quality of life in Lynnwood. In Lynnwood, as in many cities, utilities are provided by a combination of city managed and non city managed providers. Depending on their service, these are variously state regulated, federally licensed and/or municipally franchised providers.

City managed utilities are sewer, water, and surface water. Non city managed utilities are electricity, gas, telephone, personal wireless services, solid waste, and cable television. Non city managed utilities providers include Puget Sound Energy (PSE) (electricity and gas), Frontier Communications (“land line” telephone), and a number of personal wireless companies. These utilities are regulated by the state Washington Utilities and Transportation Commission (WUTC).

Personal wireless service providers serving Lynnwood in the Seattle Major Trading Area are those licensed by the Federal Communications Commission (FCC) in the Radio Frequency Spectrum for wireless telecommunications service and regulated to do business in Lynnwood. Cable television services are provided by Comcast under municipal franchise.

Usually these services are invisible to City residents and businesses; they draw attention only when they are not available. Providing these services depends on building and maintaining major capital facilities. Each of these services requires extensive networks of pipes, wires or other major conveyance systems. Constructing and improving these capital facilities requires long lead times and substantial investments of public or private funds. The service capacity provided by new and expanded facilities is required to be available when new development is occupied in order keep service levels above minimum acceptable standards.

This Element identifies the existing and projected levels and types of capital facilities and utilities. Underlying this discussion is the City's intent to maintain acceptable levels of service for City provided utility services and to work with other providers to insure that service capacity keeps pace with new development. For City owned utility services this Element describes existing conditions, facilities and service levels, projects service demands from new development, states minimum acceptable service level standards, and presents goals, objectives and policies for providing facilities and services to meet these standards. Capital Facilities data, plans and policies relating to Parks and Recreation, and Transportation are found in their respective elements of the Comprehensive Plan.

For services provided by other providers, it describes existing conditions, facilities and service levels, projects service demands from new development, and presents goals, objectives and policies for cooperating with the service provider(s) to help ensure that facilities and services meet level of service standards that may be set by the provider. This element also includes a 20 year Capital Facilities Plan that delineates the capital projects, (streets, parks and recreation, water, sewer and surface water utilities, municipal buildings and police and fire service facilities) that are needed for current and future municipal utility services and capital facilities.

Changing environmental regulations, especially those created by the Endangered Species Act (ESA) and the National Pollutant Discharge Elimination System (NPDES) Phase 2 for cities with populations less than 100,000, have placed increased demands upon utilities. For example, stormwater management will

~~be held to a much higher water quality and procedural standards. The water and sewer utilities may also have to make procedural changes in response to the ESA, such as increased maintenance monitoring and reporting.~~

~~This Element has been coordinated with other Elements of this Plan and with other City planning documents. The Land Use Element presents the growth requiring new utility facilities and services. The City's annual budget includes funding for construction of new or expanded City owned facilities. It also provides funding and staffing for operation of these facilities. The City has also adopted functional plans for each City owned utility service, namely sewer, water, and stormwater management. These plans are briefly described elsewhere in this Element. Each functional plan should be consulted for more detailed information related to each City owned utility.~~

~~In addition, other service providers have adopted capital facilities and service operations for other agencies and private companies are programmed by those agencies and/or companies. These plans are also briefly described herein.~~

Objective of proposed change: Intro section was rewritten for brevity and readability. The "paragraph style" used above was updated and reorganized by utilizing the table below, and by referencing existing documents. As these documents are maintained by other City departments and outside agencies, this will allow any annual updates to the Comp Plan to be more efficient.

PLANNING CONTEXT

Growth Management Act:

The following state planning goals are most relevant to the Capital Facilities and Utilities Element of the Comprehensive Plan:

Urban Growth: Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.

Public Facilities and Services: Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.

This Element is consistent with these goals because it plans for providing adequate public facilities and services for new development in Lynnwood, concurrent with the availability of such development, and it establishes minimum service level standards and goals, objectives and policies to insure that new facilities are provided in a cost efficient manner. The Capital Facilities Plan identifies facility improvements that will be needed to provide expanded services and the scheduling and financing for those improvements.

Economic Considerations:

Lynnwood's development policy is that new development will pay for the portion of facility improvements related to its demand on the system. These improvements to the City's utility systems allow for a more equitable distribution of costs and help to keep rates lower.

In cases where one development occurs prior to another and is not adjacent to existing infrastructure, the new development may have to extend utilities across the frontage of another undeveloped site and incur the cost of such extensions. Lynnwood has some mechanisms of reimbursement, such as a latecomers agreement, to provide a mechanism for fair share financing in such cases. The original developer would be reimbursed for costs associated with the portion of the extension that is later used by another developer.

In limited cases, and with City Council approval, the City allows extensions of utilities outside of the city limits. Because general rates should not be used to fund and operate systems outside of the City boundaries, differential rates and/or connections fees are established to ensure that City residents are not subsidizing service outside of City boundaries.

County-wide Planning Policies:

The County-wide Planning Policies call for the orderly provision of public services and utilities concurrent with new development, so that minimum acceptable service levels are maintained. The goals, objectives and policies of this Element are consistent with those policies because the City intends to manage its services and cooperate with other service providers to ensure that services are provided concurrent with new development.

The following is a summary of the capital facilities and utilities providing service within the City of Lynnwood. Separate documents containing the detailed inventory are listed in the right-hand column of the table. For outside agencies that provide services within Lynnwood, document names (if available) are listed in the right-hand column.

<u>Facilities</u>	<u>Inventory Description</u>	<u>Related Document</u>
<u>City of Lynnwood</u>		
<u>Transportation</u>	<u>The Transportation Element contains a generalized inventory of Lynnwood’s transportation system. A detailed inventory is kept by the Public Works Department. Lynnwood annually prepares and adopts the Six-Year Transportation Improvement Program (TIP). This plan lists street and non-motorized projects, and revenue sources. This plan is prepared for transportation project scheduling, prioritization and grant eligibility purposes.</u>	<u>Transportation Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI); Six-Year TIP; Transportation Business Plan, City Center Street Master Plan; Non-Motorized Multimodal Plan</u>
<u>Water</u>	<u>Lynnwood’s water system includes approximately 168 miles of water mains, two pressure reducing stations, two reservoirs, one booster pump station and other related appurtenances.</u>	<u>City of Lynnwood Water Comprehensive Plan, Section 1.4; Comprehensive Water, Sewer, and Storm Utility Rate Study</u>
<u>Sewer (Wastewater)</u>	<u>Lynnwood’s wastewater system is comprised of approximately 100 miles of gravity pipe. These gravity lines are fed into six existing sewer lift stations which then pump into gravity interceptors, and eventually to the Waste Water Treatment Plant (WWTP) which is located on the Puget Sound.</u>	<u>City of Lynnwood Wastewater Comprehensive Plan, Sections 6.1 and 6.2; Comprehensive Water, Sewer and Storm Utility Rate Study</u>
<u>Stormwater (Surface Water)</u>	<u>The main drainage basins in the City include: Meadowdale Pond, Scriber</u>	<u>City of Lynnwood Surface Water Management Comprehensive Plan;</u>

	<u>Creek, Hall Creek, and Golde Creek.</u> <u>Lynnwood has 18 different drainage basins throughout the City, and maintains all associated drainage infrastructure. Operation, maintenance and management of the stormwater system in Lynnwood is funded through the City's Surface Water Utility.</u>	<u>Cartograph Database;</u> <u>Comprehensive Water, Sewer and Storm Utility Rate Study</u>
<u>Parks & Recreation</u>		<u>Parks and Recreation Plan; Parks, Recreation and Open Space Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI)</u>
<u>City Buildings</u>	<u>Buildings owned by the City of Lynnwood</u>	<u>Facilities Condition Assessment Plan</u>
<u>Other Community (Public) Buildings</u>	<u>The AMSI System contains a complete inventory of all other City owned buildings. These include facilities such as the Police Station, Fire Station, the library, administration buildings, and Public Works buildings. The Lynnwood Library is operated by the Sno-Isle Libraries Foundation.</u>	<u>Asset Management Systems Incorporated (AMSI); Sno-Isle Libraries Capital Facility Plan</u>
<u>Outside Agencies / Privately Owned Utilities</u>		
<u>Schools</u>	<u>Lynnwood residents are served by the Edmonds School District (ESD). ESD operates seven elementary schools, two middle schools, and one high school within the City.</u>	<u>Edmonds School District Capital Facilities Plan</u>
<u>Water and Sewer</u>	<u>Alderwood Water & Wastewater District (AWWD) services portions of Lynnwood in the northeast and southeast.</u>	<u>AWWD Capital Improvement Program (CIP)</u>
<u>Electrical Power</u>	<u>Provided by Snohomish County Public Utility District No. 1 (SNOPUD).</u>	<u>SNOPUD Electric System Capital Plan</u>
<u>Natural Gas</u>	<u>Provided by Puget Sound Energy (PSE).</u>	<u>PSE Integrated Resources Plan</u>
<u>Telecommunications (Cable, Internet & Phone)</u>	<u>Several companies provide telecommunication services within Lynnwood, including AT&T, Comcast, DirecTV, Dish Network, Frontier FiOS, among others. Most major wireless service carriers are available within Lynnwood and are governed by the Washington Utilities and Transportation Commission (WUTC).</u>	

<u>Solid Waste</u>	<u>Garbage and recycling services are provided by Waste Management NW for residents east of Highway 99, and by Republic Services for residents west of Highway 99. Snohomish County is the solid waste management planning authority for all jurisdictions within the County.</u>	<u>Snohomish County Comprehensive Solid and Hazardous Waste Management Plan</u>

Regarding the table above: Staff received the following information via email from Joyce Phillips at the Dept. of Commerce:
 The Capital Facilities Element of the comprehensive plan must include an inventory of existing capital facilities owned by public entities that shows the locations and capacities of the capital facilities. If that information is contained elsewhere, the city can adopt/include it by reference. In doing so, the city should identify where the information exists (especially if it is in more than one place) and summarize the pertinent information in the plan. Many jurisdictions include the inventory information for the facilities owned by the jurisdiction in the plan, while summarizing and adopting by reference the work of other public agencies or districts, such as schools, PUDs, etc. Many jurisdictions adopt by reference the functional plans that contain significant information, such as from general sewer plans, water system plans, etc., into the comprehensive plan.

PLANNING BY SERVICE PROVIDERS

~~The complex arrangement of public service providers, private service providers, and regulatory agencies results in a complicated planning process for service and utility facilities. Three different types of service providers serve the City:~~

- ~~● **City Owned Utilities:** (sewer, water, surface water utilities, parks and recreation, police and fire service);~~
- ~~● **Private Owned Utilities:** (gas, telephone); and,~~
- ~~● **Utilities Owned by other agencies:** (electricity, schools, solid waste landfill).~~

~~While the City has direct control over services that it provides directly, there is no formal connection between the City and either the private companies (second group) or the other agencies (third group). The City must closely coordinate their efforts at both the technical and policy levels. In addition, regional, state and federal agencies oversee many of these services, either directly or in connection with environmental protection programs, and they impose minimum service levels or other requirements that service providers must meet.~~

Sewer:

~~The City adopted a Comprehensive Wastewater Plan in 2006 that provides planning direction for management and maintenance of the sewage collection and treatment system. This plan provides for compliance with discharge requirements and limitations imposed by the State Department of Ecology under the National Pollution Discharge Elimination System and the federal Clean Water Act. The federal Environmental Protection Agency and Puget Sound Air Pollution Control District regulate air pollutant emissions from incinerating sewage sludge. An update of this plan is in preparation.~~

Water:

The City adopted a *Water System Comprehensive Plan Update (2005)* that includes an evaluation of the existing water system, incorporates anticipated growth, and presents a plan for water system improvements. This Update projects needed improvements through 2020, consistent with rules and regulations for public water systems from the state Board of Health. The federal Safe Drinking Water Act and state Department of Health require water providers to meet safety standards. An update of this Plan is in preparation.

Stormwater Runoff Management:

The City adopted a Comprehensive Plan for surface water management in 2009. That Plan is document responds to both state and federal requirements for managing surface water in the City. The Plan reviews current and anticipated regulatory requirements, discusses current stormwater management programs, identifies flooding and water quality programs and discusses the resources needed for the City to implement the plan fully. Management of surface waters in the City is funded through the City's Surface Water Utility (established in 1991).

Parks and Recreation:

The City regularly prepares and adopts a Parks Plan in compliance with IAC guidelines for parks planning, recreation programming and grant eligibility purposes. Consistency is maintained between the Parks Plan and Parks & Recreation Element of the Comprehensive Plan, which is updated annually.

Transportation:

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

Electricity:

The Snohomish County Public Utility District (PUD) No.1 provides electricity service in Lynnwood.

Natural Gas:

Puget Sound Energy (PSE) provides Lynnwood with natural gas.

Solid Waste:

The Washington Solid Waste Management Recycling and Recovery Act (RCW 70.95) requires each county, in association with its cities and towns, to prepare a 20-year comprehensive solid waste management plan (CSWMP) and to update the plan at least every 5 years. Snohomish County is the solid waste management planning authority for all jurisdictions in this County. The County's Solid Waste Plan Update was adopted by the County, Lynnwood and other participating jurisdictions initially in February 1990 and further revised and adopted in 2004. The CSWMP was extended to show the long-range needs 20 years into the future. A revised 6-year construction and capital improvement plan was adopted by the County in 2009.

Schools:

The Edmonds School District regularly adopts and updates the *Edmonds School District Capital Facilities Plan*. This plan describes when new schools will be needed, and what funds may be available for these facilities.

Library:

Lynnwood's library is located in the Civic Center at 19200—44th Avenue W. The facility was recently expanded and includes more than 87,000 items in its collection. The library is a member of the Sno-Isle Regional System, allowing members to borrow materials from 18 other libraries in Snohomish and Island Counties.

Telecommunication Services:

Frontier Communications provides “land-line” telephone service for Lynnwood and their facilities are adequate for the foreseeable future.

[Objective of proposed change:](#) These paragraphs are all summarized in the table above and details for each are available in the referenced documents.

SUMMARY OF ISSUES

Based on the service and facility needs identified in the preceding sections, the following major issues for capital facilities and utilities face the City:

Sewer:

The Sewer Utility operates and maintains the sewage collection system that serves the needs of residents and commercial establishments. Any extension of the system is typically funded by development. The collection system discharges to the City-owned wastewater treatment plant which is located on the shores of Puget Sound and surrounded by the City of Edmonds.

Flows through the waste water treatment plant are expected to increase to 6.5 million gallons per day which is well within the design capacity of the exiting facility. The sludge incinerator is expected to require extensive maintenance or replacement within the next five years.

While the system does not require any extensive improvements to meet the expected growth within the utility's service area, which is generally the existing City boundaries, some significant projects are proposed to address current deficiencies. Most of these deficiencies deal with aging sewer pump stations, and surcharging of the collection system during heavy rain events. Any increase in development density may require localized improvements, but the overall system capacity would be sufficient. Future emphasis will focus on maintaining the existing infrastructure, incorporating technology to optimize the existing system, and complying with any new regulatory requirements.

Water:

The Water Utility purchases water from the Alderwood Water District. Water is distributed through mains operated and maintained by the water utility to residential, commercial, and industrial users.

The City has been able to control peak water flows by managing the use and recharge of the existing water tanks for supplemental flow. Peak flows at full build out are calculated to be 7.52 million gallons per day (MGD) which is less than the system capacity in the connection to Alderwood Water District.

The system is currently sized to provide for the expected growth within the utility's service area which is generally the existing City boundaries. Any increase in development density may require localized improvements, which would typically be funded by development, but the overall system capacity would be sufficient. Future emphasis will focus on maintaining the existing infrastructure, incorporating technology to optimize the existing system, and complying with any new regulatory requirements.

Stormwater Runoff Management:

Responding to and meeting the requirements of the National Pollutant Discharge Elimination System (NPDES) Phase 2 will be the major issue facing the Surface Water Utility over the next few years. The implications that these issues have to stormwater runoff management include changes to ordinances and development standards as well as changes to how the City maintains its infrastructure.

Eliminating existing flooding problems may require increasing the capacity of existing stormwater facilities or constructing new facilities. The NPDES requirements will require modification to our existing Best Management Practices (BMPs) and our design standards and policies.

Parks and Recreation:

See the Parks, Recreation and Open Space Element.

Transportation:

See the Transportation Element.

Other Services and Utilities:

Continuing to cooperate and coordinate facility planning and construction so that new or expanded services are provided concurrent with new development.

Objective of proposed change: This section is addressed in other documents (as listed in the table above) and in their respective elements.

SEWER

The City of Lynnwood is responsible for providing sewer service to its residents, and the maintenance and operation of the treatment plant and the collection and transmission systems. The City's wastewater treatment plant was converted to secondary treatment in 1992, increasing the plant's capacity to an average annual flow of 7.4 million gallons per day (MGD). Additional improvements to the wastewater treatment plant were completed in 1998. These were replacement of the treatment plant outfall, sludge handling improvements, addition of a bar screen, and extensive odor control improvements. In 2010 a backup generator for the secondary treatment system was added. This improvement will allow the plant to fully process wastewater even during a power outage, eliminating the problem of sending only primary treated effluent into Puget Sound.

The following analysis is based on information contained in the City's Comprehensive Wastewater Plan (January 2006). Technical data and information has also been collected from documents revised or created since the 1995 City of Lynnwood Comprehensive Plan. These include the 1998 Comprehensive Sewer Plan, and the 1996 Wastewater Facilities Plan Amendment. These documents serve as a reference and background information for this city comprehensive plan.

Collection System:

The Lynnwood wastewater service area is divided into four major drainage basins: Swamp Creek, Scriber Creek, McAleer Creek, and Browns Bay. These basins are further divided into 17 unit sub-basins. The wastewater collection system is for sanitary sewage only; storm water discharges into the system are not allowed.

The majority of the collection system was installed prior to 1975. Additions to the original system have been numerous, particularly in recent years during annexation and development in the northern and eastern parts of the City. Four small lift stations (No. 4, 7, 8 and 14) serve local areas in the system; these lift stations (LS) were constructed after the original sewer system was installed. Wintertime storms sometime inundate the system and hydraulic overloads occur in some areas of the system, causing raw sewage to flow onto the streets and into the stormwater system. Two projects are planned to deal with the worst locations of overloads: The trunk sewer on 76th Ave W just south of the Treatment Plant will be upsized; and, a new lift station will be added just north of Scriber Lake. Another, longer term solution is for the reduction of infiltration/inflow into the system, either by replacing or repairing specific pipelines and manholes, or reducing inflow from storm drains that are incorrectly connected to the sanitary sewer. The success of these programs will be monitored.

Transmission System:

The components for the transmission system were installed with the original system and originally included two lift stations (LS Nos. 10 and 12), a force main and gravity trunk sewer from LS NO. 10 to LS No. 12, and a second force main and gravity trunk sewer system from LS No. 12 to the treatment plant. In 1993, LS No. 10 was extensively refurbished at the existing site, and a new force main which bypassed LS No. 12 was installed to the gravity main in 76th Avenue W. LS No. 12 was also modified and updated during 1993.

LS No. 10 receives flow from the Scriber Creek and Swamp Creek drainage basins. Flows received at LS No. 10 are pumped through a 24 inch diameter force main to a gravity sewer trunk line that leads to the treatment plant. The capacity of the force main is approximately 8.5 MGD at the maximum velocity of 8 feet per second (fps).

Flows received at LS No. 12 are pumped through an 18 inch diameter force main to a 24 inch diameter gravity line that leads to the wastewater treatment plant. At the maximum recommended velocity of 8 fps, the flow capacity of the force main is approximately 9.1 MGD. The 24 inch gravity trunk line also receives tributary flows from Edmonds and the Browns Bay Drainage basin at several points along the alignment.

Current transmission capacity generally meets the needs of the City. Isolated areas are subject to surcharging due to heavy infiltration during larger storm events.

Treatment Plant:

The City's Wastewater Treatment Plant upgrade was completed in 1992. The project upgraded the existing primary treatment plant to a secondary treatment plant utilizing the activated sludge process and incineration for solids handling. The plant design parameters were to handle an average annual flow of 7.4 million gallons per day (MGD) and an influent biochemical oxygen demand (BOD) of 15,120 lbs/day for the design year 2010. The maximum month average flow is not to exceed 7.4 MGD. The report assumed projected population for the City of Lynnwood is 44,700 people and a total population equivalent of 52,080 for the service area, which includes a portion of Edmonds, and all commercial contributions. The plant produces an effluent at or below the discharge limitations set by the Washington Department of Ecology (DOE).

The treatment plant currently operates under a National Pollution Discharge Elimination System (NPDES) permit issued by the Department of Ecology. Limitations under the permit are listed under "Level of Service Standards," below:

When either the actual flow or waste load reaches 85 percent of the design capacity or when the projected increases would reach design capacity within five years, whichever occurs first, the City is required to submit to the Department of Ecology a plan and a schedule for continuing to maintain capacity at the facility sufficient to achieve the effluent limitations and other conditions of the NPDES permit.

In 1998 a review of the capacity and the Biological Oxygen Demand on the plant were reviewed and a new permit applied for. The hydraulic capacity remained at 7.4 mgd but the BOD was raised to 15,120 pounds per day. The permit was approved in January of 1998 and the plant is now below the 85% threshold.

The plant capacity was evaluated in 1995 and a report was issued in January 1996 that identified capacity limits or "bottlenecks" in the system. All of the improvements have been implemented. The Department of Ecology issued the current City of Lynnwood NPDES operating permit, allowing for an increase of BOD and total suspended solids increases of 17% over previous permitted levels. Hydraulic capacity was not increased, but neither was it originally identified as being within 85% of design capacity as identified above.

In the last five years, the only major upgrades at the plant has been the addition of the secondary system backup generator (2010) and the replacement of the outfall diffuser(2011). With the age of the last major upgrade now nearing 20 years, many major system are nearing upgrade or replacement again. Projects are being scoped to upgrade the incinerator controls, replace the incinerator heat exchangers, and replace the two major shell buildings that house the primary treatment system and the incinerator.

Demand Forecasts:

Based on the growth anticipated in this Plan, average annual flows are projected to increase from the current 4.30 MGD for 2010 to 6.50 MGD in 2023. This projected flow would not exceed the design flow capacity of the plant.

An analysis of BOD loadings based on a population of 43,601 results in a projected average BOD loading of 10,629 lbs/day with the growth anticipated in this Plan. This projected BOD loading is below the current DOW permit limitation of 15,120 lbs/day and below the 85% design capacity, which would trigger a design review.

Level of Service and Design Standards:

Treatment plant, pipe connection size and flow rate are all levels of service standards for the sewer system:

Flows:

- 70 gallons per day per capita

Pipes:

- 8" minimum diameter
- 6" side sewer connection

Treatment Plant:

- Waste Loadings: Unknown
- Average flow for the maximum month—7.4 MGD;

- ~~Biochemical Oxygen Demand (5 day) (BOD₅) loading for maximum month—15,120 lbs/day;~~
- ~~Influent total suspended solids (TSS)—15,120 lbs/day.~~
- ~~Effluent limitations: (Monthly Average)~~
 - ~~CBOD₅—25 mg/L, 1,534 lbs/day~~
 - ~~TSS—30 mg/L, 1,851 lbs/day~~
 - ~~Fecal Coliform Bacteria—200/100 mL~~
 - ~~Chlorine—318 ug/L (7.16 lbs/day) [daily maximum—834 ug/L]~~
- ~~Effluent limitations: (Weekly Average)~~
 - ~~CBOD₅—40 mg/L, 2,469 lbs/day~~
 - ~~TSS—45 mg/L, 2,777 lbs/day~~
 - ~~Fecal Coliform Bacteria—400/100 mL~~
 - ~~pH shall not be outside the range of 6.0 to 9.0~~

The NPDES permit also sets limits for effluent concentrations. The monthly average effluent concentration limitations for CBOD₅ shall not exceed 25 mg/L or 15 percent of the influent concentration; the monthly average effluent concentration limitations for TSS (total suspended solids) shall not exceed 30 mg/L or 15 percent of the influent concentration. Additional design standards relating to level of service are found in the Capital Facilities Plan provided (HD).

Needs Assessment:

Improvements to sledge handling capabilities in 1999 allowed the increase in our NPDES permit to 15120 lbs/day for both BOD and TSS. This should allow the facility to remain in compliance with existing codes through 2018.

Objective of proposed change: This section was deleted. The Wastewater Comp Plan (referenced in the table above) contains all applicable information for the City sewer system.

WATER

Inventory and Existing Conditions:

1. Supply:

Lynnwood receives its potable water supply from the watershed around the headwaters of the Sultan River. The City of Everett supplies water via pipelines to regional purveyors in south Snohomish County. The Alderwood Water District (AWD) purchases water from Everett and resells it to the City of Lynnwood.

The City of Lynnwood water service area includes all of the area within the corporate city limits, which now totals approximately 4,900 acres, except for the parcels north of 180th St SW and east of 36th Ave W and the Spruce Hills development on Spruce Way at 172nd Street SW which are served by the AWD. AWD also services the area of Lynnwood east of I-5 and south of I-405, and they have a major transmission line running down 36th Ave W from 184th St to Alderwood Mall Boulevard.

In 2010, the City of Lynnwood and the AWD entered into an new agreement for water supply. The agreement provides for the delivery of water needed by the City for the next fifty years.

2. Pressure Zones:

There are four pressure zones that distribute water within the City of Lynnwood—the 573, 635, 680 and 724 zones. The City serves the 573, 635 and 680 pressure zones, while the 724 pressure zone is served by the AWD.

The 724 zone serves an area approximately from 168th Street SW to 172nd Street SW and from Spruce Way to 36th Avenue W. Water and storage for this pressure zone is supplied from Alderwood Water District's 2.0 million gallon (MG) reservoir located one mile north of 168th Street SW near 35th Avenue W. Static water pressure in the area ranges from 50 psi to 80 psi. Service is provided from a 12" water loop with 8" distribution lines into the residential areas. A pump station containing 3 pumps capable of 1.4 million gallons per day (MGD) fills the storage tank.

The 680 zone serves the area between 188th St. SW on the south and 179th St. SW on the north and several blocks east and west of 40th Ave. W. This new pressure zone was created in 2000 with the placement of a new booster pump next to the two water tanks at 40th Ave. W. and 185th St. SW. These tanks serve the 573 zone. This new zone provides pressures in the area of 65 psi.

The 635 zone serves an area approximately from 196th Street SW to 172nd Street SW and from 40th Avenue/Spruce Way to 36th Avenue W. North of 172nd Street SW the westerly boundary moves west to Highway 99. Water is supplied through the city's master meter at 168th Street SW and Spruce Way. The water is supplied from the Alderwood Water District's reservoirs totaling 76 MG. Service is provided from 10" and 12" mains feeding 8" distribution lines. Static pressure in the area is 35 psi to 90 psi. The City currently requires the installation of individual booster pumps for new construction within those areas affected by low water pressure.

The 573 zone serves the remainder of the city. The water is supplied through the City's master meter and goes through the pressure reducing station located at Spruce Way and 173rd Street SW. Water is stored in the City's two reservoirs totaling 5.7 MG located at 40th Avenue W and 185th Street SW. Static water pressure in the area ranges from 60 psi to 100 psi.

3. Generalized Existing Potable Water System:

A. Transmission and Distribution System:

The primary water transmission main for the City is a 24" concrete cylinder pipe that runs along 35th Avenue W and Spruce Way from AWD's terminal storage facilities at 153rd Street SW to the intersection of 164th Street SW and Spruce Way. A pressure reducing valve (PRV) vault, located at 173rd Street SW and Spruce Way on the 24" main, reduces the pressure of the incoming supply from Alderwood to feed the City's supply lines. Two transmission mains (a 16" line and an 18" line) split off at the termination of the 24" main. The 16" main supplies water to the northwestern portion of the City and the 18" main supplies the City's storage reservoirs. A 24" main runs from the storage reservoirs and connects to a combination of 18", 16" and 12" mains that distribute water to the remaining portions of the City.

A second PRV station, located at 196th Street SW and 40th Avenue W, provides a secondary means of supplying the 573 pressure zone when the main PRV is out of service or when there are high demands on this zone. If the main PRV were out of service for an extended period, the secondary PRV would be unable to meet the demand in the 573 pressure zone. The distribution system off the second PRV consists of looped 6" through 12" water mains.

B. Storage:

The City has a total of 5.49 million gallons (MG) of usable storage capacity with two reservoirs located at 185th Street and 40th Avenue W. Both reservoirs are in the 573 pressure zone. In 2009, the total

required storage (fire, equalizing, operational, and standby) for the 573 pressure zone was 10.39 MG; the balance of the required storage is provided by AWD by agreement.

Storage for the 635 and 724 pressure zones is also provided by the AWD

C. Demand Forecasts:

Residential, commercial, and industrial growth associated with the City's land use alternatives would increase consumptive uses and would place increased demands on existing water supplies and facilities. Estimated total average and peak daily demand in 2023 at full development based on the 2005 Water System Plan are 5.27 MGD and 8.96 MGD, respectively (based on a 2023 population of 38,113, and planned development in the City Center).

Estimates for this Plan are based on an average daily demand of 105 gallons per capita per day and are taken from the City's 2005 Water System Comprehensive Plan Update. Estimates do not reflect conservation measures, and are assumed to meet the annual 1% Conservation Goal set by the Everett Water Utility Committee. Applying the conservation goal, the 2023 average daily demand would be reduced to 4.31 MGD. Actual water demand would depend on household size, employment, the type of land uses that develop (particularly industrial uses), implementation of water conservation measures, and other factors.

D. Future Supply:

The Sultan River watershed has the capacity to supply the current and projected future demands for the City of Everett and its service area, which includes the City of Lynnwood.

E. Future Storage:

The Water Supply Plan Update projects water storage requirements for the 573 pressure zone as 12.52 MG by the year 2023. The required storage for this pressure zone includes: operational storage of 0.90 MG; fire flow storage of 2.16 MG, equivalent to 6,000 gpm for 6 hours (the fire flow requirement for Alderwood Mall); emergency storage equivalent to the maximum day demand of 9.02 MG; and equalizing storage equivalent of 0.44 MG.

F. Level of Service Standards:

Fire flow, equalizing, and emergency storage are required to be provided by the City of Lynnwood by terms set in the agreement with the Alderwood Water District.

G. Fire Flows and Water Storage:

- Commercial:
6,000 gpm; storage for a 6-hour supply (2.16 million gallons)
- Multi-Family:
3,000 gpm; storage for a 3-hour supply (0.54 million gallons)
- Residential:
1,000 gpm; storage for a 2-hour supply (5.3 million gallons)
- Emergency Storage:
800 gallons per connection (5.3 million gallons)

H. Fire Hydrants:

- Commercial Area—one hydrant every 330 feet

- Residential Area—one hydrant every 600 feet

I. Distribution System:

- 8" minimum pipe size
- 30 pounds per square inch minimum
- Maximum velocity of 8 feet per second

J. Consumption:

- The average daily demand is approximately 105 gallons per capita per day.

Needs Assessment:

The amount of water used per person per day has been decreasing over the last twenty years. This is likely due to more personal attention to conservation, desire not to waste resources, and more water efficient appliances. This conservation will likely offset any growth in demand from population increases in the next twenty years. The only expansion of water system facilities will be accomplished by development to address localized deficiencies. The City of Lynnwood Water System Comprehensive Plan Update contains a list of recommended improvements that were developed to meet the projected requirements of the City's water system. These projects are replacements of existing mains that are undersized for existing standards or have exceeded their useful life.

While water pressure generally ranges from 30 psi to 100 psi, during periods of high use the pressure in the 635 zone can fall below the minimum of 30 psi due to falling water tank elevations and increased head loss due to velocity in the mains. Future water system improvements should resolve low pressure problems.

Objective of proposed change: This section was deleted. The Water Comp Plan (listed in the table above) contains the applicable information.

