

Our mission is to maintain and improve the quality of life reflecting community expectations through a focus on public participation and employees-mayor-council teamwork.



Anacortes City Council
Municipal Building Council Chambers
904 Sixth Street

March 7, 2016
6:00 p.m.

PRELIMINARY AGENDA

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Citizen Hearings**
4. **Mayor/Council Communication and Committee Reports**
 - a. Planning Commission Appointment: Amber Moffitt (Action)
5. **Consent Agenda (Action)**
 - a. Minutes of February 16, 2016 and February 22, 2016
 - b. Approval of Claims in the amount of: \$890,177.90
 - c. Approval of Findings of Fact, Conclusions of Law and Decision for Denial of Appeal & Approval of the Anacortes High School CUP & Variance Request, CUP-2015-0006
 - d. Resolution 1948: Emergency Declaration and Contract for Q Avenue Sanitary Sewer Repair/Replacement
 - e. Contract Modification: Construction Engineering Services for WWTP Incinerator Scrubber (CH2M Hill)
6. **Unfinished Business**
 - a. * Resolution 1946: Fire Protection/EMS Policy Adoption (Discussion/Possible Action)
 - b. * Council Meeting Schedule (Discussion/Possible Action)
7. **New Business**
 - a. * Open-Record Public Hearing: Verizon Wireless Cell Tower Proposed at WWTP, CUP-2014-0003, 500 "T" Avenue (Discussion/Possible Action)
 - b. * Public Hearing: Ordinance 2969 Martin Vacation (Discussion)
 - c. * Community Development Block Grant (CDBG): Open 30-day Public Comment Period on Community Needs and Applications (Discussion)
 - d. * Resolution 1950: Updating Unified Fee Schedule - Contractual Customer Water Rates (Action)
8. **Adjournment**

Per Resolution 1867, citizens wishing to comment on items not on the agenda may do so under the Citizen Hearings portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting. Citizens wishing to speak will please sign in at the back of the Council Chambers prior to the start of the meeting. The Mayor may limit the time allotted to each speaker to facilitate the orderly progress of the meeting.*

The City of Anacortes encourages people with disabilities to participate in public meetings.
For assistance with special needs, please contact Cherri Kahns at 360-299-1950 at least 48 hours prior to this meeting.



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City of Anacortes

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application when prompted****

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**City of Anacortes
Mayor's Office**

Memo

To: Anacortes City Council
From: Laurie Gere, Mayor
Date: 2/24/2016
Re: Appointment to Anacortes Planning Commission



Planning Director Don Measamer and I interviewed four candidates for the vacancy on the Planning Commission. We are recommending the appointment of Amber Moffitt to the Anacortes Planning Commission to fill the remainder of a term that will expire December 2019.

Ms. Moffitt stated she has "a strong desire to give back to the community and serve on the Planning Commission". Amber has an extensive background including a good business perspective in our community. I believe her educational background, skills, and experience would benefit the Planning Commission and our community.

I would like to receive your comments before the March 7, 2016 meeting, when I will ask you to confirm this appointment

Thank you.

2/10/16
1 pm



Office of the Mayor
904 6th Street
PO Box 547
Anacortes, WA 98221
info@cityofanacortes.org
360-299-1950

Talent Bank Application for Public Involvement

The City of Anacortes strives to build a productive working relationship between community members and city departments. Community members who serve on boards and commissions help to enhance diversity and ensure quality services to meet the needs of our city. We invite you to learn more about the community members who comprise these groups as they represent the voice of the community. If you would like to become an active part of any of the boards and commissions that the City of Anacortes offers please complete the talent bank application form or contact us with any questions you might have. If you're not selected right away, remember that many people apply and that there are not always openings available. The city keeps all letters of application on file and reviews them whenever there is an opening. Most appointments are made by the Mayor and confirmed by the City Council. Thank you for your interest.

What position(s) are you interested in being considered for (check all that are applicable):

☐	Ad Hoc Community Advisory Committee	☐	Anacortes Art Commission
☐	Board of Adjustment	☐	Anacortes Improvement Board
☐	Civil Service Commission	☐	Forest Advisory Board
☐	Historic Preservation Board	☐	Housing Authority Board
☐	Library Board of Trustees	☐	Museum Advisory Board
☐	Parks & Recreation Board	☒	Planning Commission
☐	Other ()	☐	

Applicant Information

Name Moffitt Amber Leigh
Last First Middle

Address 1214 37th Street Anacortes WA 98221
Street Apt. # City State Zip Code

Home Phone () Cell Phone () 421-1543

E-Mail Address AmberL.Moffitt@gmail.com

Biography/ Resume attached? ☒ Yes ☐ No

Please describe your reasons for wanting to volunteer with the City of Anacortes:

I have lived, played and worked in Anacortes for over 15 years and I'm feeling the desire to get more connected, engaged, involved and active in the workings of what makes Anacortes a great community.

Education/Skills/Training

Please summarize your education, job-related skills, specialized training, or volunteer experience:

Resume attached

List professional, trade, business, or civic associations and any offices held:

Resume attached

List any additional information you would like us to consider:

I have a heart of service combined with a love for people. I love Anacortes now and I have a great vision of what can help to make it even better in the years to come.

References

Give the name and telephone number of two references who are knowledgeable about your qualifications and skills relative to volunteering at the City.

Kirsten Henry	Integra Inc	Director	360.707.4488	360.421.3353
<i>Name</i>	<i>Organization</i>	<i>Title</i>	<i>Work Phone</i>	<i>Other Phone</i>
Todd Burger	Integra Inc	Manager	360.707.4488	360.421.3353
<i>Name</i>	<i>Organization</i>	<i>Title</i>	<i>Work Phone</i>	<i>Other Phone</i>

Acknowledgements

My signature affirms that all information contained herein is true to the best of my knowledge, and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature

Date

Amber Moffitt

Anacortes, WA 98221

AmberLMoffitt@gmail.com | 360.421.1543

Education:

Bachelor of Arts in Organizational Leadership, 2005

Chapman University, Orange, CA

Associates of Arts, 1998

Skagit Valley College, Mt. Vernon, WA

Experience:

National Account Manager, Implementation Manager (Sept. 2006-present)

Integra Group Inc. – *a long term care pharmaceutical workflow software company*

- Responsible for deployment of software in 100 pharmacies where I managed all preparation, schedule changes & updates in a 10 month roll out project
- Managed a team of eight trainers and installers
 - Training, Tasking, Scheduling and monitoring performance
- Manage the Implementation Team that handles the end to end deployment of our main product line, currently deployed in over 600 long term care pharmacies
 - Includes ongoing training, oversight, documentation, project tracking, reporting and support
- Built full training curriculum including quick guides & CBT videos
- Assist with building interface specifications
- Assess and build pharmacy specific workflows
- Manage ongoing customer relationships and provide application support
- Instructor at the company sponsored annual User Group Seminar
 - Also responsible for developing, grooming and fine-tuning all of the class curriculum that is presented by my team
- Headed up the customer retention plan comprised of contacting all current accounts for client satisfaction.
- Developed a Disaster Recovery Program with full redundancy and back up protocol as well as a communication plan

Director of Marketing & Sales (2004-2006)

Bunnies By The Bay – *a retail and wholesale gift company*

- Provided over fifty sales representatives with sales tools including a newsletter, product samples and streamlined order processing methods
- Build and maintain brand awareness and identifiability
- Expand customer base and develop strong relationships with key accounts
- Organized participation in various trade shows
- Managed the Client Services team

Certified Nursing Assistant (1998-2000)

Latah Health Services – *a skilled nursing care facility*

- Supported the nursing staff with patient care
- Took care of various patient needs, documenting all physical and behavioral changes

City Council Minutes – February 16, 2016

Special Meeting

At 4:00 p.m. Mayor Laurie Gere called to order the advertised special meeting of the Anacortes City Council for the purpose of conducting a site visit regarding the Anacortes High School Replacement & Renovation Conditional Use Permit (CUP-2015-0006). Council convened outside the Anacortes High School Gymnasium, 1600 20th Street. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett and Matt Miller were present. Kevin Oremus, principal of project architect Hutteball & Oremus, conducted councilmembers and members of the public on a tour of the high school grounds pointing out features of the proposed project as depicted on the site plan in the record. No testimony was received and no action was taken. At approximately 4:28 p.m. the special meeting adjourned.

Regular Meeting

Mayor Laurie Gere called to order the regular Anacortes City Council meeting of February 16, 2016 at 6:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett, John Archibald and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

Citizen Hearings

No one present wished to address the Council.

Mayor/Council Communication and Committee Reports

Proclamation of 2016 The Year of Energy Efficiency: Town Crier Richard Riddell cried a statement from Mayor Gere proclaiming 2016 The Year of Energy Efficiency in Anacortes and accepting Bellingham's challenge to finish in a higher rank in the Georgetown University Energy Prize competition.

2015 Georgetown University Energy Prize Recap: Resource Conservation Manager Russ Pittis shared a slide presentation summarizing the city's initiatives to date towards winning the Georgetown University Energy Prize. He described the many components of the Anacortes Community Energy project which encourages resource conservation, energy efficiency and renewable energy among residents, businesses, and utilities in the city. Mr. Pittis announced that Anacortes had just moved into 10th place in the nationwide competition. He thanked Puget Sound Energy and Cascade Natural Gas for their support of the city's efforts.

Reappointment to Library Board of Trustees: David Duck: Mayor Gere requested Council confirmation of her reappointment of David Duck to the Library Board of Trustees for a 5-year term ending December 2020. Ms. Lovelett moved, seconded by Mr. Johnson, to reappoint David Duck to the Library Board of Trustees. Vote: Ayes – Walters, Pickett, Adams, Lovelett, Archibald, Miller and Johnson. Motion carried.

Mr. Johnson reported from the Affordable Housing and Community Services Committee which met February 5. He said the committee would focus on housing issues including affordable housing, elder housing and housing the homeless and on community service topics including a teen center, a community center, and the Community Development Block Grant. He invited any interested members of the public to attend the committee's meetings on the first Thursday of each month at 1:30 p.m. at City Hall.

Mr. Miller reported from the Traffic Safety Committee which met earlier in the day and discussed the possibility of establishing a single speed limit of 30 mph for the length of Oakes Avenue.

Mr. Adams reported from the Planning Committee which met twice the prior week to continue its work on the KT retail analysis which would come back to Council at the next regular meeting.

Ms. Lovelett reported from the most recent Marine Resources Committee meeting and advised that she had encouraged some of the water quality experts on that committee contact the city regarding its Low Impact Development standards.

Mr. Walters reported from the Finance Committee which met the prior week. He advised that the Finance Department had recommended weekly check runs which would require action on at least a Consent Agenda at each meeting. He said the committee would continue to investigate that.

Mr. Walters reported that he had spoken with WSDOT regarding problems with pooling water on SR20 and also heaving on Commercial Avenue near Subway.

Mr. Johnson reported said west end residents had asked him about pot holes on Oakes Avenue and said staff indicated that roadway might be resurfaced in 2017.

Consent Agenda

Mr. Adams removed Item F, Contract Award: 2016 Slurry Seal Project, from the Consent Agenda.

Ms. Lovelett moved, seconded by Ms. Pickett, to approve the following Consent Agenda items. Vote: Ayes – Pickett, Adams, Lovelett, Archibald, Miller, Johnson and Walters. Motion carried.

- a. Minutes of February 1, 2016 and February 8, 2016
- b. Approval of Claims in the amount of: \$658,615.09
- c. Accept as Complete: City Council Chambers Video, Audio & Construction Enhancements (14-054-IDS-001, Horizon Audio)
- d. Accept as Complete: Exhaust Fan Installation at Operations Shop (15-081-IDS-001, Blythe Plumbing & Heating)
- e. Contract Award: 2016 Commercial Avenue Sanitary Sewer Improvements
- g. Resolution 1945: Fixing Date and Time when a Petition for Vacation May be Heard and Determined by City Council at a Public Hearing (PUD-2015-0002)

The following vouchers/checks were approved for payment:

Voucher (check) numbers: 79359 through 79526, total \$645,741.22

Payroll for February 5, 2016 in the total amount of \$843,078.46

Check Numbers 41106 through 41144 in the total amount of \$29,984.92

Direct Deposit Numbers from 62333 through 62535 in the total amount of \$538,211.82

EFT Numbers from 1917 through 1922 in the total amount of \$274,881.72

- f. Contract Award: 2016 Slurry Seal Project

Mr. Adams asked staff to elaborate on this \$355,355 contract that was part of the \$1.1M allocated to street improvements. City Engineer Eric Shjarback advised that the unspent portion of the \$1.1M allocated in 2015 had been reallocated to 2016. He said 2016 street improvement projects would include pavement overlay on D Avenue from 17th Street to 37th Street and on 32nd Street between D and M Avenues including storm and sanitary sewer improvements and ADA ramps. Mr. Shjarback summarized the subject slurry seal project in Skyline, referencing the presentation on this topic by Public Works Director Fred Buckenmeyer at the February 1, 2016 City Council meeting. He advised that the two bids received for the work were only \$900 apart and both were under the engineer's estimate. Mr. Adams moved, seconded by Mr. Johnson, to approve the contract with Intermountain Slurry Seal, Inc. Vote: Ayes – Adams, Lovelett, Archibald, Miller, Johnson, Walters and Pickett. Motion carried.

NEW BUSINESS

Contract Award: Wastewater Treatment Plant Sewage Sludge Incinerator Emissions Control Scrubber (15-032-SEW-002)

Assistant Public Works Director Matt Reynolds explained that new EPA regulations on emissions require retrofitting the sewage sludge incinerator scrubber system at the city's Wastewater Treatment Plant. Mr.

Reynolds reminded that the city had previously contracted with CH2M Hill to design the retrofit. He advised that the Engineer's Estimate for construction was \$900K and that four bids for the work were opened on January 26, 2016 with the low bid from McClure & Sons, Inc. in the amount of \$829,787.38. Mr. Reynolds recommended awarding the contract to McClure. Mr. Johnson moved, seconded by Mr. Archibald, to provide consent to award a contract to McClure & Sons, Inc. in the amount of \$829,787.38 to retrofit the existing sewage sludge incinerator scrubber system at the WWTP. Vote: Ayes – Lovelett, Archibald, Miller, Johnson, Walters, Pickett and Adams. Motion carried.

Closed Record Public Hearing: Anacortes High School Replacement & Renovation, CUP-2015- 0006

At 6:35 p.m. Mayor Gere opened the closed record public hearing on the appeals of Planning Commission recommendation of the approval of the Anacortes High School Replacement and Renovation Conditional Use Permit CUP-2015-0006. The mayor advised that this was a quasi-judicial hearing before the Council which was acting as an appellant body reviewing the recommendation of the Planning Commission. City Attorney Darcy Swetnam explained the hearing procedure and the standard to be used in evaluating the appeal. Ms. Swetnam observed that the appellant was not present at the hearing and confirmed that notice of the hearing time had been published. Ms. Swetnam said that the City had not received a request for continuance on the appeal. Mr. Walters suggested deciding the appeal on its merits as presented in the appellant's brief. Ms. Swetnam concurred and advised that Council would first decide on the appeal, then if the appeal were to be denied, would consider the Conditional Use Permit.

Mayor Gere asked each councilmember to address any appearance of fairness conflicts by disclosing if they 1) had any interest in the property or application or owned property within 300 feet of the property subject to the application, 2) stood to gain or lose financial benefit as a result of the outcome of the hearing, 3) could hear and consider the application in a fair and objective manner, and 4) had engaged in any ex parte communication with either proponents or opponents of the application and if so, the substance of such communication. Mr. Walters confirmed with Ms. Swetnam that ex parte communication was only relevant if it had occurred after the subject application was submitted. Mr. Johnson said he owned some school bonds, was a member of the Veterans' Memorial Plaza Committee, and had had no ex parte communications. Mr. Walters replied to the four questions no, no, yes, and that he had received and read a letter from Don Coughlin which he provided to Planning Director Don Measamer. Ms. Pickett disclosed that she held school bonds and had attended several planning meetings at the high school and had spoken at length with the appellant Al Johnson earlier in the evening. She advised she had cut short conversations with any other community members about this matter. Mayor Gere replied to the four questions no, no, yes, no. She advised that she had been part of the original school project committee but excused herself before the project went before the School Board. She advised that in her social interactions with Project Manager Marc Estvold they had never discussed this project. Mr. Adams said he had no concerns with any of the questions. Ms. Lovelett said she had no financial interest, she could be unbiased, and that she had had limited ex parte communication with Superintendent Mark Wenzel regarding the school bond generally. She added that she had served on the District's initial facilities committee prior to the bond proposal. Mr. Archibald replied to the four questions no, no, yes, and that he had received some letters but he had not opened them. Mr. Miller disclosed that he was a member of the District's School Construction Financial Advisory Committee so on the advice of the City Attorney he recused himself from deliberation and voting on both the appeal and the Conditional Use Permit. Mr. Miller left the Council chambers for the remainder of the meeting. Mayor Gere asked if any member of the public wished to challenge any councilmember's participation in the quasi-judicial matter. No one present raised any objections.

Associate Planner Kevin Cricchio then reviewed a slide presentation summarizing the School District's application for a Conditional Use Permit and SEPA environmental review and a variance to exceed the maximum height requirement permitted in the underlying zone. Mr. Cricchio's presentation was made part of the evening's Council packet. It addressed surrounding zoning and land uses, chronology of the application, noticing, SEPA environmental review, critical areas review, traffic impact and parking analysis, public comments received, agency and department comments, the Planning Commission open record public hearing on the application and subsequent unanimous vote to recommend approval to the City Council, the appeal of the Planning Commission recommendation, and the staff recommendation that Council deny the appeal and approve the subject applications subject to the staff suggested conditions of approval.

Engineering Technician Steve Lange presented the Public Works Department staff review of the project and recommendations to address sidewalks, intersections, pedestrian facilities, street lighting, traffic circulation and site access. Mr. Lange's slide presentation was also included in the evening's Council packet.

Planning Director Don Measamer observed that the appellant was not present. He next invited the applicant to respond to the appeal. School District Superintendent Dr. Mark Wenzel responded to the appeal referencing his written response to the appeal dated February 10, 2016, which was included as Exhibit 20 in the record. Dr. Wenzel requested that Council deny the appeal.

Mayor Gere asked if any parties of record wished to comment on the appeal. No one present wished to speak. At approximately 7:12 p.m. Mayor Gere closed the closed record public hearing on the appeal and invited councilmembers to deliberate and take action on the appeal.

Councilmembers questioned staff and the applicant regarding the extent of truck traffic during construction, the noticing for the project, the potential for additional events at the new athletic field, total on site parking, geotechnical investigations of the hillside surrounding the athletic field, access for people with disabilities, and analysis of other potential sites.

Mr. Walters moved, seconded by Mr. Archibald, that City Council find the appeal without merit, deny it and direct staff to prepare Findings of Fact and Conclusions of Law in accordance with that decision to be presented to Council for final approval at a future meeting. Vote: Ayes – Archibald, Johnson, Walters, Pickett, Adams and Lovelett. Motion carried.

At approximately 7:26 p.m. Mayor Gere called a two-minute break. At 7:28 p.m. the mayor called the meeting back to order.

Mayor Gere opened the closed record public hearing on the Anacortes School District's application for a Conditional Use Permit and SEPA environmental review and variance to exceed the maximum height requirement permitted in the underlying zone for the Anacortes High School Replacement and Renovation. School District Superintendent Dr. Mark Wenzel extolled the public involvement in developing the project vision. He introduced Project Manager Mark Estvold to summarize project studies and Project Architect Kevin Oremus to present the project design.

Mr. Estvold, 3202 Oakes Avenue, summarized the expert studies that guided the site selection including a wetland survey, a soils investigation, a traffic study, and additional studies for SEPA including a hazardous materials review of the existing building, a cultural resources review, and a Phase I Environmental Review.

Kevin Oremus, project architect from Hutteball & Oremus, described the project objectives to improve the educational environment for AHS students, improve safety and security, incorporate public open spaces, accommodate connectivity, implement LID, and create a unique facility that responds to Fidalgo Island residents. Referencing a slide of the site plan, Mr. Oremus described the new building on War Memorial football field which would be built while students were still located in the old building, the new plaza that would run north/south between the two buildings, enlargement of the south parking lot, reconfiguration of bus loading, relocation of Cap Sante High School, location of administrative offices overlooking the main entrance, and the configuration of the athletic facilities on the west side of the site including the field, the plaza, parking concessions, restrooms and grandstand.

Mr. Oremus responded to Ms. Lovelett's question about incorporation of green building standards, Ms. Pickett's question about the potential to install solar panels on the roofs, Mr. Walters' question about the location of wetland mitigation, and Mr. Johnson's question about building security. Councilmembers discussed at some length the gating between the bus loading zone and the athletic complex. Ms. Pickett argued that a condition should be added to require two staff on site to have keys to open that gate during events. Mr. Archibald and Mr. Johnson agreed with the applicant that the gate operation could be addressed through district policies and procedures. Mr. Walters requested a condition to ensure that the

northern emergency access lanes to the lower parking lot were used for emergency access only. Mr. Measamer said that entrance was listed as a fire access only. Mr. Walters asked about the number of bike rack slots and suggested more. Ms. Lovelett inquired about space for a school garden. Mr. Walters proposed a condition to require all exterior lighting to be LED and Dark Sky compliant. Ms. Lovelett asked about the potential for additional rain gardens.

Mayor Gere invited any parties of record to speak. No one present wished to address the Council.

Mr. Adams asked if there had been any citizen or project team concerns expressed about the height variance requested. He asked if the new building blocked any residential views. Mr. Measamer said no concerns had been raised and observed that the highest point of the new building would be lower than the existing building roof. Mr. Walters asked how the height variance request met the five criteria. Mr. Measamer observed that the applicant had chosen to enclose the mechanical equipment for both aesthetic and energy efficiency reasons, taking the building above 35', but that they could elect to leave that equipment exposed in which case it could by code extend above a 35' roof. Mr. Walters suggested that the variance could be supported by AMC 17.10.100.B(2)(D) limiting modifications to standards "to those which will mitigate impacts in a manner equal to or greater than the standards of this title or will not be detrimental to the surrounding neighborhood."

Ms. Lovelett moved, seconded by Mr. Archibald, to approve the Conditional Use Permit for the Anacortes High School Replacement and Renovation and grant the height variance, including the Planning Commission's 18 recommended conditions.

Mr. Walters moved, seconded by Ms. Pickett, to amend the motion to add a condition requiring all exterior lighting to be energy efficient and Dark Sky compliant. Vote: Ayes – Johnson, Walters, Pickett, Adams, Lovelett and Archibald. Motion carried.

Ms. Pickett reiterated the importance of ensuring that gates can be unlocked during athletic events. Dr. Wenzel assured that staff on site would have a key.

Mr. Walters asked if there was a condition requiring monitoring of stormwater discharge into the wetland. Mr. Measamer enumerated the conditions addressing stormwater and the wetland.

Vote on original motion as amended to add Condition 19: Ayes – Johnson, Walters, Pickett, Adams, Lovelett, and Archibald. Motion carried.

There being no further business, at approximately 8:30 p.m. the Anacortes City Council meeting of February 16, 2016 was adjourned.

City Council Study Session Minutes – February 22, 2016

Mayor Laurie Gere called to order the advertised special meeting of the Anacortes City Council of February 22, 2016 at 6:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett, John Archibald and Matt Miller were present.

Resolution 1947 Declaring an Emergency for Purchase of Gas Monitors at Wastewater Treatment Plant (Action)

Public Works Director Fred Buckenmeyer explained that over the weekend of February 13, 2016 a power failure at the Wastewater Treatment Plant headworks building caused its gas monitoring system to fail. He explained that gas monitoring is required for staff to enter and operate the plant. Mr. Buckenmeyer said the system was 24 years old and obsolete so would be entirely replaced. He advised that staff was currently operating the plant using one of the city's two handheld gas monitors which interfered with any other confined space entries by any department. He presented Resolution 1947 to declare an emergency and allow staff to proceed immediately with acquisition of a replacement system, estimated to cost approximately \$25,000. Mr. Archibald verified with Mr. Buckenmeyer that Sewer Fund 440 had sufficient funding to cover the expenditure. Mr. Johnson encouraged proactive planning for replacement of aging equipment. Mr. Johnson moved, seconded by Mr. Miller, to adopt **Resolution 1947**. Vote: Ayes – Walters, Pickett, Adams, Lovelett, Archibald, Miller and Johnson. Motion carried.

There being no further business, at approximately 6:05 p.m. the advertised special Anacortes City Council meeting of February 22, 2016 was adjourned.

Mayor Laurie Gere called to order the regular Anacortes City Council study session of February 22, 2016 at 6:05 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett, John Archibald and Matt Miller were present.

Ms. Lovelett announced the Fidalgo DanceWorks fundraising gala on March 5, 2016 at 5:30 p.m.

NPDES Education Program Update

Kristi Carpenter, Skagit Conservation District Public Information and Education Coordinator, reported on the SCD's role in helping local cities meet their NPDES stormwater permit public education requirements. Ms. Carpenter described the structure of the District. She said the SCD's stormwater education partnership began years ago when Anacortes, Burlington, Mount Vernon, Sedro-Woolley and Skagit County were required to meet new public education and outreach requirements for their Phase II Municipal Stormwater Permits. Ms. Carpenter displayed the target audiences and subject areas required by the NPDES permits. She then described a number of SCD's educational programs including stormwater detention pond maintenance workshops, the Watershed Masters program, the Skagit Stream Team and Storm Team programs, the storm drain labeling program, the Backyard Conservation Stewardship program, the Community Wildlife Habitat program, stormwater presentations in school classrooms, stormwater education poster contests, educational brochures and fact sheets, rain garden workshops, Clean and Green car wash kits, and promotion of Low Impact Development. Ms. Carpenter invited the public to review the 2014-2015 Stream Team report that was recently released including good results at the Anacortes Clyde Creek sampling station.

Fire Protection/EMS Master Plan: Public Safety Committee Recommendations

Fire Chief Richard Curtis continued the discussion begun at the February 8, 2016 study session and responded to requests for information raised at that meeting. Chief Curtis reiterated that the goal was to determine the levels of service Council wished to establish as goals to achieve for the community for both fire protection and emergency medical services. He referred to his slide presentation that was added to the evening's Council packet.

Chief Curtis shared maps depicting average response times during day shift with three stations open and at night with only two stations open. He responded to councilmember questions regarding services provided by La Conner Fire Department and Fire District #13 and whether the Swinomish Indian Nation was subject to the countywide EMS levy.

Chief Curtis then presented the recommendation of the mayor and Public Safety Committee for staffing increases to achieve three firefighters 24 hours per day in each of the three fire stations. Chief Curtis estimated the increased cost, utilizing both professional staff and volunteers, at \$950,000 annually. He explained that the proposed staffing increase would allow the department to meet the master plan recommendations for Fire Suppression Initial Attack/Imminent Rescue, Fire Suppression Effective Response Force, and EMS Response both inside and outside the city limits. Chief Curtis responded to councilmember questions regarding the effect of the proposed staffing increase on overtime expense. Mr. Miller, a member of the Public Safety Committee, clarified that the recommendation was to move toward the staffing increases by 2020 and depended upon increased support from the EMS Levy in 2018.

Chief Curtis next presented estimated initial and ongoing annual costs for staff training to achieve recommended levels of service for hazardous materials response, technical rescue, wildland firefighting, vehicle accident extrication, fire inspections and public education. Mr. Walters pointed out that the estimated costs did not include overtime cost for staff to attend the trainings. Mr. Johnson asked if the increased cost associated with increasing levels of service might increase the relative benefit of establishing a regional fire authority (RFA). Chief Curtis agreed that an RFA would be more cost effective. Mr. Miller suggested that a mutual aid agreement with NAS Whidbey could help address the level of service for hazardous materials response. The Chief responded to councilmember questions regarding inspection frequency and prioritization.

Chief Curtis then presented recommendations and costs for infrastructure improvements including undergrounding the power lines at Station 1 (to be completed in 2016), installing the new radio tower at Station 2, constructing a new Station 3 to replace the current leased facility, and apparatus replacement. Councilmembers discussed with Chief Curtis the role of Station 3 in providing fire and EMS response to the east end of the service area, both within and outside of the city limits. Chief Curtis discussed in some detail the benefits and costs of leasing vs. constructing a new Station 3 under a variety of scenarios. Councilmembers inquired about cooperatively building and operating the station with Fire District #13 and about access from the current Molly Lane site and the potential site on South March Point Road.

Chief Curtis suggested that he would bring back additional information requested by councilmembers to the next regular meeting with the goal of approaching a decision. Mr. Walters requested a draft resolution for Council consideration, establishing level of service goals. Mr. Johnson requested the total estimated cost if all the recommendations were adopted.

500KW Solar Project Discussion

Public Works Director Fred Buckenmeyer asked the level of Council interest in pursuing a large scale solar project, following discussions of same at the Public Works Committee. Mr. Buckenmeyer invited staff from Ameresco, the firm that installed the 21.4kW PV solar array on the roof of City Hall in 2015, to describe the project and the time sensitive process for proceeding to pursue funding.

Murray Greenwood, Account Executive for Ameresco, summarized his firm's qualifications and nationwide experience with renewable energy systems. Mr. Greenwood said his firm was the largest independent energy services company (ESCO) in the industry. He asked for Council support for Ameresco to pursue a Washington State Dept. of Commerce renewable energy grant in the amount of \$500K. Mr. Greenwood introduced Ameresco Project Developer Jeremy Keller to present the project proposed for funding.

Mr. Keller recalled that his firm had worked with city staff to obtain the Dept. of Commerce grant that funded the City Hall solar array. He explained the changes to the grant program for 2016 which had become more competitive and now scored applications based on leverage ratio, or how much the grantee was willing to match. The minimum match ratio had increased to 1:1. Mr. Keller said Ameresco was

suggesting a much larger project, between 500 kW and 1 MW. He said grant applications were due on March 3 and were non-binding, so the city was not obligated to accept the grant if it were awarded. He proposed applying with a 1 MW project. He said if Council were willing, Ameresco would work with city staff over the following week to finalize locations and project size in order to submit the grant application by March 3. Mr. Keller introduced his colleague Hans Meyer from the Phoenix office of Ameresco.

Mr. Meyer congratulated Anacortes on its sustainability initiatives to date. He reviewed the highlights of the proposal which was distributed to Councilmembers before the meeting and included in the packet materials for the evening. The proposed 939 kWdc on site behind the meter solar photovoltaic project would involve a municipal lease/purchase paid at a fixed rate over 20 years using the city's good credit and Clean Renewable Energy Bonds (CREB) modeled at 1.35%; the actual rate could be lower. Mr. Meyer projected approximately \$78K of electricity cost savings annually and a \$3.4M cumulative savings over 30 years. He reviewed the ten sites considered including sites at the Water Treatment Plant, the Operations Shop, the closed city dump off A Avenue, the W.T. Preston Maritime Center grounds, the Wastewater Treatment Plant, and the Volunteer Park ball fields. He advised that only four of those were included in the current model and that the mix of sites adjusted before or after the grant application was submitted as long as the total project size did not change. Mr. Meyer described the criteria used to evaluate the sites and achieve the most attractive portfolio. He addressed questions from councilmembers about security concerns for ground mounted systems, structural requirements for roof mounted systems, and ongoing maintenance costs. Mr. Meyer said if the grant application were successful the proposal would be cost neutral, with energy cost savings covering the loan payments for the 20-year financing period, then generating power free and clear after O&M costs for the remaining life of the arrays. Councilmembers generally expressed support for proceeding with the grant application. Mayor Gere asked how Ameresco recovered its costs for the proposal preparation, grant application and financing solicitation. Mr. Meyer and Mr. Keller replied that Ameresco would construct the systems and its profit margin and labor and material markup were stipulated in the state contract with the Department of Enterprise Services. Mayor Gere and Mr. Buckenmeyer observed that the project would help the city's position in the Georgetown University Energy Prize competition. Mayor Gere polled Council and found there was general support for staff and Ameresco to pursue the grant application at no cost to the city.

Council Meeting Schedule Discussion

Finance Director Steve Hoglund introduced a proposal to hold regular City Council meetings each week so action could be taken each week rather than reserving second and fourth Mondays for study sessions. He said the change would eliminate the need to call special meetings on study session nights when action was required, as for the emergency purchase resolution earlier in the evening; would allow weekly check runs which would eliminate late payment charges; would foster multiple readings of action items; and would generally make the city more nimble and move business along more efficiently.

Mr. Walters reported that the Finance Committee had discussed the idea and proposed to call all four weeks regular meetings, allow action at all four of those meetings, retain an expectation that final action would not be scheduled for second or fourth Mondays except for consent agenda items and routine business, and retain provision for two readings of ordinances. He suggested a standard order of business for each meeting including committee announcements, public comment, consent agenda, public hearings, then high priority business. Mr. Walters requested input from his colleagues to specify what actions would be eligible for the Consent Agenda, including possibly publicly bid contracts, associated resolutions, meeting minutes, vouchers, and final approval of Findings of Fact.

Ms. Pickett observed that any item could be removed from the Consent Agenda for discussion. Mr. Adams reminded that staff needed to be available to address such items and suggested that items of significant community interest and contracts over \$200K should not be placed on the Consent Agenda. He endorsed the continued expectation that action on important issues would be scheduled for first and third Mondays. Mr. Miller was not convinced there was a need to change the current schedule but was open to the Finance Committee's proposal. Mr. Archibald supported the change to make it easier for staff to conduct business operations efficiently. Mr. Johnson reported that several local vendors had complained to him about payment turnaround time so he supported weekly check runs. Mayor Gere invited Mr. Hoglund to bring the proposal back to Council for action in the near future.

Biennial Budgeting Discussion

Mr. Hoglund initiated a discussion about switching to biennial budgeting. He explained that if Council wanted to do so it would have to adopt an ordinance specifying biennial budgeting by June 30, 2016 to begin with the 2017-2018 biennium or else wait until 2019-2020. Mr. Hoglund reported the generally positive assessment of biennial budgeting by MRSC. He noted that State law requires truing up biennial budgets in September of the off year including a public hearing and said there would still be monthly monitoring and quarterly budget updates. Mr. Hoglund asked for Council feedback, noting that the decision needed to be made in time to set the budget calendar for the year and begin engaging the community for the budget season.

Mr. Johnson asked if the biennial budget authorized the entire amount for any point in the two-year period. Mr. Hoglund explained that some jurisdictions, such as Oak Harbor, essentially adopt two one-year budgets and others allow authorized expenditures any time during the biennium. Ms. Pickett, Mr. Walters, and Mr. Johnson expressed initial support for the notion. Several councilmembers suggested that during non-budget years Council would have more time to spend on policy development. Ms. Lovelett asked how biennial budgeting would align with collective bargaining agreements. Administrative Services Director Emily Schuh said that labor agreements are for varying durations ranging from one to five years so they would not always align with budget terms. Mr. Miller said he'd like to align the budget and the labor agreements more closely. He asked about the accuracy of revenue forecasting two years out. Mr. Hoglund said the forecasting metrics should work fairly well but the mid-biennium budget true up could adjust forecasts if necessary. Ms. Lovelett asked if staff supported such a move. Mr. Hoglund said there had been no negative feedback from staff. Councilmembers and mayor discussed the advantages and disadvantages of newly elected officials entering office during the second year of a biennial budget. Mayor Gere asked Mr. Hoglund to investigate the topic further with department heads and report back to Council for further discussion.

There being no further business, at approximately 8:40 p.m. the Anacortes City Council study session of February 22, 2016 was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the March 7, 2016 City Council meeting:

[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
199150	2/18/2016	0495091	00932	FERGUSON ENTERPRISES, INC	MXU'S - PRO-RATED WARRANTY RETURNS	\$106.75
201422	2/17/2016	027096	02450	SIGNATURE FORMS INC	#10 WINDOW/REG ENVELOPES CITYWIDE	\$1,445.31
201206	2/16/2016	P120564	02477	SKAGIT COUNTY TREASURER	(.0600 AC) THAT PORTION OF GOVERNMENT	\$0.36
201294	2/16/2016	P19056	02477	SKAGIT COUNTY TREASURER	(40,000 AC) SE 1/4 NE 1/4	\$17.90
201184	2/16/2016	P120572	02477	SKAGIT COUNTY TREASURER	.40 ACREAGE ACCOUNT - PROPERTY TAX	\$2.44
201560	2/22/2016	038 200 0000 2	00494	CASCADE NATURAL GAS CORP.	1/22-2/19/16	\$456.66
201400	2/18/2016	0173030	00950	FIDALGO BAY COFFEE COMPANY	10 LBS COFFEE: 2/18	\$93.00
201753	2/18/2016	824929539001	01962	OFFICE DEPOT	11 X 17 #24 PAPER, CREAMER, TABS	\$50.50
200861	2/5/2016	S-108564	09569	DOCK BUILDERS SUPPLY	11" BLACK CONE PILING CAP	\$30.87
201194	2/16/2016	P21670	02477	SKAGIT COUNTY TREASURER	14549 RIVER BEND ROAD - PROPERTY TAX	\$22.57
200840	2/4/2016	7004	08912	EBAY OR PAYPAL	15FT 18AWG HEAVY DUTY 3-PRONG TO IEC SPLITTER	\$71.80
201368	2/18/2016	917-600 0000 9	00494	CASCADE NATURAL GAS CORP.	1915 13TH STREET, 1/21-2/17/16	\$64.14
201593	2/24/2016	116-9013394-2377059	08811	AMAZON.COM	2 (10 PK) SAFETY GLASSES	\$35.56
201384	2/12/2016	519	07373	BAYSIDE FITNESS	2 MEMBERSHIPS: JAN, FEB, MAR 2016	\$162.75
201377	2/12/2016	518	07373	BAYSIDE FITNESS	2 MEMBERSHIPS: OCT, NOV, DEC 2015	\$162.75
201540	2/23/2016	10379234	00168	ANACORTES HARBOR ELECTRONICS	2 PHONE JACK SPLITTERS FOR APD	\$9.75
201166	2/16/2016	P20029	02477	SKAGIT COUNTY TREASURER	20 ACRES S1/2 SE1/4 NE1/4 - PROPERTY	\$10.00
201535	2/12/2016	Reg Ingalls	10048	UNIVERSE.COM	2015 INT'L BLDG CODE UPDATE - PAUL	\$163.74
200658	2/26/2016	5737	00427	BUD CLARY CHEVROLET	2016 CHEVY TAHOE POLICE PURSUIT VEH #030A	\$43,579.30
201744	3/1/2016	1328-5	06080	MAKERS	2016 COMP PLAN- JANUARY 2016	\$2,557.50
201257	2/8/2016	18967	04205	BRAUN NORTHWEST INC	2016 NORTH STAR AMBULANCE ON DODGE 4500	\$204,445.21
201506	2/24/2016	2016 recert classes	02081	WSU URBAN IPM & PEST SFTY ED	2016 PESTICIDE RECERTIFICATION CLASSES	\$480.00

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201633	2/26/2016	5738	00427	BUD CLARY CHEVROLET	2016 TAHOE POLICE VEHICLE PURCHASED VEH #032A	\$43,579.30
201429	2/20/2016	160105	04831	T-SHIRTS BY DESIGN	24 ASSORTED SIZE VOLUNTEER T-SHIRTS	\$312.48
201752	2/18/2016	300004994	01443	KCDA PURCHASING COOPERATIVE	24# 8.5 X 11 COPY PAPER - 3RD FLOOR	\$237.45
200599	1/27/2016	Order	09040	KNOX COMPANY	3 MED VAULTS & SOFTWARE FOR MED 12, 14,	\$4,536.39
201394	2/1/2016	bc0236443	00368	GALLS LLC - DBA BLUMENTHAL UNIT	3 REPLACEMENT CLASS B PANTS, SHIRTS: CT	\$719.09
201608	2/26/2016	F175069	02027	HD SUPPLY WATERWORKS LTD	3/4 X 3 SNAP CLAMP	\$169.70
201201	2/16/2016	P19044	02477	SKAGIT COUNTY TREASURER	37.69 ACRES CONSERVATION EASEMENT -	\$394.00
201202	2/25/2016	F142616	02027	HD SUPPLY WATERWORKS LTD	4" FC2W ULTRA FLEX CPLG	\$5,463.63
201192	2/16/2016	P120573	02477	SKAGIT COUNTY TREASURER	4.08 ACREAGE ACCOUNT - PROPERTY TAX	\$21.05
201158	2/10/2016	453	05350	SKAGIT COUNTY PUBLIC HEALTH	4TH QTR CITY SHARE OF REVENUES FROM	\$5,273.61
201183	2/1/2016	104-2700550-6919461	08811	AMAZON.COM	5 BATTERY POWERED MOTION SENSOR LIGHTS	\$115.95
201349	2/5/2016	740361	01588	LIFE ASSIST INC	5 SETS SPIDER STRAPS	\$385.07
201125	2/5/2016	220006779395	02192	PUGET SOUND ENERGY	6300 SUNSET AVENUE-WASH. PARK	\$80.56
200723	2/5/2016	108853	02773	TRAFFIC SAFETY SUPPLY CO.	66" WHITE DELINEATORS, REFLECTIVE WHITE	\$709.03
201175	2/16/2016	P101521	02477	SKAGIT COUNTY TREASURER	6996 SAN JUAN HILL LANE. FIDALGO BAY TO	\$10.00
201174	2/10/2016	1414307	02519	SKAGIT PUBLISHING	AA-1414307 ORD 2968 SEWER COMP PLAN	\$47.76
201177	2/10/2016	1414989	02519	SKAGIT PUBLISHING	AA-1414989 INVITE TO BID 2016 DUMPSTERS	\$147.26
201360	2/17/2016	1417473	02519	SKAGIT PUBLISHING	AA-1417473 PUB ROW VACATION	\$79.60
201720	2/24/2016	1420688	02519	SKAGIT PUBLISHING	AA-1420688 INVITE TO BID D AVE OVERLAY	\$199.00
200907	2/5/2016	1493306-71100286	06107	ACCIS	ACCIS MEMBERSHIP	\$75.00
200671	1/28/2016	65365	09137	RED LION BELLEVUE INN	ACCOMMODATIONS 1/26/16 - WRPA CONFERNECE	\$122.52
201248	2/11/2016	120288	02280	SCOTT RICHARDS INSURANCE	ADD INSURANCE FOR LIBRARY ART EXHIBIT	\$158.00
201252	2/11/2016	120287	02280	SCOTT RICHARDS INSURANCE	ADD INSURANCE FOR MUSEUM DISPLAY	\$53.26
201253	2/11/2016	120344	02280	SCOTT RICHARDS INSURANCE	ADD INSURANCE FOR RUNNING SCULPTURE	\$84.58
201596	2/19/2016	5040606857	01351	RICOH USA, INC	ADDITIONAL B & W COPIES	\$33.19

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201645	2/24/2016	10334	09277	BENCHMARK DOCUMENT & SOLUTIONS	ADHESIVE LABELS	\$43.40
201507	1/31/2016	16-154	04253	LIFE TEK INC	ADULT AED REPLACEMENT PAD	\$77.04
201711	3/1/2016	3002420644	03957	THYSSENKRUPP ELEVATOR CORP	AFD STATION #1 3/1-5/31/16	\$598.85
201193	2/11/2016	300000004923	02192	PUGET SOUND ENERGY	ALL STATIONS: 1/6 - 2/5	\$838.53
200715	2/1/2016	2016-261	04259	PAGE, WOLFBERG & WIRTH, LLC	AMBULANCE COMPLIANCE OFFICER CERTIFICATION	\$1,045.00
200790	2/1/2016	1126784237876	10025	EXPEDIA.COM	AMBULANCE COMPLIANCE OFFICER CERTIFICATION - LODGING	\$216.07
200796	2/3/2016	1404502#2	09512	BELLAIR CHARTERS	AMBULANCE COMPLIANCE OFFICER CERTIFICATION - SHUTTLE	\$68.00
200789	2/1/2016	1126781887614	10025	EXPEDIA.COM	AMBULANCE COMPLIANCE OFFICER CERTIFICATION AIRFARE	\$333.20
201431	2/11/2016	5600683252	04339	SIEMENS INDUSTRY, INC	AMPLIFYING RELAY	\$431.03
201728	2/11/2016	0671648-001	00306	BAYSHORE OFFICE PRODUCTS	ANACORTES NRG - COPIES	\$26.04
201727	2/10/2016	0671590-001	00306	BAYSHORE OFFICE PRODUCTS	ANACORTES NRG COLOR COPY	\$0.43
201724	2/1/2016	0671053-001	00306	BAYSHORE OFFICE PRODUCTS	ANACORTES NRG PAPER AND CUTTING	\$53.16
201110	2/11/2016	936405120	09209	GODADDY.COM LLC	ANACORTESARTSCOMMISSION.COM DOMAIN	\$67.38
201404	2/20/2016	160119	04831	T-SHIRTS BY DESIGN	ANNUAL UNIFORM T-SHIRT ORDER (90)	\$1,189.70
200740	2/2/2016	Order	04831	T-SHIRTS BY DESIGN	ANNUAL UNIFORMS: T-SHIRT, HATS AND	\$1,418.10
201325	2/12/2016	96339341	01351	RICOH USA, INC	APD C32016179 COPIER LEASE	\$134.20
201329	2/12/2016	96339344	01351	RICOH USA, INC	APD C32016995 COPIER LEASE	\$167.38
201245	2/7/2016	253-004-9336-0614005	07909	FRONTIER	APD DS1 LINES	\$357.65
201246	2/7/2016	253-009-1310-0919005	07909	FRONTIER	APD FRAME RELAY - ADJUSTMENT	\$52.32
201730	2/23/2016	1061019095	01299	RICOH USA, INC	APD MP4054SP PRINTER	\$5,903.50
201719	2/23/2016	1061019094	01299	RICOH USA, INC	APD PRINTER MP 4054SP	\$5,903.50
201244	2/7/2016	253-011-6037-1018005	07909	FRONTIER	APD VOICE GRADE CIRCUITS ADJUSTMENT	\$13.80
201517	2/19/2016	0031815-IN	02199	PUGET SAFETY EQUIPMENT	ASPIRIN, IBUPROFEN	\$14.00
201434	2/12/2016	2341636	09791	ZOLL MEDICAL CORPORATION	ASSORTED BP CUFFS	\$145.27
201643	2/9/2016	SI314492	08110	DLT SOLUTIONS	AUTOCAD CIVIL 3D 2016	\$1,036.75
201644	3/1/2016	083657473	03123	XEROX CORPORATION	B&W/COLOR COPIES - CLRCUBE XNE-099723	\$290.49
201210	2/2/2016	116004797	02930	WASHINGTON STATE PATROL	BACKGROUND CHECKS - COACHES	\$24.00

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201687	2/29/2016	B323247	02405	SEBO'S DO-IT CENTER	BANDSAW BLADES	\$20.43
201553	2/10/2016	B322099	02405	SEBO'S DO-IT CENTER	BATTERIES	\$35.12
201649	2/24/2016	3310114	00717	DAILY JOURNAL OF COMMERCE	BID ADVERTISEMENT - 2016 OVERLAY INFRASTRUCTURE	\$310.20
201646	2/10/2016	3309604	00717	DAILY JOURNAL OF COMMERCE	BID ADVERTISEMENT - 2016 WASTE CONTAINERS	\$231.00
201399	2/17/2016	824922380-001	01962	OFFICE DEPOT	BINDER CLIPS, ENVELOPES FOR MED	\$55.18
201378	1/4/2016	0669425-001	00306	BAYSHORE OFFICE PRODUCTS	BINDERS AND HIGHLIGHTERS	\$52.48
201547	2/22/2016	300005908	01443	KCDA PURCHASING COOPERATIVE	BINDERS AUX PATROL, OFC SUPPLIES - FIN	\$60.61
201261	2/10/2016	1161113	02450	SIGNATURE FORMS INC	BLANK BLUE CHECKSTOCK FOR AP	\$165.95
201682	2/9/2016	91843824	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$18.22
201683	2/9/2016	91843825	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$94.30
201684	2/11/2016	91879821	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$12.36
201677	2/12/2016	244459	07399	ABC - CLIO, LLC	BOOKS - ADULT	\$421.31
201679	2/15/2016	244459-1	07399	ABC - CLIO, LLC	BOOKS - ADULT	\$135.64
201681	2/16/2016	0073619651	03942	AMERICAN LIBRARY ASSOCIATION	BOOKS - ADULT	\$301.70
201686	2/9/2016	91843826	01318	INGRAM LIBRARY SERVICES	BOOKS - JUVENILE	\$666.77
201689	2/11/2016	91879820	01318	INGRAM LIBRARY SERVICES	BOOKS - JUVENILE	\$9.80
201690	2/11/2016	91879822	01318	INGRAM LIBRARY SERVICES	BOOKS - JUVENILE	\$535.95
201444	2/23/2016	IN-128524	10040	GLOBAL DIVING & SALVAGE INC	BOOM EQUIPMENT RENTAL	\$878.15
201494	2/24/2016	219270	01023	FRONTIER BUILDING SUPPLY	BRONZE STAR AND STAKES	\$37.82
201582	2/3/2016	116-7723783-0009824	08811	AMAZON.COM	BUBBLE PACKAGING FOR MEDS	\$17.77
201573	1/27/2016	108-4728174-6654650	08811	AMAZON.COM	BUBBLE PACKING FOR MED (FOR DISPENSER)	\$29.90
201168	2/16/2016	Order	02389	SEAWESTERN FIRE APPARATUS & EO	BUNKER SETS (PANTS AND COAT)	\$14,941.54
201688	2/24/2016	A1077874	02405	SEBO'S DO-IT CENTER	BUSHINGS, CONNECTORS, WIRE & CONDUIT	\$66.58
201706	2/19/2016	98297542	01761	MINE SAFETY APPLIANCES CO.	CALIBRATION KIT	\$19,624.48
201165	2/16/2016	P19298	02477	SKAGIT COUNTY TREASURER	CAMPBELL LAKE ROAD 20 ACRES - PROPERTY	\$27.90
201411	1/29/2016	104-9285974-8241841	08811	AMAZON.COM	CARBOY HANDLE	\$63.43
201410	2/2/2016	107-7887351-6097804	08811	AMAZON.COM	CARBOY HANDLE	\$7.45

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201675	2/22/2016	912 800 0000 0	00494	CASCADE NATURAL GAS CORP.	CARNEGIE - NATURAL GAS	\$301.77
201130	2/5/2016	A1072470	02405	SEBO'S DO-IT CENTER	CARNEGIE EXHIBIT SUPPLIES	\$6.35
201129	2/9/2016	A1073512	02405	SEBO'S DO-IT CENTER	CARNEGIE EXHIBIT SUPPLIES	\$7.44
201555	2/19/2016	A1076219	02405	SEBO'S DO-IT CENTER	CARNEGIE MAINTENANCE	\$16.49
201353	2/16/2016	0031735-IN	02199	PUGET SAFETY EQUIPMENT	CARTRIDGES FOR NORTH RESPIRATOR	\$107.42
201705	2/18/2016	98295390	01761	MINE SAFETY APPLIANCES CO.	CASE ASSEMBLY FOR PROGRAMMABLE	\$1,169.07
201426	2/16/2016	CDBG PS Reimburse	09481	ANACORTES FAMILY CENTER, THE	CDBG 2ND QUARTER PS REIMBURSEMENT	\$3,206.00
201288	2/10/2016	3203205	01362	ISLAND FAMILY PHYSICIANS	CDL EXAM - HEATHER BRENNAN	\$200.00
201743	3/1/2016	16-014-IDS-001	06511	RF CONSULTANT.COM	CELL TOWER @ 500 T AVE ENG REPORT	\$1,980.00
200655	1/28/2016	4271-4649-3874-4648	10019	CELLEBRITE USA INC.	CELLEBRITE CERTIFIED LOGICAL OPERATOR	\$3,850.00
201214	2/16/2016	4031AIN8057	10039	TCC	CELLPHONE CLIP/CASE - ANDERSEN	\$21.69
201519	2/25/2016	219364	01023	FRONTIER BUILDING SUPPLY	CEMENT	\$126.40
201570	2/25/2016	A1078117	02405	SEBO'S DO-IT CENTER	CEMENT EDGER	\$8.82
201392	2/11/2016	1377855	03100	WOOD'S LOGGING SUPPLY	CHAINSAW CHAPS	\$347.16
200863	2/4/2016	104-2652120-0263405	08811	AMAZON.COM	CHAIR MAT - DUSTIN SOUTH	\$96.01
201390	2/9/2016	1377420	03100	WOOD'S LOGGING SUPPLY	CHAPS FOR CHAINSAW USE	\$644.95
201274	2/1/2016	B321491	02405	SEBO'S DO-IT CENTER	CIRCUIT BREAKER, CONNECTOR FOR TTT	\$16.55
201710	3/1/2016	3002418297	03957	THYSSENKRUPP ELEVATOR CORP	CITY HALL FULL MAINTENANCE SERVICE FOR	\$598.85
201309	2/10/2016	8493 30 017 0490698	04412	COMCAST	CITY HALL INTERNET CONNECTION	\$166.12
201151	2/19/2016	1028588	02137	POLYDYNE INC	CLARIFLOC POLYMER	\$2,265.48
201639	2/29/2016	Kemp	00137	NW WA SUBSECTION PNWS-AWWA	CLASS REGISTRATION FOR ALEX KEMP	\$68.00
201471	2/1/2016	149858	01132	GREEN RIVER COMMUNITY COLLEGE	CLASS REGISTRATION FOR ALYSHA EARL	\$300.00
201637	2/29/2016	4761-Frantz	00137	NW WA SUBSECTION PNWS-AWWA	CLASS REGISTRATION FOR KF	\$68.00
201638	2/29/2016	Sprague	00137	NW WA SUBSECTION PNWS-AWWA	CLASS REIGSTRATION FOR GARY SPRAGUE	\$68.00
201473	2/1/2016	2016waterregulations	00137	NW WA SUBSECTION PNWS-AWWA	CLASS REIGSTRATION FOR KF, RMK, MG	\$210.00
201398	2/17/2016	1097874	02681	SURETY PEST CONTROL	CLEAN GUTTERS 29-2	\$141.05
201338	2/20/2016	021616	00955	FIDALGO CLEANING	CLEANING & SUPPLIES; 2/16-2/29	\$576.00
201302	2/18/2016	02/18/2016	00955	FIDALGO CLEANING	CLEANING - CARNEGIE	\$100.00

