



LYNNWOOD

WASHINGTON

A great deal more

City of Lynnwood Community Guide

Updated January 17, 2012



Table of Contents

Purpose of this Guide	4	Cultural Resources	24
Fast Facts	4	Teen Programs	25
Community Profile	5	Youth Programs	25
History of Area	6	Senior Center	26
City Government	8	Senior Recreation Resources	26
City Telephone Directory	9	Volunteer Opportunities	26
Move-In Information	11	Library	28
State/Regional Hotline Numbers	14	Police Department	29
Departments/Services		Crime Prevention	29
Community Development Department	15	Citizen Academy	29
Permits	15	Police Cadets	29
Building Division	16	Volunteers	29
Code Enforcement	16	Animal Control	30
Planning Division	17	Lynnwood Municipal Court	32
Public Works Department	18	Other Courts and Dispute Resolution Center	32 33
Administrative Services Department	19	Fire Department	34
Business Licenses	19	Outdoor Burning	34
Public Records Requests	19	Smoke Alarms	34
* Also responsible for Utility Billings (Water and Sewer)		Disaster Planning	35
Parks and Recreation	20	Blood Pressure Checks	36
Golf	20	Fireworks	36
Recreation	20	Snohomish Health District	37
Parks	22	Snohomish Health Clinic	37
Environmental Stewardship	23	Index	38
Trails	23	Maps	
Programs	23	Area Map	2
		Civic Center	39
		City Limits Map	Back cover

Disclaimer

This guide is not intended to give legal advice, nor does it recommend services of any private businesses such as newspapers, hospitals and private utility providers. The information in this guide is provided as a courtesy to the general public and is not intended to benefit any particular individuals or class of individuals. For interpretation of rules of law rely on professional legal advice.

Purpose of This Guide

The purpose of this guide is to create an understanding of the community and its origins and to explain the municipal services available to Lynnwood residents and newcomers.

Another purpose of this guide is to inform residents of some about the rules and regulations which affect daily lives and to create an atmosphere of understanding and cooperation between City government and residents.

It is hoped you will take the time to read through this guide and then keep it for future reference. As you become aware of the Lynnwood Municipal services, the rules and where you might go for assistance, your familiarity with the included materials will help to make life more pleasant for everyone in the community.

Please keep this booklet for future reference and share it with neighbors, newcomers and visitors to Lynnwood.

Fast Facts (2010 Census Data)

CATEGORY	LYNNWOOD	SNOHOMISH CO.
POPULATION	35,386	713,335
TOTAL HOUSEHOLDS	13,950	259,142
MEDIAN AGE	37.3	37.1
ETHNICITY		
	White 67.3%	82.1%
	Black 5.8%	2.7%
	Asian or Pacific Islander 18.8%	9.8%
	American Indian or Alaska Native 1.2%	1.4%
	Other 12.4%	8.8%
EDUCATION (POP. OVER AGE 25)		
	High School or less 35.3%	35.5%
	Some College, no degree 27.0%	26.3%
	Associate's or Bachelor's degree 30.9%	29.9%
	Graduate or Professional Degree 6.8%	8.3%
LANGUAGE AT HOME		
	English 66.1%	83.8%
	Other 33.9%	16.2%
MEDIAN HOUSEHOLD INCOME (Q2 2011 Est.)	\$57,355	\$64,780
AVERAGE HOME VALUE (Q2 2011 Est.)	\$253,554	\$312,469

Community Profile

The community profile of Lynnwood represents an entrepreneurial spirit which built the city to the present day center of transportation and commerce. Just behind the hustle of busy arterial streets there are quiet neighborhoods surrounded by trees and shrubbery.

The City offers a wide range of governmental, commercial and educational services. Many federal, regional and state governmental offices have facilities in Lynnwood. Manufacturers and retailers are attracted to the area since it is serviced by major transportation corridors.

Lynnwood was incorporated in 1959. The city covers an area of 7.7 square miles, with more than 34,000 residents and 2,500 businesses.

While quality commercial and governmental services are a necessary element of modern day life, the natural features which attracted the original settlers to this area remain the most important attractions for residents.

Less than 20-minutes from Lynnwood, boating, wildlife, white water rivers, salmon fishing, skiing, native timber and Indian culture are a welcome respite from city life. These are the natural features which continue to attract newcomers to our area to this very day.

Puget Sound regional planning is encouraging the growth and development of the cities, with the intent being to leave surrounding natural areas protected. Lynnwood has increasingly become urbanized as growth is funneled into existing urban growth boundaries.



A possible future scene in Lynnwood This artistic rendering could become reality when the Lynnwood City Center Project reaches fruition. The project was started in 2001 with the intention of transforming the commercial area south of the Alderwood Mall and east of 44th Ave W and west of I-5 into an area that could offer easy and inviting pedestrian-friendly circulation, public open spaces, enhanced streets, as well as a vibrant mix of commercial and residential development.

History of Lynnwood

On January 22, 1855, the territory now known as Snohomish County, was the subject of a treaty signed at Point Elliott, now known as Mukilteo, a city just north of Lynnwood. After the treaty was signed, sawmills began to appear in the area.

The Early Pioneer Days

In January 1861, the County of Snohomish was organized. The first census by Salem Wood in 1862 counted 44 settlers. In 1889 William Morrice purchased the 100-acres now known as Alderwood Mall.

The Influence of “Big Timber”

At the beginning of the twentieth century, the general area occupied by modern day Lynnwood was largely part of the massive Puget Mill forestland holdings. Puget Mill was a subsidiary of the giant San Francisco based Pope and Talbot Company. In 1910, the company began logging its lands in South Snohomish County. By 1916, most of the big timber had been cut and Puget Mill organized the Admiralty Logging Company to dispose of the logged over land and perform clean up logging.

Admiralty assumed control of 6,285 acres of land in 1916 for \$171.00 per acre, making payments of \$17.10 per acre for 10 years.



“Back to the Land” Days

In 1917 Admiralty Logging Company spent \$41,085 to create a demonstration farm at Alderwood Manor to show potential “gentleman farmers” how to make a logged over five acre tract pay for itself. In the 1920’s, there was a strong “back to the land” movement. The demonstration farm was conveniently located next to the Interurban Railway tracks and many visiting city dweller were talked into the farm dream by eager real estate salesmen. There was even a hotel at the farm where prospective buyers could get a “feel” for the land.



The demonstration farm was abandoned when most of the “ranchettes” had been sold. Records show that the sale of eggs and broilers produced only an income of \$880.35 at the Demonstration Farm. Despite their losses at the Demonstration Farm, the directors of Puget Mill could have been soothed by the fact the company had made a handy profit in land sales. Not only did they sell logged over land valued at \$17.00 per acre for \$200.00 per acre stump farms, but they sold the gentlemen farmers groceries and supplies and rented stump pullers at a “nominal” price. Some 5-acre tracts were sold

two or three times during the 1930's when buyers abandoned the Puget Mill contracts, which carried an interest rate double the standard rate at the time.

It is of interest to note that the Washington Co-Op feed store, also owned by Puget Mill, was a local landmark until the building at what today would be I-5 and 196th St SW was demolished in 1998 to make room for highway improvements. In 1933, after the Demonstration Farm Program ended, Norm Collins leased the property. He made his home next to the water tower and operated his business, Washington Breeders, for the next 40 years. An expanded freeway interchange now occupies the demonstration farm property.

The Changes Brought by the Automobile

Construction of State Route 99 in 1927 brought major changes to South Snohomish County and soon the automobile made the Interurban Railway obsolete. The poultry business was also short-lived, and by the 1930's the remaining chicken farmers in the Alderwood Manor area were struggling to survive.

By the end of World War II, Alderwood Manor began to emerge as an assertive business community catering to the motoring public. By the mid-1950's, growth dictated the need for municipal services such as fire prevention, sewers, policing and land use controls. This demand for services spurred an incorporation effort which resulted in the incorporation of Lynnwood as a city in 1959. The City initially had a population of 6,000 people and billed itself at incorporation as the "Hub City," as in the center of a wheel. Development of Interstate 5 and Highway 405 brought further expansion and opportunity to the area. As Lynnwood entered the 21st century, more than 34,000 people were living here. There are more than 2,500 businesses and the daytime population swells to more than 150,000 with workers, shoppers and students. The city is continuing its evolution from forest land into a modern thriving commercial and residential community.



Intersection of 196th St SW and Highway 99 circa 1966, facing northwest.

Preserving History

Alderwood Manor's original general store, built in 1919 across the tracks from the Demonstration Farm, remained a local landmark on 196th Street S.W. until it was moved in 1998 to make room for Interstate 5 improvements. An expanded freeway interchange now occupies the former Demonstration Farm property.

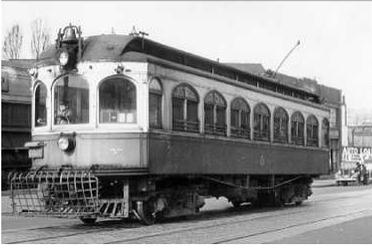
In 1997, the city established a Historical Commission to identify Lynnwood's significant historical features. To date the city has committed to several projects to preserve the history of the area. A number of private business projects have also contributed to preservation efforts.

Heritage Park

Residents and tourists can experience the history of the Lynnwood/Alderwood Manor area at Heritage Park, located east of I-5, at the southeast corner of Poplar Way and Alderwood Mall Parkway. On this site the city's renovated historical structures provide a heritage resource not available elsewhere in South Snohomish County.

Interurban Car 55, the Wickers Building, the Water Tower and the Superintendent's Cottage from the Demonstration Farm, and the Humble House are restored and displayed in the park as tangible reminders of life in the early 20th Century. The Wickers Building, Alderwood Manor's original general store and post office, now features museum displays and the South Snohomish County Visitor Infor-

History of Lynnwood, Con't



Information Center. Interurban Car 55, built in 1910 by the Niles Streetcar Company, is a static display of the area's transportation heritage. The Alderwood Manor Heritage Association operates the renovated Superintendent's Cottage as a heritage resource center. The Sno-Isle Genealogical Society operates a genealogy research library in the Humble House, the site's original residence. The Water Tower is planned to support activities related to the area's agricultural heritage,

including demonstration gardens. The park also includes picnic areas, a commemorative brick plaza, public art, interpretative signs and heritage landscaping.