STORMWATER RUNOFF MANAGEMENT

Inventory and Existing Conditions:

1. Existing Drainage Basins:

The City of Lynnwood's drainage system consists of Scriber Creek (with two primary tributaries (Popular Creek and Golde Creek), Meadowdale Pond, Swamp Creek (with its primary tributary—Tunnel Creek), Hall's Lake, Hall's Creek, Perrinville Creek, and Lund's Gulch Creek. The public portion of the drainage system contains approximately 4,700 catch basins and manholes, 484,800 lineal feet of storm pipe, 42,200 lineal feet of ditches, 37 detention ponds, 85 underground detention tanks and pipes, and several miles of streams.

2. Stormwater Runoff Management Requirements:

The National Pollution Discharge Elimination System (NPDES) is a section of the federal Clean Water Act, and is administered by the Washington State Department of Ecology. The NPDES Phase II Municipal Stormwater Permit (the Permit) took effect in 2007, and requires all counties and cities (with populations over 1,000) within the state to implement a host of actions aimed at improving water quality, including public education and outreach, controlling pollution and illicit discharges, controlling runoff

from new development and redevelopment, improved mapping, and improving maintenance and operations. The Permit allows the City to phase in these actions over a 5-year permit period. The next 5-year permit cycle is expected to begin in 2012.

The City of Lynnwood currently requires all new and redevelopment projects over 1 acre to comply with Department of Ecology's *Stormwater Management Manual for Western Washington, 2005 Edition*. This is in accordance with the requirements of the Permit.

In June 2006 the Department of Ecology developed a TMDL to address high fecal coliform bacteria in the Swamp Creek Watershed (Ecology Publication #06-10-021). Approximately 61% of Lynnwood is in the Swamp Creek Watershed (comprising approximately 20% of the entire watershed). The City is currently implementing the required and recommended actions included in this report.

In 2010, the City adopted strict water quality regulations, prohibiting illicit discharges and pollution, and requiring regular maintenance of privately owned water quality and quantity facilities.

Demand Forecasts:

Future conversion of open space to residential, commercial, and industrial development would result in increased volumes and peak flow rates of stormwater runoff. In general, the greater the level of development, the greater the increase in impervious surfaces and stormwater runoff.

Low impact development (LID) techniques encompass a broad range of land use planning, site design, and policy tools collectively aimed at reducing or eliminating the adverse effects of development and related land use conversion on the environment. Stormwater management is one of the key components of LID. Stormwater management in the context of LID seeks to mimic natural hydrologic processes to negate increases in runoff volumes and peak flow rates, reduce pollutant loadings in runoff to surface waters, and recharge groundwater.

It is anticipated that during the next Permit cycle, the City will be required to incorporate regulations for non-structural preventative actions and source reduction approaches, including LID techniques, to minimize the creation of impervious surfaces, and measures to minimize the disturbance of soils and vegetation where feasible.

Level of Service Standards:

Drainage improvements on private and public land must be designed and constructed to reduce or prevent run-off, promote water quality, and provide adequate protection of natural habitat.

Generalized Existing Stormwater Management System

1. Sizing and Capacity of Conveyance Systems:

- Systems on private property must be designed to pass the 25-year storm. No minimum size requirements.
- Public systems in right of way or in city easements must be designed to pass the 25-year storm, or 12" minimum. 8" may be used if run is less than 50' from a curb inlet.

2. Detention System Requirements:

- Detention is generally required of new development or redevelopment greater than 5,000 square feet, pursuant to the Department of Ecology's *Stormwater Management Manual for Western Washington, 2005*.

3. Water Quality Requirements:

- ~~Water quality facilities, such as biofiltration swales, two-celled ponds, and wet vaults, are required of new development and redevelopment greater than 2,000 square feet, pursuant to the Department of Ecology's *Stormwater Management Manual for Western Washington, 2005.*~~

Needs Assessment:

~~Localized, temporary flooding has been a problem in areas of the City due to increased development and insufficient capacity. Flooding also occurs as a result of drainage conveyances becoming clogged, debris plugging inlets to catch basins and pipes backing up.~~

~~Water quality problems resulting from the effects of urban development are common in urban cities such as Lynnwood. Pollutants of concern include erosion and sedimentation (silts), fecal coliform bacteria, petroleum products, chemical fertilizers and pesticides, metals and solid wastes. Pollutants in the surface water system the potential uses, create human health hazards, and degrade the natural habitat.~~

~~Fish habitat problems also result from urban development and are common in the City. These problems include erosive flows in streams, channelization, damage from poor water quality, and migration blockages from culverts and pipes.~~

Objective of proposed change: This section was deleted. The Surface Water Management Comp Plan (listed in the table above) contains the applicable information.

ELECTRICITY

Inventory and Existing Conditions:

~~The Snohomish County PUD provides electrical service in Lynnwood. The PUD receives power from the Bonneville Power Administration's (BPA) distribution system through a cooperative agreement. The PUD also operates its own generating sources. The PUD maintains several 115 kilovolt (kV) lines and 230 kV lines in Snohomish County.~~

~~Power is distributed by 115 kV lines from BPA's SnoKing station to six distribution substations where it is transformed from 115 kV down to 12.5 kV and distributed to Lynnwood and surrounding areas. The existing 115 kV line will be at 70 percent capacity within 5 years.~~

~~The PUD is completing a 20-year plan to identify capital projects. The plan is based on several factors: peak demand during the winter peak utility, energy forecasts, land use permits, zoning, and historical data. This information is then broken down into 7-year forecasts for capital improvements. As the provider of electricity services to the City, the PUD will determine the timing, place and manner of providing new or expanded facilities.~~

~~In 2005, the PUD plans to upgrade the existing Alderwood Substation, including the addition of distribution circuits.~~

ENERGY DEMAND

LAND USE	ANNUAL ENERGY USE (KWH/GSF/YEAR)
Single Family Residence	5.7
Multi-family Residence	3.6
Retail	19
Office	23
Manufacturing	Varies

Source:
Bonneville Power Administration, 1993.

Demand Forecasts:

Future development under this Plan will result in energy consumption increases. Although energy conservation efforts help to curb energy demands, certain uses inherently consume more energy than others do. The Energy Demand Table shows average annual energy consumption for urban land uses.

The PUD states that there would be adequate power to supply the future population that is projected for the Lynnwood. The PUD states that it has the ability and capital to buy additional power and/or build its own power resources.

Needs Assessment:

The PUD has identified no facility needs for electricity service in addition to those already planned by the PUD.

Objective of proposed change: This section was deleted. Snohomish County PUD's Capital Plan (listed in the table above) contains the applicable information.

NATURAL GAS

Inventory and Existing Conditions

Puget Sound Energy (PSE) provides natural gas service to Lynnwood. Natural gas is supplied to the Lynnwood area through two supply mains owned and operated by the Williams Company that together are known as the North Seattle Lateral.

As of July 2000, there were approximately 10,482 natural gas customers in Lynnwood and the surrounding Urban Growth Areas. These customers are served through PSE's distribution system which consists of the following components:

Gas Supply Mains: These are generally larger diameter (8" and over) steel wrapped mains designed to operate at higher pressure (100 psig to 250 psig) to deliver natural gas from the supply source to pressure reducing stations (district regulators).

Pressure Reducing Stations: These are located at various locations throughout the system to reduce pressure to a standard distribution operating pressure of approximately 60 psig.

Distribution Mains: Distribution mains are fed from District Regulators. These mains vary in size (usually less than 8" in diameter) and the pipe material is typically polyethylene.

Demand Forecasts

The average energy use for residential customers is 50 cubic feet per hour during winter heating months. Energy use from office, commercial and industrial development varies. New hookups will trend similar to residential and commercial growth within the city, since the majority of new developers request natural gas service.

Needs Assessment

There are four types of typical projects that PSE could have in the Lynnwood area:

- System reinforcement required to supplement existing system and improve reliability.
- New installation due to new customers or conversions from an alternate fuel.
- Main replacement projects to improve system reliability.
- Replacement or relocation of facilities due to municipal and state improvement projects.

At this time there is one long term system reinforcement project under review in Lynnwood. PSE's 10 year plans call for adding additional supply main to improve pressure and link the existing 16" systems on the east and west sides of south Lynnwood. Timing of this project is dependent on load and/or customer growth within the service area. The project route will be reviewed with the City of Lynnwood early in the planning stages.

Objective of proposed change: This section was deleted. PSE's Integrated Resource Plan (listed in the table above) contains the applicable information.

SCHOOLS

Inventory and Existing Conditions

The City of Lynnwood lies within the Edmonds School District. The Edmonds School District covers approximately 36 square miles of southwest Snohomish County. The District boundaries encompass the cities of Brier, Edmonds, Lynnwood, and Mountlake Terrace, the town of Woodway and unincorporated Snohomish County. The Edmonds School District's student enrollment for fall 2009 was 20,279. The District has 19 schools serving grades K-6, two schools serving grades K-8, 4 middle schools (grades 7-8), 5 high schools, one resource center for grades K-12 home schooled students and one district program for students with severe disabilities. The City of Lynnwood contains 10 of the schools belonging to the District, plus the District's administration offices and the maintenance and transportation buildings ("bus barn").

Within the City of Lynnwood, there are 7 elementary schools (Beverly, Cedar Valley, College Place, Lynndale, Lynnwood Intermediate, Meadowdale, and Spruce Primary), 2 middle schools (College Place and Meadowdale Middle), and one high school (Meadowdale High). The location of public schools within the City of Lynnwood is shown on the map of **Existing Public Buildings**.

Planned Improvements

In 2006, voters approved capital construction bonds for the district. Those projects have, in general been completed, with the exception of the planned relocation of the District's administrative services center and "bus barn" to property on Cedar Valley Road and renovation of the administrative services center to accommodate Scriber Lake High School.

Demand Forecasts

SPI Enrollment Projections:

Enrollment projections are generated annually by the Superintendent of Public Instruction (SPI) using a 6-year forecast period. SPI uses the cohort survival methodology for projecting student enrollment for grades 1 through 12. Kindergarten enrollment is projected based on a least squares linear regression

analysis of actual kindergarten enrollment over the previous six years. This methodology assumes enrollment trends that have occurred over the previous six years will likely continue through the next six years.

Needs Assessment

The School District projects needs for new or expanded facilities in its annual Capital Facilities Plan. The Plan includes detail forecasts and facility planning for the following six year period and more general forecasts for a twenty year period. In the District's 2010 Plan, the District forecasts that it currently owns enough school sites to accommodate the need for housing students through the year 2015. Similarly, the District expects to have sufficient capacity for housing projected student populations through the year.

[Objective of proposed change:](#) This section was deleted. Edmonds School District Capital Facilities Plan (listed in the table above) contains the applicable information.

PUBLIC LIBRARY

Inventory and Existing Conditions

The Lynnwood Library is the flagship of the Sno-Isle library system. Located in a building of approximately 26,000 square feet in size (renovated in 1999), the Lynnwood library has the most diverse customer base in the district. It serves families, teens, adults and seniors, as well as a high percentage of ESL customers. It is the only library in the district to offer materials in all seven international languages, as well as programs in a variety of languages. In 2005, circulation at this library totaled 846,475 materials, almost one third of which were children's materials. At that time, about 70% of Lynnwood residents held a library card.

The Library offers many electronic databases that can be used in a search for materials. Some of these resources are: several magazine databases; a general encyclopedia online; a biographical resource; a health reference; and two business databases with investment and company information.

The Lynnwood library includes:

- **The System Reference Center:** A reference collection of over 10,500 books that is especially useful to business people and those looking for education, career, and job opportunities. Reference professionals also assist with Internet and database searches.
- **The Career Reference Center:** Reference and circulating books on choosing a career, writing resumes, etc. Two computers are available to aid in career assessment.
- **Inter Library Loan Services:** For items not owned by Sno-Isle, there is a computerized listing of more than 40 million library materials all over the country, most of which can be obtained for Lynnwood Library patrons.
- **Business Indexes and Databases:** Experian Real Estate Database, General Business File ASAP, Investex, Reference USA, Small Business Legal Pro, Stat USA, and Wall Street Journal.
- **Children's Programs:** In addition to the children's collection, the library offers many programs for children—from toddlers to school age, including storytimes, puppet shows, movies, craft programs and a summer reading club.

A remodeling of the Library was completed in 1999. The remodeling resulted in a doubling of the size of the Library. The additional space allows for an expansion of children's and adult services.

Lynnwood is the Sno-Isle Regional Reference Center and has unique and out-of-print material at its disposal that other Sno-Isle branches do not have, as well as offering more materials in greater depth.

The community supports the Library as evidenced by the funds donated to and the ongoing support by the Friends of the Library.

Needs Assessment

Due to more rapid than anticipated usage and the addition of technological advances and materials which evolve as our society changes, the Lynnwood Library Board anticipates the need for a new library approximately double the current size or larger in the near future.

In order to meet the goal of providing high quality of service to library patrons, the Library Board is planning for development of a new library generally between 2011 and 2015, as use of the present library is exceeding the service capacity of the existing building. Due to the fact that the serviceable life of the Library building itself will likely be longer than the useful function as a library, provisions need to be made for alternative uses of the building.

The exploration of alternate funding sources is encouraged. Some alternatives may be corporate and Sno-Isle partnering, grants, service fees, and alternative taxing methods. The Library Board will need to involve the citizenry in the exploration and analysis of alternative financing methods.

[Objective of proposed change:](#) This section was deleted. Sno-Isle Libraries Capital Facility Plan (listed in the table above) contains the applicable information.

TELECOMMUNICATION SERVICES

Inventory and Existing Conditions

Frontier Communications recently replaced Verizon as the provider of land-based (“land line”) telephone service in Lynnwood. It maintains facilities that include switching equipment and other telephone facilities in Lynnwood. These facilities provide residential and business service in the City. Verizon had reported that they have adequate capacity to meet the existing demand.

Wireless communication service has increased greatly in the last few years. Lynnwood has numerous wireless communication facilities, serviced by AT&T, Sprint, Verizon Wireless, and T-mobile. Adequate facilities are available to meet existing needs of the Lynnwood area.

Demand Forecasts

Service demands are expected to increase with new development. Long term quantified projections of such large amounts of new development like Lynnwood is seeing cannot be reliable due to the rapidly changing technology in the telecommunications industry.

Needs Assessment

Verizon reported that they had adequate facilities for the expected service requirements into 2012. It expected that there will be sufficient digital technology to manage new development.

Wireless communication providers constantly monitor the use of their facilities to determine where additional facilities will be required. As the number of customers increases, supplementary wireless communication sites will need to be located. Additional facilities are frequently being added within the city.

Objective of proposed change: This section was deleted. Many of the major telecommunication providers are available within Lynnwood, as noted in the Table above.

CAPITAL FACILITIES PLAN

~~For the City owned services (sewer, water, and stormwater management), the Capital Facilities Plan (CFP) identifies planned and proposed projects for the next twenty years. The City reviews and updates a financially balanced, six year Capital Facilities Plan on a yearly basis. The functional plans for these services also discuss planned and proposed improvements to resolve current service deficiencies and to provide services to new development. For the services provided by other agencies or utilities, each provider determines the timing, place and manner of providing new or expanded facilities.~~

~~This Capital Facilities Plan has been developed to identify public facility capital improvements that will be needed to adequately serve the community as it grows under the provisions of the Lynnwood Comprehensive Plan. The CFP has been developed consistent with the requirements of the Growth Management Act (GMA) which requires:~~

- ~~• An inventory of existing capital facilities owned by public entities, showing their locations and capacities.~~
- ~~• A forecast of the future needs for such facilities.~~
- ~~• The proposed locations and capacities of expanded or new facilities.~~
- ~~• At least a six year plan that will finance such facilities within projected funding capacities, and that clearly identifies sources of public money for such purposes.~~

~~GMA also requires that jurisdictions reassess the Land Use Element of their comprehensive plans if probable funding falls short of meeting identified capital needs (RCW 36.70A.070(3)).~~

~~The following public facilities are included in the CFP: transportation facilities (streets, sidewalks, traffic signals, etc.); the sanitary sewer system; the public water system; stormwater management facilities; parks, recreation facilities and open space; and general government facilities including fire and police facilities, the library, City Hall. etc.~~

~~This CFP focuses on public facilities, or improvements to those facilities that have a relatively long life and substantial cost, since it is difficult to adequately plan for and finance such facilities through an annual budget process alone. For the purposes of this CFP, a capital improvement is defined as the acquisition or improvement of land, equipment or structures costing \$40,000 or more and having a useful life of at least five (5) years. This definition is used for planning purposes and the Six Year and Long Range Capital Facilities Plans may also identify expenditures less than \$40,000 that are considered significant.~~

Approach:

~~The City's overall approach to capital facility planning and financing is reflected in the goals, objectives and policies established in the Transportation, Capital Facilities and Utilities, and Parks, Recreation and Open Space Elements. These policies will guide future facility planning and funding decisions to ensure appropriate coordination between changing community needs and capital investments.~~

Existing Public Buildings:

~~Other Elements of the Comprehensive Plan provide an inventory of existing capital facilities and a forecast of future needs for each category of public facility (transportation, sewer, water, etc.). The~~

inventory and needs information included in the CFP has been derived largely from previous planning efforts, which have been updated where needed to reflect the community growth rates anticipated and the land use patterns established by the Land Use Element of the Lynnwood Comprehensive Plan. In the case of transportation systems, the identification of needs has also been guided by established level of service standards. For other categories of public facilities (e.g., parks, water systems, etc.), appropriate level of service planning guidelines or other criteria were used to help identify needed improvements.

A six year Capital Facilities Plan with a financial plan for meeting capital facility needs over the planning period is included. This finance plan lists each capital improvement project identified as needed during that six year period, and identifies its estimated cost, timing and probable funding sources.

It should be noted that the CFP, including the six year finance plan, is based on a number of key assumptions about the community's future. These assumptions include:

- That the community will grow generally consistent with the timing, land use patterns and land use intensities anticipated by the Land Use Element of the City of Lynnwood Comprehensive Plan;
- That the existing tax structure (tax rates and types of taxes levied) will remain essentially unchanged over the planning period;
- That the City will continue to have success in securing grant funding and other forms of financial assistance from state and federal sources;
- That the City will continue to experience moderate growth (4 percent per year) in retail sales tax revenues (this is significantly lower than sales tax growth experienced during the 1980's, but slightly higher than average growth for the last three years);
- Voted general obligation bonds will be used for large scale capital projects related to community growth and are primarily dependent on General Fund revenues, such as parks or community services.

The Capital Facilities Plan, and especially the six year finance plan, will be reviewed on an annual basis and modified as conditions warrant. For example, if community growth occurs more slowly than anticipated by the Land Use Element, the timing of some capital improvement projects may require modification (since they may not be needed as soon as anticipated, and supporting revenues may accumulate more slowly than forecast). Other circumstances that may require modification of the CFP include slower than anticipated sales tax revenue or assessed value growth, significant tightening of outside funding availability (e.g., grants), or a more rapid community growth rate than anticipated.

Objective of proposed change: This section was deleted. The City maintains and annually updates the Capital Facilities Plan (as noted in the first paragraph above).

Objective of proposed change: The following "Essential Public Facilities" section was moved to the Land Use Element but is left in this Track Changes version so any edits are apparent. Also, for consistency, the "Goals", "Objectives" and "Policies" will be moved to the end of this EPF section.

ESSENTIAL PUBLIC FACILITIES ~~SITING PROCESS~~

Goal:

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

ObjectivesPolicies:

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

EPF-2: ~~Actively W~~ork with Snohomish County and other local jurisdictions to ~~prepare, adopt, and maintain~~ develop a common siting process for ~~various types of essential public facilities~~ EPFs; including common-

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

Objective of proposed change: Policy “EPF-3 is essentially the same as “EPF-2”; “EPF-2” and “EPF-4” were combined for the sake of brevity.

~~EPF-4: Prepare and adopt~~ development regulations to implement the siting of state, regional and local essential public facilities consistent with the goal, objectives and policies of this section of the Comprehensive Plan, and Countywide Planning Policies EPF-1 through EPF-5. Approval of an EPF Permit shall be granted by the City Council upon recommendation of the Planning Commission and after public hearings before the Commission and the Council should be processed as a Process 1; Hearing Examiner decision after a public hearing.

Policies:

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

Objective of proposed change: The information in this policy is covered in the policies above.

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

Objective of proposed change: This policy is addressed in EPF-2.

Policy-EPF-3: ~~The City of Lynnwood shall not prevent the siting of a state or regional essential public facility through imposition of regulatory requirements. The City will mitigate negative impacts of such facilities by the application of mitigation measures applied through an EPF Permit process~~ Ensure that the Comprehensive Plan does not preclude siting of an EPF. Approval of an EPF Permit shall be granted by the City Council upon recommendation of the Planning Commission and after public hearings before the Commission and the Council.

Policy-EPF-4: ~~Criteria may be established for siting of public facilities which are essential to the local area. Regulation of such local facilities may utilize the common siting process designed for state and regional essential public facilities. The regulation of local essential public facilities may require a Conditional Use Permit, which may include the possibility of denial of the permit. Regulation of such local facilities shall not be a means for regulation of or denial of siting state or regional essential public facilities~~ Ensure that EPFs are located proportionally throughout the City, County, and State; no jurisdiction or area should take on a disproportionate share of EPFs.

Objective of proposed change: Specifically addressing or considering a “local” EPF differently than any other EPF should be avoided; development regulations should to be created should be consistent.

EPF-5: The siting of an EPF should not encroach on single-family neighborhoods.

EPF-6: Sponsors of a proposed EPF shall consult with the City prior to choosing a site within the City in order to seek information about potential sites, identify potential impacts to the community, and to provide siting incentives or mitigation measures.

Purpose:

~~In accordance with the requirements of the Washington Growth Management Act (GMA), and following an extensive policy review process by the Snohomish County Tomorrow Steering Committee, the Snohomish County Council has adopted a series of countywide planning policies to guide the preparation of city and county comprehensive plans. Included therein are policies addressing the siting of “public capital facilities of a countywide or statewide nature” (identified as Policies CF-1 through CF-5), as specifically required by the GMA. These policies commit the GMA planning jurisdictions of Snohomish County to develop a common siting process for these facilities. requires the Comprehensive Plan to include~~

~~The GMA further requires local governments to develop a process for identifying and siting “Essential Public Facilities” and to incorporate that process into their local comprehensive plans. The GMA defines¹ As indicated and defined by WAC 365-195-340 Essential Public Facilities (EPF) as those facilities that are typically can be difficult to site, due to the potential impacts many of these facilities may have on the community and their location in a community may be locally unpopular. Local and state governments are charged by GMA with the task of ensuring that such facilities, as needed to support orderly growth and delivery of public services, are sited in a timely and efficient manner, such as noise, odor, traffic, and pollution generation. Often these facilities are utilized by several jurisdictions or agencies and can be operated by a governmental agency (e.g. correctional facilities, light-rail facilities) or by a private entity providing a public service (e.g. substance abuse facilities). Facilities can also be owned by the State and used by in-state residents as well as people from all over the nation and world; such as Edmonds Community College. Per the GMA, “no local comprehensive plan or development regulation may preclude the siting of essential public facilities.” This section of the Comprehensive Plan includes Goals and Policies for siting an EPF; development regulations for the Lynnwood Municipal Code (LMC) still need to be developed.~~

~~The process described here is intended to address the siting of essential public facilities not already sited by the Lynnwood Comprehensive Plan, or other City facility plans, and for which land use action is required. The Establishing a siting process set forth as follows is also intended to meet mandate of the GMA requirements, as well as and the intent of the Countywide Planning Policies EPF-1 through EPF-5. A final objective is to enhance public participation during the early stages of facility siting so as to reduce the time spent analyzing unacceptable sites, and thereby produce earlier siting decisions that are also consistent with community goals. The Office of Financial Management (OFM) maintains a list of~~

¹ RCW 36.70A.200 defines essential public facilities as “those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW 47.06.140, regional transit authority facilities as defined in RCW 81.112.020, state and local correctional facilities, solid waste handling facilities, and inpatient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities as defined in RCW 71.09.020.”

EPFs “that are required or likely to be built within the next six years” per RCW 36.70A.200(4); see OFM’s “Facilities Inventory System” to view this list.

Objective of proposed change: Reworded for brevity and readability; this text was taken verbatim from an existing document, Snohomish County’s “General Policy Plan, Appendix B”. A reference will be included elsewhere in this EPF section for said document.

Definition of Essential Public Facility:

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

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

~~Essential public facilities of a countywide nature are those which serve a population base extending beyond the host community. This may include several local jurisdictions within Snohomish County or a significant share of the total County population. Such facilities may include, but are not limited to, the following examples: airports, state education facilities, state or regional transportation facilities, state or local correctional facilities, solid waste handling facilities, in-patient facilities including substance abuse facilities, mental health facilities, and group homes.² Other facilities meeting the basic definition above and whose sponsor desires to utilize this siting process may be qualified as essential public facilities by completing the designation procedure described below.~~

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

Objective of proposed change: This “Definition” section was deleted. A more concise definition is provided in the footnote above. The (deleted) text was taken verbatim from an existing document, Snohomish County’s “General Policy Plan, Appendix B”. A reference will be included elsewhere in this EPF section for said document.

Essential Public Facilities Eligible for Common Site Review:

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

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

²~~The application of this definition for group homes and similar facilities, as well as of the siting process for these facilities, will be within the legal parameters of fair housing laws.~~

- ~~The Snohomish County Tomorrow Steering Committee in 1995. This document³ is hereby adopted by reference within this Element. or the governing board of the host community makes a determination that the proposed facility meets the definition of an essential public facility; or, the facility appears on the state, county, or the host community's list of essential public facilities; AND~~
- ~~Either the sponsoring agency or the host community determines that the facility will be difficult to site.~~

Common Site Review Process:

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

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

- ~~**Determination of Eligibility.** The project sponsor must receive a determination of eligibility from either the host community or the Snohomish County Tomorrow Steering Committee that the proposed facility constitutes an essential public facility as defined above. This initial step will also include a determination, as a threshold matter, of whether the facility in question presents siting difficulties. If the facility does not present siting difficulties, it should be relegated to the normal siting process, as recommended in WAC 365-195-340 (2)(a)(iii).~~
- ~~**Site Search Consultation.** As an optional service to project sponsors, the Planning Advisory Committee (PAC) and/or the Infrastructure Coordinating Committee (ICC) will, upon request, provide a forum for project sponsors prior to the initiation of the formal siting review process. Sponsors will have the opportunity to present proposed projects involving essential public facilities for the purpose of seeking information on potential sites within Snohomish County and about potential concerns related to siting. Sponsors may also propose possible incentives for host communities.~~

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

- ~~**Local Land Use Review.** Following site consultation with the PAC and/or ICC (when that step is taken by the sponsor), the sponsor may then apply for site approval with the local land use permit authority, as required under local law. The local jurisdiction shall conduct its review as required by this common siting process, as well as its own codes and ordinances. This shall include the conduct of public hearings required for any land use action which may be needed by the proposal, including comprehensive plan amendment, rezoning, conditional use permit, or similar approval.~~

~~The local authority shall evaluate the proposal against the common siting criteria described herein, as well as against any local criteria generally applicable to the type of action required, in making its land use decision on the project proposal. Where no local land use action is required the sponsor may proceed directly to the permit application stage.~~

³ The document referenced is Appendix B of the Snohomish County Comprehensive Plan General Policy Plan titled "Process for Siting Essential Public Facilities of a Countywide or Statewide Nature in Snohomish County"; the location of this document is http://www.co.snohomish.wa.us/documents/Departments/pds/10_year_update/GPP/15Appendixb.pdf

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

~~Within 21 days following the decision by the local land use authority required to approve the proposal, and advisory review process may be utilized by the sponsor involving a three member advisory review board appointed by the Snohomish County Tomorrow Executive Board. Qualifications for board members, as well as procedures for board creation and conduct of board business shall be governed by written guidelines to be established by Snohomish County Tomorrow, provided that no official or employee of Snohomish County or any local jurisdiction within Snohomish County shall be a board member.~~

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

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

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

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

Site Evaluation Criteria:

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

- ~~1. Documentation of Need. Project sponsors must demonstrate the need for their proposed EPF's. Included in the analysis of need should be the projected service population, an inventory of existing and planned comparable facilities and projected demand for this type of essential public facility.~~
- ~~2. Consistency with the Sponsor's Plans. The proposed project should be consistent with the sponsor's own long range plans for facilities and operations.~~
- ~~3. Consistency with Other Plans. The proposal must demonstrate the relationship of the project to local, regional, and state plans. The proposal should be consistent with the comprehensive plan and other adopted plans of the prospective host community. In evaluating this consistency, consideration shall be given to urban growth area designations and critical area designations, population and employment holding capacities and targets, and the land use, capital facilities and utilities elements of these adopted plans.~~
- ~~4. Relationship of Service Area to Population. The facility's service area population should include a significant share of the host community's population, and the proposed site should be able to reasonably~~

serve its overall service area population. [Note: Linear transmission facilities are exempt from this criterion.]

5. ~~Minimum Site Requirements.~~ Sponsors shall submit documentation showing the minimum siting requirements for the proposed facility. Site requirements may be determined by the following factors: minimum size of the facility, access, support facilities, topography, geology, and mitigation needs. The sponsor shall also identify future expansion needs of the facility.
6. ~~Alternative Site Selection.~~ In general, the project sponsor should search for and investigate alternative sites before submitting a proposal for siting review. Additionally, the proposal should indicate whether any alternative sites have been identified that meet the minimum site requirements of the facility. The sponsor's site selection methodology will also be reviewed. Where a proposal involves expansion of an existing facility, the documentation should indicate why relocation of the facility to another site would be infeasible.
7. ~~Concentration of Essential Public Facilities.~~ In considering a proposal, the local review agency will examine the overall concentration of essential public facilities within Snohomish County to avoid placing an undue burden on any one community.
8. ~~Public Participation.~~ Sponsors should encourage local public participation, particularly by any affected parties outside of the host community's corporate limits, in the development of the proposal, including mitigation measures. Sponsors should conduct local outreach efforts with early notification to prospective neighbors to inform them about the project and to engage local residents in site planning and mitigation design prior to the initiation of formal hearings. The sponsor's efforts in this regard should be evaluated.
9. ~~Consistency with Local Land Use Regulations.~~ The proposed facility must conform to local land use and zoning regulations that are consistent with the Countywide Planning Policies. Compliance with other applicable local regulations shall also be required.
10. ~~Compatibility with Surrounding Land Uses.~~ The sponsor's documentation should demonstrate that the site, as developed for the proposed project, will be compatible with surrounding land uses.
11. ~~Proposed Impact Mitigation.~~ The proposal must include adequate and appropriate mitigation measures for the impacted area(s) and community(ies). Mitigation measures may include, but are not limited to, natural features that will be preserved or created to serve as buffers, other site design elements used in the development plan, and/or operational or other programmatic measures contained in the proposal. The proposed measures should be adequate to substantially reduce or compensate for anticipated adverse impacts on the local environment.

Amendments:

This siting process may be amended, upon recommendation by the Snohomish County Tomorrow Steering Committee, through established procedures for amending the Comprehensive Plan in accordance with local code and the State Growth Management Act.

Objective of proposed change: This text was taken verbatim from an existing document, Snohomish County's "General Policy Plan, Appendix B". This document is adopted by reference.

Objective of the following changes: For simplicity, Staff combined the following “Objectives”, “Policies”, “Principles”, (bullet points) etc. into a single category titled “Policies”. The “Subgoals” are now the “Goals”.

Goals (the over-arching intent and vision)

Policies (values and guidance that support the “Goals” and, in some cases, include specific steps or tasks to be undertaken to achieve the “Goals”)



GOALS, OBJECTIVES AND POLICIES

~~GOAL: Capital facilities, regulations, policies, and procedures which serve the needs of current and future residences and businesses, property owners, and commuters by providing utility services which meet basic level of service standards.~~

Objective of proposed change: This goal was deleted; this information is included in the Introduction above, and in the following Subgoal 1.