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201289	2/3/2016	92726120	08425	SMOKEY POINT CONCRETE INC	COBBLE FOR CEMETERY WALL	\$1,291.16
201163	2/9/2016	1201664874	08590	NEWEGG BUSINESS INC	COBOC 15-FT HIGH SPEED HDMI TO HDMI A/V CABLES	\$34.76
201642	2/25/2016	0173215	00950	FIDALGO BAY COFFEE COMPANY	COFFEE	\$93.00
201336	2/19/2016	0173053	00950	FIDALGO BAY COFFEE COMPANY	COFFEE - APD	\$93.00
201267	2/18/2016	0173029	00950	FIDALGO BAY COFFEE COMPANY	COFFEE ORDER FOR OPS/PARKS- 14LBS	\$130.20
201269	2/16/2016	RE 41 JA2711 L135	02941	WASH ST DEPT OF TRANSPORTATION	COMMERCIAL AVE SIGNAL LIGHT MAINTENANCE	\$121.68
201428	2/11/2016	0671701-001	00306	BAYSHORE OFFICE PRODUCTS	COMP PLAN BINDERS	\$59.80
201481	2/24/2016	219207	01023	FRONTIER BUILDING SUPPLY	CONCRETE MIX, LEVEL FOR SKATE PARK	\$50.14
201182	2/10/2016	9409373662	09706	SHRED-IT USA	CONTAINER SHREDDING - CITY HALL PLUS	\$50.46
201203	2/9/2016	2454055	02342	SAFEWAY INC	COOKIES FOR KIDS NIGHT OUT AND MESSY ME	\$32.97
201122	2/5/2016	96297385	01351	RICOH USA, INC	COPIER RENTAL CITY WIDE	\$415.99
201630	2/16/2016	4052063	00932	FERGUSON ENTERPRISES, INC	COUPLING FOR DI WATER TANK REPAIR	\$2.25
201374	2/10/2016	A1073600	02405	SEBO'S DO-IT CENTER	COUPLINGS	\$2.12
201188	2/10/2016	360-293-4224- 1011005	07909	FRONTIER	COURT Fax Machine	\$59.52
201139	2/12/2016	cpls	00765	DEPARTMENT OF LICENSING	CPLS TO D.O.L.; JAN 2016	\$558.00
201590	2/10/2016	114-2894770- 4973821	08811	AMAZON.COM	CRAFTSMAN SCREWDRIVER AND RATCHETING	\$103.65
201697	2/25/2016	10379296	00168	ANACORTES HARBOR ELECTRONICS	CRIMP PLUGS	\$6.50
201672	2/22/2016	12315	09617	FRONTLINE CLEANING SERVICES	CUSTODIAL SERVICE	\$1,314.78
201635	2/22/2016	237606	10059	BOEKEL SCIENTIFIC, INC	CUSTOM MOTOR, FAN BLADE	\$129.78
201438	2/10/2016	AN41498	00524	CENTRAL WELDING SUPPLY INC	CUT OFF WHEELS	\$82.22
201622	2/29/2016	0173	10062	SCHELLING, KIMBERLEE	DADDY DAUGHTER DANCE PHOTOGRAPHS	\$852.81
201187	2/12/2016	2454059	02342	SAFEWAY INC	DADDY DAUGHTER DANCE SUPPLIES	\$54.41
201532	2/24/2016	26542753003	08990	MICHAELS	DADDY DAUGHTER DANCE SUPPLIES	\$43.12
201696	12/3/2015	1000026603-1	04335	EBSCO INFORMATION SERVICES	DATABASES	\$3,378.00
201326	12/31/2015	AFD	01364	ISLAND HOSPITAL	DECEMBER AMBULANCE MEDICAL SUPPLIES	\$2,147.40
201256	2/17/2016	7004	08912	EBAY OR PAYPAL	DELL 160GB MEDIA TAPE DATA BACKUP CARTRIDGE	\$39.99

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201364	2/14/2016	XJWJW5MN3	03318	DELL MARKETING LP	DELL LATITUDE E5550/5550 MDT	\$1,938.58
201624	2/29/2016	808874	08818	REECE, STORMIE	DEPOT CLEANING FEB. 2016	\$286.00
201539	2/13/2016	360-293-3725-0501135	07909	FRONTIER	DEPOT PHONE 2/13-3/12-16	\$55.87
201126	1/31/2016	114-3718192	04834	UNITED SITE SERVICES	DEPOT RESTROOM-JANUARY	\$95.40
201505	2/5/2016	6911	09225	RUXCO LLC	DESICANT FILTERS FOR ACTIFLOW MIXERS	\$829.83
201594	2/23/2016	116-7732111-1728248	08811	AMAZON.COM	DEWALT RECIPROCATING SAW	\$85.72
201550	2/26/2016	WELCH, REBECCA	00808	DMCMA	DMCMA ANNUAL MANAGEMENT DUES	\$150.00
201493	2/24/2016	219264	01023	FRONTIER BUILDING SUPPLY	DOUGLAS FIR FOR SKATE PARK	\$21.03
200466	2/23/2016	2016007	10007	LINKS TRAILER SALES	DUMP TRAILER 6 X 12' 10,000 LBS.	\$7,475.47
201230	2/10/2016	5038091MB	01530	LAKESIDE INDUSTRIES	DUMP, ROCKS, CHIPS FOR CEMETERY WALL	\$267.22
201415	1/28/2016	115-6347264-6505001	08811	AMAZON.COM	DUSTERS	\$10.83
201397	2/10/2016	6045787810218400	04194	AMAZON.CREDIT PLAN	DVDS	\$959.09
201137	2/5/2016	200015995380	02192	PUGET SOUND ENERGY	ELECTRICITY	\$1,693.87
201301	2/11/2016	300000006290	02192	PUGET SOUND ENERGY	ELECTRICITY CARNEGIE, MHC, WTP	\$308.50
201190	2/11/2016	300000008114	02192	PUGET SOUND ENERGY	ELECTRICITY FOR METERS VAULTS & STREET LIGHTS	\$518.97
201291	2/11/2016	300000000343	02192	PUGET SOUND ENERGY	ELECTRICITY-PARKS, DEPOT, F.C., C.H.,	\$3,558.98
201385	2/11/2016	300000003909	02192	PUGET SOUND ENERGY	ENERGY BILLING FOR FERRY TERMINAL	\$5,827.34
201198	2/12/2016	0671674-001	00306	BAYSHORE OFFICE PRODUCTS	ENVELOPES FOR PHARMACEUTICALS	\$23.32
201153	2/9/2016	PG374131	06539	POSGUYS.COM	EPSON TM-U220B RECEIPT PRINTERS	\$664.02
200371	1/21/2016	Order	10003	FRINGE SPORT	EQUIPMENT FOR PHYSICAL AGILITY TESTING	\$788.80
201240	12/11/2015	IN-128130	10040	GLOBAL DIVING & SALVAGE INC	EQUIPMENT RENTAL	\$878.15
200613	1/27/2016	110-0695247-3176212	08811	AMAZON.COM	EXTECH TL809 ELECTRONIC TEST LEAD KIT	\$179.31
201275	2/2/2016	A1071504	02405	SEBO'S DO-IT CENTER	FASTENERS	\$0.96
201276	2/3/2016	A1071846	02405	SEBO'S DO-IT CENTER	FASTENERS	\$12.65
201571	2/26/2016	A1078364	02405	SEBO'S DO-IT CENTER	FASTENERS - BENCHES	\$13.89
201617	2/29/2016	A1079243	02405	SEBO'S DO-IT CENTER	FASTENERS - SHIP	\$11.07
201691	2/29/2016	884059/1	00021	ACE HARDWARE	FAUCET FOR WWTP KITCHEN	\$43.93
201678	2/29/2016	A1079382	02405	SEBO'S DO-IT CENTER	FAUCET FOR WWTP KITCHEN	\$90.51
201673	2/29/2016	A1079383	02405	SEBO'S DO-IT CENTER	FAUCET REPLACEMENT IN THE KITCHEN	\$90.51
201564	2/19/2016	2660	02896	VISA	FEB VISA EXECUTIVE OFFICE	\$26.12
201766	3/1/2016	36941	09989	WAVE BUSINESS	Fiber lease WTP to City Hall	\$303.80

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201212	2/9/2016	721	02144	PORT SUPPLY	FILTER/CLAMP/FUELINE/MARINER TWIN PACK	\$163.69
201327	2/26/2016	16-03687	00850	EDGE ANALYTICAL INC	FINAL EFFLUENT TESTING	\$129.00
201508	2/4/2016	007G9851	01196	HARRINGTON INDUSTRIAL	FITTINGS FOR CHEMICAL FEED SYSTEM	\$337.24
201509	2/8/2016	007G9918	01196	HARRINGTON INDUSTRIAL	FITTINGS FOR CHEMICAL FEED SYSTEM	\$157.98
200779	2/10/2016	02102016	01493	KIWANIS NOON CLUB OF ANACORTES	FLAG RESTOCK FOR 2016	\$3,620.16
201512	2/25/2016	0496371	00932	FERGUSON ENTERPRISES, INC	FLANGE ADAPTORS AND PIPE CAP 4"	\$601.03
201189	2/5/2016	001-326036	02109	PISTON SERVICE OF ANACORTES	FLOOR CLEANER FOR SHOP	\$17.02
201478	2/3/2016	16-01738	00850	EDGE ANALYTICAL INC	FLUORIDE SAMPLE	\$22.00
201477	2/4/2016	16-02128	00850	EDGE ANALYTICAL INC	FLUORIDE SAMPLE	\$22.00
201504	1/20/2016	I393594	06981	EMERALD RECYCLING SVCS INC	FLUORIDE SLUDGE DISPOSAL	\$696.11
201437	2/22/2016	A1077065	02405	SEBO'S DO-IT CENTER	FOIL TAPE, ZIP LOCK BAGS AND DUST PAN	\$57.54
201124	2/8/2016	300001562	01443	KCDA PURCHASING COOPERATIVE	FOLDERS,LGL,6PT,BRICK RED	\$84.55
201499	2/4/2016	51507-00	03833	FINE LINE DIVISION OF	FREE CHLORINE MEMBRANE KIT FOR 3MG RESERVOIR	\$343.95
201566	2/22/2016	199 800 0000 4	00494	CASCADE NATURAL GAS CORP.	GAS - MHC/WT PRESTON	\$171.63
201356	1/22/2016	260 037 3822 1	00494	CASCADE NATURAL GAS CORP.	GAS SERVICE @ DEPOT JAN 2016	\$474.42
200872	2/1/2016	104440	10026	CONWAY FOOD 76	GASOLINE EXPENSE PICK UP TEMP EXHIBIT FOR CARNEGIE	\$26.08
201714	3/1/2016	80129	02520	SKAGIT SOILS	GENERAL SOIL FOR WATER DEPT	\$211.58
201446	2/17/2016	Leoff1	03813	HEIN, GERALD	GERALD HEIN, DENTAL SERVICES, DOS: 2/17/16	\$770.00
201367	2/22/2016	1255576864	09923	GRAY, MATTHEW	GERALD KOEGEL DENTAL SERVICES, DOS: 2/11/16	\$171.00
201658	2/29/2016	160123-2452	09913	LAB/COR INC	GIARDIA/CRYPTOSPORIDIUM SAMPLES	\$900.00
200952	2/25/2016	0153628-IN	06422	NURNBERG SCIENTIFIC GROUP	GLASS DISPOSAL CARTON - FLOOR MODEL	\$106.57
201272	2/10/2016	B322087	02405	SEBO'S DO-IT CENTER	GLOVES	\$9.04
200780	1/20/2016	Quote 9530	06119	GRANITE PRECASTING & CONCRETE	GREASE INTERCEPTOR VAULT - 2016 SS IMPROVEMENTS	\$4,153.00
201659	2/25/2016	WAMO133328	00939	FASTENAL CO	GRINDER GUARD	\$21.70
201534	2/25/2016	1609925197	10047	NORTH SOUND ENDODONTICS	HEIN, GERALD, DENTAL SERVICES, DOS: 1/8/16	\$1,230.00
201324	2/22/2016	Order	06347	WITMER PUBLIC SAFETY GROUP INC	HELMETS FOR NEW RECRUITS, REPLACEMENT	\$3,397.27
201278	2/4/2016	A1072032	02405	SEBO'S DO-IT CENTER	HEX KEY SET	\$16.50

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201109	2/10/2016	0031655-IN	02199	PUGET SAFETY EQUIPMENT	HIP BOOTS RETURNED AND REPLACED WITH	\$19.04
201412	1/29/2016	115-7931994-1914633	08811	AMAZON.COM	HOT COCOA - 2 BOXES	\$27.78
200948	2/1/2016	70611	00125	AMERICAN PLANNING ASSOCIATION	HRCI CERTIFICATION FEE, EMILY SCHUH	\$150.00
201475	2/8/2016	WAMO133025	00939	FASTENAL CO	HVAC FILTERS	\$213.71
201375	2/18/2016	2455008	02342	SAFEWAY INC	ICE FOR THE LAB	\$38.87
201699	2/29/2016	0034224-IN	02260	REISNER DISTRIBUTOR INC	INCINERATOR FUEL	\$1,846.62
201316	2/22/2016	201316	01511	KORTERUD, WAYNE D	INDIGENT SERVICES CONTRACT FEB. 2016	\$375.00
201213	2/9/2016	6389	02144	PORT SUPPLY	INFLATORS, TANK FUEL, CUSHIONS -	\$131.74
201380	1/7/2016	76845	00369	BLYTHE PLUMBING & HEATING INC	INSTALL BAG FILTERS AT WWTP	\$287.19
201500	2/2/2016	200024889996	02192	PUGET SOUND ENERGY	INTAKE ELECTRICITY	\$356.91
201164	2/1/2016	14782	01542	LANGUAGE EXCHANGE INC, THE	INTERPRETOR SERVICES FOR COURT	\$1,125.75
201598	2/26/2016	B323064	02405	SEBO'S DO-IT CENTER	ITEM FOR USE @ CITY HALL	\$7.76
201559	2/22/2016	A1077117	02405	SEBO'S DO-IT CENTER	ITEMS FOR USE IN MULTIPLE	\$55.12
201123	2/9/2016	41	06629	BOYS & GIRLS CLUBS	JAN LUNCH PROGRAM SER PROVISION	\$720.00
201348	1/1/2016	409-A	05518	ETLICHER, VERNON	JAN. PARTIAL ASSIST LIVING, LEOFF1 (\$41 X 31 DAYS)	\$1,271.00
201466	2/17/2016	874 3508 017768 2	01616	LOWE'S BUSINESS ACCOUNT/GEMB	JAN/FEB WTP HARDWARE SUPPLIES	\$365.76
201513	2/22/2016	12326	09617	FRONTLINE CLEANING SERVICES	JANITORIAL SERVICES FOR FEBRUARY -	\$336.00
201443	2/19/2016	5097	02338	TULIP VALLEY SUPPLY	JANITORIAL SUPPLIES (LIBRARY)	\$123.69
201281	1/31/2016	0000616226-IN	08125	DISCOVERY BENEFITS INC	JANUARY 2016 FLEX SPENDING ACCOUNTS	\$74.10
201469	2/15/2016	16000116 RI 05700	07762	I. KRUGER INC	JANUARY ALUM DELIVERIES	\$14,155.20
201258	1/31/2016	0173	02468	SKAGIT COUNTY SOLID WASTE FUND	JANUARY TONNAGE HAULED	\$64,574.67
201350	1/31/2016	010976	00930	SKIDMORE PHARMACY INC.	JANUARY, LEOFF1 PHARMACY COPAYS	\$40.90
201241	2/12/2016	REIMB	09143	RAY, SCOTT	K9 GROOMING	\$50.00
201569	2/23/2016	A1077435	02405	SEBO'S DO-IT CENTER	KEYS & CARABINERS FOR DEPOT KEYS	\$26.20
201196	2/8/2016	S3457354.001	03896	BUILDERS' HARDWARE & SUPPLY	KEYS FOR VOLUNTEER PARK	\$163.84
201173	2/16/2016	P60777	02477	SKAGIT COUNTY TREASURER	LAKE CAMPBELL TO ANA ALL BLKS 54 & 55 -	\$10.00
201170	2/16/2016	P60752	02477	SKAGIT COUNTY TREASURER	LAKE CAMPBELL TO ANA BLK 13 ALL ETC. -	\$10.00
201171	2/16/2016	P60763	02477	SKAGIT COUNTY TREASURER	LAKE CAMPBELL TO ANA BLKS 32 33 34 35 -	\$10.00

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201169	2/16/2016	P60751	02477	SKAGIT COUNTY TREASURER	LAKE CAMPBELL, LOTS 1 THRU 24 ETC. -	\$10.00
200909	2/8/2016	Order	00506	CASCADE FIRE EQUIPMENT	LARGE TRAINING PRACTICE SHELTER	\$450.28
201376	2/15/2016	1988456879	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$57.71
201393	2/22/2016	1988467816	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$56.83
201669	2/29/2016	1988478694	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$56.83
201406	2/11/2016	1988452706	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$45.65
201315	2/18/2016	1988463642	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$45.65
201704	2/25/2016	1988474524	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$45.65
201290	2/12/2016	96339345	01351	RICOH USA, INC	LEGAL C32016951 COPIER LEASE (LOCATED AT APD)	\$33.67
201595	2/19/2016	5040606858	01351	RICOH USA, INC	LEGAL C32016951 COPIER LEASE (LOCATED AT APD)	\$12.14
201118	1/29/2016	BWV2074	04083	CDW GOVERNMENT INC	LENOVO THINKPAD YOGA 15 - SHJARBACK	\$1,261.89
201709	3/1/2016	3002420549	03957	THYSSENKRUPP ELEVATOR CORP	LIBRARY ELEVATOR MAINTENANCE, 3/1-5/31/16	\$598.85
200968	2/10/2016	360-299-2484-0726025	07909	FRONTIER	LIBRARY PHONE	\$35.72
201484	2/24/2016	55153727	00148	ANACORTES CHAMBER OF COMMERCE	LICENSE FEES FOR VEH #844	\$42.75
201391	1/31/2016	LL.MEADD	01364	ISLAND HOSPITAL	LIFELINE SERVICE PACKAGE, DAVID MEAD, LEOFF1 RETIREE	\$64.95
201629	2/25/2016	WAMO133320	00939	FASTENAL CO	LIFTING STRAPS	\$489.49
199847	2/18/2016	0197468-IN	03844	SIRENNET.COM	LIGHTS FOR 2016 POLICE VEHICLES / STATE CONTRACT	\$8,945.06
201703	1/28/2016	115-6711931-2581820	08811	AMAZON.COM	LIPTON TEA	\$8.48
201472	2/12/2016	P114779A8839	10045	THE ISLAND INN AT 123 WEST	LODGING FOR ALYSHA EARL DURING TRAINING	\$123.53
201619	2/5/2016	272267	09074	HEATHMAN LODGE, THE	LODGING FOR JM DURING AWWA WINTER MEETING	\$266.76
201640	2/18/2016	0671921-001	00306	BAYSHORE OFFICE PRODUCTS	MAILING LABELS	\$37.63
201355	2/11/2016	JS69359	02010	OVERHEAD DOOR CO	MAINTENANCE AND REPAIR OF BAY DOORS @	\$742.79
201575	1/25/2016	108-7443562-6719432	08811	AMAZON.COM	MANUALS FOR LIEUTENANT'S EXAM	\$298.00
201442	2/18/2016	101412	00244	ASSN OF WASHINGTON CITIES	MARCH SUPPLEMENTAL LIFE INSURANCE	\$272.61
201180	2/1/2016	CS-N-149627	09158	VARIDESK	MAT FOR STAND UP DESK - CAROL - LEGAL	\$60.00
201181	2/8/2016	CS-N-15078	09158	VARIDESK	MAT FOR STAND UP DESK - KERI - FINANCE	\$60.00
201726	2/25/2016	S20166303	02677	SUPERIOR SYSTEMS INC	MATERIAL FOR VEH #220	\$191.38

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201323	2/18/2016	300-10004095	05987	ALL BATTERY SALES & SERVICE	MATERIALS FOR SHOP	\$37.96
201451	2/17/2016	3953	06056	NWRC	MEMBERSHIP FEE; NORTHWEST LEARN FOR 2016; CHIEF BOWERS	\$400.00
201351	2/10/2016	2016-ANA	03711	PNCWA	MEMBERSHIP RENEWAL FOR 13 STAFF AT WWTP	\$130.00
201347	2/22/2016	Henson reimbursement	05581	HENSON, MIKE	MILEAGE REIMBURSEMENT FOR MIKE HENSON,	\$19.50
201621	2/29/2016	A1079282	02405	SEBO'S DO-IT CENTER	MISC. FASTENERS - BENCHES	\$107.93
201480	2/25/2016	09173843	07342	VERIZON BUSINESS	MONTHLY ACCESS CHARGES & LONG DIST	\$221.09
201604	2/8/2016	1095178	02681	SURETY PEST CONTROL	MONTHLY PEST CONTROL	\$43.40
201470	2/10/2016	1094960	02681	SURETY PEST CONTROL	MONTHLY PEST CONTROL SERVICE AT ROCKRIDGE PUMP STATION	\$43.40
201467	2/17/2016	395762	02488	SKAGIT CO PUBLIC WORKS DEPT	MOTOR OIL DISPOSAL	\$4.50
201597	2/24/2016	B322866	02405	SEBO'S DO-IT CENTER	MULTI PURPOSE USE ITEMS	\$4.13
201552	2/10/2016	A1073702	02405	SEBO'S DO-IT CENTER	MULTI USE TOOL	\$34.06
201440	2/12/2016	96339348	01351	RICOH USA, INC	MUSEUM C32029268 COPIER LEASE	\$154.39
201676	2/22/2016	154 700 0000 9	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS 1220 10TH STREET	\$670.04
201563	2/22/2016	710 300 0000 5	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS FOR OPS/SHOP	\$866.70
201648	2/23/2016	98980000008	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS FOR WWTP	\$10.00
201592	2/22/2016	260 037 3822 1	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS SERVICE - DEPOT	\$303.46
201591	2/22/2016	538 000 8888 1	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS SERVICE 411 HILLCREST	\$37.87
201589	2/22/2016	638 000 0000 0	00494	CASCADE NATURAL GAS CORP.	NATURAL GAS SERVICE 411-B HILLCREST	\$61.75
201625	2/25/2016	IS-0247	01807	MOUNT VERNON, CITY OF	NET MOTION SERVICES; 2016 WIRELESS	\$7,605.41
201300	2/19/2016	Notary Renewal	10044	LMI NOTARY SERVICE	NOTARY BOND, NOTARY LICENSE FEE, & STAMP	\$137.75
201657	11/25/2015	1085905	02681	SURETY PEST CONTROL	NOV 2015 - MONTHLY PEST CONTROL SERVICE AT ROCKRIDGE PUMP STATION	\$43.40
201407	2/22/2016	51337	03738	NAT'L RECREATION & PARK ASSOC	NRPA MEMBERSHIP-DUSTIN SOUTH	\$165.00
201381	2/9/2016	WAANA80624	00939	FASTENAL CO	NUTS	\$11.07
201383	2/5/2016	WAANA80578	00939	FASTENAL CO	NUTS AND WASHERS	\$22.01
201293	2/18/2016	1988463643	06718	ARAMARK	NYLON MAT CLEANING FOR OPS/SHOP	\$18.60
201134	2/11/2016	1988452697	06718	ARAMARK	NYLON MATS CLEANED	\$12.90
201337	2/18/2016	1988463636	06718	ARAMARK	NYLON MATS CLEANED	\$12.90
201541	2/25/2016	1988474515	06718	ARAMARK	NYLON MATS CLEANED	\$12.90

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201108	2/16/2016	0031736-in	02199	PUGET SAFETY EQUIPMENT	O2 SENSOR FOR CONFINED SPACE METER	\$96.57
201447	2/19/2016	0669586-002	00306	BAYSHORE OFFICE PRODUCTS	OFFICE FURNITURE	\$671.83
201599	2/23/2016	0672162-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE FURNITURE NEW HIRE	\$505.37
201243	2/12/2016	824077936-001	01962	OFFICE DEPOT	OFFICE SUPPLIES	\$60.85
201234	2/15/2016	0671724-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES	\$10.84
201458	2/17/2016	824624850001	01962	OFFICE DEPOT	OFFICE SUPPLIES	\$55.35
201259	2/10/2016	823412216001	01962	OFFICE DEPOT	OFFICE SUPPLIES - ENGR, FINANCE	\$186.94
201298	2/12/2016	0671725-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES CARNEGIE	\$8.20
201606	2/29/2016	0672499-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLIES: LEGAL FILE BOX 4 COURT	\$37.67
201115	2/11/2016	0671551-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE SUPPLY ORDER	\$11.17
201242	2/10/2016	9409373745	09706	SHRED-IT USA	OLD RECORDS DESTROYED	\$38.50
200946	2/5/2016	j245419	02896	VISA	ON-LINE JOB POSTING ANNOUNCEMENT.	\$150.00
201531	2/25/2016	1128534103193	09248	BEST WESTERN AIRPORT EXECUTEL	OVERNITE STAY PAUL INGALLS WABO ED INST	\$96.41
201352	12/31/2015	AFD 16	01364	ISLAND HOSPITAL	OXYGEN TANK RENTAL AND REFILL	\$107.29
201567	2/26/2016	1387	02144	PORT SUPPLY	PADLOCK - SAILING PROGRAM	\$36.87
201395	1/31/2016	16-130	04253	LIFE TEK INC	PALS CLASS/CERTIFICATION: A SHIFT	\$1,400.00
200641	1/28/2016	1037695442	08912	EBAY OR PAYPAL	PANASONIC LUMIX DMC-LX7 DIGITAL CAMERA - MUSEUM	\$260.94
201191	2/12/2016	0671745-001	00306	BAYSHORE OFFICE PRODUCTS	PAPER	\$17.35
201701	2/6/2016	00255165027225838	08811	AMAZON.COM	PAPER TOWELS	\$76.38
201618	2/22/2016	354699	10057	PARK N JET PARKING LOT 2	PARKING FEE FOR JM	\$40.10
201736	2/29/2016	Eckley - FEB	07898	ECKLEY, CHRISTIAN	PARKS - GYM SUPERVISION	\$168.00
201722	2/26/2016	0672448-001	00306	BAYSHORE OFFICE PRODUCTS	PARKS - TAPE, HOOK	\$12.55
201664	2/29/2016	001-328124	02109	PISTON SERVICE OF ANACORTES	PART FOR #11945	\$4.89
201318	2/17/2016	E29487	02405	SEBO'S DO-IT CENTER	PART FOR #11950	\$24.69
201111	2/9/2016	A1073449	02405	SEBO'S DO-IT CENTER	PART FOR #90009	\$41.29
201218	2/10/2016	A1073833	02405	SEBO'S DO-IT CENTER	PART FOR #90009	\$153.32
201322	2/18/2016	001-327227	02109	PISTON SERVICE OF ANACORTES	PART FOR #90009	\$33.20

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201666	2/29/2016	AN 41902	00524	CENTRAL WELDING SUPPLY INC	PART FOR #90009	\$38.59
201114	2/5/2016	001-325969	02109	PISTON SERVICE OF ANACORTES	PART FOR SHOP	\$387.05
201518	2/23/2016	001-327543	02109	PISTON SERVICE OF ANACORTES	PART FOR SHOP	\$10.18
201665	2/23/2016	001-327622	02109	PISTON SERVICE OF ANACORTES	PART FOR SHOP	\$21.10
201716	2/26/2016	001-327867	02109	PISTON SERVICE OF ANACORTES	PART FOR SHOP STOCK	\$106.83
201660	2/29/2016	B323256	02405	SEBO'S DO-IT CENTER	PART FOR STREET DEPT	\$18.09
201663	2/26/2016	001-327874	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #041	\$43.02
201521	2/19/2016	001-327307	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #101	\$41.23
201715	3/1/2016	001-328175	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #131	\$9.16
201219	2/4/2016	001-325918	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #139	\$48.36
201222	2/4/2016	001-325920	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #139	\$167.46
201225	2/10/2016	S3-858971	05774	SEATTLE AUTOMOTIVE	PART FOR VEH #139A	\$546.51
201545	2/25/2016	001-327740	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #171	\$21.52
201729	2/23/2016	MV130384	01801	MOTOR TRUCKS INC	PART FOR VEH #203	\$160.54
201725	2/24/2016	MV130453	01801	MOTOR TRUCKS INC	PART FOR VEH #203	\$101.90
201520	2/18/2016	001-327212	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #203A	\$0.81
201417	2/10/2016	001-326401	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #205	\$42.30
201420	2/22/2016	MV130234	01801	MOTOR TRUCKS INC	PART FOR VEH #303	\$145.17
201113	2/8/2016	001-326262	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #511	\$55.55
201365	2/19/2016	E233086	03027	WESTERN PETERBILT INC	PART FOR VEH #511	\$89.61
201423	2/16/2016	14328	06562	WESTERN SYSTEMS REFUSE &	PART FOR VEH #601	\$1,769.82
201542	2/24/2016	001-327702	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #601	\$4.45
201548	2/24/2016	MV130455	01801	MOTOR TRUCKS INC	PART FOR VEH #603	\$121.82
201562	2/19/2016	463522	00391	BRABER EQUIPMENT	PART FOR VEH #706	\$135.17
201527	2/18/2016	796548	03042	WESTERN EQUIPMENT DIST INC	PART FOR VEH #706A	\$39.01

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201221	2/12/2016	001-326757	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #851	\$5.77
201161	2/15/2016	WAANA80758	00939	FASTENAL CO	PART FOR WATER DEPT	\$48.65
201742	3/1/2016	884133/1	00021	ACE HARDWARE	PART FOR WATER DEPT	\$43.92
201216	2/16/2016	E29485	02405	SEBO'S DO-IT CENTER	PARTS FOR #11939 & #90009	\$22.57
201215	2/10/2016	E29459	02405	SEBO'S DO-IT CENTER	PARTS FOR #15908A	\$62.47
201112	2/9/2016	882730/1	00021	ACE HARDWARE	PARTS FOR #6901A	\$26.30
201320	2/19/2016	001-327280	02109	PISTON SERVICE OF ANACORTES	PARTS FOR #90008	\$156.00
201217	2/12/2016	A1074269	02405	SEBO'S DO-IT CENTER	PARTS FOR #90009	\$28.71
201263	2/17/2016	001-327072	02109	PISTON SERVICE OF ANACORTES	PARTS FOR #90009	\$47.46
201321	2/19/2016	001-327271	02109	PISTON SERVICE OF ANACORTES	PARTS FOR SHOP	\$13.45
201561	2/19/2016	001-327276	02109	PISTON SERVICE OF ANACORTES	PARTS FOR STOCK	\$266.03
201549	2/25/2016	B322935	02405	SEBO'S DO-IT CENTER	PARTS FOR STREET DEPT	\$35.70
201226	2/16/2016	WAANA80809	00939	FASTENAL CO	PARTS FOR TRAILER #384	\$14.39
201544	2/25/2016	001-327781	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #013A	\$139.97
201231	1/27/2016	00157966	09039	AEDEC	PARTS FOR VEH #030A,031A,032A	\$2,971.63
201314	2/19/2016	001-327270	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #050 & #051	\$44.80
201224	2/16/2016	001-326993	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #115	\$566.81
201319	2/17/2016	001-327129	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #115A	\$163.99
201223	2/16/2016	001-326945	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #145	\$464.64
201522	2/23/2016	001-327541	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #172	\$24.11
201414	2/10/2016	001-326405	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #205	\$210.96
201416	2/11/2016	001-326640	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #205	\$42.60
201486	2/23/2016	A1077477	02405	SEBO'S DO-IT CENTER	PARTS FOR VEH #220	\$48.41
201409	2/17/2016	B322479	02405	SEBO'S DO-IT CENTER	PARTS FOR VEH #222	\$70.06
201413	2/18/2016	A1076007	02405	SEBO'S DO-IT CENTER	PARTS FOR VEH #222	\$35.66
201488	2/11/2016	001-326628	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #406	\$56.85

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201487	2/23/2016	001-327599	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #512	\$10.79
201229	2/4/2016	14226	06562	WESTERN SYSTEMS REFUSE &	PARTS FOR VEH #601	\$342.88
200372	1/21/2016	Order	10004	SPORTS CHALET	PAT EQUIPMRENT: SIMULATOR	\$230.56
201334	2/16/2016	621538	03768	SAN DIEGO POLICE EQUIP CO INC	PATROL EQUIP - AMMUNITION	\$185.59
201237	2/9/2016	264299	06888	PROFORCE LAW ENFORCEMENT	PATROL EQUIP; SITE MOUNTS	\$3,067.84
201235	2/9/2016	621441	03768	SAN DIEGO POLICE EQUIP CO INC	PATROL SUPPLIES; AMMUNITION	\$286.83
201489	2/23/2016	REIMB Liddle	01587	LIDDLE, DOUGLAS A	PATROL SUPPLIES; BATTERIES	\$37.95
201601	2/26/2016	Ref000201601	10053	STALLDORF LLP	payment of prior bill on closed account	\$72.47
201603	2/26/2016	Ref000201603	10055	HOYER HOMES LLC	Payment of prior bill on closed account	\$21.84
201403	2/18/2016	0671973 -001	00306	BAYSHORE OFFICE PRODUCTS	PENS	\$83.90
201693	1/22/2016	Prepay	02371	SCHOOL LIBRARY JOURNAL	PERIODICAL	\$88.99
201694	2/17/2016	Subscription	02481	SKAGIT VALLEY HERALD	PERIODICAL - SKAGIT VALLEY HERALD	\$208.00
201448	2/17/2016	BLD-2016-1071	00146	ANACORTES, CITY OF	PERMIT FOR FIRE STATION 1 ROOF REPLACEMENT	\$213.75
201674	2/22/2016	1095179	02681	SURETY PEST CONTROL	PEST CONTROL	\$65.10
201761	3/1/2016	Petty Cash	02092	PETTY CASH FUND	PETTY CASH AS OF MAR 1, 2016	\$85.60
201430	2/12/2016	82056934	09185	BOUND TREE MEDICAL, LLC	PHARMACEUTICALS	\$579.00
201432	2/15/2016	82058465	09185	BOUND TREE MEDICAL, LLC	PHARMACEUTICALS	\$117.20
201371	2/10/2016	360-299-0953-1017915	07909	FRONTIER	PHONE SERVICE FOR WWTP	\$382.43
201176	2/16/2016	Order	10003	FRINGE SPORT	PHYSICAL TESTING EQUIPMENT	\$1,019.90
201127	2/11/2016	9568	08552	LITTLE CAESARS PIZZA	PIZZA FOR KIDS NIGHT OUT	\$50.95
201363	2/19/2016	35426	08557	ADGRAPHIX	POLICE VEH #030A,031A,032A GRAPHICS	\$536.50
201497	1/31/2016	114-3718111	04834	UNITED SITE SERVICES	PORTA POTTY RENTAL AT PARK NEXT TO ROCKRIDGE PUMP STATION	\$105.56
201634	2/23/2016	9809573	01165	HACH COMPANY	PORTABLE PH METER AND PROBE	\$600.73
201588	1/31/2016	114-3716069	04834	UNITED SITE SERVICES	Portable toilet rental - WA Pk Loop #1	\$81.00
201578	1/31/2016	114-3715858	04834	UNITED SITE SERVICES	Portable toilet rental - Ace of Hearts	\$83.43
201579	1/31/2016	114-3715805	04834	UNITED SITE SERVICES	Portable toilet rental - Cemetery	\$93.73
201580	1/31/2016	114-3715840	04834	UNITED SITE SERVICES	Portable toilet rental - Community	\$93.43
201581	1/31/2016	114-3716152	04834	UNITED SITE SERVICES	Portable toilet rental - Edwards Way	\$98.79
201583	1/31/2016	114-3716146	04834	UNITED SITE SERVICES	Portable toilet rental - Storvik	\$182.90
201584	1/31/2016	114-715802	04834	UNITED SITE SERVICES	Portable toilet rental - Thompson Trail	\$175.00
201586	1/31/2016	114-3715935	04834	UNITED SITE SERVICES	Portable toilet rental - WA Pk - Loop 2	\$62.57

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201585	1/31/2016	114-3716212	04834	UNITED SITE SERVICES	Portable toilet rental - WA Pk - Loop 2	\$93.71
201751	2/25/2016	1417682	02519	SKAGIT PUBLISHING	POSITION AD, SEASONAL PARKS MAINTENANCE	\$261.66
201718	2/23/2016	1415351	02519	SKAGIT PUBLISHING	POSITIONS ADS, ASSOCIATE PLANNER & SEASONAL PARKS MAINT.	\$514.61
201379	2/10/2016	0671570-001	00306	BAYSHORE OFFICE PRODUCTS	POST IT FLAGS, STENO BOOKS AND DIVIDERS	\$52.22
201668	2/26/2016	835397-0	09557	KEENEY'S	POST ITS, JR LEGAL PADS - FINANCE	\$31.65
201748	2/29/2016	2110	01986	ORCA INFORMATION INC	PRE-EMPLOY. BACKGROUND CHECKS, KEMP, SPRAUGE, NELSON	\$129.00
201408	1/30/2016	104-5367749-5256247	08811	AMAZON.COM	PRE-INKED STAMP "PAID"	\$27.24
201641	2/29/2016	5465-1	02412	SEMRAU ENGINEERING & SURVEYING	PREPARE PS EVALUATION REPORT	\$450.00
201135	2/11/2016	23769	00156	ANACORTES PRINTING	PRINTING; BOOK AND RELEASE FORMS	\$65.10
201116	2/19/2016	4472315	09371	4IMPRINT INC	PRIZES FOR SUNSET LOOP DIVISION WINNERS	\$355.42
201172	1/27/2016	CS-N-145606	09158	VARIDESK	PRO PLUS 36 STAND UP DESK- LEE - FINANCE	\$455.00
201670	2/12/2016	5801944	00755	DEMCO	PROCESSING SUPPLIES	\$463.63
201707	2/23/2016	98301990	01761	MINE SAFETY APPLIANCES CO.	PROGRAM CONTROLLER	\$5,517.18
201178	2/16/2016	P118208	02477	SKAGIT COUNTY TREASURER	PROPERTY TAXES - DIKE 12 & DR 19 3.55	\$81.79
201167	2/16/2016	P21664	02477	SKAGIT COUNTY TREASURER	PROPERTY TAXES - DIKE 12 .30 ACRES	\$17.61
201204	2/16/2016	P21669	02477	SKAGIT COUNTY TREASURER	PROPERTY TAXES - WTP 9.93 ACRES 14489	\$105,984.14
201317	2/22/2016	201317	07723	SKAGIT LAW GROUP PLLC	PROSECUTING ATTORNEY CONTRACT FEB. 2016	\$6,000.00
201283	2/8/2016	A1073059	02405	SEBO'S DO-IT CENTER	PRUNER-SAW BLADE	\$56.28
201344	2/1/2016	00068-AYDELOTTE	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT AYDELOTTE	\$22.00
201343	2/1/2016	00220-CAYWOOD	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT CAYWOOD	\$49.50
201342	2/1/2016	00099-DICKERSON	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT DICKERSON	\$27.50
201346	2/1/2016	00178-FINGARSON	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT FINGARSON	\$22.00
201345	2/1/2016	00213-GUTHRIE	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT GUTHRIE	\$55.00
201341	2/1/2016	00150-GUTTORMSON	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT GUTTORMSON	\$214.50
201340	2/1/2016	00205-LAFFERTY	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT LAFFERTY	\$60.50
201339	2/1/2016	00157-LUZA	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT LUZA	\$176.00

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201305	2/1/2016	00191-NELSON	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT NELSON	\$93.50
201304	2/1/2016	00125-Tibbles	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT TIBBLES	\$11.00
200933	2/8/2016	48_17_525228	09611	WACDL	PUB DEF WACDL CLE	\$160.00
201273	2/11/2016	A1073920	02405	SEBO'S DO-IT CENTER	PVC PIPE	\$70.75
201277	2/4/2016	A1072028	02405	SEBO'S DO-IT CENTER	PVC PIPE AND CEMENT	\$59.57
201208	2/13/2016	360-293-6955-1009035	07909	FRONTIER	RADIO TONE LINE 1683: 2/7 - 3/9	\$67.23
201449	2/7/2016	253-014-9093-0826095	07909	FRONTIER	RADIO TONE LINE 1696: 2/16 - 3/15	\$62.73
201387	2/16/2016	206-020-3556-0826095	07909	FRONTIER	RADIO TONE LINE: 1696 (1/16 - 2/16)	\$100.21
201721	2/23/2016	901817845	01903	NORTHERN SAFETY CO INC	RAIN JACKETS FOR STREET DEPT	\$87.30
201335	2/17/2016	601	03059	WHATCOM COUNTY PARKS & REC	RANGE USE - YEAR 2016	\$5,480.00
201396	2/18/2016	8784	08551	VALLEY ATHLETICS	RED INFIELD CONDITIONER	\$2,126.60
201119	2/8/2016	31-C15068843:1	10036	MODA HEALTH, ATTN: ACCOUNTING	REFUND DUPLICATE AMBULANCE SERVICE PAYMENT	\$885.00
201220	2/13/2016	refund-dep Stultz	10038	STULTZ, CHRISTINE	REFUND OF DAMAGE DEPOSIT-RENTAL OF	\$100.00
201024	2/9/2016	Order	10033	DALMATIAN FIRE	REFURBISHED MSA SCBA CYLINDERS W/ VALVE	\$9,170.96
201262	2/17/2016	31574	02935	WA ASSN OF BUILDING OFFICIALS	REG FOR GROC & PAUL - WABO WKSHPS	\$350.00
201543	2/25/2016	1763597-89709601	02935	WA ASSN OF BUILDING OFFICIALS	REG WABO 2016 ED INSTITUTE - GROC & PAUL	\$350.00
201386	2/17/2016	41343 & 41342	00243	ASSN OF WASHINGTON CITIES	REGISTRATION, LABOR RELATIONS INSTITUTE, EMILY SCHUH	\$365.00
201530	2/25/2016	REIMB	02086	PETTY CASH FUND	REIMBURSE PETTY CASH FUND	\$50.93
201358	2/22/2016	Reim - Schuh	02372	SCHUH, EMILY	REIMBURSE TRAVEL EXPENSES	\$37.50
201439	1/14/2016	1649	04126	ROSS, WILLIAM	REIMBURSE VISION SERVICES, LEOFF1 RETIREE	\$250.00
201450	1/5/2016	REIMB - Leetz	07409	LEETZ, ROBERT	REIMBURSEMENT; CORPORAL PATCHES ADDED TO UNIFORM	\$87.89
201265	2/2/2016	1999	09948	ET HYDRAULICS	REPAIRS FOR #90009	\$3,036.81
201238	2/2/2016	MTB3046	01801	MOTOR TRUCKS INC	REPAIRS ON VEH #213	\$1,130.92
200348	1/21/2016	Order	00646	CONTERRA INC	REPLACE EXPIRED ROPE RESCUE: 3-600'	\$5,306.25
201441	2/16/2016	77696	00369	BLYTHE PLUMBING & HEATING INC	REPLACEMENT BATHROOM PARTS FOR FIDALGO CENTER	\$123.02
201661	2/5/2016	4022981	00932	FERGUSON ENTERPRISES, INC	REPLACEMENT EMERGENCY SHOWER VALVE	\$194.28
201496	1/28/2016	858640	02839	USA BLUE BOOK	REPLACEMENT PROBE FOR NIST TRACEABLE THERMOMETER SYSTEM	\$62.30
201303	2/12/2016	300000005235	02192	PUGET SOUND ENERGY	RESERVOIR & PUMP STATION ELECTRICITY	\$7,034.60

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201495	2/24/2016	15-042-SEW-004	09937	FLOW TECHNOLOGIES, INC.	RETAINAGE RELEASE - 50%	\$13,822.53
201735	2/23/2016	1061019093	01299	RICOH USA, INC	RICOH COPIER MP301SPF	\$1,769.63
201200	2/16/2016	P21797	02477	SKAGIT COUNTY TREASURER	RIVERBEND ROAD - PROPERTY TAX~	\$128.33
201228	1/31/2016	5038026MB	01530	LAKESIDE INDUSTRIES	ROCK AND CHIPS FOR CEMETERY WALL	\$457.00
201388	2/17/2016	5038148MB	01530	LAKESIDE INDUSTRIES	ROCK FOR CEMETERY WALL	\$690.34
201362	2/4/2016	Do0042	08896	WILSON DDS, NICHOLAS J	RODNEY DODGE, LEOFF1 DENTAL SERVICES DOS: 1/20/16	\$239.00
201445	2/17/2016	1097872	02681	SURETY PEST CONTROL	ROOF CLEANING FIDALGO CENTER	\$86.80
201740	2/12/2016	0671532-002	00306	BAYSHORE OFFICE PRODUCTS	RUBBER BANDS - COURT	\$4.33
201653	3/1/2016	26116	07996	REICHHARDT & EBE ENGINEERING	S MARCH PONT RD - JAN 2016	\$3,024.47
201516	2/18/2016	0031785-IN	02199	PUGET SAFETY EQUIPMENT	SAFETY SUPPLIES RESTOCK	\$436.06
201209	2/10/2016	882811/1	00021	ACE HARDWARE	SAILING SUPPLIES	\$30.91
201287	2/18/2016	1226	02144	PORT SUPPLY	SAILING SUPPLIES	\$77.86
201723	2/29/2016	7004	08912	EBAY OR PAYPAL	SAMSUNG 8GB DDR3 PC3L LAPTOP MEMORY	\$29.99
201511	2/16/2016	0495115	00932	FERGUSON ENTERPRISES, INC	SAND PUMP CONCENTRIC COUPLING REPLACEMENTS	\$2,601.76
201179	2/11/2016	98280729	01761	MINE SAFETY APPLIANCES CO.	SCBA REPAIR TRAINING (SWAIN)	\$820.00
201239	2/9/2016	637617	05284	GUARDIAN SECURITY SYSTEMS INC	SERVICE CALL ON SECURITY SYSTEM FOR SHOP	\$149.73
201421	1/31/2016	15535	02422	SEVEN SISTERS INC	SERVICE FOR #2909A	\$53.59
201227	2/5/2016	1097529	02681	SURETY PEST CONTROL	SERVICE FOR OPS/SHOP	\$48.83
201121	2/11/2016	682369	00842	COUNTRYWIDE FENCE CENTER	SERVICE FOR WATER DEPT	\$53.76
201662	3/26/2016	INV-10063	07844	NW COMMUNICATIONS. INC	SERVICE ON VEH #008	\$81.38
201667	2/26/2016	41600176753	02909	LES SCHWAB TIRE CENTERS	SERVICE ON VEH #041	\$14.65
201419	2/18/2016	288197	02549	SMILEY'S INC	SERVICE ON VEH #222	\$358.66
201526	2/23/2016	0096379	06543	PACIFIC TIRE	SERVICE ON VEH #510	\$41.23
201529	2/23/2016	3-90429	01614	LOUIS AUTO GLASS III INC.	SERVICE ON VEH #510	\$261.49
201528	2/24/2016	3-90450	01614	LOUIS AUTO GLASS III INC.	SERVICE ON VEH #511	\$103.08
201523	2/23/2016	0096383	06543	PACIFIC TIRE	SERVICE ON VEH #512	\$40.69
201757	1/23/2016	99E018046	02817	UNITED PARCEL SERVICE	SHIPPING WATER & E/R	\$22.85
201758	1/30/2016	99E018056	02817	UNITED PARCEL SERVICE	SHIPPING WIL - LUBE WATCH	\$8.06
201760	2/27/2016	99E018096	02817	UNITED PARCEL SERVICE	SHIPPING WWTP & E/R	\$117.51
201759	2/20/2016	99E108086	02817	UNITED PARCEL SERVICE	SHIPPING WWTP, FIRE	\$30.22
201572	2/26/2016	A1078417	02405	SEBO'S DO-IT CENTER	SHOVEL	\$22.89

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201307	2/18/2016	A1076021	02405	SEBO'S DO-IT CENTER	SILICONE SEALANT	\$12.76
201279	2/5/2016	B321745	02405	SEBO'S DO-IT CENTER	SINGLE CUT KEY	\$5.50
201282	2/5/2016	B321757	02405	SEBO'S DO-IT CENTER	SINGLE CUT KEY	\$5.99
199074	2/16/2016	0492667	00932	FERGUSON ENTERPRISES, INC	SINGLE PORT WIRED 520 M UNITS FOR WATER DEPT.	\$19,678.92
201565	2/6/2016	1341	06528	ECCOS DESIGN LLC	SITE DESIGN - STORVIK SPRAY PARK	\$807.50
201587	2/10/2016	20012	02896	VISA	SKAGIT FIRE CHIEFS' LUNCH	\$21.30
201515	2/18/2016	007H0211	01196	HARRINGTON INDUSTRIAL	SLIP ENDS FOR BALL VALVES IN THE CHEM BUILDING	\$128.66
201195	2/16/2016	0671835-001	00306	BAYSHORE OFFICE PRODUCTS	SMALL ENVELOPES FOR PHARMACEUTICALS	\$1.56
201328	2/22/2016	012279	09169	LOU'S GLOVES	SMALL NITRILE GLOVES	\$154.00
201628	1/21/2016	659427	00496	CASCADE COLUMBIA DIST	SODA ASH	\$518.63
201332	2/22/2016	82490	01939	NORTHSTAR CHEMICAL	SODIUM BISULFITE 38% SOLUTION	\$1,121.02
201514	2/4/2016	660566	00496	CASCADE COLUMBIA DIST	SODIUM FLUORIDE	\$1,738.00
201498	2/12/2016	681397	01421	JCI JONES CHEMICALS INC	SODIUM HYDROXIDE	\$2,938.85
201627	2/25/2016	682219	01421	JCI JONES CHEMICALS INC	SODIUM HYDROXIDE	\$3,134.67
199853	1/21/2016	679407	01421	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE 12.5% SOLUTION	\$4,395.96
201140	2/12/2016	10361	10037	TOTALTECH INTERNET AND NETWORK, SECURITY SOLUTIONS	SOPHOS ENDPOINT PROTECTION SOFTWARE	\$8,020.00
201136	2/5/2016	51068	02523	SKAGIT COUNTY GOVERNMENT	SPILLMAN; QTR 4 2015	\$10,903.65
201162	2/8/2016	200018631677	02192	PUGET SOUND ENERGY	ST RT 20 ELECTRICITY	\$23.31
201402	2/18/2016	1988463632	06718	ARAMARK	STA 1 MAT SERVICE: 218	\$16.28
201372	2/18/2016	674 400 0000 7	00494	CASCADE NATURAL GAS CORP.	STA 1: 1/21 2/17	\$111.12
201205	2/10/2016	1095228	02681	SURETY PEST CONTROL	STA 2 FEBRUARY SERVICE	\$43.40
201401	2/18/2016	1988463631	06718	ARAMARK	STA 2 MAT SERVICE: 2/18	\$16.28
201369	2/18/2016	169 400 0000 9	00494	CASCADE NATURAL GAS CORP.	STA 2: 1/21 - 2/17	\$92.80
201199	2/7/2016	360-293-9063-0926075	07909	FRONTIER	STA 3 PHONE LINE: 2/7 - 3/6	\$65.76
201425	11/19/2015	20160301	08563	CHOWANEC, BILL	STA 3 RENT: MARCH	\$1,912.00
201185	2/11/2016	978 800 0000 1	00494	CASCADE NATURAL GAS CORP.	STA 3: 1/15 - 2/10	\$100.06
201308	2/19/2016	85610442137	07231	HOME DEPOT	STEEL SHELVES	\$194.22
201382	2/8/2016	WAANA80611	00939	FASTENAL CO	STEEL THREADED ROD	\$16.69
201157	2/8/2016	300000006951	02192	PUGET SOUND ENERGY	STREET LIGHTS- ANACO BEACH RD	\$20.26
201554	3/10/2016	5151494	00145	ANACORTES AMERICAN	SUBSCRIPTION FOR ANACORTES AMERICAN	\$26.00

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201457	2/8/2016	832612-0	09557	KEENEY'S	SUPPLIES	\$54.72
201574	2/26/2016	A1078426	02405	SEBO'S DO-IT CENTER	SUPPLIES FOR BASEBALL FIELD DAY	\$87.21
201533	2/24/2016	6055150811	10050	HOBBY LOBBY	SUPPLIES FOR DADDY DAUGHTER	\$10.29
200668	1/26/2016	516281	08879	PARTY CITY	SUPPLIES FOR DADDY DAUGHTER DANCE 2016	\$90.80
201296	2/19/2016	B322550	02405	SEBO'S DO-IT CENTER	SUPPLIES FOR OPS OFFICE	\$10.20
200654	1/29/2016	102-3542381-1445801	08811	AMAZON.COM	SUPPLIES FOR SHOP	\$137.61
200656	1/29/2016	102-6106102-3787427	08811	AMAZON.COM	SUPPLIES FOR SHOP	\$270.00
201389	2/11/2016	0671554-001	00306	BAYSHORE OFFICE PRODUCTS	TABLE COVER	\$23.42
201476	2/17/2016	111-3360246-4821011	08811	AMAZON.COM	TABLET CASE	\$42.61
201632	2/26/2016	5736	00427	BUD CLARY CHEVROLET	TAHOE 4WD POLICE VEHICLE #031A -	\$43,579.30
201370	2/17/2016	schlarmann - css	09919	SCHLARMANN, KELLI	TEACHING OF PIYO CLASS-JAN/FEB.	\$414.75
201685	2/29/2016	A1079449	02405	SEBO'S DO-IT CENTER	THREAD AERATOR	\$8.51
201524	2/23/2016	0096382	06543	PACIFIC TIRE	TIRE FOR VEH #608	\$742.90
201525	2/23/2016	0096380	06543	PACIFIC TIRE	TIRE ROTATION ON VEH #511	\$52.08
201264	2/16/2016	0096203	06543	PACIFIC TIRE	TIRES FOR SHOP	\$473.49
201268	2/18/2016	110-8168762-3926659	08811	AMAZON.COM	TOOL FOR WATER DEPT	\$119.09
201233	2/12/2016	10665	10041	SKAGIT SHOOTING SPORTS, INC.	TRAINING AMMUNITION	\$585.90
201297	2/16/2016	139489	10042	YERBY, LINDA	TRAINING WEBINER	\$40.00
201310	2/12/2016	17734	02525	SKAGIT BUSINESS & STAFFING LLC	TRANSCRIPTS OF PC MEETING RE AHS	\$255.00
201609	2/12/2016	REIM - Earl	09906	EARL, ALYSHA	TRAVEL REIMBURSEMENT	\$125.95
201615	2/19/2016	265219	06888	PROFORCE LAW ENFORCEMENT	TSR X2/X26 DATAPORT DOWNLOAD KIT - APD	\$180.90
201311	2/9/2016	LTAC Reimburse	02503	SKAGIT VALLEY TULIP FESTIVAL	TULIP FESTIVAL LTAC REIMBURSE	\$2,400.00
201623	2/18/2016	969095	07934	EWING IRRIGATION PRODUCTS, INC	TURFACE - BALLFIELDS	\$476.79
201602	2/26/2016	Ref000201602	10054	MARR, BESSIE	UB Refund Cst #053433	\$79.13
201186	2/5/2016	104-2974706-3065853	08811	AMAZON.COM	UBIQUITI POE INJECTOR - IT	\$18.39
201626	2/25/2016	21201	00841	ECONOWASH LAUNDRY & DRY	UNIFORM CLEANING	\$340.15
201610	1/29/2016	3462	10058	KOHL'S	UNIFORM PANTS FOR MARIO GONZALEZ	\$94.40
201132	2/3/2016	004834069	00368	GALLS LLC - DBA BLUMENTHAL UNI	UNIFORM SHIRTS; RECORDS VAL	\$104.65

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201133	2/3/2016	004834068	00368	GALLS LLC - DBA BLUMENTHAL UNI	UNIFORM SHIRTS; RECORDS KATIE	\$113.76
201131	2/3/2016	004834070	00368	GALLS LLC - DBA BLUMENTHAL UNI	UNIFORM SHIRTS; RECORDS MEL	\$125.22
201490	2/24/2016	REIMB	08731	CLIFFORD, TERRENCE	UNIFORM; CORPORAL PATCHES ONTO UNIFORM; CORP CLIFFORD	\$117.18
201491	1/13/2016	REIMB - Richter	10046	RICHTER, JACQUELINE	UNIFORM; CORPORAL PATCHES SEWN ONTO UNIFORM: RICHTER	\$48.83
201717	3/1/2016	0542005-001	02835	UNUM LIFE INS CO OF AMERICA	UNUM LEOFF1 LONG-TERM CARE INSURANCE	\$1,898.25
201333	2/6/2016	00005W5A83066	02817	UNITED PARCEL SERVICE	UPS SHIPPING SERVICE	\$14.58
201331	2/20/2016	00005W5A83086	02817	UNITED PARCEL SERVICE	UPS SHIPPING SERVICE	\$156.24
201695	2/29/2016	884014/1	00021	ACE HARDWARE	UTILITY LIGHTER	\$9.75
201650	2/10/2016	1049319	07181	BUILDERS EXCHANGE OF WA	VARIOUS BID DOCUMENT POSTINGS	\$138.45
201577	2/26/2016	4798 5100 5527 6725	02813	UNITED STATES POSTAL SERVICE	VISA - USPS PREPAID ENVELOPES	\$163.10
201427	2/23/2016	02-2016	09816	FIRE SERVICE ENTERPRISE LLC	VOLUNTEER COORDINATION SERVICE: FEBRUARY	\$2,220.83
201313	2/11/2016	8498 30 017 0464628	04412	COMCAST	WA PARK INTERNET SVC - FEB-MAR	\$192.24
200726	2/2/2016	102-1054508-2219415	08811	AMAZON.COM	WALL BOARD, RED METAL PEGBOARD FOR SHOP	\$121.56
201576	2/19/2016	B322601	02405	SEBO'S DO-IT CENTER	WASHER, DUCT TAPE, TOPSOIL	\$17.12
201698	2/24/2016	WAANA80978	00939	FASTENAL CO	WASHERS, SCREWS, NUTS & BATTERIES	\$96.13
201141	2/12/2016	936867490	09209	GODADDY.COM LLC	WEB HOSTING FOR ANACORTES ARTS	\$71.88
201538	2/23/2016	91816	09302	FIDALGO ANIMAL MEDICAL CENTER	WELLNESS EXAM; T-BONE	\$472.75
201056	2/9/2016	Receipts	02896	VISA	WELLNESS INCENTIVES - LUNCH & LEARN - TRUST & WILLS	\$100.00
201271	2/18/2016	A1075927	02405	SEBO'S DO-IT CENTER	WHITE FIELD MARKING PAINT, FASTENERS	\$635.33
201459	2/17/2016	027097	02450	SIGNATURE FORMS INC	WINDOW & REGULAR ENVELOPES	\$546.92
201435	2/20/2016	99E018328	02817	UNITED PARCEL SERVICE	WORKING FREIGHT - APD	\$200.00
201295	2/19/2016	64630185	02966	WPTA	WPTA MEMBERSHIP HOGLUND	\$40.00
201464	2/10/2016	8498 30 030 0111230	04412	COMCAST	WTP - PHONE SERVICE 2/19/16-3/18/16	\$189.65
201502	2/9/2016	1988449179	06718	ARAMARK	WTP LAUNDRY SERVICE	\$32.44
201503	2/16/2016	1988460051	06718	ARAMARK	WTP LAUNDRY SERVICE	\$32.44
201501	2/23/2016	1988470985	06718	ARAMARK	WTP LAUNDRY SERVICE	\$32.44

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
201299	2/16/2016	B322419	02405	SEBO'S DO-IT CENTER	WTP MAINTENANCE SUPPLIES	\$18.71
201636	3/1/2016	1664845-0043-3	02997	WASTE MANAGEMENT	WTP SOLID WASTE DISPOSAL	\$135.12
201756	1/9/2016	99E018026	02817	UNITED PARCEL SERVICE	WWTP SHIPPING	\$19.05
201373	2/1/2016	190-1840-00	00147	ANACORTES, CITY OF	WWTP UTILITY BILLING	\$3,337.90
201651	3/1/2016	12851*02	02422	SEVEN SISTERS INC	WWTP W3 SWITCH GEAR PANEL	\$1,238.16
201418	2/2/2016	102-7391271-6173032	08811	AMAZON.COM	XTREME CLEEN DISINFECTANT CONCENTRATE	\$98.65
201479	2/22/2016	3765	01269	HOW IT WORKS INC	YEARLY SOLID WASTE BROCHURE	\$2,269.10
581						

Total

\$890,177.90



**CITY COUNCIL'S
FINDINGS OF FACT, CONCLUSIONS OF LAW,
& DECISION:**

CLOSED-RECORD PUBLIC

HEARING DATE: Tuesday, February 16, 2016, @ 6:00 PM with 4:00 PM Site Visit

OPEN-RECORD PUBLIC

HEARING DATE: Wednesday, January 13, 2016, @ 6:00 PM with 3:00 PM Site Visit
Wednesday, January 20, 2016, @ 6:00 PM (**Continued to**)

CLOSED-RECORD APPEAL

HEARING DATE: Tuesday, February 16, 2016 @ 6:00 PM

FILE NUMBER: CUP-2015-0006

PROJECT TITLE: Anacortes High School (AHS) Replacement & Modernization

PROJECT LOCATION: The project site is located at 1600 20th Street, Anacortes, WA. The subject property is located in a portion of Section 24, Township 35 North, Range 01 East, Willamette Meridian.