The Interurban Trail

The Interurban Trail is a regional non-motorized trail located in the PUD/PNW traction right-of-way. The trail follows the route once used by the electric Interurban Railway that ran between Seattle and Everett from 1910 to 1939. In the 1990s the Interurban Trail was built within the corridor for non-motorized commuter and recreational use. The trail begins in North Seattle and continues north through Shoreline, Edmonds, Mountlake Terrace, Lynnwood, unincorporated Snohomish County, and Everett. Lynnwood's portion of the Interurban Trail is 3.8 miles long, runs generally parallel to I-5, and is mostly separated from motorized traffic.

City Government

The City of Lynnwood has a strong Mayor/Council form of government. There are seven Councilmembers elected by the people for staggered four-year terms, representing the community at large rather than individual districts or areas of the City. The Council President and Vice president are one-year terms elected by the Council from within the Council.

Among the Council's primary duties are to make laws, adopt regulations and budgets, levy taxes, authorize public improvements, provide for public safety and health, approve board and commission appointments, and oversee a wide-ranging agenda for the citizens.

The Lynnwood City Council meets Mondays in Council Chambers, at 7:00 PM on the 2nd and 4th Mondays in Regular Business Meeting, and on the 1st and 3rd Mondays and the third Wednesday of the month in Work Session. Regular Business Meetings are televised on Comcast Channel 21 and FIOS - Verizon Channel 38 on Wednesdays at 7:30 PM, and on Sundays at 7:00 AM and 2:00 PM

The Mayor is elected directly by the people. Term of office is four years.

The Mayor is the chief administrative officer of the City, responsible for managing city business, the staff and for implementing and enforcing ordinances, including the budget ordinance, and resolutions as passed by the City Council, which functions as the legislative branch of local government.

The Mayor oversees the various departments of the City, all of which play a part in serving and protecting Lynnwood citizens, businesses and visitors.

City Telephone Directory

City Hall—19100 44th Ave W.....	425 670-5000
Administrative Services Department	
Business License.....	425 670-5159
City Clerk.....	425 670-5161
Information Services Division	425 670-5956
Purchasing Manager.....	425 670-5165
Utilities Billing.....	425 670-5146
Executive Department	
Mayor	425 670-5001
Administrative Assistant.....	425 670-5001
Council Assistant.....	425 670-5011
Human Resources Department—19000 44th Ave W	425 670-6671
Economic Development—4114 198th St SW, Suite 7.....	425 670-5249
Tourism.....	425 670-5040
Fire Department—18800 44th Ave W.	
Non-Emergency Line	425 670-5300
Fire Chief.....	425 670-5301
Fire Marshal	425 670-5317
Fire Inspector Hotline	425 670-5350
Library 19200 44th Ave W.....	425 778-2148
Parks, Recreation & Cultural Arts Department—18900 44th Ave W.....	425 670-5505
Director.....	425 670-5501
Administrative Assistant	425 670-5505
Athletic Leagues.....	425 670-5517
Community Arts Program.....	425 670-5518
Special Events	425 670-5503
Park Maintenance Shop.....	425 670-5595
Racquetball/Handball Courts	425 670-5732
Recreation Center.....	425 670-5732
Swim Schedule.....	425 670-5588
Golf Course/Pro Shop—20200 68th Ave W.....	425 672-4653
Senior Center—19000 44th Ave W.....	425 670-5050

City Telephone Directory, Con't

Permit Center—4114 198th St SW, Suite 7 425 670-5400

Community Development Department

Building Division

- Building/Electrical Inspection Request Line (24-Hour Recorder) 425 670-5550
- Building Official 425 670-5415
- Permit Coordinator 425 670-5423
- Code Compliance Hotline 425 670-5420
- Planning/Zoning Hotline 425 670-5410

Public Works Department—Private Development Division

- Public Works Inspection Request Line (24-Hour Recorder) 425 670-8337
- Development Services Supervisor 425 670-5219
- Backflow Prevention 425 670-5223

Police Department—19321 44th Ave W

- Non-Emergency Number 425 670-5600
- Administrative Assistant 425 670-5604
- Animal Control 425 670-5660
- Crime Prevention Specialist 425 670-5637
- Media Hotline 425 670-5666
- Jail 425 670-5648

Municipal Court—19321 44th Ave W 425 670-5100

- Information 425 670-5529
- Probation 425 670-5130

Public Works Department—19100 44th Ave W 425 670-5212

- Director 425 670-5204
- City Engineer 425 670-5205
- Environmental Coordinator 425 670-5207
- Recycling Coordinator 425 670-5244
- Water, Sewer, Street Division 425 670-5231
 - Water/Sewer Leaks Report Line 425 670-5200
- Traffic Engineer 425 670-6663

Waste Water Treatment Plant—17000 76th Ave W, Edmonds 425 670-5251

Private Development Division—4114 198th St SW, Suite 7 See Permit Center

Move-In Information

EMERGENCIES..... 911

Fire Department: Non-Emergency Number425 670-5300

Police Department: Non-Emergency Number425 670-5600

Accident Reports

State Accident Report Forms are available at the Police Department—19321 44th Ave W.

Animals

Lynnwood Animal Control (Including Pet Licenses)425 670-5660

PAWS Animal Shelter—15305 44th Ave W.....425 787-2500

Education

Edmonds School District No. 15—20420 68th Ave W425 670-8337

Edmonds Community College—20000 68th Ave W425 670-1500

Central Washington University Extended Degree Center425 640-1574

Garbage and Recycling

Allied Waste/Rabanco—For Service **West** of Highway 99425 778-0188

Waste Management—For Service **East** of Highway 99.....425 481-1100

Solid Waste Disposal (Dump) - 21311 61st Pl W, Mountlake Terrace.....425 388-3429

Health Care

Swedish/Edmonds Hospital—21601 76th Ave W, Edmonds425 640-4000

Swedish/Mill Creek Emergency Center—13020 Meridian Ave S, Mill Creek.....425 357-3900

Providence/Everett Hospital—1700 13th St, Everett425 261-2000

Ambulance Service—Rural/Metro Ambulance425 672-1111

Community Health Center—4111 194th St SW425 835-5200

Group Health Medical Center—20200 54th Ave W425 883-5111

Snohomish County Red Cross.....425 744-6440

Child Abuse Reporting (DSHS).....800 379-3395

Poison Information Center800 222-1222

Providence Sexual Assault Center.....425 285-4800

Snohomish County Center for Battered Women.....425 252-2873

Snohomish County Crisis Line425 258-4357

Move-In Information, Con't

Newspapers

The Herald.....	425 339-3000
The Enterprise.....	425 673-6500
The Lynnwood Journal.....	425 775-2400
The Seattle Times.....	206 464-2111

Post Office

Main Lynnwood Branch—6817 208th St SW.....	800 275-8777
Alderwood Branch—3715 196th St SW, Suite 101.....	800 275-8777
Alderwood Annex (Inside QFC)—17525 Highway 99.....	425 743-1127

Public Transportation

Community Transit—Snohomish County.....	800 562-1375
Dial-A-Ride Senior Transportation.....	800-562-1381
Everett Transit—Everett.....	425 257-7777
METRO Transit—King County.....	206 553-3000
Accessible Services.....	206 263-3113
Sound Transit—Snohomish, King, and Pierce Counties.....	800 201-4900
TTY Relay (for all area transit providers).....	711

Senior Citizen and Disabled Services

Aging & Disability Services.....	800 422-2024
American Association of Retired Persons.....	866 663-3291
Senior Services of Snohomish County.....	425 513-1900
Main Programs.....	425 355-1112
*** A Resource Guide to Senior Services will be sent by calling the Senior Services agency. Information in the guide describes more than 100 programs targeted to seniors.	
Lynnwood Senior Center—19000 44th Ave W.....	800 275-8777
Social Security Administration.....	206-440-3227
WA State Veteran's League.....	425 774-4441

Utilities

Cable, Internet & Phone

AT&T—Internet and phone.....	877 824-2288
Comcast—Cable, internet and phone.....	800 266-2278
DirecTV—Satellite cable.....	800 531-5000
Dish Network—Satellite cable.....	800 201-0848

Frontier FiOS—Cable, internet and phone 800 783-4100

Electricity

Snohomish County PUD—21018 Highway 99, Edmonds 425 670-3200

Street Light Outages 425 670-6644

Gas

Puget Sound Energy—10606 NE 4th St, Bellevue 888 225-5773

*** To report a leak, call the above number or 911. Do not use a phone near the leak.

Water & Sewer

Alderwood Water & Wastewater—3626 156th St SW 425 743-4605

*** Serves some small area in the northeast City limits.

Lynnwood Water & Sewer—19100 44th Ave W 425 670-5146

Utilities Billing 425 670-5146

Water/Sewer Leaks Report Line 425 670-5200

Vehicle Licensing

*** Out-of-state vehicles needing Washington State plates require an inspection by the Washington State Patrol, located at 2700 116th Street NE, Marysville.

Department of Motor Vehicles—Driver and Vehicle Licensing

State Office—18023 Highway 99, Suite E 425 672-3406

Registration Office—4615 196th St SW, inside Fred Meyer 425 774-7662

Emission Testing—19726 64th Ave W 425 771-6805

Additional Community Services

Meals on Wheels 425 670-5050

Passports 877 487-2778

Snohomish County YMCA 425 258-9211

Voter Registration 425 388-3444

If you find any telephone numbers in this guide are no longer valid, please call Lynnwood City Hall at 425 670-5000. We can arrange for updated information in the in the next edition of this guide.