SubGoal 1: Planning

Planning that considers both changes in regulations, requirements, and best available science, studies existing and future conditions and specifies non-structural and structural solutions including system upgrades, maintenance and replacements based on established Level of Service (LOS) standards for the purpose of meeting future challenges as they arise.

Objectives Subgoal 1:- Surface Water Management (SWM):

~~SWMPOLICY CFU-1.1.1:~~ Study the legal issues and practical requirements of the Endangered Species Act (ESA) and assess the areas in stormwater runoff management that require the City to make appropriate planning, regulatory, procedural or policy changes.

~~SWMPOLICY CFU-1.1.2:~~ Develop an ESA compliance program that establishes appropriate planning, regulatory, procedural, and policy changes for the purpose of protecting the City against liability and goes towards the goal of enhancing the habitat of listed species.

~~SWMPOLICY CFU-1.1.31:~~ Implement the requirements of the National Pollution Discharge and Elimination System (NPDES) and assess the areas in stormwater runoff management that require the City to make appropriate planning, regulatory, procedural or policy changes.

~~SWMPOLICY CFU-1.1.24:~~ Update and adopt ordinances that meet the requirements of ~~the Puget Sound Water Quality Management Plan,~~ NPDES and [Endangered Species Act \(ESA\)](#) for water quality and quantity control from development and redevelopment.

~~SWMPOLICY CFU-1.1.35:~~ Review and update the City’s Comprehensive Flood and Drainage Management Plan approximately every five years, depending on changes in best available science and the regulatory climate.

~~SWMPOLICY CFU-1.1.46:~~ Study and update the Surface Water Utility rates [and method of billing regularly to better reflect](#) ~~model and resource/staffing needs and propose appropriate changes that reflect both~~ changes in [surface water management, maintenance and operations, and capital project needs.](#) ~~costs of business since the rates were adopted in 1991 and requirements of regulations, such as ESA.~~

~~SWMPOLICY CFU-1.1.57:~~ Complete and implement an emergency response plan to be used for responding to surface and ground water contamination emergencies. ~~Staff from different City departments should work together.~~

~~ObjectivesSubgoal 2: -Sanitary Sewer (SS):~~

~~SSPOLICY CFU-1.2.1~~ Provide review for all development considering the land use plan.

~~SSPOLICY CFU-1.2.2~~ Utilize contemporary materials and construction techniques.

~~POLICY CFU-1.2.3~~ Review and update the City's Wastewater Comprehensive Plan approximately every five years, depending on changes in best available science and the regulatory climate.

~~POLICY CFU-1.2.4~~ Plan and initiate the necessary analysis and public review to identify wastewater system financial needs and implement results of those efforts.

~~SS-1.3~~ Provide construction services to insure quality construction.

~~ObjectivesSubgoal 3: -Water System (WS):~~

~~WSPOLICY CFU-1.3.1~~ Conduct ongoing monitoring and analysis of the water system to identify deficiencies and system expansion needs related to current and future growth and list options (administrative changes and capital projects) that would resolve deficiencies identified and the improvements needed.

~~WSPOLICY CFU-1.3.2~~ Plan and initiate the necessary design efforts to address identified system deficiencies, system upgrades and expansions.

~~WSPOLICY CFU-1.3.3~~ Plan and initiate the necessary analysis and public review to identify water system financial needs and implement results of ~~the~~ those efforts.

~~WSPOLICY CFU-1.3.4~~ Regularly Rreview and initiate changes to the operation and regulation of the water system relative to changing State and Federal regulations and prudent fiscal and environmental considerations- ~~at least once each year~~. For example, conservation requirements.

~~WSPOLICY CFU-1.3.5~~ Regularly Ccoordinate with other jurisdictions to assure that interties, local agreements and common issues are addressed. ~~This should be done at least once per year.~~

~~POLICY CFU-1.3.5~~ Review and update the City's Water Comprehensive Plan approximately every five years, depending on changes in best available science and the regulatory climate.

SubGoal 2: Maintenance and Operations (M&O)

Continue to identify facilities that are in need of repair, cleaning or replacement and revise the maintenance program to schedule these activities in an efficient, and timely manner so that the systems perform in a manner that will optimize the use and life of the facilities, while also making necessary changes in the program, as necessary, to protect the natural environment and aesthetic character of the city.

~~ObjectivesSubgoal 1:- Surface Water Management (SWM):~~

SWMPOLICY CFU-2.1.1 Operate the North Scriber Regional Detention Facility to decrease erosive and flood flows and to enhance ~~and create~~ environmentally sensitive areas in the Scriber Creek Drainage Basin.

SWMPOLICY CFU-2.1.2 Update and adopt ordinances that meet the requirements of the ~~Puget Sound Water Quality Management Plan, ESA, and~~ NPDES Phase 2 [Municipal Permit](#) for maintenance of the system by both the City of Lynnwood and private property owners.

SWMPOLICY CFU-2.1.3 Perform M&O activities to the currently adopted schedule such that cleaning, repairs, and replacements are made quickly and efficiently, or immediately in the case of emergencies.

SWMPOLICY CFU-2.1.4 Review and update the City's Comprehensive Flood and Drainage Management Plan list of problems and corrective solutions, depending on changes in best available science and the regulatory climate.

SWMPOLICY CFU-2.1.5 Every year prioritize, schedule, fund, and construct capital improvements in the Six-Year Capital Facilities Plan, as identified in the Comprehensive Flood and Drainage Management Plan, to decrease incidents of flooding, enhance water quality in the system, and make improvements to natural habitat.

Objectives Subgoal 2:- Sanitary Sewer (SS):

CFSPOLICY CFU-2.2.1 Provide financial support annually for funding the Pre-treatment Program.

CFSPOLICY CFU-2.2.2 Clean sewers on a frequency determined by historical need.

CFSPOLICY CFU-2.2.3 Remedy one infiltration/inflow concern each year.

CFSPOLICY CFU-2.2.4 Prevent any large and control any small wastewater overflows each year.

CFSPOLICY CFU-2.2.5 Monitor air and water quality on a daily basis.

CFSPOLICY CFU-2.2.6 Maintain the equipment preventative maintenance schedule.

CFSPOLICY CFU-2.2.7 Limit odor complaints ~~to no more than four annually~~ [as practicable](#).

Objectives Subgoal 3:- Water System (WS):

WSPOLICY CFU-2.3.1 Respond within one hour to any emergency water system failure. Repair all non-critical water system problems within three days of knowledge of the problem.

WSPOLICY CFU-2.3.2 M&O activities will be based on an annual schedule established for the upcoming year during the budget process of the preceding year. The schedule will be developed from field reviews of the water system (flow, pressure and leak testing) and life cycle information combined with field verification inspections.

WSPOLICY CFU-2.3.3 Stay abreast of current water quality standards and make adjustments to monitoring and testing to assure continual, consistent compliance with the standards and conditions of the Department of Health operating permit.

Subgoal 3: Interjurisdictional Relations

Cooperate and coordinate planning, capital facilities planning and development, as appropriate, with adjacent jurisdictions and stakeholders for the purpose of improving levels of service and reducing costs for all services and utilities.

Objectives Subgoal 1:- Surface Water Management (SWM):

SWMPOLICY CFU-3.1.1 Participate in interjurisdictional coordination to help solve common stormwater runoff management problems, coordinate land use plans, development regulations and capital facility plans on a watershed basis. ~~This will also include analyzing the benefits of interjurisdictional funding of projects and habitat enhancements in response to the ESA.~~

SWMPOLICY CFU-3.1.2 Design and implement a Public Involvement Program that builds upon the current school grants program and expands to businesses as well as general citizen groups. ~~The program would work towards the reduction of illegal dumping onto the stormwater system and receive citizen input to assist staff and City Council in making decisions related to all aspects of stormwater runoff management as well as to the City's response to ESA.~~

Objectives Subgoal 2:- Sanitary Sewer (SS):

SSPOLICY CFU-3.2.1 Maintain air and water quality to standards required by regular authority.

SSPOLICY CFU-3.2.2 Coordinate contractual relationships with adjacent agencies for services.

Objectives Subgoal 3:- Water System (WS):

WSPOLICY CFU-3.3.1 Maintain coordination and communications with the Lynnwood water supplier, Alderwood Water & Wastewater District as well as AWWD's supplier, the City of Everett, so that the contract with AWWD is adhered to and the City's interests are protected.

WSPOLICY CFU-3.3.2 Conservation issues will be reviewed, goals and programs established relative to the impact conservation has on long term costs of water, summer flow and peaking issues, and regulatory and contract issues such that conservation efforts will be implemented that meet the established goal and regulatory standards.

Subgoal 4: Capital Facilities

Provide Capital facilities to properly serve the community in a manner that enhances quality of life and economic opportunities, optimizes the use and protection of existing facilities and provides for future needs.

Levels of Service Standards:

~~Specific Comprehensive Plans for each utility establish level of service standards for City provided services (water, sewer, and stormwater drainage). These standards must be used in all development permitting and other facility planning so that acceptable service levels are maintained through service systems.~~

Objective of proposed change: Included in the Introduction above.

Objective 1: Implement levels of service (LOS) for water, sewer and storm water systems as minimum standards for facility design and planning, land development permitting, and operation and maintenance.

Policy 1.1: Utilize professionally accepted methods and measures in determining LOS standards.

- Policy 1.2:** Land development review will include coordination of the development requirements according to pertinent adopted plans, the land development regulations, and the availability of system capacities needed to support such development.
- Policy 1.3:** Water, sanitary sewer, and storm water system improvements shall be designed and constructed to the size required to serve the City's projected capacity needs consistent with the Comprehensive Plan.
- Policy 1.4:** Require the private sector to provide fair share, project related capital facility improvements and contributions in connection with the development of land.
- Policy 1.5:** Development should be encouraged only when adequate utilities, including water, sewer, power, natural gas, telecommunications and storm drainage facilities are available or will be made available in conjunction with development.

Capital Facilities Plans and Projects:

Principle: The Capital Facilities Plan Element identifies projects to construct new facilities, or to expand or rehabilitate existing facilities. These projects must be completed in a timely manner in order to maintain acceptable service levels.

Objective 2: Implement capital facilities plans for water, stormwater, sewer, transportation, parks, recreation, public safety, and other municipal facilities:

Policy 2.1 Maintain a 20-year Capital Facilities Plan that supports the Land Use Plan, and includes the implementation of a Six-Year Capital Facility Plan. Implement the following facility plans for City utilities, parks and recreation and transportation facilities. These plans will be prepared and implemented such that they are coordinated and consistent with the Comprehensive Plan.

- Six-Year Transportation Improvement Plan ~~(1996)~~
- Water System Comprehensive Plan Update ~~(1992)~~
- Sewer Facilities Plan ~~(1980 and 1990)~~
- Comprehensive Flood and Drainage Management Plan ~~(1998)~~
- Parks Plan ~~(1996)~~
- ~~Non-Motorized Plan (to be adopted 1996)~~
- [Transportation Business Plan](#)

Policy 2.3 Include the Six-Year Capital Facilities Plan and capital budget as a part of the annual budget process.

Policy 2.4 Evaluate, categorize and prioritize proposed capital improvement projects in the Six-Year Capital Facilities Plan according to the following categories:

Category 1 Project specifically satisfies legal, operational, health or safety requirements mandated by local, state and federal statutes.

Category 2 Project is required to obtain basic services relating to public health, safety, welfare, and applicable levels of service (LOS) standards.

Category 3 Project is consistent with the Comprehensive Plan or other adopted Capital Facilities Plans.

Category 4 Project is a public benefit or service improvement relating to general welfare of the community.

~~—Additional considerations in prioritizing and scheduling capital improvement projects will include the following criteria:~~

- ~~• The project is necessary to maintain, operate or implement a requirement of a debt obligation or grant.~~

- ~~The project is a subsequent phase or continuation of a previously approved project.~~
- ~~The project will have a significant impact on alleviating an identified problem.~~
- ~~The project has exhibited a high degree of citizen support~~
- ~~The local economy and tax base will derive significant benefit from the project.~~
- ~~The project is related to improved efficiency or increased productivity of public services, or reduces operation and maintenance costs.~~
- ~~The project will provide service for a longer period of time relative to other possible approaches to the problem.~~
- ~~If the project is not acted upon now, the opportunity may be irrevocably lost, or other major alternative actions would have to be initiated.~~

Proposed projects that substantially comply with these criteria will be considered to have a higher priority than those with relatively less compliance with the criteria.

- Policy 2.5** Requests for new capital facilities will be considered concurrently with requests for maintenance, repair and staffing costs of existing capital investments.
- Policy 2.6** Identify acceptable funding methods and debt service standards as guidelines for financing capital facility and utility projects.
- Policy 2.7** Identify capital facility improvements and implementation strategies to encourage redevelopment at appropriate locations and for the Activity Center plans.
- Policy 2.8** Actively seek local, state, and federal funding and grants for the capital facilities projects.
- Policy 2.9** Amend the following capital facility plans as necessary to include current regulations, standards, techniques and conditions. In addition, comprehensively review and revise these plans at least every five years. Revisions, updates and amendments to the plans shall be consistent with the City's Comprehensive Plan.
 - Long Range Transportation Plan
 - Water System Comprehensive Plan
 - Sewer Facilities Plan
 - ~~Comprehensive Flood and Drainage~~ [Surface Water Management Comprehensive Plan](#)
 - Parks Plan
 - [Non-Motorized Plan](#)
 - [Transportation Business Plan](#)

Capital Facility Maintenance:

Principle: Preserving adequate service levels in developed areas will require proper maintenance of existing facilities.

Objective 3: Ensure that existing capital facilities are maintained and operated in a manner that will optimize the use and the life of the facility.

Policy 3.1: Capital improvements needed to maintain and improve existing facilities shall be prioritized in the capital facilities plans.

Environmental Compatibility:

Principle: Carefully design, construct, operate and maintain facilities to minimize environmental impacts.

Objective 4: Develop ~~a response to the Endangered Species Act (ESA) that includes~~ environmentally responsible strategies and standards for ~~the development of~~ capital facilities.

Policy 4.1: Design and develop capital facilities that minimize or mitigate adverse impacts.

Policy 4.2: Develop, operate and maintain capital facilities located in neighborhoods to minimize or mitigate facility related impacts on residential uses.

Policy 4.3: Capital facility improvements and maintenance should be compatible with the natural constraints of slope, soil, geology, vegetation, wildlife habitat and drainage.

Policy 4.4: Evaluate capital projects, plans and programs to determine their impact to locally significant historical resources.

Coordination with Other Jurisdictions and Service Providers:

Principle: Neighboring cities and the County provide similar services, and other providers also serve City residents and businesses. Cooperation and coordination among all jurisdictions and service providers can improve levels and reduce costs for all services and utilities.

Objective 5: Coordinate capital facilities planning and development with appropriate jurisdictions and service providers.

Policy below is repeated. Already stated in objective..

~~**Policy 5.1:** Coordinate land use plans, development regulations and capital facilities plans with adjacent jurisdictions and service providers.~~

Policy 5.2: Work closely with other jurisdictions and service providers to ensure the proper extension or expansion of utility services.

Policy 5.3: Encourage the County, Federal, and State, regional and special purpose agencies to participate in the implementation of capital facilities that are mutually beneficial.

Policy 5.4: Work with the appropriate jurisdictions and agencies to coordinate stormwater management activities.

Siting of Essential Public Facilities:

Principle: The GMA requires the City to develop a process for siting essential public facilities in Lynnwood. At present, the County is identifying such facilities for the County and developing a county-wide siting program. The City will need to adopt a City siting program when the County has completed its program that is consistent with state requirements and the County program.

Objective 6: Facilitate efficient and equitable siting of essential public facilities.

Policy 6.1: Ensure that the siting and construction of capital facilities considered essential public facilities are not precluded by the City's Comprehensive Plan.

Policy 6.2: Establish a review process for the siting and construction of essential, local public facilities.

- Policy 6.3:** Participate in an interjurisdictional review and selection process for the siting of essential public facilities having interjurisdictional significance.
- Policy 6.4:** Locate and develop essential public facilities to provide the necessary service to the intended users of the facility with the least impact on surrounding land uses.

Related Design Standards and Programs:

Principle: The City has standards for the design and construction of sewer water and stormwater utilities, and programs to develop new or expand utility systems. These standards should include the most recent design techniques so that these utilities are constructed and operate in an efficient manner.

Objective 7: Design and construct sewer, water and stormwater utility systems to ensure efficient service, and the use of best management practices.

- Policy 7.1:** Require connection to the City sewer system for all new development.
- Policy 7.2:** Design sewer systems to provide efficient and reliable service while minimizing cost. Gravity feed shall be used whenever feasible.
- Policy 7.3:** Continue to actively pursue elimination of high infiltration and inflow situations.
- Policy 7.4:** Support and implement conservation strategies aimed at reducing average annual and peak day water use. These strategies can include: billing rate structures which encourage conservation, water restrictions at appropriate times, technical assistance for leak detection, design of low-water use irrigation and other water saving measures, public information, use of drought tolerant plantings and native vegetation in City landscaping and development regulations, and construction codes requiring water saving devices.
- Policy 7.5:** Design water delivery and storage systems to provide efficient and reliable service while minimizing cost. These design methods can include: the use of gravity feed whenever feasible, the development of a looped system, and standardization of transmission facilities sizing and/or materials.
- Policy 7.6:** New development shall construct water system improvements and dedicate easements necessary to serve the development and to provide a reliable integrated distribution system.
- Policy 7.7:** Maintain adequate water storage facilities to meet demand loads.
- Policy 7.8:** Open channel drainage systems, natural or man-made (except roadway drainage ditches), should be retained and new systems encouraged and utilized when feasible.
- Policy 7.9:** Stormwater management systems shall be designed and constructed to minimize adverse impacts to natural watercourses.
- Policy 7.10** Stormwater retention/detention facilities shall be allowed to be used as partial fulfillment of open space requirements.
- Policy 7.11** Encourage co-location of utilities in shared trenches and easements.
- Policy 7.12** Coordinate utility construction with public improvements when possible to minimize costs and related service disruption.
- Policy 7.13** Require underground utilities for all new development.
- Policy 7.14** Require, where feasible, that existing utility lines be relocated underground when areas are redeveloped, or as streets are constructed, reconstructed, or widened.

Policy 7.15 Promote, where safe, the joint use of utility corridors for recreational facilities, such as non-motorized trails.

Policy 7.16 Design utility facilities that are aesthetically complementary to surrounding land uses and minimize adverse visual impacts.

Objective of proposed change: The text below is deleted. This goal is essentially the same as Goal I above.

Subgoal 5: — ~~Capital Facilities coordinated with the land use plan, which serves the needs of current and future residents, property owners, visitors and commuters in a safe, efficient and aesthetic manner while protecting neighborhoods and minimizing adverse impacts on businesses and the natural environment.~~



**Lynnwood Planning Commission
Meeting of February 12, 2015**

Staff Report

Agenda Item:

College District Code amendment

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

Lynnwood Dept. of Community Development — Gloria Rivera, Senior Planner

ACTION

Discussion and recommendations to staff.

BACKGROUND/PURPOSE

One of the items being given consideration during the 2015 Comprehensive Plan Update (and associated Zoning Code amendments) is increasing opportunities for redevelopment in the area adjacent to Edmonds Community College. (EdCC). This area of Lynnwood is an important subarea of the community as it is both impacted by, and beneficial to EdCC

In the time since the College District Overlay was adopted there have been a lot of changes in and around the area. In 2009, Swift Bus Rapid Transit (BRT) was initiated greatly improving transit access to the neighborhood. The express bus service runs on short headways serving designated stations along the Highway 99 Corridor. Swift runs from the Everett Transit Center to the County line in Shoreline where it connects to a similar Metro service. More recently, Community Transit started Rt. 196 which runs from the Edmonds ferry dock to Alderwood Mall serving Lynnwood City Center and Transit Center. The service runs on ten minute headways and is a precursor to BRT service.

In 2012, the City adopted the Highway 99 Corridor Plan and Zoning. The Plan seeks to focus high density, mixed-use development in nodes located along the Corridor. A major node is located virtually adjacent to the College Overlay District at the intersection of 196th Street SW and Highway 99. More walkable forms of development are encouraged by new development standards and there are already several successful new developments with more in the approval pipeline.

In the summer of 2015, the City will complete a project to extend 204th Street SW. from Highway 99 to 68th Avenue W and it will serve as a new main entrance to EdCC and their on-campus transit center. In addition, Community Transit will be building a Swift Station at the intersection of 204th Street SW. and Highway 99.

The final point is that EdCC continues to expand in terms of students, curriculum, property and buildings. The student population of around 12,000, includes a number

from outside the immediate area or foreign countries. The school has developed its first dormitory and number of students seek housing nearby. EdCC has acquired additional buildings and properties and is currently preparing an updated Master Plan for the campus.

In spite of the dynamic changes/improvement in the area, the College District Overlay has failed to spur appropriate development. It has become somewhat dated in its approach and is now viewed as more of a hindrance than catalyst for development.

Staff believes it is an appropriate time to review the content and construct of existing land use policies and regulations that apply to the College District, and has proposed a series of amendments that should improve the effectiveness and efficiency of regulations that apply to this subarea.

Current Comprehensive Plan

The area located approximately between the campus of Edmonds Community College/Lynnwood Golf Course and 64th Avenue W. and Highway 99 are land use designations as follows:

- Public Facilities
- Local Commercial
- Low Density Multi-Family
- Medium Density Multi-Family
- High Density Multi-Family
- Mixed Use
- Highway 99 Corridor

Encompassing a larger area surrounding the college is the College District Overlay zone which is illustrated on the Future Land Use Map and described below (see the attached map with the area described)

Subarea Plan

The City of Lynnwood working in conjunction with Edmonds Community College adopted a College District Subarea Plan. This Plan was adopted by the Lynnwood City Council on November 12, 2002. The purpose of the plan was to define and describe an integrated areawide and campus master plan that reflects the growing needs of EdCC and the surrounding neighborhood. Among the items addressed in the Plan were access and mixed-use development.

The original Subarea Plan extended to Highway 99 but was scaled back by the City Council in 2004 to exclude the properties now located in the Highway 99 Corridor. The boundary of the College District Overlay Zone described below outlines the present boundaries

EdCC is currently drafting an updated Master Plan which may impact related portions in the City Subarea Plan at a later date. The new Master Plan will not be available for review until May of 2015.

Development Regulations

Currently a small area adjacent to 68th Avenue W is zoned College District Mixed Use Zone (CDM) which allows mixed use activities that would cater to a college environment. Encompassing a larger area surrounding the college is the College District Overlay zone. (An attachment illustrates the current CDM and Overlay zones). Within the Overlay area are land use designations that include the following zones:

- Public
- Multiple Residential Low Density
- Multiple Residential Medium Density
- Multiple Residential High Density
- College District Mixed Use
- Limited Business
- Community Business
- 3 PUD's (multiple family, single-family and the Ice Rink)

The purpose of the Overlay zone was to promote neighborhood design and access and to encourage pedestrian and bicycle transportation.

Development has been slow to occur in the Overlay Zone, although persons wishing to develop have expressed interest. Several problems exist regarding development:

- 1) A one acre minimum size parcel is required. It has been difficult for individuals to amass the one acre minimum.
- 2) The underlying zoning controls development. Mixed use is discouraged since multi-family housing is not allowed in the commercial zones and commercial activities are not allowed in the multi-family zones

Another issue that has arisen within the CDM zone is the fact that single-family uses are present in several section of the district but are not permitted under the code. Single-family residential housing sites are not intended for long term preservation but will serve as future redevelopment sites. The code currently places limits on the homeowner's ability to expand and renovated as long as they elect to live there. There is a need to balance the needs of current homeowners with the city's need to encourage redevelopment. It is in the interest of fairness the City should relax restrictions on homeowners.

Staff Recommendation

Staff is recommending that:

- 1). The College District Overlay Zone be eliminated from both the Comprehensive Plan Future Lane Use Map and the Zoning Map and replaced by the College District Mixed Use zone. This would result in the expansion of the College District Mixed Use zone to the north to 196th Street SW. and to the east to 64th Avenue W. and properties that are zoned General Commercial adjacent to Highway 99;

- 2) The zoning regulations and standards for the College District Mixed Use Zone be updated. The land uses allowed in the CDM zone would be amended to incorporate more of the uses currently allowed in the Overlay zone;
- 3) The Comprehensive Plan map be amended to apply the Mixed Use designation to additional properties; and
- 4) The zoning map be amended to apply the College District Mixed Use zone to additional properties.

Within the packet are maps illustrating the existing and proposed Mixed Use and CDM Zone boundaries. An adjustment will be made to attachments presented at the Planning Commission meeting which remove the lots located on the Southwest corner of 208th Street SW and Highway 99.

COMMENT

Attached are proposed text amendments reflecting a combination of the CDM and Overlay zones and amendments reflecting changes that respond to concerns by homeowners and developers.

LMC 21.57.200 has been deleted since the area covered by zones is illustrated on the zoning map. Generally text describing an area covered is not included in a zoning chapter.

LMC 21.57.300 reflects the deletion of references to the Overlay zone.

LMC 21.57.400 reflects the following additions and deletions.

- 21.57.400(A)(11): The proposal is to delete the restrictions that college parking be located only north of 68th Avenue W. has been removed. As the college expands, more uses may occur east of 68th Avenue W. which will require parking (for example the Gateway Building is located east of 68th Avenue W.)
- 21.57.400(6). Apply the uses as “general retail” as opposed to specifics under which future uses may not be included. 4,000 square feet is measured per tenant.
- 21.57.400(8). Delete theater which does not seem compatible with neighborhood uses.
- 21.57.400(9). Increase square footage of food and beverage service businesses to 4,000 square feet.
- 21.57.400(A)(13) Allows single-family residential uses subject to the bulk requirements of the RS-7 zone.
- 21.57.400(B)(2). Adds skating rinks to uses allowed by a conditional use approval. The existing skating rink would be grandfathered.
- 21.57.400(D). A new section is added. Auto-related businesses are added that allow such uses only when fronting on Highway 99, 196th Street SW. and 64th Avenue W. This allows retention of a bank, an auto emissions facility and auto-repair business.

Additional consideration needs to be given to the revised code regarding current existing business (i.e. a flooring company on 196th Street SW). It is possible that the use may be considered grandfathered. In addition to changes above, the proposed code also reflects minor use changes. Other revisions may be proposed which broaden or simplify the uses than what currently exist.

Other sections of the Overlay zone may be proposed for addition in the CDM zone which reflects the purpose established for the Overlay zone. In many instances the Overlay development standards reflect what is already in the All-District and Commercial Design Guidelines which would be required in the design of buildings if the thresholds are triggered.

RECOMMENDATION

Discuss the proposed code amendment and provide recommendations to the staff.

ATTACHMENTS

- A. Proposed code amendments
- B. Current future land use map
- C. Current zoning map
- D. Proposed future land use map
- E. Proposed zoning map
- F. Chapter 21.57 LMC (College District Mixed Use Zone)
- G. Chapter 21.58 LMC (College District Overlay Zone)
- H. College District Master Plan (2004)

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**COLLEGE DISTRICT MIXED USE (CDM) CODE AMENDMENTS
CHAPTER 21.57**

21.57.200 ~~Applicability~~

The CDM zone shall be applied in close proximity to the Edmonds Community College (EdCC) campus generally as follows:

- A. ~~North boundary: 200th Street, extending north about 85 feet at the intersection with 68th Avenue W.~~
- B. ~~East boundary: 66th Place, extending southward to 204th~~
- C. ~~South boundary: 204th Street Southwest~~
- D. ~~West boundary: 68th Avenue, extending 200 feet into the EdCC campus.~~

21.57.300 Interpretation

A. All regulations and design guidelines of this zone, ~~the college district overlay zone (CDO) zone~~ and the Citywide Design Guidelines shall apply to properties within the CDM zone. In the event of conflict between requirements, the provisions of the CDM zone and its design standards shall prevail.

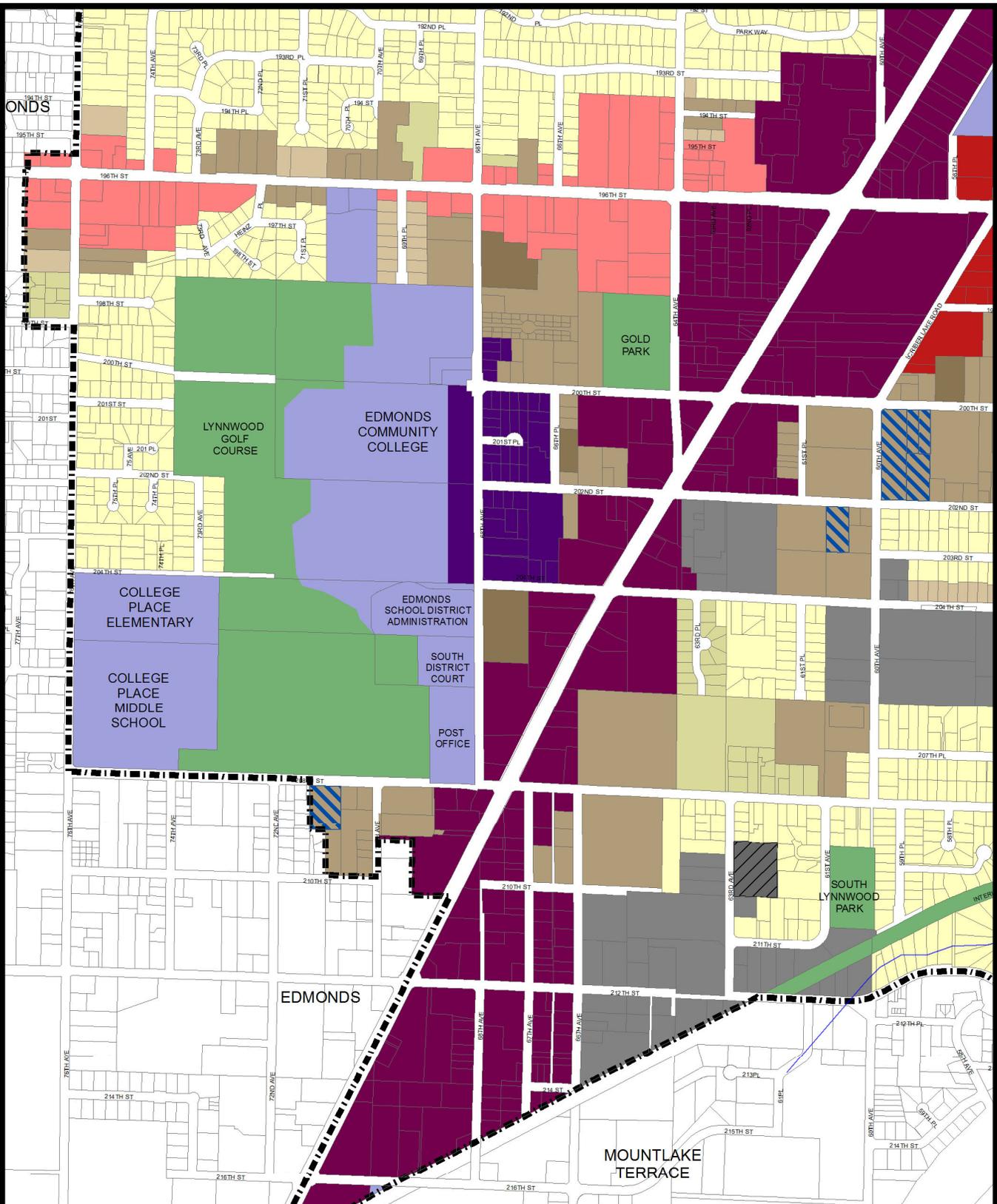
B. Land uses not specifically listed in the following sections may be allowed when determined by the director of community development to be compatible with the listed uses and consistent with the intended development of the district, as described in the college district plan. The director's written decision is subject to appeal per LMC 1.35.200 (Process II).