**LANDOWNER &
APPLICANT:** Anacortes School District, #103
2200 "M" Avenue
Anacortes, WA 98221

AGENT: Marc Estvold, AIA, Project Manager
3302 Oakes Avenue
Anacortes, WA 98221

PROJECT ARCHITECT: Hutteball & Oremus Architecture, Inc.
4010 Lake Washington Boulevard NE, Suite 320
Kirkland, WA 98033

PROJECT SURVEYOR: Bush, Roed, & Hitchings (BRH), Inc.
2009 Minor Avenue East
Seattle, WA 98102

PROJECT LANDSCAPE ARCHITECT:	Weisman Design Group 2329 East Madison Street Seattle, WA 98112
PROJECT BIOLOGIST:	Aqua-Terr Systems, Inc. (ATSI) 21993 Grip Road Sedro-Woolley, WA 98284
PROJECT GEOTECHNICAL ENGINEER:	Associated Earth Sciences, Inc. 911 5 th Avenue Kirkland, WA 98033
PROJECT PLANNER:	Kevin Cricchio, AICP Associate Planner City of Anacortes 904 6 th Street Anacortes, WA 98221
SUBJECT PROPOSAL:	The applicant has applied for a Conditional Use Permit (CUP) & SEPA environmental review to permit a two (2) phase replacement and modernization of Anacortes High School and associated wetland buffer impacts. Additionally, the applicant has requested a Variance to exceed the maximum height requirement permitted in the underlying zone. The project consists of the replacement of approximately 65% of the existing 154,956 square foot Anacortes High School and modernization of the remaining 35%. The existing gym/PE facility and Brodniak Theater will be modernized (approximately 55,000 square feet) and Rice Field will be upgraded to include new turf, a 1,500 seat partially covered stadium, and associated support facilities such as lighting, crew buildings, and parking /driveway areas. The rest of the high school (approximately 100,000 square feet) will be demolished and replaced with a new two-story building for a grand total of approximately 170,000 square feet. Associated site improvements include expanded vehicular parking, onsite bus loading /unloading areas, stormwater facilities, and utility relocation.
SUBJECT PARCELS:	P31905, P31912, P31920, P31922, P31923, P31926, P55808, P55809, P55810, P55813, P55950, P55951, P55952, P55953, P55954, P55955, P55956, P55957, P55958, P55959, P55960, P55961, P55963, P58053, & P58054

CUT & FILL

PROPOSED: 70,100 ± cubic yards of topsoil will be excavated
43,000 ± cubic yards of fill material

EXISTING LAND USE: The project site currently is being used as the Anacortes High School (AHS).

CURRENT ZONING & COMP.

PLAN DESIGNATION: Public Use (P) & Residential Medium Density (R3) Zoning Districts

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Residential Medium Density (R3)	Single-family residences
South:	Residential Medium Density (R3)	Single-family residences
East:	Residential Medium Density (R3)	Single-family residences
West:	Public Use (P)	Wetland /Vacant

SITE

ACREAGE: Cumulatively, the site is 92 ± acres.

DRAFT FINDINGS OF FACT:**I. GENERAL BACKGROUND:**

1. The project site is located in the City of Anacortes' Public Use (P) & Residential Medium Density (R3) Zoning Districts.
2. On November 10, 2015, the Anacortes School District held two (2) community open houses (at 3:30 PM & 7:30 PM) concerning the proposed replacement and modernization to Anacortes High School. The applicant provided a summary of concerns identified and responses in the submittal (**See Exhibit #1**).
3. Within the Public Use (P) Zoning District, "public schools" are permitted via an approved Conditional Use Permit per AMC § 17.26.040(A).
4. Additionally, within the Residential Medium Density (R3) Zoning District, "schools" are permitted via an approved Conditional Use Permit per AMC § 17.34.040.
5. Furthermore, a Conditional Use Permit is required for wetland buffer impacts per AMC 17.70.400 as is proposed. Please see the Compensatory Wetland Buffer Mitigation Plan in **Exhibit 8**.
6. Accordingly, the applicant has applied for a Conditional Use Permit (CUP) to permit the replacement and modernization to existing Anacortes High School.
7. In addition to a CUP, the applicant has applied for a Variance request to permit a building height in excess of what is permitted in the underlying Zoning Districts, "P" and "R3". According to AMC § 17.34.090, the maximum permitted building height in the "R3" Zoning District is a "maximum of three (3) stories but no more

than thirty-five (35) feet. The maximum permitted building height in the “P” Zoning District according to AMC § 17.26.090, is thirty-five (35) feet. The applicant has requested a Variance to permit 43’ above original grade at the west building and 45 feet above original grade at the east building (**See Exhibit 01**).

8. Both project permits (CUP & Variance) were consolidated and processed concurrently.
9. Anacortes School District reported that on October 1, 2015, enrollment for both the Anacortes High School and Cap Sante High School totaled 836 students. This is a decrease of 4 students from 2014. The maximum functional capacity of the existing school is 929 students. The proposed new high school will be approximately 17,000 square feet larger than the existing. It has a calculated functional capacity of 1,017 students, an increased capacity of 88 students. This increase in capacity however does not infer that the school district anticipates significant growth in the near future. According to Washington State’s Office of Superintendent of Public Instruction (OSPI) enrollment projections for AHS that by the year 2020 the high school will have an enrollment of 852 students (16 more than they have today). The added capacity to the new high school will permit the school district to offer more specialized elective classes to its student body.
10. On **November 16, 2015**, the City of Anacortes’ Department of Planning, Community, & Economic Development **received the subject applications** from the applicant / agent.
11. The subject application was reviewed and deemed **complete on December 11, 2015**, which also requested additional items/revisions therein.
12. Additional items/revisions were submitted by the applicant /agent on December 18, 2015, in response to requested information.
13. The fourteen (14) day comment period **ended at 5:00 PM on December 30, 2015**, but comments were accepted up until the date of the open-record public hearing.
14. The site plan & elevations associated with the subject proposal is marked as **Exhibit 12**.
15. An open-record public hearing was conducted on Wednesday, January 13, 2016, @ 6:00 PM. This hearing was continued to Wednesday, January 20, 2016, @ 6:00 PM. A site visit was conducted by Planning Commission members and Planning Department staff on Wednesday, January 13, 2016, @ 3:00 PM.
16. During the open-record public hearing, several neighbors expressed concern about the project including but not limited to traffic generation and circulation, wetland impacts, and whether student capacity of the new school was adequate. Written concerns expressed can be found in **Exhibit 4**.
17. The Anacortes School District provided written response to those concerns expressed (**See Exhibit 13**). Anacortes School District also acknowledged public

concern about the use of “crumb rubber” for the artificial field at Rice Field. Anacortes School District agreed not to use “crumb rubber” as part of the new artificial field.

18. Additionally, the project architect gave an overview of the subject development during their presentation at the open record public hearing (**See Exhibit 15**).

II. NOTICE OF APPLICATION (NOA) & NOTICE OF HEARING (NOH):

1. A **Notice of Application and Hearing Using Optional SEPA DNS** was published in the Anacortes American Newspaper on December 16, 2015.
2. The subject property was posted by staff in four (4) different locations on December 8, 2015.
3. Neighboring landowners were mailed notice of the subject proposal and hearing on December 10, 2015.
4. Agencies and departments of jurisdiction were solicited for comment on December 10, 2015.
5. Notice was posted at city hall, the library, the local USPS office, and on the city's website on December 8, 2015.
6. City Council asked staff to change the site visit scheduled on 2-16-16 from 3:00 PM to 4:00 PM.
7. Accordingly, a **Revised Notice of Application & Hearing** was mailed to all parties of record (those that spoke at the hearings & provided written comment) along with neighboring landowners on 1-21-16 that are within 300 feet of the subject property.
8. The site was reposted on 1-21-16 on the existing 4 signs with the revised notice.
9. The revised notice was reposted on 1-21-16 at city hall, the library, the local office of the USPS, and the city's website.
10. Lastly, the revised notice was published in the Anacortes American Newspaper on 1/27/16.

III. STATE ENVIRONMENTAL POLICY ACT:

1. The subject proposal is not exempt from SEPA environmental review pursuant to WAC § 197.11.800 & AMC § 18.040.120 as more than 12,000 square footage of office space , 40 parking spaces, and > 500 cubic yards of landfill and/or excavation are proposed.
2. Accordingly, the Notice of Application (NOA) and Notice of Hearing (NOH) with Optional SEPA DNS was published in the Anacortes American Newspaper on December 16, 2015. This notice was mailed to neighboring property owners on December 10, 2015. Notice was also posted at city hall, the library, and the USPS office also on December 8, 2015. Agencies and departments of jurisdiction were solicited for comment also on December 10, 2015. The subject property was posted in four (4) locations with this notice on December 8, 2015.

3. Additionally, the Notice of Application and Notice of Hearing with Optional SEPA DNS was emailed to the Department of Ecology (DOE) for posting on to the SEPA Register on December 12, 2015.
4. The fourteen (14) day comment period ended at 5:00 PM on December 30, 2015, but comments were accepted up until the date of the open-record public hearing
5. On January 7, 2016, a SEPA Mitigated Determination of Non-Significance (MDNS) was issued (**See Exhibit 06**).
6. On January 7, 2016, the issued MDNS was emailed to the Department of Ecology for posting on to the SEPA register.

IV. CRITICAL AREA REVIEW:

WETLAND:

Construction of the high school's Rice Field occurred in 1992/1993 following obtaining and approved Conditional Use Permit with the City of Anacortes' Planning Department. The wetland analysis and mitigation plan drafted in 1991 associated with this project consisted of a twenty-five (25) foot regulated buffer from the western edge of Rice Field.

The applicant has now applied for a Conditional Use Permit and Variance to permit the aforementioned replacement and modernization to Anacortes High School. During June of 2015, Aqua-Terr Systems, Incorporated (ATSI) of Sedro Woolley, Washington prepared a Critical Area Report associated with this project. This Critical Area Report was revised on December 10, 2015 (**See Exhibit 08**).

According to the revised critical areas report, a regulated wetland was identified on and adjacent to the subject property that is approximately 35 acres in size. The wetland was categorized as a Category III (3) wetland which per AMC 17.70.340(2) has a 110-foot buffer from its delineated edge.

Additionally, on December 11, 2015, ATSI also prepared a Compensatory Wetland Buffer Mitigation Plan since impacts to the onsite wetland's buffer are proposed. Specifically, a portion of Rice Field and associated improvements that either are existing or proposed (i.e., score board, bleachers, lighting) are within the wetland's buffer. Since work within the wetland's buffer is unavoidable in this case, proposed mitigation listed therein and conditioned below will compensate for temporary, indirect, and direct impacts to the wetland's buffer.

According to AMC § 17.70.350(F) the required acreage replacement ratio for a Category III wetland is 2:1 which applies to the creation or restoration of in kind, onsite, and in the same category. According to AMC § 17.70.350(G)(1), "Impacts to wetland functions may be mitigated by enhancement of existing degraded wetlands and/or buffers.

Applicants proposing to enhance wetlands must produce a critical area report that identifies how enhancement will increase the functions of the degraded wetland and how this increase will adequately mitigate for the loss of wetland area and function at the impact site. An enhancement proposal must also show whether existing wetland functions will be reduced by the enhancement actions.”

According to the applicant’s compensatory mitigation plan, wetland buffer impacts that will result from improvements to Rice Field include approximately 250 square feet of direct, permanent impacts. Additionally, 4,232 square feet of temporary impacts are proposed. Cumulatively, wetland buffer impacts are 4,482 square feet. Proposed compensatory mitigation however includes enhancing 30,000 square feet of wetland and wetland buffer with native trees and shrubs. The required replacement ratio of 2:1 stated above therefore has been exceeded and conformance with AMC § 17.70.350(F) has been met. The project has been conditioned within SEPA MDNS mitigation measures # 8 to 11 accordingly.

GEOTECHNICAL REPORT:

On June 22, 2015, Associated Earth Sciences of Kirkland, Washington, prepared a Subsurface Exploration and Geotechnical Engineering Report concerning the proposed replacement and modernization to Anacortes High School. According to the report, the project site contains several steep slopes that meet the definition of geologically hazardous areas per AMC § 17.70.190. Accordingly, this SEPA MDNS has been conditioned to address geotechnical requirements.

CULTURAL RESOURCE REPORT:

On September 7, 2015, Drayton Archaeology of Bellingham, Washington, prepared a Cultural Resource Survey concerning the proposed replacement and modernization to Anacortes High School. Accordingly, no evidence of cultural resources was discovered however a condition was added to the SEPA MDNS in case of inadvertent discovery.

V. TRANSPORTATION:

During November of 2015, Transportation Solutions Incorporated (TSI) of Redmond, Washington, prepared a Traffic Impact and Parking Analysis concerning the proposed replacement and modernization to Anacortes High School. According to this report, TSI recommends several improvements to adjacent intersections and pedestrian connectivity by the addition of sidewalk, walk path, and ADA ramps. The SEPA MDNS has been conditioned accordingly.

VI. PUBLIC COMMENT:

Written public comment received during the comment period, following it, and during the open-record public hearing can be found in **Exhibit 4**.

VII. AGENCY & DEPARTMENT COMMENT:

Comments received from both agencies and departments of jurisdiction can be found in **Exhibit 5.**

VIII. CITY OF ANACORTES COMPREHENSIVE PLAN:

1. The following goals from the City of Anacortes' Comprehensive Plan appear to be applicable to the subject proposal:

General City Goal 1: Create and maintain a high quality of life and environment that maximizes the opportunity for all citizens to share the social, psychological, physical, and economic benefits of Anacortes /Fidalgo Island; aesthetics and health are key components of quality of life.

General City Goal 3: Promote compatible land uses and improve visual appearance in each and every zoning district.

Transportation Goal 3: Improve traffic circulation.

Transportation Goal 5: Develop the city as a pedestrian friendly community and improve non-motorized circulation patterns.

Transportation Goal 6: Encourage a physically active community by allowing people of all ages to incorporate physical activity into their daily lives by walking, bicycling, exercising, and using public transit as part of everyday living.

Transportation Goal 7: Require adequate off-street parking in all zones.

Tourism Goal 1: Encourage an attractive community in order to increase the City's appeal to visitors and residents alike.

Conservation Goal 1: Identify areas of aesthetic, educational, historical, cultural and/ or biological significance, encourage their preservation, and regulate development which could cause significant deterioration of these qualities.

2. The subject proposal is consistent with the goals of the City's Comprehensive Plan that are listed above.

IX. ZONING ORDINANCE/CODE:

1. The City's Zoning Map establishes zoning district boundaries and the City Zoning Ordinance establishes (1) the permitted use of land in the various zones, and (2) development standards.

2. The subject property is located in both the Public Use (P) and Residential Medium Density (R3) Zoning District.
3. Within the Public Use (P) Zoning District, “public schools” are permitted via an approved Conditional Use Permit per AMC § 17.26.040(A).
4. Additionally, within the Residential Medium Density (R3) Zoning District, “Schools” are permitted via an approved Conditional Use Permit per AMC § 17.34.040.
5. Furthermore, a Conditional Use Permit is required for wetland buffer impacts per AMC 17.70.400 as is proposed. Please see the Compensatory Wetland Buffer Mitigation Plan in **Exhibit 8**.
6. Accordingly, the applicant has applied for a Conditional Use Permit (CUP) to permit the replacement and modernization to existing Anacortes High School.
7. In addition to a CUP, the applicant has applied for a Variance to permit a height in excess of what is permitted in the underlying Zoning Districts, “P” and “R3”. According to AMC § 17.34.090, the maximum permitted building height in the “R3” Zoning District is a “maximum of three (3) stories but no more than thirty-five (35) feet. The maximum permitted building height in the “P” Zoning District according to AMC § 17.26.090, is thirty-five (35) feet. The applicant has requested a Variance to permit 43 feet above original grade at the west building and 45 feet above original grade at the east building (**See Exhibit 01**).
8. Chapter 17.46 of the Anacortes Municipal Code regulates off-street parking. According to the Traffic Impact and Parking Analysis submitted, there are 318 parking stalls onsite. At the completion of the project, 367 onsite parking stalls are proposed for school day use with an additional 34 onsite stalls available for after school events for a total onsite capacity of 401 parking stalls. Off-street parking requirements for “schools” are not listed in AMC Chapter 17.46. Therefore the applicant /agent utilized Skagit County Code (SCC) and ITE Parking Generation data to determine the minimum number of off-street parking required during the school day. Accordingly, SCC and ITE requires a parking demand of 213 off-street parking stalls and 367 are provided with the new development.

The subject proposal was also typed as an “Auditorium, assembly room, exhibit hall, theater, and commercial recreation” per AMC § 17.46.020. Accordingly, 1 off-street parking space is required for every 4 fixed seats (1:4). Using this formula from the AMC, 400 off-street parking spaces are required while 401 cumulatively are provided as part of the proposed replacement and modernization to AHS.

Since the applicant proposes phased development, the application has been conditioned hereafter to reflect the need for a phased parking plan.

9. A Conditional Use Permit is required for a “school” use within both the Public Use (P) and Residential Medium Density (R3) Zoning Districts. According to AMC § 17.10.100(B)(2), Conditional Use Permits shall be granted by the city only if the applicant can demonstrate the following:

A) The conditional use is designed in a manner which is compatible with the character and appearance of the existing, or proposed, development in the vicinity of the subject property and is consistent with the purpose of the zone in which the subject property is located.

STAFF ANALYSIS:

The southern 1/3 of the existing high school will be demolished thereby creating more open and pedestrian scaled friendly to pedestrians along 20th Street. The proposed development fronting 20th Street and “K” Avenue will permit new structures with improved architectural massing, fenestration, materials, detailing, and landscaping. Lastly, the new high school will be more residential in scale and echo the massing of the surrounding neighborhood along 20th Street.

According to AMC § 17.26.010, the purpose of the Public Use (P) Zoning District is defined as “It is the intent of this section to allow for common public uses where the need arises and uses will not create a nuisance or interfere with existing uses.” The proposed project as conditioned below is consistent with the purpose of the Public Use Zoning District.

B) The location, size and height of buildings, structures, walls and fences, and screening vegetation for the conditional use shall not hinder neighborhood circulation or discourage the permitted development or use of neighboring properties.

STAFF ANALYSIS:

According to the submitted traffic report, the proposed project will have minimal increase in the amount of vehicular traffic frequenting the high school(s). According to the report, the proposed development will add 3 more future trips. Furthermore, both vehicular and pedestrian improvements have been made as conditions of the subject permit thereby decreasing impacts to the neighborhood. The design of the high school replacement and modernization also includes a large pedestrian friendly plaza running north to south between the east and west buildings that will essentially link 20th Street to 17th Street along “J” Avenue. When school is not in operation, this plaza could be used by the public for active and non-active recreational use thereby improving the neighborhood. Lastly site improvements also include landscape to the site and parking lot along with compensatory mitigation to the wetland buffer. Additionally, project conditions listed hereafter include abutting site sidewalk and crosswalk improvements thereby increased student /pedestrian circulation and safety.

- C) The conditional use is designed in a manner that is compatible with the physical characteristics of the subject property.**

STAFF ANALYSIS:

The proposed project entails replacement and modernization to an existing high school and campus. Additional off-street parking will be added onsite. Existing and proposed access points to and from the high school will be relocated and aligned with the existing street system. The project also entails improvements to street and pedestrian connectivity.

The proposed layout of the site and structures has also been planned to reduce impacts to the adjacent wetland and associated buffer. The additional impervious surface created as a result of proposed development will be captured, cleaned, detained, and released per city stormwater requirements.

- D) Requested modifications to standards are limited to those which will mitigate impacts in a manner equal to or greater than the standards of this title or will not be detrimental to the surrounding neighborhood.**

STAFF ANALYSIS:

The applicant has also applied for a Variance request to exceed the maximum permitted height for buildings within both the Public Use and Residential Medium Density Zoning Districts. The height of the existing building is actually higher than is currently proposed. So despite the request for a Variance to exceed the maximum permitted height, the proposed development would result in a building height that is less than existing thereby decreasing its impact and massing to the surrounding neighborhood.

- E) The conditional use is not in conflict with the health and safety of the Community.**

STAFF ANALYSIS:

The health and safety of the community and neighborhood will be improved as a result of this project. Additional impervious surfaces created as a result of this project will be captured, cleaned, detained, and released in conformance with city stormwater requirements.

Sanitary sewage and fire suppression will continue to be obtained via the City of Anacortes. Lastly, the project involves several improvements that improve pedestrian and vehicular safety as conditioned below. Additionally the project would include the construction of a north to south running plaza with a drivable surface that is accessible to emergency vehicles. When the school is not in

session, the plaza could be used by neighbors for active and non-active recreational opportunities.

- F) The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood, and adequate pedestrian and vehicular connections to the arterials and adjacent areas as well as appropriate circulation within the project are provided consistent with city policies and standards for circulation patterns in the area.**

STAFF ANALYSIS:

As previously discussed and conditioned below, both pedestrian and vehicular traffic will be improved as a result of this project's approval. Some additional improvements include additional off-street parking, ADA compliant parking stalls, a curbside passenger drop off area, and the addition of curb, gutter, and sidewalk along 20th Street. Improvements will be provided concurrent to development. Additionally, mitigation measure # 12 of the issued SEPA MDNS also listed below lists a number of required improvements to both pedestrian and vehicular connectivity (See Exhibit #6).

- G) The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts on such facilities.**

STAFF ANALYSIS:

The existing high school once replaced and modernized will continued to be served by city public services. No adverse impacts to public facilities are anticipated.

- H) The conditional use is in compliance with the comprehensive plan.**

STAFF ANALYSIS:

The subject conditional use permit will be in compliance with both the city's comprehensive plan and municipal code. Schools are permitted in the underlying zoning districts via an approved Conditional Use Permit.

- I) The conditional use is designed in a manner which is compatible with the character and appearance of the existing, or proposed, development in the vicinity of the subject property and is consistent with the purpose of the zones in which the subject property is located.**

STAFF ANALYSIS:

The subject proposal has been designed to be compatible with the character and appearance of the existing neighborhood while lessening any foreseen impacts. Additionally, the subject proposal as conditioned is consistent with the underlying zoning districts.

10. The applicant also has submitted a Variance request to permit a building height in excess of what is permitted in the underlying Zoning Districts, “P” and “R3”. According to AMC § 17.34.090, the maximum permitted building height in the “R3” Zoning District is a “maximum of three (3) stories but no more than thirty-five (35) feet. The maximum permitted building height in the “P” Zoning District according to AMC § 17.26.090, is thirty-five (35) feet. The applicant has requested a Variance to permit 43 feet above original grade at the west building and 45 feet above original grade at the east building. Variances shall be granted by the city only if the applicant can demonstrate the following:

A) That special conditions and circumstances exist which are peculiar to the land, structures, or buildings involved and which are not applicable to other lands, structure, or buildings in the same district.

STAFF ANALYSIS:

Anacortes High School is the only public high school in city limits. The specific requirements of a public institution result in a structure of a minimum height as requested.

B) That literal interpretation of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this title.

STAFF ANALYSIS:

The literal interpretation of the code will prevent the school district from providing the usual and accustomed services. Additionally, the existing portion of the building scheduled for demolition has been estimated to be 51 feet above grade. This is 8 feet taller than the requested height of the west building and 6 feet taller than the requested height of the east building.

C) That the special conditions and circumstances do not result from the actions of the applicant.

STAFF ANALYSIS:

Special conditions and circumstances are not a result of the applicant but moreover are due to site constraints onsite such as topography and the location of an onsite wetland in addition to the special requirements of a public educational institution.

- D) That granting the variance requested will not confer on the applicant any special privilege that is denied by this title to other lands, structures, or buildings in the same district.

STAFF ANALYSIS:

Due to site constraints and special requirements of a public educational institution discussed above, the granting of the subject variance will not confer any special privilege. Additionally, per AMC § 17.10.040(B), landowners may apply for a variance request per AMC § 17.10.040.

11. The subject proposal is consistent with the above development regulations and the proposed land use is permitted in the underlying zoning districts.

X. CONCLUSIONS OF LAW:

1. The City Council bases its Findings of Fact, Conclusions of Law & Decision on the entire record, including all testimony and exhibits. Any finding which would be deemed a Conclusion of Law, and any Conclusion of Law which should be deemed a finding is hereby adopted as such.
2. The proposed Conditional Use Permit & Variance request as conditioned conforms to the general purposes of the City's Comprehensive Plan, the city's planning standards and specifications of the zoning ordinance, including Section 17.10.100 – *Conditional use permits (except for bed and breakfast establishments)*, Section 17.10.010 to 17.10.060 regulating Variances, and other ordinances applicable to the proposal.

XI. STAFF RECOMMENDATION:

The Department of Planning, Community, and Economic Development recommend that the subject Conditional Use Permit, Variance request, and SEPA environmental review be approved by City Council subject to the staff suggested conditions of approval listed below.

XII. PLANNING COMMISSION:

An open-record public hearing was conducted on Wednesday, January 13, 2016, @ 6:00 PM with a 3:00 PM site visit. The hearing was continued to Wednesday, January 20, 2016, @ 6:00 PM. Following public testimony, Planning Commission members deliberated on the matter. A motion was made and it was seconded. Planning Commission member voted 5-0 in favor of recommending approval of the subject permits to the City Council.

XIII. APPEAL OF PLANNING COMMISSION'S RECOMMENDATION:

1. BACKGROUND:

- A. At 6:00 PM on January 13, 2016, the Planning Commission conducted an open-record public hearing following a 3:00 PM site visit.

- B. The open-record public hearing was continued to 6:00 PM on January 20, 2016.
- C. Following public testimony, the Planning Commission deliberated on the matter. A motion was made and it was seconded. The Planning Commission voted unanimously (5-0) in favor of recommending approval to City Council. The signed Planning Commission recommendation and hearing minutes can be found in **Exhibit 16**. Additionally, the January 20, 2016, continuation of the open-record public hearing was transcribed verbatim (**See Exhibit 17**).
- D. Following a recommendation by the Planning Commission, staff mailed out the signed Planning Commission's Findings of Fact, Conclusions of Law, and Recommendation to parties of record.
- E. Shortly thereafter it came to staff's attention that there was an incorrect code citation regarding appeals listed within the Planning Commission's signed Findings of Fact, Conclusions of Law, and Recommendation.
- F. Therefore, staff corrected the inaccuracy and re-mailed Planning Commission's Findings of Fact, and Recommendation to all parties of record on 1/29/16 along with a memo explaining this with the appeal period stated therein. A three (3) day mailing period from the date of mailing [**January 29, 2016**] followed by a five (5) day appeal period pursuant to AMC 17.10.100(E)(7) was given.
- G. On the last day of the appeal period, Monday, January 8, 2016, the Planning Department received one (1) appeal (**See Exhibit 18**). Please see **Exhibit 19** for staff's response to the items listed within the appeal.

2. APPEAL FINDINGS OF FACT:

- A. The Anacortes Municipal Code does not empower the City Council to hear appeals of a Planning Commission's recommendation regarding a SEPA environmental review Mitigated Determination of Non Significance.
- B. The proposed project meets or exceeds all relevant standards to protect pedestrian safety.
- C. The proposed project meets or exceeds all relevant standards to properly route and control the flow of traffic in the area.
- D. The proposed project meets or exceeds all relevant standards to provide appropriate parking in the area, including but not limited to Chapter 17.46 AMC.
- E. The proposed project meets or exceeds all relevant standards to address environmental concerns and properly mitigate any impacts.

- F. The proposed project meets or exceeds all relevant standards to accommodate individuals with disabilities.
- G. City Staff provided notice that met or exceeded all notice requirements for the project, all hearings, and the appeal.
- H. The proposed project is compatible with the neighborhood and physical characteristics of the property.
- I. The project properly meets the goals of the Anacortes Comprehensive Plan.
- J. The Planning Commission's recommendations on the Conditional Use Permit and Variance Permit were supported by substantial evidence.

3. APPEAL CONCLUSIONS OF LAW:

- A. The appeal was timely filed and properly served on the City.
- B. City Council properly denied review of the SEPA MDNS in the present appeal.
- C. The City Council cannot require the Anacortes School District to prepare a Comprehensive Plan.
- D. The City Council cannot require the Anacortes School District to evaluate and analyze alternate sites for their proposed project.
- E. The City Council cannot require the Anacortes School District to commit \$450,000 to develop additional recreational playing fields.
- F. A Construction Management Plan is not required as a condition of approval of the applicant's Condition Use Permit or Variance request.
- G. The Planning Commission's recommendations were supported by substantial evidence. Therefore, the appellant's appeal is without merit and should be denied.

- 4. APPEAL DECISION:** Based on the foregoing Findings of Fact and Conclusions of Law, the testimony of the parties and information of record, and the regulations of the Anacortes Municipal Code (AMC), the City Council hereby denies the appellant's appeal and dismisses the appeal with prejudice as being without merit.

XIV. DECISION:

Based on the foregoing information and analysis, the environmental documents submitted by the applicant, and the City regulatory authority to implement the policies, standards, and the regulations of the Anacortes Municipal Code (AMC), the City Council hereby **approves** the

subject Conditional Use Permit (CUP), Variance request, and SEPA environmental review subject to the conditions of approval that are listed below.

XV. CONDITIONS OF APPROVAL:

1. Before building permit submittal or approval is given, the applicant shall submit for review and approval a boundary line adjustment (BLA) application to consolidate underlying platted lots.
2. Before building permit application submittal or approval is given, vacated ROW utility and/or access easements will need to be relinquished and recorded with the Skagit County Auditor's Office.
3. The applicant shall be responsible for reimbursement to the City for the cost of posting, mailing and publication of the public hearing for this proposal. Payment shall be made prior to building permit submittal or issuance.
4. Before building permit application submittal or approval is given, a landscape plan shall be submitted and accompany the parking plan which shows how conformance with AMC Chapter 17.41 is being met. Landscape areas shall consist of a mix of native coniferous and deciduous trees and shrubs indigenous to the Pacific Northwest.
5. Before building permit application submittal or approval is given, a phased parking plan shall be submitted identifying how conformance with AMC Chapter 17.46 and the submitted Traffic Impact and Parking Analysis is being met.
6. A demolition permit is required prior to proposed demolition activities.
7. Any proposed signage will require an approved sign permit that complies with AMC Chapter 17.40.
8. A building permit(s) with the City of Anacortes' shall be secured prior to work.
9. Certificate of occupancy (CO) shall not be issued until it is deemed by both the Planning & Public Works Departments that all required improvements (landscaping, parking lot, compensatory wetland buffer mitigation, installation of bicycle racks, installation dumpsters /recycling, etc.) are in place and meet minimum standards.
10. Pursuant to AMC § 17.10.100(D), "Construction or substantial progress toward construction of a project for which a permit has been granted pursuant to this section must be undertaken within two years after the approval of the permit. Substantial progress towards construction shall include, but not be limited to the letting of bids, making of contracts, purchase of materials involved in development, but shall not include development or uses which are inconsistent with this title. In determining the running of the two-year period hereof, there shall not be included the time during which a development was not actually pursued by construction and the pendency of litigation reasonably related thereto made it reasonable not to so pursue; provided, that the planning commission may, at its discretion extend the two-year time period for a reasonable time based on factors, including the inability to expeditiously obtain other governmental permits which are required prior to the commencement of construction."

11. A clearing and grading plan consistent with City requirements shall be submitted by the applicant for review and approval by the City of Anacortes Planning\Building and Public Works Departments prior to any construction activities taking place on or off-site.
12. A Large Parcel Storm Water Plan and Water Quality Control Plan consistent with City requirements shall be submitted by the applicant for review and approval by the Planning\Building and Public Works Departments prior to any construction activities taking place on or off-site.
13. Prior to any clearing\fill\grade work beginning, construction civil plans consistent with the City of Anacortes Engineering Development Standards, including but not limited to, Clearing and Grading Plan, Erosion Control Plan, Site utility\Infrastructure improvements Plan, Roadway Improvements Plan, Signage Plan, Street Lighting Plan and other plans and\or information required by the City Planning\Building and Public Works Departments shall be submitted for review and approval.
14. Engineering and Inspection fees in the amount of \$500.00, plus 2% of the total estimated construction cost shall be due upon civil plan approval. No construction activity is allowed until the construction plans are approved, all fees have been paid and a preconstruction conference held.
15. The City of Anacortes would like to continue discussions on partnering on improvements to access 12th Street from the High School Campus via K Avenue or M Avenue.
16. The City of Anacortes would like to continue discussions on a future Campus access road to D Avenue; this road would also access the Smiley's Bottom soccer fields.
17. Storm water conveyance both on-site and off-site shall comply with City Storm drainage requirements.
18. Development shall comply with the SEPA Mitigated Determination of Non-Significance (MDNS) that was issued on **January 7, 2016**, as follows:
 - A) Security or construction fencing shall be installed at the project boundary's demarcating construction /clearing limits as required by the Planning and Public Works Departments (MDNS Condition #1).
 - B) All applicable permits shall be secured before any construction /grading activities begin onsite (MDNS Condition #2).
 - C) Best management practices (BMPs) shall be implemented during both demolition and construction activities (MDNS Condition #3).
 - D) The landowner /applicant shall obtain a National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharge as required by the State of Washington's Department of Ecology (MDNS Condition #4).
 - E) If any artifacts or human remains are found upon excavation, the Samish Indian Nation; the City of Anacortes' Department of Planning, Community, & Economic Development; the City of Anacortes' Police Department; and the State of Washington's Department of Archaeology and Historic Preservation (DAHP) shall be

immediately notified and the work in the immediate area cease. Pursuant to RCW § 27.53.060 it is unlawful to destroy any historic or prehistoric archaeological resources. RCW 27.44 and § 27.53.060 require that a person obtain a permit from the Washington State Department of Archaeology and Historic Preservations before excavating, removing, or altering Native American human remains or archaeological resources in Washington (MDNS Condition #5).

- F) Wetland hydrology shall not be adversely impacted via stormwater discharge. The project wetland Biologist shall review proposed stormwater drainage plans and reports to confirm no adverse impacts to onsite wetlands (MDNS Condition #6).
- G) Grading and construction drawings shall be reviewed by the project geotechnical engineer for consistency with the project geotechnical reports and engineering standards prior to any construction activity taking place onsite (MDNS Condition #7).
- H) Buffer mitigation as described in the ATSI Compensatory Wetland Buffer Mitigation Plan dated December 11, 2015, shall be completed within the first planting season upon completion of the Rice Field Improvements and as recommended by the project biologist. Where mitigation is not completed within one (1) year of the Rice Field improvements, bonding shall be required in the amount of 150% of the cost /value required mitigation with completion of the mitigation plantings within two (2) of the completion of the Rice Field improvements (MDNS Condition #8).
- I) To assure the success of the mitigation site, monitoring shall occur by the project biologist and/or a qualified biologist approved by the Planning Department, during and after plant installation periodically (spring and fall) and continue for a period of five (5) years. Monitoring reports shall be provided to the city Planning Department (MDNS Condition #9).
- J) Vegetation performance standards shall be a minimum 50% cover by a minimum of nine (9) species total after three (3) years and 75% cover by a minimum of nine (9) species total after five (5) years. The percent cover will be determined by the project biologist and/or a qualified biologist approved by the Planning Department. Plant survival for installed vegetation is 100% after the first year. Plants that have not survived the first year are to be replaced in kind. For the years following, plants that have died shall be replaced in kind except when natural regeneration of native plants has filled the area. A qualified wetland biologist as approved by the Planning Department will need to confirm native plant regeneration (MDNS Condition #10).
- K) The buffer mitigation “as built” per ATSI report dated December 11, 2015, Section 4.7, shall be completed and provided to the Planning Department for review for consistency with the Compensatory Wetland Buffer Mitigation Plan dated December 11, 2015, planting(s). Any modifications to the Compensatory Wetland Buffer Mitigation Plan prepared by ATSI on December 11, 2015, shall be approved by the Planning Department (MDNS Condition #11).
- L) Development shall comply with the requirements of the Public Works Department including but not limited to (MDNS Condition #12):

L1) Prior to the final approval, all off-site infrastructure improvements shall be completed as required by the City of Anacortes Public Works Director and a 2-year Maintenance Bond in place. The 2-year Maintenance Bond is 10% of the actual construction cost.

L2) Internal Improvements shall include:

- Driving path of travel shall be a minimum of 20-feet in width to meet Fire and Sanitation Department needs.
- Parking stall widths and lengths shall be per the Engineering Standards.
- Provide for covered bike parking for at least 50% of the bike parking stalls.

L3) External to the proposed Campus area, the applicant shall provide for intersection improvements to provide for pedestrian safety as follows:

- To include, but not limited to, traffic calming measures to reduce the crosswalk distance between curbs, ADA compliant sidewalk ramps at each corner, crosswalk markings, 4-way stop with signs, possible at-grade intersections at certain locations.
- 17th Street and K Avenue;
- 18th Street and K Avenue;
- 19th Street and K Avenue;
- 20th Street and K Avenue;
- 20th Street and J Avenue, possible at grade intersection;
- 20th Street and I Avenue; and,
- 17th Street and J Avenue;
- 6-foot wide minimum cement concrete sidewalk at the following locations:
- West side of K Avenue, between 16th and 20th Streets;
- North side of 17th Street, between K and J Avenues; and,
- South side of 20th Street, between K and I Avenues;
- Pedestrian scale lighting along the sidewalks adjacent to the school property.

L4) For improved access to 12th Street, the Applicant will work with the Public Works Department to develop a plan for channelizing traffic on 17th Street to M Avenue. Especially during periods of busy traffic. The plan may include, but not limited to, signage, 4-way stops, & traffic circles at the intersections of L Avenue.

L5) Improve the existing fire access road to the north parking lot off of 16th Street and J Avenue with 2-inch minimum asphalt overlay.

L6) Street lighting shall be energy efficient and shall limit glare and/or emission of light downward to the street and front yard areas. Street lighting will be installed per PSE Schedule 52, Option "B". Lighting fixture's design and location shall be approved by the Public Works Director. Shields may be necessary to reduce impacts to adjacent properties. Two street lights per intersection at the following locations are recommended:

- 17th Street and K Avenue;
- 18th Street and K Avenue;
- 19th Street and K Avenue;
- 20th Street and K Avenue;
- 20th Street and J Avenue;
- 20th Street and I Avenue; and,
- 17th Street and J Avenue;

L7) The on-site sewer conveyance and pump stations shall be considered private and be maintained by the Applicant.

L8) The Applicant shall provide a downstream sewer analysis of the conveyance system to determine; 1) Sufficient capacity, and; 2) Potential deficiencies.

19. All exterior on-site lighting will be "dark sky" compliant with the exception of the LED overhead field lighting at Rice Field.

INTRODUCED, PASSED, AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES on this 7th day of March 2016.

CITY OF ANACORTES, WASHINGTON

LAURIE M. GERE, MAYOR

Approved as to form and legality:

ATTEST:

Darcy Swetnam, WSBA# 40530
City Attorney

Steve D. Hoglund, City Clerk Treasurer

JUDICIAL APPEAL:

AMC § 17.08.090 - Notice of appeal of any final action taken under this title must be filed with the Superior Court and served on the city attorney for the city within twenty-one (21) days of the date on which such final action was taken. For purpose of appeals from decisions of the Anacortes City Council, the "date of final action" shall mean the date on which the city council entered its Findings of Fact, Conclusions of Law, and Decision.

EXHIBITS:

EXHIBIT NUMBER:	NAME OF EXHIBIT:
Exhibit #01	Master Permit Application, Narrative & CUP Criteria, Height Variance Letter, and SEPA checklist
Exhibit #02	Assessor's Info & City GIS Map
Exhibit #03	NOA & NOH using Optional SEPA DNS
Exhibit #04	Written Public Comments Received
Exhibit #05	Agency & Department Comments Received
Exhibit #06	Issued SEPA MDNS
Exhibit #07	Traffic Impact and Parking Analysis
Exhibit #08	Critical Area Report (CAR) & Compensatory Wetland Buffer Mitigation Plan
Exhibit #09	Subsurface Exploration & Geotechnical Engineering Report
Exhibit #10	Cultural Resource Survey
Exhibit #11	Site Photos
Exhibit #12	Site Plan & Elevations
Exhibit #13	Response to Public Comments
Exhibit #14	Planning Department Presentation
Exhibit #15	Applicant /Agent Presentation
Exhibit #16	Planning Commission's Recommendation & Minutes
Exhibit #17	Transcription of 1-20-16 Planning Commission Hearing
Exhibit #18	Appeal Received of Planning Commission's Recommendation
Exhibit #19	Staff Response to Appeal
Exhibit #20	Anacortes School District Response to Appeal



City Council Agenda Bill

Meeting Date: 3/7/2016

Agenda Item: 5d

Subject: Emergency Declaration – Q Avenue Sanitary Sewer Main Repair/Replacement between 25th and 26th Streets and Q and R Avenues

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by	
	Laurie Gere, Mayor
	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney

Action Type	
	Ordinance No.
	Code Revision?
X	Resolution No.
X	Contract
	Public Hearing
	Staff Report

Summary Statement: Pursuant to RCW 39.04.280, City Staff seeks an emergency declaration from City Council regarding the repair/replacement of a sanitary sewer main located in the alley between 25th and 26th Streets and Q & R Avenues. Resolution No. 1948 submitted for approval further states that the Council authorizes the Public Works Director, Finance Director, and Mayor to proceed without solicitation of bids to a contract for construction of the repair/replacement of approximately 380 linear feet of sanitary sewer pipe at said location.

Background: On or about January 20, 2016, a sink hole occurred at the location described above which resulted from a collapsed sanitary sewer (SS) main. The damage to the SS main occurred because the pipe was an ageing clay pipe, and the damage presented an imminent potential for total failure and property damage. This event falls within the definition of an emergency as set forth under RCW 39.04.280.

Budget Impact	
Amount Budgeted	\$1,075,000.00
Budget Account (BARS)	440.000.594.35.63
Proposed Expenditure	\$64,936.77
Budget Amendment Required?	No
Revenue Source	City Funds

Proposed Contract	
Contractor	Welch Brothers
Amount	\$64,936.77
Start Date	Ratified
End Date	28 February 2018

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move to approve Resolution No. 1948 and award a contract to Welch Brothers Construction for the above-referenced work.

Alternative Actions: N/A

Attachments: (1) Resolution No. 1948, (2) PO No. 16-011-SEW-001, (3) Breakdown of Lump Sum Price, (4) Engineer's Estimate

CITY OF ANACORTES

RESOLUTION NO. 1948

A RESOLUTION of the City of Anacortes, Washington, relating to public works; making findings pursuant to RCW 39.04.280; declaring an emergency and authorizing the Public Works Director and Finance Director, under the supervision of the Mayor, to acquire replacement of damaged sanitary sewer main located in the alley between 25th and 26th Streets and Q and R Avenues, without solicitation of bids; and authorizing the Public Works Director, Finance Director and Mayor to carry out this authorization.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES, WASHINGTON, AS FOLLOWS:

Section 1. Recitals and Findings. The City Council of the City of Anacortes hereby makes the following findings:

- 1.1 The City's sanitary sewer system which includes over 100 miles of sanitary sewer lines is the responsibility of the City's to maintain.
- 1.2 On or about January 20, 2016, a sink hole occurred in the alley between 25th and 26th Streets and Q and R Avenues.
- 1.3 A video investigation was conducted which revealed that the ageing clay sanitary sewer main collapsed and was significantly damaged; a state of imminent potential for total failure causing property damage and becoming a risk to human health.
- 1.4 Installation of replacement pipe to repair the damage is "public work" as defined by RCW 39.04.010 (4).
- 1.5 RCW 39.04.280 provides that the City, by resolution, may waive competitive bidding requirements for public works in the event of an emergency. For purposes of RCW 39.04.280, an "emergency" is any unforeseen circumstance beyond the control of the municipality that either (a) presents a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

The imminent failure of this the damaged sanitary sewer main is an “emergency” as defined by state law.

Section 2. Designation of Single Source Purchase. Based on the Recitals and Findings above, it is appropriate and lawful under RCW 39.04.280 for the City to waive the competitive bidding requirements and to contract for the replacement of said sanitary sewer main; an approximate 380 linear feet of sewer pipe.

Section 3. Authority of Public Works Director. The City’s Public Works Director and Finance Director are authorized, under supervision of the Mayor, to proceed to contract, without solicitation bids, for the replacement of damaged sanitary sewer main located in the alley between 25th and 26th Streets and Q and R Avenues, and to take such actions as necessary to carry out the intent and direction of this Resolution.

Section 4. Ratification and Confirmation. Any actions of the City or its officers prior to the date hereof and consistent with the terms of this Resolution are ratified and confirmed.

Section 5. Effective Date. This Resolution shall be in full force and effect from the after its adoption and approval.

The foregoing resolution was ADOPTED by the City Council of the City of Anacortes, Washington, at a regular, open public meeting thereof this 7th day of March 2016.

Laurie Gere, Mayor

ATTEST:

Steve D. Hoglund, City Clerk/Treasurer

APPROVED AS TO FORM:

Darcy Swetnam, City Attorney



PURCHASE ORDER 16-011-SEW-001 Q Avenue Emergency Sewer Repair

Date: 7 March 2016

Welch Brothers Construction
P.O. Box 818
Anacortes, WA 98221

Issuing Office: (360) 299-1971
Denise Van Wyck, Grant/Contracts Administrator
City of Anacortes -Public Works Department
PO Box 547
Anacortes, WA 98221

Contact: Mike Welch
Phone: (360) 293-9848
(360) 333-3040 Cell

Manager: Steve Lange
Phone: (360) 661-3468
Email: stevel@cityofanacortes.org
Address: City Hall
P.O. Box 547
Anacortes, WA 98221

Completion Date: 29 February 2016

Qty	DESCRIPTION	U/M	Amount
1	Contractor shall provide all labor, equipment and materials to construct Q Avenue Sewer Replacement—An emergency response to repair a collapsed sanitary sewer main in the alley between 25th and 26th Streets and Q and R Avenues. Work includes Contractor removing 380 damaged sewer pipe, replace pipe bedding and install trench backfill, re-connect active side services between 25th and 26 Streets and install side service stub and cap at 803 25th Street. Work includes haul out. Attached Exhibit A illustrates the Work to be performed and is hereby incorporated by reference and made a part hereof. Includes one (1) year warranty on workmanship of all newly installed work as described above. Work subject to 2016 WSDOT Standard Specifications for Road, Bridge and Municipal Construction and 2011 City of Anacortes Engineering Standards which are hereby incorporated by reference. Questions of a technical nature may be directed to Steve Lange whose contact information is provided above. Questions of a contractual nature may be directed to the Issuing Office.	LS	\$59,849.56
	Subtotal		\$59,849.56
	Sales Tax @ 8.5%		\$ 5,087.21
	Total Price		\$64,936.77

WELCH BROTHERS CONSTRUCTION

CITY OF ANACORTES

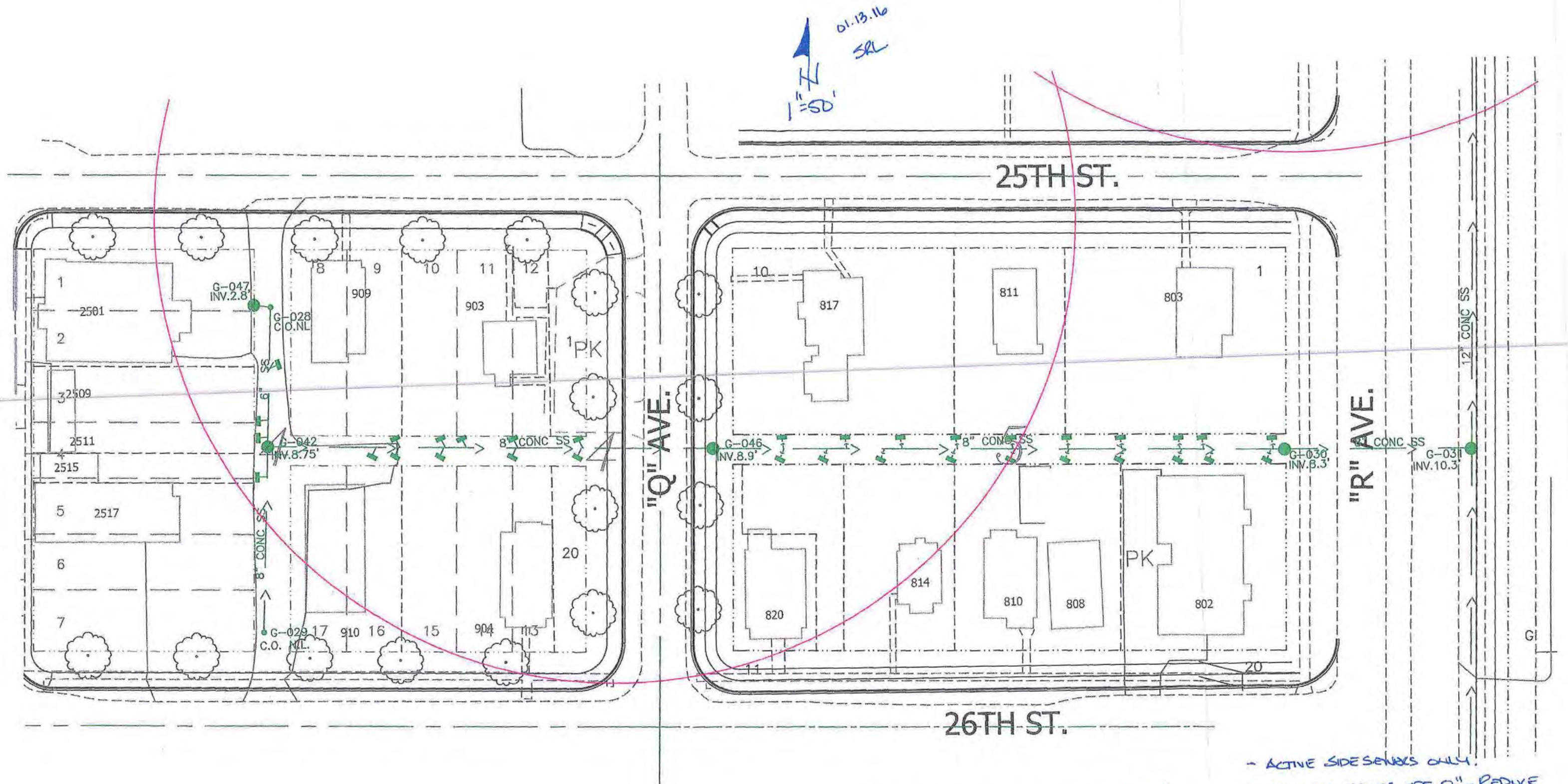
Signature

MAYOR

(Print Name)

Date

Date



EMERGENCY SEWER REPLACEMENT - Block 5
SCALE: 1"=50'

- ACTIVE SIDE SEWERS ONLY.
- 6" SIDE SEWERS OFF 8" - REDUCE DOWN TO EXISTING SERVICE SIZE.
- 8" PVC MAIN - MANHOLE TO MANHOLE. G-030 TO G-046.