Free State and Regional Numbers

Telecommunications Device for the Deaf (TDD)

1-800-635-9993

Confidentiality Program	800 822-1065	Legislative Hotline	800 562-6000
Adoption	800 562-5682	Long-Term Care Ombudsman	800 562-6028
Aeronautics Division (DOT)	800 552-0666	Lottery Agent Only	800 732-5101
Aging and Adult Services	800 422-3263	(Recording winning no's)	800 545-7510
Alcohol and Drug Help	800 562-1240	Low Interest Home Loans	800 767-4663
AIDS/HIV Information Hotline	800 272-2437	Medicaid Information	800 562-3022
American Lung Association	800 732-9339	Missing Children	
Attorney General		Clearinghouse	800 543-5678
(Consumer Protection)	800 551-4636	Nursing Home Complaints	800 562-6078
Beach Closures - Shellfish		Nursing Home Information	800 562-6028
Toxins	800 562-5632	Poison Information Center	800 732-6985
Blind Library	800 542-0866	Provider Billing (DSHS)	800 562-6188
Blue Cross	800 562-1011	Puget Sound Water Quality	
Burn Ban Hotline	800 595-4341	(WQA)	800 547-6863
Cancer Information	800 422-6237	Recycling Hotline (Ecology)	800 732-9253
Charitable Solicitation	800 332-4483	Red Tide Hotline	800 562-5632
Information	800 426-5678	Refugee Assistance	800 541-8988
Child Find	800 562-5624	Revenue, Department of	800 647-7706
Children's Services (DSHS)	800 547-8367	Runaway (Youth Crisis)	
Client Relations Hotline (L&I)		Hotline	800 448-4663
Consumer Check on	800 647-0982	Social Security	800 772-1213
Contractors	800 562-6074	Support Enforcement	800 729-7580
Disability Insurance Benefits	800 562-6025	Toll-Free Hotline Information	800 555-1212
Domestic Violence Hotline	800 258-5990	Tourist Information Hotline	800 544-1800
Emergency Services (24 hours)	800 272-3780	Toxic Chemical and Oil Spills	800 424-8802
Emission Control (Ecology)	800 363-3732	Underground Storage Tanks	800 826-7716
Energy Hotline (residential)	800 843-3779	Utilities & Transportation	
Ferry Information	800 443-6684	Commission (UTC)	800 562-6150
Gypsy Moth Information		Veterans Affairs	800 562-2308
Hazardous Substances	800 633-7585	Voter Information	800 448-4881
(Ecology)	800 525-0127	Water Works Certification	
Health Consumer Assistance	800 826-2444	Program	800 525-2536
Health Plan, Basic		Welfare Fraud Hotline	800 562-6906
Hospital/Home Health Care	800 633-6828	WIC (Women/Infant/Child)	
Agency Complaint Hotline In-		Services	800 841-1410
dustrial Insurance Fraud (L&I)	800 547-8367	Woodcutting, slash fire	
Information (State)	800 321-2808	permits	800 527-3305
Insurance Commissioner -		Workers' Compensation	
Consumer Division	800 562-6900	Claims	800 547-8367

City of Lynnwood Web Page: <http://www.ci.lynnwood.wa.us>

State and Local Government on the Net: <http://www.piperinfo.com/state/index.cfm>

Community Development Department

The Community Development Department is responsible for permitting and inspection of building and land use projects, zoning and growth management planning, and code enforcement. These services promote neighborhood quality and the City's safe and orderly growth and development. Many of the Department's activities are mandated by State law.

The Community Development Department's primary services include:

- One-Stop Permit Center Coordination
- Building Division
- Planning Division
- Code Enforcement

Each of these services is discussed below. Additional information about the Community Development Department's services may be found online at: www.ci.lynnwood.wa.us



One-Stop Permit Center Coordination

The One-Stop Permit Center is co-located with the Community Development Department and is supported by an inter-departmental staff team from the Community Development, Public Works and Fire Departments. Lynnwood's Permit Center provides a convenient centralized location for development related services and allows for the following:

- Coordinated customer contacts with appropriate staff representatives.
- Centralized permit intake, plan review, permit issuance and payment.
- Streamlined permitting process.

Permit Center staff provides information about permitting services and code requirements on topics such as developing properties or operating a business.

Common permits processed by the Permit Center include:

Building, Electrical, Mechanical, Plumbing, Demolition and Sign Permits
Fire Alarm and Sprinkler Permits
Land Use Permits
Water, Sewer, Grading, and Tree Permits

Permit Center staff also actively coordinates with and support the efforts of the Economic Development Office to assist in business retention and attraction of new businesses.

Additional Permit Center Services

Information about other Permit Center services, as well as about forms, fees and other items, may be found on the Permit Center website: www.ci.lynnwood.wa.us/permitcenter.

Pre-Development Meetings

Staff from the Community Development, Fire and Public Works Departments will review your proposal in advance of a formal permit submittal and offer comments at a free Pre-Development meeting. This allows the applicant the ability to provide a complete and thorough permit application upon submittal, avoiding any unnecessary delays.

Community Development Department, con't

Permit Center Contact Information

Location: 4114 198th St SW, Suite 7, Lynnwood, WA 98036

Mailing Address: PO Box 5008, Lynnwood, WA 98046

Phone/Fax

Permit Center (425) 670-5400

Planning/Zoning Hotline (425) 670-5410

Code Enforcement Hotline (425) 670-5420

Fax (425) 670-6534

Inspection Requests

Public Works (425) 670-8337

Building/Electrical (425) 670-5550



Hours of Operation: Please call (425) 670-5400 or visit the website for Permit Center Front Counter Hours of Operation.

Building Division

The Community Development Department's Building Division provides plan review and inspection services on construction related activities. The Building Division administers the City's adopted building, energy, electrical, mechanical, plumbing and other construction related codes.

This Division ensures that buildings are constructed and maintained in accordance with approved plans and life safety codes. Enforcement of the Building Code is required by State law.

The following are examples of projects which require permits:

- Swimming pools, spas & hot tubs
- Finishing Basements
- Decks
- House or garage additions
- Changing electric or gas furnaces, water heaters or other appliances
- Signs
- Electrical installations
- Sheds over 120 sq. ft.
- Mobile home installations
- Gas piping
- Carports
- Replacing water service lines
- Fences over 6 feet high

Some additional important information for residents and businesses:

- Contractors performing building services for any resident or business in Lynnwood must be a State Licensed Contractor and must have a City Business License. Please call the City Business License staff at (425) 670-5159 for details.

Washington State Department of Labor and Industries (L&I) information about hiring a contractor may be found at the L&I website at: www.lni.wa.gov/TradesLicensing/Contractors/HireCon

- The Building Division is responsible for assigning street address numbers to buildings. Once these address numbers are assigned, they are not to be changed. Doing so makes it difficult for emergency service providers to find a correct address in the event of an emergency.

Code Enforcement Services

The Community Development Department's Code Enforcement program ensures that the City's building, nuisance and zoning codes are met. Code enforcement services are vital to the preservation

of quality of life and property values of our community.

Common code enforcement issues investigated include but are not limited to:

- Enforcement of sign regulations and the noise ordinance
- Business activities on residential properties.
- Outdoor storage.
- Accumulations of garbage, litter, junk materials, including junk vehicles.
- Overgrown grass/weeds.

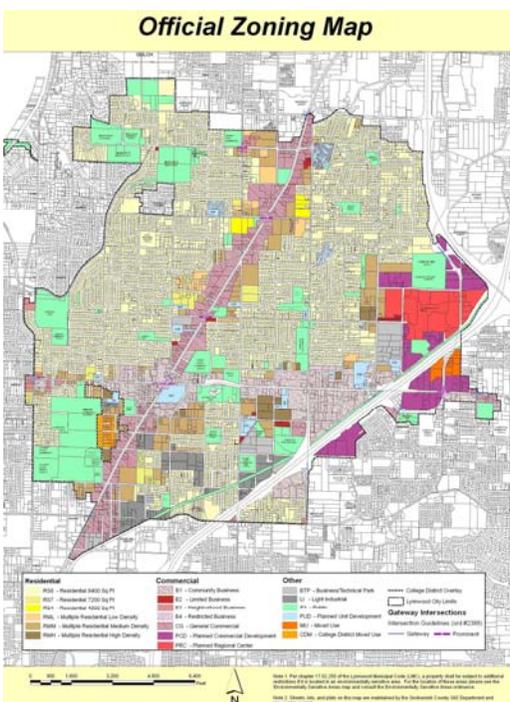


NOTE: The Animal Control Unit is part of the Lynnwood Police Department and can be contacted at (425) 670-5660.

Code enforcement related complaints can be directed to the Code Enforcement Hotline at (425) 670-5420. All complaints are investigated. Timing needed to investigate and/or resolve complaints will depend on the complexity of the specific complaint and issues involved.

Planning Division

The Community Development Department's Planning Division works closely with the other City departments as well as with local/regional agencies to promote the orderly growth and development of the City.



The Planning Division's most common responsibility is oversight over the City's zoning and other land use regulations. The Planning Division reviews all development permits for compliance with the City's land use and zoning regulations and also coordinates the environmental review process under the State Environmental Policy Act (SEPA).

Common zoning questions answered by the Planning Division include:

- What types of uses are allowed on a property?
- What are requirements for running a business out of my residence?
- How large, tall, and/or how far from property lines can a building (including sheds) be?
- Where and how tall can a fence be?

These and other zoning questions can be answered by visiting the Permit Center or by calling the Planning/Zoning Hotline at (425) 670-5410.

The Planning Division also ensures the City meets requirements under the Washington State Growth Management Act (GMA) by planning for the City's long-term future, implements annexation efforts and oversees sustainability programs. Amendments to existing land use plans and codes are prepared by the Planning Division in response to emerging concerns or issues.

Planning Division Staff provides staff support to several advisory and decision-making bodies including the Planning Commission, Historic Commission, Hearing Examiner and City Council.

Public Works

The Public Works Department is responsible for taking care of roads, traffic signals, sewage collection and treatment and water distribution, as well as administering a **Waste Prevention and Recycling Program**. This program includes public education for residents and business. There are many opportunities to participate in this program. Call **425 670-5244** for information.



Have a public works concern or would like us to know of a needed repair? Come see us at the Civic Center or refer to the following section for a specific phone number to call.

The following is a list of concerns which are commonly expressed by Lynnwood residents.

Garbage or cast off materials on the street right of way	425 670-5232 or 425 670-5231
Pot holes in the pavement	425 670-5232 or 425 670-5231
Traffic signal light out.....	911
Other Traffic Issues.....	425 670-5208 or 425 670-5231
Street sign or traffic sign down.....	425 670-5232 or 425 670-5231
Water leaks from hydrant or water main.....	425 670-5241 or 425 670-5231
Questions about sewer or water bills	425 670-5170
Reporting a sight obstruction problem or traffic hazard.....	425 670-5232 or 425 670-5231
Reporting shrubs or trees overhanging the public sidewalk.....	425 670-5232 or 425 670-5231
Garbage and Recycling.....	425 670-8302
General Questions.....	425 670-5200



The Public Works Department is also responsible for managing the Lynnwood Surface Storm Water Drainage Utility. The utility is focused on the management of surface water runoff and water quality in streams and lakes.

While the City is addressing the surface storm waters problem on a regional scale by monitoring, maintaining, updating and improving the drainage system, we need your help in solving and maintaining the problem of water quality and quantity at the source. If you see a problem or would like to participate in these or related projects, please call the Environmental Engineer at **425 670-5207**.

Reminder to Residents

Residents are responsible for the maintenance of their sidewalks, including vegetation. Please make sure you trim overhanging branches so sidewalks can be used safely by pedestrians and wheelchair users.

