
Fields Mercedes-Benz Addition and Car Wash
(PDR-25-0008)

I. Application

Project Name	Fields Mercedes-Bens Addition and Car Wash
File Numbers:	PDR-25-0008
Location:	17800 Highway 99 Lynnwood, WA 98037
Tax Parcel Number:	00374300200300
Zoning:	General Commercial
Future Land Use:	Mixed Use Commercial
Site Area:	3.5 Acres
Property Owner:	DJJ Chicago LLC
Applicant:	Ed Minshull, LMA Architects
Staff Reviewer:	Zack Spencer, Planner 425-670-5435; zspencer@lynnwoodwa.gov
Applicable Design Guidelines:	None
Related Permits:	Associated Building and Construction Permits
Decision:	Approved with Conditions

II. Exhibits

1. Approved PDR Plan Set, received 12/1/25
2. Project Narrative, received 12/1/25
3. Title Report, received 12/1/25
4. Transportation Impact Fee Calculation, received 12/1/25
5. Agency Comments, received 1/6/26

III. Findings of Fact

a. Proposal Description

On November 12, 2025, Ed Minshull of LMA Architects, on behalf of Fields Lynnwood LLC, submitted an application for the Fields Mercedes-Benz Lynnwood Remodel, a proposed renovation to an existing car dealership with auto sales and integrated service center. The proposed changes include a 308 SF addition to the existing detail bays, an 883 SF canopy at the front of the service center drop off lanes, a 1,623 SF enclosure of office and storage space on the second level beneath an existing roof, and a 1,581 SF carwash. Proposed construction improvements to the 3.51-acre site include any applicable utilities and stormwater management improvements.

b. Background

The subject property is currently operating as the Mercedes Benz dealership with auto sales and service at the address 17800 Highway 99, Parcel #00374300200300. The proposed project is slated for construction in 2026. The existing dealership will remain operational during construction. The addition will contain office and storage space, and the new structure will be a carwash for dealership use. No additional customer traffic is anticipated as a direct impact of this project.

c. Noticing and Review Timelines

The application was deemed complete on December 1, 2025. On December 10, 2025, in accordance with LMC 8.90.0320(E) Lynnwood Municipal Code (LMC), a Notice of Application and Impending Decision was posted at the City of Lynnwood official posting sites and was published in the Everett Herald. Owners of property and tenants within a 300-foot radius of the subject property were mailed a Notice of Application and Impending Decision on December 10, 2025. The comment period ended on December 26, 2025. In accordance with LMC 8.90.0320(E)(4), all written comments received prior to the date this decision have been considered.

LMC 8.90.0310 requires a decision within 100 calendar days after completeness determination. This decision was issued on the 46th day of active permit processing.

d. Environmental Review

The City of Lynnwood has adopted the flexible thresholds for Minor New Construction per WAC 197-11-800(1)(d). This project has less than 30,000 square feet of additional square footage and adds no parking spaces. No SEPA review is required.

IV. PDR Decision Criteria

a. Street & Neighborhood Design

Lynnwood Municipal Code (LMC) 8.20.0100 states the purpose of street and neighborhood design in the City. Map 8.20.01 identifies the street typology assignments for specific locations.

i. Highway 99 - Regional Connector

Regional Connectors have a minimum standard that is outlined by LMC 8.20.0220.

Staff Analysis:

The project does not affect or change the street frontage that is currently present on the site. The proposal is not located along the street frontage so there is no nexus between the project proposal and frontage improvements. Currently there is a 10' planting strip and a 6' sidewalk between the road-fronting parking strips of the site and the auto travel lanes.

b. Subareas & Zoning Districts Development Standards

Lynnwood Municipal Code (LMC) 8.30.0120 states that zoning district standards apply based on types of project activities proposed. Per Table 8.30.02, addition type project activities must meet the following District Standards.

i. Density

There is no residential density requirement for the CG Zone.

Staff Analysis:

There is no proposed residential density for the project.

ii. Building Coverage

LMC 8.30.0550(B) states that the maximum lot coverage in the General Commercial Zone is 90%.

Staff Analysis:

The combined building footprint of the two structures with the proposed addition and carwash structures is 41,411 SF. The total size of the project site is 152,641 SF, meaning lot coverage is approximately 27%. The proposed project meets building coverage requirements.

iii. Building Placement

LMC 8.30.0550.B states that the minimum setback for buildings is 10 ft for all property lines.

Staff Analysis:

The proposed shop addition is approximately 46.5 feet from the property line to its West, and 61 feet from the property line to the North. The proposed service drop-off canopy is approximately 67 feet from the front property line to the East at the closest point. The proposed carwash is 24 feet from the property line to its North, and approximately 72 feet from the property line to its West. The proposed project meets building setback requirements.

iv. Parking Location

LMC 8.30.0550.B states that the minimum setback for parking areas is 5 ft from all property lines.

Staff Analysis:

No parking is proposed to be added as part of this project. The proposed project meets parking location requirements.

v. Building Height

LMC 8.30.0550.B states that the maximum height in the GC zone is 8 stories or 90 feet.