REVIEW: 02.18.16
SRL

FORCE ACCOUNT INFORMATION SHEET
CITY OF ANACORTES REVIEW

Date: January 2016

Job Name: Q ave sewer repair

Total Additional Days Requested: (n/a)

Job Number:

Force Account #1 - Q ave sewer repair

Description of Work: Emergency repair

Parts:	Quantity:	Unit:	Unit Price	Total:
pipe	1	ls	\$5,751.96	\$ 5,751.96
back fill	547.22	ton	\$4.00	\$ 2,188.88
chips (bedding)	92.13	ton	\$16.50	\$ 1,520.15
1 1/4" crushed	44.53	ton	\$11.00	\$ 489.83
pitrun (other)	28.24	ton	\$6.50	\$ 183.56
dumpfee	593.91	tn	\$3.75	\$ 2,227.16
		sub total		\$ 12,361.54
		WSDOT Markup 21%:		\$ 2,595.92
		Total:		\$ 14,957.46

Employees:	Title:	Hours:	Wage:	Total:
donny coker	operator	34.5	54.33	\$ 1,874.39
hank oudman	pipe layer	74	43.46	\$ 3,216.04
scott bell	operator	75.5	54.33	\$ 4,101.92
brady bidex	truck driver	76.5	19	\$ 1,453.50
josh hammontree	pipe layer	68.5	43.46	\$ 2,977.01
jason sheridan	supt	75	44.46	\$ 3,334.50
total hrs		404	Subtotal:	\$ 16,957.35
			WSDOT Markup 29%:	\$ 4,917.63
			Total:	\$ 21,874.98

Equipment:	Type:	Hours:	Rate:	Total:
dumptruck and trailer	DT	52.5	\$106.00	\$ 5,565.00
312 excavator	EX	78.5	\$89.50	\$ 7,025.75
backhoe loader	EX	31.5	\$75.00	\$ 2,362.50
small tools	ST	59.5	\$15.00	\$ 892.50
sinage	sign	59.5	\$8.50	\$ 505.75
Shop trucks	SH T	30	\$50.00	\$ 1,500.00
			Subtotal:	\$ 17,851.50
			WSDOT Markup 21%:	\$ 3,748.82
			Total:	\$ 21,600.32

Subcontractor	Quantity	Unit	Rate:	Total:
dump truck rent owner operator	hr	11.5	\$110.00	\$ 1,265.00
			Subtotal:	\$ 1,265.00
			WSDOT Markup 12%:	\$ 151.80
			Total:	\$ 1,416.80

sub total	\$ 59,849.56
sales tax 8.5%	\$ 5,087.21
grand total	\$ 64,936.77

 02.18.16
Project Manager: COA


* CONTRACTOR REPRESENTATIVE

DATE: 2/18/16



ENGINEERING
STEVEN LANGE, P.M.
P.O. BOX 547
ANACORTES, WA 98221
Cell: (360) 661.3468
E-mail: steve@cityofanacortes.org
FAX(360) 293-1938

Job 26TH 25TH EMERGENCY REPAIR
Title ENGINEER'S ESTIMATE
Calculated by STEVEN LANGE DATE 02.01.16
Checked by Eric Shyerback DATE 2/2/16
Sheet 1 of 1 SCALE

EXCAVATION - 380' (L) X 5' (W) X 8' (D) 563 CY X \$30 = \$16,890 -

PIPE INCL BEDDING: 380 LF X \$60 = \$22,800 -

TRENCH SAFETY: \$1000 -

TRENCH BACKFILL: 380 LF X 5' X 7' = \$13,300 -

SIDE SLOPE - 6" 70 LF X \$30 = \$2100 -

$56,090 \times 10\% = 5609$

\$61,699 -



City Council Agenda Bill

Meeting Date: 3/7/2016

Agenda Item: 5e

Subject: Engineering Support Services During Construction of WWTP Incinerator Sewage Sludge Improvements

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by	
	Laurie Gere, Mayor
	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney

Action Type	
	Ordinance No.
	Code Revision?
	Resolution No.
X	Contract
	Public Hearing
	Staff Report

Summary Statement: City staff seeks City Council consent to award a modification for \$53,460 to an existing agreement between the City and CH2MHill Engineers, Inc. authorizing the Consultant to provide engineering services in support of the incinerator scrubber construction at the WWTP.

Background: In April 2015, City Council awarded CH2MHill Engineers a contract to design the WWTP Sewage Sludge Incinerator Improvements. On January 26, 2016, the City conducted a bid opening for the construction of the incinerator scrubber and on February 16, 2016, City Council awarded the construction contract to McClure & Sons. This award will permit the design engineer, namely CH2M Hill, to continue its support under the project.

Budget Impact	
Amount Budgeted	\$1,200,000
Budget Account (BARS)	440.000.594.35.64
Proposed Expenditure	\$53,460.00
Budget Amendment Required?	No
Revenue Source	City Funds

Proposed Contract	
Contractor	CH2M Hill Engineers
Amount	\$53,460.00
Start Date	Upon execution
End Date	6/30/2017

Previous Council/Committee Action: Contract awarded to CH2MHill Engineers, Inc. to design the improvements and a contract was awarded to McClure & Sons, Inc. to construct improvements.

Competing Viewpoints Considered: N/A

Recommended Motion: I move City Council consent award to CH2M Hill Engineers to provide engineering support during construction in the amount of \$53,460.

Alternative Actions: N/A

Attachments (listed in order presented): Modification to Agreement 15-032-SEW-001



Contract Title	Design City of Anacortes Sewage Sludge Incinerator Improvements
Prime Contractor	CH2M Hill Engineers, Inc.

PREAMBLE

This Modification is issued in accordance with Article 16, Changes/Additional Work. The end date will revise from February 29, 2016 to June 30, 2017, the Scope of Work will increase, and the not-to-exceed price will revise from \$205,230.00 by \$53,460.00 to \$258,690.

AGREEMENT MODIFICATIONS

Articles of the Agreement are hereby modified as follows:

Under Article 1, Scope of Work, first paragraph is hereby deleted in its entirety and the following first paragraph shall be inserted:

"Under this Agreement, the Consultant shall provide the City professional services in accordance with attached Exhibit A entitled "Design of City of Anacortes Sewage Sludge Incinerator Improvements" and Exhibit A-1 entitled "Engineering Services in Support of the Incinerator Scrubber Construction at the Anacortes WWTP". Exhibit A and Exhibit A-1 are hereby incorporated by reference and made a part hereof."

Under Article 2, Price, first sentence, is revised to read:

"The work performed under this Agreement shall be performed on a time and materials basis not-to-exceed the price of **Two Hundred Fifty-Eight Thousand Six Hundred Ninety Dollars (\$258,690)**.

Under Article 3, Period Performance, first sentence, is revised to read:

"The period of performance is from inception through June 30, 2017."

Under Article 4, Payment Terms, first paragraph is deleted in its entirety and the following first paragraph shall be inserted:

"Progress payments shall be made in accordance with the billing rate information provided in Exhibit D and Exhibit D-1 which are attached, and hereby incorporated by reference and made a part hereof. Exhibit D provides billing rates from Inception until April 1, 2016 and was attached under the original Agreement, and Exhibit D-1 provides billing rates from April 1, 2016 until April 1, 2017 which is attached per Modification 02. Billing rates from April 1, 2017 through completion of contract shall be submitted by the Consultant when rate information is available and rates are subject to written modification to this Agreement."

All other terms remain unchanged.

CITY OF ANACORTES

CH2M HILL ENGINEERS, INC.

By _____
Laurie Gere, Mayor

By _____
Signature

Date _____

Printed _____

Title _____

Date _____

FOR GOVERNMENT USE ONLY

Original Agreement Amount	\$205,230.00
Current Agreement Amount	\$205,230.00
Change Per this Modification	\$ 53,460.00
Total After Amendment	\$258,690.00

Original Contract Completion Date	12/31/2015
Current Contract Completion Date	02/29/2016
Net Change	487 DAYS
Contract Completion Date After Change	6/30/2017

APPROVALS:

Project Manager Date

Public Works Director Date

Finance Director Date

Contract 15-032-SEW-001
Scope of Work
EXHIBIT A-1

Engineering Services in Support of the Incinerator Scrubber Construction at the Anacortes WWTP

CH2M HILL Engineers (Consultant) agrees to furnish the City of Anacortes (City) the following services, as described herein, which augments the services described in Exhibit A as issued under the original Agreement No. 15-032-SEW-001 (June 2, 2015), and the subsequent schedule extension, Modification 01 (dated December 31, 2015). The services described below define the engineer support services to be provided by the Consultant during the construction of the Anacortes Waste Water Treatment Plant (WWTP) Incinerator Scrubber improvement. Construction is anticipated to begin sometime in March of 2016 and conclude in June of 2017.

Consultant shall provide services during construction as described in the following tasks. Actual level of effort required to support the task areas described below will be realized through the progression of the project. The budget for this phase of work is based on enclosed Exhibit B to Modification 02 entitled "Budget for Services During construction of Incinerator Scrubber Project".

Task 1. Preliminary Coordination Meeting

Consultant's project manager and lead process mechanical engineer shall attend and participate (at the project site) in the Preliminary Coordination Meeting identified in Article 1.03 of Section 01 31 13 of the construction contract. City shall facilitate the meeting and document discussion and key decisions.

Task 2. Submittal Review

Consultant shall review the administrative, informational, and technical shop drawings and submittals required per the Specification Sections of Division 1 through 44, and the Drawings. The budget for this task is based on two reviews of each submittal (one initial review and one follow-up review) at 2 hours per review and one hour per re-review. Approximately 20 total submittals are anticipated. Labor estimates assume submittals will *not* be of poor quality or require multiple re-review.

Task 3. Miscellaneous Conference Call Participation

Over the course of the project, there will likely be times when the City will meet with the construction contractor to review and coordinate activities. Consultant shall participate in these meetings by phone, as necessary and directed by City. One such meeting will be the Preconstruction Conference. The budget for this activity is based on five such 2-hour conference calls for Consultant's project manager and one other design engineer, as applicable and necessary.

Task 4. Technical Assistance

As directed by City, Consultant shall respond to the construction contractor's requests for information (RFIs), clarification, substitutions, change orders, and claims. Consultant's response to these requests will be coordinated with City and shall be received from City and returned to City. City shall provide the direct interaction with the construction contractor. The budget for this subtask is an allowance to be expended, as necessary and as directed by City.

Task 5. Quality Control Inspection Site Visits

As requested and directed by City, Consultant shall provide quality control inspection / contract compliance inspection support for City for electrical, instrumentation and control, structural, and process mechanical elements of the construction work. The following number of site visits of up to four hours on site.

- Electrical: 1
- Instrumentation and Control: 1
- Structural (primarily welding): 2
- Process Mechanical: 1

Consultant and City shall coordinate to assess the need and schedule for these technical site visits and optimize their implementation. In general, they are anticipated to occur upon installation and testing of the booster pump skid and installation of the installed scrubber column. Consultant shall document the results of the site visit in writing in a one-page technical memorandum with attached testing report documentation as necessary.

Task 6. Testing Observation

Consultant's lead process mechanical engineer shall participate for up to five hours in on-site testing observation and documentation at three key times during execution of construction, as identified below:

- Functional testing of booster pump skid: 1
- Functional testing of new scrubber: 1
- Mechanical readiness testing: 1

Consultant shall document the results of the observation testing in writing in a one-page technical memorandum with attached testing report documentation as necessary.

Task 7. Project Management

Consultant's project manager shall manage Consultant's project team, overall execution of the project, and accurate accounting of the project budget. Consultant shall work with Consultant's project accountant to prepare and submit invoices in accordance with the Agreement along with a project status memo addressing and describing work covered by the invoice. There will be times during the project where minimal to no work will be undertaken; during these times reduce the frequency of the status report and invoice. Any significant project budget or accounting issues shall be addressed in the regular status update. Task includes preparation of Consultant's internal, standard, required work-execution, quality control, health and safety, and budget control work products necessary to effectively execute the work.

City Performed Services

The City anticipates performing services such as daily on-site monitoring, inspection, coordination with local testing laboratories, filing and control of written documentation of construction activities.

Exhibit B to Modification 02

Budget for Services During Construction of Incinerator Scrubber Project

Task	Labor Hours and Billing Rates/Hour per Project Team Staff per Task								Direct Expense Costs	Totals
	Project Manager	Electrical Engineer	I&C Engineer	Spec. Processor	Structural Engineer	Project Accountant	Mechanical Engineer	Total Labor		
	\$227	\$165	\$212	\$119	\$186	\$93	\$181			
Task 1	8						8	\$3,264	\$100	\$3,364
Task 2	8	8	8		16		20	\$11,428	\$0	\$11,428
Task 3	10		2		2		6	\$4,152	\$100	\$4,252
Task 4	10	4	4		4		10	\$6,332	\$0	\$6,332
Task 5		8	8		16		8	\$7,440	\$0	\$7,440
Task 6							24	\$4,344	\$300	\$4,644
Task 7	50					50		\$16,000	\$0	\$16,000
Totals	86	20	22	0	38	50	76	\$52,960	\$500	\$53,460

Exhibit D-1

Labor and Expense Rate Schedule

The following hourly labor rates are applicable from March 31, 2016 until April 1, 2017.

Labor Rate Category	Billing Rate
Project Manager	\$227
Senior Technical Review	\$217
I&C Engineer	\$212
Structural Engineer	\$186
Cost Estimator	\$181
Mechanical Engineer	\$181
Emissions Engineer	\$170
Electrical Engineer	\$165
Drafting Tech.	\$129
Spec. Processing	\$119
Project Accountant	\$93
Admin Support	\$88

Direct Expenses are those necessary costs and charges incurred for the Project including, but not limited to: (1) the direct costs of transportation, meals and lodging, mail, special City approved Project specific insurance, letters of credit, bonds, and equipment and supplies; (2) Consultant's current standard rate charges for direct use of Consultant's vehicles, laboratory test and analysis, printing and reproduction services, and certain field equipment; and (3) Consultant's standard project charges, special health and safety requirements of OSHA, and telecommunications services.

CITY OF ANACORTES, WASHINGTON
RESOLUTION NO. 1946

A RESOLUTION of the City of Anacortes, Washington, adopting a non-binding policy: (1) concerning budget allocations for Fire/EMS Services Levels, (2) endorsing the revision of Fire Suppression Impact Fees, dedicating an allocation of equipment rental funds to purchase Fire Suppression Apparatus and Equipment on a delayed replacement schedule; and (3) setting the levels and types of services provided by the Anacortes Fire Department.

I. RECITALS

WHEREAS, the setting of Fire/EMS levels of services and capital budgets by the City of Anacortes ("City") requires that the City Council ("Council") in conjunction with the Mayor and the administrative staff, and while taking account the valuable input from citizens, carefully assess community risks, needs, ascertain the amount and sources of revenue and prudently establish operational and capital priorities and allocations; and

WHEREAS, the City's Capital Facilities Plan ("CFP") includes evidence indicating a need for a coordinated cost efficient approach to the delivery of effective and efficient Fire Protection and Emergency Medical Services that could be funded by General Fund Revenue, EMS Fund Revenues, Impact Fee Revenues; and

WHEREAS, the Fire/EMS Masterplan Recommendations and Washington Survey and Rating Bureau Findings have identified services that are below average compared to other cities in the State with similar characteristics. The Public Safety Committee describes a need to raise the L.O.S. through adequate funding sources for operational and capital needs.

WHEREAS, the Council finds it to be in the best interests of the City to improve the condition of the Fire/EMS Delivery System; and

WHEREAS, the Council desires to establish a comprehensive and balanced policy for a funding strategy to be used as a guide in future budget determinations of revenue and the allocation of expenditures for Fire/EMS Delivery programs; and

WHEREAS, the priority list of programs and service level is subject to change due to circumstances that may occur from time to time; and

WHEREAS, the Council finds that establishment of an expanded impact fee, in part, will enable the City, in conjunction with the process for the adoption of its annual capital budget and annual updates to the CFP, to consider and allocate funds required for City Comprehensive Plan to ensure the public safety needs are adequate to provide services in a coordinated, efficient manner in the growth of the City; and

WHEREAS, the Council finds that the City's Fire Protection System is the primary obligation to City residents, by providing a minimum capability of providing an "imminent rescue;" and

WHEREAS, the provision of Advance Life Support Ambulance Services to residents within the designated ambulance services to include Fidalgo and Guemes Islands is an important medical service for our greater community; and

WHEREAS, the City desires to mitigate other emergency types such as hazardous material releases, specialized rescues, wildland/urban interface risks.

WHEREAS, the prevention of our community's risks, whether for fires, accidents, disasters, or medical emergencies, mitigating the cause or effects through prevention programs provides the greatest benefit to citizens and visitors; and

WHEREAS, in light of the foregoing, the Council wishes to establish a guiding policy for funding Fire/EMS improvement projects in the future;

NOW THEREFORE, THE ANACORTES CITY COUNCIL DOES RESOLVE:

- A. Beginning with the 2017 budget the Council will consider allocation of the following sources and amount of funds for the delayed capital improvement schedule.
 - a. The Council concludes that the appropriate annual target allocation amount, cumulatively from all sources, for the replacement of existing levels of apparatus and equipment is approximately \$200,000.
 - b. The sources of revenue is,
 - i. Alternative A: 50% from general fund and 50% from an expanded fire impact fee.
 - ii. Alternative B: Lease Purchase equipment as it comes due on the delayed schedule.
 - iii. Alternative C: 100% from general fund.
- B. Beginning with the 2017 budget the Council will consider allocation of the following sources and amount of funds for the continuation of a contract for volunteer coordination services.
 - a. The Council concludes that the appropriate annual target allocation for maintaining volunteer recruitment, retention, and training of a viable volunteer program is approximately \$30,000 annually.
 - b. The sources of revenue is,
 - i. 100% from general fund.

- C. Beginning with the **2018 budget**, the Council will consider allocation of the following sources and amounts of funds for the lease or construction of a fire station in the March Point response zone.
- a. The Council concludes that the appropriate annual allocation for a facility is \$7,100 monthly (\$85,000 annually)
 - b. The sources of revenue is,
 - i. Alternative A - Utilize Reserves,
 - ii. Alternative B - Councilmanic Bond
- D. Beginning with the **2019 budget**, the Council will consider allocation of the following sources and amounts of funds for two (2) FireMedics at each Fire Station 24 hours a day. (Totaling 6 Fire-Medics 24 hours a day).
- a. The Council concludes that the appropriate annual allocation for personnel and benefits and overtime to be \$450,000.
 - b. The sources of revenue is,
 - i. Alternative A: 50% from EMS Levy Subsidy increase, 25% from Ground Emergency Medical Transport (GEMT) Revenue, and 25% from General Fund.
 - ii. Alternative B: 50% from EMS Levy Subsidy increase, 25% from GEMT Revenue, and 25% Ambulance Utility Fee.
- E. Beginning with the **2020 budget**, the Council will consider allocation of the following sources and amounts of funds for providing three (3) FireMedics in providing imminent rescue capability from each Fire Station 24 hours a day. (9 Fire-Medics 24 hours a day).
- a. The Council concludes that the appropriate annual allocation for a pool of volunteer personnel in filling one (1) 24 hour seat to be \$115,000; and
 - b. The Council concludes that the appropriate annual allocation for a pool of part-time paid personnel in filling two (2) 24 hour seats to be \$315,000.
 - c. The source of revenue is,
 - i. 100% from general fund.
- F. Beginning with the **2021 budget**, the Council will consider allocation of the following sources and amounts of funds for civilian fire inspector public education officer.
- a. The Council concludes that the appropriate annual allocation for personnel cost is \$75,000.
 - b. The source of revenue is,
 - i. 100% from general fund.

The foregoing policy, consisting of budget allocation goals and capital improvement projects, is not meant to be binding on the City Council when adopting the City budget, approving the CFP or deciding what if any capital projects to undertake when adopting its budget, and determining appropriate revenue sources. It is the intent of the Council hereby to provide its best judgment in articulating a policy, which it hopes the future Councils, the Mayor, will take into account as each undertakes its duties.

PASSED AND APPROVED by the City Council this ____ day of ____, 2016.

CITY OF ANACORTES

Laurie Gere, Mayor

ATTEST:

Steve D. Hoglund, City Clerk/Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney

ANACORTES FIRE DEPARTMENT MEMO

TO: Mayor Laurie Gere, City Council Members

FROM: Richard Curtis, Fire Chief

DATE: March 7, 2016

RE: Questions on Paramedic Ambulance Service Areas and Impacts

SUMMARY STATEMENT

At the last council and in later discussions with a two other council members, a few questions have come up about our service delivery: Why do we provide ambulance service outside the City? What are the service delivery impacts if we do not? What are cost impacts of continuing or ceasing services outside the City? It is very difficult to boil down into a memo all the complications of an EMS delivery system, with that adding years of changes and differing perspectives. The following is my attempt to answer the questions directly and to discuss some of the impacts as well as my opinion from various meetings and discussions I've been involved with.

BACKGROUND

The City of Anacortes City Council decided with approval of the EMS Commission in the early 1980's to be a provider of ALS ambulance service in the City of Anacortes and throughout Fidalgo and Guemes Island. Part of the motivation was to be more efficient, because both the Fire Department and Island Hospital were responding to the same scene. The Fire Department had Paramedics providing Advanced Life Support Care, and Island Hospital had the ambulance to perform the transport. The concept of dual role—Firefighter/Paramedic was thought to be the most cost effective. Also the scale of economy leverages better service for both EMS and Fire Protection.

The County's first Medical Program Director, Dr. Ron Richeson, advocated Paramedic ALS ambulance service county-wide, and through a newly passed EMS Levy, ambulance providers were identified and served three county regions. The City of Anacortes provided service on Fidalgo and Guemes Islands. Skagit Valley/UGH Hospitals provided service to the Cities of Mount Vernon, Burlington, Sedro-Woolley, and surrounding County rural areas. Aero-Skagit ambulance provided service to areas from Concrete to the County line east.

In support of the three Paramedic ambulance providers covering their REGIONS, each provider was allocated EMS Levy funds via a subsidy for each ALS ambulance unit approved for service delivery. This assisted the City of Anacortes financially to provide service inside and outside the City. In the early 1980s, Anacortes received (1) one subsidy. In 1998, we advocated for a second ambulance subsidy due to increasing call volume and our unique demographic service area. We currently still receive (2) two ambulance subsidies.

CURRENT SITUATION

The City of Anacortes continues to provide Paramedic Ambulance Service to the same region and respond to approximately 2,500 EMS calls annually. Central Valley Ambulance Authority, covering the Cities of Mount Vernon, Burlington, Sedro-Woolley and surrounding rural county areas, responds to

approximately 10,000 EMS Calls annually. Aero Skagit responds to approximately a few hundred calls annually.

Since the early 1980's, call volume has increased greatly and the EMS levy support has too. The financial benefit for the City and residents on Fidalgo and Guemes Island is, in my view, the best model to serve our region due to the dual role efficiency and effectiveness of our system.

Over the years, the County has been advocating various models of service delivery, and have stated that the Anacortes Fire Department model is very efficient and effective. Other Cities have stated that they desire to provide Paramedic Ambulance Service in a similar deployment method as Anacortes Fire Department. Despite the endorsements of our system, the County has also strongly advocated single ambulance provider. In other words, the County would be opposed to adding more ALS providers to the system, or adjust service boundaries. I have heard comments from the County representatives that the system would be easier to manage, they have less "fragmentation," and potentially be more cost effective under a single ALS ambulance provider.

In my view, the County is not considering all the costs to Cities and Fire Districts in the **expected** "First-Response" costs to support a single provider. Under the single provider model, all City and County fire departments would be expected to respond to each EMS incident, carry equipment, gurneys, and assist in lifting patients at medical scenes. Also, the fire department, not the single ambulance provider, would be expected to provide traffic control, scene safety, and vehicle extrication, at motor vehicle scenes. The costs of delivering these types of services would fall on the agency to fund.

Based on my view, IF the City of Anacortes approached the County to reduce our response area to the City of Anacortes only, there would be a strong move to impose a single provider for our entire service area. The Anacortes Fire Department would be expected to respond and provide non-transport EMS services as outlined above.

If this came to fruition, based on a perspective of countywide call volume alone, and not factoring demographics, geography or response times, Fidalgo Island would likely be served by (1) one ALS ambulance through the single provider. Furthermore, response times by the single provider would be longer due to the contraction of resources to higher call volumes in the Central Valley area. Ambulance transports for simultaneous calls on Fidalgo and Guemes Island would probably be delayed due to the distance to ALS ambulance units.

LIKELY SCENARIO: If the City wanted to reduce its footprint in ALS service area, I believe the County would terminate the ALS contract with the City. A single provider, probably CVA Authority would be given the contract and provide services. This is mostly driven by the desire to reduce the number of ALS Ambulance providers, reducing fragmentation.

UNLIKELY SCENARIO: If the City desired to reduce its footprint in ALS service area, and County was willing to authorize the City to do so only inside the City limits, then Based on call volume, we would probably receive (1) ALS subsidy, and 60% of the billable revenue proceeds. CVA Authority would probably provide service to South Fidalgo Island. I believe this is unlikely because the County does not want to further fragment the system.

Below is the budget status in comparison of each scenario. There would be some minor reduction in the direct costs of services, but would be very small compared to the impact on staffing levels. For 2016, the Anacortes Fire Department's total adjusted expenditure budget is \$4,189,188.

	CURRENT	LIKELY SCENARIO	UNLIKELY SCENARIO
FIRE DEPARTMENT BUDGET	\$ 4,189,188	\$ 4,189,188	\$ 4,189,188
Fire Protection Expenditure	\$ 1,846,671	\$ 1,846,671	\$ 1,846,671
EMS Expenditure	\$ 2,342,517	\$ 2,342,517	\$ 2,342,517
EMS Revenues			
Net Billable Revenue	\$ 874,062 Entire Service Area	0	\$ 524,437 60% of Entire Area
EMS Levy Subsidy	\$ 827,424 2 ALS Unit Subsidy	0	\$ 413,712 1 ALS Unit Subsidy
Total Ambulance Service Revenue	\$ 1,701,486	0	\$ 938,149
City Taxes Required	\$ 2,487,702	\$ 4,189,188	\$ 3,251,039
Additional Revenue needed	\$ -	\$ 1,701,486	\$ 763,337

CONCLUSION

In my opinion, the current arrangement and moving forward with adding the recommended staffing levels not only serves our region well, but also preserves the level of service for our citizens and region currently. Through dual role Firefighter/Paramedic service delivery, we can leverage the scale of economy and provide a high level of EMS services, and provide a minimum level of fire protection to facilitate an "Imminent Rescue" for the taxpayers. ?

This document is mostly rewriting and reorganization of existing rules for clarity and concision. In this draft, highlighted sections are substantive changes from the existing rules of procedure. Strikethrough indicates existing rules that are proposed to be deleted.

Resolution No. _____

**A Resolution Repealing Resolutions No. 1867 and 1923
Adopting New City Council Procedures**

Whereas RCW 35A.11.020 provides that "the legislative body of each code city shall have power to organize and regulate its internal affairs...and to define the functions, powers, and duties of its officers and employees";

Whereas RCW 35A.12.120 provides that "the council shall determine its own rules and order of business, and may establish rules for the conduct of council meetings and the maintenance of order";

Whereas the City Council wishes to adopt new procedures to govern itself and increase the efficiency and effectiveness of its meetings;

Whereas the procedures adopted with Resolution No. 1867 on July 1, 2013, are insufficient for that purpose;

Now, therefore, be it resolved by the City Council of the City of Anacortes:

Section 1. Resolution No. 1867 and 1923 are repealed.

Section 2. The procedures attached as Attachment A are adopted.

PASSED by the City Council this ____ day of _____, 2016.

CITY OF ANACORTES:

Laurie Gere, Mayor

Attest:

Steve Hoglund, City Clerk/Treasurer

Attachment A—City Council Procedures

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1 General Provisions

1.1 Authority

- (a) RCW 35A.11.020 provides that "the legislative body of each code city shall have power to organize and regulate its internal affairs...and to define the functions, powers, and duties of its officers and employees."
- (b) RCW 35A.12.120 provides that "the council shall determine its own rules and order of business, and may establish rules for the conduct of council meetings and the maintenance of order."

1.2 Definitions

- (a) "Chair" means the presiding officer of a meeting; for council meetings, usually the Mayor.
- (b) "Clerk/Treasurer" means the City Clerk/Treasurer or designee.
- (c) "Final action" has the same meaning as in RCW 42.30.020: a collective positive or negative decision, or an actual vote by a majority of the members of a governing body when sitting as a body or entity, upon a motion, proposal, resolution, order, or ordinance.

1.3 Savings. These rules are meant to provide assistance to the Council and Mayor for orderly, cordial, and constructive proceedings. The failure to adhere to any of these rules shall not be cause to nullify, invalidate, void or render unenforceable any action taken or any non-action by the Council or any action by the City in reliance thereon. Without affecting rights otherwise provided by law, no person has any cause of action to challenge any ordinance, resolution, motion, decision, or any act whatsoever taken by the Council or the City based on any action or nonaction by the Council in violation of, or in alleged violation of, these rules.

2 Officers

2.1 Mayor

- (a) Per RCW 35A.12.100, the Mayor "shall preside over all meetings of the city council when present."
- (b) The Mayor is an independently elected official of the City of Anacortes with duties and powers established by statute and city code. These procedures do not affect the Mayor's duties and powers as established by statute or city code; instead, they govern the role of the Mayor in City Council meetings as presiding officer.
- (c) The Mayor does not have a vote on matters before the City Council except in the case of a tie vote as permitted by RCW 35A.12.100 with respect to matters other than the passage of any ordinance, grant or revocation of franchise or license, or any resolution for the payment of money.
- (d) The Mayor may participate in discussion of all issues that come before the Council.

2.2 Mayor Pro Tem.

- (a) Election. The City Council must elect a Mayor Pro Tem from among the Councilmembers at the first Council meeting in January after each general municipal election, and whenever a vacancy occurs.
- (b) Duties and Powers.
 - (1) In case of the absence or temporary disability of the Mayor, the Mayor Pro Tem may perform the duties of the Mayor.
 - (2) In the event of a vacancy in the office of Mayor pursuant to RCW 35A.12.050 or RCW 42.12.010, the Mayor Pro Tem shall perform the duties of mayor and preside over the Council during the interim period starting when the vacancy commences and ending upon the appointment to fill the vacancy pursuant to RCW Chapter 42.12.
 - (3) When acting for the Mayor, the Mayor Pro Tem has the power to:
 - (i) call special meetings;
 - (ii) administer oaths and affirmations;
 - (iii) take affidavits and certify them;
 - (iv) sign all conveyances made by the City and all instruments that require the seal of the City. See RCW 35A.12.100, Duties and Authority of the Mayor.
- (c) Right to vote. The appointment of a councilmember as Mayor Pro Tem does not in any way abridge that councilmember's right to vote upon all questions coming before the Council.

2.3 Clerk/Treasurer.

- (a) Duties. The City Clerk/Treasurer must:
 - (1) Prepare the council meeting agenda.
 - (2) Maintain and publish the list of council committees and their meeting schedules.

3 Council Meetings—Types

3.1 Regular Meetings.

- (a) Regular meetings of the City Council are held on the first, second, third, and fourth Monday of each month at 6:00 p.m., except that when any of these days falls on a holiday, the City Council meets on the next business day.
- (b) The City Council may **cancel**, postpone, or advance the date of any regular Council meeting, except per RCW 35A.12.110 the City Council may not hold fewer than one regular business meeting in each month.
- (c) Regular meetings are held in in the Council Chambers at City Hall.

3.2 Special Meetings.

- (a) A special meeting is any meeting of the City Council other than a regular meeting.

Deleted: <#>In the event there are no agenda items to be considered at a scheduled meeting, such meeting may be canceled by notification by the Mayor to members of the City Council, the public, and other affected parties.¶

- (b) Per RCW 35A.12.110, a special meeting may be called at any time by the Mayor or by any three council members.
- (c) Notice of special meetings must be provided in accordance with RCW 42.30.080.
- (d) Per RCW 42.30.080(3), final action at special meetings may only be taken on the items on the agenda.

3.4 Adjournment. Any regular, adjourned regular, special, or adjourned special meeting may be adjourned in the manner set forth in RCW 42.30.090.

3.5 Continuances. Any meeting or hearing being held, noticed, or ordered to be held by the City Council may be continued to a specified time and place in the manner set forth in RCW 42.30.100.

3.6 Executive Sessions.

- (a) The City Council may hold an executive session without the public as allowed by RCW 42.30.110.
- (b) When the Council adjourns to an executive session, the Mayor must:
 - (1) announce the general topic and the specific RCW authorizing the executive session;
 - (2) specify whether or not the City Council will reconvene afterward and the expected time the City Council will reconvene;
 - (3) announce that the Council will not take any final action in executive session.
- (c) Consistent with RCW 42.30.910, the authorized purposes for executive sessions are to be strictly construed.
- (d) Attendance at executive sessions is limited to councilmembers, the Mayor, and those staff necessary to discuss the subject of the executive session.
- (e) No Councilmember, employee of the City, or any other person present during an executive session may disclose the content or substance of any discussion or action that took place during the executive session, unless authorized by the City Council to make such disclosure.
- (f) Any discussions in an executive session with its City Attorney or other legal counsel are subject to the attorney-client privilege.
- (g) The Council may not take any votes or any "final action" as defined by RCW 42.30.020(3) at any executive session.

3.7 Retreats

- (a) The Council may meet in an informal conversation setting for a variety of purposes related to City business. Such meetings constitute special meetings under RCW 42.30.
- (b) Council retreats should be scheduled on Saturdays.

4 Council Meetings—Attendance

4.1 Quorum.

- (a) **Defined.** Per RCW 35A.12.120, a majority of all the members of the City Council constitutes a quorum.
- (b) No business may be conducted without a quorum of councilmembers present or participating in absentia.
- (c) If a quorum is not present at the beginning of a meeting, or if the absence of a quorum arises during a meeting, the presiding officer must adjourn the meeting.

4.2 Attendance Required.

- (a) All Councilmembers must attend all regular meetings of the City Council. Any Councilmember who cannot attend a meeting should notify the Mayor of the reason he or she cannot attend. The Mayor must advise the Council of the reason and entertain a motion to excuse the absence, if any.
- (b) At any regular meeting where a Councilmember is absent, any other Councilmember may move to excuse the absent member. A motion to excuse requires a second and majority vote for passage.
- (c) Per RCW 35A.12.060, a Councilmember is automatically removed from office after failure to attend three consecutive regular meetings without being excused.
- (d) A Councilmember participating in absentia is not considered absent for the purpose of RCW 35A.12.120 or RCW Chapter 42.30.

4.3 Participation in Absentia.

- (a) **Defined.** Participation in absentia means participation in a council meeting without being physically present.
- (b) A Councilmember wishing to participate in absentia must request accommodation to attend via telephone or other electronic communications by contacting the Mayor no later than 24 hours prior to the meeting, unless the meeting is a special meeting where the Councilmember must request participation in absentia as soon as reasonably possible.
- (c) The Councilmember participating in absentia must be able to hear the entire proceedings including all participants, and all participants at the meeting must be able hear the Councilmember(s) appearing by telephone or other electronic means.
- (d) No Councilmember may participate in absentia more than twice in any calendar year.
- (e) The recording secretary must note in the meeting minutes the participation of an absent Councilmember.

5 Council Meetings—Agenda

5.1 Preparation.

- (a) The City Clerk/Treasurer is responsible for preparation of the City Council's meeting agenda.

- (b) The City Clerk/Treasurer should consult with the Mayor Pro-Tem on the sequence of, time limits for, and scheduling of discretionary agenda items.
- (c) The City Clerk/Treasurer must distribute the agenda to Councilmembers and publish it to the City website for regular meetings at least five days prior the meeting.

5.2 Form and Standard Order of Business. Unless modified by the Chair for a single meeting, the agenda must list business in the following order:

- (a) Call to Order / Pledge of Allegiance;
- (b) Announcements and Committee Reports (including a list of Council Committees that met since the prior meeting);
- (c) Public Comment;
- (d) Consent Agenda;
- (e) any public hearings;
- (f) any high-priority business that must be conducted at that meeting;
- (g) any other business.

5.3 Addition of items to the agenda

- (a) A City Department Head may request addition of an item to a Council meeting agenda. An agenda item coversheet is required for all such agenda items.
- (b) Any two Councilmembers, by submitting a written request to the Clerk/Treasurer, may add an item to a Council meeting agenda for a specific date at least 14 days after the request. The Mayor may decline to put a requested item on an agenda if it is inappropriate, untimely, or unrelated to the business of the City. However, if three Councilmembers support the agenda request, the item must be included on the agenda.
- (c) A member of the public may suggest or request, in writing, an item for a future Council meeting agenda. The Mayor or City Council has complete discretion to decide whether to add such an item to a Council meeting agenda, and may recommend the item be presented instead to a Council Committee.

5.4 Study Sessions

- (a) The second and fourth regular meeting of each month are designated as "study sessions," which describes the types of items that may be scheduled for the meeting, not the type of meeting.
- (b) Items requiring final action, other than those qualifying for the consent agenda, should not be scheduled for these meetings.

6 Council Meetings—Standard Business

6.1 Call to Order.

- (a) The Clerk/Treasurer must note the absence of any councilmember.
- (b) Attendees stand and recite the pledge of allegiance.

6.2 Announcements and Committee Reports.

- (a) Councilmembers and the Mayor should make any announcements related to city business that are relevant to the Council or the public.
- (b) Each committee that has met since a prior council meeting should provide a report of the committee's business.

6.3 Public Comment. See Rule 8 Meetings—Public Comment.

6.4 Consent Agenda.

- (a) The Consent Agenda is a list of routine and non-controversial items not requiring discussion or independent action.
- (b) The Council must approve the items on the Consent Agenda as a group, but any Councilmember may remove any item from the Consent Agenda to be considered separately.
- (c) All items on the Consent Agenda require:
 - (1) a completed agenda item coversheet;
 - (2) the complete document for which approval is requested;
 - (3) approval as to content by the relevant department head;
 - (4) approval as to budget by the Clerk/Treasurer;
 - (5) approval as to form by the City Attorney.
- (d) Items eligible for consent agenda.
 - (1) Meeting minutes.
 - (2) Street fair applications.
 - (3) Resolutions to set the date of a public hearing.
 - (4) Final decisions on land use applications that received unanimous preliminary approval at a previous meeting.
 - (5) Grant agreements ≤ \$250,000.
 - (6) Public Works contracts that have been publicly bid ≤ \$250,000.
 - (7) Purchased or personal services contracts on standard city forms ≤ \$100,000.
 - (8) Any item the council has indicated may be placed on the Consent Agenda at a previous meeting.

7 Council Meetings—Motions, Voting, and Types of Action

7.1 Debate. Debate must follow the rules in Attachment B.

7.2 Voting.

- (a) All votes may be taken by voice vote except for final votes on the adoption of an ordinance or resolution, which must be by roll call.

- (b) Per RCW 35A.12.120, any vote must be by roll call vote if a council member requests it.
- (c) Per RCW 35A.12.120, the passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money requires the affirmative vote of at least a majority of the whole membership of the council.

7.3 Resolutions.

- (a) **Defined.** A resolution is a written form of a motion.
- (b) The City Council may use a resolution to formalize rules, recommendations, administrative policies, or expressions of opinion; to authorize contracts; and to take other actions that do not require an ordinance.
- (c) A resolution does not require approval of the Mayor. The Mayor's signature on a resolution indicates the Mayor's certification, as presiding officer, that the Council approved the resolution as written.

7.4 Ordinances

- (a) **Defined.** An ordinance is a law of the City. An ordinance is generally required for the following actions:
 - (1) imposing a tax;
 - (2) establishing fees or charges for city services;
 - (3) regulating the conduct of business;
 - (4) revising the Anacortes Municipal Code and other city regulations;
 - (5) adopting or revising the Comprehensive Plan;
 - (6) other items that State law or City policy requires to be enacted by means of an ordinance.
- (b) **Two-read rule.** An ordinance must be heard at two separate council meetings before it can be adopted.

8 Council Meetings—Public Comment

- (a) **Generally.**
 - (1) The chair should preserve order and decorum at all regular and special meetings of the City Council, in accordance with RCW 43.30.050.
 - (2) Meetings are intended to be of a neutral and businesslike atmosphere.
 - (3) These rules are intended to promote an orderly system of holding a public hearing or meeting, to give every person who wishes to speak an opportunity to be heard, and to ensure that no individual is embarrassed by exercising the right to free speech.
- (b) **Opportunities.**
 - (1) The agenda may indicate when opportunities for public comment are allowed or invited.
 - (2) The mayor or councilmembers may invite additional information, questions, or comments from the public, pertinent to the matters under discussion.

- (3) Public input for quasi-judicial proceedings and other actions covered by specific rules of procedure are governed by the applicable rules.
 - (4) Comments on certain matters may be restricted to the date and time they are considered under an agenda, such as those requiring a public hearing or subject to a public participation plan.
- (c) **Time limits.**
- (1) The chair may set uniform time limits or time allocations for testimony as necessary to manage the orderly progress of the meeting.
 - (2) As time allows, additional time may be allowed by the chair to an individual or group, after everyone else has spoken.
 - (3) Spokesperson for a group. In order to expedite matters and to avoid repetitious presentation, delay or interruption of the orderly business of the Council, whenever any group of persons wishes to address the Council on the same subject matter, the chair may request that a spokesperson be chosen by the group to address the Council. However, being a member of a group shall not preclude an individual from stating that they agree or disagree with the spokesperson, or from presenting additional comments not addressed by the spokesperson.
- (d) **Method of addressing Council.**
- (1) A person desiring to address the Council must first obtain the permission of the chair.
 - (2) A person addressing the Council must:
 - (i) speak into a microphone;
 - (ii) provide their name for the record;
 - (iii) **for public hearings** provide his or her address for the record;
 - (iv) confine their remarks to those relevant the issues being considered.
- (e) **Disruptions.**
- (1) The chair should maintain control over interruptions and disruptive behavior.
 - (2) No person may:
 - (i) engage in any indecorous, abusive or inappropriate language;
 - (ii) make personal attacks on any other person;
 - (iii) impugn the integrity, honesty, or motives of any person;
 - (iv) in any way make slanderous remarks;
 - (v) wave signs, cheer or applaud, or take disruptive actions.
 - (3) Any person whose comments have been ruled out of order by the chair must immediately cease and refrain from further improper comments. Anyone who persists in making "out of order" comments, interrupting others, or otherwise disrupting the meeting is subject to removal from the meeting.

- (4) In the event that any meeting is interrupted by a person or group of persons so as to render the orderly conduct of such meeting unfeasible, and order cannot be restored by the removal of individuals who are interrupting the meeting, the members of the Council may vote to order the meeting room cleared and continue in session or may adjourn the meeting and reconvene at another location selected by majority vote of the members.

9 Council Meetings—Records

9.1 Recording. City staff must make audio and video recordings of all City Council meetings, and maintain an archive of all such recordings on the City website for access by the public.

9.2 Minutes

- (a) City staff must prepare minutes of all Council meetings and provide to each Councilmember for approval at a subsequent meeting.
- (b) Approved meeting minutes must be published on the City website.

10 Council Committees

10.1 Purpose.

- (a) Council Committees are for the purpose of studying and considering policy issues, and bringing recommendations on issues forward to the full Council for consideration. Issues may be referred to a Committee by the Council for the Committee to review and make a recommendation back to the Council. Issues may also be brought to a Committee's attention by any Councilmember, by City staff, or by the public through a Councilmember or staff. Committees will also assist staff by reviewing issues in advance of their presentation to the full Council.
- (b) Council Committees do not represent, and may not speak for, the City Council.

10.2 Standing Committees.

- (a) The Mayor Pro-Tem must appoint three Councilmembers to each standing committees at the second regular meeting of each year that follows a general municipal election. The appointments must be confirmed by the City Council.
- (b) The following standing committees are established for the purposes described:
 - (1) **Finance:** to make recommendations on the municipal budget, capital facilities financing, and to approve transactions as authorized by municipal code.
 - (2) **Housing Affordability and Community Services:** to develop a draft strategic plan to improve housing affordability and make recommendations on budget and CDBG grant allocations for social services.
 - (3) **Personnel:** to make recommendations regarding positions and personnel policies.
 - (4) **Planning:** to make recommendations regarding land use, comprehensive planning, development regulations, and community and economic development.

- (5) **Parks and Recreation:** to make recommendations regarding park, recreation, and trail facilities, activities, and policies.
- (6) **Public Works:** to make recommendations regarding public works and city utilities.
- (7) **Public Safety:** to make recommendations regarding public safety, including the police and fire departments and emergency medical services.

10.3 Ad Hoc Committees. The Mayor Pro-Tem may appoint Ad Hoc Committees to consider and make reports or policy recommendations on specific topics. The appointments must be confirmed by the City Council.

10.4 Committee Meetings.

- (a) Council Committees may set their own meeting times, agendas, and work programs.
- (b) The regular Council Committee meeting schedule must be posted on the City website and included on Council agendas.
- (c) A Committee may call a special meeting or re-schedule a regular meeting at any time with 24-hour notice consistent with RCW 42.30.080.
- (d) The Committees may prioritize the various issues that are put before them, and determine which ones to work on.
- (e) If an issue is referred to a Committee by Council vote, with a request for the Committee to make a recommendation back to Council, that issue shall have a high priority.
- (f) Duty to avoid a quorum. No more than three Councilmembers may attend any Committee meeting. A Councilmember may attend a committee meeting in the absence of a regular member if asked to do so by the remaining regular Committee members to facilitate the work of the Committee.

10.5 Committee Reports.

- (a) Committees must make brief reports to Council from time to time regarding issues the Committee is working on and future items coming up.
- (b) Committees may request time at a full Council meeting for:
 - (1) discussion of an issue that the Committee is working on; or
 - (2) presentation of the Committee's formal recommendations to the Council with a request for Council action.
- (c) When the Committee members are not unanimous in their recommendation, a minority viewpoint may be presented.

10.6 Council Representatives

- (a) The Mayor Pro-Tem may appoint a Councilmember to be a Council representative or liaison to a community organization, a neighborhood group, a committee or group of another governmental entity, or in some way to coordinate between the Council or City and another group. The appointment must be confirmed by the City Council.

- (b) Council representatives must regularly report to the City Council

11 Suspension and Amendment of these Procedures

- 11.1 Suspension of the Rules.** Any provision of these rules not governed by other laws may be suspended until the next meeting by majority vote of those Councilmembers present.
- 11.2 Amendment of the Rules.** These rules may be amended or new rules adopted by a vote of at least four Councilmembers, provided that the proposed amendments or new rules must have been introduced at a prior Council meeting.

Attachment B—Rules of Debate

1.1 Generally

- (a) Unless otherwise stated in this document, or unless in conflict with state law, the Mayor shall maintain order, control the manner of discussion among the Councilmembers, and implement the City Council's rules. If a question arises regarding the application of the rules, any two members can appeal to the Council for a decision.
- (b) The presiding officer shall determine all points of order subject to the right of any Councilmember to appeal to the Council. If any appeal is taken, the point of order shall be decided by vote of the Council.

1.2 Introduction of Business

- (a) The presiding officer shall state all questions coming before the Council, provide opportunity for discussion from the floor where required by ordinance or statutes, or these rules of procedure, and at other times at his or her discretion, and announce all decisions of the Council.
- (b) The Mayor shall introduce each item of business and refer it to the appropriate spokesperson for explanation to the entire Council.

1.3 Right to Speak.

- (a) Each Councilmember desiring to speak shall address the presiding officer, and the Mayor shall recognize members of the Council in the order that they request the floor.
- (b) Upon recognition, each Councilmember shall confine his or her comments to the issues being considered. At the discretion of the Council, an informal conversational format may be utilized for discussion of some issues.
- (c) Interruptions. A member of the Council, once recognized, shall not be interrupted when speaking unless it is to call him or her to order. The Mayor shall maintain control over interruptions.

1.4 Motion Procedures.

- (a) Any Councilmember may make a motion with respect to the item of business on the floor.
- (b) Motions shall be clear and concise and not include statements for the motion within the motion.
- (c) If a motion does not receive a second, it dies. After a motion and a second, the Mayor shall restate the motion.
- (d) Motions that do not need a second include: nominations, agenda order, point of order, and adjournment. After consideration of the Mayor's ability to break a tie vote, according to State law, a motion that receives a tie vote is deemed to have failed.
- (e) .
- (f) A motion to amend a motion, upon a second, may be discussed and must be decided before the principal motion is further considered.

Deleted: state the names of the Councilmembers making the motion and second

Deleted: A motion may be withdrawn by request of the maker of the motion upon the second of such request.

- (g) A motion to postpone to a certain time, including later in the same meeting, is debatable, is amendable, and may be reconsidered at the same meeting. The question being postponed must be considered at a later time at the same meeting or at a future regular or special Council meeting.
- (h) Where there is insufficient information available to the Council to decide an issue, a motion to postpone to a time when the issue is deemed ready for further consideration may be made. A motion for consideration at such an indefinite time shall state with specificity the conditions to be met or deemed not meetable before the Council is to again consider the issue. If such a motion is seconded, it is debatable, amendable, and may be reconsidered at the same meeting. The question so postponed will be considered when the conditions have been met or are deemed impossible to meet.

1.5 Discussion.

- (a) Discussion of an issue may occur before a motion on the issue has been made. After a motion has been made and seconded, the Councilmembers may discuss their opinions on the issue prior to the vote; the post-motion discussion shall focus on the issue within the context of the merits of the motion.
- (b) All Councilmembers must be afforded an opportunity to speak on the issue. Public comment shall not be allowed when a motion is pending except at the request of a Councilmember to the Mayor to clarify the details of the issue at hand, for limited inquiry made to staff or legal counsel, or to a person who previously provided formal or informal testimony concerning the issue at hand. The Mayor shall insure that any response is limited to the inquiry made.

1.6 Closing Discussion.

- (a) A motion calling for the question shall close discussion on the main motion and is not debatable. Such a motion must receive a second and fails without a two-thirds (2/3) vote of those Councilmembers present.
- (b) Discussion is re-opened if the motion fails.

1.7 Voting.

- (a) The Mayor or recording secretary shall repeat the motion prior to voting.
- (b) The recording secretary shall conduct roll call votes.
- (c) No Councilmember shall be allowed to pass when called upon and then vote later in the order.
- (d) Councilmembers may abstain from the entire vote only where disqualified by reason of conflict of interest or where approved by the Mayor due to the Councilmember's non-participation in earlier proceedings concerning the subject of the motion. Should any Councilmember nonetheless fail to vote when his/her name is called or otherwise abstain, his/her vote will be counted as an "aye" on the question.
- (e) To meet a "two thirds of Councilmembers present" requirement, the vote must be as follows:
 - (1) if seven (7) members are present, then five (5) must vote in the affirmative;
 - (2) if six or five (6 or 5) members are present, then four (4) must vote in the affirmative;

(3) if four (4) members are present, then three (3) must vote in the affirmative.

(f) At the conclusion of any vote, the Mayor shall inform the Council of the result of the vote. The recording secretary may confirm the result.

1.8 Informal Concurrence. When the Council concurs or agrees with an item that does not require a formal motion, the Mayor will summarize the agreement at the conclusion of the discussion. Unless objection is made by a Councilmember after such a summary, the summary stands. If objection is made, the matter should be decided by formal motion.

1.9 Reconsideration. When a question other than: (a) a bond resolution; (b) a quasijudicial decision; (c) an ordinance enacting or amending a comprehensive plan, a development regulation, or the Shoreline Master Program; or (d) in reliance on which City staff has already acted and has been decided by vote of the Council, any Councilmember who voted in the majority may move for reconsideration. A motion for reconsideration may occur no later than the next following regular business meeting of the Council. Any such motion must receive a second to be considered.



CITY COUNCIL

Open-Record Public Hearing

Monday, March 7, 2016, @ 6:00 PM with 4:00 PM Site Visit

*By: Kevin Cricchio, AICP, Associate Planner
Planning, Community, & Economic Development Department*

CUP-2014-0003:

PROJECT TITLE:

Verizon Wireless' Special Use Permit /Conditional Use Permit

SUBJECT PROPOSAL:

The applicant has applied for a Special Use Permit /Conditional-Use Permit to permit the construction of a 60 foot tall stealth monopole/ cell tower with the capacity to extend an additional 20 feet (80 feet total in height) on the subject property. Accessory equipment would also be housed within a fenced 30 foot by 40 foot leased area (1,200 square feet) on the subject property. Both the proposed cell tower and accessory ground equipment would be located on the west side of the City's Waste Water Treatment Plant.

CUP-2014-0003:

SITE ADDRESS:

500 "T" Avenue, Anacortes, WA.

APPLICANT:

Verizon Wireless
3245 158th Avenue SE, M/S 231
Bellevue, WA 98008

LANDOWNER:

City of Anacortes
P.O Box 547
Anacortes, WA 98221

AGENT:

George Johnston
MD7, LLC
617 8th Avenue South
Seattle, WA 98104

THIRD PARTY REVIEWER:

Steven Webster
3410 Videra Drive
Eugene, OR 97405

CUP-2014-0003:

SUBJECT PARCEL #:

P56796

EXISTING LAND USE:

City of Anacortes' Waste Water Treatment Plant

CUP-2014-0003:

ZONING DISTRICT:

Commercial Marine (CM) Zoning District

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Manufacturing /Shipping	Port of Anacortes
South:	Commercial Marine	Port of Anacortes
East:	Residential Medium	"T" Avenue and Single-family residences
West:	Commercial Marine & Central Business District	Category III Wetland, Unimproved "S" Avenue, and Dakota Creek Shipping Building

CUP-2014-0003:

BACKGROUND:

1. On August 26, 2014, a pre-application conference was conducted concerning the proposed construction and location of several cell towers proposed for location in the City of Anacortes by Verizon Wireless.
2. On December 16, 2014, the City of Anacortes' Department of Planning, Community, & Economic Development received the subject Special Use Permit /Conditional-Use Permit application from the agent.
3. On December 30, 2014, a Development Review Group (DRG) meeting was conducted to discuss the subject proposal amongst staff.
4. In the application materials submitted (**see Exhibit 2**), the applicant /Verizon has referred to the project as "Rotary Park." The applicant is aware however that the subject property is not "Rotary Park" and is the Waste Water Treatment Plant instead located at 500 "T" Avenue.
5. On January 9, 2015, the subject application was deemed incomplete.
6. Then on December 15, 2015, the Planning Department received revisions from the applicant's agent.
7. On **December 29, 2015**, the subject application was deemed complete.
8. The City of Anacortes used third party review to verify that conformance with AMC 17.63.070(B)(3) has been met. The applicant is responsible for reimbursing the city for all costs associated with third party review.

CUP-2014-0003:

NOTICING:

1. According to AMC 17.63.070(C)(1), public notice of the Conditional /Special Use Permit application and hearing shall be provided to abutting property owners within 300 feet of the subject property proposed. Accordingly, the Notice of Application & Hearing Using Optional SEPA DNS was published in the Anacortes American Newspaper on **January 6, 2016**. Notice was also posted at city hall, the library, the local office of the USPS, and on the city's website on December 21, 2015. Notice was posted on the subject property in two (2) different locations. Neighboring property landowners were also mailed the notice on December 21, 2015. Lastly, agencies and departments of jurisdiction were solicited for comment on December 22, 2015.

CUP-2014-0003:

REVISED NOTICING:

1. The public notice was revised to reflect that the subject permit only goes before the city council for a decision, not the Planning Commission first followed by the city council. The revised Notice of Application and Hearing Using Optional SEPA DNS was published in the Anacortes American Newspaper on January 20, 2016. Notice was reposted on the subject property in two (2) different locations on January 12, 2016. Notice was also reposted at city hall, the library, the local office of the USPS, and on the city's website January 12, 2016. Lastly, neighboring landowners within 300 feet of the subject property were mailed revised notices on January 12, 2016.