Administrative Services

The Administrative Services Department has four divisions:

- Finance
- Information Services
- Purchasing
- Accounting

The department is headed by the Finance Director and is responsible for the following functions:

Accounting.....	425 670-5144
Business Licensing.....	425 670-5159
City Clerk.....	425 670-5161
Information Services (IT).....	425 670-6690
Purchasing.....	425 670-5166
Records.....	425 670-5156
Utility Billing.....	425 670-5146

The above functions include such activities as water meter reading, utility billing, turning water meters on and off, and internal services such as payroll, purchasing, ordering supplies and maintaining computer systems.

Business Licensing

Residents and business owners, sales people and apartment operators are reminded that *all* businesses and institutions which operate in Lynnwood require a City Business License issued by the Administrative Services Department. Home occupations operated out of homes or apartments also need a business license. Certain categories of business must be located in particular zones. Before making arrangements to do business in Lynnwood you must have an approved business license.

Even establishments such as churches and nonprofit groups *must* have a City business license (fees for such groups are generally waived). This is for the purpose of insuring that you are legally located and properly occupy a structure. There are more than 2,500 active business licenses in Lynnwood.

Lynnwood does not allow peddlers to sell goods from the public sidewalks, vehicles or stands on vacant lots (with the exception of licensed Christmas tree and fireworks stands).

Public Records Requests

Citizens have the right to access most public records. It is the City's policy to handle all requests for public records uniformly, fairly, and expeditiously. Public Records Request forms are available online, at City Hall, or at the Permit Center. Please visit the City's website or contact the City at **425 670-5000** for more information.



Parks, Recreation & Cultural Arts

The Lynnwood Parks, Recreation and Cultural Arts Department – creating a healthy community through people, parks, programs and partnerships. This department manages 17 parks, 146 acres of open space, 7 miles of recreational trails, an athletic complex, a Senior Center, a Recreation Center, a Golf Course, Art Galleries, and many recreation programs. The Department is advised by a citizen Parks & Recreation Board, an Arts Commission, and a Diversity Commission. We are committed to enriching the quality of life in Lynnwood with recreation for all ages.

Information about all of our facilities and programs can be found:

Location: Lynnwood Recreation Center, 18900 44th Ave W

Web: www.PlayLynnwood.com

Phone: 425 670-5REC (5732)

Recreation Guide: [Let's Play!](#)

Golf

Lynnwood Golf Course

20200 68th Ave W, Lynnwood, WA 98036 425 672-GOLF (4653) www.lynnwoodgolf.com



This year-round, beautifully manicured 18-hole course offers a full service Pro Shop, power carts, equipment rentals, practice areas, and pro instruction. We're conveniently located at the Edmonds Community College Woodway Building. The Lynnwood Golf Course offers pro instruction to adults and children. Lessons are offered in groups or personal instruction. Children can learn to golf through the nationally recognized The First Tee program. Open year round, reservations are taken seven days in advance.

Recreation

Lynnwood Recreation Center

18900 44th Ave W, Lynnwood, WA 98036 425 670-5REC (5732) www.PlayLynnwood.com

This recently renovated and expanded recreation facility is open seven days a week for drop-in and registered aquatic, fitness and recreation activities. This facility is disabled accessible and offers many amenities. A resident discount is available for admission passes and many recreation programs for those individuals who live within the Lynnwood city limits.

Swimming Pools

Come enjoy our new recreation pool with two water slides, river with current, water playground, warm water wellness pool, family hot tub, adult hot tub, dry sauna and 25-yard lap pool with diving board. Each pool has a different water temperature – one that's just right for every body. For your protection and comfort, our pools are sanitized with state-of-the-art equipment and closely monitored to ensure crystal clear water. Pools are available for private party rentals. A detailed pool schedule is available online at www.PlayLynnwood.com.

Pool Expectations:

1. All children under 6 are to be accompanied by an adult (18+) in the water at all times.
2. All children under 10 must be supervised by someone (13+) in the building at all times.
3. Riders must be at least 40" tall for the body slide and 48" tall for the inner-tube slide.

Recreation Pool This pool is a comfortable 85 degrees with 5 zones for play and fitness.

The River is 180-feet long by 8-feet wide with a current, rapids and spraying arches. Perfect for riding an inner-tube around during play times, or running against the current for an excellent workout. The water depth is 3.5 feet.

The Beach is a shallow water play area with beach style entry, water cannons, spraying arches, mini geysers, water dome, dumping buckets and water playground with slide. This beach area is perfect for families with small children. The water depth is 0-2.5 feet.

The Lake is an excellent place for playing and hanging out. It has an underwater bench, basketball hoop and volleyball net. The water depth starts at 3.5 feet and slopes to 5 feet.



The Splash Pool is where the inner-tube waterslide drops into. This pool is used only for the slide during Recreation and Open Swims, but is a great place to exercise during open fitness times. The water depth is 3.5 feet.

Waterslides Climb two flights of stairs to begin your waterslide adventures. The body slide is nearly 200 feet long with twists and turns that end in a run-out of 1.5 feet of water. **Riders must be 40" to ride this slide.** The inner-tube slide can be ridden with a single, double or triple inner-tube. It curves around for 205 feet of fun and empties into the Splash Pool. **Riders must be 48" to ride this slide.**

Family Hot Tub The family hot tub is generously sized and can comfortably seat 17 people. It is kept at 98° so it is the perfect temperature for the entire family to relax and take a quick break from the other pool activities. All ages are allowed.

Adult Hot Tub Our adult hot tub, which seats up to 14 people at a time, is ideal for rest and relaxation. Water temperature is generally kept at 104° to provide a warm environment to loosen joint and muscle pain. Must be 18 or older to use this space.

Dry Sauna Our beautiful cedar sauna is electrically heated and generally kept between 160 - 170°. This adult space is perfect for warming the body, inducing relaxation and promoting sweating to release toxins from the body. A temperature controlled shower is located directly outside the sauna to cool down and rinse off between uses. Must be 18 or older to use this space.

Lap Pool The six lane, 25-yard lap pool ranges in depth from 3 ½ to 12 feet and is covered by a beautiful retractable roof. This pool hosts many activities from lap swimming, swim team, water aerobics, swimming lessons, and recreational 'open' swimming. Open swim sessions offer the diving board, wobbly walk, basketball hoops and play equipment. Water temperature is generally kept at 82°.

Wellness Pool This warm water wellness pool is an amazing space for rehabilitation, muscle and joint relaxation, or to learn how to swim. The wellness pool is heated to a therapeutic temperature of 88°. The ramp entry and aquatic wheelchair make entering the water a breeze. Water depth ranges from 3 to 4 ½ feet.

Parks, Recreation & Cultural Arts, con't

Cardio/Weight Room Our exercise room features over 50 cardiovascular, strength and stretching pieces of equipment. This eco-friendly room is comprised of Precor, circuit and free weight machines along with an innovative rope climber and 16-speed fluid rower. With 11 varieties of cardio equipment, patrons can incorporate various cardio trainings into their routine. In addition, the weight room contains three ADA compliant machines that are wheelchair accessible. In addition, various programs and weight loss challenges are held in the cardio/weight room. Free cardio/weight room orientations are available for registration at the front desk. Program Information is available online or in the Recreation Guide. The cardio/weight room is open during all normal hours of operation. Questions about health, wellness, fitness assessments and personal training can be directed to one of our personal trainers.



Fitness Studio This freshly designed fitness studio houses nearly fifty classes per week ranging from cardio to strength to mind-body classes. The “floating” studio floors were designed specifically to reduce the impact on the lower extremity joints. Select classes incorporate a variety of equipment into the workout including resistance bands, body bars and medicine and stability balls. Fitness classes are offered on a drop-in or registration basis. Fitness schedules and class fees are available online at www.PlayLynnwood.com

Racquetball Courts Two hardwood racquetball courts are available for play during regular operation hours as part of a daily admission fee. Racquets are available for rent for \$1 and balls for .25¢. Reservations can be made for the same day starting at 7:30am by calling 425 670-5732.

Wallyball This “off-the-wall” volleyball game is a blast! Court is rented on the hour and the equipment rents for \$5.00.

Multi-Purpose Rooms Multi-purpose rooms are available for party or meeting rentals. Rooms are equipped with tables and chairs. Rooms fit up to 70 people.

Changing Rooms We offer both a men’s and women’s locker rooms with showers, toilets, sinks, lockers, and hair dryers. Seven family locker rooms are also disabled accessible. Lockers take a padlock and you need to bring one or they are available for sale at the front desk for \$8.00.

Parks

For information and a complete listing of all our parks, or to reserve a picnic shelter, call 425 670-5732 or visit our website at www.ci.lynnwood.wa.us/Parks.

Meadowdale Playfields 16700-66th Ave W, Lynnwood, WA 98037

This athletic complex hosts three lighted softball fields, two lighted soccer fields, basketball courts, walking/jogging trails, a children’s playground and picnic areas. Fields are available for rentals.

Lynndale Park & Amphitheater 18927 72nd Ave W, Lynnwood, WA 98036

Lynndale Park is a 40-acre community park located north of Lynndale Elementary School. Approximately 22 acres are preserved as native forest, with the remainder developed for active use with baseball fields, a soccer field, tennis courts, basketball courts, trails, a picnic shelter, restrooms, an orienteering course, skate park and amphitheater.

Heritage Park & Visitor Information Center 19921 Poplar Way, Lynnwood, WA 98037

Heritage Park is located east of I-5 at 19921 Poplar Way in Lynnwood. The park is operated and maintained by the City of Lynnwood with partnerships that include the Snohomish County Tourism Bureau, Alderwood Manor Heritage Association and the Sno-Isle Genealogical Society.

Environmental Stewardship

Tobacco Free Policy – In 2005 the City, in a joint effort with Snohomish Health District, declared its parks and ballfields tobacco-free as part of an educational campaign to protect children from exposure to the harmful effects of secondhand tobacco smoke.

Pesticide Policy – In accordance with City policy, staff employs Integrated Pest Management techniques to manage park turf grass areas at acceptable levels to provide healthy public recreational opportunities with the minimum use of fertilizers and pesticides, and to minimize public and employee exposure to pesticides

Trails

Interurban Trail

This regional hard-surfaced, non-motorized trail is located in the PUD/PNW traction right-of-way. The trail follows the route once used by the Interurban Railway that ran between Ballard and Bellingham until 1939. The trail has been completed through Shoreline, Mountlake Terrace, unincorporated Snohomish County, Everett and Lynnwood. In Lynnwood, the trail is 3.8 miles long and is mostly separated from motorized traffic. Parking (street) is available at South Lynnwood Neighborhood Park on 61st Ave West and at the Lynnwood Transit Center on 44th Avenue West. The 44th Avenue West bridge and trail project was completed in 2010 to provide a safe and continuous pedestrian route.