21.57.400 Land uses.

- A. Principal Uses Permitted Outright
 - 1. College and university buildings, support services and college accessory facilities.
 - 2. Library.
 - 3. Public transit facilities.
 - 4. Conference or community center (college/community meetings and activities).
 - 5. Tot lot, greenway, vest pocket park, bikeway and other park/open space linkages.
 - 6. Retail store or service business under 4,000 square feet GFA per tenant. ~~including, but not limited to:~~
 - a. ~~Convenience, drug or variety store;~~
 - b. ~~Books, magazines, stationery and school supplies;~~
 - c. ~~Child day care center (fewer than 13 children)~~
 - d. ~~Art gallery, art or photo studio, film/photo processing;~~
 - e. ~~Art supplies store or frame shop;~~
 - f. ~~Professional services (engineering, legal, medical, financial and similar;~~
 - g. ~~Business services (bookkeeping, taxes, accounting management, etc.);~~
 - h. ~~Computer repair, maintenance and training, and related technical services;~~

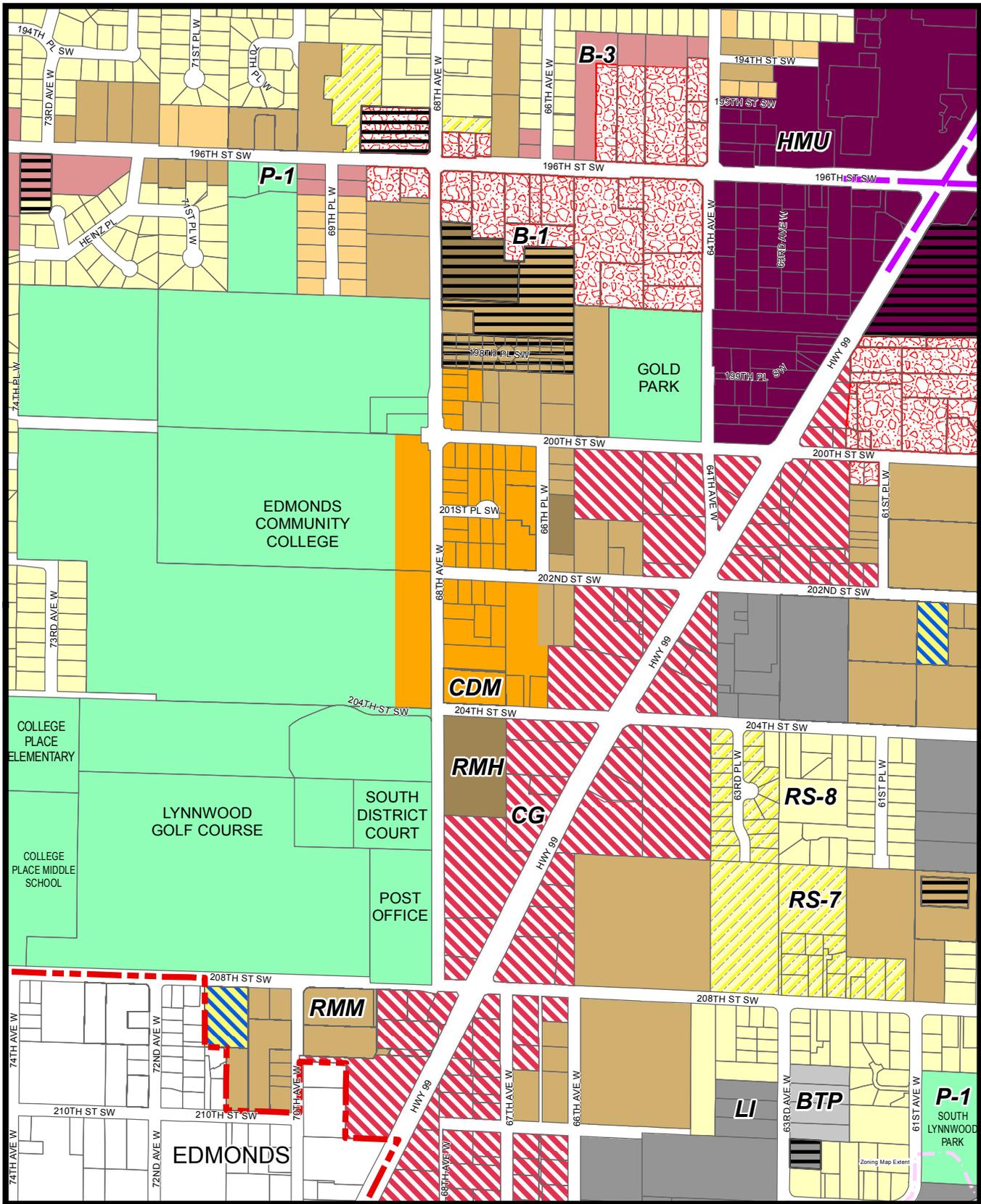
- ~~i. Personal services (grooming, photo processing, counseling, tutoring, etc.~~
 - ~~j. Laundry self service and pick up station;~~
 - ~~k. Shoe repair, tailoring, locksmith and similar personal services;~~
 - ~~7. Movie theater (single screen at neighborhood scale).~~
 - 8. Medical offices or clinic (limited services to neighborhood and/or college).
 - 9. Food and beverage service businesses under \geq 4,000 square feet GFA, including:
 - a. Donut shop, bakery or similar specialty food outlet
 - b. Café, coffee shop or restaurant;
 - c. Soda fountain, ice cream parlor, candy store;
 - d. Delicatessen or other specialty food store;
 - e. Tavern, brew pub or nightclub.
 - 10. Multiple-family dwellings:
 - a. Maximum density: 20 units per net acre;
 - b. Minimum density: 12 units per net acre;
 - c. Density may be less than minimum if residential units are combined with other uses in same building or on same lot.
 - 11. Accessory parking lots and structures. Park-n-ride and park-n-pool facilities are not permitted. ~~Student/faculty parking shall be located west of 68th Avenue (Several EdCC buildings are located off of 196th Street SW that have student/faculty parking).~~
 - 12. Electric vehicle charging station, Level 1, Level 2 and Level 3, if accessory to a permitted use or conditionally permitted use.
 - 13. Single-family residences, including home occupations, subject to the development standards set forth for the RS-7 zone in LMC 21.42.02, Table 21.42.02.
- B. Principal Uses Allowed by Conditional Use Permit
- 1. Tavern, brew pub, club or restaurant that serves alcohol – when within or adjacent to a structure that also contains residences or child care facilities.
 - 2. Indoor amusements such as arcades, bowling, pool card rooms, skating rinks, etc.
 - 3. Athletic club or health spa (indoor facilities).
 - 4. Performing arts facilities.
 - 5. Child-day-care center (13 or more children) per LMC 21.42.110(E);
 - 6. Boarding house, dormitory or other group residential facilities suitable for students (*should this be an out-right permitted use above*).
 - 7. Inn, hotel, or similar transient lodgings (20 accommodations guest rooms or less).
 - 8. Battery exchange station (electric vehicle), and only if accessory to a permitted or conditionally approved use.
- C. Allowed Accessory Uses. Accessory uses are permitted per LMC 21.58.300, including
- 1. Child care ~~—when serving the patrons or employees of a principal use. As written it is unenforceable~~

2. Commercial food services – in public buildings.
 3. Food Vendors – in outdoor public spaces, subject to city permits.
- D. Prohibited Uses. The following uses are prohibited unless their sites have frontage on and access to 196th Street SW. and 64th Avenue W. ~~or Highway 99:~~
1. Gas stations, car washes, auto parts stores, auto repair and maintenance and similar auto-related uses.
 2. Drive-through facilities.



- | | | | |
|---|--|---|---|
| <p>RESIDENTIAL</p> <ul style="list-style-type: none"> SF-1 - Low-Density Single-Family SF-2 - Medium-Density Single-Family SF-3 - High-Density Single-Family SF-4 - High-Density Single-Family MUGA MF-1 - Low-Density Multi-Family MF-2 - Medium-Density Multi-Family MF-3 - High-Density Multi-Family WFB - Waterfront Beach | <p>MIXED USE</p> <ul style="list-style-type: none"> City Center ACCTA - Alderwood-City Center Transition Zone MU - Mixed-Use H99 - Highway 99 Corridor MUCTR - Mixed-Use Urban Center MUGA | <p>COMMERCIAL</p> <ul style="list-style-type: none"> LC - Local Commercial RC - Regional Commercial CC - Community Commercial <p>INDUSTRIAL</p> <ul style="list-style-type: none"> BT - Business/Technical Park I - Industrial | <p>OTHER</p> <ul style="list-style-type: none"> PF - Public Facilities PRO - Parks, Recreation, and Open Space MH-1 - Overlay College District City Limits County-Designated MUGA City-Designated MUGA PSRC Regional Growth Center |
|---|--|---|---|





RESIDENTIAL

- RS-8 - Residential 8400 Sq Ft
- RS-7 - Residential 7200 Sq Ft
- RS-4 - High Density Single Family 4000 Sq Ft
- RML - Multiple Residential Low Density
- RMM - Multiple Residential Medium Density
- RMH - Multiple Residential High Density
- MHP - Mobile Home Park

COMMERCIAL

- ACC - Alderwood-City Center Transition Area
- B-1 - Community Business
- B-2 - Limited Business
- B-3 - Neighborhood Commercial
- CG - General Commercial
- PRC - Planned Regional Center
- PCD - Planned Commercial Development

MIXED-USE

- CC-C - City Center Core
- CC-W - City Center West
- CC-N - City Center North
- CDM - College District Mixed Use
- MU - Mixed Use
- CR - Commercial-Residential

INDUSTRIAL

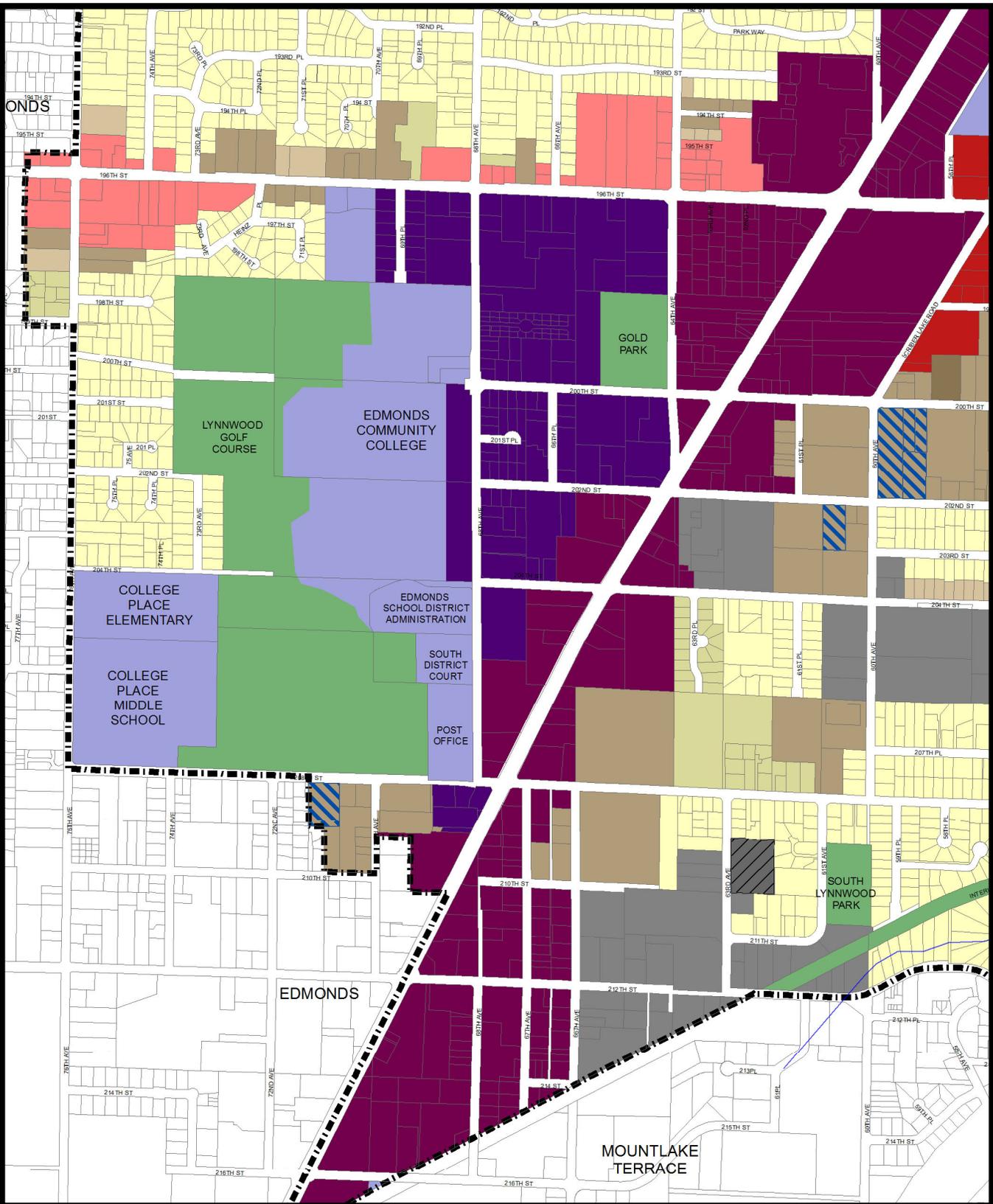
- BTP - Business/Technical Park
- LI - Light Industrial

OTHER

- P-1 - Public
- Planned Unit Development

- Gateway
- Prominent
- Frontage Landscaping
- Interurban Trail
- City Center District
- College District
- City Limits





RESIDENTIAL

- SF-1 - Low-Density Single-Family
- SF-2 - Medium-Density Single-Family
- SF-3 - High-Density Single-Family
- SF-4 - High-Density Single-Family MUGA
- MF-1 - Low-Density Multi-Family
- MF-2 - Medium-Density Multi-Family
- MF-3 - High-Density Multi-Family
- WFB - Waterfront Beach

MIXED USE

- City Center
- ACCTA - Alderwood-City Center Transition Zone
- MU - Mixed-Use
- H99 - Highway 99 Corridor
- MUCTR - Mixed-Use Urban Center MUGA

COMMERCIAL

- LC - Local Commercial
- RC - Regional Commercial
- CC - Community Commercial

INDUSTRIAL

- BT - Business/Technical Park
- I - Industrial

OTHER

- PF - Public Facilities
- PRO - Parks, Recreation, and Open Space
- MH-1 - Overlay
- College District
- City Limits
- County-Designated MUGA
- City-Designated MUGA
- PSRC Regional Growth Center



Chapter 21.57 COLLEGE DISTRICT MIXED USE (CDM) ZONE

Sections:

- 21.57.100 Purpose.
- 21.57.200 Applicability.
- 21.57.300 Interpretation.
- 21.57.400 Land uses.
- 21.57.500 Development standards.
- 21.57.600 Site plan and design approval.

21.57.100 Purpose.

A. This mixed use zone is designed to provide opportunities for the creation of a small college- and neighborhood-oriented mixed use district in close proximity to the campus.

B. The purpose of this zone is to implement the vision of a district that consists of offices and service businesses, integrated residential apartments, condominiums, artist lofts and/or dormitories, along with street level small businesses that cater primarily to the college and surrounding neighborhood. Businesses will be limited in size to ensure neighborhood scale, with commercial spaces required at street level along portions of 68th Avenue and 202nd Street. Office and residential uses will be encouraged above and behind the businesses. Development standards and guidelines based on this vision will provide design guidance, emphasizing building and spatial relationships, with particular emphasis on the design of pedestrian spaces, linkages between the college and business district, and related pedestrian facilities and amenities. (Ord. 2433 § 1(Exh. A), 2002)

21.57.200 Applicability.

The CDM zone shall be applied in close proximity to the Edmonds Community College (EdCC) campus, as follows:

- A. North boundary: 200th Street, extending north about 285 feet at the intersection with 68th Avenue W.
- B. East boundary: 66th Place, extending southward to 204th Street.
- C. South boundary: 204th Street.
- D. West boundary: 68th Avenue, extending 200 feet into the EdCC campus. (Ord. 2799 § 2, 2009; Ord. 2433 § 1(Exh. A), 2002)

21.57.300 Interpretation.

A. All regulations and design guidelines of this zone, the college district overlay (CDO) zone and the Citywide Design Guidelines shall apply to properties within the CDM zone. In the event of conflict between requirements, the provisions of the CDM zone and its design standards shall prevail.

B. Land uses not specifically listed in the following section may be allowed when determined by the director of community development to be compatible with the listed uses and consistent with the

intended development of the district, as described in the college district plan. The director's written decision is subject to appeal per LMC 1.35.200 (Process II). (Ord. 2433 § 1(Exh. A), 2002)

21.57.400 Land uses.

A. Principal Uses Permitted Outright.

1. College and university buildings, support services and college accessory facilities.
2. Library.
3. Public transit facilities.
4. Conference or community center (college/community meetings and activities).
5. Tot lot, greenway, vest pocket park, bikeway and other park/open space linkages.
6. Retail store or service business under 4,000 square feet GFA, including, but not limited to:
 - a. Convenience, drug or variety store;
 - b. Books, magazines, stationery and school supplies;
 - c. Child day-care center (fewer than 13 children);
 - d. Art gallery, art or photo studio, film/photo processing;
 - e. Art supplies store or frame shop;
 - f. Professional services (engineering, legal, medical, financial and similar);
 - g. Business services (bookkeeping, taxes, accounting, management, etc.);
 - h. Computer repair, maintenance and training, and related technical services;
 - i. Personal services (grooming, photo processing, counseling, tutoring, etc.);
 - j. Laundry self-service and pick-up station;
 - k. Shoe repair, tailoring, locksmith and similar personal services.
7. Movie theater (single-screen at neighborhood scale).
8. Medical office or clinic (limited services to neighborhood and/or college).
9. Food and beverage service businesses under 2,000 square feet GFA, including:
 - a. Donut shop, bakery or similar specialty food outlet;
 - b. Cafe, coffee shop or restaurant;
 - c. Soda fountain, ice cream parlor, candy store;
 - d. Delicatessen or other specialty food store;

2. Minimum lot area per dwelling: none.
3. Minimum lot width: none.
4. Minimum frontage at street: none.
5. Front yard setback: no minimum; 15 feet maximum.
6. Side setbacks: none.
7. Rear setbacks: 25 feet (may be used for parking, private yards, recreation, etc.).
8. Minimum building separation: none.
9. Maximum lot coverage: 80 percent.
10. Maximum building height: 50 feet.
11. Minimum floor area: none.

B. Buildings and Uses.

1. **Architectural Consistency.** The scale and design features of a new or remodeled building shall be compatible with its surroundings and consider the architectural style of existing development on and off campus.
2. **Utilities.** Newly installed utility services shall be placed underground.
3. **Reduced Parking.** Businesses in this zone will be within a pedestrian-oriented environment designed to cater to walk-in and bicycle traffic from the college and surrounding neighborhood. To emphasize the pedestrian intent and discourage automobile usage, minimum parking requirements for nonresidential uses within the CDM zone shall be calculated at 50 percent of the normally-required standards of Chapter 21.18 LMC.
4. **Pedestrian Environment.** 68th Avenue between 200th and 204th Streets, and 202nd Street from the campus to Highway 99 are designated "pedestrian-oriented" streets. The following shall apply to properties fronting these streets:
 - a. Buildings shall be at least two stories in height (maximum 50 feet height).
 - b. Street level spaces shall be reserved for retail, office, service uses or similar active nonresidential functions.
 - c. Upper floors may be used for additional retail, offices, services, studios or residential uses, including living/working lofts, to a maximum density of 20 DU/ac (net).
5. **Multi-story Buildings.** Buildings of two or more stories are encouraged throughout the CDM zone.
6. **Mix of Uses.** With the exception of the commercial spaces required at street level in subsection (B)(4)(b) of this section, all buildings within the CDM zone may be used for retail,

offices, services, studios, living/working lofts, other residential uses, or combinations of those uses.

C. Outdoor Areas.

1. To enhance the pedestrian environment of the CDM zone, the design of open front yard areas and spaces between buildings shall consider and incorporate such elements as decorative landscaping and paving, seating areas, outdoor eating areas, bike racks, public art, kiosks, trees, awnings or other protection from the natural elements, and access to drinking fountains and public restrooms.
2. Plans for outdoor pedestrian areas shall include a coordinated design for safe and convenient outdoor lighting and signage.
3. Deciduous street trees having a minimum caliper size of two inches shall be provided at 30 feet intervals along 68th Avenue and 202nd Street as a design element of the project.
4. Unless designed as a plaza or other outdoor pedestrian area, not more than 10 percent of landscaped areas may be covered with inanimate materials, unless the applicant can document a problem on the site that makes it unsuitable for plant materials.
5. In areas determined to be unsuitable for plants, such alternatives as fences, walls, and paving of brick, wood, stone, concrete pavers, gravel or cobbles may be used in the design – subject to design review approval.

D. Other Limitations and Standards.

1. The college district mixed use (CDM) zone is considered a “commercial” zone and subject to applicable limitations on uses and other development standards contained in Chapter 21.46 LMC, Commercial Zones, and not contained in this chapter.
2. Tandem parking may be used to meet residential parking requirements, provided both spaces are assigned to the same dwelling. Tandem parking will not be approved for nonresidential applications.
3. Parking lot design and related landscaping shall be in accordance with LMC 21.46.210(B) (parking lot development standards for commercial zones).
4. Signage shall comply with LMC 21.16.310 (commercial signage requirements), except as adjusted by the signage limitations of the college district overlay zone.
5. The location and design of trash and recycling facilities shall comply with the requirements of LMC 21.46.900 (refuse and recycling collection areas and enclosures).
6. The provisions of the CDM zone shall prevail in cases of conflict. (Ord. 2433 § 1(Exh. A), 2002)

21.57.600 Site plan and design approval.

A. New development within the college district mixed use (CDM) zone shall comply with the development standards of LMC 21.57.500 and with Lynnwood Citywide Design Guidelines, as adopted by reference in LMC 21.25.145(B)(3) and receive approval pursuant to Chapter 21.25 LMC.

B. New development is also subject to review and approval per Chapter 21.32 LMC (Site Plan and Design Review). (Ord. 2433 § 1(Exh. A), 2002)

The Lynnwood Municipal Code is current through Ordinance 3104, passed December 8, 2014.

Disclaimer: The City Clerk's Office has the official version of the Lynnwood Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.



Chapter 21.58 COLLEGE DISTRICT OVERLAY (CDO) ZONE

Sections:

- 21.58.100 Purpose.
- 21.58.200 Applicability and interpretations.
- 21.58.300 Land uses.
- 21.58.400 Development/design standards.
- 21.58.500 Site plan and design approval.

21.58.100 Purpose.

- A. The college district plan includes development concepts and policies that require regulations beyond those contained in the underlying zoning. The college district overlay (CDO) zone provides development standards to help achieve the plan's long-term vision and objectives.
- B. These regulations are intended to promote a superior level of neighborhood design, access, convenience, comfort and amenity within the college district, to encourage safe and pleasant pedestrian and bicycle circulation, and to enhance the visual and functional relationships of and between Edmonds Community College and its neighbors.
- C. In cases of conflict, the standards and requirements of the overlay zone shall override the provisions of underlying zones. (Ord. 2433 § 1(Exh. A), 2002)

21.58.200 Applicability and interpretations.

- A. The CDO zone shall be applied to all areas within the college district to supplement all underlying zones, except that the CDO zone shall not apply to properties that are zoned General Commercial (CG).
- B. In cases of conflict, the standards and requirements of this overlay zone shall override the provisions of the underlying zones. (Ord. 2508 § 1, 2004; Ord. 2433 § 1(Exh. A), 2002)

21.58.300 Land uses.

- A. Land uses shall be permitted as specified in the provisions of the underlying zones within the college district, unless specifically prohibited, restricted or modified through the provisions of this overlay zone or the Citywide Design Guidelines.
- B. Principal and Conditional Uses. The provisions of the underlying zones shall determine the allowed uses and how they are permitted, except that the following uses are prohibited unless their sites have frontage on and access to either 196th Street or Highway 99:
 - 1. Gas stations, car washes, auto parts stores, auto repair and maintenance and similar auto related uses that are typically highway-oriented have a service area that extends well beyond the college district, and that would bring unnecessary commercial traffic into the neighborhood.
 - 2. Drive-through convenience windows.

C. Accessory Uses. Uses and structures that meet the city zoning code's definition of "accessory" shall be permitted within the zones of the college district, except that accessory uses may not be added to existing nonconforming uses. (Ord. 2433 § 1(Exh. A), 2002)

21.58.400 Development/design standards.

The following standards shall supplement those of the underlying zones in the areas specified and shall prevail in cases of conflict.

A. Minimum Site for Transitional Development. New development shall require a consolidated building site of not less than one acre within the existing single-family home neighborhood fronting on 69th Place and within areas covered by the CDM zone. (The purpose is to avoid the under utilization of land and a lot-by-lot premature encroachment of small-scale development within existing single-family neighborhoods.)

B. Standards for the CDO Zone. The following standards are applicable throughout the CDO zone:

1. Building to Site Relationships. The site development requirements of the underlying zones shall apply, with the following exceptions:

- a. Street frontage setbacks: 10 feet minimum and 20 feet maximum.
- b. Lot coverage: 35 percent maximum when no recreational or open space is provided.
- c. Lot coverage bonus: coverage may increase to a maximum of 60 percent, in proportion to the percentage of gross lot area that is provided for recreational or open space, in buildings, on rooftops, etc.

Example: developing 20 percent of the gross lot area (excluding required setbacks) for recreational or open space will boost the allowable building coverage by 20 percent or to a coverage of 42 percent (35 percent times 20 percent equals seven percent plus 35 percent equals 42 percent coverage allowed).

2. Buildings and Uses.

- a. Each new building shall be consistent with the intent of the college district plan, shall be complimentary in architectural design, colors, materials, and scale with nearby existing and/or planned buildings.
- b. Newly installed utility services shall be placed underground.

3. Outdoor Areas.

- a. Open front yard areas and side yards between buildings shall be landscaped and designed for pedestrian uses.
- b. When appropriate for the location and function involved, the designer of outdoor public areas shall consider and incorporate such elements as decorative paving, seating areas, bike racks, community kiosks, and other features that will enhance the pedestrian environment.

- c. Plans for outdoor pedestrian areas and trails shall include a coordinated design for safe and attractive outdoor lighting.
- d. Signs. The following types of signs are prohibited within the CDO zone, with the exception of commercially-zoned properties fronting 196th Street and Highway 99:
 - i. Freestanding signs, other than ground signs;
 - ii. Pole signs;
 - iii. Roof signs.
- e. Off-street parking, whether in surface lots or structures, shall be located beside or behind buildings and prohibited between buildings and streets, with the exception of master-planned parking on the EdCC campus.
- f. With the exception of required "accessible spaces," development proposals may include provisions for off-site parking and shared parking agreements to meet parking requirements and maximize parking space utilization, provided the proposed parking is within a walking distance of 500 feet of its principal use.
- g. Provisions shall be made by the developer for the construction of public access sidewalks, bikeways or trails when new development is located along an existing or planned greenway or trail link.
- h. Deciduous street trees having a minimum caliper size of two inches shall be provided at 30-foot intervals along public street frontages, or clustered when such spacing is not feasible, as a requirement of all new development. (Ord. 2433 § 1(Exh. A), 2002)

21.58.500 Site plan and design approval.

A. New development within the college district shall comply with the development standards of LMC 21.58.400 and with Lynnwood Citywide Design Guidelines, as adopted by reference in LMC 21.25.145(B)(3) and receive approval pursuant to Chapter 21.25 LMC.

B. New development is also subject to review and approval per Chapter 21.32 LMC (Site Plan and Design Review).

C. In addition to the general decision criteria contained in Chapter 21.32 LMC, the following criteria shall be considered when reviewing development proposals within the college district overlay (CDO) zone:

1. The proposal is compatible with the design and function of surrounding development and land uses.
2. Streetscapes are designed to include a combination of facilities to serve pedestrians, cyclists and transit patrons, such as attractive lighting, seating, directional signing, information kiosks, designated street crossings and bus shelters.

3. Public sidewalks and/or trails or greenbelt linkages are provided to connect parks, the municipal golf course, the college and other public areas frequented by the general public when the proposed development is on or adjacent to such planned facilities.
4. Off-street parking will be located to the rear of frontage buildings (interior of block) and not in front yard areas.
5. The following criteria apply to development within the college district mixed use (CDM) zone and more specifically to development fronting the designated pedestrian-oriented sections of 68th Avenue and 202nd Street:
 - a. The proposal provides for mixed use development opportunities within the site and/or its buildings.
 - b. Street-level frontage on 68th Avenue and 202nd Street is reserved for college- or neighborhood-oriented retail and service businesses, with opportunities for office or residential uses above. West of 68th Avenue, multi-use structures may contain offices, retail businesses or classrooms in combination with structured parking.
 - c. The proposal includes street furniture, shelter (awnings, etc.), and/or other amenities to enhance the pedestrian environment.
 - d. The proposal utilizes a decorative paving design for sidewalks, crosswalks and open plazas that can be continued throughout the CDM area, or that is consistent with an already established scheme.
 - e. The proposal includes a plan for simple effective signing that may include freestanding "ground signs" but does not include other freestanding or pole signs.
 - f. The outdoor lighting plan along 68th Avenue and 202nd Street within the CDM zone will further the concept of a "neighborhood center" and will provide pedestrian-level lighting at a coverage that complies with public safety standards for such public outdoor areas. (Ord. 2433 § 1(Exh. A), 2002)

The Lynnwood Municipal Code is current through Ordinance 3104, passed December 8, 2014.

Disclaimer: The City Clerk's Office has the official version of the Lynnwood Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

The College District Plan

A subarea plan and related zoning for the
Edmonds Community College Campus
and
Adjacent Neighborhoods

Adopted by:

Lynnwood City Council
Nov. 12, 2002

ACKNOWLEDGEMENTS

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COLLEGE DISTRICT PLAN PART 1

EXECUTIVE SUMMARY

Background and Study Purpose

Edmonds Community College (EdCC), in the City of Lynnwood, currently serves more than 6,000 students on the campus. Central Washington University (CWU), a partner with EdCC, also provides classes to approximately 400 students in a nearby off-campus building known as the Sno-King Building. In the next 20 years, these two institutions will provide higher education access to an increasing number of area residents on the EdCC campus.

EdCC opened its doors in the fall of 1970 in its current location, a former army radio relay station. The campus is situated on approximately 50 acres with 13 major buildings that total approximately 425,000 gross square feet.

The college campus, including the adjacent commercial and residential neighborhood, is designated in the City of Lynnwood's 1995 Comprehensive Plan as a "College District." Specifically, the Comprehensive Plan calls for development of a Community College Area Master Plan to provide educational, recreational, and cultural experiences for the entire community.

The purpose of this study has been to define and describe an integrated areawide and campus master plan that reflects the growing space needs of EdCC and the needs of the neighborhood.