CUP-2014-0003:

REVISED NOTICING:

1. The public notice was **revised for a 2nd time** in order to change the time advertised for the site visit on March 7, 2016, from 3:00 PM to 4:00 PM per city council's request. Accordingly, the 2nd revised Notice of Application & Hearing Using Optional SEPA DNS was published in the Anacortes American Newspaper on **January 27, 2016**. Notice was also reposted at city hall, the library, the local office of the USPS, and on the city's website on January 21, 2016. Also, notice was reposted on the subject property in two (2) different locations on January 21, 2016. Neighboring property landowners were also mailed the notice on December 21, 2016.
2. The 14-day public comment period ended on **January 20, 2016**. However, comment was accepted up until the close of the open-record public hearing. Any comment received from departments/agencies of jurisdiction and/or the public are referenced in the attached exhibit list.

CUP-2014-0003:



CUP-2014-0003:

STATE ENVIRONMENTAL POLICY ACT REVIEW:

1. Cell towers /wireless service facilities located in commercial zones that are sixty (60) feet or greater in height require SEPA environmental review pursuant to WAC § 197.11.800.
2. Notice of Application & Hearing Using Optional SEPA DNS was mailed and posted as stated above.
3. On December 21, 2015, the Notice of Application & Hearing Using Optional SEPA DNS and associated application material was emailed to the Department of Ecology's SEPA Register for posting on to the register.
4. Following a review of the application material submitted and public and department/ agency comment received, a SEPA Determination of Non-Significance (DNS) was issued on **February 5, 2016**.
5. On February 5, 2016, the issued SEPA DNS was emailed to the Department of Ecology's SEPA register for posting on to the SEPA register.

CUP-2014-0003:

CRITICAL AREAS REVIEW:

1. An offsite wetland was identified west of and adjacent to the project site. The applicant submitted a wetland report which identified the subject wetland as a “Category III Wetland” with a habitat score less than twenty (20) points. According to AMC Table 17.70.340(1), Category III wetlands with a habitat scores less than 20 points require a sixty (60) foot buffer from the wetland’s edge. However, according to AMC 17.70.340(F(2), the measurement of wetland buffers shall not include lawns, walkways, driveways, and other mowed, cultivated, or paved areas. Therefore, the wetland’s buffer has been truncated at the fence line along the western site’s boundary.
2. No other critical areas were identified either on or within close proximity to the subject property.

CUP-2014-0003:

PUBLIC COMMENTS RECEIVED:

Public comment received can be found in **Exhibit 5**.

AGENCY & DEPARTMENT COMMENT:

Comments received from both agencies and departments of jurisdiction can be found in **Exhibit 6**.

THIRD PARTY REVIEW:

The City of Anacortes used third party review (**Exhibit 7**) to insure that the application complied with AMC 17.63.070(B)(3) - *Availability of Suitable Existing Towers or Other Structures*. Steve Webster of RFConsultant.com reviewed the applicant's submittal for conformance with AMC § 17.63.070(B)(3). In his report, he concludes that *"it is my finding that Verizon has chosen the best possible location at 500 T Avenue to construct a WCF that is required to improve the radio coverage of their LTE network and that few, if any, viable alternative locations exist for Verizon in vicinity of their proposed location."*

CUP-2014-0003:

STAFF RECOMMENDATION:

The Department of Planning, Community, and Economic Development recommend that the subject Special Use Permit /Conditional Use Permit Application be approved by City Council subject to staff's suggested conditions of approval identified below.

<u>ARCHITECTURAL</u>	
T-1	TITLE SHEET
SV1	EXISTING SITE SURVEY
ZD-1	OVERALL SITE PLAN
ZD-2	ENLARGED SITE AND ANTENNA PLANS
ZD-3	EAST AND NORTH ELEVATIONS

2012 IBC, STANDARDS AND AMENDMENTS, WAC 51-50
2012 IMC, STANDARDS AND AMENDMENTS, WAC 51-52
2012 IFC, STANDARDS AND AMENDMENTS, WAC 51-54
2012 UPC, STANDARDS AND AMENDMENTS, WAC 51-56, 51-57

APPLICANT:
VERIZON WIRELESS
3245 158TH AVE SE, MS 231
BELLEVUE, WA 98008

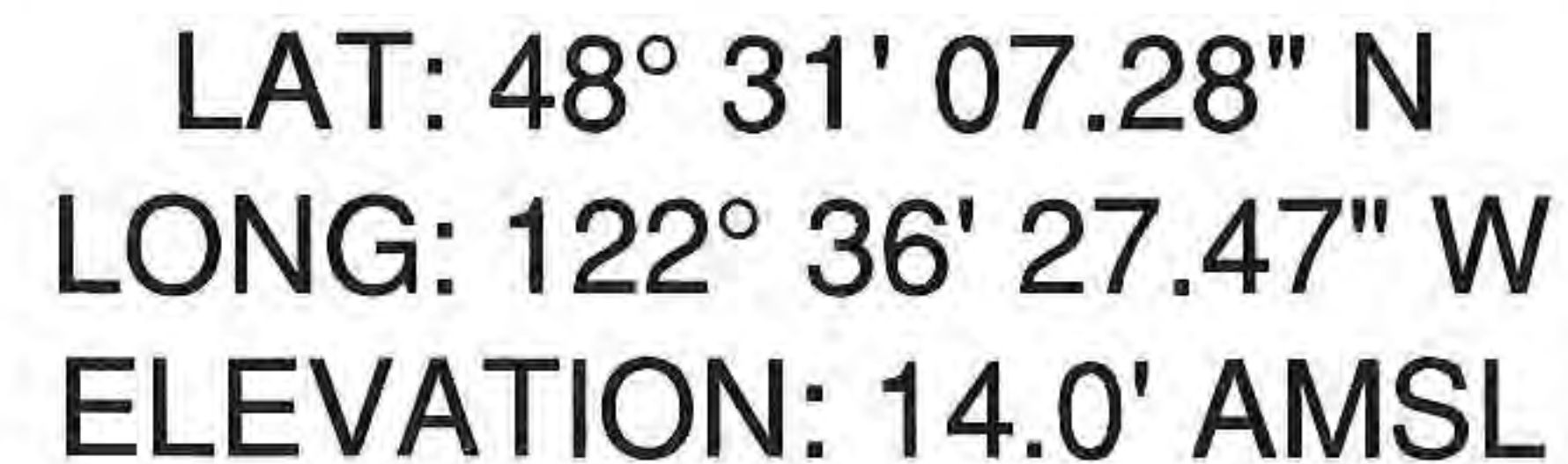
LEXCOM DEVELOPMENT
19905 BELLEVUE WAY
WEST LINN, OR 97068
CONTACT: STEVEN W. TOPP, AICP
PHONE: 503-708-7337
EMAIL: STEVEN.TOPP@LEXCOMCORP.COM

CAMP & ASSOCIATES INC.
19401 40TH AVE W, SUITE 304
LYNNWOOD, WA 98036
CONTACT: ERIC CAMP
PHONE: 425-740-6392

SEE SHEET ZD-1

PROJECT DESCRIPTION:
THE SCOPE OF WORK INCLUDES:
INSTALLATION OF (1) NEW 60'-0" HIGH MONOPOLE, (12)
NEW PANEL ANTENNAS, (9) NEW RRU's, (2) SURGE
PROTECTORS (1 NEAR ANTENNAS, 1 NEAR GROUND
EQUIPMENT), (2) INTEGRATED HYBRID FIBER AND POWER
CABLES.

INSTALLATION OF NEW VZW CONCRETE PAD MOUNTED
EQUIPMENT CABINETS, NEW CONCRETE PAD MOUNTED 30KW
STAND-BY DIESEL GENERATOR, NEW UTILITY H-FRAME,
NEW ICE BRIDGE, NEW ICE BRIDGE-MOUNTED GPS
ANTENNA, AND NEW CHAIN LINK FENCE AT GROUND LEVEL.



and no further increase in $\Delta H_{\text{f}}^{\circ}$ with increasing $\Delta H_{\text{f}}^{\circ}$ of the monomer.

TITLE	SIGNATURE	DATE
CONSTRUCTION MANAGER		
RF ENGINEER		
REAL ESTATE		
SITE ACQUISITION		
PROPERTY OWNER		
TOWER OWNER		

The map shows the study area with various landmarks and a north arrow. The 'SITE' is marked with a shaded rectangle and an arrow pointing to it. Other landmarks include 'Anastasia', 'Capefield Memorial Park', 'Parker Park', 'Capitol Park', and 'Anastasia Park'. The map also shows several numbered points (1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100) and a scale bar.

DRIVING DIRECTIONS FROM VERIZON WIRELESS (3245 158TH AVE. SE., BELLEVUE, WA 98008):
DEPART 3245 158TH AVE SE, BELLEVUE, WA 98008 ON 158TH AVE SE (SOUTH–WEST) TURN RIGHT (WEST) ONTO SE EASTGATE WAY, TURN LEFT (WEST) ONTO RAMP I-90 W / SEATTLE, TAKE RAMP (LEFT) ONTO I-90 [MOUNTAINS TO SOUND GREENWAY–I-90] AT EXIT 10, TURN RIGHT ONTO RAMP, I-405 S / I-405 N / BELLEVUE / EVERETT / RENTON / TACOMA, TAKE RAMP (RIGHT) ONTO I-405 N / BELLEVUE / EVERETT, TAKE RAMP (RIGHT) ONTO I-5 N / VANCOUVER BC, AT EXIT 226, TURN OFF ONTO RAMP WA-536 W / KINCAID ST, KEEP LEFT TO STAY ON RAMP, BEAR LEFT (WEST) ONTO WA-536 [E KINCAID ST] TURN RIGHT (NORTH) ONTO WA-536 [S 1ST ST] TURN LEFT (WEST) ONTO WA-536 [W DIVISION ST] KEEP RIGHT ONTO WA-20 [MEMORIAL HWY] WA-20 W / ANACORTES, KEEP STRAIGHT ONTO WA-20 SPUR, AT ROUNDABOUT, TAKE THE FIRST EXIT ONTO WA-20 SPUR [COMMERCIAL AVE] TURN LEFT (WEST) ONTO WA-20 SPUR [12TH ST] THEN IMMEDIATELY TURN RIGHT (NORTH) ONTO 'O' AVE. TURN RIGHT (EAST) ONTO 4TH ST. TURN RIGHT (SOUTH) ONTO 'I' AVE. ARRIVE 501 'I' AVE. ANACORTES. WA 98221

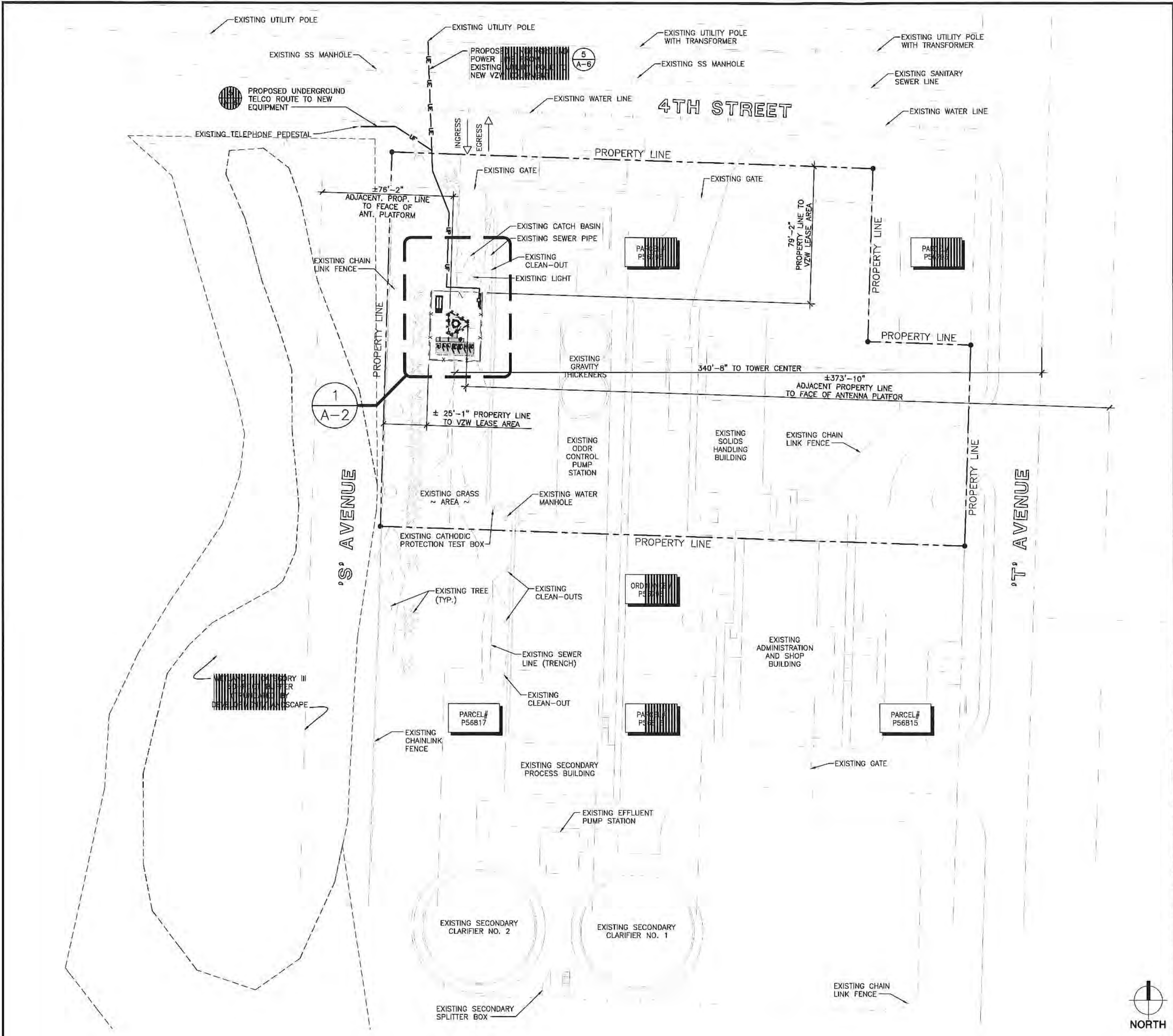


APPROVED BY: EJC

[illegible]

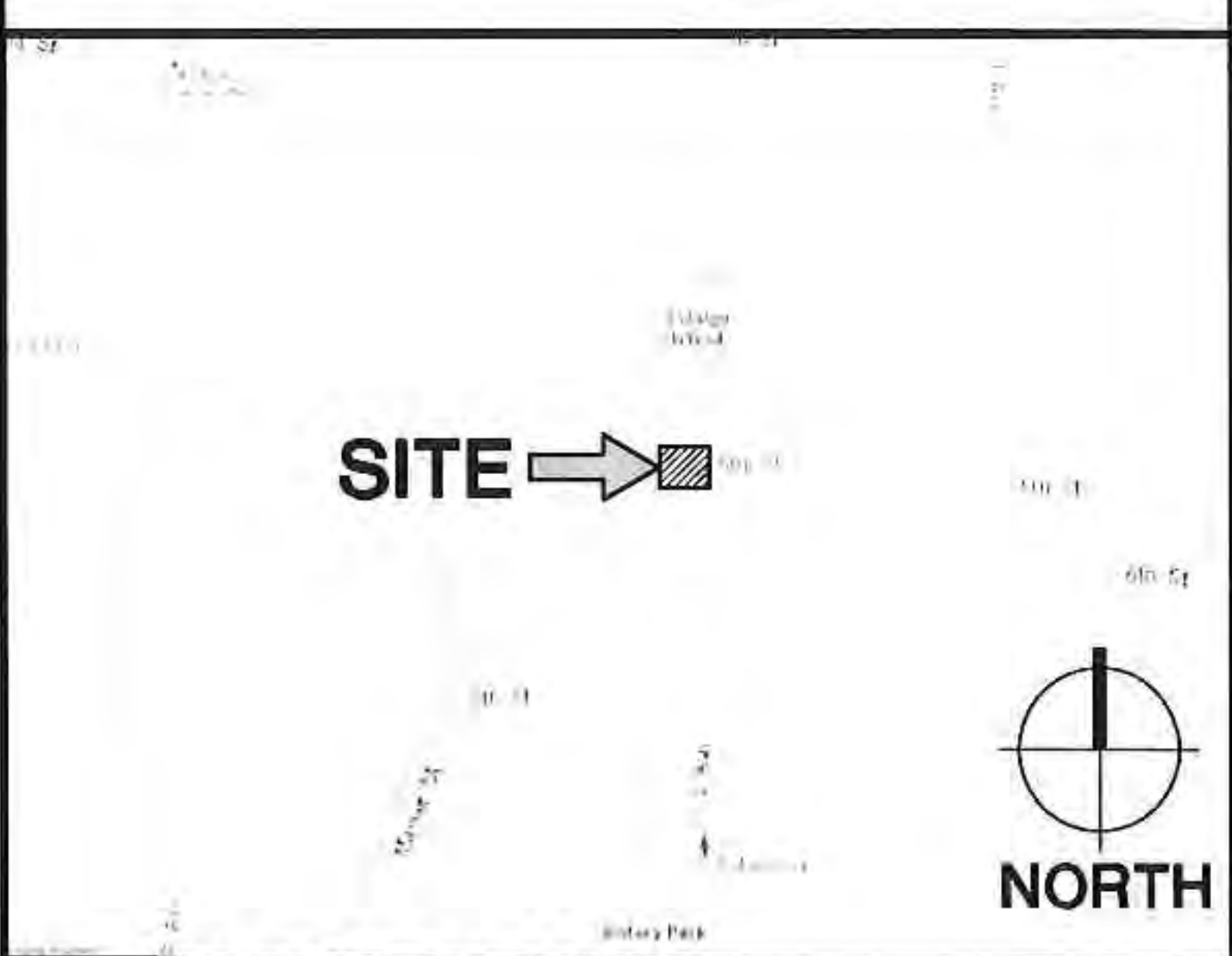
SHEET NUMBER
T-1

PROJECT NUMBER 20141000430



1 OVERALL SITE PLAN
SCALE: 1" = 30'-0" (22x34), 1" = 60'-0" (11x17)

1. REFER TO PAGES T-1, SP-1 AND SV1 FOR MORE INFORMATION.
2. DIG NOTE: CAUTION CALL BEFORE YOU DIG. BURIED UTILITIES EXIST ON THE AREA AND UTILITY INFORMATION SHOWN MAY NOT BE COMPLETE. CONTACT THE ONE-CALL UTILITY LOCATE SERVICE A MINIMUM OF 48 HOURS PRIOR TO CONSTRUCTION.



VICINITY MAP

LOT 3 THROUGH 20, BLOCK 6, BOWMAN'S CENTRAL SHIP HARBOR WATER FRONT PLAT OF ANACORTES, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 33, RECORDS OF SKAGIT COUNTY, WASHINGTON.

TOGETHER WITH THE NORTH 1/2 OF VACATED ALLEY ABUTTING LOTS 3 THROUGH 10 AND THE SOUTH 1/2 OF VACATED ALLEY ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO CITY OF ANACORTES ORDINANCE NO. 1201.

TOGETHER WITH THE NORTH 1/2 OF VACATED 5TH STREET ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 1201.

AND TOGETHER WITH THE EAST 1/2 OF VACATED S AVENUE, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 2105 RECORDED UNDER AUDITOR'S FILE NO. 8905100076.

2 LEGAL DESCRIPTION

LEGEND	
EXISTING	NEW
	SANITARY SEWER — SAS —
	STORM SEWER — STS —
	WATER MAIN — W —
	SANITARY MANHOLE ELEVATIONS
	STORM STRUCTURE ELEVATIONS
	PROPERTY LINE & R.O.W. — — —
	SURFACE DRAINAGE
	LIGHT STANDARD
	STREET LIGHT
	SPOT ELEVATION
	CONTOUR
	GAS MAIN — G — G —
	MANHOLE
	CATCH BASIN
	FIRE HYDRANT
	EASEMENT LINE — — —
	FENCE — — —
	BURIED UTILITY — — UE/UT — —
	UTILITY POLE
	OVERHEAD UTILITY LINE — OE/OT —
	BUILDING

3 LEGEND

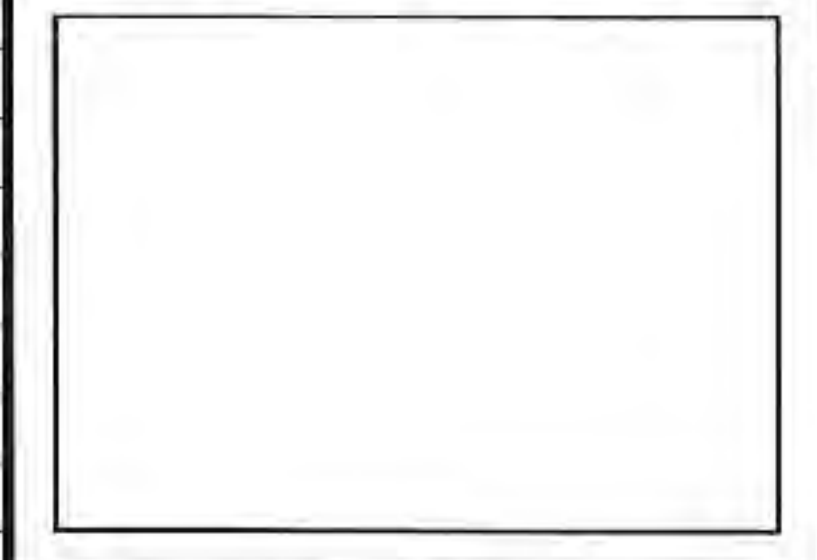


WA1-ROTARY PARK
(NEW BUILD - ZD)
500 T AVENUE
ANACORTES, WA 98221

CAMP+ ASSOCIATES
19401 40TH AVE. W., SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 740-6390
FAX: (425) 224-1614
WWW.CAMPASSOC.COM

PROJECT MANAGER: EJC
PREPARED BY: RJL
APPROVED BY: EJC

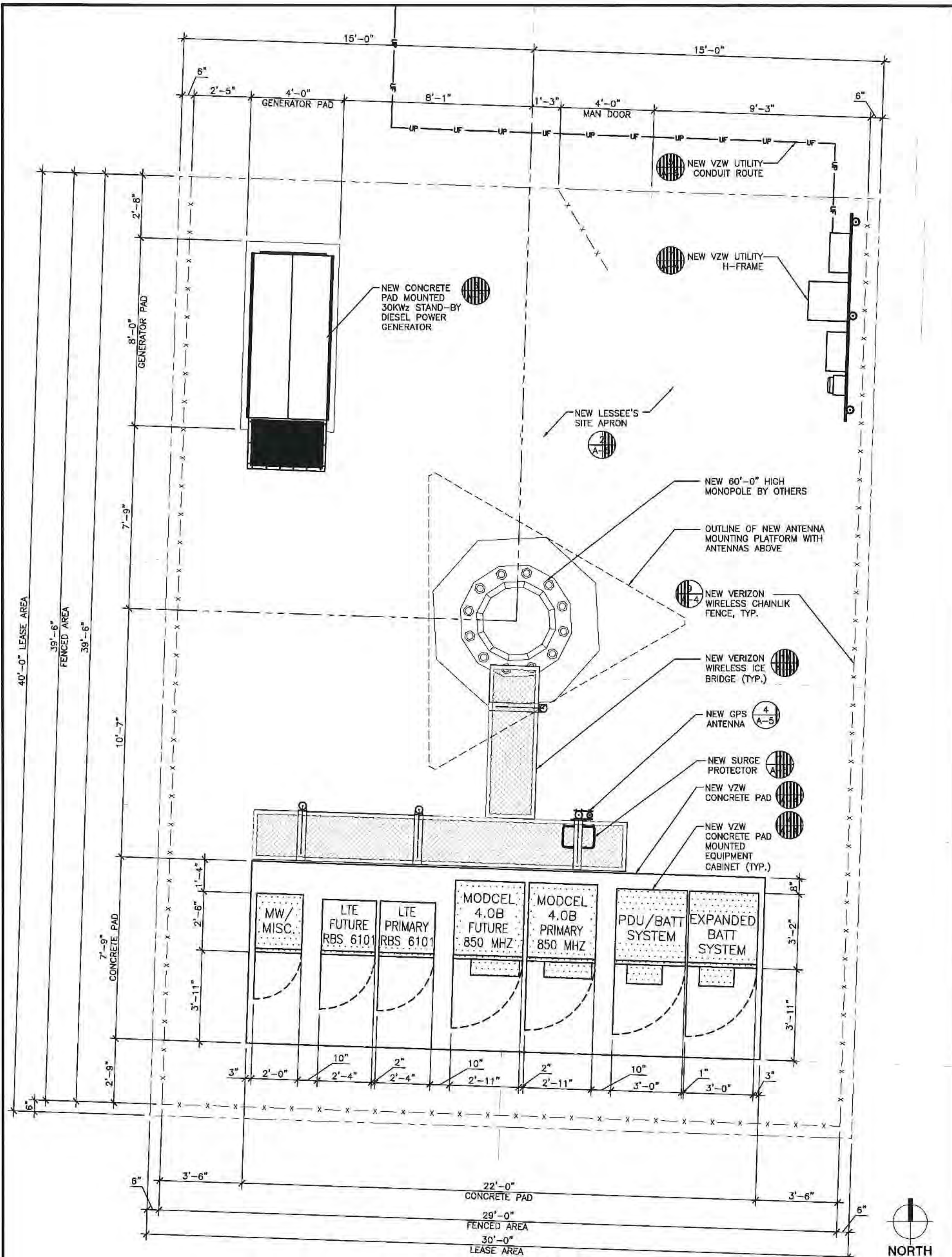
12-11-14	ISSUED FOR FINAL ZONING
11-20-14	ISSUED FOR PRELIM. ZONING
09-10-14	ISSUED FOR PRELIM. ZONING



SHEET NAME
OVERALL SITE PLAN

SHEET NUMBER
ZD-1

PROJECT NUMBER
20141000430

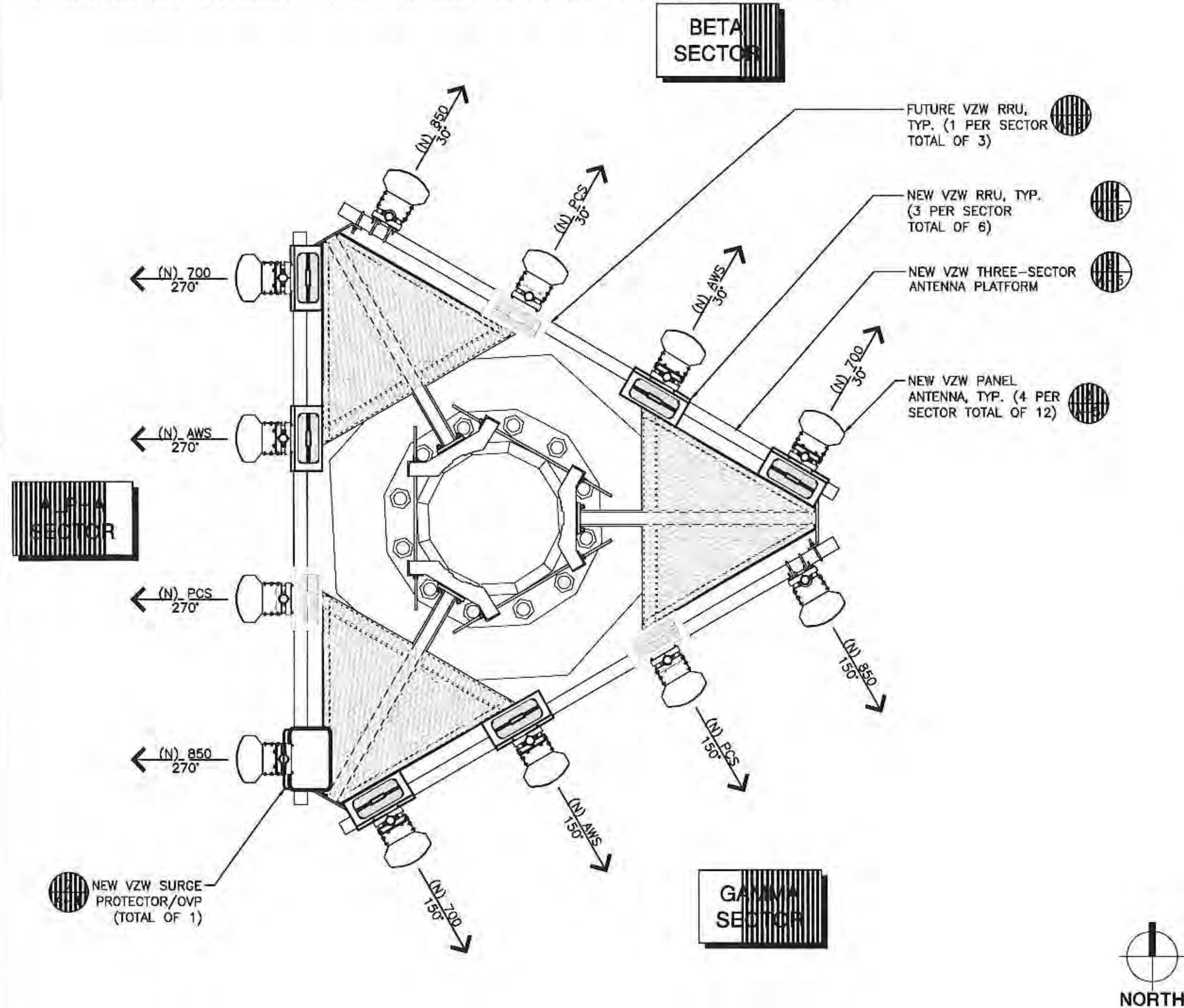


GENERAL NOTES:

1. VERIFY EACH COAXIAL CABLE LENGTH, DIAMETER, ROUTING, AND ALL MOUNTING APPURTENANCES WITH OWNER PRIOR TO ORDER.
2. THE MAXIMUM COAXIAL CABLE LENGTH HAS BEEN ESTIMATED WITH CORRESPONDING CABLE DIAMETER ON THE SCHEDULE TABLE. THIS CABLE LENGTH IS APPROXIMATE AND IS TO BE USED FOR CONSTRUCTION. ACTUAL ANTENNA CABLE LENGTHS MAY VARY FROM ESTIMATED MAXIMUM LENGTH AND MUST BE VERIFIED.
3. TAG ALL MAIN CABLES AT TWO (2) LOCATIONS:
A - AT ANTENNAS
B - INSIDE EQUIPMENT SHELTER / CABINET NEAR THE WAVEGUIDE ENTRY PORT.
4. EACH COAX SHALL BE SUPPORTED WITH COLUMN GRIP (CHINESE FINGER GRIP) HUNG FROM A J-HOOK AT TOP OF TOWER.
5. EACH COAX SHALL BE GROUNDED AT (3) THREE LOCATIONS; ANTENNA PLATFORM, TOWER BASE AND BUILDING ENTRY PORT

ANTENNA / COAX SCHEDULE								
SECTOR	ANTENNA QUANTITY	ANTENNA TIP HEIGHT	ANTENNA SIZE	AZIMUTH	DOWNTILT	NUMBER OF CABLE RUNS	COAX SIZE	COAX LENGTH
ALPHA	1 NEW (850)	60'-0"	8'-0"	270°	0	2 NEW HYBRID	1.09	± 85'
	1 NEW (PCS)	60'-0"	8'-0"	270°	0	-	-	-
	1 NEW (AWS)	60'-0"	8'-0"	270°	0	-	-	-
	1 NEW (700)	60'-0"	8'-0"	270°	0	-	-	-
BETA	1 NEW (850)	60'-0"	8'-0"	30°	0	-	-	-
	1 NEW (PCS)	60'-0"	8'-0"	30°	0	-	-	-
	1 NEW (AWS)	60'-0"	8'-0"	30°	0	-	-	-
	1 NEW (700)	60'-0"	8'-0"	30°	0	-	-	-
GAMMA	1 NEW (850)	60'-0"	8'-0"	150°	0	-	-	-
	1 NEW (PCS)	60'-0"	8'-0"	150°	0	-	-	-
	1 NEW (AWS)	60'-0"	8'-0"	150°	0	-	-	-
	1 NEW (700)	60'-0"	8'-0"	150°	0	-	-	-

INSTALL (2) SURGE PROTECTOR/OVP (INSTALL (1) AT EQUIPMENT LEVEL AND (1) AT ANTENNAS LEVEL)
 INSTALL (6) RRUS12-A2 (3) FOR AWS ANTENNAS AND (3) FOR 700 ANTENNAS
 INSTALL (3) RRUS12-A2 FOR PCS ANTENNAS FOR FUTURE USE



verizon wireless

LEXCOM

WA1-ROTARY PARK

(NEW BUILD - ZD)

500 T AVENUE
ANACORTES, WA 98221

CAMP+ ASSOCIATES

19401 40TH AVE. W., SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 740-6390
FAX: (425) 224-1614
WWW.CAMPASSOC.COM

PROJECT MANAGER: EJC

PREPARED BY: RJL

APPROVED BY: EJC

12-11-14	ISSUED FOR FINAL ZONING
11-20-14	ISSUED FOR PRELIM. ZONING
09-10-14	ISSUED FOR PRELIM. ZONING

SHEET NAME
ENLARGED SITE
AND ANTENNA
PLANS

SHEET NUMBER
ZD-2

PROJECT NUMBER
20141000430

LEGAL DESCRIPTION

LOT 3 THROUGH 20, BLOCK 6, BOWMAN'S CENTRAL SHIP HARBOR WATER FRONT PLAT OF ANACORTES, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 33, RECORDS OF SKAGIT COUNTY, WASHINGTON.

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EASEMENTS

CORRESPONDS WITH ITEM NUMBER IN 'SCHEDULE B' OF TITLE REPORT.

THE FOLLOWING EASEMENTS FROM THE REFERENCED TITLE REPORT CONTAIN SUFFICIENT INFORMATION TO BE DEPICTED ON THE PLAN. OTHER EASEMENTS OR ENCUMBRANCES, IF ANY, MAY AFFECT THE PROPERTY, BUT LACK SUFFICIENT INFORMATION TO BE SHOWN.

- A SEWER AND WATER EASEMENT PER ORDINANCE NO. 1201, CITY OF ANACORTES - SHOWN
- B TERMS AND PROVISIONS OF INTERLOCAL AGREEMENT 1, PER AUDITOR'S NO. 8807290026, RECORDS OF SKAGIT COUNTY - DOCUMENT CONTAINS NO EASEMENTS, NOT SHOWN
- C ELECTRIC EASEMENT PER AUDITOR'S NO. 9112240072, RECORDS OF SKAGIT COUNTY - SHOWN

LATITUDE/LONGITUDE POSITION

COORDINATE DATA AT PROPOSED TOWER LOCATION:
NAD 83
LAT - 48°31'07.28" N NAVD 88
LONG - 122°36'27.47" W ELEV.= 14.0 FEET

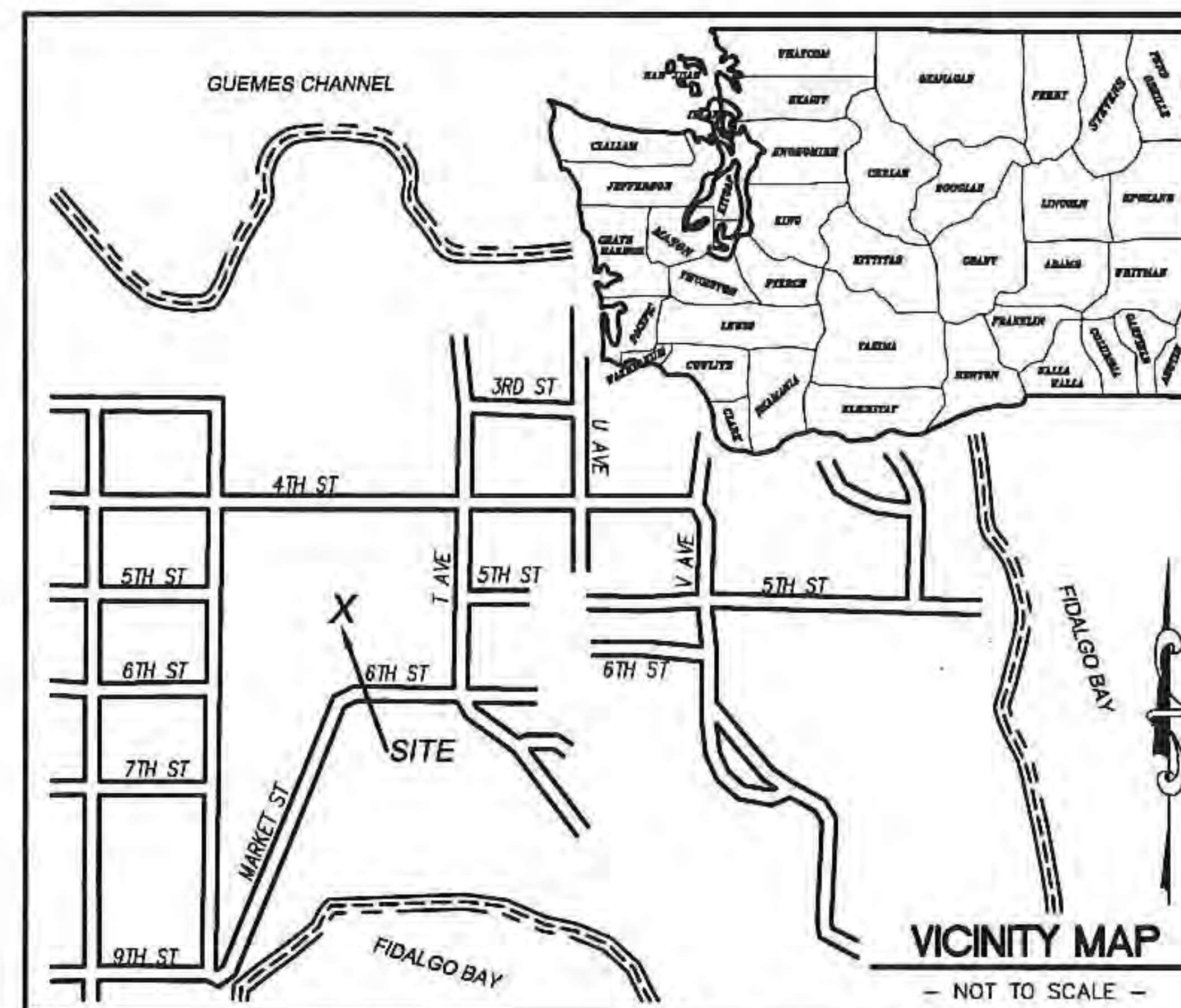
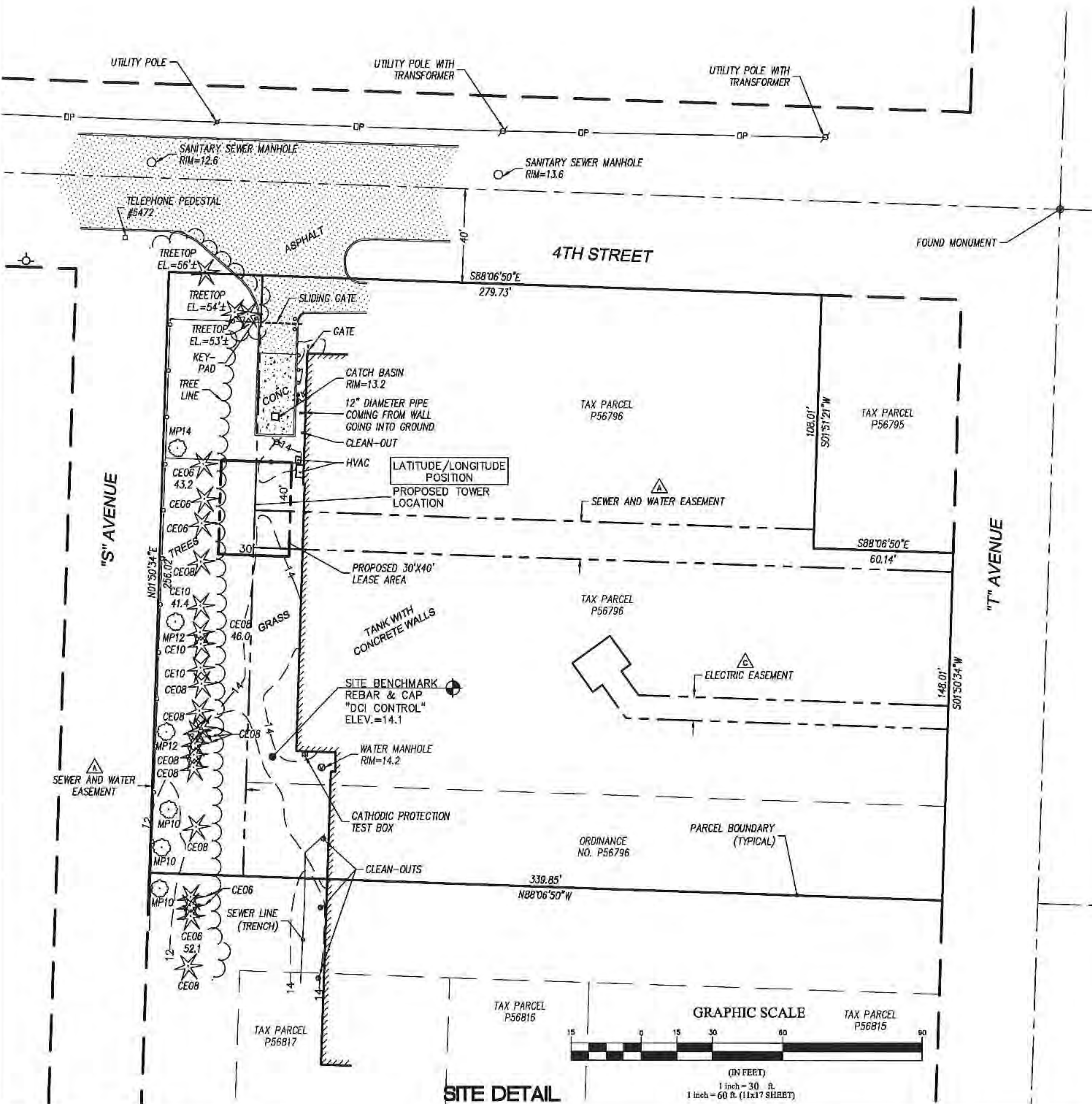


BENCHMARK IS "SEDR"
NGS GPS CORS STATION.
ELEV = 169.1'

ELEVATION DERIVED USING GPS. ACCURACY MEETS OR EXCEEDS 1A STANDARDS AS DEFINED ON THE FAA ASAC INFORMATION SHEET 91:003.

NOTES

- TITLE RESEARCH PROVIDED BY FIRST AMERICAN TITLE COMPANY, GUARANTEE NUMBER 5003353-0001170e, DATED SEPTEMBER 4, 2014.
- FIELD WORK CONDUCTED IN JUNE, 2014.
- BASIS OF BEARING: WASHINGTON STATE PLANE COORDINATE SYSTEM, NORTH ZONE (NAD83).
- UNDERGROUND UTILITIES SHOWN HEREON, IF ANY, WERE DELINEATED FROM SURFACE EVIDENCE AND/OR UTILITY COMPANY RECORDS. CRITICAL LOCATIONS SHOULD BE VERIFIED PRIOR TO DESIGN AND CONSTRUCTION.
- FEMA DESIGNATION: ZONE 'X' (AREAS DETERMINED TO BE OUTSIDE THE 2% ANNUAL CHANCE FLOODPLAIN), PANEL 40 OF 100, FIRM MAP NUMBER 5303170040A, EFFECTIVE DATE SEPTEMBER 17, 2003.



LEGEND

- SUBJECT BOUNDARY LINE
- RIGHT-OF-WAY CENTERLINE
- RIGHT-OF-WAY LINE
- ADJACENT BOUNDARY LINE
- SECTIONAL BREAKDOWN LINE
- DP --- OVERHEAD POWER LINE
- UP --- BURIED POWER LINE
- G --- BURIED GAS LINE
- DT --- OVERHEAD TELEPHONE LINE
- UT --- BURIED TELEPHONE LINE
- W --- BURIED WATER LINE
- SS --- BURIED SANITARY SEWER
- SD --- BURIED STORM DRAIN
- --- DITCH LINE/FLOW LINE
- --- ROCK RETAINING WALL
- --- VEGETATION LINE
- --- CHAIN LINK FENCE
- --- WOOD FENCE
- --- BARBED WIRE/WIRE FENCE
- △ TRANSFORMER
- ⊗ LIGHT STANDARD
- POWER VAULT
- ⊗ UTILITY BOX
- ⊗ UTILITY POLE
- ⊗ POLE GUY WIRE
- ⊗ GAS VALVE
- ⊗ GAS METER
- ⊗ TELEPHONE VAULT
- ⊗ TELEPHONE RISER
- ⊗ FIRE HYDRANT
- ⊗ GATE VALVE
- ⊗ WATER METER
- ⊗ FIRE STAND PIPE
- ⊗ CATCH BASIN, TYPE I
- ⊗ CATCH BASIN, TYPE II
- ⊗ SIGN
- ⊗ BOLLARD
- ⊗ MAIL BOX
- 234.21 SPOT ELEVATION

NOTE:
1) ALL ELEVATIONS SHOWN ARE ABOVE MEAN SEA LEVEL (AMSL) AND ARE REFERENCED TO THE NAVD88 DATUM.
2) ALL TOWER, TREE AND APPURTENANCE HEIGHTS ARE ABOVE GROUND LEVEL (AGL) AND ARE ACCURATE TO ± 3 FEET OR ± 1% OF TOTAL HEIGHT, WHICHEVER IS GREATER.

TREE LEGEND

- DECIDUOUS TREE
- AL12 --- TRUNK DIAMETER (IN)
- TYPE
- EVERGREEN TREE
- DF18 195.2 --- HEIGHT AGL IF MEASURED
- AL=ALDER
- MP=MAPLE
- DS=DECIDUOUS
- MA=MADRONA
- OK=OAK
- CH=CHERRY
- CE=CEDAR
- DF=DOUGLAS FIR
- HE=HEMLOCK
- PI=PINE
- EVG=EVERGREEN

NOTE:
TREE DRIP LINES ARE NOT TO SCALE. TREE SYMBOLS REFERENCE TRUNK LOCATION ONLY. TRUNK DIAMETERS WERE APPROXIMATED AT 3.5' TO 4' ABOVE GROUND LEVEL. TREES SHOWN ARE FOR REFERENCE ONLY AND OTHER TREES AND VEGETATION MAY EXIST.

SITE INFORMATION

TAX LOT NUMBER: P56796
SITE ADDRESS: 500 T AVENUE, ANACORTES, WA 98221
SITE CONTACT: JOHN FRANZ-MATT REYNOLDS
PHONE NUMBER: 360-299-0953
ZONING: CM1 (CITY OF ANACORTES)
TOTAL LOT AREA: 80,514± S.F. (1.85 AC.)
PROJECT AREA: 1,200 S.F.

SURVEY REFERENCE

RECORD OF SURVEY A.F. NO. 201004210001, RECORDS OF SKAGIT COUNTY.

BOUNDARY DISCLAIMER

THIS PLAN DOES NOT REPRESENT A BOUNDARY SURVEY. SUBJECT AND ADJACENT PROPERTY LINES ARE DEPICTED USING FIELD-FOUND EVIDENCE AND RECORD INFORMATION.

CAUTION!

UNDERGROUND UTILITIES EXIST IN THE AREA AND UTILITY INFORMATION SHOWN MAY BE INCOMPLETE. STATE LAW REQUIRES THAT CONTRACTOR CONTACT THE ONE-CALL UTILITY LOCATE SERVICE AT LEAST 48 HOURS BEFORE STARTING ANY CONSTRUCTION.

1-800-424-5555

verizon wireless

C
CAMP+
ASSOCIATES



DUNCANSON
Company, Inc.
145 SW 155th Street, Suite 102
Seattle, Washington 98146
Phone: 206.244.4141
Fax: 206.244.4455

SITE
WA ROTARY PARK

500 T AVE
ANACORTES, WA 98221
SKAGIT COUNTY

THIS DRAWING WAS CREATED FOR THE EXCLUSIVE USE OF THE CLIENT NAMED HEREON, AND IS NOT TO BE USED IN WHOLE OR IN PART WITHOUT WRITTEN AUTHORIZATION FROM DUNCANSON COMPANY, INC.

FLD. CREW: JW
FLD. BOOK: 328/64
DRAWN BY: LAC
JOB #: 99544.963
DATE: 7/01/14

REVISIONS

DATE	DESCRIPTION	BY
09/11/14	ADD TITLE INFORMATION	LAC



SHEET TITLE
EXISTING SITE SURVEY
SEC 18, TWP 35 N, RNG 2 E, WM

SHEET NUMBER
SV1



City Council Agenda Bill

Meeting Date: 3/7/2016 **Agenda Item:** [Click here to enter text.](#)

Subject: 500 "T" Avenue, Proposed Cell Tower at WWTP

Staff Contact: Kevin Cricchio

Approved for Submittal to Council by	
	Laurie Gere, Mayor
	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney
X	Don Measamer, Planning Director

Action Type	
	Ordinance No.
	Code Revision?
	Resolution No.
	Contract
	Public Hearing
X	Staff Report

Background:

At **6:00 PM on March 7, 2016**, the City Council will conduct an open-record public hearing regarding a Special Use Permit /Conditional-Use Permit to permit the construction of a 60 foot tall stealth monopole/ cell tower with the capacity to extend an additional 20 feet (80 feet total in height) on the subject property. Accessory equipment would also be housed within a fenced 30 foot by 40 foot leased area (1,200 square feet) on the subject property. Both the proposed cell tower and accessory ground equipment would be located on the west side of the City's Waste Water Treatment Plant. Please bring your packets to the March 07, 2016, open-record public hearing. There is a **4:00 PM site visit** scheduled prior to the hearing.

Please note, in the application materials submitted (**see Exhibit 2**), the applicant /Verizon has referred to the project as "Rotary Park." The applicant is aware however that the subject property is not "Rotary Park" and is the Waste Water Treatment Plant instead located at 500 "T" Avenue.

Recommended Motion:

The Department of Planning, Community, and Economic Development recommend that the subject Special Use Permit /Conditional Use Permit Application be approved by City Council subject to staff's suggested conditions of approval.

Attachments: City Council's Draft Findings of Fact, Conclusions of Law, & Decision



**CITY COUNCIL'S
DRAFT FINDINGS OF FACT, CONCLUSIONS OF LAW,
& DECISION:**

OPEN-RECORD PUBLIC

HEARING DATE: Monday, March 7, 2016, @ 6:00 PM

SITE VISIT: Monday, March 7, 2016 @ 4:00 PM

FILE NUMBER: CUP-2014-0003

PROJECT TITLE: Verizon Wireless' Special Use Permit /Conditional Use Permit

PROJECT LOCATION: The site address is 500 "T" Avenue, Anacortes, WA 98221. The subject property is located in a portion of Section 18; Township 35 North; Range 02; Willamette Meridian.

PARCEL NUMBER: P56796

APPLICANT: Verizon Wireless
3245 158th Avenue SE, M/S 231
Bellevue, WA 98008

LANDOWNER: City of Anacortes
P.O Box 547
Anacortes, WA 98221

AGENT: George Johnston
MD7, LLC
617 8th Avenue South
Seattle, WA 98104

**THIRD PARTY
REVIEWER:** Steven Webster
3410 Videra Drive
Eugene, OR 97405

PROJECT PLANNER: Kevin Cricchio, AICP
Associate Planner
City of Anacortes
904 6th Street
Anacortes, WA 98221

SUBJECT PROPOSAL: The applicant has applied for a Special Use Permit /Conditional-Use Permit to permit the construction of a 60 foot tall stealth monopole/ cell tower with the capacity to extend an additional 20 feet (80 feet total in height) on the subject property. Accessory equipment would also be housed within a fenced 30 foot by 40 foot leased area (1,200 square feet) on the subject property. Both the proposed cell tower and accessory ground equipment would be located on the west side of the City's Waste Water Treatment Plant.

EXISTING LAND USE: Waste Water Treatment Plant (WWTP)

CURRENT ZONING: Commercial Marine (CM) Zoning District

**COMPREHENSIVE PLAN
DESIGNATION:** Commercial Marine

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Manufacturing /Shipping	Port of Anacortes
South:	Commercial Marine	Port of Anacortes
East:	Residential Medium	"T" Avenue and Single-family residences
West:	Commercial Marine & Central Business District	Category III Wetland, Unimproved "S" Avenue, and Dakota Creek Shipping Building

DRAFT FINDINGS OF FACT:

I. GENERAL BACKGROUND:

- 1.1 On August 26, 2014, a preapplication conference was conducted concerning the proposed construction and location of several cell towers proposed for location in the City of Anacortes by Verizon Wireless.
- 1.2 On December 16, 2014, the City of Anacortes' Department of Planning, Community, & Economic Development received the subject Special Use Permit /Conditional-Use Permit application from the agent.

- 1.3 On December 30, 2014, a Development Review Group (DRG) meeting was conducted to discuss the subject proposal amongst staff.
- 1.4 In the application materials submitted (**see Exhibit 2**), the applicant /Verizon has referred to the project as "Rotary Park." The applicant is aware however that the subject property is not "Rotary Park" and is the Waste Water Treatment Plant instead located at 500 "T" Avenue.
- 1.5 On January 9, 2015, the subject application was deemed incomplete.
- 1.6 Then on December 15, 2015, the Planning Department received revisions from the applicant's agent.
- 1.7 On December 29, 2015, the subject application was deemed complete.
- 1.8 The project site is located at the City's Waste Water Treatment Plant, managed and operated by the Public Works Department.
- 1.9 The subject property is located in the Commercial Marine (CM) Zoning District.
- 1.10 The City of Anacortes used third party review to verify that conformance with AMC 17.63.070(B)(3) has been met. The applicant is responsible for reimbursing the city for all costs associated with third party review.

II. NOTICE OF APPLICATION & PUBLIC HEARING:

- 2.1 According to AMC 17.63.070(C)(1), public notice of the Conditional /Special Use Permit application and hearing shall be provided to abutting property owners within 300 feet of the subject property proposed. Accordingly, the Notice of Application & Hearing Using Optional SEPA DNS was published in the Anacortes American Newspaper on **January 6, 2016**. Notice was also posted at city hall, the library, the local office of the USPS, and on the city's website on December 21, 2015. Notice was posted on the subject property in two (2) different locations. Neighboring property landowners were also mailed the notice on December 21, 2015. Lastly, agencies and departments of jurisdiction were solicited for comment on December 22, 2015.
- 2.2 The public notice was **revised** to reflect that the subject permit only goes before the city council for a decision, not the Planning Commission first followed by the city council. The revised Notice of Application and Hearing Using Optional SEPA DNS was published in the Anacortes American Newspaper on **January 20, 2016**. Notice was reposted on the subject property in two (2) different locations on January 12, 2016. Notice was also reposted at city hall, the library, the local office of the USPS, and on the city's website January 12, 2016. Lastly, neighboring landowners within 300 feet of the subject property were mailed revised notices on January 12, 2016.
- 2.3 The public notice was **revised for a 2nd time** in order to change the time advertised for the site visit on March 7, 2016, from 3:00 PM to 4:00 PM per city

council's request. Accordingly, the 2nd revised Notice of Application & Hearing Using Optional SEPA DNS was published in the Anacortes American Newspaper on **January 27, 2016**. Notice was also reposted at city hall, the library, the local office of the USPS, and on the city's website on January 21, 2016. Also, notice was reposted on the subject property in two (2) different locations on January 21, 2016. Neighboring property landowners were also mailed the notice on December 21, 2016.