Mesika Trail

This 1/3-mile soft-surfaced woodland trail is located on the Lynnwood Civic Campus behind City Hall, Senior Center and Recreation Center.

Scriber Creek Trail

This 1.5-mile soft-surfaced walking/jogging trail connects Scriber Lake Park, Scriber Creek Park, the Interurban Trail and the Lynnwood Transit Center.



Golf Course Trail

The Lynnwood Municipal Golf Course features a 1.5-mile soft-surfaced walking/jogging trail around the perimeter of the course.

Programs

Aquatics

We are a lifeguarded facility that promotes a safe and fun environment for community recreation and fitness. A wide variety of programs are offered, including swim lessons for all ages and any skill level, drop-in shallow, deep and senior water fitness classes, adult Masters swim team, lap swims and recreational swims. During the summer season we run youth swim and dive teams. American Red Cross water safety education classes are regularly offered along with Aquatic Volunteer Training courses.

Athletics

The Athletics Program provides opportunities for participation in adult athletic leagues and youth

Parks, Recreation & Cultural Arts, con't

sports camps, and coordinates rentals of Meadowdale Playfields for youth and adult sports organizations, so that participants can increase their physical health, build self-esteem, have a safe place to play and engage in social interaction.



Community Recreation

The Community Recreation program provides year-round outdoor, fitness and racquet activities for youth and adults, which provide opportunities for community involvement, lifetime learning, and improving health and fitness through exercise and recreation.

Fitness

We encourage community members to maintain a healthy lifestyle through various modalities. From the cardio/weight room machines to fitness studio classes, the Recreation Center provides something for all fitness levels and abilities. If you are stuck in a rut, don't fret as one of our personal trainers are available for machine assistance, exercise program design or nutritional guidance. Free cardio weight room orientations are available with registration at the front desk. Program information and fees are found online at www.PlayLynnwood.com

Lynnwood Library Gallery

View artwork by local and regional artists at the gallery inside the Lynnwood Library, 19200 44th Ave W Exhibits are free and rotate monthly.

Art Exhibits at the Lynnwood Convention Center

This beautiful modern facility is open to the public and boasts rotating exhibitions of artwork by nationally and internationally acclaimed artists. 3711 196th St SW. Exhibits are free and rotate every six months.

Lynnwood Public Art Collection

Throughout Lynnwood's parks and civic campus are over 110 pieces of art and 23 sculptures. Call 425 670-5519 for materials for an educational self-guided tour of the collection.



South Snohomish County Visitor Information Center

19921 Poplar Way, Lynnwood

425 776-3977 www.snohomish.org

The South Snohomish County Visitor Information Center is located in the renovated Wickers Building and operated by the Snohomish County Tourism Bureau. The Center offers tourists and residents an abundance of community, county and statewide information, and is open daily. The Wickers Building, built in 1919, also serves as a museum that features traveling exhibits, the history of the Interurban Railway and early Alderwood Manor, and historical artifacts that honor the building's past as Alderwood manor's first general store and post office. The Wickers Building is listed on the Washington Heritage Register of Historic Places.

Genealogy Research Library

19827 Poplar Way, Lynnwood

425 775-6267

This community library is located in the renovated Humble House, the park site's original residence built in 1919. Operated by the Sno-Isle Genealogical Society, the library is staffed with knowledgeable volunteers to assist visitors and researchers, and provide them with an understanding and appreciation of their family heritage. The library's current holdings exceed 5,000 books and periodicals.

Heritage Resource Center

19903 Poplar Way, Lynnwood

425 775-4694

This community resource center is located in the Alderwood Manor Heritage Cottage, originally the superintendent's cottage built in 1917 on the Demonstration Farm. The renovated cottage offers public access to resource materials related to the historic community of Alderwood Manor. Owned and operated by the Alderwood Manor Heritage Association, the Resource Center features rotating exhibits and collections of historical artifacts, oral histories, books and reference materials.

Community Gardens and Agricultural Programs

The historic water tower from the Demonstration Farm is being renovated to provide space for community programs that interpret Lynnwood's agricultural heritage. Students, residents and tourists will have the opportunity to learn the important role the Demonstration Farm once played in the development of Lynnwood.

Interurban Car 55

19911 Poplar Way, Lynnwood

425 744-6478

Interurban Car 55 is one of six electric trolleys that made daily runs between Seattle and Everett from 1910-1939. The Interurban represents a significant role in Lynnwood's transportation heritage. Car 55 has been renovated and includes original Interurban accessories. Tours are available to guide visitors through the trolley and entertain with historic details and stories of the Interurban.

Teen Programs

The City of Lynnwood offers several programs for teens in both middle and high school. Middle school teen programs include a teen drop-off center, after school programs including intramural sports, break dancing, NightWaves teen nights and T.A.C.O. (Teen Adventure Camp Outdoors) day trips and summer camp. High school teen programs include L.T.A.G. (Lynnwood Teen Advisory Group), volunteer opportunities and T.A.C.O trips and summer camp. Please contact the Youth and Teen programs Assistant Supervisor at 425 670-5FUN (5386) or visit www.PlayLynnwood.com for more information.

Youth Programs

Youth Programs is committed to providing quality and enriching opportunities for those in preschool through high school. Our dedicated staff strive to ensure that children have a safe, fun and engaging experience, where they learning through play. We are committed to promoting healthy lifestyles through offering nutritious snacks, fitness activities and hands on creativity. We offer a wide variety of activities throughout the year including: Preschool Programs, Summer Day Camps, and junior Counselor Programs. Please contact the Youth Program Office at 425 670-5FUN (5386) for more information.



Parks, Recreation & Cultural Arts, con't

Lynnwood Senior Center

19000 44th Ave W, Lynnwood, WA 98036
425 670-5050 www.PlayLynnwood.com

The Lynnwood Senior Center is a local multi-purpose senior activity center for adults 62 and older. The Senior Center provides educational, social, recreational and volunteer opportunities as well as social services, wellness activities and travel for adults over 62 years of age in Lynnwood so they can maintain their independence, develop new skills, maintain and improve healthy lifestyles, increase their awareness of services and programs available, encourage community participation, and have fun. Programs and services include: legal advice, blood pressure screening, foot care, haircuts, S.H.I.B.A. (Supplemental Medical and Long Term Care Insurance Information), tax filing assistance, fitness classes, art classes, computer classes, and card and social games.

The Center is open for drop in activities each weekday, as well as specific classes, trips and special events. A detailed description of all activities and events can be found in the bi-monthly publication of the *Senior Messenger*. Copies of the newsletter are available at the Senior Center, the Recreation Center, the Lynnwood Library and various other community service centers throughout the city.

Senior Recreation Resources

South County Senior Center

220 Railroad Ave Edmonds, WA 98020

425 774-5555 www.scscedmonds.org

The South County Senior Center is the regional senior center for Brier, Edmonds, Lynnwood, Mountlake Terrace, Woodway and beyond. This waterfront facility is available for rent on evenings and weekends. A detailed description of the services, classes, trips and events that are available can be found in the bi-monthly newsletter, the *Sound Connection*. Call 425 774-5555 for more information.

Senior Services of Snohomish County

8221 44th Ave W Suite E Mukilteo, WA 98275

425 513-1900 www.sssc.org

Senior Services of Snohomish County is a gateway for information and access to services for older adults. A bi-lingual staff provides outreach and information services to the Chinese, Korean, Vietnamese, Latin/Hispanic and Filipino communities. AT&T Language Line Services are also available. The Senior Source Resource guide highlights public and private non-profit agencies that provide services to seniors, often on a free or reduced-fee basis.

Volunteer Opportunities

Discover endless volunteer opportunities at the City of Lynnwood Parks, Recreation & Cultural Arts Department. Who can volunteer? Anyone! Opportunities are available for people of all ages and interests; call the volunteer coordinator at 425 670-5504.

Aquatic Volunteer Program

The Lynnwood Aquatic Volunteer Program is an excellent opportunity for young teens between 12-15 years to gain life-saving and swim instruction skills while making new friends in a fun environment. Students are trained by professional Lifeguards in basic water rescues and first aid. Participants are also educated in the fundamentals and techniques of teaching swim lessons. Upon completion of the

training class, students can build community service hours at the Lynnwood Recreation Center as a Junior Lifeguard and Swim Instructor Aide. Perks of the program put volunteers in a great position to learn all they need to know for a future first job at the Lynnwood Pool. Registration for this class is available online at www.PlayLynnwood.com!

Arts Commission

The Lynnwood Arts Commission brings quality arts experiences – visual, literary and performing – to all of us. If you love the arts and want to serve your community, please call 425 670-5519. Visit us at our meetings on the 2nd Tuesday of each month at 7PM in the City Council Chambers, 19100 44th Ave W

Diversity Commission

Lynnwood has changed an immense amount in the last ten years and one of those changes has been the increased diversity of its community, which the City of Lynnwood feels is something to celebrate. One of the steps taken by the city to facilitate mutual understanding was to create the Neighborhood and Demographic Diversity Advisory Commission. Meetings are held the 2nd Tuesday of each month at 6:30PM in the City Council Chambers – Conference Room 4, 19100 44th Ave W.

Lynnwood Teen Advisory Group (LTAG)

LTAG's purpose is to be a voice for young people and to promote a community where youth are valued and involved. LTAG will provide opportunities for youth to develop leadership skills, plan teen events in the community, and work on community service projects. Get involved, have fun, and earn service hours for school! Come check out one of our meetings to find out if you are it! For students in grades 9-12 in the Edmonds School District. For more information, call our Teen Programs Coordinator at 425 670-5524.

Park Volunteers

Volunteer opportunities for all ages are available in the Lynnwood parks system. These include litter pick-up in parks and along trails, removal of invasive plant species, planting native vegetation, plant and wildlife inventories, woodland trail construction and building bird boxes, picnic tables and benches. For more information, call the Park Maintenance Superintendent at 425 670-5505.

Senior Center Volunteers

If you're a senior or a senior at heart, the Lynnwood Senior Center invites you to volunteer. We need people to do a variety of jobs: register seniors, answer phones, coffee bar host/hostess, teach a class, lead a group, or get involved with our special events. Contact the Senior Volunteer Coordinator at 425 670-5050.