There were many determinants addressed in the collaborative and comprehensive study of the Community College Activity Area. Of these, three stood out:

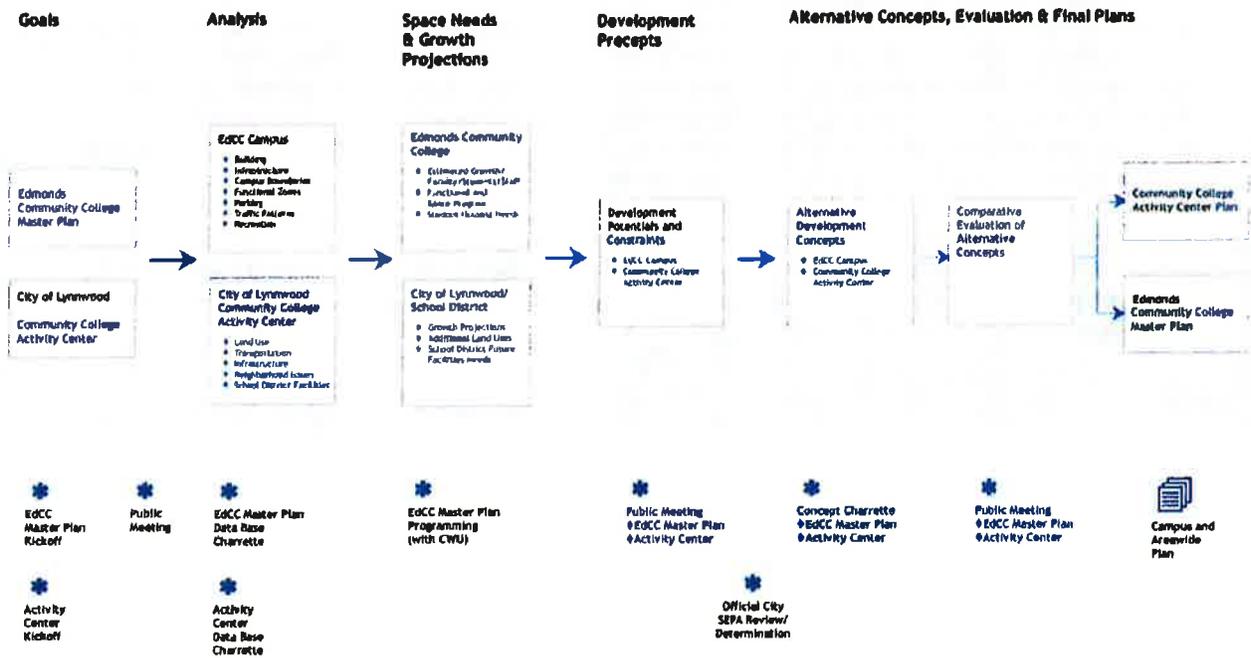
- **Increase in future student population** – Edmonds Community College's enrollment is forecast to increase 30-40% over the next 20 years.
- **Area properties are susceptible to change** – The areas adjacent to EdCC and Highway 99 are susceptible to change. Many single-family homes in the area are more than 40 years old and an increasing number of them are being converted from owner-occupied to rental properties.
- **Increasing traffic volumes** – With an expected increase in urban densities and populations, along with an increase in future student population, alternative modes of transportation and vehicular routes need to be explored.

Study Process

This planning effort involved five phases, seven major tasks and four public meetings over a period of approximately eight months as summarized in the following graphic. Numerous charrettes/worksessions were held with the EdCC Facilities Planning Committee, Instructional Staff, Edmonds School District representatives and City staff.

The study began by distilling the City's and EdCC goals and objectives. The identified goals in turn became evaluative criteria later in the study. Next, the community college and area neighborhoods were analyzed to gain an understanding of existing land use, transportation, and pedestrian and open space/recreational elements. Future student enrollment forecasts and space needs, along with development of design precepts, followed and provided the framework for compiling alternative development concepts. Criteria developed from the early goals and objectives were applied to comparatively evaluate the alternative concepts. Finally, through considerable input from the neighborhood, College and City, a final preferred plan was identified.

The study process included a significant effort to engage the general public, especially the area residents and college faculty and staff. More than 800 area residents and business owners were contacted and asked to participate in the four public meetings held at EdCC. Each meeting included time for interested individuals to make comments or suggestions.



Community Involvement

Four public meetings and workshops were held during the planning study on the campus of EdCC. More than 600 residents and businesses were contacted and asked to participate in the planning process. Each meeting provided the general public an opportunity to make comments and suggestions regarding the study. The meetings were conducted jointly by EdCC and the City of Lynnwood. Each meeting included a review of the study purpose and process and specific key topics.

Meeting #1 – September 9, 1998: Informed the public of the needs for a new college master plan and surrounding areawide plan, solicited public comment and concerns, and reviewed EdCC and City goals and objectives.

Meeting #2 – November 17, 1998: Reviewed campus and area-wide site potentials and constraints, EdCC enrollment forecast and space needs, and preliminary review of design precepts.

Meeting #3 – December 17, 1998: Reviewed campus and areawide design precepts, future space needs, and presented and discussed three alternative development concepts.

Community College Areawide Plan

The resultant Areawide and Campus Master Plan provides a compatible land use framework for the neighborhood and the college. The plan unifies the entire College District as one district, one place. The concept blends college activities, multi-family residential and community-oriented commercial facilities as one complete district. In enabling more compatibility among the area properties, the College District is strengthened as a place – as a neighborhood with distinctive character and identity.

Edmonds Community College

The single largest and most active component of the Areawide Plan is Edmonds Community College. Located in the heart of the neighborhood, the college (delineated in the light blue tone) continues to develop from within adding new buildings, parking lots and structures, and campus open spaces. New buildings expand beyond the existing developed campus area while maintaining a tightly clustered and desirable building-to-building relationship. Pedestrian paths and open spaces are incorporated and extend existing systems, providing convenient and comfortable walking times and distances.

The Areawide Plan also emphasizes the importance of a unified college/community image. The Plan strives to strengthen the college's presence and visibility along the edge of the neighborhood and improve vehicular, transit, and pedestrian access and circulation.

Neighborhood Area

The neighborhood area includes College Place Elementary and Middle Schools, the Lynnwood Municipal Golf Course, and other related uses such as single-family, multi-family and commercial business.

Other than the eventual replacement of single-family uses, the concept does not significantly change the existing land uses, but rather builds on them. The concept recognizes and maintains the auto-oriented and regionally based commercial uses along Highway 99. The concept also recognizes the growing and changing nature of the EdCC campus and the dependency on the automobile as a primary source of transportation for most area residents and college students.

In implementation, the existing single-family area east of the college is, over time, converted to a mixed-use center. The center encourages ground level commercial and retail uses, office and service use and multi-family residential in a pedestrian-oriented environment intended to blend with and support an expanding community college environment. As an active pedestrian and retail environment, the mixed-use center is strengthened by edges and boundaries through road extensions on both 66th Place and 204th Street.

Strong pedestrian connections are developed between the college and the mixed-use center. Pedestrian-oriented streetscapes along 68th Avenue and 202nd Street are developed. The existing transit center located within the EdCC campus becomes more than a college bus stop. It links the two together as one very active urban node.

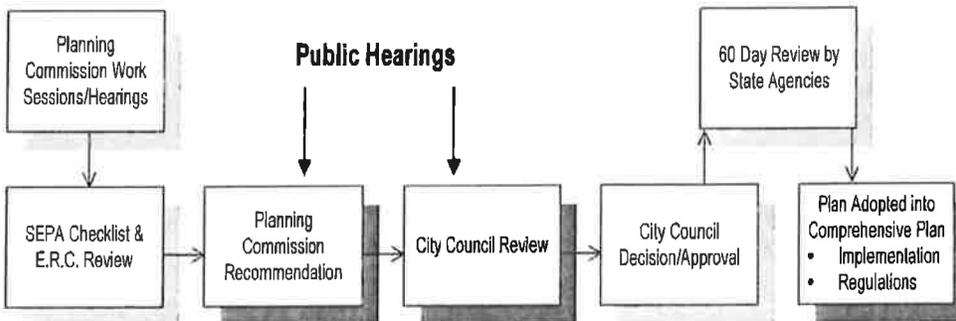
Neighborhood streets become a hierarchy of primary and secondary vehicular routes, transit and pedestrian streets. 200th Street is maintained as a primary vehicular route providing access to and from the College District. 204th Street is redeveloped and extended to allow primary vehicular access between Highway 99 and 68th Avenue. 202nd Street is redeveloped to best serve the needs of the local residential users of that neighborhood. The existing transit stop located at Highway 99 and 200th Street is improved and transformed into an informal gateway to the College District.

Open spaces, new streetscapes and recreation amenities provide the necessary elements to link and connect the College District together as one district, one place. Few neighborhoods within the City of Lynnwood host both a publicly owned 18-hole golf course and a five-acre forested park. These two amenities are linked together and to the rest of the College District making the neighborhood a more livable and vibrant place to live, work and play.

Meeting #4 – March 18, 1999: Presented and discussed "draft" campus and areawide plans, and the "next steps" in the planning process, emphasizing additional public involvement and comment.

The last in the series of neighborhood public meetings covered the "draft" Edmonds Community College Campus Master Plan and the related Areawide Plan. The next step is to formally adopt the Areawide Plan through the City of Lynnwood's Planning Commission and City Council. Significant public input and comments will be taken during this next phase as is illustrated on the adjacent page.

Next Steps



Campus Master Plan

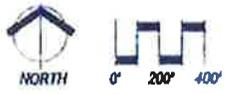
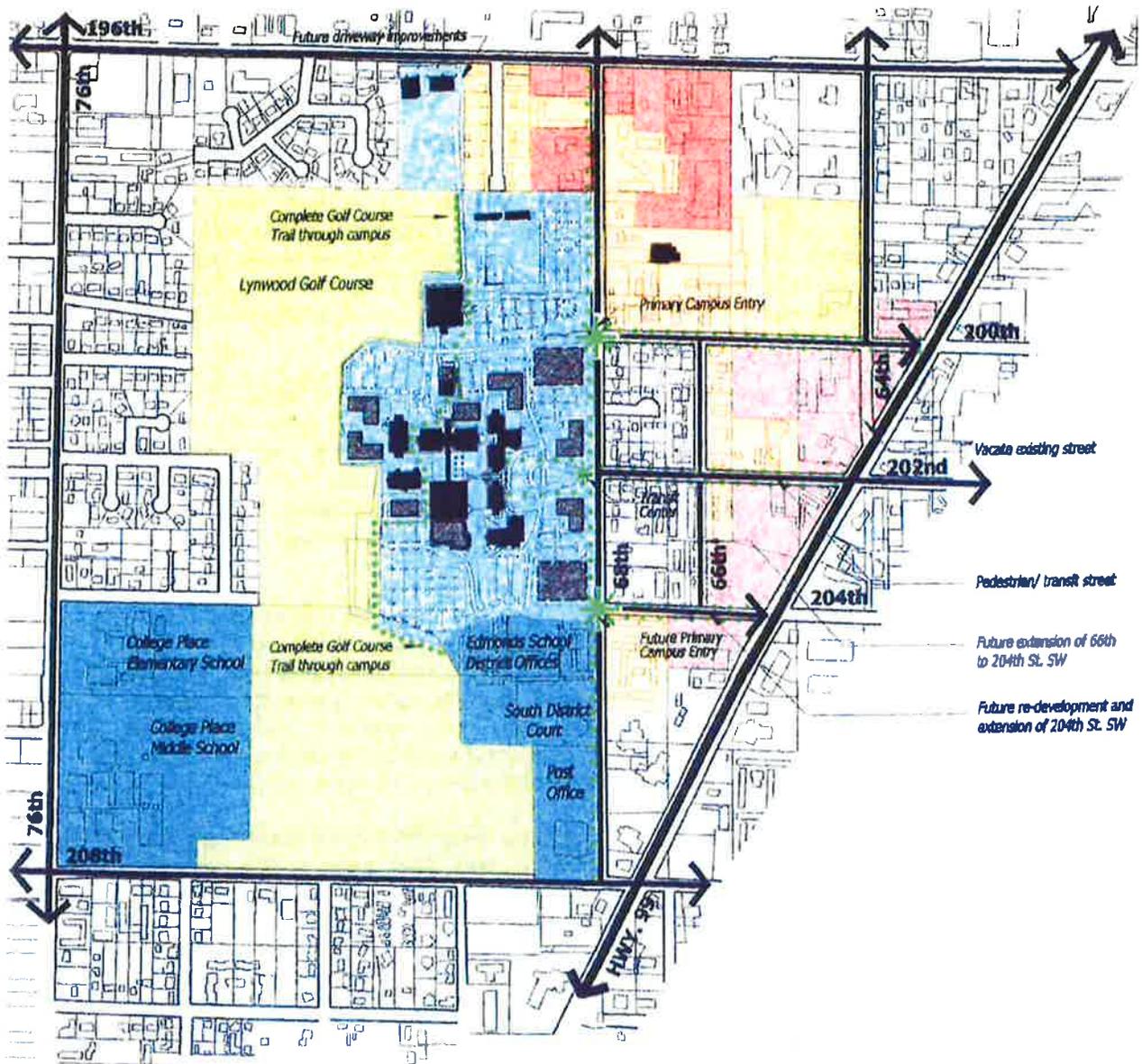
The future EdCC campus is best described in four primary campus organizing principles:

Centrally organized buildings and spaces, including a campus center – The master plan builds on the existing framework of buildings and outdoor spaces. New building locations are indicated near and adjacent to existing campus buildings, expanding on a centrally organized campus. This provides continued benefits to students, faculty and staff who through the course of a day walk back and forth across campus many times. The campus center, or “heart,” is enhanced by distributing new building locations evenly throughout the campus, thus keeping the center in place.

Locating and developing future parking garages on the edge of campus along 68th Street – The master plan builds on the existing framework of parking lots, vehicular circulation and campus entry points. Future parking garages are to be developed near the existing entry driveways at 200th and 204th in close proximity to existing and future campus buildings. These locations allow students, faculty and staff to enter the campus and immediately park the vehicles without wandering through acres of surface parking lots and traffic. Additionally, parking garages located at the edge of campus allow infill building development to occur adjacent to existing buildings maintaining and expanding the desired building and open spaces patterns.

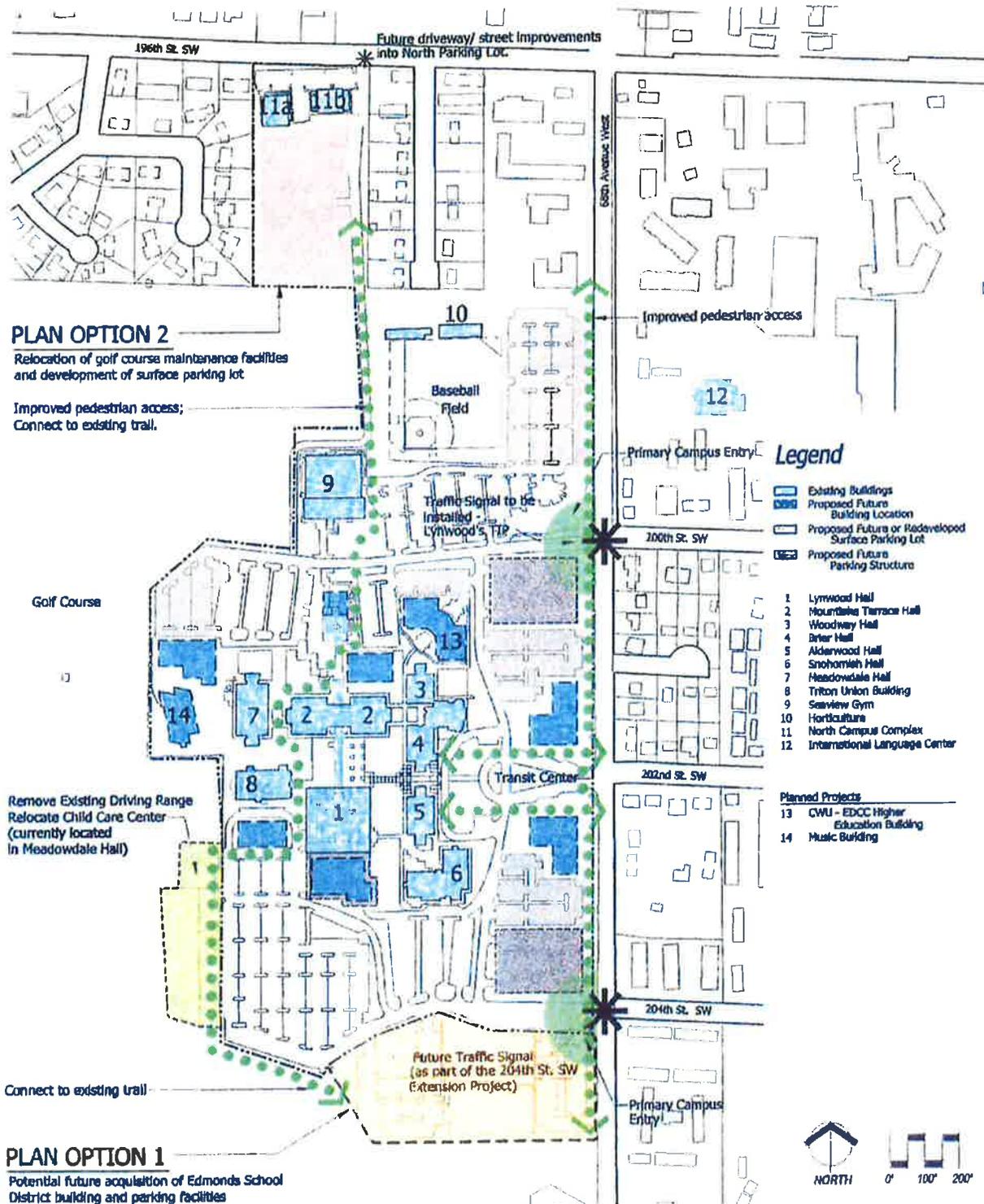
Hierarchy of campus open spaces – The areas between buildings are perhaps the most memorable spaces on any college campus. Campus open spaces are the fabric that weave college functions together as one place, one setting. In that building placement defines open space systems, the plan uses placement of future buildings to expand on and enhance the existing open space environment. The central campus open space or plaza is maintained and strengthened as the primary outdoor room. Secondary open spaces and courtyards are created between existing and new buildings. Open spaces are connected and linked together with a series of pedestrian walkways developed on an organized grid system related to existing and future building locations.

Centralize infrastructure systems – Maximizing both capital and operating dollars is also a key ingredient in developing a successful college campus. The plan maintains and expands on the existing highly centralized infrastructure system. New building locations are considered in relationship to existing utility tunnels and future connections.



- Legend**
- Low Density Multiple Family
 - Medium Density Multiple Family
 - Mixed Use
 - Local Commercial
 - Office Commercial
 - Regional Commercial
 - Public Facilities - College
 - Public Facilities
 - Open Space/ Recreation

Edmonds Community College and Areawide Master Plan



Edmonds Community College Master Plan

MASTER PLAN GOALS & OBJECTIVES: EDMONDS COMMUNITY COLLEGE

The following text is taken directly from Edmonds Community College Mission, Philosophy and Vision Statement. The document, among others, was the basis for determining the college's goals and objectives.

Mission Statement

Edmonds Community College (EdCC) is a leader in providing quality opportunities for learning and service, responding to the dynamic needs of our diverse community.

Philosophy Statement

Edmonds Community College is a community of learners which upholds integrity and high educational standards and affirms the value of lifelong learning. EdCC strives to serve the needs of the individual and honor diversity of culture, ethnicity and thought. EdCC sees education programs and services that are responsive and accessible to our community.

Vision Statement

Building on EdCC's past successes and our current strengths, Edmonds Community College is committed to the future by its:

Focus on People

College personnel are friendly and supportive in their interactions with students and others that use our services. Communication among members of the College community is characterized by civility, mutual respect and inclusiveness.

Students have opportunities for work-based as well as classroom education. The College strives to make its programs available to any interested student, regardless of financial need. Scheduling of classes, activities and services directly reflects the need of those we serve.



Focus on Community

The College serves as a comprehensive community resource.

Maintaining a reciprocal relationship with its community is a primary goal. Therefore, it actively addresses community concerns and solicits opportunities for involvement in community activities and events.

The College plays a key role in economic development and participates in a variety of mutually beneficial relationships with business, industry, labor, education and government.

It provides a rich academic environment, while serving the community as a hub for cultural and social enrichment.

Our programs enjoy active, comprehensive community support and benefit from a variety of funding sources. The College is strengthened by our community providing support and services that clearly demonstrate its values education as an investment.

Focus on Quality Programs, Services and Activities

The College takes pride in its innovative and comprehensive curriculum. Educational offerings and services exhibit EdCC's commitment to collaboration, accessibility and global perspective. The College is recognized nationally and internationally for its programs of distinction in many areas.

Institutional research tracks the progress of EdCC students, the effectiveness of the College's programs and operations, and the educational needs of EdCC's constituents; this leads to the improvement and development of learning initiatives and services.

Focus on Being a Positive Place to Work and Learn

Our motivated and well-educated faculty and staff work in a safe, healthy, and friendly environment, where different perspectives are valued. Employees are involved in decision-making processes and exhibit good communications, both formally and informally. They are supported by responsive leadership, and appropriate level of staffing and high-quality professional development programs. Technology is fully integrated and effective, and supports all operational and learning systems. Our facilities and grounds are attractive, inviting and accessible, and contribute to our positive internal and external image.

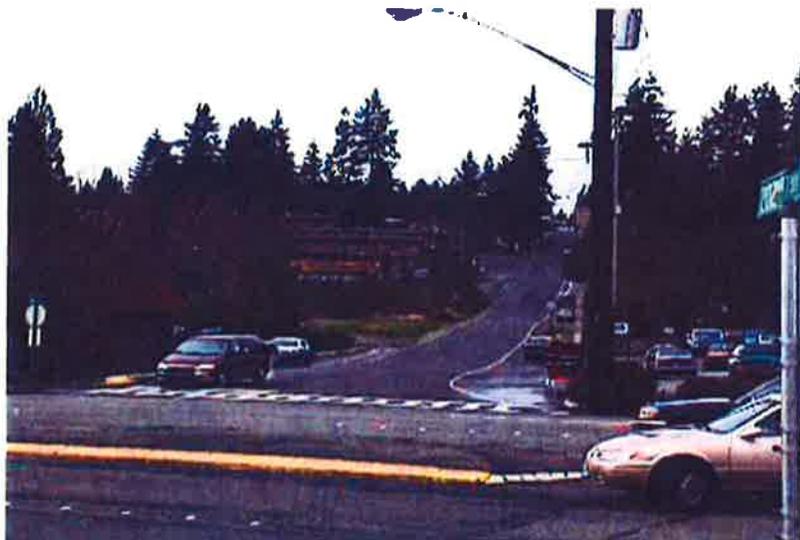
MASTER PLAN GOALS & OBJECTIVES: CITY OF LYNNWOOD

The following text is taken directly from The City of Lynnwood Comprehensive Plan. This section among other documents and reports was the basis for determining the City's goals and objectives relating to the Community College District.

Goals

The following are the City of Lynnwood goals related to the Community College Area Master Plan:

1. Establish Lynnwood as the leading city of Snohomish County, a great place to live, work, shop, play and learn.
2. Maintain Lynnwood's high quality residential character, along with a full range of densities and housing types necessary to meet the housing needs of all segments of the community.
3. Continue to increase the local economy with ample opportunities for new businesses in appropriate fully serviced locations.
4. Provide a superior system of parks, open space and recreational opportunities.
5. Continue to support quality education and recognize the importance of public and private schools as valuable community assets.
6. Accommodate increasing traffic, with attractive and functional street improvements, while promoting mobility alternatives that minimize congestion.
7. Ensure that all new development is attractive, well designed, and contributes to the aesthetic quality of the community.



Comprehensive Plan Principle

The Community College enriches the lives of Lynnwood residents through its education, recreation and cultural programs and activities. In addition, the off-site activity associated with the community college creates a unique setting for related land uses and improvements for transit, pedestrians, businesses, and housing. The development and use of land in this Areawide Plan shall support the programs and other activities of the community college. New development in this Plan should be coordinated with existing structures in order to promote ease of access among existing and future structures while minimizing impacts on surrounding neighborhoods. The College is expected to use existing public and private educational facilities outside the Plan area as sites for classes and other programs. However, the unmanaged encroachment of college buildings or facilities into residential neighborhoods beyond this subarea would substantially decentralize the activity needed for the Areawide Plan.

Objective 12: Provide a land use environment that is complementary to the needs of the Community College Area, the neighborhood, the vicinity, and the city.

Policy 12.1: Develop a Community College Area Master Plan to provide educational, recreational, and cultural experiences for the entire community. Principal land uses in this Plan shall be the Community College, housing for students attending the college, and educational or institutional uses that provide a direct benefit to the Community College or that depend on the College for support. Retail stores and services that serve students, faculty and staff of the college and residents of the Plan area may be permitted; but retail services that serve the community or region should not locate in the Plan area. While most buildings should be no more than three stories in height, taller buildings may be permitted, so long as they do not impair the appearance of the Plan area.

Policy 12.2: Work with the Community College, the Edmonds School District and other affected property owners and businesses to integrate a transit center, gateways, landscaping, building design and location to improve the interface between the college and the surrounding neighborhood.

Policy 12.3: Work with the Community College to incorporate the appropriate areas within the Areawide Plan for the development of student housing, educational and/or supportive commercial uses.

Policy 12.4: Work with the Community College to develop a transportation plan that addresses the parking needs, transit support, and traffic circulation, and improved pedestrian and bicycle access.

Policy 12.5: Work with the Community College to provide cultural facilities and activities at the college that will be mutually beneficial for the college and the city.

Policy 12.6: Provide incentives and performance related standards to allow mixed-use development at appropriate locations in the Community College Areawide Plan.

ACADEMIC PROGRAM REQUIREMENTS

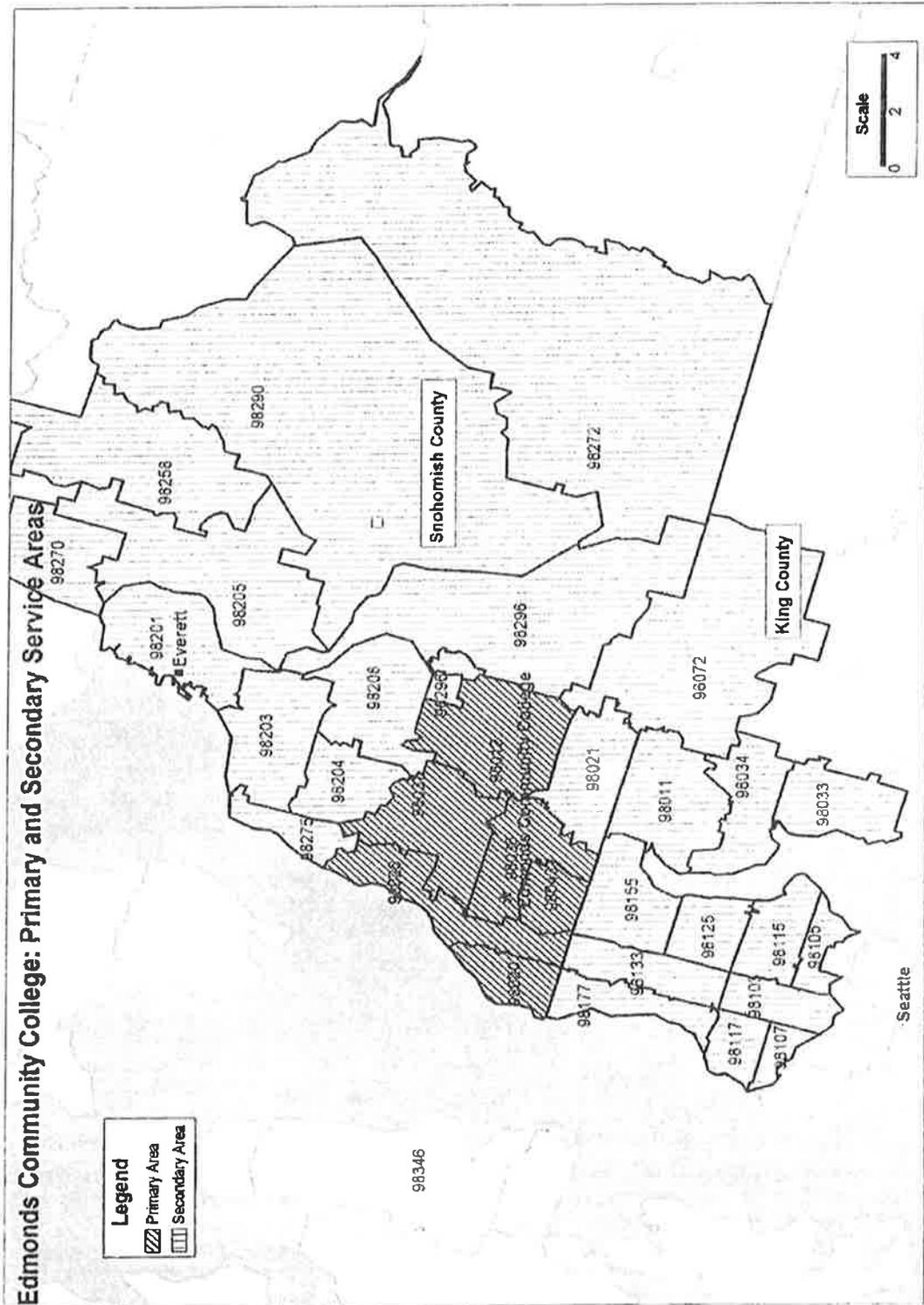
The Edmonds Community College district encompasses an area that extends from north Seattle to Mukilteo, and from the edge of Puget Sound to Mill Creek. The effective service area (i.e., where current students reside) extends beyond the district boundaries, from north Seattle to Marysville and east past Mill Creek. The population is forecast to grow by nearly 7% by the year 2005, and by another 15% by the year 2020, with the most significant growth occurring closest to the campus.

Edmonds Community College currently serves well over 6,000 students on its main campus. These students are comprised of full and part-time EdCC students, upper division students attending Central Washington University, and high school students enrolled in the Running Start program. The campus currently operates six days a week, from 7a.m. to 9 p.m. on most weekdays.

Future enrollment growth of the college is determined by a number of factors including (but not limited to) future population growth and demand for higher education services, the economic climate and needs of businesses, and the availability of funding. Similarly, the types and amounts of space needed to serve the projected student growth can involve a variety of factors such as the types of programs offered, the use of technology and blend of teaching delivery modes, and operational issues (e.g., class size, scheduling, hours of operation).

For purposes of master planning for a 20-year timeframe, the approach to estimating future enrollment growth and space needs for the college is simplified and intended to provide general direction for planning. Future enrollment is estimated based largely on projections of future population growth for the college's current service areas. A space planning model developed by the State Board for Community and Technical Colleges, a commonly applied planning tool, is used to identify the types and amounts of academic and vocational space needed to serve future campus growth.

The space planning model may be viewed as identifying *minimum* requirements for needed space, and has not been adjusted for technology, changes in program needs or classroom operations. Therefore, future 5-year updates of the master plan, and pre-design analyses for future building projects may be best suited for testing the use of technology and alternative teaching delivery modes on space needs, as specific programs are identified for the college and its students.



Summary Enrollment Forecasts

Future EdCC and Running Start student growth is estimated by applying current Edmonds Community College participation rates, by age cohort, to projected population growth. Student growth is forecast to increase by an average annual rate of 2.1% in the primary service area and 0.5% in the secondary service area.¹ The average growth rate for the combined primary and secondary areas is around 1.5%. For both services areas, the highest rates of growth are expected through the year 2005. After this period, population is expected to display lower rates of growth, especially in the 17 – 22 age group from which the highest level of community college participation is drawn.

Future CWU student growth has been forecast by that institution. (CWU projections appear to include the potential NSIS upper division growth on the Edmonds CC campus.)²

As seen below, modest average annual growth rates result in a significant number of new students on campus over a 20-year timeframe. That is, an average annual growth rate of 1.5% can be expected to increase enrollments by some 30% to 40% by the year 2020.