- 2.4 The 14-day public comment period ended on **January 20, 2016**. However, comment was accepted up until the close of the open-record public hearing. Any comment received from departments/agencies of jurisdiction and/or the public are referenced in the attached exhibit list.
- 2.5 An open-record public hearing is scheduled before the City Council on March 7, 2016, at 6:00 PM to make a decision on the subject application. A site visit is scheduled at 4:00 PM on March 7, 2016, prior to the hearing.

III. STATE ENVIRONMENTAL POLICY ACT:

- 3.1 Cell towers /wireless service facilities located in commercial zones that are sixty (60) feet or greater in height require SEPA environmental review pursuant to WAC § 197.11.800.
- 3.2 Notice of Application & Hearing Using Optional SEPA DNS was mailed and posted as stated above.
- 3.3 On December 21, 2015, the Notice of Application & Hearing Using Optional SEPA DNS and associated application material was emailed to the Department of Ecology's SEPA Register for posting on to the register.
- 3.4 Following a review of the application material submitted and public and department/ agency comment received, a SEPA Determination of Non-Significance (DNS) was issued on **February 5, 2016**.
- 3.5 On February 5, 2016, the issued SEPA DNS was emailed to the Department of Ecology's SEPA register for posting on to the SEPA register.

IV. CRITICAL AREA REVIEW:

An offsite wetland was identified west of and adjacent to the project site. The applicant submitted a wetland report which identified the subject wetland as a "Category III Wetland" with a habitat score less than twenty (20) points. According to AMC Table 17.70.340(1), Category III wetlands with a habitat scores less than 20 points require a sixty (60) foot buffer from the wetland's edge. However, according to AMC 17.70.340(F(2), the measurement of wetland buffers shall not include lawns, walkways, driveways, and other mowed, cultivated, or paved areas. Therefore, the wetland's buffer has been truncated at the fence line along the western site's boundary.

No other critical areas were identified either on or within close proximity to the subject property.

V. PUBLIC COMMENTS RECEIVED:

- 5.1 To date, no public comment have been received regarding the subject cell tower (Exhibit 5).

VI. AGENCY & DEPARTMENT COMMENTS RECEIVED:

- 6.1 Agency & Department comments received can be found in **Exhibit 6**.

VII. 2012 COMPREHENSIVE PLAN:

- 7.1 The Comprehensive Plan contains general policies and goals to guide development. The following goals and policies potentially apply to this project:

City of Anacortes' Comprehensive Plan General City Goals 1 and 3.

General City Goal 1: Create and maintain a high quality of life and environment that maximizes the opportunity for all citizens to share the social, psychological, physical, and economic benefits of Anacortes /Fidalgo Island; aesthetics and health are key components of quality of life.

General City Goal 3: Promote compatible land uses and improve visual appearance in each and every zoning district.

- 7.2 The subject proposal **is/is not** consistent with the goals of the City of Anacortes' Comprehensive Plan listed above.

VIII. ZONING ORDINANCE/CODE:

- 8.1 The City Zoning Map establishes zone boundaries and the City Zoning Ordinance establishes (1) the permitted use of land in the various zones, and (2) development standards.

- 8.2 The subject property is located in the Commercial Marine (CM) Zoning District.

8.2.1 Pursuant to AMC § 17.21.010, "the commercial marine use district (CM) is established in recognition of the unique and irreplaceable nature of certain marine sites within Anacortes, and creates a special commercial district providing for the establishment of such uses as marinas, boat docking facilities, and other commercial enterprises where orientation to navigable waterways and tourism trade is of prime importance. Uses in this district are intended to serve the needs of marine oriented and

tourist activity, and not to create large scale commercial centers providing basic goods and services to the entire community.”

- 8.3 According to AMC § 17.63.030(A), all new towers or antennas in the City of Anacortes shall be subject to these regulations.
- 8.4 According to AMC § 17.63.030(D), the height and setback requirements of AMC Chapter 17.63 preempt the height and setback requirements set forth elsewhere in Title 17.
- 8.5 According to AMC § 17.63.070(B)(4)(a), “Towers must be set back a distance equal to at least one hundred percent of the height of the tower from any adjoining lot line; provided, that in no case shall the setback be less than twenty feet in a residential district.”

STAFF ANALYSIS:

*The proposed cell tower will be 60 feet tall with the capacity to extend an additional 20 feet (80 feet total). The proposed cell tower would be located on the northwest side of the Waste Water Treatment Plant’s subject property. The cell tower would sit within a fenced leased area with ground equipment therein. The leased area would be approximately twenty-five (25) feet from the western property line. To the **west** of the western property line is a 40 foot vacated and unimproved right-of-way known as “S” Avenue (**See Exhibit 1**). To the west of the 40 foot vacated right-of-way is another 40 feet of un-vacated and unimproved right-of-way (“S” Avenue). Before the vacation, the right-of-way use to be 80 feet in width.*

Additionally, there is a Category III wetland with a truncated 60 foot buffer that lies within a portion of the vacated and/or un-vacated right-of-way. Therefore, the proximity to the adjoining property line west of “S” Avenue is a moot point as the total distance of vacated and un-vacated right-of-way is eighty (80) feet. Therefore, the proposed sixty (60) to eighty (80) foot cell tower would comply with the above stated setback requirement as the ROW itself is eighty (80) feet plus the twenty-five (25) feet that the leased area is from the western property line of the WWTP therein. Cumulatively, the proposed cell tower is 105 ± feet from the westerly adjoining property.

*Furthermore, the proposed 60-80 foot cell tower would be approximately 76 feet to the **northern** property line of the subject parcel. With 4th Street’s right-of-way width added to this, conformance with setback requirements stated above have been met.*

The proposed lease area is also more than 300 feet from the eastern property line. Again, conformance with the setback requirements as stated above have been met.

The southern property line is more than 300 feet away from the proposed cell tower's lease area. Therefore, conformance with said setback requirements have been met.

Additionally, according to AMC 17.63.070(B)((4)(b), "a minimum twenty-foot setback for structures other than towers shall be required on all sides of such sites in residential districts. In other districts, the setback shall be the minimum zoning district setback requirement."

STAFF ANALYSIS:

The proposed cell tower's leased area and accessory equipment therein will meet the setback requirement for the Commercial Marine Zoning District. According to AMC 17.21.060, there is no minimum setback from a property line except ten feet when a property line adjoins a different zone which has required setbacks. This is not the case in this scenario however. A twenty (20) foot setback is required from the right-of-way. Unimproved "S" Avenue is to the west of the subject property's western property line. According to the applicant's site plan, the leased area is 25'-1" from the property line. Thus conformance with AMC 17.21.060 has been met.

- 8.6 According to AMC § 17.63.070(B)(5), in non-residentially zoned lands, there is no separation requirement of cell towers and antennas for non-residentially zoned lands or non-residential uses provided that zoning district setbacks are met.

STAFF ANALYSIS:

The proposed cell tower's leased area and accessory equipment therein will meet the setback requirement for the underlying Commercial Marine Zoning District.

- 8.7 Additionally, the proposed 60 foot monopole /cell tower (with capacity for 20 foot extension) is required to be separated from existing cell towers by a minimum of 750 feet to 1,500 feet depending upon type and height of existing cell towers.

STAFF ANALYSIS:

*The applicant has demonstrated that they meet this requirement (**See Exhibit 2**).*

- 8.8 According to AMC § 17.63.040(D) - Aesthetics, towers and antennas shall meet the following requirements:

- 8.8.1. Towers shall either maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a neutral color so as to reduce visual obtrusiveness.

STAFF ANALYSIS:

The tower will be painted a neutral color to reduced visual obtrusiveness.

- 8.8.2. At a tower site, the design of the tower, buildings and related structures shall, to the extent possible, use materials, colors, textures, screening, and landscaping that will blend them into the natural setting and surrounding buildings.

STAFF ANALYSIS:

As conditioned, the proposed monopole /cell tower will be designed to look like a smoke stack, painted to blend into the adjacent neighborhood per Planning Department approval.

- 8.8.3. If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be of a neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible.

STAFF ANALYSIS:

Antennae will be installed within the proposed stealth monopole /cell tower designed to look like a smoke stack per Planning Department approval.

- 8.9 According to AMC § 17.63.070(B)(2), Factors Considered in Granting Special Use Permits for Towers. The city council shall consider the following factors in determining whether to issue a special use permit:

- 8.9.1 Height of the proposed tower;

STAFF ANALYSIS:

The proposed height of the cell tower is 60 feet with the capacity to extend 20 additional feet (80 feet total) above grade.

- 8.9.2 Proximity of the tower to residential structures and residential district boundaries;

STAFF ANALYSIS:

The proposed cell tower is located at the northwest corner of the city owned and operated Waste Water Treatment Plant located at 500 "T" Avenue. The project

site is located in the Commercial Marine Zoning District. Residential uses and zoning districts (R3) are located to the northeast and east of the project site.

8.9.3 Nature of uses on adjacent and nearby properties;

STAFF ANALYSIS:

The subject property is the city owned and operated Waste Water Treatment Plant located at 500 "T" Avenue. To the north and south of the subject property is Port of Anacortes owned property within ongoing industrial & manufacturing uses located on it.

To the west of the subject property is an unimproved "S" Avenue right-of-way which has a Category III wetland located on it.

To the east of the project site is both the Residential Medium Density (R3) Zoning District and residential uses (single family, duplex, and multifamily).

8.9.4 Surrounding topography;

STAFF ANALYSIS:

The topography of the Waste Water Treatment Plant is flat.

8.9.5 Surrounding tree coverage and foliage;

STAFF ANALYSIS:

A dense canopy of trees surround the project site lines both "T" Avenue and 4th Street.

8.9.6 Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness;

STAFF ANALYSIS:

As conditioned below, the proposed will be designed to look like a smoke stack and painted with neutral colors on it.

8.9.7 Proposed ingress and egress; and

STAFF ANALYSIS:

The leased area where the cell tower and accessory equipment will be housed sits in the northwest corner of the project site. The yard surrounding the Waste Water Treatment Plant is fenced with locked gates for ingress and egress.

8.9.8 Availability of suitable existing towers or other structures, as discussed

STAFF ANALYSIS:

The applicant/agent provided an analysis of the suitability of using existing towers and structures instead of the current proposed location (See Exhibit 2). Additionally, the city's third party review consultant also analyzed the suitability of using other towers and/or structures (See Exhibit 7) and concludes "it is my finding that Verizon has chosen the best possible location at 500 T Avenue to construct a WCF that is required to improve the radio coverage of their LTE network and that few, if any, viable alternative locations exist for Verizon in vicinity of their proposed location."

- 8.10 Pursuant to AMC 17.63.070(D), a special use permit shall be denied unless the applicant demonstrates, in addition to the other requirements of this chapter, that

8.10.1 The location, size and height of buildings, structures, and fences, and screening vegetation for the proposed facility, shall not hinder neighborhood circulation.

STAFF ANALYSIS:

The location of the proposed monopole will not adversely impact neighborhood circulation as the proposed location of it and accessory equipment is within a fenced yard located in the northwest corner of the Waste Water Treatment Plant.

- 8.10.2 The proposed facility is designed in a manner that is compatible with the physical characteristics of the subject property;

STAFF ANALYSIS:

The 60 foot monopole designed with the capacity to extend an additional 20 feet above shall be architecturally designed to be a smoke stack, be painted in neutral earth tone colors per Planning Department approval.

- 8.10.3 The proposed facility is not in conflict with the health and safety of the community; and

STAFF ANALYSIS:

The proposed monopole will not adversely impact the neighborhood or community's health, safety, or welfare.

- 8.10.4 The proposed facility will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts on such facilities.

STAFF ANALYSIS:

Adequate public facilities and services are already in place to support the subject monopole. The addition of a 60-80 foot monopole will not adversely impact public services to the surrounding area.

- 8.11 The subject proposal **is/is not** consistent with the development regulations of the City of Anacortes' Municipal Code that are listed above.

IX. THIRD PARTY REVIEW:

The City of Anacortes used third party review (**Exhibit 7**) to insure that the application complied with AMC 17.63.070(B)(3) - *Availability of Suitable Existing Towers or Other Structures*. Steve Webster of RFConsultant.com reviewed the applicant's submittal for conformance with AMC § 17.63.070(B)(3). In his report, he concludes that "*it is my finding that Verizon has chosen the best possible location at 500 T Avenue to construct a WCF that is required to improve the radio coverage of their LTE network and that few, if any, viable alternative locations exist for Verizon in vicinity of their proposed location.*"

X. CONCLUSIONS OF LAW:

1. The City Council bases its Findings of Fact, Conclusions of Law & Decision on the entire record, including all testimony and exhibits. Any finding which would be deemed a Conclusion of Law, and any Conclusion of Law which should be deemed a finding is hereby adopted as such.
2. The proposed Special Use Permit /Conditional Use Permit Application as conditioned below conforms to the general purposes of the City's Comprehensive Plan, the State Environmental Policy Act (SEPA), the city's planning standards and specifications of the zoning ordinance, including AMC Chapter 17.63 regulating Wireless Telecommunication Towers and Antennas, and other ordinances applicable to the subject proposal.

XI. STAFF RECOMMENDATION:

The Department of Planning, Community, and Economic Development recommend that the subject Special Use Permit /Conditional Use Permit Application be approved by City Council subject to staff's suggested conditions of approval identified below.

XII. DECISION:

Based on the foregoing information and analysis submitted by the applicant, and the City regulatory authority to implement the policies, standards, and the regulations of the Comprehensive Plan, and the Anacortes Municipal Code (AMC), the Anacortes City Council hereby **approves/approves with conditions/or denies** the subject Special Use / Conditional-Use Permit Application to construct the subject stealth monopole /cell tower subject to the following conditions of approval:

1. Pursuant to AMC § 17.63.070(F), construction or substantial progress toward construction of the subject monopole/cell tower for which a permit has been granted must be undertaken within two (2) years after the approval of the special use permit /conditional use permit. Substantial progress toward construction shall include, but not be limited to the letting of bids, making of contracts, purchase of materials involved in development.
2. A building permit shall be secured prior to the construction of the proposed monopole /cell tower.
3. The monopole /cell tower shall not exceed sixty (60) feet in height. However, the monopole /cell tower shall be constructed with the capacity to extend an additional twenty (20) feet (for a total of 80 feet) above original grade. The applicant however, may add the 20 foot extension to the 60 foot cell tower at a future date provided the particulars are worked out first with the lessee /landowner prior to this taking place. There will be no need to either obtain a new special use /conditional use permit or revise the existing one. Conformance with the conditions listed herein however is required. Any proposed additions /extensions (greater than 80 feet in height) to the cell tower will require a new Conditional Use Permit.
4. The applicant shall be responsible for reimbursement to the City of Anacortes for the cost of third party review, posting, mailing, and publication associated with the public hearing for the subject special use permit /conditional use permit. Payment shall be made prior to building permit approval.
5. The proposed location of the monopole /cell tower and scope of this project shall not exceed that as set-out in the special use permit /conditional use permit application (including attachments), and in accordance with the determinations made and conditions imposed.
6. At time of building permit application submittal, a landscape plan shall be submitted for review that shows how conformance with AMC Chapter 17.41 and 17.63.070 is being met. Landscaping is required at the base of the stealth flagpole and/or surrounding the fenced leased area utilizing native plants indigenous to Western Washington.
7. Pursuant to AMC 17.63.040(K), no signs are permitted on the subject monopole /cell tower.
8. The stealth monopole /cell tower shall be designed to resemble a Smoke Stack, painted with neutral earth tone colors per Planning Department approval. The cell tower shall be repainted and maintained periodically as needed.
9. A mutually agreeable lease shall be worked out between the lessee and lessor prior to submitting a building permit application to the City of Anacortes for review.

10. Pursuant to AMC 17.63.040(E), "Towers shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the lighting shall be designed to cause the least impact to adjacent properties while still meeting the requirements of the FAA or other applicable authority."
11. Pursuant to AMC 17.63.040(B)(6), "Towers shall be enclosed by security fencing not less than six feet in height and shall also be equipped with an appropriate anti-climbing device."

**INTRODUCED, PASSED, AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES
ON THIS 7TH DAY OF MARCH 2016.**

CITY OF ANACORTES, WASHINGTON

LAURIE M. GERE, MAYOR

Approved as to form and legality:

ATTEST:

Darcy Swetnam, WSBA# 40530
City Attorney

Steve D. Hoglund, City Clerk Treasurer

JUDICIAL APPEAL:

AMC § 17.08.090 - Notice of appeal of any final action taken under this title must be filed with the Superior Court and served on the city attorney for the city within twenty-one (21) days of the date on which such final action was taken. For purpose of appeals from decisions of the Anacortes City Council, the "date of final action" shall mean the date on which the city council made its decision by vote taken at a regular or special public meeting.

EXHIBITS:

EXHIBIT NUMBER:	NAME OF EXHIBIT:
Exhibit #1	GIS & Assessor's Info
Exhibit #2	Master Permit Application & Narrative
Exhibit #3	Notice of Application & Notice of Hearing with Optional SEPA DNS
Exhibit #4	Issued SEPA DNS
Exhibit #5	Public Comments Received
Exhibit #6	Agency & Department Comments Received
Exhibit #7	Third Party Review
Exhibit #8	Site Plan

EXHIBIT 1

GIS & ASSESSOR'S INFO:



City of
Anacortes
Planning Dept.



Shoreline Data	City Limits	Voting Wards
Structure	Easements	WARD-1
bc_land	Vacations	WARD-2
expline	Surrounding Islands	WARD-3
espoly	County Parcels	Old Town
fcaplin	Eagles Nest	Zoning
fexpoly	Herstory	Z-AZ
gfillin	Public Parks	Z-CBD
nkaplin	AGLI Trails	Z-OM
gapoly	Other Trails	Z-OM1
satpoly	Conservancy	Z-OM2
ascaplin	Natural	Z-HM
sagspoly	Shoreline Residential	Z-I
shoremsd	Urban Marina	Z-LM
excapoly	Salt Water	Z-LM1
shoreline	Monument	Z-MS
rubulin	Street Sign	Z-P
shorpoly	Wheel Chair Ramp	Z-R1
eurline	SR25-SFUR20	Z-R2
subpoly	County Roads	Z-R3
scaplin	Alleyway	Z-R4A
strend	Gravel Streets	Z-R4B
sczpl	Paved Streets	
szpoly	Sidewalks	
strend_1	Lock Box	
szpl	Airport	
OakGrass005	Docks	
kelp2004	Sprinkled Buildings	
vabovtr	Streams	
	High Tide	
	OHW	
	Lenses & Ponds	
	Wetlands	

This map was created from available public records and existing map sources. Not from field surveys. Map features from all sources have been adjusted to achieve a "best fit" registration. While great care was taken in this process, maps from different sources rarely agree as to precise location of geographic features. The relative positioning of map features to one another results from combining different map sources without field "ground-truthing".

Details for Parcel: P56796



Jurisdiction: ANACORTES
Please contact the city of ANACORTES for ANACORTES zoning information.

Zoning Designation:

Parcel Number	XrefID	Quarter	Section	Township	Range
P56796	3776-006-020-0009	03	18	35	02

Owner Information
CITY OF ANACORTES
PO BOX 547
ANACORTES, WA 98221

Site Address(es)

Location Map

[Locate this Parcel on IMap](#)

[Assessor's Parcel Map: PDF](#) | [DWF](#)

2014 Values for 2015 Taxes* [Exemption](#)

Building Market Value	\$.00
Land Market Value	+\$371,800.00
Total Market Value	\$371,800.00
Assessed Value	\$371,800.00
Taxable Value	\$.00

Sale Information

Deed Type WARRANTY DEED
Sale Date 1988-09-27
Sale Price \$.00

2015 Property Tax Summary

2015 Taxes will be available after 2/15/2015
Use the Taxes link above for 2014 taxes

* Effective date of value is January 1 of the assessment year (2014)

Legal Description [Definitions](#)

BOWMAN'S C.S.H.W.F. PLAT TO ANA. LTS 3 TO 20 BLK 6

Land Use (690) MISCELLANEOUS SERVICES

[WAC 458-53-030](#)

Neighborhood (6L3) PUBLIC LAND

Utilities SEW

Levy Code 0900

City District Anacortes

School District SD103

Fire District

Year Built

Acres 0.00

Living Area

Bedrooms

Appliances

Exemptions Non-profit or public ownership

Foundation

Construction Style

Exterior Walls

Roof Style

Roof Covering

Floor Construction

Plumbing

Heat-AirCond

Fireplace



0 50 100 Feet

WWTP - Vicinity Map

 = Vacation Ordinance #

EXHIBIT 2

MASTER PERMIT APPLICATION & NARRATIVE:

City of Anacortes – Planning, Community, and Economic Development

906 – 6th Street, P.O. Box 547, Anacortes, WA 98221-0547

MASTER PERMIT APPLICATION

VERIZON WIRELESS – Rotary Park - NB

DEC 15 2015

Applicant

Contact Person (if different)

Name: Verizon Wireless
Mailing Address: 3245 158th Avenue SE, MS 231
City, State, Zip: Bellevue, WA 98008
Phone#: 425-603-8275
Fax#: _____
E-mail: lelah.vaga@verizonwireless.com

George Johnston
MD7, LLC
617 8th Ave S Sea, WA 98104
206-218-6549

george.johnston@lexcomcorp.com

1. Applicant's Interest to Property (check one)
☐ Owner ☐ Contract Purchaser ☒ Lessee ☐ Other (specify) _____

2. All Persons/Firms having an ownership interest in the property:
Name: City of Anacortes, Public Works Phone# 360-293-1919
Address: 500 T Avenue, Anacortes, WA 98221
Name: Fred Buckenmeyer Phone# 360-293-1919 Address: _____
Name: _____ Phone# _____
Address: _____

3. General location of property (including nearest intersection): SEC: 18 TWP: 35N RNG: 2E
500 "T" Avenue (4th Street and "T" Avenue)

*By submittal of this application, the property owner/applicant grants permission for public officials at the City of Anacortes to enter the subject property, if necessary, for the purpose of site inspection.

4. Attach legal description of property. (If recording of legal description is required, the format MUST comply with Recording Requirements.) See Exhibit F of application materials.
5. List all Property Tax Account Numbers involved in this application (Attach separate pages if necessary):
P56796
6. Approximate acreage: 4 acres 8. Present zoning: CM-1
9. Present use of property: Wastewater treatment facility

602

10. Source of water supply and sewer supply: N/A – proposed use does not utilize either of these.

11. Permits requested from City:

☐ Annexation

☐ Boundary Line Adjustment

☐ Binding Site Plan

☐ Conditional Use Permit

☐ Comprehensive Plan Amendment

☐ Planned Unit Development

☐ Plat Modification

☐ Preliminary Plat

☐ Rezone

☐ Shoreline Exemption

☐ Shoreline Management Conditional Use Permit

☐ Shoreline Management Substantial Development

☐ Shoreline Variance

☐ Short Plat

☐ Special Use

☐ Variance

☐ Other: _____

12. Explain your request and ALL proposed uses included in this proposal: Proposal is for a 60' monopole and associated antennas within an approximate 1200 square foot fenced compound.

PLEASE FILL IN ALL APPLICABLE SECTIONS

FOR REZONES: N/A

13. Requested zoning: _____

14. Comprehensive Plan designation: _____

15. Has anyone applied for a rezone of this property within the last five years? _____
If yes, who? _____ Year? _____

FOR SUBDIVISIONS (PLATS):

N/A

16. Plat Name: _____ 17. Number of Lots: _____

FOR SHORT SUBDIVISIONS (SHORT PLATS):

N/A

18. Number of Lots: _____ 19. Duplex Lots Proposed: _____

FOR SHORELINE MANAGEMENT SUBSTANTIAL DEVELOPMENT OR CONDITIONAL USE:

20. Total cost or fair market value (whichever is higher) of project (please state total value of all construction finishing work for which the permit will be issued, including all permanent equipment to be installed on the premises): \$ \$120,000.00
21. Construction dates for which permit is requested (month & year): Begin: 3/ 2016
End: 6/ 2016
22. Does the project require a Shoreline/Floodplain location? If yes, please explain why: No.
23. Water Body: N/A 24. Shoreline Environment Designation: N/A

FOR VARIANCE (ZONING AND SHORELINE): N/A

25. Code sections involved: _____
26. Description of variance requested: _____

A notarized affidavit is required to be completed by all persons having an ownership interest in the subject property and the applicant, if different from the property owner(s). If the signatory is not listed as the owner in the title report, or if the signatory is signing on behalf of an entity, documentation authorizing the signatory to sign the affidavit on behalf of the individual or entity shall be provided.

STATE OF WASHINGTON)

) ss

I (we) FRED BACKENMEYER, RURAL WORKS DESIGN, being duly sworn, depose and say that I am (we are) the OWNER(s) of the property involved in this application, and that I (we) have familiarized myself (ourselves) with the rules and regulations with respect to preparing and filing this application and that the statements and information submitted herewith are in all respects true and correct to the best of my (out) knowledge and belief.

Signed: [Signature]

Property Owner AGENT

Subscribed and sworn to before me this 16th

day of November, 20 15



Cherril L. Kahns

Notary Public in and for the State of Wash
residing at Mount Vernon

STATE OF WASHINGTON)

) ss

I (we) GEORGE JOHNSTON FOR VERIZON WIRELESS, being duly sworn, depose and say that I am (we are) the APPLICANT(s) for this application, and that I (we) have familiarized myself (ourselves) with the rules and regulations with respect to preparing and filing this application and that the statements and information submitted herewith are in all respects true and correct to the best of my (out) knowledge and belief.

Signed: [Signature]

Applicant

Subscribed and sworn to before me this 3rd

day of December, 20 15

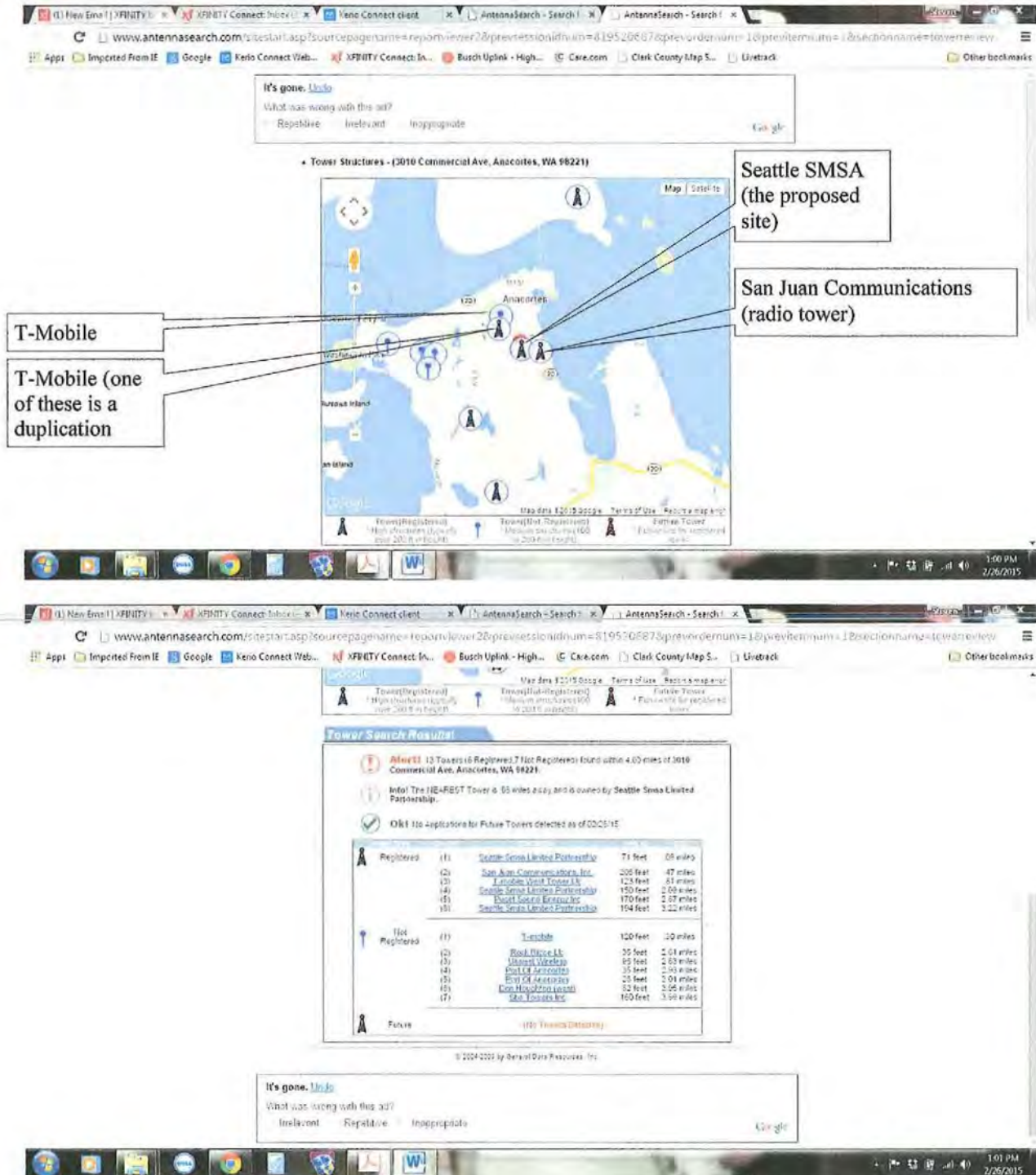


Lori Nieuwenhuis

Notary Public in and for the State of Washington
residing at Bellevue

10/1

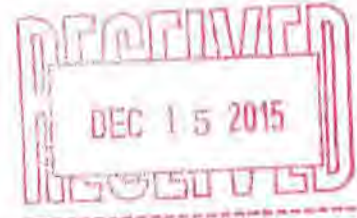
Towers within 4 mile radius of site:



LEXCOM

December 10, 2015

Mr. Kevin Cricchio, AICP
Associate Planner
City of Anacortes, Community and Economic Development
PO Box 547
Anacortes, WA 97068



RE: Verizon – WA1 Rotary Park – CUP2014-0003 – Response to 1/9/2014 Letter of Incomplete Application.

Hello Mr. Cricchio:

This letter is in response to your letter of incomplete application referenced above. I apologize for the delay but we were waiting for the City to agree to the general lease terms (draft lease) and sign the Master Permit Application as requested.

Regarding the specific items listed in your letter:

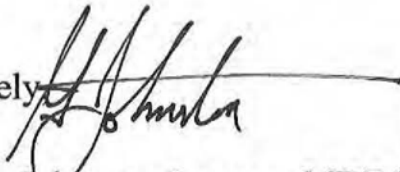
1. The Master Permit Application submitted was not signed by the landowner. A notarized signature by the landowner is required. **Response: Please see the attaché Master Permit Application signed by the City (land owner) and the Applicant.**
2. A copy of the draft lease agreement is needed between the landowner and Verizon Wireless. **Response: Please see the attached draft lease agreement between the City of Anacortes and the applicant, Verizon Wireless.**
3. Two (2) sets of address labels for property owners within 300 feet of the subject property are required for noticing purposes. **Response: Please see attached most recent addresses for labels as of 10/28/2015.**

4. Two (2) copies of the title report prepared by a title company that is no more than 30 days prior to the date of application is required. **Response: Please see attached, updated title reports/statements from Guardian NW Title.**
5. A signed statement by all parties having an interest in the land who have authorized the applicant to sign on their behalf is required. **Response: Please see attached letter from Verizon Wireless authorizing me to represent them regarding this application.**
6. An inventory of existing towers, antennas, or sites approved for towers is required. This includes all carriers and towers located in the City of Anacortes. What was submitted only shows Verizon Wireless cell tower locations. **Response: Please see attached document from "Antenna Search" illustrating existing towers in the City of Anacortes.**
7. Some time ago we informed you that the City of Anacortes would use third party review to review aspects of the submitted material once it is deemed complete. The City will need to be reimbursed by Verizon Wireless for the cost of said review. As an agent acting on behalf of Verizon Wireless, please verify that the cost of said third party review will be reimbursed to the City of Anacortes. **Response: Please see attached letter from the applicant recognizing 3rd party review expenses.**
8. At the project site, a 60 foot monopole is proposed. However as we discussed earlier the City would prefer that the cell tower be engineered and constructed to be able to accommodate a twenty (20) foot addition thereto thereby possibly increasing the height to eighty (80) feet above grade at a future date. Please note that this may be a recommended condition of approval. **Response: Verizon understands that a 20 foot extension may be a condition of permit approval.**

9. According to the critical area wetland report submitted, a category III wetland is located offsite to the west of the subject property which has a sixty (60) foot buffer associated with it. In said report and shown in the delineation, it shows the subject wetland's buffer truncated/reduced. Anacortes Municipal Code (AMC) 17.70.340(2)(2) is cited regarding this reduced buffer which in part reads "Only fully vegetated buffers with predominately native plants will be considered. Lawns, walkways, driveways, and other mowed, cultivated, or paved areas will not be considered buffers." We concur with this finding based on a recent site visit. However, the truncated /reduced wetland buffer needs to be shown/delineated in the wetland report as extending to the western side of the Waste Water Treatment Plant's (WWTP) fence. In other words, the wetland's buffer should abut the WWTP western fence (as they do not mow this area) unless it is greater than 60 linear feet from the edge of said wetland. **Response: Please see attached, revised wetland report showing delineated wetland buffer as requested.**
10. A landscape plan is needed that complies with AMC Chapter 17.63 standards. Although the project site is located within a fenced area owned by the City of Anacortes and operated by the Waste Water Treatment Plant, it needs to be landscaped accordingly. **Response: The proposed project complies with AMC Chapter 17.63. The site currently meets and/or exceeds the city's landscaping standards. No additional landscaping is needed or can reasonably be accommodated (see attached photo of existing landscaping as seen from the site frontage road).**

Please let me know if you have any other questions or concerns regarding this project. I am anticipating the application will be deemed complete and public notices issued.

Sincerely,



George Johnston, Lexcom-MD7 for Verizon Wireless
206.218.6549

Attachments



3245 158th Ave. SE, MS 231
Bellevue, WA 98008

November 23, 2015

City of Anacortes
Planning, Community & Economic Development
904 6th Street
Anacortes, Washington 98221

RE: Verizon Wireless Sites: WA1 Island View/Volunteer Park and WA1 Rotary Park
(CUP2014-0003) – Agent Authorization and Reimbursement.

This letter serves as authorization for George Johnston, MD7, to act as agent on behalf of Verizon Wireless regarding all land use and building permit matters for the Verizon sites reference above (WA1 Island View/Volunteer Park, located at 1915 13th Street, Anacortes, WA and WA1 Rotary Park, located at 500 T Avenue, Anacortes, WA – CUP2014-0003).

Furthermore, this letter confirms that Verizon Wireless will reimburse the City of Anacortes for 3rd Party review expenses related to land use and building permits for these Verizon projects.

Sincerely,



Lelah Vaga
Verizon Wireless
425-603-8275

RE: City of Anacortes

WAI Rotary Park

**SECOND UPDATE
ENDORSEMENT**

Attached to Policy No.:
Order No.: **108203**

Issued by
FIRST AMERICAN TITLE INSURANCE COMPANY

The Company hereby assures the Assured that there are no matters shown by the public records which affect the estate or interest described in Schedule "A", other than those shown in Schedule "B", except:

- a. **EXCEPT matters pertaining to general taxes, no review of such matters being completed.**
- b. **Matters as disclosed by previously issued update(s).**
- c. **No new matters to report.**

The total liability of the Company under said Guarantee and under this endorsement thereto shall not exceed, in the aggregate, the amount stated in said Guarantee.

This endorsement is made a part of said Guarantee and in subject to the exclusions from coverage, the limits of liability and other provisions of the Conditions and Stipulations therein, except as modified by the provisions thereof.

Effective Date: **November 13, 2015 at 8:00 A.M.**

FIRST AMERICAN TITLE INSURANCE COMPANY

By: 
Shelly Langness - Authorized Signatory

SKL / skl



3245 158th Ave. SE, MS 231
Bellevue, WA 98008

November 23, 2015

City of Anacortes
Planning, Community & Economic Development
904 6th Street
Anacortes, Washington 98221

RE: Verizon Wireless Sites: WA1 Island View/Volunteer Park and WA1 Rotary Park
(CUP2014-0003) – Agent Authorization and Reimbursement.

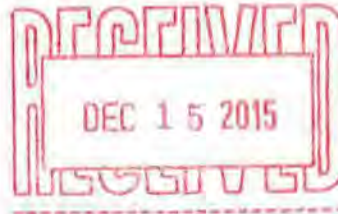
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Furthermore, this letter confirms that Verizon Wireless will reimburse the City of Anacortes for 3rd Party review expenses related to land use and building permits for these Verizon projects.

Sincerely,

A handwritten signature in black ink, appearing to read "Lelah Vaga".

Lelah Vaga
Verizon Wireless
425-603-8275



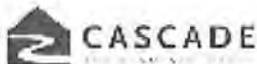
WA1 Rotary Park Project Site Wetlands and Other Waters Delineation Report

Prepared for:

Adapt Engineering
10725 SW Barbur Blvd., Suite 200
Portland, OR 97219
503-892-2346
Contact: Benjamin White

Prepared by:

Cascade Environmental Group
222 NW Davis St, Suite 317
Portland, OR 97209
503-894-8585 ext. 2
Contact: Brent Haddaway
www.cascadeenv.com



Revised June 2015

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Acronyms and Abbreviations

AgACIS	Agricultural Applied Climate Information System
City	City of Anacortes
Corps	United States Army Corps of Engineers
CWA	Clean Water Act
DNR	Department of Natural Resources
Ecology	Washington Department of Ecology
EPA	Environmental Protection Agency
FAC	facultative
FACU	facultative upland
FACW	facultative wetland
GIS	Geographic Information System
GPS	Global Positioning System
HGM	hydrogeomorphic
LWI	local wetland inventory
NED	National Elevation Data
NOAA	National Oceanic and Atmospheric Agency
NOWData	NOAA Online Weather Data
NRCS	National Resource Conservation Service
NWI	National Wetland Inventory
OBL	obligate
OHWM	ordinary high water mark
PABHx	palustrine aquatic bed, permanently flooded, excavated
PEMCh	palustrine emergent, seasonally flooded, diked/impounded
PHS	Priority Habitats and Species
PSSC	palustrine scrub-shrub, seasonally flooded
SMA	Shoreline Management Act
SWPCA	State Water Pollution Control Act
USDA	United States Department of Agriculture
USFWS	United States Fish and Wildlife Service
USGS	United States Geological Survey
WDFW	Washington Department of Fish and Wildlife
WRIA	Water Resource Inventory Area

1 Introduction and Background

This report has been prepared to document the extent and condition of existing wetlands and other waters within the parcel boundaries (study site) for the proposed WA1 Rotary Park project site that are regulated under the Clean Water Act (CWA) by the U.S. Army Corps of Engineers (Corps) and the Washington Department of Ecology (Ecology). It also provides wetland ratings and associated wetland buffer widths to satisfy City of Anacortes (City) wetland ordinance presented in Article V of Chapter 17.70 of the Municipal Code (City Clerk's Office 2014). As no wetlands were identified within the study site, this report presents an estimation of wetlands that occur offsite which have buffers regulated by the City that extend onto the study site. Because offsite access was limited, no formal data plots were established within the wetland. This report complies with County standards and will be used to fulfill regulatory requirements for project permitting.

1.1 Project Background

The proposed project consists of the installation of a cellular transmission tower at a private property located in Anacortes, Washington, (Figure 1) sponsored by Verizon Wireless. Project elements include the construction of a 60-foot monopole tower with antennas and an equipment shelter within a new 30-foot by 30-foot fenced compound (lease area) to be located in the northwestern section of the property. A new overhead power line and utility pole and an underground power conduit are proposed to be routed to the lease area from existing utilities located on 4th Street to the north of the site.

1.2 Site Description

The study site consists of parcel #P56796 and associated easements, totaling 2.37 acres, located west of 409 T Avenue, Anacortes, Washington, in Section 18, Township 35 North, Range 2 East (Figure 1). The study site is bounded by commercial/industrial and residential development, including a vacant lot located to the west of the site which contains a pond; 4th Street runs along the northern boundary of the site and T Avenue runs along the eastern boundary. The study site is situated in a flat, low-lying area; elevation is 15 feet in the North American Vertical Datum of 1988 (NAVD88). The site contains the Anacortes Wastewater Treatment Plant and includes associated paved parking areas and driveways. Vegetation onsite includes lawn areas around the buildings and ornamental trees and shrubs along the site boundaries. The site is zoned for miscellaneous services (City of Anacortes Land Use Designation 690).

1.3 Landscape Context

The study site is located on a coastal plain of the northern Puget Sound in a highly urbanized area in Water Resources Inventory Area (WRIA) 3: Lower Skagit-Samish River and the U.S. Environmental Protection Agency (EPA) Level IV San Juan Islands ecoregion (Pater et al 2010). The San Juan Islands ecoregion is characterized by glacial scoured islands with small, intermittent streams, limited surface water, and well-drained, shallow soils. Situated in the rainshadow of the Olympic Mountains, the region supports more dry-adapted vegetation communities than other areas in the Puget Sound, including Douglas-fir/grand fir forest, oak woodland, and grassland. Primary land uses include urban, suburban, and rural residential along with cropland and forestland.

1.4 Jurisdictional Authorities

Wetlands are regulated by the Corps, Ecology, and the City of Anacortes under separate jurisdictions. The Corps regulates discharge of materials to wetlands and other "Waters of the United States" under Section 404 of the CWA and Section 10 of the Rivers and Harbors Act (Corps 2008 Regulatory Letter). The Corps authorizes actions that discharge, dredge, or fill into Waters of the United States, including wetlands, through issuance of permits.

Ecology regulates wetlands in Washington State under two separate authorities: the State Water Pollution Control Act (SWPCA) and the Shoreline Management Act (SMA). Through the SWPCA, state Water Quality Certifications are issued pursuant to Section 401 of the CWA. The SMA applies to wetlands within 200 feet of shoreline water bodies or that are otherwise associated with the water bodies. Ecology may also regulate wetlands through administrative orders or through water quality permits such as for short-term water quality modifications. Ecology has the authority to require permit conditions in addition to those being required by the Corps (McMillan 1998).

The City's wetland regulations are included in Title 17: Zoning; Chapter 17.70: Critical Area Regulations: Article V of the Municipal Code (City Clerk's Office 2014). The City reviews activities with the potential to impact wetlands and issues permits when wetland impacts cannot be avoided. Wetland permit applications require a wetland delineation and mitigation plan that demonstrates how wetland impacts will be effectively avoided, minimized, and mitigated. The City categorizes wetlands per the *Washington State Wetland Rating System for Western Washington – Revised* (Hruby 2004), or as revised. Wetland ratings are used to establish wetland buffer widths to protect the water quality, hydrologic, and habitat functions of the wetland.

Other critical areas administered by the City under Chapter 17.70 include aquifer recharge areas, fish and wildlife conservation areas, marine shoreline vegetation, and flood and geologic hazard areas. Along with wetlands, these areas are considered environmentally sensitive or may constitute potential hazards to nearby development and are of special concern to the City. Regulations have been developed to protect critical areas from the impacts of development, as well as to protect public health and safety in the case of flood or geologic hazards. Development or alteration in or adjacent to any critical area is subject to review and regulation by the City.

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2 Methods

This section describes the methods used to identify the location of wetland boundaries and determine wetland acreage for the WA1 Rotary Park project site. As part of the methodology, both offsite and onsite methods are used.

2.1 Offsite Methods

Prior to conducting fieldwork, ecologists reviewed the following available data and information:

- National Resource Conservation Service (NRCS) Agricultural Applied Climate Information System (AgACIS) for Anacortes, Washington
- National Oceanic and Atmospheric Agency (NOAA) Online Weather Data (NOWDATA) Bellingham 3 SSW, Washington station
- NRCS Soil Survey of Skagit County, Washington
- U.S. Fish and Wildlife Service (USFWS) National Wetland Inventory (NWI)
- U.S. Geological Survey (USGS) National Elevation Data (NED) and 5-foot contours
- Washington Department of Natural Resources (WDNR) stream data
- Washington Department of Fish and Wildlife (WDFW) Priority Habitats and Species (PHS) data
- Critical Area Regulations of the City of Anacortes (Chapter 17.70 of the Municipal Code)
- Skagit County Geographic Information System (GIS) data
 - Hydrology
 - Comprehensive plan and zoning districts
 - Parcel data

2.1.1 Precipitation Data and Analysis

Precipitation data for, and prior to, the dates of fieldwork were reviewed to evaluate observed wetland hydrology conditions relative to statistically normal precipitation. Precipitation that deviates from normal ranges can affect site conditions and impact observed wetland hydrology indicators.

Precipitation data were acquired from NRCS's AgACIS for Anacortes, Washington, to provide context for observed hydrological conditions of the study area at the time of the site visits (NRCS

2014). Table 1 provides precipitation data for the date of the site visit, precipitation for the two weeks prior to the site visit, and a comparison to the normal water year average.

Table 1. Precipitation Summary for Recent Period Preceding Site Visit

Date of Site Visit	Observed Precipitation (inches) ^a				
	Date of Visit	Two Weeks to Date	Water Year to Date	Normal Water Year to Date	Percent of Normal Water Year to Date
10/14/2014	1.39	1.77	1.77	1.29	137%

^a Data provided by NOWData, Bellingham 3 SSW, Washington, 2014.

Table 2 provides monthly precipitation totals for the three months preceding the site visit and compares these values to normal monthly precipitation. Also included in the table are the normal monthly ranges of precipitation representing 70% probability as reported in the NRCS WETS table for the area. WETS tables were developed specifically for application to wetland science using climate data from the National Weather Service Cooperative Network for the purpose of defining a normal range for monthly precipitation and growing seasons required to assess the climatic characteristics for a geographic area over a representative time period (NRCS 1995).

Table 2. Precipitation Summary for Three Months Preceding Site Visit

Month	Total Precipitation (inches) ^a	Normal Value for Month (inches) ^b	Percentage of Normal Precipitation	WETS Normal Range of Precipitation ^c
September	2.97	1.53	194%	0.62-1.66
August	0.73	1.03	71%	0.39-1.27
July	1.13	0.86	131%	0.54-1.31

^a Data provided by NRCS AgACIS for Anacortes, Washington; ^b climate normal period: 1981-2010; ^c NRCS WETS Station WA202, Anacortes, Washington, 1971-2000.

In the months preceding the site visit, slightly below-normal to well above-normal conditions were observed: precipitation was observed at 131% of normal in the month of July, at 71% of normal in the month of August, and at 194% of normal in the month September. In the two weeks preceding the site visit on October 14, 2014 1.29 inches of precipitation was observed,

with 1.39 inches occurring on the date of the site visit, resulting in a precipitation total for the water year to date (beginning October 1) at 1.77 inches (137% of normal).

The considerably wet months preceding the date of fieldwork followed by record rainfall during the date of fieldwork may have generated excessive surface water runoff, resulting in abnormally high ground or surface water levels; however, short-term exceptional precipitation would not have affected the existing composition of plant communities or soil characteristics observed during the study. Thus, it was taken into account that conditions observed during delineation fieldwork represented wetter-than-normal hydrological conditions for late growing season.

2.1.2 Wetland Inventory Maps

NWI maps show wetlands occurring to the west and south of the study site (Figure 2). Mapped wetlands include a permanently flooded, excavated pond with an aquatic bed (PABHx), a seasonally flooded palustrine scrub-shrub (PSSC) wetland, and a diked, seasonally flooded palustrine emergent (PEMCh) wetland. The PEMCh wetland is shown as occurring over a paved marina parking lot just south of the study site.

2.1.3 Non-Wetland Critical Areas

No non-wetland critical areas including streams, lakes, wildlife habitat, critical recharge areas, or flood or geologic hazards areas have been identified on the site or within 300 feet.

2.1.4 USDA/NRCS Soil Survey Maps

Soil survey data show a single soil type mapped within the study site: Xerothents, at 0 to 5% slopes. Xerothents consists of excessively drained glacial till and gravelly sandy loam formed in human transported and disturbed material and occurring on hillslopes and floodplains. Xerothents is predominantly non-hydric (5% of map units rated as hydric) and not prone to flooding or ponding.

Mapped just to the east of the study site boundaries, and potentially occurring within the study site based on the NRCS soil survey mapping margin of error, is an area of Fidalgo-Lithic Xerochrepts-Rock outcrop complex with slopes of 3 to 30%. This complex is composed of 45% Fidalgo gravelly loam, 20% lithic xerochrepts, and 20% rock outcrop. The Fidalgo series consists of moderately deep, moderately well-drained soils that formed in colluvium from bedrock and glacial till with an admixture of volcanic ash and loess in the upper part. The soil series occurs on hillslopes at elevations of 20 to 1,300 feet. Lithic xerochrepts consists of moderately well-drained gravelly loam underlain by unweathered bedrock formed in glacial drift and residuum

from argillite and occurring on hillslopes. The complex is rated completely non-hydric and is not prone to flooding or ponding.

2.2 Field Methods

Onsite wetlands are delineated according to methodology described in the Regional Supplement to the Corps of Engineers *Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region* (Corps 2010) and the *1987 Corps of Engineers Wetland Delineation Manual* (Environmental Laboratory 1987). Streams, if present, are delineated following guidance presented in *Determining the Ordinary High Water Mark on Streams in Washington State* (Olson and Stockdale 2010) and the memorandum following the U.S. Supreme Court's decision in the Rapanos case (Corps, EPA 2007).

Areas outside of the study site (offsite survey area) were also reviewed for the presence of wetlands or streams that could have regulated buffers that extend onto the study site. Wetland areas and streams were identified based on indicators that were observable from the study site or publicly accessible locations and remote data sources such as NWI, LWI, WDNR stream maps, and hydric soil maps were considered. The boundaries of wetlands and streams within 300 feet of the study site were estimated based on requirements set forth for critical area study content by the City Code (Section 17.70.330[B]). Because access to offsite areas was limited, no formal data plots were established within offsite wetlands. The purpose of this study was to estimate potential wetland impacts as a result of the proposed project; as no wetland were identified onsite, it was only necessary to present a general verification of offsite wetlands to inform project permitting. Offsite wetlands were classified according to the USFWS *Classification of Wetlands and Deepwater Habitats of the United States* (Cowardin et al. 1979) and assessed using *Washington State Wetland Rating System for Western Washington—Revised* (Hruby 2004) (Appendix A).

Fieldwork was performed on October 14, 2014. An ecologist walked the entire site, identifying vegetation and examining soils to identify potential wetland areas. No wetlands were found to occur with the study site boundaries

2.2.1 Vegetation

Under normal conditions, hydrophytic vegetation is considered prevalent if greater than 50% of the dominant species from each vegetative stratum—tree, shrub, vine, and herbaceous—are classified as obligate wetland (OBL), facultative wet wetland (FACW), and/or facultative wetland (FAC) according to the USFWS publication *National Wetland Plant List* (Lichvar 2012).

Dominant species were determined by using the "50/20 rule," wherein dominants are the most abundant species that individually or collectively account for more than 50% of the total coverage of vegetation in the stratum, plus any other species that by itself accounts for at least 20% of the total, as shown on the data forms (Appendix A). Vegetation was sampled within 5-foot circular plots for herbaceous and shrub species and 30-foot circular plots for tree species. All plant species encountered are listed on the data forms to provide a full account of the vegetation community; trees and shrubs are excluded from the sample plot if they aren't representative of plot conditions due to slopes or topographic breaks.

2.2.2 Soils

Ecologists excavated soil sample pits to a depth of at least 16 inches (when possible) to determine whether soils at the sample location met hydric soil criteria as described in *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region* (Corps 2010). Soil colors were determined using a Munsell Soil Color Chart (Gretag Macbeth 2000). Hydric soils are soils that formed under conditions of saturation, flooding, or ponding for sufficient duration to develop anaerobic conditions in the upper layers (Environmental Laboratory 1987; Corps 2010).

2.2.3 Hydrology

Wetland hydrology indicators are used along with indicators of hydric soils and hydrophytic vegetation to determine whether an area is a wetland. Primary indicators of wetland hydrology include inundation (i.e., standing water), saturation in the upper 12 inches of the soil column, high water table, water marks or lines on adjacent stationary objects (e.g., trees), sediment deposits or drift lines on vegetation, oxidized rhizospheres along living roots, and water-stained leaves. Two or more secondary indicators from the following list can also be used to identify wetland hydrology: surface drainage patterns, dry-season water table, shallow aquitard, saturation visible on aerial photography, FAC-neutral test, geomorphic position, or frost-heave hummocks (Environmental Laboratory 1987; Corps 2010).

General guidance in determining whether wetland criteria are present states that soils should be continuously inundated or saturated to the surface for at least 5-12.5% of the growing season in years of normal precipitation (Environmental Laboratory 1987). According to the WETS table, the growing season for the Anacortes, Washington area, with temperatures at or above 28°F, spans from February 10 to December 3 (296 days) in 5 out of 10 years.

2.3 Wetland Ratings and Buffers

Wetlands in the study area were assessed for functions using the *Washington State Wetland Rating System for Western Washington* (Rating System; Hruby 2004). Wetland rating units include contiguous offsite portions which are estimated per methods described in Section 2.2 and the Rating System. Appendix B contains the standard wetland rating forms. Wetlands are rated to determine appropriate mitigation ratios and buffers. Each wetland is rated based on its significance, sensitivity to disturbance, the difficulty involved in restoring it, or by the assessed level of functions it provides, and assigned a category I-IV. Estuaries, bogs, natural heritage sites, mature forested wetlands, coastal lagoons, and interdunal wetlands receive specific categories; all other wetlands are rated based on their assessed level of function.

The categorical assignment of each wetland is based on three major groups of functions that wetlands perform: water quality, hydrologic, and wildlife habitat. Each group of functions is given approximately equal importance in assigning the category for a wetland. The scoring for each group of functions is divided into "potential" and "opportunity." "Opportunity" for water quality and hydrologic functions is a multiplier that is applied to the "potential" score. The score received for each function can be useful in determining how well a wetland performs that function. The functional analysis informs mitigation planning so that wetland creation, restoration, or enhancement areas compensate for the functions specific to the impacted wetlands.

Wetland buffers are indicated to protect the functions and values of wetlands. Buffer widths in the City of Anacortes are prescribed in Section 17.70.340 of the City Code. Buffer widths are determined based on the results of rating.

2.4 Mapping

Offsite wetlands were hand-mapped from a combination of observation points in the field and LWI maps and then manually digitized using ArcGIS Desktop. Wetland boundary lines were buffered by the appropriate distance based on the wetland rating result using ArcGIS Desktop 10.1 buffer functions.

3 Results

3.1 Wetlands

No wetlands were identified within the study site boundaries. One offsite wetland was identified adjacent to the study site, located on the parcel to the west. The approximate extent of the offsite wetland is shown on Figure 4, a wetland rating form is provided in Appendix A, and site photographs of wetland areas are included in Appendix B.

3.1.1 Wetland 1 (Offsite)

Wetland 1 extends from south to north just west of the study site, covering 0.75 acres (32,646 ft²). The wetland includes an excavated pond that contained several feet of water at the time of the site visit. Wetland 1 is bounded by commercial/industrial development and shrub-dominated uplands. It is a depressional HGM class with a Cowardin classification of permanently flooded, excavated, palustrine aquatic bed (PABHx). Aquatic bed vegetation consists of floating leaf pondweed (*Potamogeton natans*; OBL), water starwort (*Callitriche heterophylla*; OBL), and cattail (*Typha latifolia*; OBL); the wetland area around the pond is vegetated by Nootka rose (*Rosa nutkana*; FAC). Soils in the wetland were not formally examined, but a disturbed area noted on the south side of the wetland revealed very dark soils that appear to be muck in texture.