Parks & Recreation Board

The Lynnwood Parks & Recreation Board is made up of seven volunteers who work to support parks and recreation in Lynnwood. With the support of past and present board members, the City has built a diverse and balanced system of recreational facilities, affordable programs and environmentally sound parks and open spaces.

Board meetings are held on the first Tuesday of each month at 7:00 PM in the Wickers Building at Heritage Park. 425 670-5505

Regional Library

Lynnwood Library

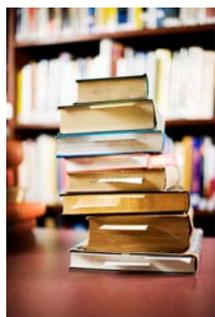
19200 44th Ave W, Lynnwood, WA 98036

425 778-2148

Whether you need books for a school project, up-to-the-minute business reports, a DVD to help you learn French, or simply something fun to read, watch or listen to, the Lynnwood Library has it—or can get it for you. With more than 165,000 locally and access to over 1.2 million items throughout the 21 branch Sno-Isle Libraries district, a vast amount of information is at your fingertips. If you need an item the library does not own, we will do our best to get it for you. Request in person or online from the Sno-Isle Libraries' website: www.sno-isle.org.

To better assist you in finding the information you need, the Lynnwood Library provides access to:

- *The Information Desk*, staffed with seasoned professionals with years of experience. Questions can be submitted in person, over the phone, via email, IM or chat session, 24-7. Sno-Isle Libraries participates in the Ask-A-Librarian service, a nationwide network of public and academic libraries ready and able to answer your information requests.
- *Homework Help*, an online tutorial service, providing assistance with common elementary and secondary school assignments (math English, science, social studies), as well as writing and speaking lab to assist people of any age with resumes, English language skills and test preparation. The service is available in both English and Spanish.
- *Proprietary subscription-based databases*, not available through the internet, aid you in your research. Popular titles include Consumer Reports Online, Novelist, Business Decision, Reference USA, Legal Information Reference Center, Consumer Health Complete, All-Data-Auto— Repair, Worldwide Newspapers and more.
- *Downloadable books, music and movies*. If you are looking for good music, a foreign film, or the latest e-book to load onto your reader, the library offers an ever-increasing range of options. The Libraries' Overdrive service is complete with Apple, Microsoft, Sony, Barnes & Noble and other popular electronic devices.
- *A wide variety of programs for all ages*. Families with young children can participate in the morning and evening story time programs, school age children and teens in the afterschool programs and adults in the many evening and weekend programs offered on topics such as crafts, employment strategies, the arts, computer technology, hobbies, small business development, citizenship and English as a second language skills building.



Available at the Library

- Books in English and 7 other languages, available in print, large-print, e-book and audio formats
- Magazines and Newspapers (both in print and online)
- CDs and DVDs, including access to downloadable and streaming content
- Over 50 computers with internet and Microsoft Office
- Color Copier/Scanner and Public Fax

Police Department

Police Department and Lynnwood Jail

19321 44th Ave W

EMERGENCY? CALL 911

Non-Emergency: 425 670-5600



The Lynnwood Police Department is a community service-oriented agency which focuses on keeping the City a safe place to live and work. The department serves 2,500 businesses and a population of more than 34,000. In addition to routine patrols and enforcement of City and State laws, a variety of services are available to businesses and residents. These services include animal control, a house check program for residents on vacation, and other services.

Crime Prevention Unit

Lynnwood's Crime Prevention Officer is available to conduct home and business security surveys and to make crime prevention/safety presentations for residents, business people and school children. Programs offered through the Crime Prevention Unit include Block Watch and Apartment Watch, Business Watch, and a variety of other safety topics. Call 425 670-5635 for more information.

Citizens' Academy

The Lynnwood Police Department offers a 13 week Citizens' Academy for Lynnwood city residents. Those who work in law enforcement often wish the public had a better understanding of the day-to-day operations of a police department. Many departments are making that wish a reality by creating academies that teach the general public about law enforcement. Although the Citizens' Academy is not intended to make police officers out of regular citizens, those attending will learn a great deal about all phases of law enforcement.

Classes include:

- Detectives and Narcotics
- Youth Service Bureau, D.A.R.E., gang activity
- Crime prevention and volunteer opportunities
- SWAT demonstration, K-9 and drug detection dog demonstrations
- Tours of 911 Dispatch Center and Lynnwood Police Department
- Ride along with a patrol officer

If you would like to attend the academy, please call 425 670-5635.

Police Cadets

The City employs college students on a part-time basis as Police Cadets. Generally, these are students in criminal justice programs. These young people provide many services which allows officers to concentrate on regular patrol duties.



Volunteers in Public Service (VIPS)

A group of dedicated volunteers, consisting primarily of senior citizens provide a host of services to the Police Department such as filing, mail distribution, home security checks and other important day-to-day functions. If you are interested in serving in the VIPS program, call 425 670-5635.

Police Department, con't

Reminders to Residents

1. It is unlawful to park an unlicensed or inoperable vehicle on city streets. These vehicles will be tagged for towing.
2. One of the most frequent complaints about inappropriate behavior involves excessive noise. Citations will be issued or arrests may occur if the peace is disturbed by creating noise levels beyond those allowed by law.
3. Traffic in Lynnwood is very busy; obey crosswalks, school zones and school bus signals. Pedestrians and bicyclists must also follow the rules to prevent accidents.
4. Should you be involved in an accident in or out of the city, you can pick up a Washington State Accident Report form at the Police Department.
5. It is unlawful to discharge any kind of gun, rifle or pistol within the City limits, including air rifles and "BB" guns.
6. Concealed weapons permits for residents who live **inside** the City Limits are processed by the Lynnwood Police Department.
7. Animal complaints are one of the most common problems between neighbors.
8. Home and business alarm systems which have excessive false alarms or create long-lasting noise are subject to fines. Copies of the false alarm ordinance and a brochure are available at the Lynnwood Police Crime Prevention office.

Be a Good Neighbor

Keep an eye on your neighbor's home and get them to do the same for you. If you see something suspicious—movement inside a home that should be empty, a strange car or truck in the driveway or a loiterer - call **911** immediately. Make a reasonable effort to get a good description and license number, without endangering yourself. Burglars have been known to use a truck and openly carry off valuable possessions. If neighbors haven't mentioned moving, be suspicious. It is better to have called than to wish you had called.



Animal Control Program

Animal complaints are the most common problems between neighbors - listed below is a short summary of the law that apply to most pet owners. For more information on these and other animal control laws, please contact the Animal Control Officer at 425 670-6675.

Licensing

You may have a maximum of three pets, dogs or cats combination, over six months of age on premises in the city. Every dog or cat six months old or older must be licensed. Permanent licenses are available if the animal has been spayed or neutered and are valid for the life of your pet as long as you reside in Lynnwood. Temporary licenses must be renewed annually.

Dangerous Dogs

If your dog bites someone, approaches and chases people or inflicts severe harm, it can be declared a dangerous dog and subject to impoundment. If your animal is off your property and not under your immediate control by means of a short leash, it is considered "at large." If your animal bites someone, breaking the skin of that person, you must report this to Animal Control at 911. The animal will be

quarantined at the owner's expense.

Cruelty

It is illegal for any person to knowingly subject any animal to inhumane treatment.

Nuisance

The nuisance ordinance applies to pets and their owners as follows:

- Excessive or untimely barking
- Chasing vehicles
- Depositing waste -matter on property
- Molesting passersby
- Attacking other domestic animals
- Running at large

Impoundment

When a licensed animal is impounded, the officer shall make every attempt to notify the owner of the impound and the reason for impoundment. While every effort is made to notify owners of impounded animals, it remains the responsibility of the owner to locate missing pets. Reasons for impound include:

- Animal running at large and/or no license
- Cruelty
- Animal Bite
- Dangerous Dogs

Animals Prohibited in Lynnwood

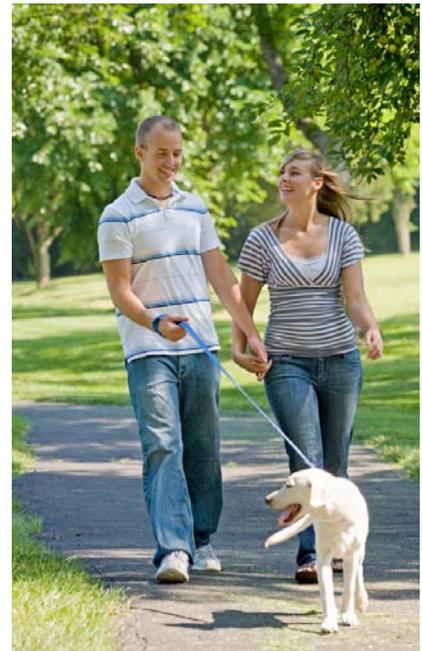
Mink, goats, foxes or hogs may not be kept within the city limits; some other animals may be kept with limitation. City laws require a minimum of 20,000 square feet per animal and proper fencing. Please contact Community Development at 425 670-5410 for more information about restrictions.

Parks

Dogs and cats are welcome in all city parks with the exception of the Meadowdale Playfields and Lynnwood Athletic Complex. All animals must be on a leash and you are required to promptly clean up any waste left by your pet.

Services Provided by your Animal Control Officers

- Rescue sick and injured animals
- Control vicious animals
- Pick up dead animals
- Impound stray animals
- Investigate cruelty complaints
- Round up stray livestock
- Issue citations for violations
- Act as expert witnesses in court cases
- Assist public in animal related problems



Please...You can help!

Abide by the law—license your pet, attach license to collar, keep pets off the streets and provide proper food, water, care and most of all, love. Don't allow your animals to have unwanted litters; spay or neuter them. Don't let your pet bother your neighbors by barking or being a nuisance. Remove waste products quickly and prevent health hazards.

The Animal Control Program is part of the Lynnwood Police Department. For animal attacks or immediate response, call **911**. For general information, call **425 670-5660** and the Animal Control Officer will contact you as soon as possible.

Municipal Court

Lynnwood Municipal Court

19321 44th Ave W

425 670-6668

When people are accused of traffic violations within city limits or of breaking City of Lynnwood criminal laws, they come under the jurisdiction of Lynnwood Municipal Court. The court is open from 8:30 AM to 4:30 PM Monday through Friday (except for holidays). The public is welcome to observe the court in action. Interested groups can arrange tours of the court, which include an explanation of court procedures. Civil protective orders are handled by the South County District Court at 20520 68th Ave W, Lynnwood.