Student Enrollment Forecasts	<u>1998</u>	<u>2000</u>	<u>2005</u>	<u>2010</u>	<u>2020</u>
Average Annual Student Growth		1.5%	2.2%	0.8%	.07%
EdCC Enrollment (incl. running start)	6,020	6,340	7,140	7,490	7,950
CWU Enrollment	<u>405</u>	<u>600</u>	<u>800</u>	<u>1,000</u>	<u>1,000</u>
Total Student Enrollment	6,425	6,940	7,940	8,490	8,950
Day-on-Campus FTE (69%)	4,140	4,360	4,910	5,150	5,470

¹ The primary service area generally follows the city limits of Lynnwood and Edmonds and currently accounts for over half of the student enrollment. The secondary service area extends north to Marysville, south to Seattle and east past Mill Creek accounts for over 30% of current enrollment.

² NSIS is an acronym for an on-going collaborative effort between three community colleges and four state baccalaureate institutions to expand access to higher education for the residents of North Snohomish, Island and Skagit Counties. The Facilities Plan for NSIS assumes that 430 additional upper division students (i.e., students enrolled in UW, WSU, CWU or EWU programs) will be served on the EdCC campus.

Space Needs

The state's space planning model allocates roughly 68 assignable square feet (ASF), or 104 gross square feet (GSF), per additional day-on-campus FTE.³ For space planning and funding purposes, the total student enrollments are translated into "day on campus" full-time equivalent students (FTEs), which roughly approximates a 15-credit-hour load. **Given EdCC's current academic space of 235,100 ASF**, this means the campus now faces a space shortage of nearly 50,000 ASF. According to the space planning model, the future additional space needed for the forecast enrollments reaches nearly 200,000 GSF by the year 2020 for EdCC, with an additional 88,000 GSF needed by CWU. (CWU space needs are forecast by that institution and reflect the direction for growth as set in their 1998 pre-design analysis for a proposed joint use EdCC/CWU facility on the EdCC campus.)

In the long term, the space types that will be most in need of expansion include general classrooms, library, student center and faculty office spaces. This determination is based on results from the planning model, meetings with a faculty advisors group, and interviews with key administrative and facilities persons.

Forecast Space Needs	<u>1998</u>	<u>2000</u>	<u>2005</u>	<u>2010</u>	<u>2020</u>
EdCC Space Needs	281,300	294,900	328,800	343,600	363,400
Per Planning Model: ASF					
EdCC New Space: ASF	46,200	59,800	93,700	108,500	128,300
Conversion to GSF (.65)	71,100	92,000	144,200	166,900	197,400
CWU New Space: GSF		<u>30,000</u>	<u>88,000</u>	<u>88,000</u>	<u>88,000</u>
Total New GSF	71,100	122,000	232,200	254,900	285,400
Incremental New GSF	71,100	50,900	110,200	22,700	30,500
Planned Projects: GSF					
EdCC Music Building		19,000			
CWU Joint Use Building		52,000	58,000		
Incremental Space Needs: GSF	71,100	50,900	103,200	125,900	156,400

The space planning model may be viewed as identifying *minimum* requirements for needed space, and has not been adjusted for technology, changes in program needs or classroom operations. Therefore, future 5-year updates of the master plan, and pre-design analyses for future building projects may be best suited for testing the use of technology and alternative teaching delivery modes on space needs, as specific programs are identified for the college and its students.

³ The conversion from ASF to GSF is .65; this is a conservative ratio of assignable to gross square feet for campus type uses and reflects the space needed for building circulation, bathrooms, walls, etc.

Parking Needs

Parking needs are often the largest use on college campuses. Parking on the EdCC campus is currently considered adequate by the college, with minimum "spill-over" into adjacent neighborhoods and a considerable amount of students arriving via carpool or transit. (Please see Section 4, Transportation Mode Split.) Parking needs projections are for long-range planning purposes and that the provisions of future parking will be in accordance with city parking standards determined during the review and permitting process for individual projects.

The future parking needs of student, faculty and visitor populations are estimated for the campus using the following approaches and assumptions:

- Future student parking needs are estimated by applying the current ratio of parking spaces per student FTE / headcount to future student enrollments. Currently, there are .25 parking spaces for each student headcount (i.e., students taking 8.8 average credits). This approach assumes that the current parking supply closely meets demand, and is sufficient for master planning purposes.
- Future faculty and staff parking needs are estimated by first applying the current ratio of faculty/staff to student FTE/headcount in order to estimate total future faculty/staff on campus. Secondly, applying the current ratio of parking spaces to faculty/staff (i.e., 0.94 stalls per faculty/staff) to future populations.
- Adding an extra 10% to the combined student and faculty/staff parking for use by visitors.
- Including the additional parking needs of CWU and the golf course.⁴

The following table summarizes the parking needs for the campus:

Forecast Parking Needs	<u>1998</u>	<u>2000</u>	<u>2005</u>	<u>2010</u>	<u>2020</u>
Day on Campus, Headcount	<u>Estimated</u>				
Students	7,057	7,432	8,369	8,778	9,324
Faculty	265	279	314	330	350
Staff	<u>140</u>	<u>147</u>	<u>166</u>	<u>174</u>	<u>185</u>
	7,462	7,858	8,850	9,282	9,859
Parking Stalls	<u>Existing</u>				
Students	1,743	1,836	2,067	2,168	2,303
Faculty	382	402	453	475	505
Staff	<u>219</u>	<u>223</u>	<u>235</u>	<u>247</u>	<u>273</u>
	2,344	2,460	2,760	2,890	3,080
Additional Stalls					
CWU	225	333	444	556	556
Golf Course	50	50	50	50	50
Total Parking Stalls	2,620	2,840	3,250	3,500	3,690

⁴ Assumptions for CWU parking needs include a .5 parking stall for each FTE; 1 faculty per 18 student FTE; 1 staff per faculty FTE; and .5 faculty/staff parking stall per faculty.

THE COLLEGE DISTRICT PLAN PART 2

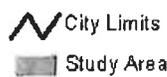
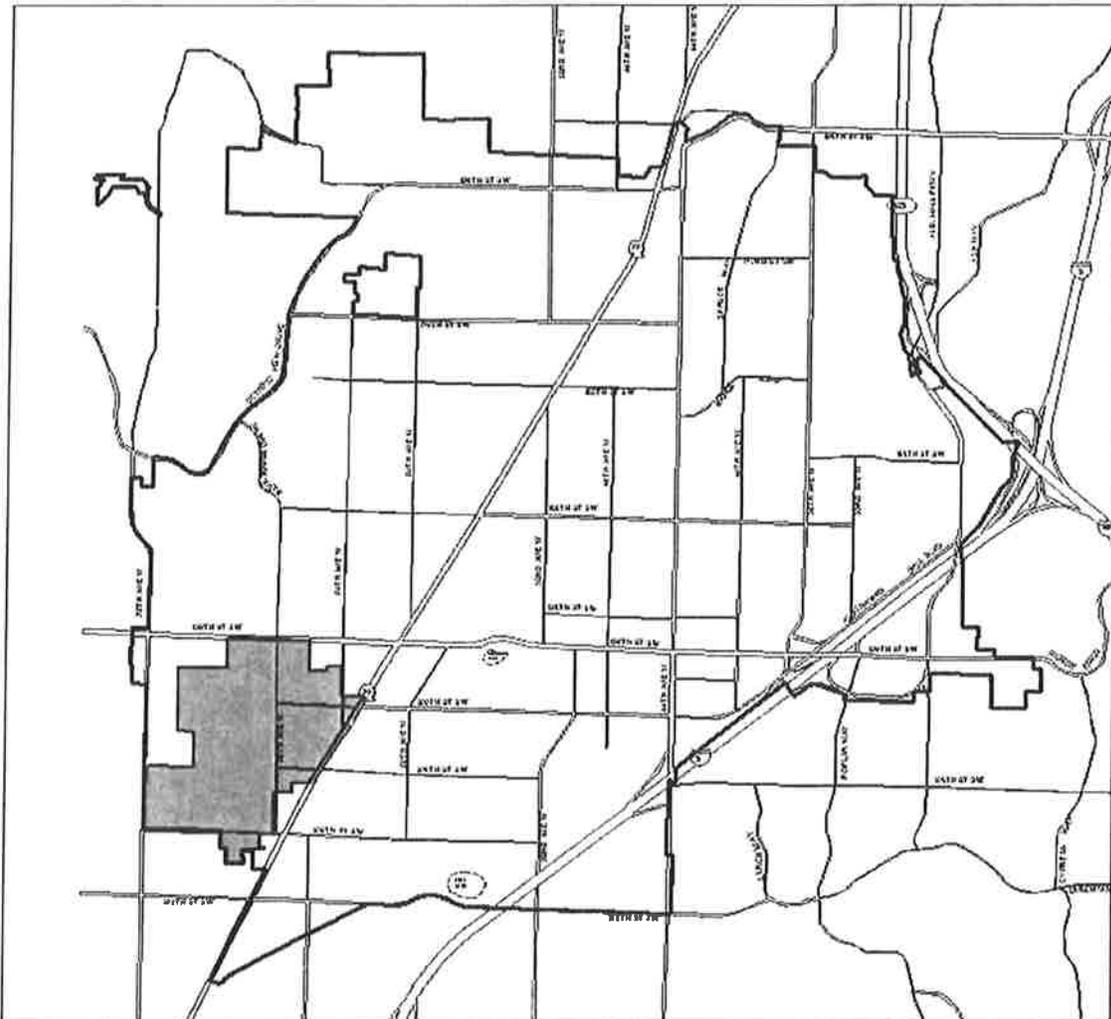
STUDY AREA AND COLLEGE CAMPUS – EXISTING CONDITIONS

Regional Context
1995 Comprehensive Plan
1995 Comprehensive Plan Future Land Uses
Existing Land Uses
Existing Land Use Facts
Single Family Residential
Multi-Family Residential
Commercial
Access and Circulation
Transit
Parking
Transportation Mode Split
Campus Form and Setting
Utilities
Neighborhood and Campus Development Potentials and Constraints

EXISTING CONDITIONS

Regional Context

The Community College District is located in the southwest quadrant of the City of Lynnwood and includes the Edmonds Community College site and surrounding areas. The study area includes most of the properties within the College District and is made up of single-family, multi-family, commercial and public owned lands. As illustrated in the following map, the study area is generally bordered by 196th Street SW to the north, Highway 99 to the east, 208th Street SW to the south and 76th Avenue West to the west.

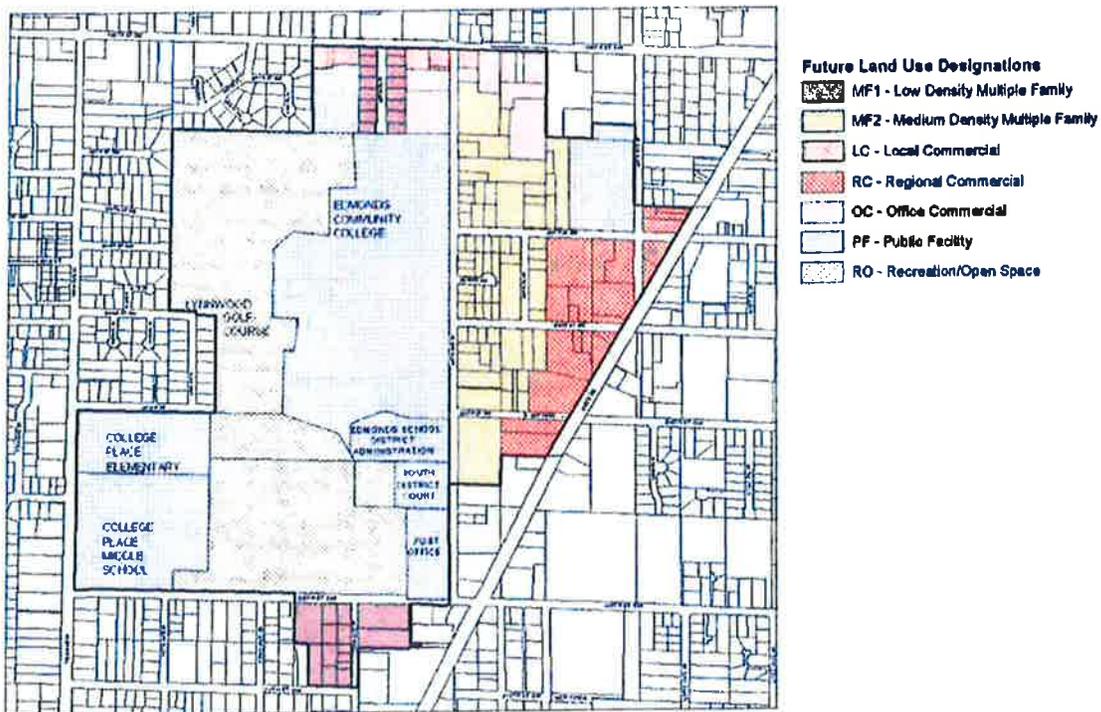


1995 Comprehensive Plan

Lynnwood's Comprehensive Plan identified the "Community College District" as an area of great importance to the community but also an area in need of a more specific plan. Thoughtful planning and appropriate development regulations and guidelines will help guide growth and change in the most desirable directions for the benefit of the college, the neighborhood and the entire Lynnwood community.

1995 Comprehensive Plan Future Land Uses

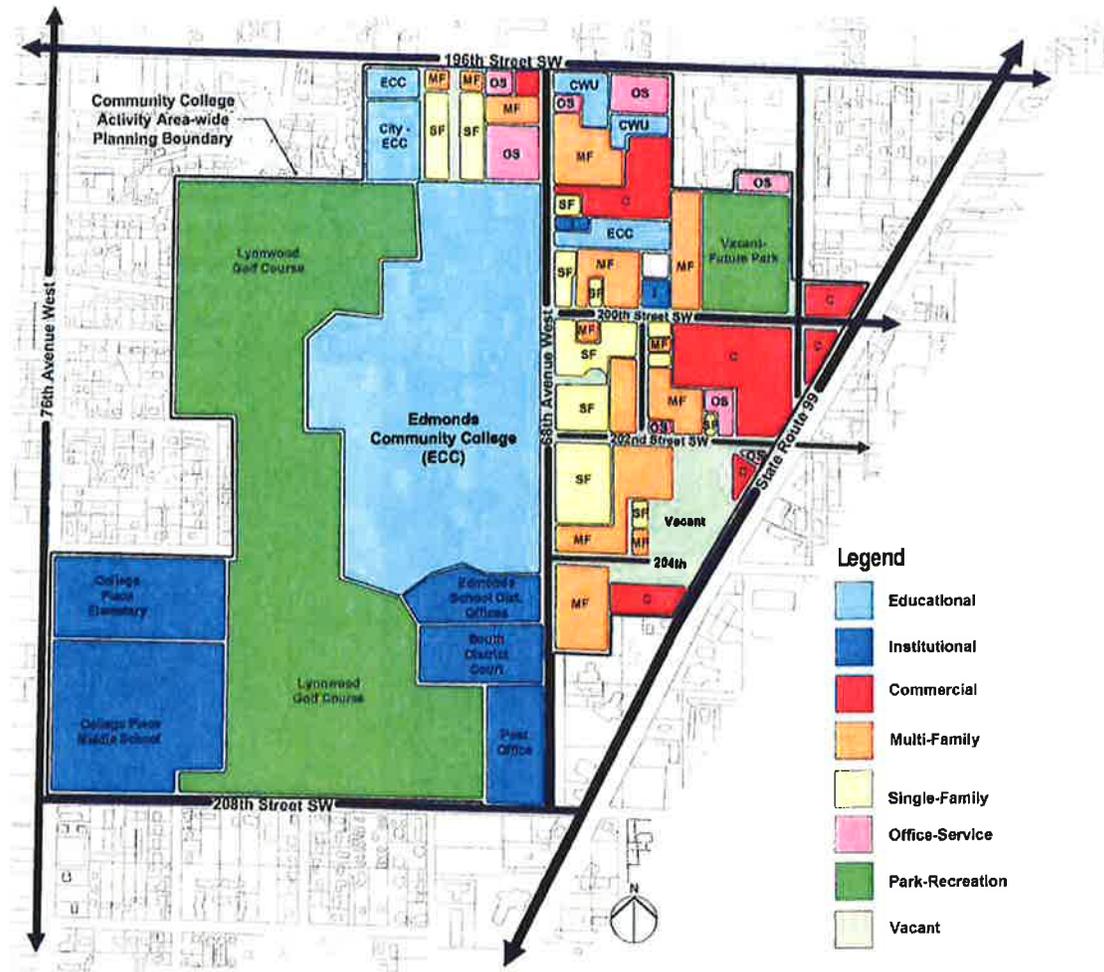
Overall, the 1995 Comprehensive Plan calls for an increase in residential density, continuation of auto-oriented commercials uses along Highway 99, and introduction of a new mixed-use area within a forested and undeveloped parcel. Residential densities are increased with the reduction in the number of single-family homes and an increase in the amount of medium density multiple-family areas. Predominant land uses include recreation/open space and public facilities such as EdCC, post office and South District Court.



Future Land Uses

Existing Land Uses

The study area contains as many as seven different land use types. One reason for this mix could be the influence of Highway 99 on the area during the past twenty years. Highway 99 is an active and busy state highway linking Everett and Tacoma. Predominant land use along the highway is commercial and retail businesses, oriented to an automobile environment. Over time many of the single-family residential homes especially those nearest Highway 99 have been purchased in clusters and converted to multi-family or commercial uses. Because of this change the area has become increasingly fragmented with a variety of land uses.



Existing Land Uses
Existing Land Uses

Existing Land Use Facts

Primary Land Uses

Single Family Residential

Number of dwellings	65 Units
Approximate acreage	13 Acres
Average age of units	45 Years
Percent rental properties	29%

Multi-Family Residential

Number of dwellings	740 Units
Approximate acreage	28 Acres
Percent of rental units	81%

Commercial/Office

29 Acres

Edmonds Community College

Total Campus Area	50 Acres
Total Number of Campus Buildings	33
Total Gross Square Feet on Campus	425,000 GSF
Approximate Number of Parking Spaces	2,350 (off-street)

Other Institutions

115 Acres

Open Space/Park

7 Acres

Vacant Lands

8 Acres

Right-of Way

20 Acres

Total Area

270 Acres

Single Family Residential

Over time, many single-family residential dwelling units within the College District have converted to other uses such as condominiums, apartment buildings and commercial businesses. Two pockets of single-family homes still remain, although the area adjacent to 68th Avenue West is most susceptible to change due to its proximity to EdCC and increasing surrounding residential densities. Some of these properties are currently for sale or are being consolidated for re-development.



Multi-Family Residential

Multi-family residential dwellings units within the College District are located between commercial uses along Highway 99 and 196th Street SW and the single-family areas along 68th. This multi-family zone acts as a transitional zone between the single-family and commercial uses within the area. Most units were built before 1990 and vary greatly in density from 7 to 37 units/acre. Recently built multi-family units including condominiums and apartments provide a good example of what future multi-family may look like.



Commercial

Commercial uses within the College District occur along Highway 99 and 196th Street SW. Most of the commercial activity along Highway 99 serves regional customers and is very auto-oriented. Few, if any, pedestrian amenities exist along Highway 99 other than an occasional transit stop near major intersections. All parcels along Highway 99 are developed except for one property located at the 204th Street SW intersection. Future development of this parcel could provide a new image for the College District and future commercial redevelopment of Highway 99. Commercial activities along 196th Street SW are less regionally based and provide for pedestrian connections to adjacent residential neighborhoods.



Access and Circulation

The College District is served by a series of primary and secondary road systems including two state highways, major and minor arterial roads and neighborhood collector roads. Traffic generators include:

- Local and regional commuters utilizing SR-99 as a north/south route
- EdCC students and faculty utilizing 68th Avenue West, and 200th Street SW
- Commercial and retail business along SR-99 and 196th Street SW

Access to the EdCC campus is provided by 68th Avenue, which is classified as a Collector Arterial. Access to the campus area and to 68th Avenue is provided primarily by SR-99 and 196th Street, both classified as Principal Arterials, and by 212th Street, a Minor Arterial. Other streets providing access to the campus area to/from the north include 76th Avenue, a Minor Arterial, and 68th Avenue (north of 196th Street), a Collector Arterial. In addition, 200th Avenue and 208th Avenue each connect 68th Avenue and the campus driveways to SR-99 and areas to the east between SR-99 and I-5.

SR-99 is a 5-lane arterial that provides the main north-south arterial route through the Lynnwood/Edmonds area, with direct links to the Everett area to the north and the Shoreline/North Seattle area to the south. SR-99, which runs on a northeast-to-southwest diagonal, is located 2-4 blocks east of the EdCC campus and serves as the College District east boundary.

196th Street SW (SR-524) located along the northern study area boundary, provides the main east-west arterial route through the Lynnwood/Edmonds area, with direct links to downtown Edmonds and the Edmonds Ferry Terminal to the west and the Alderwood Mall area and I-5 to the east.

212th Street SW provides a secondary east-west arterial route through the Lynnwood/Edmonds area, linking downtown Edmonds, SR-99, and other north-south arterials to one another and to the east side of I-5. Although it is not within in the College District and does not have a direct connection to 68th Street and the campus driveways, 212th Street provides an important connection to Edmonds residential areas and to Lynnwood, Brier, and Mountlake Terrace neighborhoods east of I-5.

68th Street – This north-south road running through the heart of the Activity Area serves as the dividing line between college activities and "other" land uses in the area. An existing landscape buffer has been developed adjacent to the college's parking lots that serves to screen views into the campus. The buffer has been effective in screening views of the parked cars although it has also inadvertently created a "wall", physically separating land uses rather than integrating them together as one neighborhood.



202nd and 204th Streets – In addition to primary and secondary roads 202nd and 204th Streets have the potential to play a more significant role in future access and circulation patterns. 202nd provides a direct link from the EdCC transit center to SR-99. 204th, currently a dead end one block east of 68th also has the potential to link EdCC with SR-99 by extending the road the full length from SR 99 and 68th Avenue West.



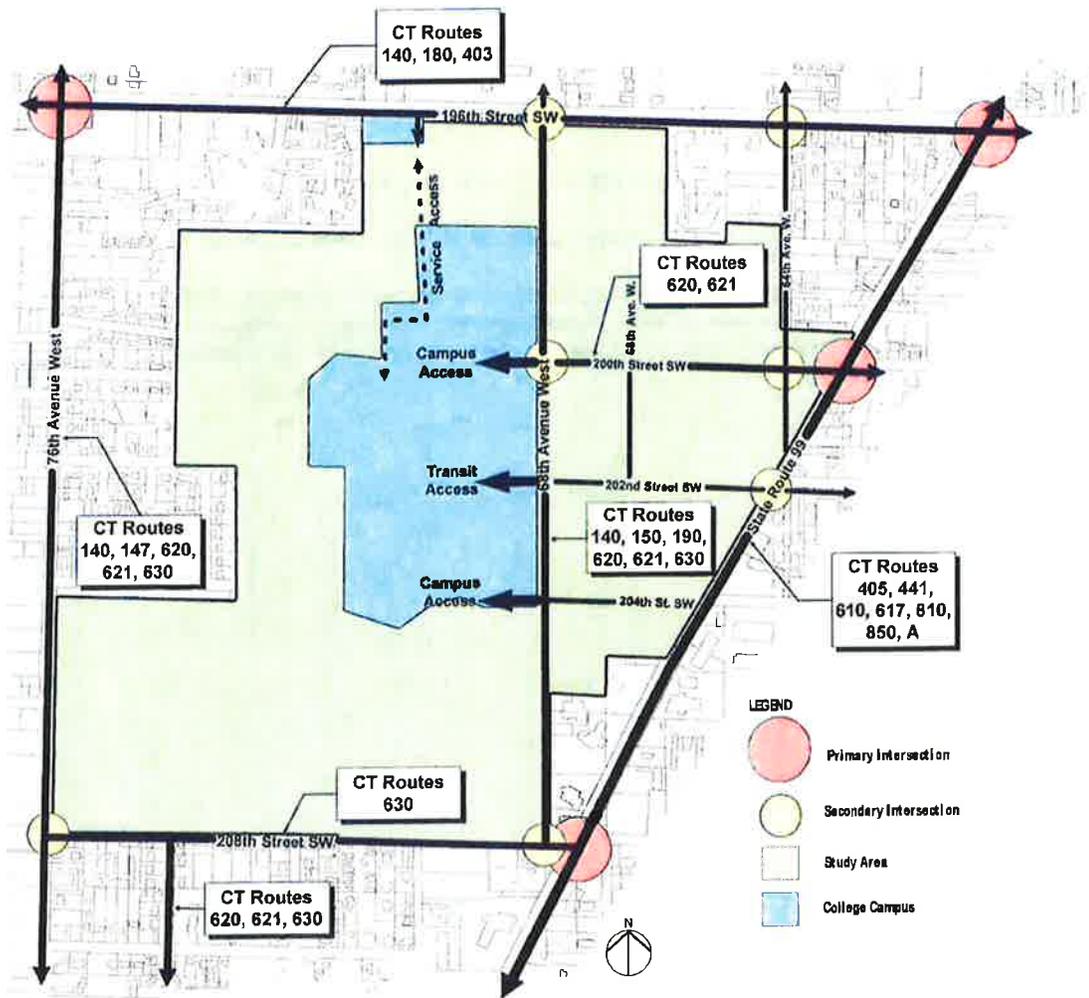
202nd Street



204th Street

Transit

Edmonds CC currently has excellent transit service. Community Transit (CT) operates a transit center on campus, which brings five CT bus routes literally to the doorstep of the school. In addition, there are several additional local and commuter bus routes that operate on 196th Street and on SR-99 within easy walking distance of the campus. The CT transit center is located on the eastside of campus, with direct access onto and off of 68th Avenue for buses. EdCC's Transportation Management Program operates the "Edpass" Program, whereby each student is provided with a free CT bus pass.



Existing Street Network and Transit Service
Existing Street Network and Transit Service

Parking

EdCC provides on-campus parking lots for students, faculty, staff, and visitors. The number of parking spaces provided is generally adequate to meet the demand. Although there are an adequate number of spaces (for current needs), not all the campus parking lots are used equally, creating high demand for some lots while others are often under-utilized. "Lot full" conditions, and the associated congestion and delay, occur on a regular basis. Future parking plans will address both existing circulation and access problems as well as providing additional needs.

Transportation Mode Split

In order to be able to accurately estimate future campus traffic volumes and impacts, future campus transit use and carpooling, and future campus parking requirements, the mode split (i.e., the relative use level of various transportation modes) and traffic patterns of current campus students, faculty, and staff was determined. The vehicle occupancy, bus rider, walk, and drop-off counts – and the mode splits derived from them were compiled. The analysis produced the following results:

- In the morning 72% of students, faculty, and staff arrive in single-occupant autos (SOV)
- 18% arrive in carpools
- 8% arrive on transit (much higher than at suburban activity centers, where transit use often is 2% or less)

The analysis concluded that transit use at EdCC is reducing the number of SOV, which in term reduces the amount of neighborhood traffic generated by the college. Although 8% transit use is commendable, the college is committed to aggressively pursuing other transportation demand programs and encouraging more transit use in the future.

Campus Form and Setting

Edmonds Community College is comprised of approximately 425,000 gross square feet in 13 major buildings on approximately 50 acres. The campus is organized as a dense pattern of buildings, walkways and plazas, surrounded by surface parking lots. Most buildings are two and three levels and are typically set no more than 100 feet apart. The compact organization of the campus provides convenient and reduced walking distances between buildings, making it possible to travel from one end of campus to the other in less than 5 minutes. Connections between buildings at the second level are also provided through use of pedestrian bridges, making linkages between buildings even easier.

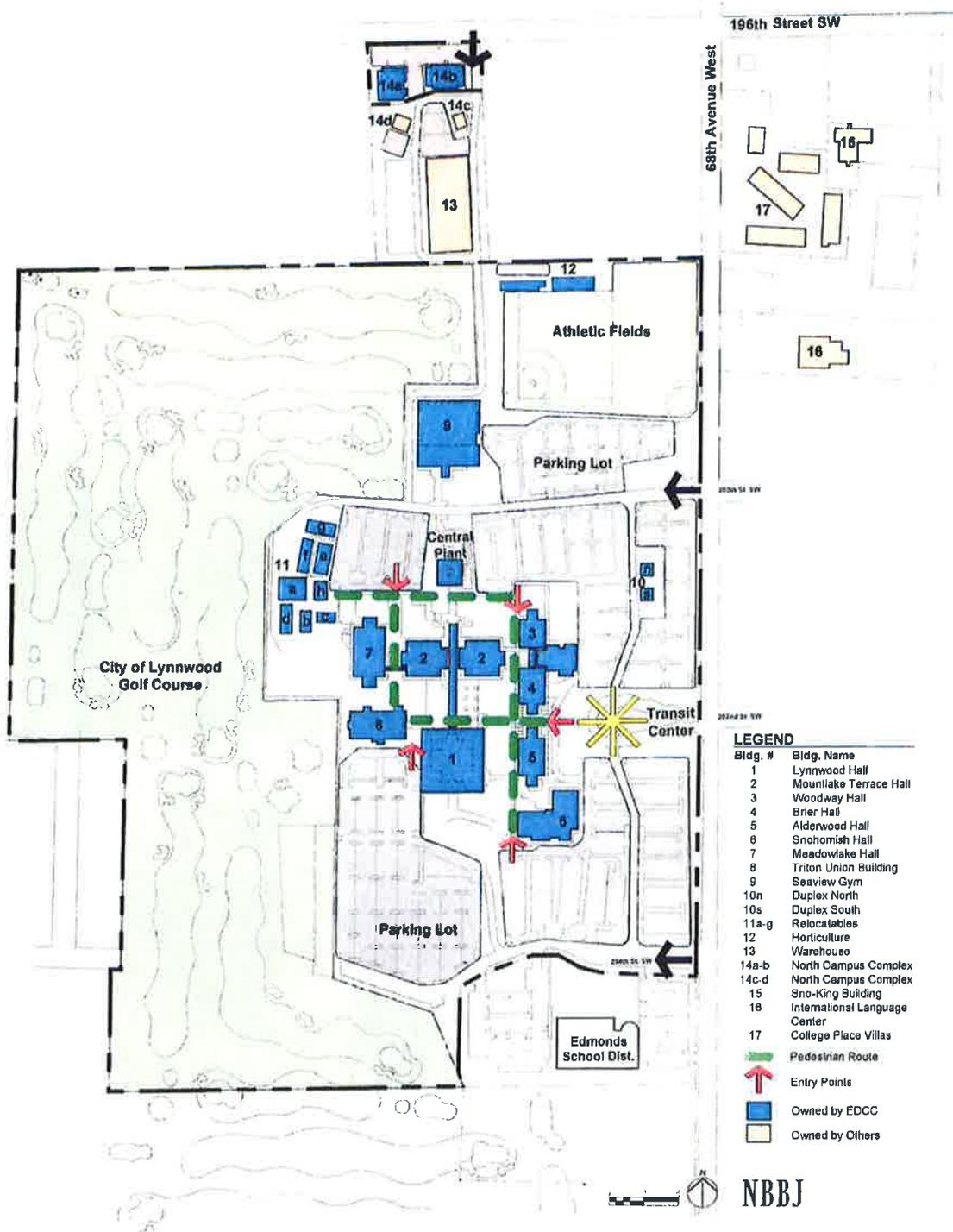
The campus' "front door" is integrated within an active and centrally located transit center, allowing convenient access to most campus buildings. Located at the west end of 202nd Street, the transit center acts as an entry court to the college and has the potential to serve the adjacent neighborhoods as well as the college. While the campus has a clearly defined front door along 68th Avenue, it has no access from the west along the golf course. The entire western boundary of the campus borders on the City of Lynnwood Municipal Golf Course. While there is no vehicular or pedestrian access from the west, the golf course and the college have worked to be compatible neighbors. This is evidenced through the joint use of the Triton Union Building, which operates both as golf proshop and student center.