3.1.2 Wetland Rating Category, Functions, and Buffers

Wetland 1 has been rated as a Category III. Ratings reflect the hydrologic, water quality, and habitat function scores assigned to wetland based on a systematic assessment. Rating results are shown in Table 3 and illustrated in Figure 5; the rating form is included in Appendix A. Wetland buffer widths are determined according to the wetland rating results. The wetland buffer required for a Category III wetland with a habitat score of less than 20 points is 60 feet wide; however, according to the City Code, "lawns, walkways, driveways, and other mowed, cultivated, or paved areas will not be considered buffers" and so the buffer has been truncated at the fence line along the western site boundary where it meets developed/filled or landscaped areas within the study site (17.70.340[F][2]).

Table 3. Wetland Ratings

Wetland	Water Quality	Hydrology	Habitat	Total Function Score	Ecology Rating	City of Anacortes Buffer Width
1	24	14	6	44	III	60'

Wetland 1 was determined to be a depressional HGM class system and scored moderately high on water quality, moderately on hydrology functions, and low on habitat functions. Water quality functions potential is represented by the wetland's lack of a surface water outlet, the depth of water storage, and the ponded area that cover more than half of the wetland; the presence of development within 150 feet that drains to the wetland confers opportunity for water quality improvement. Hydrologic functions rating was based on the wetland's potential to reduce flooding and erosion with a water storage capacity of more than 3 feet, a lack of an outlet, and a moderately sized contributing basin; however, opportunity for flood storage is lacking as the wetland is located adjacent near an estuary and there are no streams in the project vicinity. Habitat function potential of the wetland is limited by the lack of diversity in vegetation structure, interspersions of habitats, species richness, and hydroperiod, and lack of special habitat features. Opportunity to provide wildlife habitat is also somewhat limited due to a lack of intact buffers and connectivity to relatively undisturbed corridors.

3.2 Other Waters

No other waters have been identified within the study site boundaries or offsite survey areas.

3.3 Uplands

The study site is almost entirely developed, with parking areas, buildings, and waste treatment facilities covering most of the site. Vegetated areas are limited to landscaped areas dominated by non-native ornamental vegetation and turf grasses. Offsite upland areas adjacent to Wetland 1 consist mainly of mown grasses and Himalayan blackberry (*Rubus armeniacus*; FACU) thickets.

Conclusions

Cascade Environmental Group, LLC, identified one wetland located just west of the study site covering 0.75 acres. The wetland was rated as a Category III using the *Washington State Wetland Rating System for Western Washington* (Hruby 2004). Because access to the wetland was restricted, sample plots were not established within the wetland and hydrology and vegetation were assessed visually from vantage points within the study site.

It is expected that the City, as well as the Corps and Ecology, will regulate the identified wetland; the wetland buffer area of 60 feet, determined based on wetland rating results, will be regulated by the City.

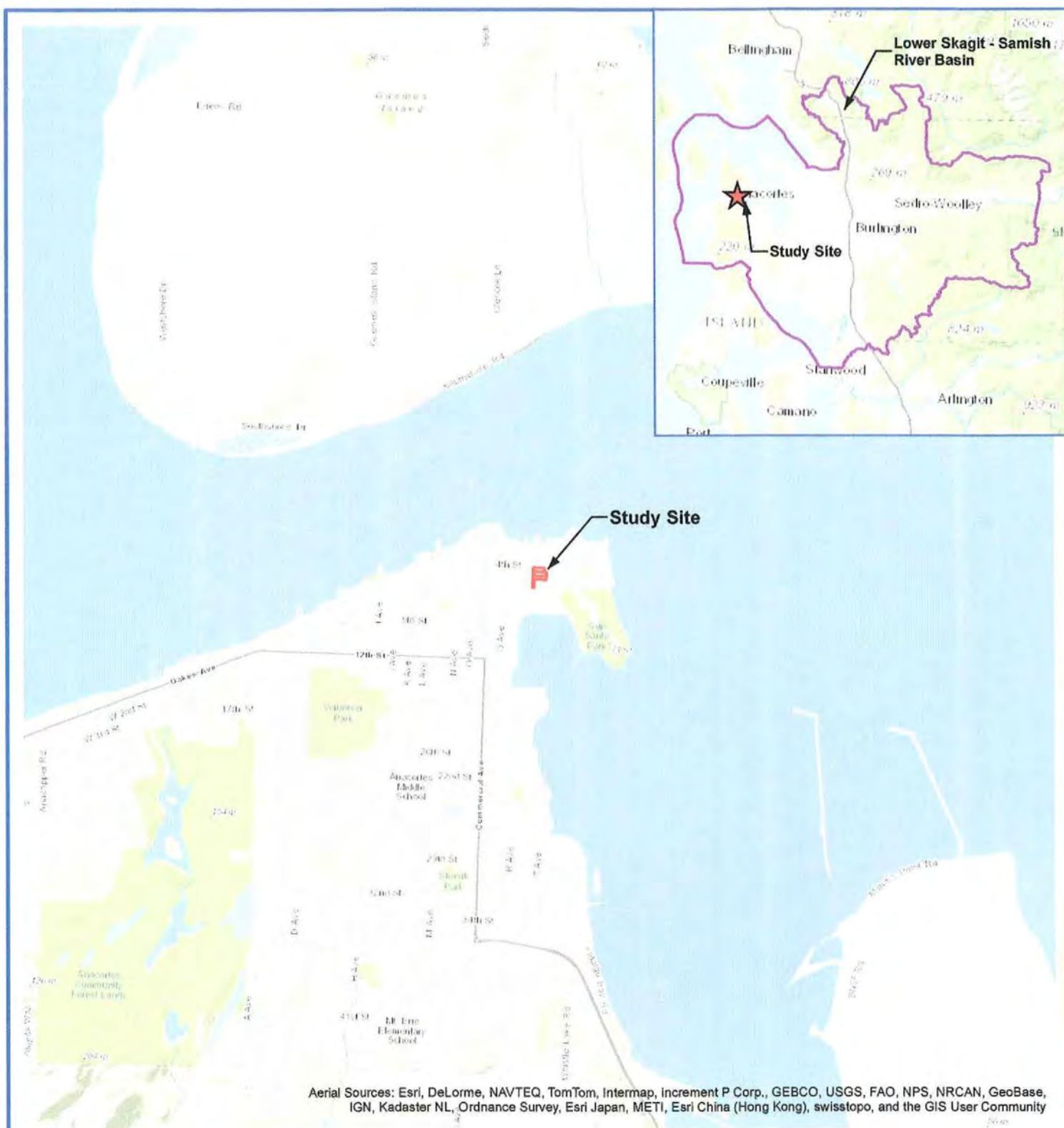
This report documents the best professional judgment and conclusions of the investigators. It is correct and complete to the best of our knowledge. It should be considered a Preliminary Jurisdictional Determination of wetlands and other waters and used at one's own risk until it has been reviewed and approved in writing by the U.S. Army Corps of Engineers, the Washington State Department of Ecology, and the City of Anacortes.

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Figures



0 0.5 1 Miles

Scale: 1 inch = 1 mile



Figure 1. Location Map



**WA1 Rotary Park Project Site
Wetland Delineation Report**

Date: 10/16/2014

City of Anacortes,
Washington

Data Source: Skagit County GIS Dept., 2014

Z:\GIS\Adapt_Wetland_Delineations\Rotary Park\Mapfiles\WA1_RotaryPark_Fig1_Location.mxd



Legend

- Study Site Parcel Boundaries
- Offsite Survey Area (300 ft.)

- NWI Wetlands
- Waterbody



Scale: 1 inch = 200 feet

Figure 2. Critical Areas and Wetland Inventory Map



WA1 Rotary Park Project Site Wetland Delineation Report

Date: 10/29/2014

City of Anacortes,
Washington

Data Source: Skagit County GIS, 2014; USFWS, National Wetlands Inventory, 2013.

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Legend

- Study Site Parcel Boundaries
- Offsite Survey Area (300 ft.)



Scale: 1 inch = 200 feet

Figure 3. USDA/ NRCS Soil Survey Map



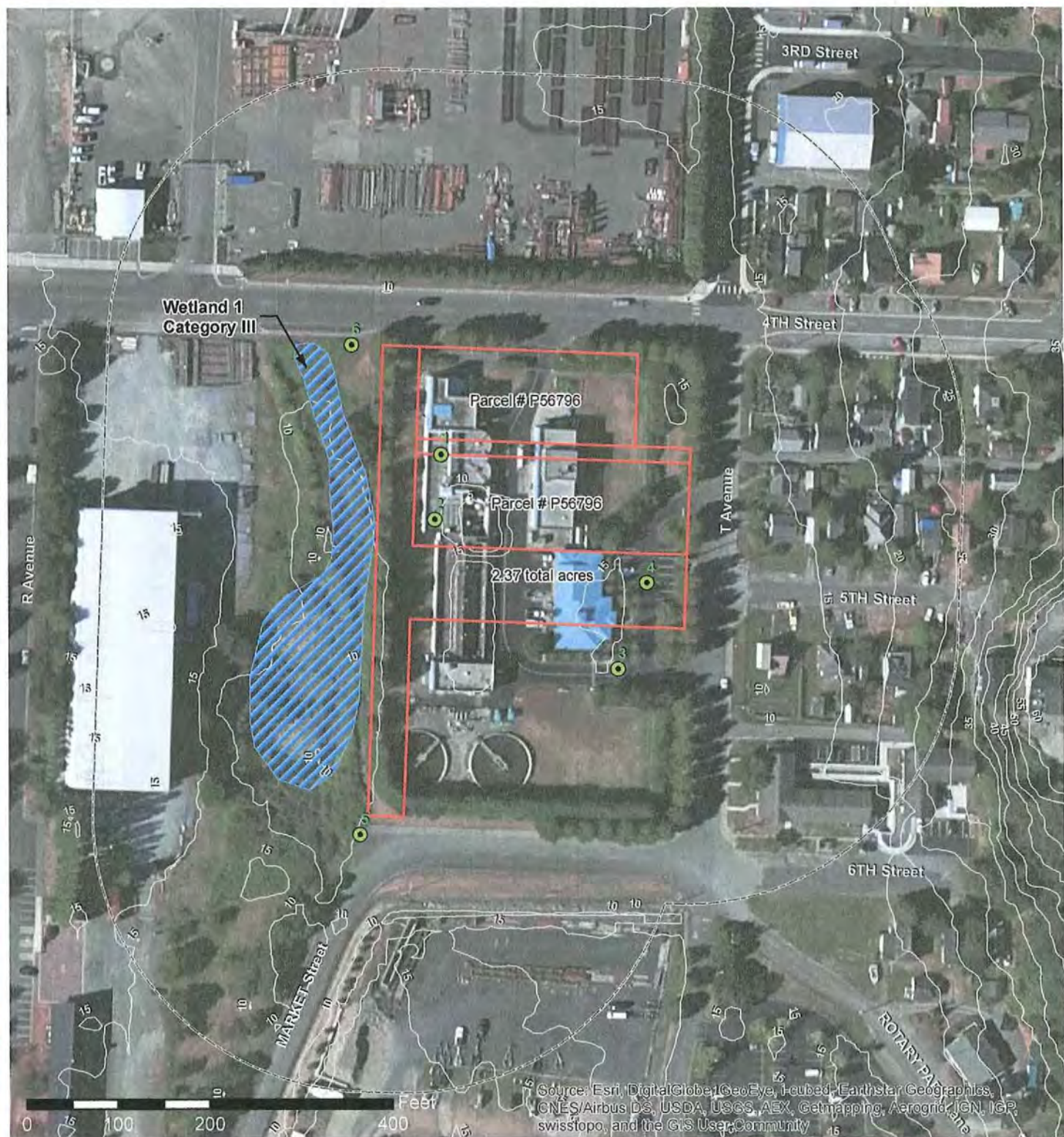
WA1 Rotary Park Project Site Wetland Delineation Report

Date: 10/16/2014

City of Anacortes,
Washington

Data Source: Soil Survey Staff, Natural Resources Conservation Service, United States Department of Agriculture. Web Soil Survey. Available online at <http://websoilsurvey.nrcs.usda.gov/>. Accessed 10/08/2014. Skagit County GIS, 2014.

Z:\GIS\Adapt_Wetland_Delineations\Rotary Park\Mapfiles\WA1_RotaryPark_Fig3_Soils.mxd



Legend

- Study Site Parcel Boundaries
- Offsite Survey Area (300 ft.)

- Wetland (0.75 acre)
- PhotoPoints



Scale: 1 inch = 150 feet
Contour Interval: 5 feet

Figure 4. Wetland Boundary Map



WA1 Rotary Park Project Site Wetland Delineation Report

Date: 10/29/2014

City of Anacortes,
Washington



Legend

- Study Site Parcel Boundaries
- Offsite Survey Area (300 ft.)

- Wetland (0.75 acre)
- Wetland Buffer (60 ft.)



Scale: 1 inch = 100 feet

Figure 4. Wetland Buffer Map



WA1 Rotary Park Project Site Wetland Delineation Report

Date: 6/11/2015

City of Anacortes,
Washington



Legend

Study Site Parcel
Boundaries

Wetland (0.75 acre)



Scale: 1 inch = 100 feet

Appendix A. Wetland Rating Map - H 2.1 Habitat Buffers



WA1 Rotary Park Project Site Wetland Delineation Report

Date: 10/21/2014

City of Anacortes,
Washington

Appendices

Wetland name or number _____

WETLAND RATING FORM – WESTERN WASHINGTON
Version 2 – Updated July 2006 to increase accuracy and reproducibility among users
Updated Oct. 2008 with the new WDFW definitions for priority habitats

Name of wetland (if known): WL1-Rotary Parks

Date of site visit: October 2014

Rated by: Eric Russell Trained by Ecology? Yes ☒ No ☐

Date of training: 2004-2010

SEC: 18

TOWNSHIP: 35N

RNGE: 2E

Is S/T/R in Appendix D? Yes ☐ No ☒

Map of wetland unit: Figure X Estimated size 0.75 acre

SUMMARY OF RATING

Category based on FUNCTIONS provided by wetland: ☐ I ☒ II ☐ III ☐ IV

Category I = Score > 70	Score for Water Quality Functions	24
Category II = Score 51 - 69	Score for Hydrologic Functions	14
Category III = Score 30 – 50	Score for Habitat Functions	6
Category IV = Score < 30	TOTAL Score for Functions	44

Category based on SPECIAL CHARACTERISTICS of Wetland ☐ I ☐ II ☒ Does not apply

Final Category (choose the “highest” category from above”) **III**

Summary of basic information about the wetland unit.

Wetland Unit has Special Characteristics		Wetland HGM Class used for Rating	
Estuarine	☐	Depressional	☒
Natural Heritage Wetland	☐	Riverine	☐
Bog	☐	Lake-fringe	☐
Mature Forest	☐	Slope	☐
Old Growth Forest	☐	Flats	☐
Coastal Lagoon	☐	Freshwater Tidal	☐
Interdunal	☐		☐
None of the above	☒	Check if unit has multiple HGM classes present	☐

Does the wetland being rated meet any of the criteria below? If you answer YES to any of the questions below you will need to protect the wetland according to the regulations regarding the special characteristics found in the wetland.

Check List for Wetlands that Need Additional Protection (in addition to the protection recommended for its category)	YES	NO
SP1. <i>Has the wetland unit been documented as a habitat for any Federally listed Threatened or Endangered animal or plant species (T/E species)?</i> For the purposes of this rating system, “documented” means the wetland is on the appropriate state or federal database.	☐	☒
SP2. <i>Has the wetland unit been documented as habitat for any State listed Threatened or Endangered animal species?</i> For the purposes of this rating system, “documented” means the wetland is on the appropriate state database. Note: Wetlands with State listed plant species are categorized as Category I Natural Heritage Wetlands (see p. 19 of data form).	☐	☒
SP3. <i>Does the wetland unit contain individuals of Priority species listed by the WDFW for the state?</i>	☐	☒
SP4. <i>Does the wetland unit have a local significance in addition to its functions?</i> For example, the wetland has been identified in the Shoreline Master Program, the Critical Areas Ordinance, or in a local management plan as having special significance.	☐	☒

To complete the next part of the data sheet you will need to determine the Hydrogeomorphic Class of the wetland being rated.

The hydrogeomorphic classification groups wetlands in to those that function in similar ways. This simplifies the questions needed to answer how well the wetland functions. The Hydrogeomorphic Class of a wetland can be determined using the key below. See p. 24 for more detailed instructions on classifying wetlands.

Classification of Vegetated Wetlands for Western Washington

If the hydrologic criteria listed in each question do not apply to the entire unit being rated, you probably have a unit with multiple HGM classes. In this case, identify which hydrologic criteria in questions 1-7 apply, and go to Question 8.

1. Are the water levels in the entire unit usually controlled by tides (i.e. except during floods)?
☒ NO – go to 2 ☐ YES – the wetland class is **Tidal Fringe**
 If yes, is the salinity of the water during periods of annual low flow below 0.5 ppt (parts per thousand)?
☐ YES – **Freshwater Tidal Fringe** ☐ NO – **Saltwater Tidal Fringe (Estuarine)**
If your wetland can be classified as a Freshwater Tidal Fringe use the forms for Riverine wetlands. If it is a Saltwater Tidal Fringe it is rated as an Estuarine wetland. Wetlands that were called estuarine in the first and second editions of the rating system are called Salt Water Tidal Fringe in the Hydrogeomorphic Classification. Estuarine wetlands were categorized separately in the earlier editions, and this separation is being kept in this revision. To maintain consistency between editions, the term "Estuarine" wetland is kept. Please note, however, that the characteristics that define Category I and II estuarine wetlands have changed (see p. _____).

2. The entire wetland unit is flat and precipitation is only source (>90%) of water to it. Groundwater and surface water runoff are NOT sources of water to the unit.
☒ NO – go to 3 ☐ YES – The wetland class is **Flats**
 If your wetland can be classified as a "Flats" wetland, use the form for **Depressional** wetlands.

3. Does the entire wetland meet both of the following criteria?
☐ The vegetated part of the wetland is on the shores of a body of permanent open water (without any vegetation on the surface) where at least 20 acres (8ha) in size;
☐ At least 30% of the open water area is deeper than 6.6 (2 m)?
☒ NO – go to 4 ☐ YES – The wetland class is **Lake-fringe (Lacustrine Fringe)**

4. Does the entire wetland meet all of the following criteria?
☐ The wetland is on a slope (*slope can be very gradual*).
☐ The water flows through the wetland in one direction (unidirectional) and usually comes from seeps. It may flow subsurface, as sheetflow, or in a swale without distinct banks.
☐ The water leaves the wetland **without being impounded**?
 NOTE: *Surface water does not pond in these types of wetlands except occasionally in very small and shallow depressions or behind hummocks (depressions are usually <3 ft diameter and less than 1 foot deep).*
☒ NO – go to 5 ☐ YES – The wetland class is **Slope**

5. Does the entire wetland meet all of the following criteria?
☐ The unit is in a valley or stream channel where it gets inundated by overbank flooding from that stream or river.
☐ The overbank flooding occurs at least once every two years.
 NOTE: *The riverine unit can contain depressions that are filled with water when the river is not flooding..*
☒ NO – go to 6 ☐ YES – The wetland class is **Riverine**

6. Is the entire wetland unit in a topographic depression in which water ponds, or is saturated to the surface, at some time of the year. This means that any outlet, if present is higher than the interior of the wetland.
☐ NO – go to 7 ☒ YES – The wetland class is **Depressional**

7. Is the entire wetland located in a very flat area with no obvious depression and no overbank flooding. The unit does not pond surface water more than a few inches. The unit seems to be maintained by high groundwater in the area. The wetland may be ditched, but has no obvious natural outlet.
☐ No – go to 8 ☐ YES – The wetland class is **Depressional**

8. Your wetland unit seems to be difficult to classify and probably contains several different HGM classes. For example, seeps at the base of a slope may grade into a riverine floodplain, or a small stream within a depressional wetland has a zone of flooding along its sides. GO BACK AND IDENTIFY WHICH OF THE HYDROLOGIC REGIMES DESCRIBED IN QUESTIONS 1-7 APPLY TO DIFFERENT AREAS IN THE UNIT (make a rough sketch to help you decide). Use the following table to identify the appropriate class to use for the rating system if you have several HGM classes present within your wetland. NOTE: Use this table only if the class that is recommended in the second column represents 10% or more of the total area of the wetland unit being rated. If the area of the class listed in column 2 is less than 10% of the unit, classify the wetland using the class that represents more than 90% of the total area.

HGM Classes within the wetland unit being rated	HGM Class to Use in Rating
Slope + Riverine	Riverine
Slope + Depressional	Depressional
Slope + Lake-fringe	Lake-fringe
Depressional + Riverine along stream within boundary	Depressional
Depressional + Lake-fringe	Depressional
Salt Water Tidal Fringe and any other class of freshwater wetland	Treat as ESTUARINE under wetlands with special characteristics

If you are unable still to determine which of the above criteria apply to your wetland, or you have more than 2 HGM classes within a wetland boundary, classify the wetland as **Depressional** for the rating.

D Depressional and Flat Wetlands		Points
WATER QUALITY FUNCTIONS – Indicators that wetland functions to improve water quality.		(only 1 score per box)
D 1	Does the wetland have the <u>potential</u> to improve water quality?	(see p.38)
D 1.1	Characteristics of surface water flows out of the wetland: - Unit is a depression with no surface water leaving it (no outlet)..... points = 3 ☒ - Unit has an intermittently flowing, OR highly constricted, permanently flowing outlet... points = 2 ☐ - Unit has an unconstricted, or slightly constricted, surface outlet (<i>permanently flowing</i>) .. points = 1 ☐ - Unit is a "flat" depression (Q.7 on key), or in the Flats class, with permanent surface outflow and no obvious natural outlet and/or outlet is a man-made ditch..... points = 1 ☐ <i>(If ditch is not permanently flowing treat unit as "intermittently flowing") Provide photo or drawing</i>	Figure ☐ 3
D 1.2	The soil 2 inches below the surface (or duff layer) is clay or organic (use NRCS definitions) YES points = 4 NO points = 0	4
D 1.3	Characteristics of persistent vegetation (emergent, shrub, and/or forest Cowardin class): - Wetland has persistent, ungrazed vegetation > = 95% of area..... points = 5 ☐ - Wetland has persistent, ungrazed vegetation > = 1/2 of area..... points = 3 ☐ - Wetland has persistent, ungrazed vegetation > = 1/10 of area..... points = 1 ☒ - Wetland has persistent, ungrazed vegetation < 1/10 of area..... points = 0 ☐ Map of Cowardin vegetation classes	Figure ☐ 1
D 1.4	Characteristics of seasonal ponding or inundation: <i>This is the area of the wetland that is ponded for at least 2 months, but dries out sometime during the year. Do not count the area that is permanently ponded. Estimate area as the average condition 5 out of 10 years.</i> - Area seasonally ponded is > 1/2 total area of wetland points = 4 ☒ - Area seasonally ponded is > 1/4 total area of wetland points = 2 ☐ - Area seasonally ponded is < 1/4 total area of wetland points = 0 ☐ Map of Hydroperiods	Figure ☐ 4
Total for D 1		12
Add the points in the boxes above		
D 2	Does the wetland have the <u>opportunity</u> to improve water quality? Answer YES if you know or believe there are pollutants in groundwater or surface water coming into the wetland that would otherwise reduce water quality in streams, lakes or groundwater downgradient from the wetland? <i>Note which of the following conditions provide the sources of pollutants. A unit may have pollutants coming from several sources, but any single source would qualify as opportunity.</i> ☐ Grazing in the wetland or within 150 ft ☐ Untreated stormwater discharges to wetland ☐ Tilled fields or orchards within 150 ft. of wetland ☐ A stream or culvert discharges into wetland that drains developed areas, residential areas, farmed fields, roads, or clear-cut logging ☒ Residential, urban areas, golf courses are within 150 ft. of wetland ☐ Wetland is fed by groundwater high in phosphorus or nitrogen ☐ Other _____ YES multiplier is 2 NO multiplier is 1	(see p. 44) Multiplier 2
◆ TOTAL – Water Quality Functions		24
Multiply the score from D1 by D2; then add score to table on p. 1		
HYDROLOGIC FUNCTIONS – Indicators that wetland unit functions to reduce flooding and stream degradation.		
D 3	Does the wetland have the <u>potential</u> to reduce flooding and erosion?	(see p.46)
D 3.1	Characteristics of surface water flows out of the wetland unit - Unit is a depression with no surface water leaving it (no outlet)..... points = 4 ☒ - Unit has an intermittently flowing, OR highly constricted permanently flowing outlet points = 2 ☐ - Unit is a "flat" depression (Q.7 on key) or in the Flats class, with permanent surface outflow and no obvious natural outlet and/or outlet is a man-made ditch..... points = 1 ☐ <i>(If ditch is not permanently flowing treat unit as "intermittently flowing")</i> - Unit has an unconstricted, or slightly constricted, surface outlet (<i>permanently flowing</i>) points = 0	4
D 3.2	Depth of storage during wet periods. <i>Estimate the height of ponding above the bottom of the outlet. For units with no outlet measure from the surface of permanent water or deepest part (if dry).</i> - Marks of ponding are 3 ft. or more above the surface or bottom of the outlet points = 7 ☒ - The wetland is a "headwater" wetland..... points = 5 ☐ - Marks of ponding between 2 ft. to < 3 ft. from surface or bottom of outlet..... points = 5 ☐ - Marks are at least 0.5 ft. to < 2 ft. from surface or bottom of outlet..... points = 3 ☐ - Wetland is flat (yes to Q.2 or Q.7 on key) but has small depressions on the surface that trap water . points = 1 ☐ - Marks of ponding less than 0.5 ft..... points = 0 ☐	7
D 3.3	Contribution of wetland unit to storage in the watershed: <i>Estimate the ratio of the area of upstream basin contributing surface water to the wetland to the area of the wetland unit itself.</i> - The area of the basin is less than 10 times the area of unit points = 5 ☐ - The area of the basin is 10 to 100 times the area of the unit points = 3 ☒ - The area of the basin is more than 100 times the area of the unit..... points = 0 ☐ - Entire unit is in the FLATS class points = 5 ☐	3
Total for D 3		14
Add the points in the boxes above		

Wetland name or number _____

D 4	Does the wetland have the <u>opportunity</u> to reduce flooding and erosion? Answer YES if the unit is in a location in the watershed where the flood storage, or reduction in water velocity, it provides helps protect downstream property and aquatic resources from flooding or excessive and/or erosive flows. Answer NO if the water coming into the wetland is controlled by a structure such as flood gate, tide gate, flap valve, reservoir etc. OR you estimate that more than 90% of the water in the wetland is from groundwater in areas where damaging groundwater flooding does not occur. <i>Note which of the following indicators of opportunity apply.</i> ☐ Wetland is in a headwater of a river or stream that has flooding problems. ☐ Wetland drains to a river or stream that has flooding problems ☐ Wetland has no outlet and impounds surface runoff water that might otherwise flow into a river or stream that has flooding problems ☐ Other _____ ☐ YES multiplier is 2 ☒ NO multiplier is 1	(see p. 49) Multiplier 1
◆	TOTAL – Hydrologic Functions Multiply the score from D3 by D4; then <i>add score to table on p. 1</i>	14

Comments: _____

[illegible]

Comments: _____

Wetland name or number _____

L Lake-fringe Wetlands		Points
WATER QUALITY FUNCTIONS – Indicators that the wetland unit functions to improve water quality.		(only 1 score per box)
L 1	Does the wetland unit have the <u>potential</u> to improve water quality? (see p.59)	
L 1.1	Average width of vegetation along the lakeshore (use polygons of Cowardin classes): • Vegetation is more than 33 ft. (10m) wide points = 6 ☐ • Vegetation is more than 16 ft.(5m) wide and < 33 ft points = 3 ☐ • Vegetation is more than 6 ft. (2m) wide and < 16 ft points = 1 ☐ • Vegetation is less than 6 ft. wide..... points = 0 ☐ Map of Cowardin classes with widths marked	Figure ☐
L 1.2	Characteristics of the vegetation in the wetland: <i>Choose the appropriate description that results in the highest points, and do not include any open water in your estimate of coverage. The herbaceous plants can be either the dominant form or as an understory in a shrub or forest community. These are not Cowardin classes. Area of Cover is total cover in the unit, but it can be in patches. NOTE: Herbaceous does not include aquatic bed.</i> • Cover of herbaceous plants is > 90% of the vegetated area..... points = 6 ☐ • Cover of herbaceous plants is > 2/3 of the vegetated area..... points = 4 ☐ • Cover of herbaceous plants is > 1/3 of the vegetated area..... points = 3 ☐ • Other vegetation that is not aquatic bed or herbaceous covers > 2/3 of the unit points = 3 ☐ • Other vegetation that is not aquatic bed in > 1/3 vegetated area points = 1 ☐ • Aquatic bed cover and open water > 2/3 of the unit..... points = 0 ☐ Map with polygons of different vegetation types	Figure ☐
Add the points in the boxes above		
L 2	Does the wetland have the <u>opportunity</u> to improve water quality? Answer YES if you know or believe there are pollutants in the lake water, or polluted surface water flowing through the unit to the lake. <i>Note which of the following conditions provide the sources of pollutants. A unit may have pollutants coming from several sources, but any single source would qualify as opportunity.</i> ☐ Wetland is along the shores of a lake or reservoir that does not meet water quality standards ☐ Grazing in the wetland or within 150 ft ☐ Polluted water discharges to wetland along upland edge ☐ Tilled fields or orchards within 150 ft. of wetland ☐ Residential or urban areas are within 150 ft. of wetland ☐ Parks with grassy areas that are maintained, ballfields, golf courses (all within 150 ft. of lake shore) ☐ Power boats with gasoline or diesel engines use the lake ☐ Other _____ ☐ YES multiplier is 2 ☐ NO multiplier is 1	(see p.61) Multiplier
◆ TOTAL – Water Quality Functions Multiply the score from L1 by L2; then add score to table on p. 1		
HYDROLOGIC FUNCTIONS – Indicators that wetland functions to reduce shoreline erosion.		
L 3	Does the wetland have the <u>potential</u> to reduce shoreline erosion? Average width and characteristics of vegetation along the lakeshore (<i>do not include aquatic bed</i>): (<i>choose the highest scoring description that matches conditions in the wetland</i>) • 3/4 of distance is shrubs or forest at least 33 ft. (10m) wide points = 6 ☐ • 3/4 of distance is shrubs or forest at least 6 ft. (2m) wide points = 4 ☐ • 1/4 of distance is shrubs or forest at least 33 ft. (10m) wide points = 4 ☐ • Vegetation is at least 6 ft. (2m) wide (any type except aquatic bed)..... points = 2 ☐ • Vegetation is less than 6 ft. (2m) wide (any type except aquatic bed) points = 0 ☐ Aerial photo or map with Cowardin vegetation classes	(see p.62) Figure ☐
Record the points in the boxes above		
L 4	Does the wetland have the <u>opportunity</u> to reduce erosion? Are there features along the shore that will be impacted if the shoreline erodes? <i>Note which of the following conditions apply.</i> ☐ There are human structures and activities along the upland edge of the wetland (buildings, fields) that can be damaged by erosion. ☐ There are undisturbed natural resources along the upland edge of the wetland (e.g. mature forests, other wetlands) that can be damaged by shoreline erosion. ☐ Other _____ ☐ YES multiplier is 2 ☐ NO multiplier is 1	(see p. 64) Multiplier
◆ TOTAL – Hydrologic Functions Multiply the score from L3 by L4; then add score to table on p. 1		

Comments: _____

Wetland name or number _____

S Slope Wetlands		Points
WATER QUALITY FUNCTIONS – Indicators that wetland functions to improve water quality.		(only 1 score per box)
S 1	Does the wetland have the <u>potential</u> to improve water quality?	(see p.64)
S 1.1	Characteristics of average slope of unit: - Slope is 1% or less (a 1% slope has a 1 ft. vertical drop in elevation for every 100 ft. horizontal distance).... points = 3 ☐ - Slope is 1% - 2% points = 2 ☐ - Slope is 2% - 5% points = 1 ☐ - Slope is greater than 5% points = 0 ☐	
S 1.2	The soil 2 inches below the surface (or duff layer) is clay, organic (Use NRCS definitions). ☐ YES = 3 points ☐ NO = 0 points	
S 1.3	Characteristics of the vegetation in the wetland that trap sediments and pollutants: Choose the points appropriate for the description that best fits the vegetation in the wetland. Dense vegetation means you have trouble seeing the soil surface (>75% cover), and uncut means not grazed or mowed and plants are higher than 6 inches. - Dense, uncut, herbaceous vegetation > 90% of the wetland area..... points = 6 ☐ - Dense, uncut, herbaceous vegetation > 1/2 of area points = 3 ☐ - Dense, woody, vegetation > 1/2 of area..... points = 2 ☐ - Dense, uncut, herbaceous vegetation > 1/4 of area points = 1 ☐ - Does not meet any of the criteria above for vegetation points = 0 ☐	Figure ☐
Total for S 1 Add the points in the boxes above		
S 2	Does the wetland have the <u>opportunity</u> to improve water quality? Answer YES if you know or believe there are pollutants in groundwater or surface water coming into the wetland that would otherwise reduce water quality in streams, lakes or groundwater downgradient from the wetland? Note which of the following conditions provide the sources of pollutants. A unit may have pollutants coming from several sources, but any single source would qualify as opportunity. ☐ Grazing in the wetland or within 150 ft ☐ Untreated stormwater discharges to wetland ☐ Tilled fields, logging, or orchards within 150 ft. of wetland ☐ Residential, urban areas, or golf courses are within 150 ft. upslope of wetland ☐ Other ☐ YES multiplier is 2 ☐ NO multiplier is 1	(see p. 67) Multiplier
◆ TOTAL – Water Quality Functions Multiply the score from S1 by S2; then add score to table on p. 1		
HYDROLOGIC FUNCTIONS – Indicators that wetland functions to reduce flooding and stream erosion.		
S 3	Does the wetland have the <u>potential</u> to reduce flooding and stream erosion?	(see p.68)
S 3.1	Characteristics of vegetation that reduce the velocity of surface flows during storms: Choose the points appropriate for the description that best fits conditions in the wetland (stems of plants should be thick enough (usually > 1/8in), or dense enough to remain erect during surface flows). - Dense, uncut, rigid vegetation covers > 90% of the area of the wetland points = 6 ☐ - Dense, uncut, rigid vegetation > 1/2 area of wetland points = 3 ☐ - Dense, uncut, rigid vegetation > 1/4 area..... points = 1 ☐ - More than 1/4 of area is grazed, mowed, tilled, or vegetation is not rigid points = 0 ☐	
S 3.2	Characteristics of slope wetland that holds back small amounts of flood flows. The slope has small surface depressions that can retain water over at least 10% of its area. ☐ YES = 2 points ☐ NO = 0 points	
Add the points in the boxes above		
S 4	Does the wetland have the <u>opportunity</u> to reduce flooding and erosion? Is the wetland in a landscape position where the reduction in water velocity it provides helps protect downstream property and aquatic resources from flooding or excessive and/or erosive flows? Note which of the following conditions apply. ☐ Wetland has surface runoff that drains to a river or stream that has flooding problems ☐ Other (Answer NO if the major source of water is controlled by a reservoir (e.g. wetland is a seep that is on the downstream side of a dam) ☐ YES multiplier is 2 ☐ NO multiplier is 1	(see p. 70) Multiplier
◆ TOTAL – Hydrologic Functions Multiply the score from S3 by S4; then add score to table on p. 1		

Comments: _____

These questions apply to wetlands of all HGM classes.		Points (only 1 score per box)																
HABITAT FUNCTIONS – Indicators that wetland functions to provide important habitat.																		
H 1	Does the wetland have the potential to provide habitat for many species?																	
H 1.1	Vegetation structure (see P. 72): Check the types of vegetation classes present (as defined by Cowardin) – Size threshold for each class is 1/4 acre or more than 10% of the area if unit is smaller than 2.5 acres. ☒ Aquatic Bed ☒ Emergent plants ☒ Scrub/shrub (areas where shrubs have > 30% cover) ☐ Forested (areas where trees have > 30% cover) If the unit has a forested class check if: ☐ The forested class has 3 out of 5 strata (canopy, sub-canopy, shrubs, herbaceous, moss/ground-cover) that each cover 20% within the forested polygon. Add the number of vegetation types that qualify. If you have: <table border="0"> <tr> <td>4 structures or more..... points = 4</td> <td>☐</td> <td>Map of Cowardin vegetation classes</td> </tr> <tr> <td>3 structures..... points = 2</td> <td>☐</td> <td></td> </tr> <tr> <td>2 structures..... points = 1</td> <td>☒</td> <td></td> </tr> <tr> <td>1 structure..... points = 0</td> <td>☐</td> <td></td> </tr> </table>	4 structures or more..... points = 4	☐	Map of Cowardin vegetation classes	3 structures..... points = 2	☐		2 structures..... points = 1	☒		1 structure..... points = 0	☐		Figure ☐ 1				
4 structures or more..... points = 4	☐	Map of Cowardin vegetation classes																
3 structures..... points = 2	☐																	
2 structures..... points = 1	☒																	
1 structure..... points = 0	☐																	
H 1.2	Hydroperiods (see p.73): Check the types of water regimes (hydroperiods) present within the wetland. The water regime has to cover more than 10% of the wetland or 1/4 acre to count (see text for descriptions of hydroperiods). <table border="0"> <tr> <td>☒ Permanently flooded or inundated</td> <td>4 or more types present</td> <td>points = 3</td> <td>☐</td> </tr> <tr> <td>☒ Seasonally flooded or inundated</td> <td>3 or more types present</td> <td>points = 2</td> <td>☐</td> </tr> <tr> <td>☐ Occasionally flooded or inundated</td> <td>2 types present</td> <td>points = 1</td> <td>☒</td> </tr> <tr> <td>☐ Saturated only</td> <td>1 type present</td> <td>points = 0</td> <td>☐</td> </tr> </table> ☐ Permanently flowing stream or river in, or adjacent to, the wetland ☐ Seasonally flowing stream in, or adjacent to, the wetland ☐ Lake-fringe wetland..... = 2 points ☐ Freshwater tidal wetland..... = 2 points Map of hydroperiods	☒ Permanently flooded or inundated	4 or more types present	points = 3	☐	☒ Seasonally flooded or inundated	3 or more types present	points = 2	☐	☐ Occasionally flooded or inundated	2 types present	points = 1	☒	☐ Saturated only	1 type present	points = 0	☐	Figure ☐ 1
☒ Permanently flooded or inundated	4 or more types present	points = 3	☐															
☒ Seasonally flooded or inundated	3 or more types present	points = 2	☐															
☐ Occasionally flooded or inundated	2 types present	points = 1	☒															
☐ Saturated only	1 type present	points = 0	☐															
H 1.3	Richness of Plant Species (see p. 75): Count the number of plant species in the wetland that cover at least 10 ft² (different patches of the same species can be combined to meet the size threshold) You do not have to name the species. Do not include Eurasian Milfoil, reed canarygrass, purple loosestrife, Canadian Thistle. If you counted: <table border="0"> <tr> <td>> 19 species.....</td> <td>points = 2</td> <td>☐</td> </tr> <tr> <td>5 – 19 species.....</td> <td>points = 1</td> <td>☒</td> </tr> <tr> <td>< 5 species.....</td> <td>points = 0</td> <td>☐</td> </tr> </table> List species below if you want to:	> 19 species.....	points = 2	☐	5 – 19 species.....	points = 1	☒	< 5 species.....	points = 0	☐	1							
> 19 species.....	points = 2	☐																
5 – 19 species.....	points = 1	☒																
< 5 species.....	points = 0	☐																
H 1.4	Interspersion of Habitats (see p. 76): Decided from the diagrams below whether interspersion between Cowardin vegetation (described in H1.1), or the classes and unvegetated areas (can include open water or mudflats) is high, medium, low, or none. None = 0 points Low = 1 point Moderate = 2 points High = 3 points [riparian braided channels] Note: If you have 4 or more classes or 3 vegetation classes and open water, the rating is always “high”. Use map of Cowardin classes.	Figure ☐ 1																
H 1.5	Special Habitat Features (see p. 77): Check the habitat features that are present in the wetland. The number of checks is the number of points you put into the next column. ☐ Large, downed, woody debris within the wetland (> 4 in. diameter and 6 ft. long) ☐ Standing snags (diameter at the bottom > 4 inches) in the wetland ☐ Undercut banks are present for at least 6.6 ft. (2m) and/or overhanging vegetation extends at least 3.3 ft. (1m) over a stream (or ditch) in, or contiguous with the unit, for at least 33 ft. (10m) ☐ Stable steep banks of fine material that might be used by beaver or muskrat for denning (> 30 degree slope) OR signs of recent beaver activity are present (cut shrubs or trees that have not yet turned grey/brown) ☐ At least 1/4 acre of thin-stemmed persistent vegetation or woody branches are present in areas that are permanently or seasonally inundated (structures for egg-laying by amphibians) ☐ Invasive plants cover less than 25% of the wetland area in each stratum of plants NOTE: The 20% stated in early printings of the manual on page 78 is an error.	0																
H 1 TOTAL Score – potential for providing habitat		4																

H 2	Does the wetland have the <u>opportunity</u> to provide habitat for many species?	(only 1 score per box)
	H 2.1 Buffers (see P. 80): <i>Choose the description that best represents condition of buffer of wetland unit. The highest scoring criterion that applies to the wetland is to be used in the rating. See text for definition of "undisturbed".</i> ☐ 100m (330 ft) of relatively undisturbed vegetated areas, rocky areas, or open water > 95% of circumference. No structures are within the undisturbed part of buffer (relatively undisturbed also means no grazing, no landscaping, no daily human use)..... points = 5 ☐ 100m (330 ft) of relatively undisturbed vegetated areas, rocky areas, or open water > 50% circumference points = 4 ☐ 50m (170 ft) of relatively undisturbed vegetated areas, rocky areas, or open water > 95% circumference points = 4 ☐ 100m (330 ft) of relatively undisturbed vegetated areas, rocky areas, or open water > 25% circumference points = 3 ☐ 50m (170 ft) of relatively undisturbed vegetated areas, rocky areas, or open water for > 50% circumference points = 3 If buffer does not meet any of the criteria above: ☐ No paved areas (except paved trails) or buildings within 25m (80 ft) of wetland > 95% circumference. Light to moderate grazing or lawns are OK points = 2 ☐ No paved areas of buildings within 50m of wetland for > 50% circumference. Light to moderate grazing or lawns are OK points = 2 ☐ Heavy grazing in buffer points = 1 ☐ Vegetated buffers are < 2m wide (6.6 ft) for more than 95% circumference (e.g. tilled fields, paving, basalt bedrock extend to edge of wetland) points = 0 ☒ Buffer does not meet any of the criteria above points = 1 Arial photo showing buffers	Figure ☒ 1
	H 2.2 Corridors and Connections (see p. 81) H 2.2.1 Is the wetland part of a relatively undisturbed and unbroken vegetated corridor (either riparian or upland) that is at least 150 ft. wide, has at least a 30% cover of shrubs, forest or native undisturbed prairie, that connects to estuaries, other wetlands or undisturbed uplands that are at least 250 acres in size? (<i>Dams in riparian corridors, heavily used gravel roads, paved roads, are considered breaks in the corridor.</i>) ☐ YES = 4 points (go to H 2.3) ☒ NO = go to H 2.2.2 H. 2.2.2 Is the wetland part of a relatively undisturbed and unbroken vegetated corridor (either riparian or upland) that is at least 50 ft. wide, has at least 30% cover of shrubs or forest, and connects to estuaries, other wetlands or undisturbed uplands that are at least 25 acres in size? OR a Lake-fringe wetland, if it does not have an undisturbed corridor as in the question above? ☐ YES = 2 points (go to H 2.3) ☒ NO = go to H 2.2.3 H. 2.2.3 Is the wetland: • Within 5 mi (8km) of a brackish or salt water estuary OR • Within 3 miles of a large field or pasture (> 40 acres) OR • Within 1 mile of a lake greater than 20 acres? ☒ YES = 1 point ☐ NO = 0 points	1

Comments: _____

H 2.3	Near or adjacent to other priority habitats listed by WDFW (see p. 82): (see new and complete descriptions of WDFW priority habitats, and the counties in which they can be found, in the PHS report http://wdfw.wa.gov/hab/phslist.htm) Which of the following priority habitats are within 330 ft. (100m) of the wetland unit? NOTE: the connections do not have to be relatively undisturbed. ☐ Aspen Stands: Pure or mixed stands of aspen greater than 0.4 ha (1 acre). ☐ Biodiversity Areas and Corridors: Areas of habitat that are relatively important to various species of native fish and wildlife (full descriptions in WDFW PHS report p. 152). ☐ Herbaceous Balds: Variable size patches of grass and forbs on shallow soils over bedrock. ☐ Old-growth/Mature forests: (Old-growth west of Cascade crest) Stands of at least 2 tree species, forming a multi-layered canopy with occasional small openings; with at least 20 trees/ha (8 trees/acre) > 81 cm (32 in) dbh or > 200 years of age. (Mature forests) Stands with average diameters exceeding 53 cm (21 in) dbh; crown cover may be less than 100%; decay, decadence, numbers of snags, and quantity of large downed material is generally less than that found in old-growth; 80 - 200 years old west of the Cascade crest. ☐ Oregon white Oak: Woodlands Stands of pure oak or oak/conifer associations where canopy coverage of the oak component is important (full descriptions in WDFW PHS report p. 158). ☐ Riparian: The area adjacent to aquatic systems with flowing water that contains elements of both aquatic and terrestrial ecosystems which mutually influence each other. ☐ Westside Prairies: Herbaceous, non-forested plant communities that can either take the form of a dry prairie or a wet prairie (full descriptions in WDFW PHS report p. 161). ☐ Instream: The combination of physical, biological, and chemical processes and conditions that interact to provide functional life history requirements for instream fish and wildlife resources. ☐ Nearshore: Relatively undisturbed nearshore habitats. These include Coastal Nearshore, Open Coast Nearshore, and Puget Sound Nearshore. (full descriptions of habitats and the definition of relatively undisturbed are in WDFW report: pp. 167-169 and glossary in Appendix A). ☐ Caves: A naturally occurring cavity, recess, void, or system of interconnected passages under the earth in soils, rock, ice, or other geological formations and is large enough to contain a human. ☐ Cliffs: Greater than 7.6 m (25 ft) high and occurring below 5000 ft. ☐ Talus: Homogenous areas of rock rubble ranging in average size 0.15 - 2.0 m (0.5 - 6.5 ft), composed of basalt, andesite, and/or sedimentary rock, including riprap slides and mine tailings. May be associated with cliffs. ☐ Snags and Logs: Trees are considered snags if they are dead or dying and exhibit sufficient decay characteristics to enable cavity excavation/use by wildlife. Priority snags have a diameter at breast height of > 51 cm (20 in) in western Washington and are > 2 m (6.5 ft) in height. Priority logs are > 30 cm (12 in) in diameter at the largest end, and > 6 m (20 ft) long. If wetland has 3 or more priority habitats = 4 points If wetland has 2 priority habitats = 3 points If wetland has 1 priority habitat = 1 point No habitats = 0 points Note: All vegetated wetlands are by definition a priority habitat but are not included in this list. Nearby wetlands are addressed in question H 2.4)	0
H 2.4	Wetland Landscape: Choose the one description of the landscape around the wetland that best fits (see p. 84) • There are at least 3 other wetlands within 1/2 mile, and the connections between them are relatively undisturbed (light grazing between wetlands OK, as is lake shore with some boating, but connections should NOT be bisected by paved roads, fill, fields, or other development.... points = 5 ☐ • The wetland is Lake-fringe on a lake with little disturbance and there are 3 other lake-fringe wetlands within 1/2 mile points = 5 ☐ • There are at least 3 other wetlands within 1/2 mile, BUT the connections between them are disturbed. points = 3 ☐ • The wetland fringe on a lake with disturbance and there are 3 other lake-fringe wetlands within 1/2 mile points = 3 ☐ • There is at least 1 wetland within 1/2 mile points = 2 ☐ • There are no wetlands within 1/2 mile..... points = 0 ☐	0
	H 2 TOTAL Score – opportunity for providing habitat Add the scores from H2.1, H2.2, H2.3, H2.4	2
	TOTAL for H 1 from page 8	4
◆	Total Score for Habitat Functions Add the points for H 1 and H 2; then record the result on p. 1	6

Comments: _____

CATEGORIZATION BASED ON SPECIAL CHARACTERISTICS

Please determine if the wetland meets the attributes described below and circle the appropriate answers and Category.

Wetland Type – Check off any criteria that apply to the wetland. Circle the Category when the appropriate criteria are met.	
SC1	Estuarine wetlands? (see p.86) Does the wetland unit meet the following criteria for Estuarine wetlands? ☐ The dominant water regime is tidal, ☐ Vegetated, and ☐ With a salinity greater than 0.5 ppt. ☐ YES = Go to SC 1.1 ☒ NO
SC 1.1	Is the wetland unit within a National Wildlife Refuge, National Park, National Estuary Reserve, Natural Area Preserve, State Park or Educational, Environmental, or Scientific Reserve designated under WAC 332-30-151? ☐ YES = Category I ☒ NO = go to SC 1.2
	SC 1.2 Is the wetland at least 1 acre in size and meets at least two of the following conditions? ☐ YES = Category I ☐ NO = Category II ☐ The wetland is relatively undisturbed (has no diking, ditching, filling, cultivation, grazing, and has less than 10% cover of non-native plant species. If the non-native <i>Spartina</i> spp., are only species that cover more than 10% of the wetland, then the wetland should be given a dual rating (I/II). The area of <i>Spartina</i> would be rated a Category II while the relatively undisturbed upper marsh with native species would be a Category I. Do not, however, exclude the area of <i>Spartina</i> in determining the size threshold of 1 acre. ☐ At least 3/4 of the landward edge of the wetland has a 100 ft. buffer of shrub, forest, or un-grazed or un-mowed grassland ☐ The wetland has at least 2 of the following features: tidal channels, depressions with open water, or contiguous freshwater wetlands.
	Cat. I ☐ Cat. II ☐ Dual Rating I/II ☐
SC2	Natural Heritage Wetlands (see p. 87) Natural Heritage wetlands have been identified by the Washington Natural Heritage Program/DNR as either high quality undisturbed wetlands or wetlands that support state Threatened, Endangered, or Sensitive plant species. SC 2.1 Is the wetland being rated in a Section/Township/Range that contains a natural heritage wetland? (This question is used to screen out most sites before you need to contact WNHP/DNR.) ☐ S/T/R information from Appendix D ☐ or accessed from WNHP/DNR web site ☐ YES Contact WNHP/DNR (see p. 79) and go to SC 2.2 ☒ NO SC 2.2 Has DNR identified the wetland as a high quality undisturbed wetland or as a site with state threatened or endangered plant species? ☐ YES = Category I ☒ NO not a Heritage Wetland
	Cat. I ☐
SC3	Bogs (see p. 87) Does the wetland (or any part of the unit) meet both the criteria for soils and vegetation in bogs? Use the key below to identify if the wetland is a bog. <i>If you answer yes you will still need to rate the wetland based on its function.</i> 1. Does the unit have organic soil horizons (i.e. layers of organic soil), either peats or mucks, that compose 16 inches or more of the first 32 inches of soil profile? (See Appendix B for a field key to identify organic soils)? ☐ YES = go to question 3 ☒ NO = go to question 2 2. Does the wetland have organic soils, either peats or mucks that are less than 16 inches deep over bedrock, or an impermeable hardpan such as clay or volcanic ash, or that are floating on a lake or pond? ☐ YES = go to question 3 ☒ NO = is not a bog for purpose of rating 3. Does the unit have more than 70% cover of mosses at ground level, AND other plants, if present, consist of the "bog" species listed in Table 3 as a significant component of the vegetation (more than 30% of the total shrub and herbaceous cover consists of species in Table 3)? ☐ YES = Is a bog for purpose of rating ☒ NO = go to question 4 NOTE: If you are uncertain about the extent of mosses in the understory you may substitute that criterion by measuring the pH of the water that seeps into a hole dug at least 16" deep. If the pH is less than 5.0 and the "bog" plant species in Table 3 are present, the wetland is a bog. 4. Is the unit forested (> 30% cover) with sitka spruce, subalpine fir, western red cedar, western hemlock, lodgepole pine, quaking aspen, Englemann's spruce, or western white pine. WITH any of the species (or combination of species) on the bog species plant list in Table 3 as a significant component of the ground cover (> 30% coverage of the total shrub/herbaceous cover)? ☐ YES = Category I ☒ NO = Is not a bog for purpose of rating
	Cat. I ☐

SC4	Forested Wetlands (see p. 90) Does the wetland have at least 1 acre of forest that meet one of these criteria for the Department of Fish and Wildlife's forests as priority habitats? <i>If you answer yes you will still need to rate the wetland based on its function.</i> ☐ Old-growth forests: (west of Cascade Crest) Stands of at least two three species forming a multi-layered canopy with occasional small openings; with at least 8 trees/acre (20 trees/hectare) that are at least 200 years of age OR have a diameter at breast height (dbh) of 32 inches (81 cm or more). NOTE: The criterion for dbh is based on measurements for upland forests. Two-hundred year old trees in wetlands will often have a smaller dbh because their growth rates are often slower. The DFW criterion is and "OR" so old-growth forests do not necessarily have to have trees of this diameter. ☐ Mature forests: (west of the Cascade Crest) Stands where the largest trees are 80 – 200 years old OR have an average diameters (dbh) exceeding 21 inches (53 cm); crown cover may be less than 100%; decay, decadence, numbers of snags, and quantity of large downed material is generally less than that found in old-growth. ☐ YES = Category I ☒ NO = not a forested wetland with special characteristics	Cat. I ☐
SC5	Wetlands in Coastal Lagoons (see p. 91) Does the wetland meet all of the following criteria of a wetland in a coastal lagoon? ☐ The wetland lies in a depression adjacent to marine waters that is wholly or partially separated from marine waters by sandbanks, gravel banks, shingle, or, less frequently, rocks. ☐ The lagoon in which the wetland is located contains surface water that is saline or brackish (> 0.5 ppt) during most of the year in at least a portion of the lagoon (<i>needs to be measured near the bottom.</i>) ☐ YES = Go to SC 5.1 ☒ NO not a wetland in a coastal lagoon SC 5.1 Does the wetland meet all of the following three conditions? ☐ The wetland is relatively undisturbed (has no diking, ditching, filling, cultivation, grazing) and has less than 20% cover of invasive plant species (see list of invasive species on p. 74). ☐ At least 3/4 of the landward edge of the wetland has a 100 ft. buffer of shrub, forest, or un-grazed or un-mowed grassland. ☐ The wetland is larger than 1/10 acre (4350 square ft.) ☐ YES = Category I ☐ NO = Category II	Cat. I ☐ Cat. II ☐
SC6	Interdunal Wetlands (see p. 93) Is the wetland west of the 1889 line (also called the Western Boundary of Upland Ownership or WBUO)? ☐ YES = Go to SC 6.1 ☒ NO not an interdunal wetland for rating <i>If you answer yes you will still need to rate the wetland based on its functions.</i> In practical terms that means the following geographic areas: • Long Beach Peninsula -- lands west of SR 103 • Grayland-Westport -- lands west of SR 105 • Ocean Shores-Copalis -- lands west of SR 115 and SR 109 SC 6.1 Is the wetland one acre or larger, or is it in a mosaic of wetlands that is one acre or larger? ☐ YES = Category II ☐ NO = go to SC 6.2 SC 6.2 Is the wetland between 0.1 and 1 acre, or is it in a mosaic of wetlands that is between 0.1 and 1 acre? ☐ YES = Category III	Cat. II ☐ Cat. III ☐
◆	Category of wetland based on Special Characteristics Choose the "highest" rating if wetland falls into several categories, and record on p. 1. If you answered NO for all types enter "Not Applicable" on p. 1	N/A

Comments: _____

Appendix B: Site Photographs
WA1 Rotary Park Project Site Wetland and Other Waters Delineation Report



Photo point 1. Looking northwest toward the proposed lease area.