The Lynnwood Municipal Court also provides information on alcohol treatment programs, anger management counseling and other social services. For more information, call **425 670-6668**.

Traffic Cases

Defendants in traffic cases may either pay a predetermined fine or request a hearing. At the hearing, either in person or by mail, they can contest their traffic ticket or explain the circumstances surrounding the incident. The judge decides the case based on the preponderance of the evidence or the mitigating circumstances.

Criminal Misdemeanor Cases

In criminal matters, the city must prove its case beyond a reasonable doubt. All defendants have the right to an attorney at all hearings. If defendants can't afford to hire an attorney, the City will appoint one to represent them (in cases where the offense could result in a jail sentence).

On criminal domestic violence cases the judge will likely issue a no contact order. The order prohibits the defendant from having contact with the victim for up to 5 years.

Other Courts and Dispute Resolution

Snohomish County Superior Court

3015 Wetmore Avenue, Everett, WA

425 388-3411

Major felonies such as murder, rape, armed robbery and such are referred to the Snohomish County Prosecutor and are handled in the Superior Court system in Everett. Civil proceedings such as divorces or commercial disputes involving claims over \$2,500 are also in the jurisdiction of the Superior Court.

South County District Court

20520 68th Avenue W, Lynnwood, WA

425 774-8803

Traffic offenses in South County which occur outside the city limits, protective orders, and small claims involving money claims under \$2,500 are handled by the South District Court.

Dispute Resolution Center (DRC)

2801 Lombard, Everett, WA 98201

425 339-1335

www.resolutionwa.org/

The Volunteers of America organization operates the Dispute Resolution Center. The agency was created under state law to give residents a positive, inexpensive way to solve a wide variety of conflicts and disputes without going to court.

Mediation/Arbitration

Instead of Going to Court, the Dispute Resolution Center offers a free *mediation* service to allow both sides involved in a dispute their uninterrupted time in a civilized and courteous manner. Generally, only one or two sessions are necessary to come to an agreement. Since the parties have worked out the agreement themselves, the results are more effective than a solution imposed by authorities.



Over 90% of the problems put mediated by the DRC are resolved with little cost to the participants. An *arbitration* service is also available at a nominal cost.

What kinds of cases to the Dispute Resolution Center deal with?

- Employer/Employee
- Neighborhood
- Family/Parenting Plans
- Business/Consumer
- Landlord/Tenant
- Anti-Harassment
- Government/Citizen
- Non-violent criminal
- Small Claims

Who refers people?

- Individuals
- Courts
- Employers/Employees
- Sheriff/Police Departments
- Private Agencies
- City/County Governments
- Prosecuting Attorney
- Attorneys

What are the benefits?

- Fast
- Flexible
- Private
- 80% settle
- Low Cost
- Informal
- Friendly
- Creative

The Washington State Landlord-Tenant Act

The City **does not** enforce the Landlord Tenant Act and is prohibited by law to interject itself into the process. If you have specific questions about the **Landlord Tenant Act you may contact the Dispute Resolution Center at 800 280-4770 or 425 339-1335** or call the Washington Attorney General Landlord Tenant Act Toll Free number at **800 551-4636 or 206 464-6684**.

Tenancies not covered by the Landlord-Tenant Act

- Residence in an institution which is incidental to detention, medical or similar services.
- Occupancy under a bona fide earnest money agreement.
- Leases containing an option to buy (if approved by tenant's attorney).
- Transient lodging: hotels, motels, etc.
- Housing for a tenant/employee whose right of occupancy is dependent upon his/her employment.
- Renters of space in mobile home park.

Fire Department

Fire Station No. 15

18800 44th Ave W

EMERGENCY? CALL 911

Non-Emergency: 425 670-5300

Fire Marshal's Office

All schools, churches and other institutional buildings are inspected at least once a year by the Fire Department crews. Any change of occupancy of a building will also trigger a review by the Lynnwood Fire Marshal. Commercial buildings are inspected at least once every two years.

Any fire alarm, sprinkler system, exiting requirement or other technical Fire Code requirements in new buildings must also be reviewed and approved by the Fire Marshal's office, **425 670-5350**.

Fire lanes, when required, will be checked by the Fire Marshal. Parking in a fire lane is not allowed.

If a life safety hazard is observed in a commercial or institutional building or you have a question about fire safety, please call **425 670-5350**.



Outdoor Burning

Outdoor burning in open fires or burning barrels is not allowed in Lynnwood. During certain times the burning of wood stoves and fireplaces may also be restricted. During periods when there are air stagnation conditions, newspapers, television and radio stations will advise citizens of burning bans. The **Puget Sound Air Pollution Control Agency** issues the alerts and burning bans. A citizen can call the agency's informational line at **800-595-4341** for information or complaints about excessive smoke from wood stoves or fireplaces.

Information and Education

The Fire Department offers free pamphlets and booklets about fire safety, emergency preparedness for homes and businesses. Your local government plays an important role in responding to a major disaster, but each household and business can also be prepared. Your fire department will conduct a home safety check at your request and will leave you with valuable information about disaster preparedness. Call **425 670-5317** for a voluntary home safety check.

Smoke Detectors

When you move into an apartment or a rental house the landlord is obligated by law to provide a working smoke detector upon initial occupancy. The tenant is then obligated to maintain the batteries after that time. **Do NOT remove the batteries or disconnect a smoke alarm if the device becomes overly sensitive!** Smoke alarms are inexpensive - get a new one if the one you have is defective. It can and does save lives.

Community Emergency Response Team (C.E.R.T.)

You are invited to apply to volunteer as a member of C.E.R.T. It is the goal of the City of Lynnwood to have a trained C.E.R.T. member in each neighborhood. You will be trained in a variety of disaster response actions which will allow you to assist your family and neighbors in the event of an emergency. To participate in C.E.R.T. contact Jamie at ESCA (Emergency Coordinating Agency) 425 776-3722.

Disaster Planning

The City of Lynnwood, like most northwest communities, is subject to a number of potential natural disasters such as flooding, wind storms, severe winter storms, earthquakes, and volcanic eruptions. While we hope that such an occurrence never happens, it has been shown time and time again that being prepared for disasters is prudent. Emergency services and government agencies may not be able to respond to your needs immediately. Their buildings, equipment, personnel, communications, and mobility may be severely hampered by the event. They will be overwhelmed. Experts tell us to plan to be on our own for a minimum of 72-hours.



We cannot stop these disasters from occurring, but we can limit their impact on us and those we love. Each family can survive in a better way by assembling a family disaster plan. The most important concept in developing a **family emergency preparedness plan** is communication. Every member of the family needs to be involved so that when disaster strikes, everyone will know what to do. How well you manage the aftermath of disaster depends a great deal on your level of preparedness when disaster strikes.

On the following pages you will find a step-by-step guide to disaster planning. This plan will help you develop the essential information you will need in building a comprehensive family emergency preparedness plan. Be sure to involve all the members of your household when developing your preparedness plan. A plan will only work when everyone knows about it and agrees to operate within its guidelines.

Once your family is prepared, it is time to look to your neighbors. In times of disaster your neighbors will probably be the first ones available to come to your aid. Find out before disaster strikes what resources you share and how you can work together for the good of one another. Good luck! And don't forget to review your plan annually.

Four Steps to Disaster Planning

1. Find Out What Disasters Could Happen To You

- Ask what types of disasters are most likely to happen in your area.
- Learn about your community's warning signals: what they sound like and what you should do when you hear them.
- Ask about animal care after a disaster.
- Find out how to help elderly or disabled persons, if needed.
- Find out about the disaster plan at your workplace, your children's school or childcare center and other places your family frequents.

2. Create A Disaster Plan

- Meet with your family and discuss why you need to prepare for disaster. Plan to share responsibilities and work together as a team.
- Discuss the types of disasters that are most likely to happen. Explain what to do in each case.
- Discuss what to do in an evacuation. Plan to take care of your pets.
- Ask an out-of-area friend or relative to be your "family contact." It's often easier to call long distance following a disaster.

Fire Department

- Pick two places to meet:
 - Right outside your home in case of fire.
 - Outside your neighborhood in case you can't return home. Everyone must know the address and phone number.

3. Put Your Plan Into Action

- Post emergency telephone numbers by phones.
- Teach children how and when to call 911 or your local emergency medical services number for emergency help.
- Show each family member how and when to turn off the water, gas and electricity at the main switches.
- Check for adequate insurance coverage.
- Install an ABC type fire extinguisher in your home, teach each family member to use it, and show them where it is kept.
- Install smoke detectors on each level of your home, especially near bedrooms.
- Conduct a home hazard hunt
- Stock emergency supplies and assemble a disaster supplies kit.
- Take a first aid and CPR class.
- Determine the best escape routes from your home. Find two ways out of each room.
- Find safe spots in your home for each type of disaster.

4. Practice and Maintain Your Plan

- Review your plans every six months so everyone remembers what to do.
- Conduct fire and emergency evacuation drills.
- Test and recharge your fire extinguishers according to manufacture's instructions.
- Test your smoke detectors monthly. If battery operated, change the batteries every six months and clean the dust from the detector each time you change batteries.
- Replace stored water every three months and stored food every six months.

Blood Pressure Checks

Free blood pressure checks are available Monday-Friday, 9 AM to 4 PM (except holidays) at Fire Station 15. Checks are provided by volunteers.

Fireworks

No fireworks may be sold except from noon July 1st until 10 PM July 4. No discharge of fireworks will be allowed except from 9 AM until 11 PM July 4. Be sure to check with the Fire or Police Department during the fourth of July season to make sure the rules have not changed.



Snohomish Health District

Snohomish Health District

3020 Rucker Avenue, Suite 102, Everett WA 98201

425 339-5200 www.snohd.org

This is the agency which provides services to all incorporated Snohomish County Cities, including the City of Lynnwood. Services include community health services, clinics, HIV/AIDS programs, environmental health and vital statistics.

If your home is served by a septic tank for sanitary waste disposal, the Health District has jurisdiction. If the system fails, you may be required to connect to City sewers. The District also deals with infestations of vermin or rats if the situation endangers the public health, and usually orders that anything which attracts rats or insects be removed and a commercial rodent or insect exterminator be employed.

Restaurant inspections, food handler permits and food handling standards are also enforced by this agency.

The various City Departments and your Snohomish Health District closely coordinate their efforts to maintain Lynnwood as a place free of disease and unsanitary conditions.