Clear wayfinding and access between buildings and from parking lots is easily achieved. Pathways are gracious and landscaped with accent materials to delineate entry points.



Campus open space is well developed and organized. Hierarchy of spaces provides clear definition of outdoor rooms, gathering areas, and circulation routes.





LEGEND

Bldg. #	Bldg. Name
1	Lynnwood Hall
2	Mounlake Terrace Hall
3	Woodway Hall
4	Brier Hall
5	Alderwood Hall
6	Snohomish Hall
7	Meadowlake Hall
8	Triton Union Building
9	Seaview Gym
10n	Duplex North
10s	Duplex South
11a-g	Relocatables
12	Horticulture
13	Warehouse
14a-b	North Campus Complex
14c-d	North Campus Complex
15	Sno-King Building
16	International Language Center
17	College Place Villas

	Pedestrian Route
	Entry Points
	Owned by EDCC
	Owned by Others

NBBJ

Existing Campus Uses

Utilities

The City of Lynnwood provides sanitary sewer, fire protection and domestic water, and storm drainage utilities within the College District and to the EdCC campus. A review of existing locations and capacities of all utilities was conducted as part of the master plan process. Technical information and utility mapping is documented in a separate report entitled EdCC and Areawide Plan – Planning Background Report.

Sanitary Sewer

Review of the City of Lynnwood Comprehensive Sewer Plan indicates sufficient capacity is available to accommodate additional buildings on the EdCC campus as well as the identified future land uses as designated in the 1995 Comprehensive Plan. A section of sewer line near the treatment plant is the only transmission main between the College District and the treatment plant identified as under capacity. This section of pipe is included in the Capital Improvements Program.

Domestic Water Supply

The existing water main system and water supply appear adequate to provide fire flows for the campus and additional buildings on the EdCC campus as well as the identified future land uses as designated in the 1995 Comprehensive Plan. The only deficiency found is an excessively long (greater than 50 feet) 6 inch diameter fire hydrant service line east of Brier Hall on the EdCC campus. The fire hydrant service line will require replacement to a higher volume capacity line. Most buildings on the EdCC campus are not sprinklered and additions or in-fill development adjacent to existing buildings will require providing sprinklers for new and adjacent existing structures.

Storm Drainage System

The City of Lynnwood is currently operating under a storm drainage ordinance adopted in 1977 with subsequent amendments in 1989. This ordinance requires stormwater detention and water quality treatment facilities for new building construction, replacement of existing pavements, and for parking areas associated with new buildings. A new ordinance, intended to comply with current Department of Ecology (DOE) guidelines, is anticipated within 6 months to 2 years. This ordinance will likely require new construction and replacement of existing asphalt surfaces to develop stormwater detention and water quality treatment facilities. Currently, the majority of the EdCC campus is not in compliance with current DOE stormwater detention and water quality standards. The City of Lynnwood will likely require EdCC to upgrade over time in a phased approach as new building projects come on line.

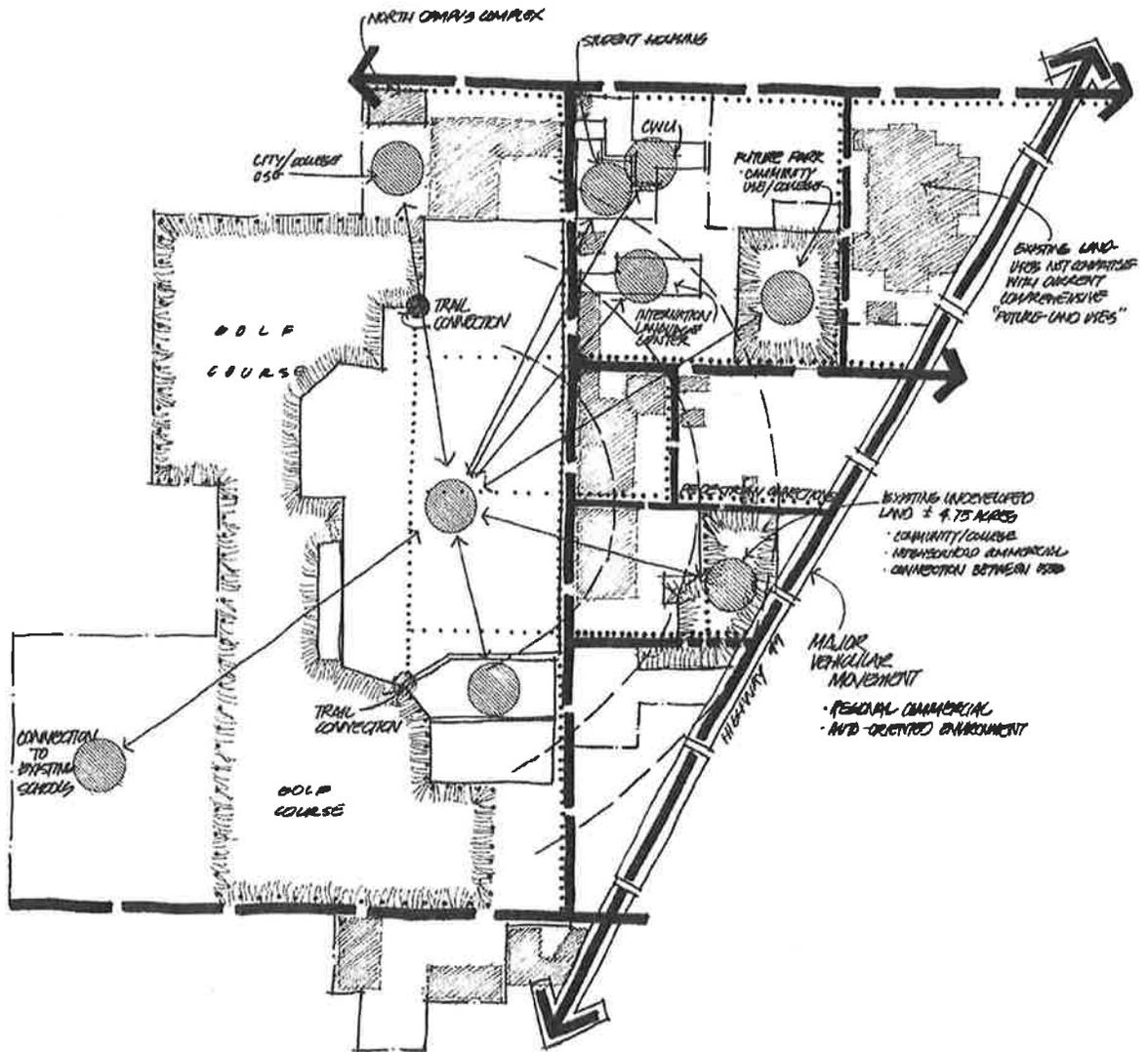
Storm drainage from the campus flows in three directions (north, east and west) into four drainage sub-basins, all tributary to Lake Ballinger. Only three areas on campus provide for stormwater detention, including Snohomish Hall, Alderwood Hall, and the parking lots east of Brier Hall and south of the soccer field. Water quality swales treat a portion of the parking lot southeast of Snohomish Hall, east of Brier Hall, and the parking lot south of the soccer field.

Additional technical information and analysis has been prepared and is available in a separate document entitled EdCC and Areawide Plan – Planning Background Report.

Neighborhood and Campus Development Potentials and Constraints

Development to meet future needs and conditions logically recognizes existing potentials and constraints on the campus and in the surrounding area.

The potentials and constraints for the College District and EdCC Campus are summarized and explained in the following material.



College District Potentials and Constraints

College District Potentials and Constraints

Potentials

Opportunities to increase the quality, character and image of College District

Many parcels within the study area are ready for change

Many parcels within the study area are underutilized

Opportunity to better define neighborhood circulation systems

Potential to complete existing but partially developed roads

Existing transit center at EdCC underutilized

Areawide greenways and paths are incomplete and could be connected

Constraints

College District commercial businesses primarily relate to the auto-oriented consumer travelling along Highway 99, few commercial business exists to sustain the existing residential population

Multi-Family dwelling units vary greatly in quality, character and value

Modification to traffic circulation and intersection control along Highway 99 is tightly controlled by State Department of Transportation

Traffic volumes at 196th Street SW and 208th Street SW are near or above capacity during peak commuting times

202nd Street does not provide vehicular access entry into EdCC campus

Actions/Impacts

Designate more complementary land uses adjacent to the EdCC campus, specifically along 68th Avenue West and 202nd Street SW

Influence and direct future land uses to complement the continuing urbanization of the College District

Maximize future land use opportunities within the College District given its proximity to Highway 99

Develop a hierarchy of vehicular circulation patterns and access points within the College District

Provide for additional connections between the EdCC campus and Highway 99 by extending and redeveloping 204th Street between 68th Avenue West and the highway and by extending 66th Place from 202nd to 204th Streets

Utilize the existing transit center as a neighborhood transit center and community resource

Provide for pedestrian, open space, and recreational amenities through new linkages between City of Lynnwood Municipal Golf Course, city park and improved streetscapes

Actions/Impacts

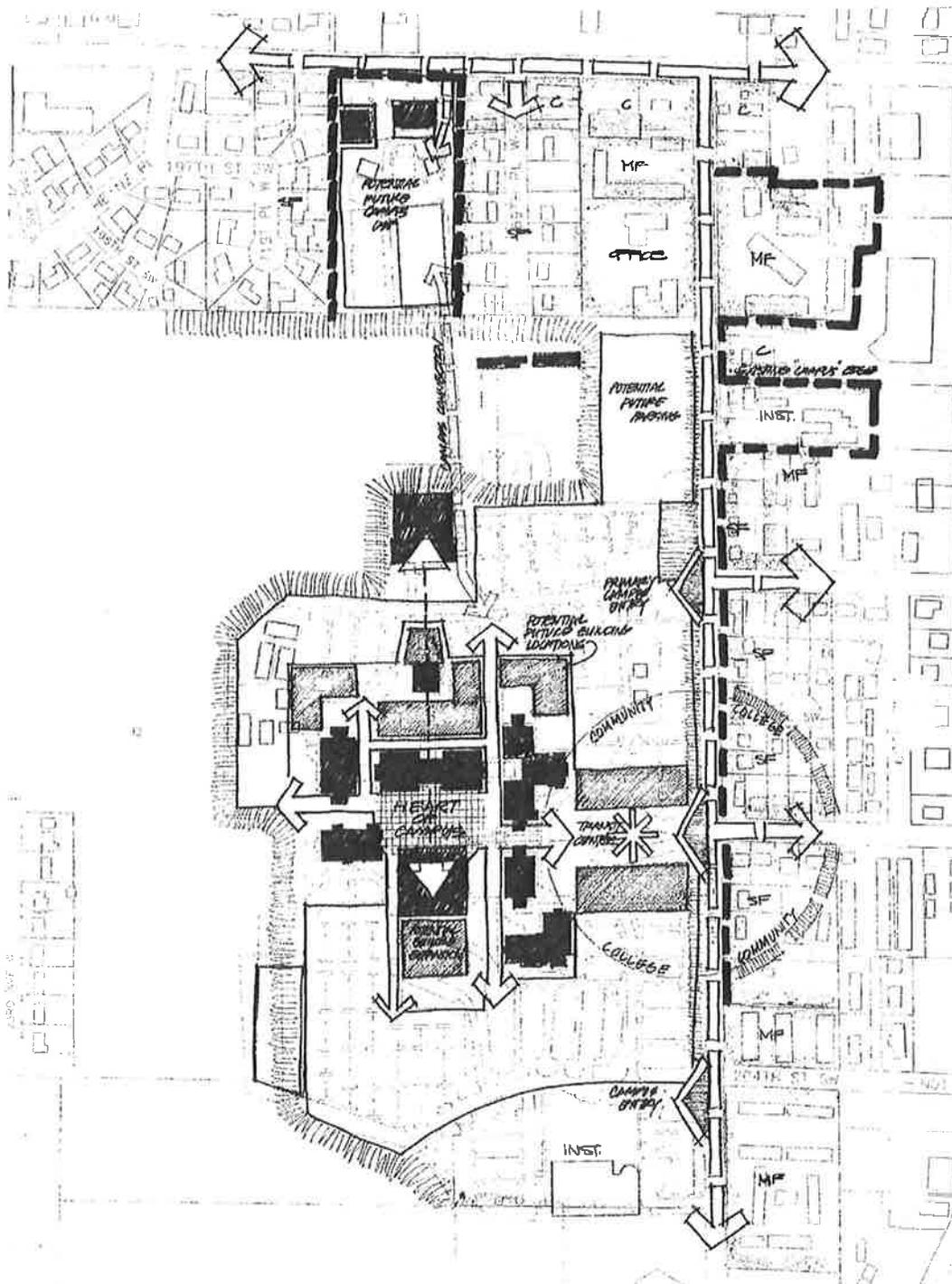
Encourage neighborhood-oriented commercial businesses

Define better residential development standards

Minimize the number of improvement suggested along Highway 99 but maximize their potentials

Find alternative vehicular routes such as an improved 204th Street

Focus additional transit and pedestrian use at this entry as a "community front door" to the campus



Campus Potentials and Constraints

Campus Potentials and Constraints

Potentials

Infill development opportunities available near and adjacent to existing campus structure

Significant opportunities exist to better integrate college campus and setting with adjacent neighborhood to east

Centrally located transit center with potential to serve as major public "front door" to campus and adjacent neighborhood

Existing pedestrian circulation including campus entry points, open space, and outdoor rooms are well organized and conducive to an active campus environment

Majority of campus parking lots are well organized allowing easy and convenient access to central campus area and majority of classroom buildings

Centralized utility distribution system allowing efficient use of resources

Constraints

Land-locked campus – no additional undeveloped acreage available for campus development or open space/recreational use

Majority of areas best suited for additional campus buildings occur on existing parking lots requiring replacement stalls to be built in future

Limited vehicular campus access provided at 68th Avenue West and 200th Street and 68th Avenue West and 204th Street

No vehicular campus access allowed at 68th Avenue West and 200th Street

Vehicular access from north, west and south constrained by existing developed parcels and absences of roads

Poor physical and functional relationships between North Campus Complex and main campus

68th Avenue West functions as a barrier or separator from adjacent neighborhood

Actions/Impacts

New campus buildings should be built immediately adjacent to existing buildings

Blend the lines between public college facilities and private businesses and residences

Provide a new focal point or center for neighborhood

Additional pedestrian connections should be developed adjacent golf course and nearby city park

Continue to develop parking facilities near the existing entry points and in close proximity to existing and future buildings

New buildings should be connected to central utility system and developed in close proximity to each other

Actions/Impacts

Maximize developable area near existing buildings

Utilize the limited land more efficiently, use parking garages

Develop new campus drive along 68th Avenue, north of 200th Street

Maintain access as transit only and encourage increased transit use

Maximize access to multiple campus parking areas along 68th Avenue

Provide improved pedestrian access between north and south campus

Integrated land uses on both sides of street

COLLEGE DISTRICT PLAN PART 3

AREAWIDE AND CAMPUS MASTER PLAN

TRANSPORTATION SYSTEM IMPLEMENTATION PLAN

AREAWIDE AND CAMPUS MASTER PLAN

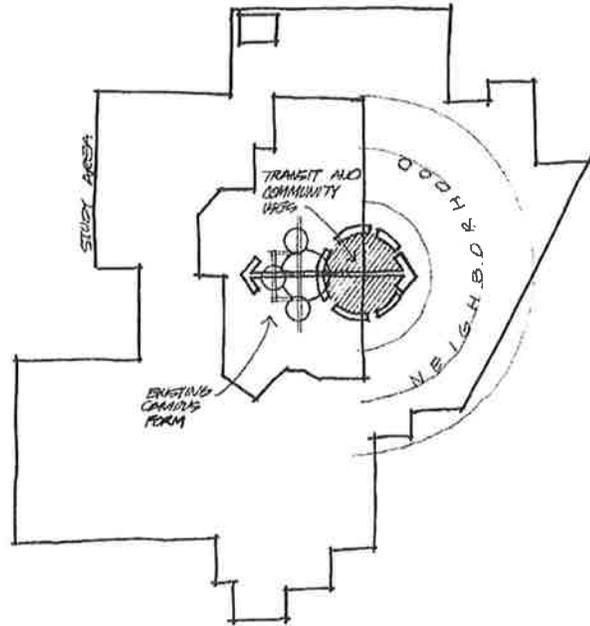
Precepts

The following planning and design precepts for the plan were identified by the consultant team over the course of the study effort. Many of these came from the worksessions with the various "publics" involved in the effort: students, faculty, staff, and neighbors. Design precepts are typically considered individual design elements or concepts that help shape or form the outcome of a design effort. In the case of this planning effort, many of the design precepts were developed from early project goals and objectives. Design precepts played a key role throughout the entire planning process from shaping preliminary design concepts through evaluating the appropriateness of the final plan.

Final Development Precepts

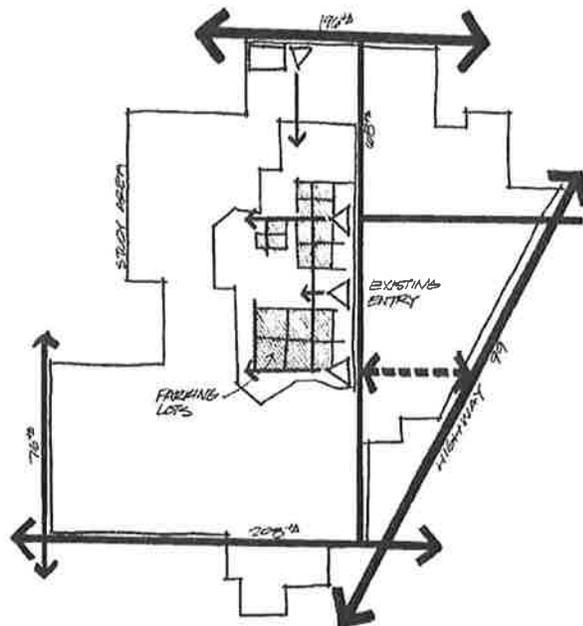
"Community"

- Create a sense of community – Centralize community resources and programs
- Improve the interface between the college campus and the surrounding community
- Future land use should be complementary to the needs of the college and neighborhood
- Provide community-based commercial opportunities
- Provide educational, recreational and cultural opportunities for the entire neighborhood area



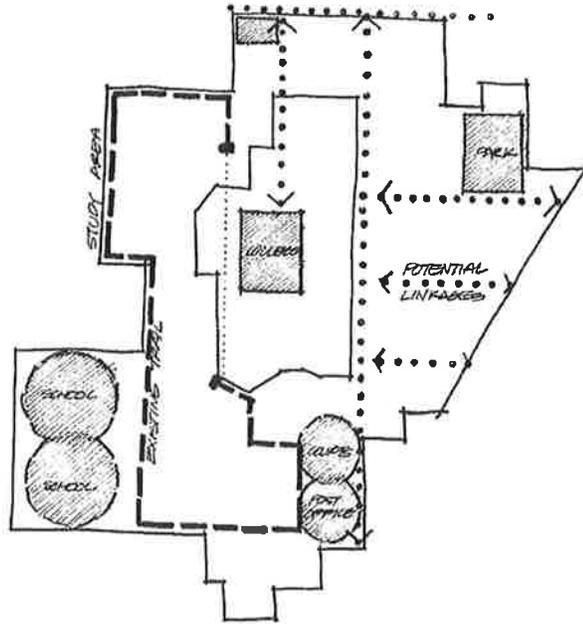
"Access"

- Accommodate increasing traffic with attractive and functional street improvements while promoting mobility through alternatives that minimize neighborhood congestion
- Maintain and respect the existing street and traffic hierarchy
- Minimize traffic congestion in campus parking lots and on perimeter streets around the college
- Maximize and better define the neighborhood street hierarchy



“Connections”

- Provide pedestrian and bicycle connections between transit center, public facilities, parks and open spaces
- The college and neighborhood should connect to Highway 99 – provide a front door to the community at Highway 99
- Provide for city and regional connections via expanded use of the transit center



Areawide Master Plan Concept – Summary Description

The concept unifies the College District into one district, one place. The concept blends college activities, multi-family residential and community-oriented commercial facilities. In pursuing compatibility among the area's properties, the College District is seeks a neighborhood with distinctive character and identity.

Other than the eventual replacement of single-family uses, the concept does not significantly change the existing land uses, only build on them. The concept recognizes and maintains the auto-oriented and regionally based commercial uses along Highway 99. The concept also recognizes the growing and changing nature of the EdCC campus and the dependency on the automobile as a primary source of transportation for most area residents and college students.

Change in land uses along Highway 99 is not proposed, although new and redeveloped parcels should conform to new development standards intended to improve the quality and character of the neighborhood. In many ways Highway 99 represents a "front door" to the neighborhood and college and the concept reflects this notion, embraces it and suggests it should be emphasized. The character and image projected along Highway 99 should reflect the identity of the community it fronts.

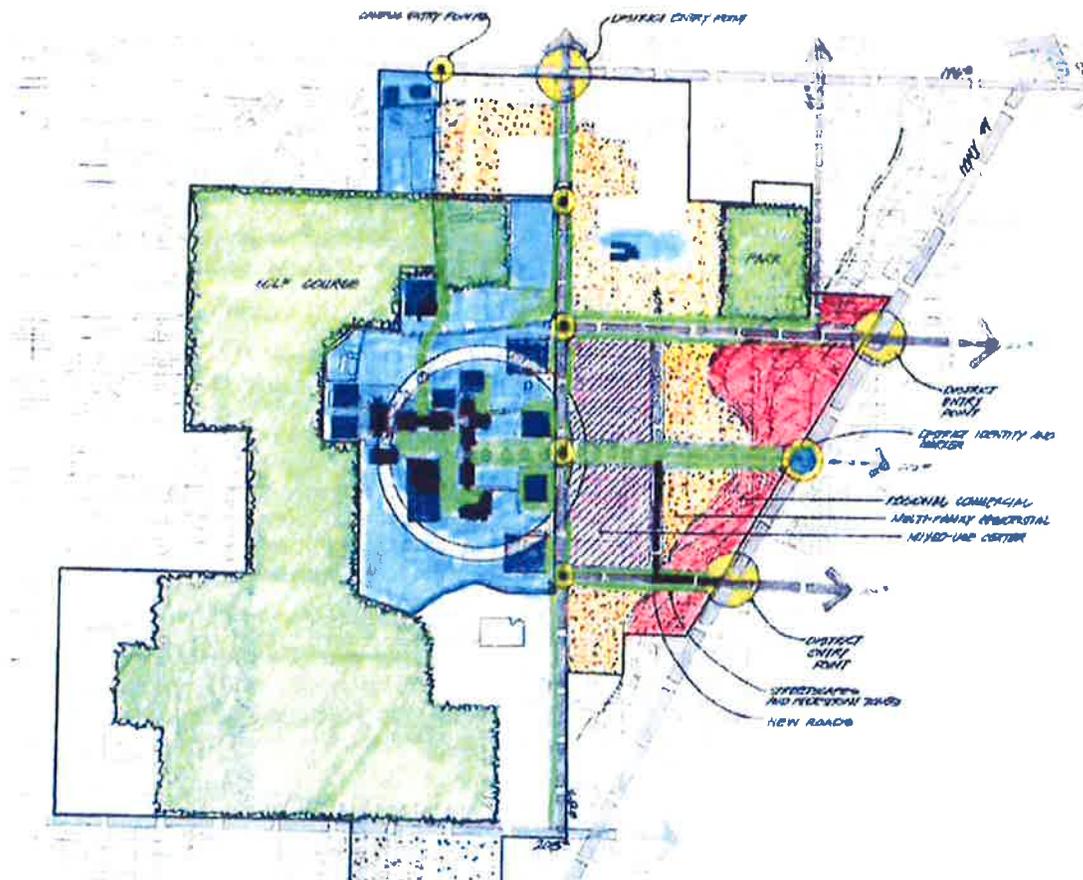
The master plan concept pushes EdCC out toward the community, encouraging the campus to grow into and with the neighborhood. An increased emphasis is placed on the existing transit center, encouraging additional students, faculty, staff and nearby residents to utilize the transit center as a community resource and as alternative mode of transportation. The concept embraces EdCC as a primary land use, designating complementary and compatible land uses near and adjacent to the campus edge.

The existing single-family area east of the college is, over time, converted to a mixed-use center. The center, or "college district," encourages ground level commercial and retail uses, office and service use and multi-family residential all in a pedestrian-oriented environment intended to blend with and support an expanding community college environment. As an active pedestrian and retail environment, the mixed-use center is strengthened by edges and boundaries through road extension on both 66th Place and 204th Street.

Strong pedestrian connections are developed between the college and the mixed-use center. Pedestrian-oriented streetscapes along 68th Avenue and 202nd Street are developed. The existing transit center located within the EdCC campus becomes more than a college bus stop. It becomes the heart of the campus and neighborhood linking the two together as one very active urban node.

Neighborhood streets are better defined, developing a hierarchy of primary and secondary vehicular routes, transit and pedestrian streets. 200th Street is maintained as a primary vehicular route providing access to and from the College District. 204th Street is redeveloped and extended to allow primary vehicular access between Highway 99 and 68th Avenue. 202nd Street is redeveloped with a pedestrian and transit theme including wider sidewalks, street trees, bike lanes and street furniture. The existing transit stop located at Highway 99 and 200th Street is improved and transformed into an informal gateway to the College District.

Open spaces, new streetscapes and recreation amenities provide the necessary elements to link and connect the College District together as one district, one place. Few neighborhoods within the City of Lynnwood host both a publicly owned 18-hole golf course and a five-acre forested park. These two amenities are linked together and to the rest of the College District making the neighborhood a more livable and vibrant place to live, work and play.



Areawide Master Plan Concept



College District Gateway at Highway 99

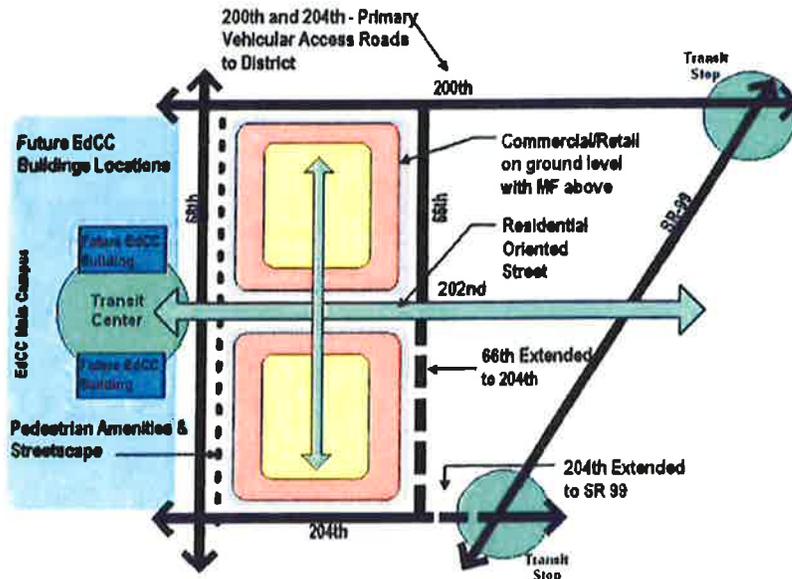
Mixed-Use Center

A key component of the Areawide Plan is the eventual phased redevelopment of a mostly single-family residential neighborhood to a mixed-use center. Based on land use analysis conducted early in the planning study, the single-family residential neighborhood adjacent to 68th Avenue was determined to be very susceptible to change. Development pressure from increasing residential densities and intensifying areawide traffic volumes are contributing to the change. Rather than allowing the change in land use to occur by chance, the new mixed-use center is planned and implemented by specific development and land uses guidelines. Over time the area evolves into a more active urban center, building linkages and connections between land uses, creating a vibrant place to live, work and provide higher educational opportunities to neighborhood and regional residents.

The mixed-use center is located east of EdCC along 68th Avenue West between 200th and 204th Streets. The center, generally considered one area, is actually two different but closely related environments:

- A quiet multi-family residential neighborhood-oriented toward 66th Place, and
- An active pedestrian-oriented commercial/retail/service and community district facing EdCC along 68th Avenue

The center provides a land use environment that bonds together the changing character of the study area, mainly the expanding multi-family residential and the anticipated long-term growth of EdCC. The center is the point where the college integrates itself into the neighborhood as a community resource – and where the neighborhood progresses along with the college developing complementary land uses, benefiting both.



Mixed-Use Center Design Consideration

- Reduce overall width of 68th Avenue – This is intended to slow vehicular traffic along 68th Avenue, increasing pedestrian flows between the college and the neighborhood.
- Locate new commercial and retail buildings along street frontage, enlivening the street with pedestrian activity – Parking lots should be located within the interior of the center, screened from view along 68th Avenue and 202nd Street.
- Provide bicycle lanes and bicycle parking/amenities in commercial and multi-family areas.
- Provide pedestrian friendly streetscapes around the perimeter of the mixed-use center – Landscape theme would reflect on the adjacent pedestrian-oriented college campus providing a very visible and physical linkage between the two areas.
- Provide on-street short-term parking along east side of 68th Avenue and both sides of 202nd Street – This will benefit the businesses located within the center.
- Focus pedestrian and transit related facilities and amenities along 202nd Street – This will improve the desired pedestrian connection between Highway 99 and EdCC.



View of Mixed-Use Center from Campus

Areawide Land Use Plan

The Areawide Land Use Plan illustrates eight distinct land use designations for the Community College District including:

1. Medium Density Multi-Family
2. Mixed-Use
3. Local Commercial
4. Office – Commercial
5. Regional Commercial
6. Public Facilities – College Use
7. Public Facilities
8. Open Space – Recreation

All proposed land use designations are consistent with the current Future Land Use Plan -- no new designations have been introduced. The Areawide Land Use Plan closely resembles the City's current Future Land Use Plan with the following exceptions.