Staff Analysis:

The existing main structure has a maximum height above grade of 36 feet. No new height is proposed as part of the project. The carwash building is proposed at a maximum height of 16 feet. The proposed project meets building height requirements.

vi. Building Massing

LMC 8.30.0550(B) states that the maximum building width in the GC zone is 275 feet, and the maximum street-facing entry spacing is 40 feet.

Staff Analysis:

The existing structure has a building width of 209 feet, The carwash structure has a maximum width of 25 feet. The proposed project meets all building massing requirements.

vii. Entrances

There is no entrance requirement for buildings in the Public-Institutional Zone as LMC.8.45.B.14 exempts projects located on sites zoned public and institutional from design standards.

Staff Analysis:

The existing structure has maximum entrance spacing of 60 feet. The existing entrances are not being modified by the proposed addition and were compliant when the structure was constructed. The carwash does not

front on the street, and thus does not have to comply with entry spacing requirements. The proposed project meets all entrance requirements.

c. Project Development Review Criteria

Project Development Reviews (PDR) are a Type 1c permit per LMC 8.90.300. The decision criteria for the Administrator are listed under LMC 8.90.0720.E. In addition to these criteria, the proposal must comply with all applicable zoning regulations.

i. It is consistent with the Comprehensive Plan

The proposed project site is designated General Commercial (GC). The excerpts below are from the Economic Development & Environment sections of the Imagine Lynnwood Comprehensive Plan and have been found to be relevant to the proposal.

1. Economic Development Goal 2:

Create a diverse business community that is sustainable and resilient.

ED Policy 2.1:

Promote economic and employment growth that helps to recruit, retain, expand, or diversify the City's businesses, targeted towards businesses that provide living-wage jobs.

Staff Analysis:

The proposal will increase the amount of office space available to the existing dealership, as well as increasing the efficiency of their service operations with the addition of the carwash. Having a carwash included with a service may attract more business to the service shop, supporting the hiring of more mechanics.

2. Environment Goal 5

Reduce consumption of resources, minimize waste, and control pollution.

EN Policy 5.4:

Reduce per capita water consumption through conservation, efficiency, reclamation, and reuse.

Staff Analysis:

The addition of the carwash will include a water reclamation unit, which will filter and reuse water within the carwash, resulting in a lower total water usage with the added benefit of lowering pollution into the water system due to the separator that will be utilized.

ii. It is consistent with all applicable provisions of the Unified Development Code

Chapter 8.40 contains development standards that apply to proposed projects based on the type of proposed project. According to LMC 8.40.0100, New Construction type proposed projects require the proposed project to comply with development standards for the following:

1. Landscape (Chapter 8.40, Article 2)

Landscaping requirements apply to redevelopment that is subject to a project development review to meet minimum standards for installation and maintenance including areas around parking and buffering from neighboring properties.

Staff Analysis:

As mentioned in previous sections, there is existing landscaping along the front of the site to buffer the site from the ROW and there is also existing landscaping throughout the site. The proposed project does not contain any modifications to the landscaping.

2. Wall, Fence, & Hedge (Chapter 8.40, Article 3)

LMC 8.40 Article 3 discusses fences on commercial properties must follow the location and transparency standards.

Staff Analysis:

There proposed project does not include any new or replaced fencing as part of the construction. No fencing is required to be installed for this project.

3. Refuse & Recycling Areas (Chapter 8.40, Article 04)

Per LMC 8.40.0400.B.1, all refuse collection areas must be set back a minimum of 25 ft from a public street, and 25 ft from any interior property line abutting any Residential zone. All refuse and recycling collection areas must be enclosed on three sides by a six-foot height vision obscuring fence and gate.

Staff Analysis:

The refuse area for this property is located within the existing structure, which is more than 25 feet from all property lines, and is not visible from the exterior of the structure. The proposed project does not require the addition of a trash area.

4. Outdoor Lighting (Chapter 8.40, Article 05)

LMC 8.40.0510 states that any new outdoor lighting that will be a part of a project requiring project development review.

Staff Analysis:

The proposed project does not include any new lighting design as all of the proposed changes do not impact the areas with site lighting.

5. Walkways & Non-Vehicular Access (Chapter 8.40, Article 06)
Pedestrian accesses must meet requirements listed under LMC 8.40.0610.A.
Bicycle Parking requirements are listed under LMC 8.40.0620, referring back to district standards.

Staff Analysis:

Exhibit 1, Sheet A1.0 shows clear pedestrian access paths from the public right-of-way to the front entrance of the exiting structure. The carwash is not for public use and is accessible to employees through the parking lot. The access path is 5.5 ft wide, made of concrete, ADA accessible, and clearly delineated from areas for vehicles.

No bicycle parking is required as the proposed project does not intensify the use of the space.

6. Parking & Vehicle Access (Chapter 8.40, Article 07)
LMC 8.40.0770 outlines parking lot development standards, including landscaping, capacity requirements, and stall dimensions. Per LMC 8.40.0720.B, Commercial structures greater than 3,000 SF in area are required to provide 2 spaces per 1,000 SF of gross floor area (GFA).