Administration Office	425 339-5210
Fax	425 339-5216
Public Health Emergencies	425 339-5295
Community Health Division	425 339-5230
Clinic Service.....	425 339-5220
HIV/AIDS Program	425 339-5251
Vital Statistics	425 339-5280
Environmental Health Division.....	425 339-5250
Sanitation Program.....	425 339-5250

SHD Health Clinic

6101 200th Street SW, Lynnwood, WA 98036

425 775-3522

Snohomish Health District operates clinics in Everett and Lynnwood. Not all services are offered at both locations. The website lists service availability at each clinic, hours of operation, and an estimate of the cost of services. Fees for services vary. Many services are offered on a sliding fee scale based on the number of household members and income. Appointments are strongly recommended.



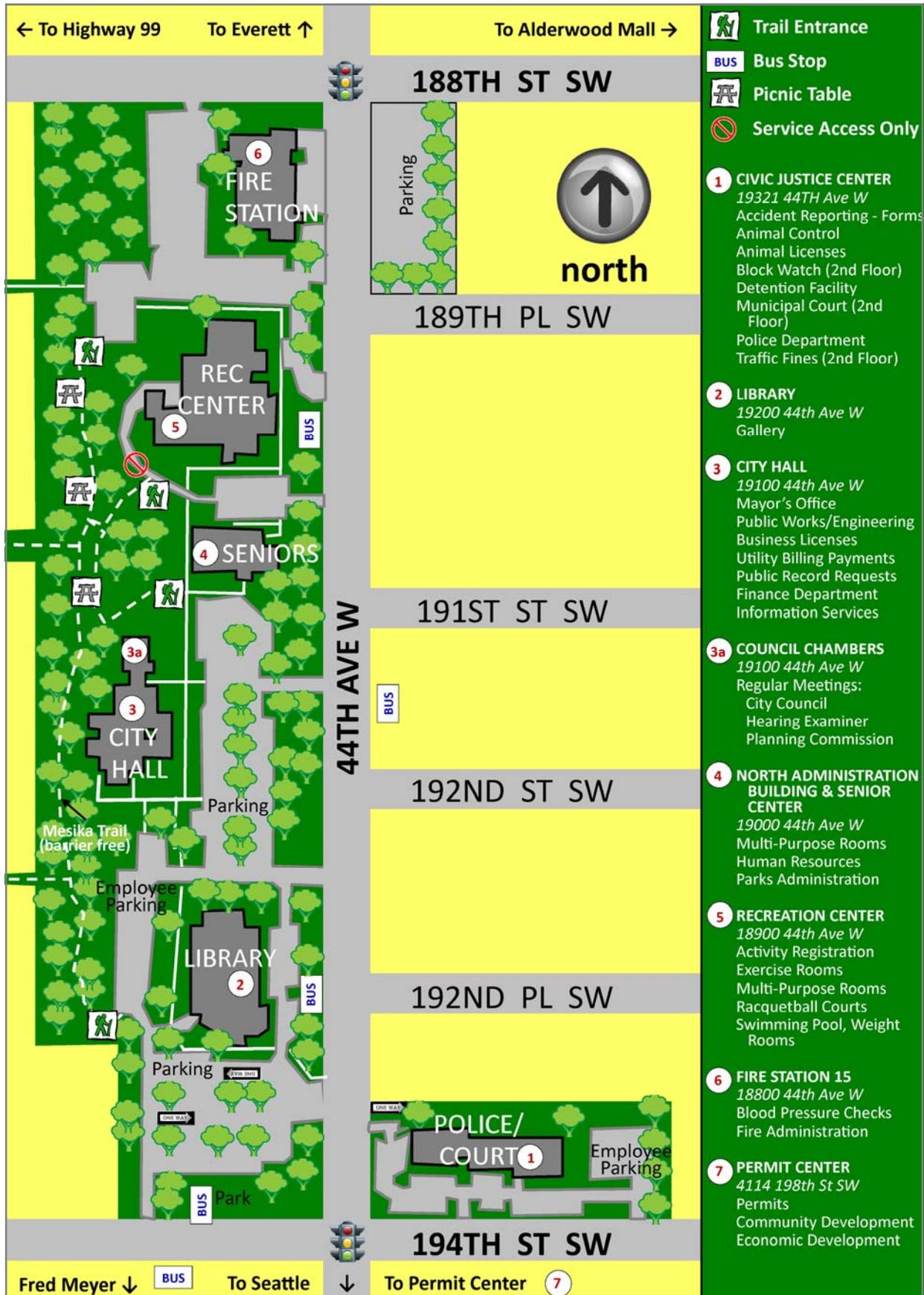
Services include:

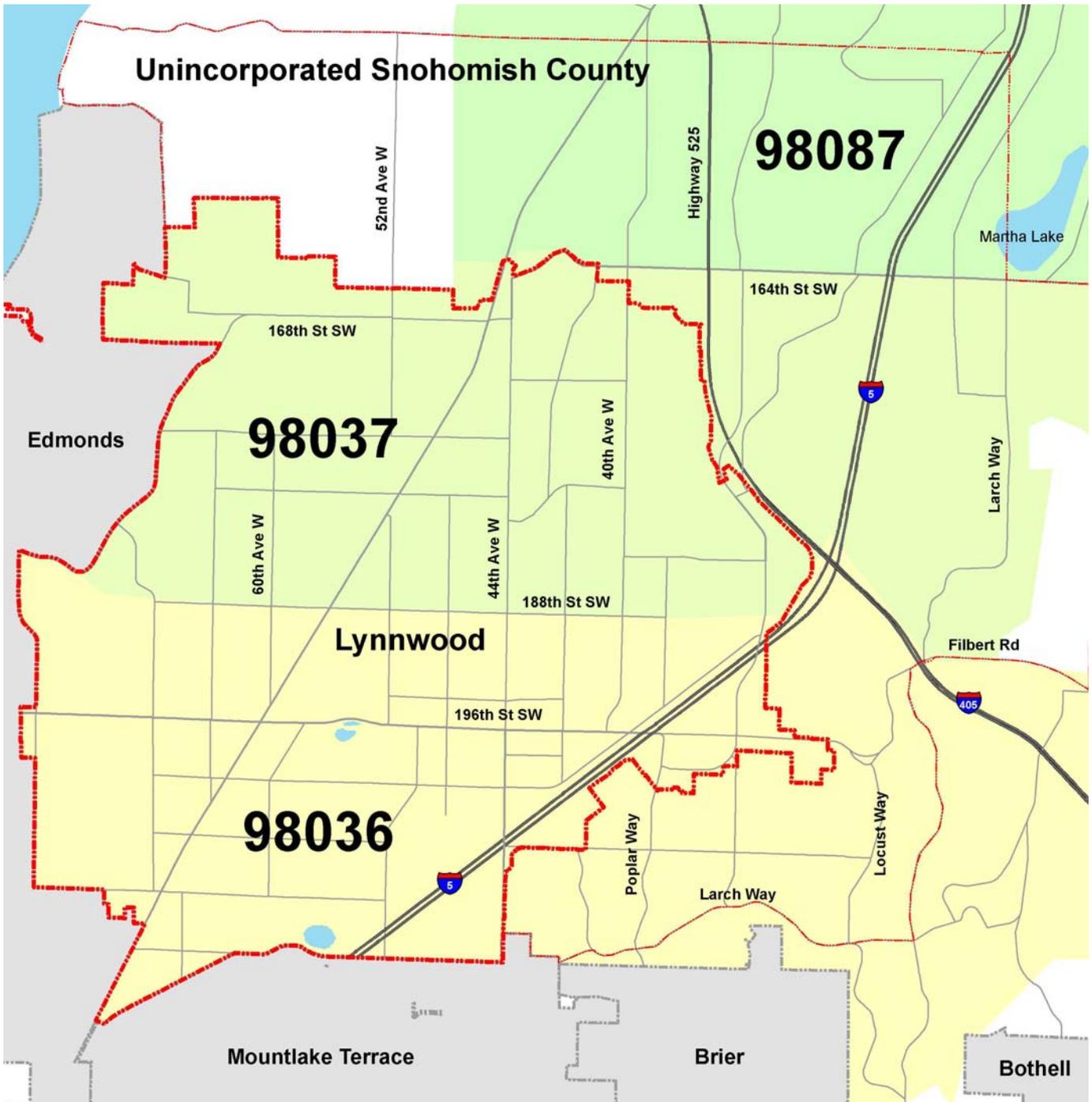
- HIV Testing
- Travel Immunizations
- Vaccinations, including seasonal flu
- Women, Infant and Children (WIC) Program

Index

Administrative Services	19	Library	28
Auto Licensing	13	Move-In Information	11
Animal Control	11	Newspapers	12
Building Permits and Inspections	16	Parks & Recreation Department	20
Business Licensing	19	Permit Center	15
Catch Basin Issues	18	Planning & Zoning	17
Civic Center Location Map	39	Plumbing Permits	16
Code Enforcement	16	Police Department	29
Community Development Department	15	Post Offices	12
Community Profile	4	Public Works Department	18
Complaints	40	Recreation Programs	20
Comprehensive Planning	17	Recycling Information	18
Court, Lynnwood Municipal	32	Resurfacing Streets	18
Court, Other	32	Sanitation	18
Current Planning	17	Schools (Educational Facilities)	11
Directory (City)	9	Senior Programs	26
Disaster Planning	35	Sidewalk Obstructions	18
Dispute Resolution	33	Signs and Advertising	15
Drainage	18	Smoke Alarms	34
Dumping—Illegal	16	Storm Sewer	18
Dumping—Legal	11	Street Potholes	18
Electrical Inspections	16	Swimming Pool and Passes	20
Electrical Service	13	Traffic Accident Forms	11
Emergency Services	11	Traffic Engineering	18
Engineering	18	Traffic Signs and Signals	18
Finance/Accounting	19	Transit	12
Fire Department	34	Utilities	12
Fire Marshal/Inspections	34	Vehicle Registration	13
Fireworks	36	Water Accounts	19
Flood Control	18	Water Service Problems	18
Garbage Pick-Up	18	Water Quality/Treatment	18
Hazardous Waster	14		
Health District	37		
History of Lynnwood	5		
Landlord-Tenant Act	33		

Civic Center Locator Map





Complaints or Problems to Report

Within City Limits:

Outside City Limits:

- Animal Control..... **425 670-5660**
- Code Enforcement..... **425 670-5420**
- Emergencies..... **911**
- Streets..... **425 670-5231**
- Permit Center..... **425 670-5400**

- Animal Control..... **911**
- Code Enforcement..... **425 388-3650**
- Emergencies..... **911**
- Streets..... **425 388-3488**
- Development Services..... **425 388-3311**