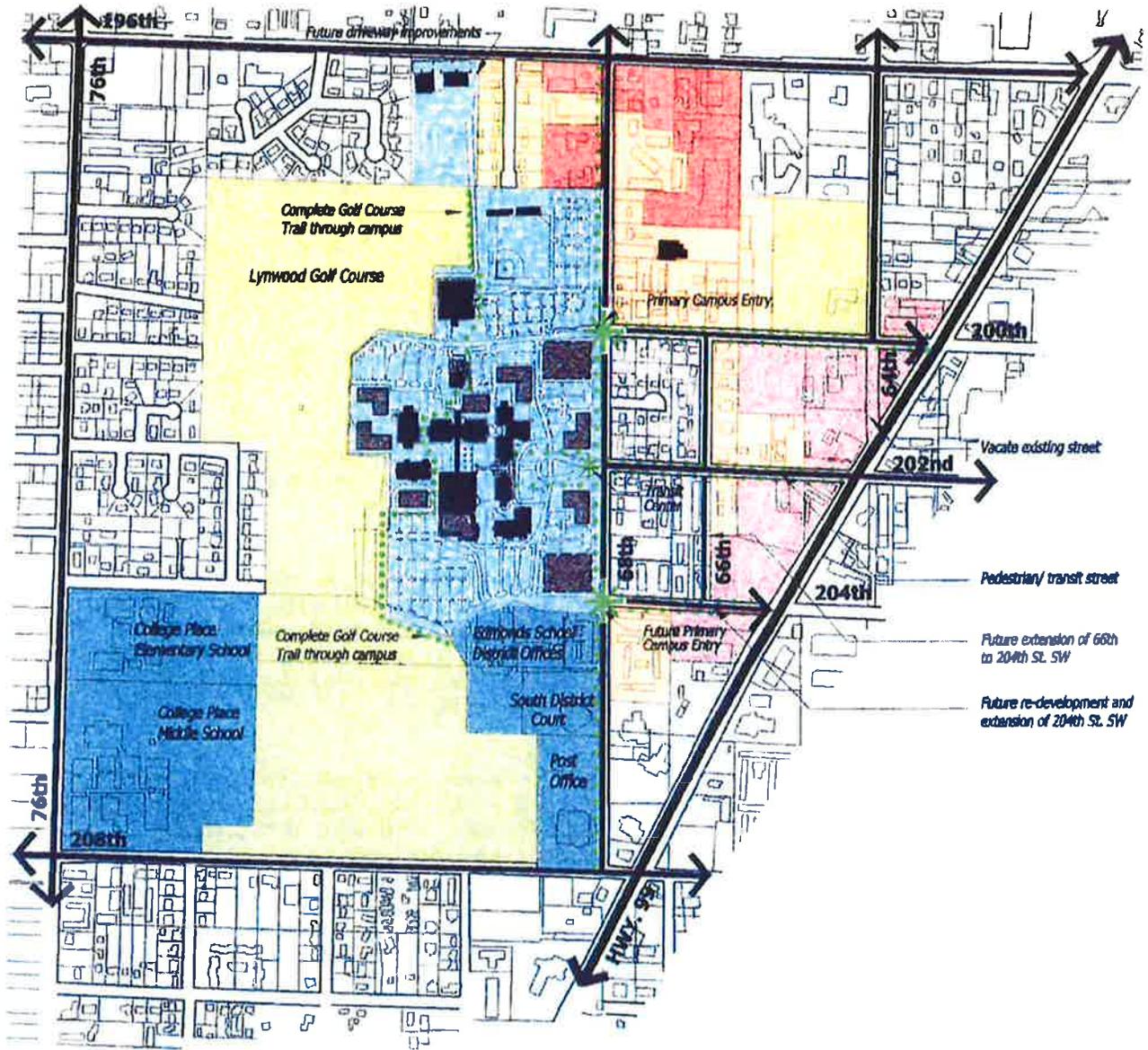
Mixed Use

The mixed-use center, as described in the previous section, has a more significant and vital role within the College District than the current Future Land Use Plan. The mixed-use center is located east of EdCC between 68th Avenue and 66th Place and between 200th and 204th Streets. The mixed-use center will integrate existing multi-family residential units and, over time, convert single-family residential units to a mix of commercial, retail and additional multi-family units. The Land Use Plan also proposes to change the designation of the public park site at 64th Avenue and 200th Street from "MU" (Mixed Use) to "RO" (Recreation/Open Space).

Public Facilities – College

This area remains largely the same with the exception of the City-owned property north of the athletic fields currently occupied by a warehouse building. The Land Use Plan designates this parcel for potential future use by the college for parking expansion and as an additional vehicular entry to the college. Current use such as the golf course maintenance facility would be relocated closer to the golf course in conjunction with the pro shop.

Regional Commercial areas along Highway 99 remain unchanged. The determinants that dictate the extent and nature of development along the highway are significant and outside the scope of this planning effort. The planning study suggests careful review of current land use restrictions and development standards within the Regional Commercial designation to better reflect the new intended vision of the College District.



Legend

- Low Density Multiple Family
- Medium Density Multiple Family
- Mixed Use
- Local Commercial
- Office Commercial
- Regional Commercial
- Public Facilities - College
- Public Facilities
- Open Space/ Recreation

Edmonds Community College Areawide Master Plan

Areawide Vehicular and Pedestrian Access

Vehicular access to EdCC and throughout the College District is clearly defined with an established hierarchy of primary, secondary and pedestrian streets. The Areawide Plan considers the character and functional qualities of each street and strengthens the circulation system by building on existing desirable elements and reducing the degree of non-functioning elements. The plan has been designed to include built-in mitigation for the added traffic and parking impacts that may result from college and off-campus development.

Hierarchy and Description of College District Streets

68th Avenue West – This street functions as the primary north/south arterial through the College District. 68th Avenue West will continue to serve as EdCC's front door and primary access street. Increased pedestrian activity and streetscape amenities are proposed along 68th Avenue West between 200th and 204th Streets, including:

- Narrower street width and vehicle travel lanes through the mixed-use center.
- Traffic calming devices to slow traffic and allow easy pedestrian flows across the street.
- Right angle on-street parking in front of the mixed-use center – east side of street.
- Streetscape and other pedestrian amenities.

200th Street SW – This street functions as a primary east/west arterial through the College District and is used as the primary entrance to EdCC. The intersection of 200th Street and Highway 99 develops as a visual node and neighborhood gateway including the following elements:

- Improved transit shelters and pedestrian environment at Highway 99.
- Entry monuments or features marking the College District and EdCC.

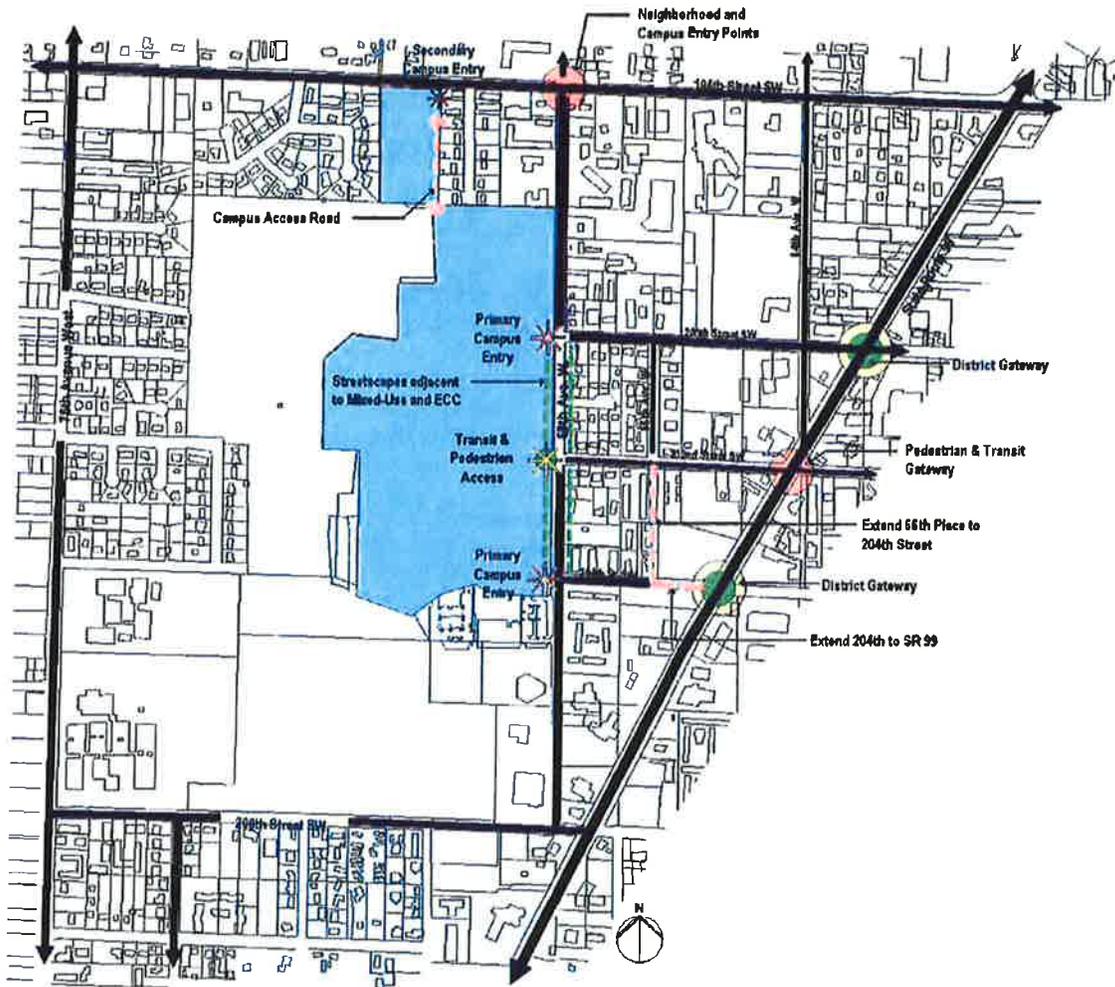
204th Street SW – This street serves a new and expanded purpose within the College District as a primary east/west arterial, connecting EdCC to Highway 99. The plan proposes extending 204th Street from the point at which it currently dead-ends, to Highway 99. Signalization at Highway 99 will likely be required although it is in keeping with the signalization pattern of every 4th block along Highway 99. In the future, 204th Street will serve a similar role as 200th Street, providing additional vehicular capacity to the College District and serving as a major entry into the EdCC campus.

196th and 208th Streets – Both of these streets border on the College District and serve as primary east/west arterials. No significant changes are proposed for either of these two streets as the Plan has focused on the internal street framework of the College District and the connections between EdCC and Highway 99.

202nd Street SW – This street is transformed into a highly pedestrian-oriented environment linking the EdCC campus to Highway 99. While 200th and 204th Streets provide significant vehicular volume, 202nd Street is intended to carry fewer cars and allow pedestrian and transit flows between the EdCC transit center and Highway 99.

- A unique and recognizably different street tree theme extending from Highway 99 to the interior of the EdCC transit center.
- Pedestrian amenities along both sides of 202nd Street encouraging pedestrian flows from EdCC to the mixed-use center and from Highway 99 to the mixed-use center.
- Pedestrian connections to intersecting neighborhood streets allowing area residents to utilize and benefit from the transit services either at EdCC or along Highway 99.

66th Place SW – Currently only developed between 200th and 202nd Streets, 66th Place SW is extended between 202nd and 204th Streets. This provides improved vehicular and pedestrian flows through the College District and provides a physical boundary better defining the mixed-use center.



Areawide Vehicular and Pedstrian Circulation

EdCC and Neighborhood Transit Center

The College District is activated and energized through continued and expanded use of the transit center. Today approximately 8% of the student, faculty and staff at EdCC utilize the transit center as their mode of transportation to and from the college. The Areawide Plan considers the transit center as a key element in providing a linkage between the college and the neighborhood. Development of the mixed-use center immediately adjacent to the transit center and continued increase in multi-family residential dwelling units will both benefit from this significant existing transportation amenity.



College Master Plan

Measuring the success of a college master plan can be determined by evaluating whether or not the physical setting and programmatic relationships among buildings and spaces are consistent with the college's mission. Clear evidence that Edmonds Community College is achieving its mission is apparent due in part to a well organized and functional campus environment. Future campus development including buildings, parking lots, open spaces and infrastructure should reflect on the existing campus organizational principles. These principles include:

Centrally organized buildings and spaces, including a campus center – The master plan builds on the existing framework of buildings and outdoor spaces. New building locations are indicated near and adjacent existing campus buildings, expanding on a centrally organized campus. This provides continued benefits to students, faculty and staff who through the course of a day walk back and forth across campus many times. The campus center or "heart" is enhanced by distributing new building locations equally throughout the campus, thus keeping the center in place.

Locating and developing future parking garages on the edge of campus along 68th Street – The master plan builds on the existing framework of parking lots, vehicular circulation and campus entry points. Future parking garages are to be developed near the existing entry driveways at 200th and 204th in close proximity to existing and future campus buildings. These locations allow students, faculty and staff to enter the campus and immediately park the vehicles without wandering through acres of surface parking lots and traffic. Additionally, parking garages located at the edge of campus allow infill building development to occur adjacent to existing buildings, maintaining and expanding the desired building and open spaces patterns.

Hierarchy of campus open spaces – The areas between buildings are perhaps the most important spaces on any college campus. Campus open spaces are the fabric that weave all college functions together as one place, one setting. In that building placement defines open space systems, the plan uses placement of future buildings to expand on and enhance the existing open space environment. The central campus open space or plaza is maintained and strengthened as the primary outdoor room. Secondary open spaces and courtyards are created between existing and new buildings. Open spaces are connected and linked together with a series of pedestrian walkways developed on an organized grid system related to existing and future building locations.

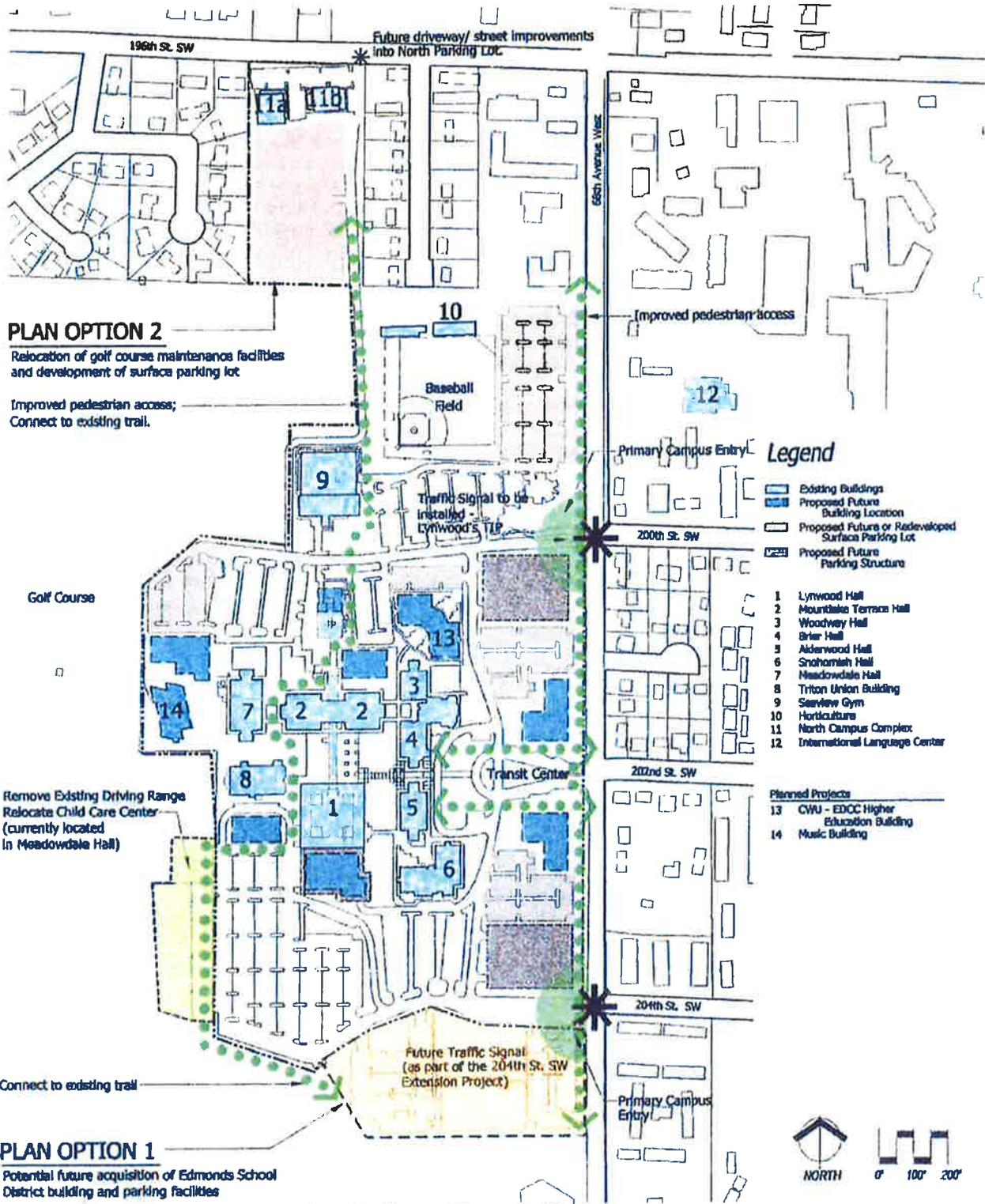
Centralize infrastructure systems – Maximizing both capital and operating dollars is also a key ingredient in developing a successful college campus. The plan maintains and expands on the existing highly centralized infrastructure system. New building locations are considered in relationship to existing utility tunnels and future connections.

Plan Options

The plan is intended to be as flexible as possible while maintaining the integrity of an existing well-organized campus. Two options are included with the plan to provide this flexibility.

Plan Option 1 – The second option would provide the college with additional flexibility by allowing, through successful negotiations, use of the Edmonds School District Educational Service Center. The facility is desirable to the college because of its proximity to the campus and its size.

Plan Option 2 – The first option is intended to give the college multiple opportunities in meeting its long-term parking requirements. The option would allow the college to utilize a property north of the Seaview Gym, currently owned by the City of Lynnwood, as a future surface parking lot. Access to this lot would be achieved via an improved driveway located off 196th Street.



Edmonds Community College Master Plan

Campus Infill Development Opportunities

Significant infill development opportunities abound on the EdCC campus. The structure, orientation and scale of the existing campus buildings provide opportunities for new buildings to be developed within the existing framework of the campus. New campus buildings can be built adjacent to and near existing buildings preserving and enhancing the strong pedestrian nature of the campus. Open space areas and linkages remain intact and are even strengthened by additional development around the core of existing buildings. Parking lots currently located along the perimeter of the campus core provide most of the areas for new buildings except for an area west of the campus adjacent to the golf course.

In considering the most appropriate locations for new campus buildings, the college should seek to grow "out toward the community." As represented on the adjacent graphic illustration, the college maximizes future building locations near the core of existing buildings and in close proximity to the transit center adjacent 68th Avenue. Locating new campus buildings in this area provides many benefits both to the college and neighborhood including:

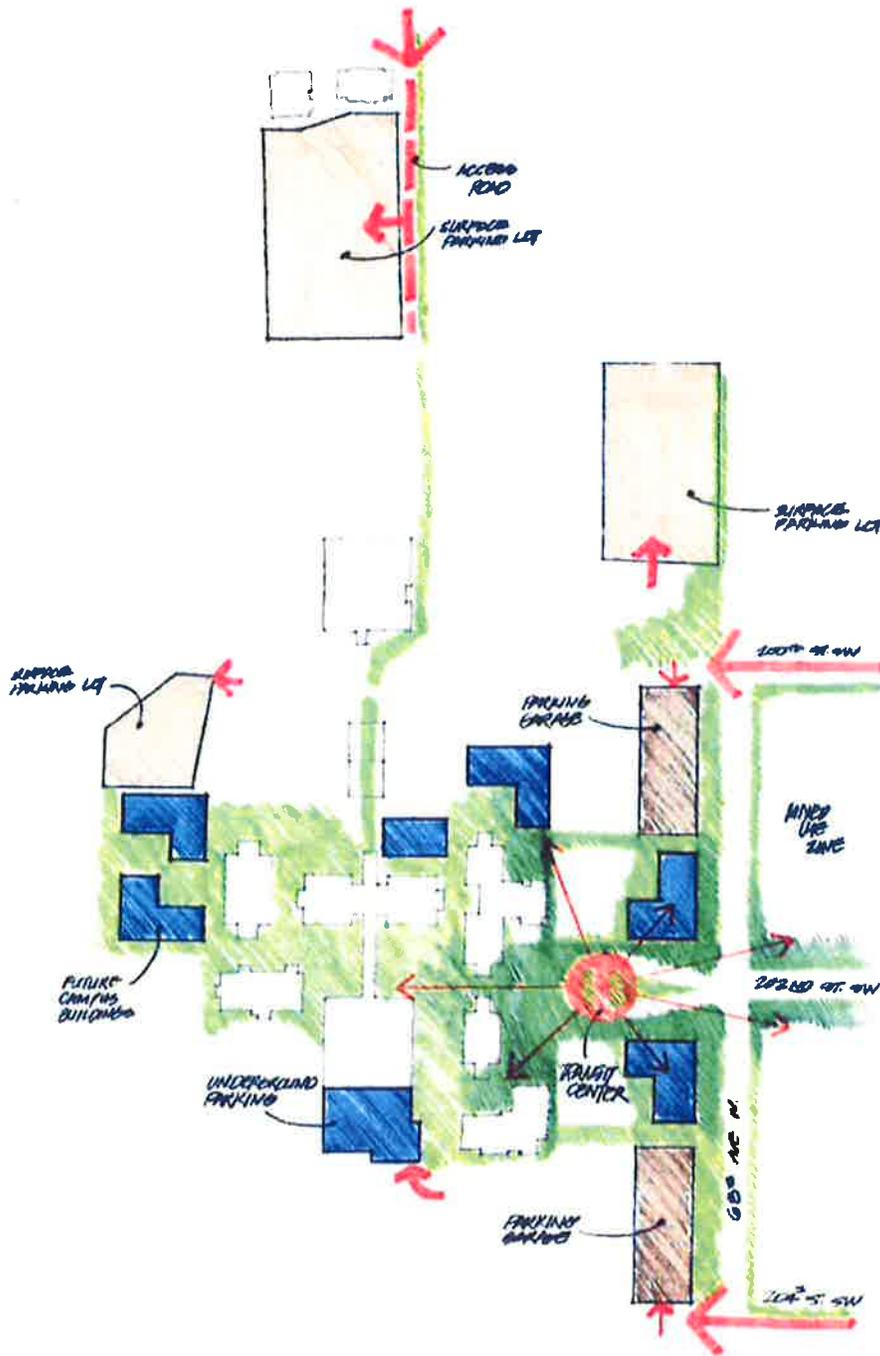
- Enhancing the existing quality of the transit center as the college's front door, which serves as a meaningful portal to the neighborhood
- Bridging the gap between college and neighborhood by breaking down the barriers and "screens" between them
- Emphasizing transit use as a viable and resourceful alternative mode of transportation
- Providing flexibility in the types of uses that could be developed in the area. (Aside from academic spaces such as classrooms and lab, this space could easily support community based programs and activities.)

The areas delineated as potential future buildings and parking work well with the existing fabric of vehicular circulation and campus access points. By keeping the campus in a relatively tight configuration, most campus parking lots and entry points are maintained and enhanced, increasing the existing efficiency and maintaining the desired reduced walking times and distances between parking lots and the campus core.

Campus Parking

Campus parking lots and entry driveways are integrated within the overall College District vehicular access plan. Continued use of existing surface lots including future development of new surface and structured parking facilities include:

- Redevelopment of existing surface parking lots to accommodate additional campus buildings
- Redevelopment of the existing soccer field located west of 68th Avenue to a surface parking lot including a new access driveway from 68th Avenue
- Potential redevelopment of the City warehouse building and property to a surface parking lot including expanding the capacity of the current access driveway located along 196th Street
- Development of a campus driveway/access road connecting the new parking lot along 68th to the new parking lot at the warehouse site
- Development of a surface parking lot adjacent to the golf course
- Development of structured parking garages located at entry points near 200th and 204th Streets



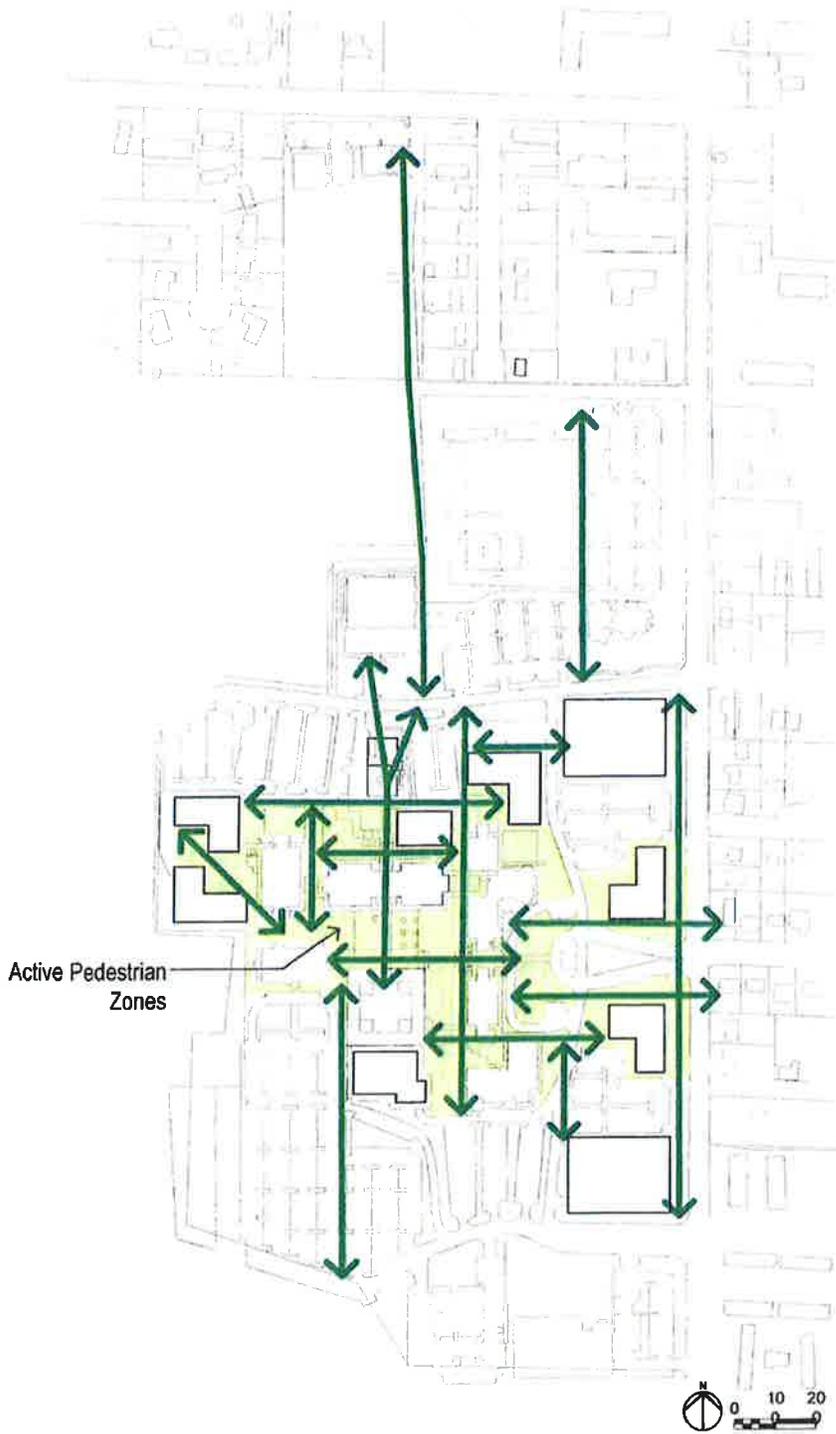
Campus Infill Development Opportunities and Open Space

Campus Pedestrian Systems

The campus master plan recognizes the existing pedestrian circulation patterns as convenient and well organized. New pedestrian routes and environments are integrated within the existing campus circulation system and either extend or add new routes to the system. The pedestrian circulation system is also integrated with campus open spaces and adjacent neighborhood connection points. Key in making the pedestrian system efficient and friendly includes:

- Maintaining clear and visible building entry points
- Utilizing a grid system to ensure easy wayfinding
- Providing first and second level connections between buildings
- Channeling pedestrian flows from large parking areas to a few primary paths
- Providing enclosures and protection from winter winds and rains
- Recognizing and developing pedestrian facilities wherever unintended but desired paths are found
- Providing sufficient security lighting throughout campus





Primary Pedestrian Flows

TRANSPORTATION SYSTEM IMPLEMENTATION PLAN

The December, 1999, *Edmonds Community College and Areawide Plan Traffic Impact Analysis* recommended several mitigation measures to address identified impacts, including:

- the extension of 204th Street east from 68th Avenue to SR-99
- the installation of traffic signals at the 68th Avenue/200th Street/ Edmonds CC main parking lot north driveway intersection and the 68th Avenue/202nd Street/Edmonds CC Transit Center driveway intersection
- the installation of a left turn lane for westbound 196th Street traffic turning into the north parking lot driveway
- pedestrian improvements along and across 68th Avenue and throughout the campus area
- expansion of the Edmonds Community College Transportation Management Program (TMP)

The recommended mitigation measures and their phasing and implementation requirements are described below:

204th Street Extension

The key "mitigation measure" for campus traffic impacts – the extension of 204th Street east from 68th Avenue to SR-99 – actually is an integral part of the campus master plan/activity center plan. The new street connection is needed to complete the study area street network and to provide infrastructure necessary for safe and convenient access and circulation. In addition to providing access to adjacent land uses, the new street connection will more evenly distribute campus access/egress traffic, and by providing additional capacity and better connections between the campus and SR-99, will reduce the traffic load on 68th Avenue. The extended 204th Street will need traffic signals at both ends: at 68th Avenue and at SR-99.

Implementation/Phasing: The 204th Street Extension would immediately improve access to/from the EdCC campus, and it would help relieve existing congestion problems on 68th Avenue and on 200th Street. In addition, the 204th Street Extension is needed to help encourage and facilitate the campus growth and land use changes envisioned by the campus master plan and areawide plan. For these reasons, the 204th Street Extension should be built as soon as practicable. Immediate actions needed include 1) the addition of the project to the City of Lynnwood six-year Transportation Improvement Program (TIP), 2) the identification of funding sources, and 3) the preparation of an alignment/conceptual design plan.

68th Avenue / 200th Street / Edmonds Community College Main Parking Lot North Driveway Intersection

A traffic signal is needed at the 68th Avenue/200th Street/EdCC main parking lot north driveway intersection.

Implementation/Phasing: This signal is programmed in the City of Lynnwood's TIP, and should be installed as scheduled (or sooner).

68th Avenue / 202nd Street / Edmonds Community College Transit Center Driveway Intersection

A traffic signal is needed at the 68th Avenue/202nd Street/EdCC Transit Center driveway intersection to facilitate smooth uncongested bus operations into and out of the Transit Center, and to provide a safe and convenient pedestrian crossing of 68th Avenue.

Implementation/Phasing: This signal is not currently warranted or needed. However, it will be needed as the campus begins to integrate with the area east of 68th Avenue, as envisioned by the master plan/areawide plan. For now, the signal should be added to the City of Lynnwood TIP, and its design and installation should be coordinated with and incorporated in the comprehensive program of pedestrian improvements discussed in a following section.

Edmonds Community College North Parking Lot Driveway / 196th Street Intersection

A left turn lane is needed for westbound 196th Street traffic turning into the north parking lot driveway. Although left turns out of the driveway (onto westbound 196th Street) will incur excessive delays and operate at LOS F in the p.m. peak hour, driveway volumes do not meet traffic signal warrants; a traffic signal is not recommended for this location. If the left turns out of the lot become too difficult and hazardous in the future, consideration can be given to prohibiting that left turn (i.e., making the driveway exit right turn only).

Implementation/Phasing: This left turn lane would be beneficial today, and the need for it increases with the steadily increasing traffic volumes on 196th Street. The left turn lane should be installed when the north parking lot is improved/expanded, but opportunities for installing it sooner also should be explored.

68th Avenue Pedestrian Improvements

As the EdCC population grows and the campus becomes integrated with the neighborhood on the east side of 68th Avenue – as envisioned by the Master Plan and Areawide Plan – pedestrian improvements will be needed along and across 68th Avenue and throughout the campus area. The pedestrian improvements are needed to provide the safe and convenient pedestrian circulation that is so important to the health and vitality of the area and so crucial to the successful implementation of the Plans. The specific pedestrian improvements may be identified later, as campus development proceeds, and may include such improvements as sidewalks, pedestrian-actuated signals, striped crosswalks, curb extensions (to reduce pedestrian crossing distance), median refuges, etc.

Implementation/Phasing: Like many of the other street and traffic control improvements, the pedestrian improvements would be beneficial today, and the need for them increases as the campus begins to integrate with the area east of 68th. A necessary first step toward the identification and installation of campus-area pedestrian improvements is the preparation of a comprehensive pedestrian improvement program. Development of such a pedestrian improvement plan should begin as soon as practicable so that its various elements can be implemented in a timely and efficient manner, and take advantage of opportunities for joint project development and/or for grant or other funding.

Edmonds Community College Transportation Management Program (TMP)

In order to maximize the use of transit for trips to/from the campus, and to minimize the volume of auto traffic generated by the campus, EdCC should continue to promote and expand its TMP.

Implementation/Phasing: EdCC maintains and expands its TMP on an on-going basis. These efforts/activities can and should be continued in the future as the campus population grows.

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