Staff Analysis:

The proposed structures require a total number of 82 parking spaces, and the site as proposed will provide 263 parking spaces. No new parking spaces are proposed as part of the project. The carwash does not require any parking spaces as it is below 3,000 SF.

7. Signs (Chapter 8.40, Article 8)
Signage is not reviewed or regulated as part of Project Development Review. All signage must be submitted separately under a sign permit application.

iii. It is consistent with any applicable design guidelines, adopted by this reference and incorporated in the provisions of the LMC and this chapter as fully as if set forth here:

1. The purpose of Chapter 8.45: Design Standards is to implement design standards that provide a high quality of life for residents and uphold Lynnwood's vision and goals. LMC 8.45.0110.B states that any project located on sites zoned General Commercial fall under the Citywide Design Guidelines.

Staff Analysis

The proposed project was reviewed using the Citywide Design Guidelines, and was found to meet the applicable sections of the guidelines. See the next section below for more information.

- iv. For development applications for remodeling or expansion of an existing development, it is consistent with those provisions in the applicable design guidelines identified by the Administrator as being applicable. For such applications, the Administrator may modify applicable design standards and guidelines to provide continuity between existing and new development or proposed phases of development.

Staff Analysis:

The proposed project is compliant with the Citywide Design Guidelines as determined to be relevant. The visible portions from the public way (the new service drive canopy) improves articulation of the building as a whole, and adds a cover over an existing entrance door to the service shop.

The remainder of the additions are in keeping with the existing character of the building and are not visible from the right of way.

The detached carwash building is blocked from vision by a solid wall, as well as landscaping features. The proposed colors and materials will match the existing structure.

V. Public and Agency Comments

One Agency comment was received from Snohomish PUD. No public comments were received. The applicant provided a response back to the public commenter. Please refer to Exhibit 5 to see comments from PUD.

VI. Conclusion and Conditions of Approval

a. Conclusion

Based on the application materials and the analysis contained in this staff report, staff conclude that the applicant has met the decision criteria for approval of the Project Development Review (PDR).

b. Conditions of Approval

Staff recommends the approval of Fields Mercedes-Benz Addition and Carwash (PDR-25-0008), subject to the following conditions:

1. The approved plan set shall be Exhibit 1. Minor modifications may be approved by the Administrator or their designee per LMC 8.90.0720(F).

VII. Director's Decision

Reviewed by: Karl Almgren
Karl Almgren, AICP
Community Planning Manager

Date: 1/16/2026

Approved by: Ben Wolters
Ben Wolters, AICP
Development & Business Services Director

Date: 01/20/26

VIII. Notice of Decision and Right of Appeal

Administrative decisions of the director may be appealed by filing a written request for appeal with the Development & Business Services Department within 14 calendar days. The appeal deadline will be February 4, 2025. An appeal filed within this time limit will be processed pursuant to Process II, as outlined in LMC Section 8.90.350(E).

IX. Lapse of Approval

The applicant under this process must begin construction or submit to the city a complete building permit application for the proposal **within 24 months** after the final decision on the matter, or the decision becomes void. The applicant must substantially complete construction for the proposal approved under this process and complete the applicable conditions listed in the decision **within 60 months** after the final decision of the city on the matter, or the decision becomes void per Table 8.90.05. Prior to the expiration, the applicant may submit a written application in the form of a letter with supporting documentation to the Development & Business Services Department requesting a one-time extension of those time limits of up to one year per 8.90.0720.G.2.

X. Revisions After Approval

The determination that the proposal meets the criteria for a subsequent modification exception is based on all plans, details, catalogue cuts, specifications, renderings, notes, materials, and color samples submitted for design review. Any changes to the design of the project as indicated by the above submitted materials will require additional review and may delay issuance of subsequent development permits for the proposal and/or inspections during construction. For more information on modifications and revisions, please refer to 8.90.0720.F.

XI. Other Permits

The approval of Project Development Review does not in any way replace, modify, or waive any requirement for the compliance of the proposal with other applicable codes, standards, or regulations, including, but not limited to, those of the Public Works, Permits & Inspections, and Fire Departments.






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Final Audit Report

2026-01-20

Created:	2026-01-16
By:	Karl Almgren (kalmgren@lynnwoodwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8xnpVIUEMGOMtyy0rRQQQ7H9KwxDwkCN

"PDR_Directors-Decision_PDR-25-0008" History

-  Document created by Karl Almgren (kalmgren@lynnwoodwa.gov)
2026-01-16 - 7:18:24 PM GMT
-  Document emailed to Ben Wolters (bwolters@lynnwoodwa.gov) for signature
2026-01-16 - 7:18:29 PM GMT
-  Email viewed by Ben Wolters (bwolters@lynnwoodwa.gov)
2026-01-20 - 6:54:06 PM GMT
-  Document e-signed by Ben Wolters (bwolters@lynnwoodwa.gov)
Signature Date: 2026-01-20 - 6:55:11 PM GMT - Time Source: server
-  Agreement completed.
2026-01-20 - 6:55:11 PM GMT