Photo point 2. Looking southeast along wetland edge in northwestern portion of site.





Photo point 5. Looking north across the offsite wetland area to the west of the project site.



Photo point 6. Looking southwest across offsite parcel to the west of the project site.

ARCHITECTURAL
T-1 TITLE SHEET
SV1 EXISTING SITE SURVEY
ZD-1 OVERALL SITE PLAN
ZD-2 ENLARGED SITE AND ANTENNA PLANS
ZD-3 EAST AND NORTH ELEVATIONS

2012 IBC, STANDARDS AND AMENDMENTS, WAC 51-50
2012 IMC, STANDARDS AND AMENDMENTS, WAC 51-52
2012 IFC, STANDARDS AND AMENDMENTS, WAC 51-54
2012 UPC, STANDARDS AND AMENDMENTS, WAC 51-55, 51-57

APPLICANT:
VERIZON WIRELESS
3245 158TH AVE SE, MS 231
BELLEVUE, WA 98008

LEXCOM DEVELOPMENT
19905 BELLEVUE WAY
WEST LINN, OR 97068
CONTACT: STEVEN W. TOPP, AICP
PHONE: 503-708-7337
EMAIL: STEVEN.TOPP@LEXCOMCORP.COM

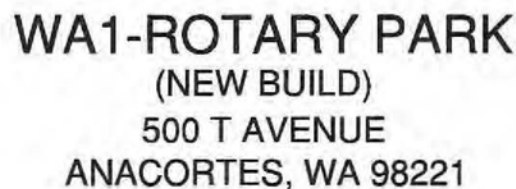
CAMP & ASSOCIATES INC.
19401 40TH AVE W, SUITE 304
LYNNWOOD, WA 98036
CONTACT: ERIC CAMP
PHONE: 425-740-6392

SEE SHEET ZD-1

SITE NAME:	WAI-ROTARY PARK
SITE ADDRESS:	500 T AVENUE ANACORTES, WA 98221
LAND OWNER:	CITY OF ANACORTES 500 T AVENUE ANACORTES, WA 98221 CONTACT: JOHN FRANZ OR MATT REINOLDS PHONE: 360-299-0953
STRUCTURE OWNER:	VERIZON WIRELESS
JURISDICTION:	CITY OF ANACORTES
PARCEL NUMBER:	P56798
ZONING:	CM1 (CITY OF ANACORTES)
OCCUPANCY:	U (UNMANNED)
CONSTRUCTION TYPE:	II-B

THE SCOPE OF WORK INCLUDES:
 INSTALLATION OF (1) NEW 60'-0" HIGH MONOPOLE, (12)
 NEW PANEL ANTENNAS, (9) NEW RXUS, (2) SURGE
 PROTECTORS (1 NEAR ANTENNAS, 1 NEAR GROUND
 EQUIPMENT), (2) INTEGRATED HYBRID FIBER AND POWER
 CABLES.

INSTALLATION OF NEW V2W CONCRETE PAD MOUNTED EQUIPMENT CABINETS, NEW CONCRETE PAD MOUNTED 30KW STAND-BY DIESEL GENERATOR, NEW UTILITY H-FRAME, NEW ICE BRIDGE, NEW ICE BRIDGE-MOUNTED GPS ANTENNA, AND NEW CHAIN LINK FENCE AT GROUND LEVEL.



LAT: 48° 31' 07.28" N
LONG: 122° 36' 27.47" W
ELEVATION: 14.0' AMSL

CONFIDENTIAL AND PROPRIETARY

TITLE	SIGNATURE	DATE
CONSTRUCTION MANAGER		
RF ENGINEER		
REAL ESTATE		
SITE ACQUISITION		
PROPERTY OWNER		
TOWER OWNER		

[illegible]

DRIVING DIRECTIONS FROM WYOMING WIRELESS (3245 158TH AVE. SE, BELLEVUE WA 98008):
 DEPART 3245 158TH AVE SE, BELLEVUE WA 98008 ON 158TH AVE SE (SOUTH-WEST) TURN RIGHT (WEST) ON SE EASTGATE WAY, TURN LEFT
 (WEST) ONTO RAMP 1-405 N/W / SEATTLE, TAKE RAMP (LEFT) ONTO I-90 [MOUNTAINS TO SCAND GREENWAY]-60 AT EXIT 10, TURN RIGHT (NORTH)
 RAMP, I-405 S / I-405 N / WYOMING / EVERETT / RENTON / TACOMA, TAKE RAMP (RIGHT) ONTO I-405 N / BELLEVUE / EVERETT, TAKE
 RAMP (RIGHT) ONTO I-5 N / VANCOUVER SE, AT EXIT 226, TURN LEFT ONTO RAMP WA-536 N / KNOX ST, KEEP LEFT TO STAY ON RAMP,
 BEAR LEFT (WEST) ONTO WA-536 (E KNOX ST) TURN RIGHT (NORTH) ONTO WA-536 (S 131 ST) TURN LEFT (WEST) ONTO WA-536 (N RAYSON
 DR) TURN RIGHT (EAST) ONTO WA-536 (S 131 ST) TURN LEFT (WEST) ONTO WA-536 (N RAYSON DR) TAKE THE FIRST
 EXIT ONTO WA-20 SPUR [COMMERCIAL AVE] TURN LEFT (WEST) ONTO WA-20 SPUR [12TH ST] THEN IMMEDIATELY TURN RIGHT (NORTH) ONTO
 AVE. TURN RIGHT (EAST) ONTO 4TH ST, TURN RIGHT (SOUTH) ONTO "T" AVE, APPROX 300 "T" AVE, ANACOSTIA WA 98221.



LEXCOM

(NEW BUILD - ZD)
500 T AVENUE
ANACORTES, WA 98221



19401 40TH AVE, W., SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 740-8390
FAX: (425) 224-1814
WWW.CAMPASSOC.COM

PROJECT MANAGER:	EJC
------------------	-----

PREPARED BY: R/L

APPROVED BY: EJC

12-11-14	ISSUED FOR FINAL ZONING
11-20-14	ISSUED FOR PRELIM. ZONING
08-10-14	ISSUED FOR PRELIM. ZONING

SHEET NAME
TITLE SHEET

SHEET NUMBER
T-1

PROJECT NUMBER
20141000430

LEGAL DESCRIPTION

LOT 3 THROUGH 20, BLOCK 8, ROWMAN'S CENTRAL SHIP HARBOR WATER FRONT PLAT 37 ANACORTES, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 33, RECORDS OF SKAGIT COUNTY, WASHINGTON.

TOGETHER WITH THE NORTH 1/2 OF VACATED ALLEY ABUTTING LOTS 3 THROUGH 10 AND THE SOUTH 1/2 OF VACATED ALLEY ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO CITY OF ANACORTES ORDINANCE NO. 1201.

TOGETHER WITH THE NORTH 1/2 OF VACATED 5TH STREET ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 1201.

AND TOGETHER WITH THE EAST 1/2 OF VACATED 5 AVENUE, AS WOULD ATTACH BY OPERATION OF LAW, PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 2105 RECORDED UNDER AUDITOR'S FILE NO. 890210070.

EASEMENTS

THE FOLLOWING EASEMENTS FROM THE REFERENCED TITLE REPORT CONTAIN SUFFICIENT INFORMATION TO BE DEPICTED ON THE PLAN. OTHER EASEMENTS OR ENCUMBRANCES, IF ANY, MAY AFFECT THE PROPERTY, BUT LACK SUFFICIENT INFORMATION TO BE SHOWN.

SEWER AND WATER EASEMENT PER ORDINANCE NO. 1201, CITY OF ANACORTES - SHOWN

THESE AND PROVISIONS OF INTERLOCAL AGREEMENT 1, PER AUDITOR'S NO. 880720026, RECORDS OF SKAGIT COUNTY - DOCUMENT CONTAINS NO EASEMENTS, NOT SHOWN

ELECTRIC EASEMENT PER AUDITOR'S NO. 912240372, RECORDS OF SKAGIT COUNTY - SHOWN

LATITUDE/LONGITUDE POSITION

COORDINATE DATA AT PROPOSED TOWER LOCATION:
NAD 83
LAT = 48°31'07.28" N
LONG = 122°36'21.47" W
NAVD 83
ELEV = 143.0 FEET



BENCHMARK IS "RED" HGS GPS CORS STATION
ELEV = 169.1

ELEVATION DERIVED USING GPS. ACCURACY MEETS OR EXCEEDS 1A STANDARDS AS DEFINED ON THE FAA ASAC INFORMATION SHEET 811-003.

NOTES

- TITLE RESEARCH PROVIDED BY FIRST AMERICAN TITLE COMPANY, GUARANTEE NUMBER 5003353-00011706, DATED SEPTEMBER 4, 2014.
- FIELD WORK CONDUCTED IN JUNE, 2014.
- BASIS OF BEARING: WASHINGTON STATE PLANE COORDINATE SYSTEM, NORTH ZONE (NAD83).
- UNDERGROUND UTILITIES SHOWN HEREON, IF ANY, WERE OBTAINED FROM SURFACE EVIDENCE AND/OR UTILITY COMPANY RECORDS. CRITICAL LOCATIONS SHOULD BE VERIFIED PRIOR TO DESIGN AND CONSTRUCTION.
- FEMA FLOOD ZONE: "X" (AREAS DETERMINED TO BE OUTSIDE THE 2% ANNUAL CHANCE FLOODPLAIN). PANEL 40 OF 106 FPM MAP NUMBER 5303170040, EFFECTIVE DATE SEPTEMBER 17, 2003.

LEGEND

- SUBJECT BOUNDARY LINE
- RIGHT-OF-WAY CENTERLINE
- RIGHT-OF-WAY LINE
- ADJACENT BOUNDARY LINE
- SECTIONAL BREAKDOWN LINE
- OVERHEAD POWER LINE
- BURIED POWER LINE
- BURIED GAS LINE
- OVERHEAD TELEPHONE LINE
- BURIED TELEPHONE LINE
- BURIED WATER LINE
- BURIED SANITARY SEWER
- BURIED STORM DRAIN
- DITCH LINE/FLOW LINE
- ROCK RETAINING WALL
- VEGETATION LINE
- CHAIN LINK FENCE
- WOOD FENCE
- BARBED WIRE/WIRE FENCE
- TRANSFORMER
- LIGHT STANDARD
- POWER VAULT
- UTILITY BOX
- UTILITY POLE
- POLE GLY WIRE
- GAS VALVE
- GAS METER
- TELEPHONE VAULT
- TELEPHONE RISER
- FIRE HYDRANT
- GATE VALVE
- WATER METER
- FIRE STAND PIPE
- CATCH BASIN, TYPE I
- CATCH BASIN, TYPE II
- SON
- BOLLARD
- MAIL BOX
- SPOT ELEVATION

NOTE:
1) ALL ELEVATIONS SHOWN ARE ABOVE MEAN SEA LEVEL (AMSL) AND ARE REFERENCED TO THE HAVSBORO DATUM.
2) ALL TOWER, BOX, AND APPURTENANCE HEIGHTS ARE ABOVE GROUND LEVEL (AGL) AND ARE ACCURATE TO ± 3 FEET OR ± 1% OF TOTAL HEIGHT, WHICHEVER IS GREATER.

TREE LEGEND

- DECIDUOUS TREE
- AL=ALDER
- MP=MAPLE
- OS=OSYRIS
- MA=MAHONIA
- OK=OAK
- CH=CHERRY
- EVERGREEN TREE
- CE=CEDAR
- DF=DOUGLASS FIR
- HE=HEMLOCK
- PI=PINE
- CVG=EVERGREEN

NOTE:
TREE DRIPLINES ARE NOT TO SCALE. TREE SYMBOLS REFERENCE TRUNK LOCATION ONLY. TRUNK DIAMETERS WERE APPROXIMATED AT 3.5' TO 4' ABOVE GROUND LEVEL. TREES SHOWN ARE FOR REFERENCE ONLY AND OTHER TREES AND VEGETATION MAY EXIST.

SITE INFORMATION

TAX LOT NUMBER: P56796
SITE ADDRESS: 500 T AVENUE, ANACORTES, WA 98221
SITE CONTACT: JOHN FRANK-MATT REYNOLDS
PHONE NUMBER: 360-299-0263
ZONING: CM (CITY OF ANACORTES)
TOTAL LOT AREA: 80,314± S.F. (1.83 AC.)
PROJECT AREA: 1,200 S.F.

SURVEY REFERENCE

RECORD OF SURVEY A.F. NO. 201004210001, RECORDS OF SKAGIT COUNTY.

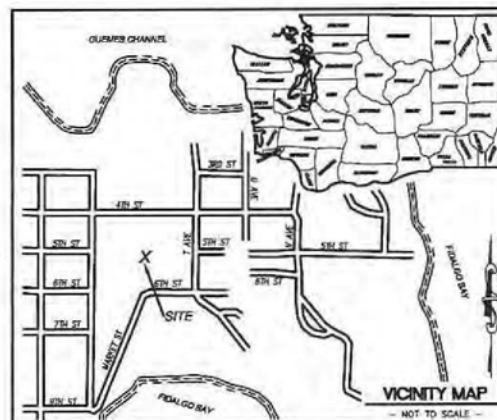
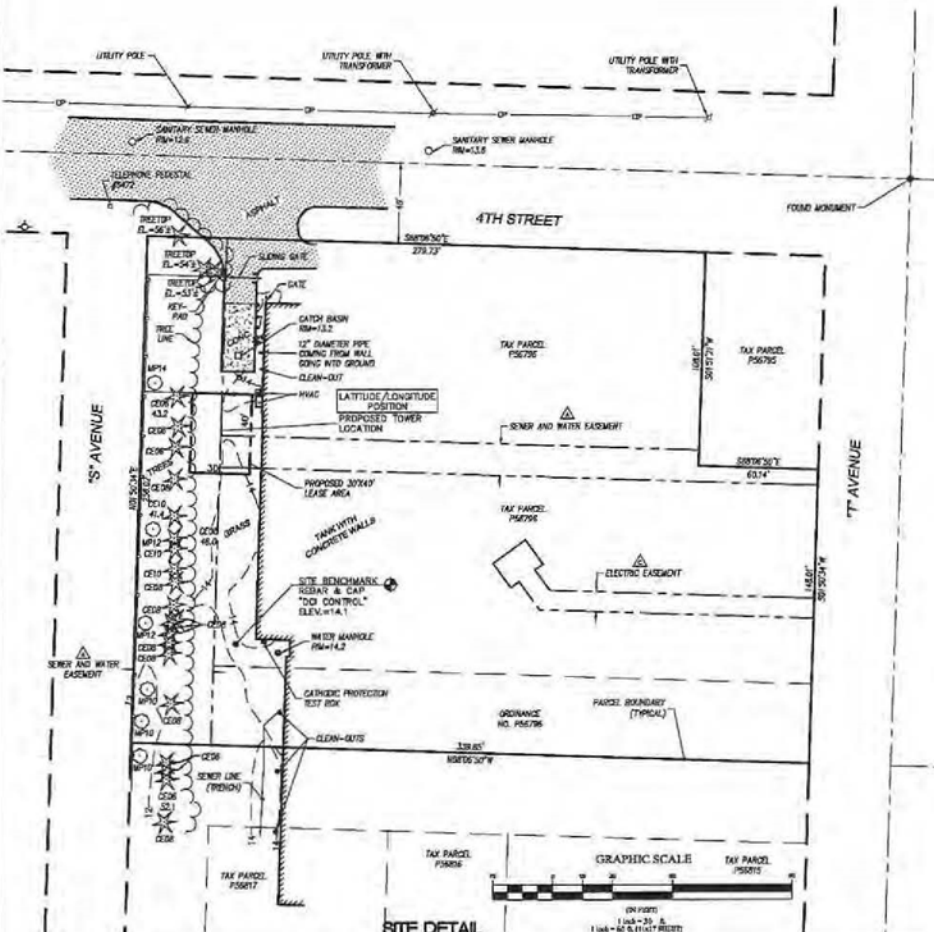
BOUNDARY DISCLAIMER

THIS PLAN DOES NOT REPRESENT A BOUNDARY SURVEY. SUBJECT AND ADJACENT PROPERTY LINES ARE DEPICTED USING FIELD-FOUND EVIDENCE AND RECORD INFORMATION.

CAUTION

UNDERGROUND UTILITIES EXIST IN THE AREA AND UTILITY INFORMATION SHOWN MAY BE INCOMPLETE. STATE LAW REQUIRES THAT CONTRACTOR CONTACT THE ONE-CALL UTILITY LOCATE SERVICE AT LEAST 48 HOURS BEFORE STARTING ANY CONSTRUCTION.

1-800-424-5555



verizon wireless

CAMP+ ASSOCIATES



DUNCANSON Company, Inc.
141 SW 215th Street, Suite 102
Seattle, Washington 98148
Phone 206.244.4141
Fax 206.244.4137

SITE
WA ROTARY PARK
500 T AVE
ANACORTES, WA 98221
REACT COUNTY

THIS DRAWING WAS PREPARED FOR THE
USE OF THE CLIENT AND IS NOT TO BE
USED FOR ANY OTHER PURPOSE WITHOUT
WRITTEN APPROVAL FROM THE
ENGINEER.

DATE: 7/01/14
JOB #: 89544.953
DATE: 7/01/14

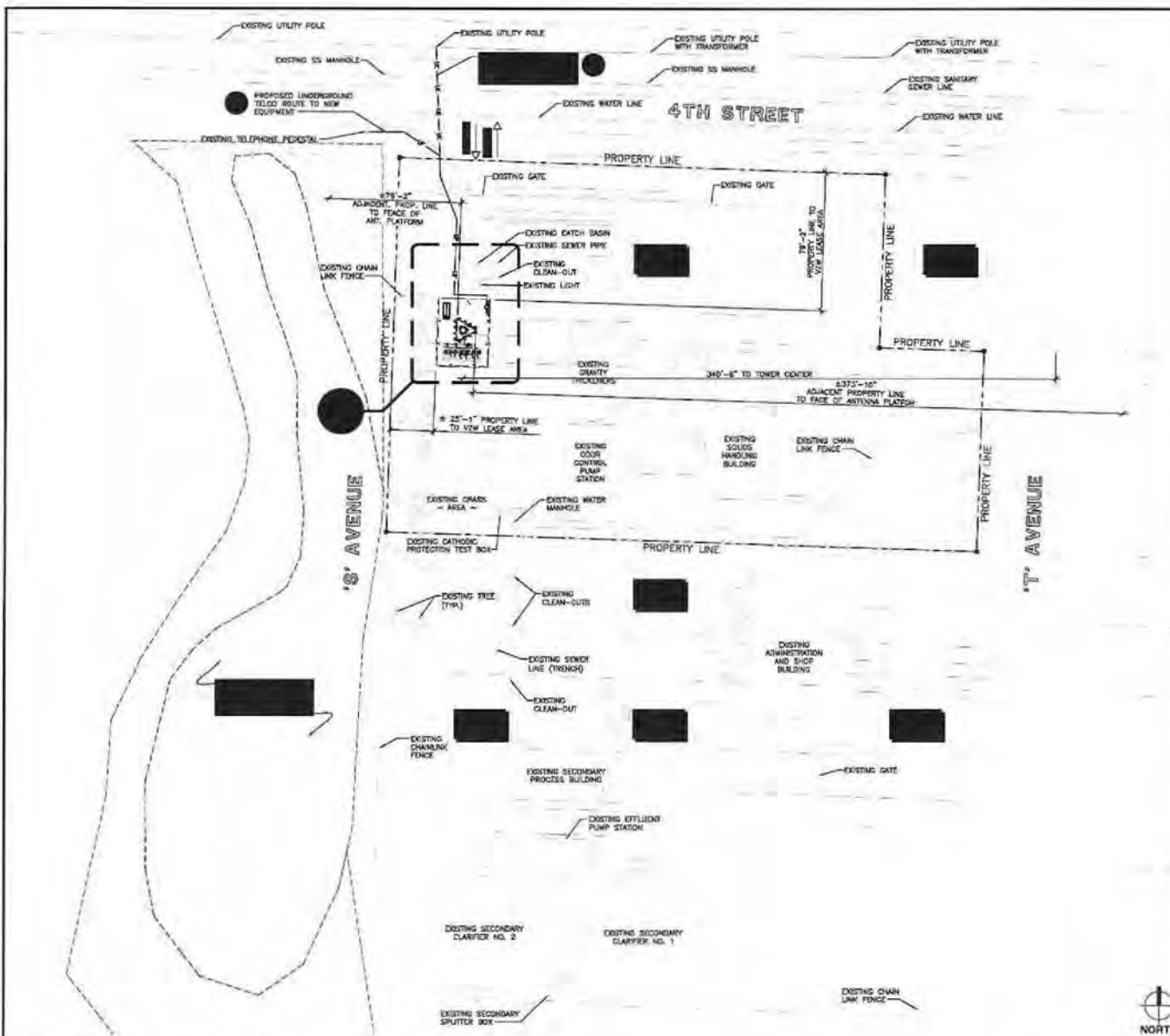
REVISIONS

DATE	DESCRIPTION	BY
06/11/14	ADD TITLE INFORMATION	LAC



SHEET TITLE
EXISTING SITE SURVEY
SHEET 11, TWP 05 N, RANG 2 E, WM

SHEET NUMBER
SV1



1 OVERALL SITE PLAN
SCALE: 1" = 30'-0" (22x34), 1" = 60'-0" (11x17)

1. REFER TO PAGES T-1, T-2 AND S-1 FOR MORE INFORMATION.
2. D/C NOTE: CAUTION CALL BEFORE YOU DIG! BURIED UTILITIES EXIST ON THE AREA AND UTILITY INFORMATION SHOWN MAY NOT BE COMPLETE. CONTACT THE ONE-CALL UTILITY LOCATE SERVICE A MINIMUM OF 48 HOURS PRIOR TO CONSTRUCTION.



VICINITY MAP

LOT 3 THROUGH 215, BLOCK 6, BOWMAN'S CENTRAL SHIP HARBOR WATER FRONT PLAT OF ANACORTES, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 33, RECORDS OF SNOOK COUNTY, WASHINGTON, TOGETHER WITH THE NORTH 1/2 OF VACATED ALLEY ABUTTING LOTS 3 THROUGH 12 AND THE SOUTH 1/2 OF VACATED ALLEY ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO CITY OF ANACORTES ORDINANCE NO. 1201.
TOGETHER WITH THE NORTH 1/2 OF VACATED 5TH STREET ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 1201.
AND TOGETHER WITH THE EAST 1/2 OF VACATED S AVENUE, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 2105 RECORDED UNDER AUDITOR'S FILE NO. 8905100076.

2 LEGAL DESCRIPTION

LEGEND	
EXISTING	NEW
SANITARY SEWER	SAS
STORM SEWER	STS
WATER MAIN	W
SANITARY MANHOLE ELEVATIONS	SM
STORM STRUCTURE ELEVATIONS	SS
PROPERTY LINE & R.O.W.	---
SURFACE DRAINAGE	---
LIGHT STANDARD	•
STREET LIGHT	•
SPOT ELEVATION	107.24
CONTOUR	107.24
GAS MAIN	---
MANHOLE	⊙
CATCH BASIN	⊙
10% HYDRAULIC	---
EASEMENT LINE	---
FENCE	---
BURIED UTILITY	---
UTILITY POLE	•
OVERHEAD UTILITY LINE	---
BUILDING	---

3 LEGEND

WA1-ROTARY PARK
(NEW BUILD - ZD)

500 T AVENUE
ANACORTES, WA 98021

19401 40TH AVE. W., SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 748-0338
FAX: (425) 724-1914
WWW.CAMP+ASSOC.COM

PROJECT MANAGER: EJC

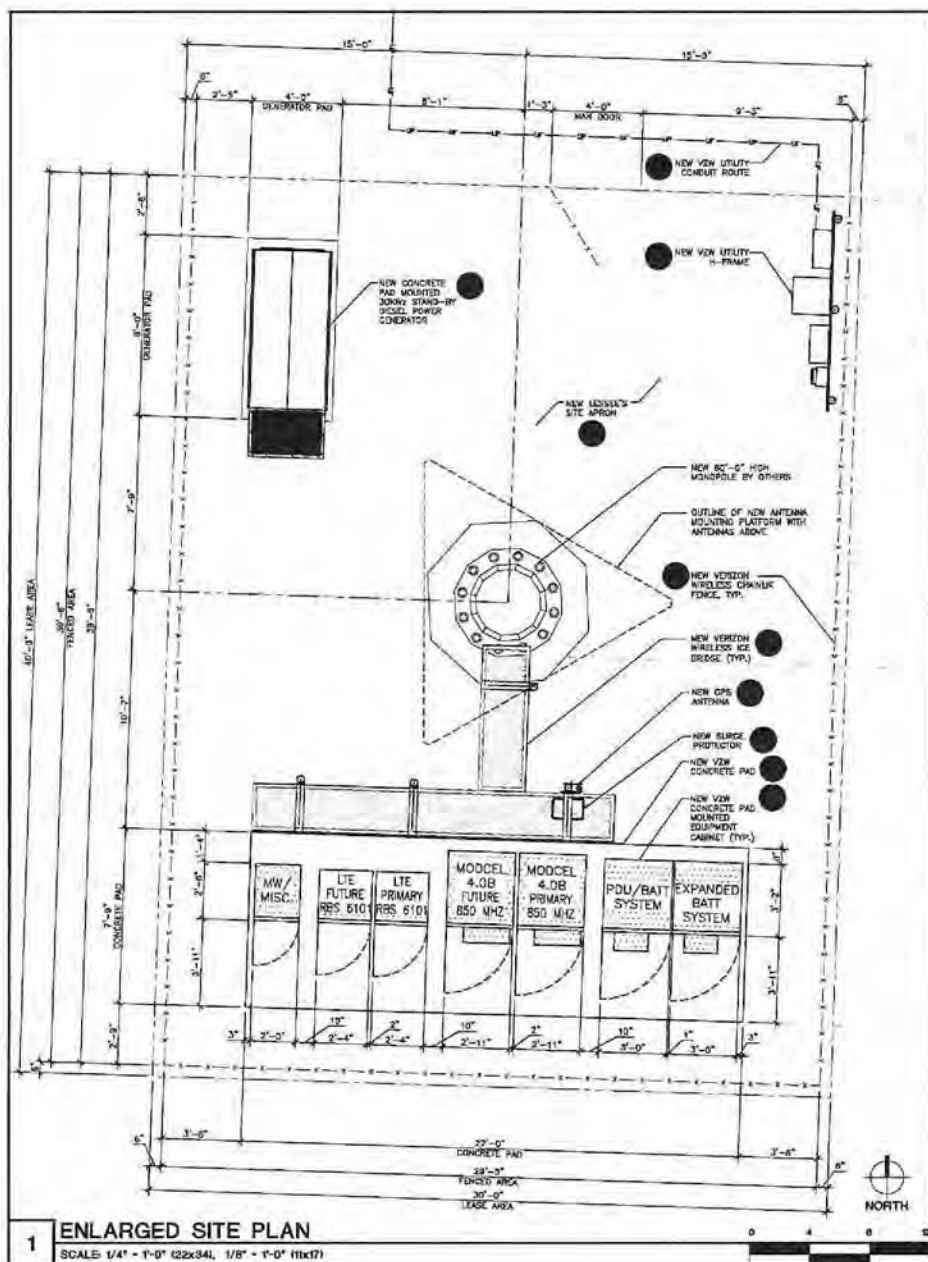
PREPARED BY: RUL

APPROVED BY: EJC

SHEET NAME
OVERALL SITE PLAN

SHEET NUMBER
ZD-1

PROJECT NUMBER
20141000430

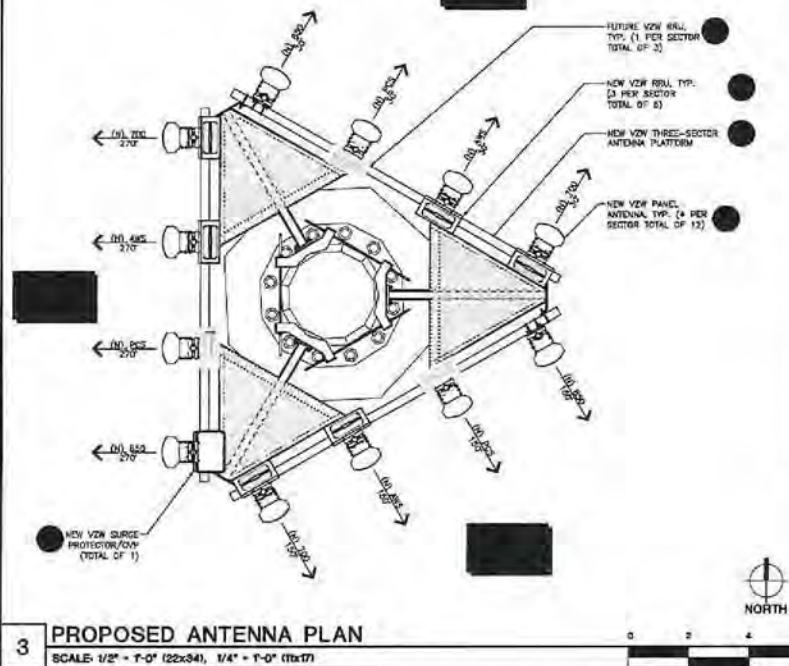


ANTENNA / COAX SCHEDULE									
SECTOR	ANTENNA QUANTITY	ANTENNA TYPE	ANTENNA SIZE	AZIMUTH	DOWNLEAD	NUMBER OF CABLE RUNS	COAX SIZE	COAX LENGTH	
ALPHA	1 NEW (SD)	80'-0"	8'-0"	270°	0	2 NEW HYBRID	1.08	x.85'	
	1 NEW (PC)	80'-0"	8'-0"	270°	0				
	1 NEW (MG)	80'-0"	8'-0"	270°	0				
	1 NEW (RG)	80'-0"	8'-0"	270°	0				
BETA	1 NEW (SD)	80'-0"	8'-0"	30°	0				
	1 NEW (PC)	80'-0"	8'-0"	30°	0				
	1 NEW (MG)	80'-0"	8'-0"	30°	0				
	1 NEW (RG)	80'-0"	8'-0"	30°	0				
GAMMA	1 NEW (SD)	80'-0"	8'-0"	150°	0				
	1 NEW (PC)	80'-0"	8'-0"	150°	0				
	1 NEW (MG)	80'-0"	8'-0"	150°	0				
	1 NEW (RG)	80'-0"	8'-0"	150°	0				

INSTALL (2) SURGE PROTECTOR/ONP. (INSTALL (1) AT EQUIPMENT LEVEL AND (1) AT ANTENNA LEVEL.
INSTALL (3) KRUS12-AZ (3) FOR MGS ANTENNAS AND (3) FOR TDS ANTENNAS.
INSTALL (3) KRUS12-AZ FOR PCS ANTENNAS FOR FUTURE USE.

GENERAL NOTE:

1. VERIFY EACH COAXIAL CABLE LENGTH, DIAMETER, ROUTING, AND ALL MOUNTING APPURTENANCES WITH OWNER PRIOR TO ORDER.
2. THE MAXIMUM COAXIAL CABLE LENGTH HAS BEEN ESTIMATED WITH CORRESPONDING CABLE DIAMETER ON THE SCHEDULE TABLE. THIS CABLE LENGTH IS APPROPRIATE AND IS TO BE USED FOR CONSTRUCTION. ACTUAL ANTENNA CABLE LENGTHS MAY VARY FROM ESTIMATED MAXIMUM LENGTH AND MUST BE VERIFIED.
3. THE ALL MAIN CABLES AT TWO (2) LOCATIONS:
A - AT ANTENNAS
B - INSIDE EQUIPMENT SHELTER / CABINET NEAR THE WAVEGUIDE ENTRY PORT.
4. EACH COAX SHALL BE SUPPORTED WITH COLUMN GRIP (CHINESE FINGER GRIP) HUNG FROM A J-HOOK AT TOP OF TOWER.
5. EACH COAX SHALL BE GROUNDED AT (3) THREE LOCATIONS: ANTENNA PLATFORM, TOWER BASE AND BUILDING ENTRY PORT.



verizonwireless

LEXCOM

WA1-ROTARY PARK
(NEW BUILD - ZD)
500 T AVENUE
ANACORTES, WA 98221

CAMP+
ASSOCIATES

16401 40TH AVE, W., SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 764-0300
FAX: (206) 254-1614
WWW.CAMPASSOCIATES.COM

PROJECT MANAGER: EAC

PREPARED BY: RLL

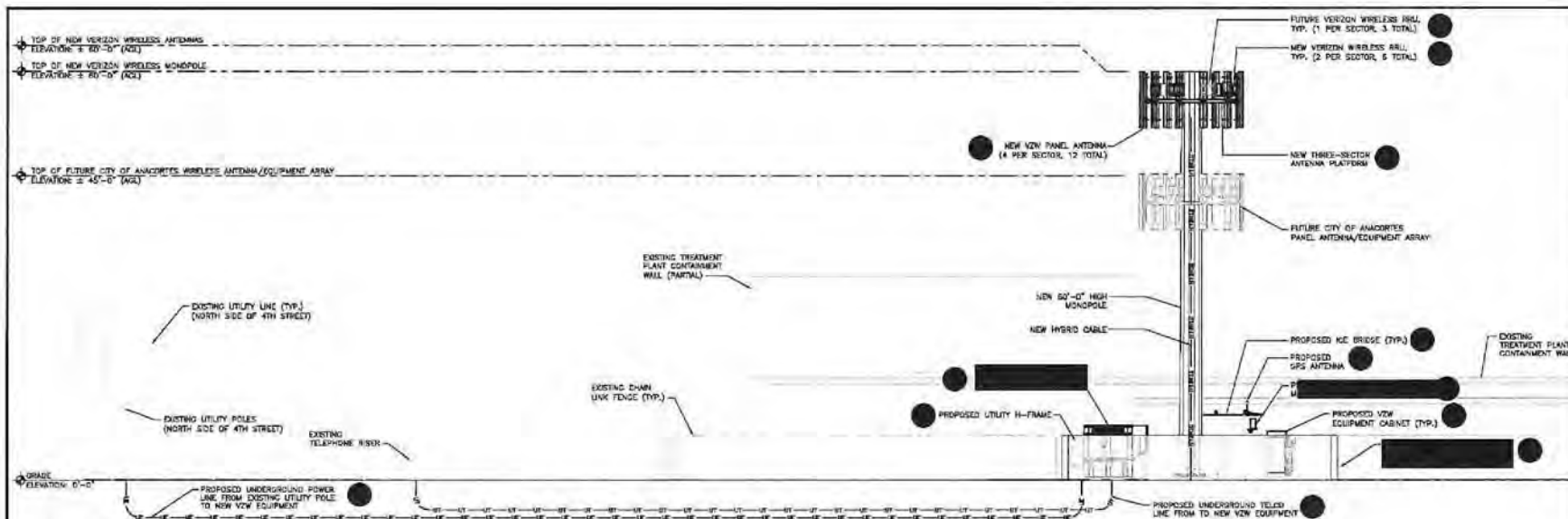
APPROVED BY: EAC

12-11-14 ISSUED FOR FINAL ZONING
11-20-14 ISSUED FOR PRELIM ZONING
08-10-14 ISSUED FOR PRELIM ZONING

SHEET NAME
**ENLARGED SITE
AND ANTENNA
PLANS**

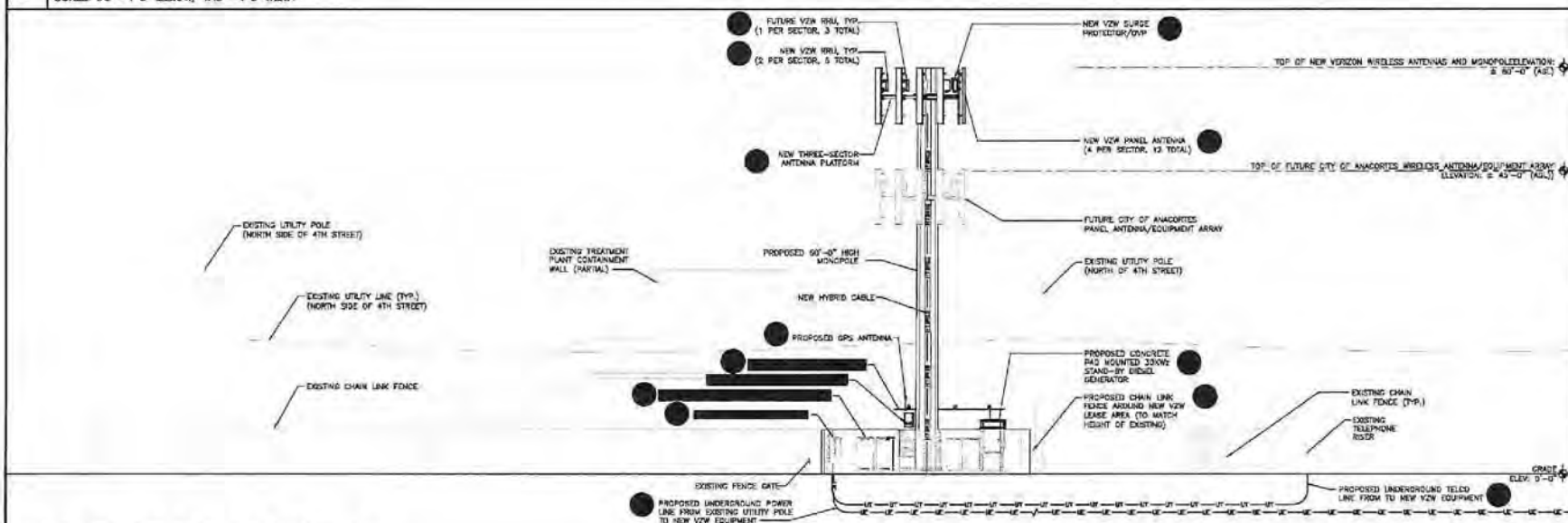
SHEET NUMBER
ZD-2

PROJECT NUMBER
20141000430



2 PROPOSED EAST ELEVATION

SCALE: 1/8" = 1'-0" (22x34), 1/16" = 1'-0" (11x17)



1 PROPOSED NORTH ELEVATION

SCALE: 1/8" = 1'-0" (22x34), 1/16" = 1'-0" (11x17)

verizon
wireless

LEXCOM

WAI-ROTARY PARK (NEW BUILD - 2D)

500 T AVENUE
ANACORTES, WA 98221

C
CAMP+
ASSOCIATES

19401 40TH AVE. W. SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 744-8300
FAX: (425) 254-1874
WWW.CAMPASSOCIATES.COM

PROJECT MANAGER: EJC

PREPARED BY: RJL

APPROVED BY: EJC

12-11-14	REVISED FOR FINAL ZONING
11-26-14	ISSUED FOR PRELIM ZONING
09-10-14	ISSUED FOR PRELIM ZONING



SHEET NAME
EAST AND NORTH ELEVATIONS

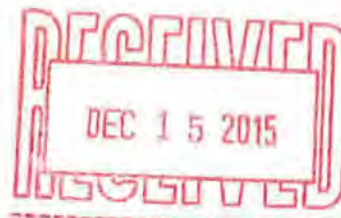
SHEET NUMBER
ZD-3

PROJECT NUMBER
20141000430

Common Name: Verizon Wireless / Call Sign: WQJQ694

Frequency Band (MHz): 746-757, 776-787

Leases Associated with Call Sign: WQJQ694



L000010318-Sagebrush Cellular, Inc.

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008168-Wasatch Utah RSA No. 2 Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000009025-WWC Holding Co., Inc.

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008924-Idaho RSA 3 Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Attachment J

VERIZON FCC LICENSES

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008945-WWC License L.L.C.

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694
Frequency Band (MHz): 746-757, 776-787

Leases Associated with Call Sign: WQJQ694

L000008613-Southwestco Wireless L.P.

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008522-GTE Mobilnet of California Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694

Frequency Band (MHz): 746-757, 776-787

Leases Associated with Call Sign: WQJQ694

L000008955-Cellular Inc. Network Corporation

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008524-GTE Mobilnet of Santa Barbara Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694
Frequency Band (MHz): 746-757, 776-787

Leases Associated with Call Sign: WQJQ694

L000008526-Idaho RSA No. 2 Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000007954-Seattle SMSA Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000007952-Los Angeles SMSA Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000009724-Custer Telephone Cooperative, Inc.

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000010132-Redding MSA Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000010288-Sagebrush Cellular, Inc.

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000009549-CommNet Cellular Inc.

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694
Frequency Band (MHz): 746-757, 776-787

Washington 39 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Adams County	18,728	100
2. Asotin County	21,623	100
3. Benton County	175,177	100
4. Chelan County	72,453	100
5. Clallam County	71,404	100
6. Clark County	425,363	100
7. Columbia County	4,078	100
8. Cowlitz County	102,410	100
9. Douglas County	38,431	100
10. Ferry County	7,551	100
11. Franklin County	78,163	100
12. Garfield County	2,266	100
13. Grant County	89,120	100
14. Grays Harbor County	72,797	100
15. Island County	78,506	100
16. Jefferson County	29,872	100
17. King County	1,931,249	100
18. Kitsap County	251,133	100
19. Kittitas County	40,915	100
20. Klickitat County	20,318	100
21. Lewis County	75,455	100
22. Lincoln County	10,570	100
23. Mason County	60,699	100
24. Okanogan County	41,120	100
25. Pacific County	20,920	100
26. Pend Oreille County	13,001	100
27. Pierce County	795,225	100
28. San Juan County	15,769	100
29. Skagit County	116,901	100
30. Skamania County	11,066	100
31. Snohomish County	713,335	100
32. Spokane County	471,221	100
33. Stevens County	43,531	100
34. Thurston County	252,264	100
35. Wahkiakum County	3,978	100
36. Walla Walla County	58,781	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008592-Sacramento Valley Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
8. Skagit County	116,901	100
9. Snohomish County	713,335	100
19. Leased Spectrum (MHz) 746-757, 776-787		

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100
20. Leased Spectrum (MHz) 746-757, 776-787		

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100
21. Leased Spectrum (MHz) 746-757, 776-787		

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57
22. Leased Spectrum (MHz) 746-757, 776-787		

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100
23. Leased Spectrum (MHz) 746-757, 776-787		

Montana 3 of 56 Counties

County	Population *	Geographic Coverage (%)
1. Daniels County	1,751	100
2. Roosevelt County	10,425	100
3. Sheridan County	3,384	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008771-AirTouch Cellular

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

23. Leased Spectrum (MHz) 746-757, 776-787

Montana 3 of 56 Counties

County	Population *	Geographic Coverage (%)
1. Daniels County	1,751	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000009718-Uintah Basin Electronic Telecommunications d/b/a Strata Networks

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008143-Fresno MSA Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008154-Gold Creek Cellular of Montana Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

Common Name: Verizon Wireless / Call Sign: WQJQ694**Frequency Band (MHz): 746-757, 776-787****Leases Associated with Call Sign: WQJQ694**

L000008158-Modoc RSA Limited Partnership

18. Leased Spectrum (MHz) 746-757, 776-787

Washington 9 of 39 Counties

County	Population *	Geographic Coverage (%)
1. Clallam County	71,404	100
2. Island County	78,506	100
3. Jefferson County	29,872	100
4. King County	1,931,249	100
5. Kitsap County	251,133	100
6. Pierce County	795,225	100
7. San Juan County	15,769	100
8. Skagit County	116,901	100
9. Snohomish County	713,335	100

19. Leased Spectrum (MHz) 746-757, 776-787

California 5 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Los Angeles County	9,818,605	100
2. Orange County	3,010,232	100
3. Riverside County	2,189,641	100
4. San Bernardino County	2,035,210	100
5. Ventura County	823,318	100

20. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Custer County	4,368	100

21. Leased Spectrum (MHz) 746-757, 776-787

Idaho 1 of 44 Counties

County	Population *	Geographic Coverage (%)
1. Lemhi County	1,094	68.57

22. Leased Spectrum (MHz) 746-757, 776-787

California 1 of 58 Counties

County	Population *	Geographic Coverage (%)
1. Shasta County	177,223	100

EXHIBIT 3

NOTICE OF APPLICATION & NOTICE OF HEARING WITH OPTIONAL SEPA DNS:



NOTICE OF APPLICATION & HEARING WITH OPTIONAL SEPA DNS:

Notice Is Hereby Given That An Application Was Made For The Following Proposal:

Request: The applicant has applied for a Conditional Use /Special Use Permit & SEPA environmental review to permit a cell tower /monopole on the subject property located at the Waste Water Treatment Plant (WWTP).

Applicant: Verizon Wireless

File Number: CUP-2014-0003

Project Location: 500 "T" Avenue, Anacortes, WA

Date of Application: December 16, 2014

Date of Completeness: December 29, 2015

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Staff will issue a recommendation on the project after the comment period ends on **January 20, 2016, at 5:00 pm.** Written comments on the proposal should be submitted before the end of the comment period but will be accepted until the close of the Open-Record Public Hearing.

Required Project Permits/Approvals: The following may be required in addition to the above: Building Permit Application Approval

Preliminary Determination of Consistency: At this time, no determination of consistency with City of Anacortes plans, regulations, or standards has been made. At a minimum, this project will be subject to the following plans and regulations: the Comprehensive Plan; Anacortes Municipal Code (Zoning, etc.), Engineering Design and Building Standards.

SEPA Review: Based on the submitted application and available information, the City anticipates issuing a DNS for this proposal and the optional DNS process as specified in WAC § 197.11.355 is being utilized. Consequently, this may be the only opportunity to comment on the environmental impacts of this proposal. This proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent SEPA threshold determination for the proposal may be obtained upon request.

Existing Environmental Documents: SEPA Environmental Checklist & Critical Area (Wetland) Report

Open-Record Public Hearing: An open-record public hearing will be held by the **Planning Commission at 6:00 PM on Wednesday, February 10, 2016, with a site visit conducted at 3:00 PM at the Waste Water Treatment Plant located at 500 "T" Avenue.**

Closed-Record Public Hearing: A closed-record public hearing to hear any appeals of the Planning Commission's recommendation and to make a decision on the application will be held by the **City Council at 6:00 PM on Monday, March 7, 2016, with a site visit conducted at 3:00 PM at the Waste Water Treatment Plant located at 500 "T" Avenue.** Both hearings will be in City Council chambers located at 904 6th Street, Anacortes, WA.

How to become a party of record: You may become a party of record by submitting written comments, including a (USPS) mailing address, to the City of Anacortes PCED at the address listed below. E-mailed comments must include a return (USPS) mailing address in order for the sender to be considered a party of record. Questions about this proposal, requests to receive future notices of hearings and/or the decision, once made, and/or appeal procedures should be directed to the contact person listed below. The application and complete case file are available for review at the City of Anacortes PCED located at 904 6th Street, Anacortes, WA 98221. A decision on this application will be made within 120 days from the date of completeness.

For Project Information: Kevin Cricchio, AICP, Associate Planner; Phone: (360) 299-1969; Email: kevinc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: January 6, 2016

Publish: January 6, 2016



REVISED NOTICE OF APPLICATION & HEARING Using Optional SEPA DNS:

Notice Is Hereby Given That An Application Was Made For The Following Proposal:

Request: The applicant has applied for a Conditional Use /Special Use Permit & SEPA environmental review to permit a cell tower /monopole on the subject property located at the Waste Water Treatment Plant (WWTP).

Applicant: Verizon Wireless

File Number: CUP-2014-0003

Project Location: 500 "T" Avenue, Anacortes, WA

Date of Application: December 16, 2014

Date of Completeness: December 29, 2015

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Staff will issue a recommendation on the project after the comment period ends on **January 20, 2016, at 5:00 pm**. Written comments on the proposal should be submitted before the end of the comment period but will be accepted until the close of the Open-Record Public Hearing.

Required Project Permits/Approvals: The following may be required in addition to the above: Building Permit Application Approval

Preliminary Determination of Consistency: At this time, no determination of consistency with City of Anacortes plans, regulations, or standards has been made. At a minimum, this project will be subject to the following plans and regulations: the Comprehensive Plan; Anacortes Municipal Code (Zoning, etc.), Engineering Design and Building Standards.

SEPA Review: Based on the submitted application and available information, the City anticipates issuing a DNS for this proposal and the optional DNS process as specified in WAC § 197.11.355 is being utilized. Consequently, this may be the only opportunity to comment on the environmental impacts of this proposal. This proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent SEPA threshold determination for the proposal may be obtained upon request.

Existing Environmental Documents: SEPA Environmental Checklist & Critical Area (Wetland) Report

Open-Record Public Hearing: An open-record public hearing will be held by **City Council at 6:00 PM on Monday, March 7, 2016, with a site visit conducted at 3:00 PM** at the Waste Water Treatment Plant located at 500 "T" Avenue. The hearing will be held in City Council chambers located at 904 6th Street, Anacortes, WA.

How to become a party of record: You may become a party of record by submitting written comments, including a (USPS) mailing address, to the City of Anacortes PCED at the address listed below. E-mailed comments must include a return (USPS) mailing address in order for the sender to be considered a party of record. Questions about this proposal, requests to receive future notices of hearings and/or the decision, once made, and/or appeal procedures should be directed to the contact person listed below. The application and complete case file are available for review at the City of Anacortes PCED located at 904 6th Street, Anacortes, WA 98221. A decision on this application will be made within 120 days from the date of completeness.

For Project Information: Kevin Cricchio, AICP, Associate Planner; Phone: (360) 299-1969; Email: kevinc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: January 20, 2016

Publish: January 20, 2016



REVISED NOTICE OF APPLICATION & HEARING Using Optional SEPA DNS:

Notice Is Hereby Given That An Application Was Made For The Following Proposal:

Request: The applicant has applied for a Conditional Use /Special Use Permit & SEPA environmental review to permit a cell tower /monopole on the subject property located at the Waste Water Treatment Plant (WWTP).

Applicant: Verizon Wireless

File Number: CUP-2014-0003

Project Location: 500 "T" Avenue, Anacortes, WA

Date of Application: December 16, 2014

Date of Completeness: December 29, 2015

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Staff will issue a recommendation on the project after the comment period ends on **January 20, 2016, at 5:00 pm**. Written comments on the proposal should be submitted before the end of the comment period but will be accepted until the close of the Open-Record Public Hearing.

Required Project Permits/Approvals: The following may be required in addition to the above: Building Permit Application Approval

Preliminary Determination of Consistency: At this time, no determination of consistency with City of Anacortes plans, regulations, or standards has been made. At a minimum, this project will be subject to the following plans and regulations: the Comprehensive Plan; Anacortes Municipal Code (Zoning, etc.), Engineering Design and Building Standards.

SEPA Review: Based on the submitted application and available information, the City anticipates issuing a DNS for this proposal and the optional DNS process as specified in WAC § 197.11.355 is being utilized. Consequently, this may be the only opportunity to comment on the environmental impacts of this proposal. This proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent SEPA threshold determination for the proposal may be obtained upon request.

Existing Environmental Documents: SEPA Environmental Checklist & Critical Area (Wetland) Report

Open-Record Public Hearing: An open-record public hearing will be held by **City Council at 6:00 PM on Monday, March 7, 2016, with a site visit conducted at 4:00 PM** at the Waste Water Treatment Plant located at 500 "T" Avenue. The hearing will be held in City Council chambers located at 904 6th Street, Anacortes, WA.

How to become a party of record: You may become a party of record by submitting written comments, including a (USPS) mailing address, to the City of Anacortes PCED at the address listed below. E-mailed comments must include a return (USPS) mailing address in order for the sender to be considered a party of record. Questions about this proposal, requests to receive future notices of hearings and/or the decision, once made, and/or appeal procedures should be directed to the contact person listed below. The application and complete case file are available for review at the City of Anacortes PCED located at 904 6th Street, Anacortes, WA 98221. A decision on this application will be made within 120 days from the date of completeness.

For Project Information: Kevin Cricchio, AICP, Associate Planner; Phone: (360) 299-1969; Email: kevinc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: January 27, 2016

Publish:

January 27, 2016

EXHIBIT 4

ISSUED SEPA DNS:



Anacortes Planning, Community & Economic Development Dept.

Permit Center

P.O. Box 547, Anacortes, WA 98221-0547

PH (360) 293-1907

Don Measamer, *Director of Planning, Community and Economic Development* FAX (360) 293-1938

STATE ENVIRONMENTAL POLICY ACT (SEPA)
Determination of Non-Significance (DNS)

PROJECT NAME:

Verizon Wireless' Cell Tower; Special Use Permit / Conditional Use Permit (CUP-2014-0003)

APPLICANT / LANDOWNER:

Verizon Wireless, 3245 158th Avenue SE, MS 231, Bellevue, WA 98008

PROJECT LOCATION:

The subject property is located at the City's Waste Water Treatment Plant addressed as 500 "T" Avenue, Anacortes, WA 98221. The project site is located in a portion of Section 18; Township 35 North; Range 02 East; Willamette Meridian (Parcel #: 56796).

PROJECT DESCRIPTION:

The applicant has applied for a special use permit /conditional use permit to construct a 60 ± foot cell tower/ monopole on the west side of the City's Waste Water Treatment Plant with the capacity to extend an additional 20 feet (80 feet total).

ZONING DISTRICT:

The subject property is located in the Commercial Marine (CM) Zoning District of the City of Anacortes.

CRITICAL AREAS:

An offsite wetland was identified west of and adjacent to the project site. The applicant submitted a wetland report which identified the subject wetland as a "Category III Wetland" with a habitat score less than twenty (20) points. According to AMC Table 17.70.340(1), Category III wetlands with a habitat scores less than 20 points require a sixty (60) foot buffer from the wetland's edge. However, according to AMC 17.70.340(F(2), the measurement of wetland buffers shall not include lawns, walkways, driveways, and other mowed, cultivated, or paved areas. Therefore, the wetland's buffer has been truncated at the fence line along the western site's boundary.

No other critical areas were identified either on or within close proximity to the subject property.

LEAD AGENCY:

City of Anacortes, Department of Planning, Community, & Economic Development

DETERMINATION:

Determination of Non-Significance (DNS). The lead agency has determined that this project action proposal does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

COMMENT PERIOD:

This DNS is issued under WAC § 197.11.355. There is no comment period on this issued DNS. Any questions may be directed to Kevin Cricchio, AICP, Associate Planner; Department of Planning, Community, & Economic Development; P.O. Box 547, Anacortes, WA 98221; kevinc@cityofanacortes.org; (360) 299-1969

**RESPONSIBLE OFFICIAL:
POSITION/TITLE:**

Don Measamer
Director of Planning, Community & Economic
Development

ADDRESS:

904 6th Street, P.O. Box 547
Anacortes, Washington 98221

DATE:

2/4/16

Signature:

For further information, contact the Anacortes Planning, Community, & Economic Development Department at (360) 299-1901.

ISSUED:

February 5, 2016

APPEAL PROCEDURE:

Pursuant to the procedures adopted under AMC § 18.04.250, no administrative appeal of the SEPA threshold determination is provided. The SEPA threshold determination may be appealed to the Skagit County Superior Court under RCW § 43.21C.075 after the City's final action on the underlying action(s). Requests to receive notices of decisions for this project proposal should be submitted to the contact person listed above.

EXHIBIT 5

PUBLIC COMMENTS RECEIVED:

EXHIBIT 6

AGENCY & DEPARTMENT COMMENTS RECEIVED:



Anacortes Planning, Community & Economic Development Dept.

Permit Center

P.O. Box 547, Anacortes, WA 98221-0547

Don Measamer, Director of Planning, Community and Economic Development

PH (360) 293-1901

FAX (360) 293-1938

DEPARTMENT / AGENCY COMMENT FORM:

Date: December 19, 2014

To: _____

Please return this comment
form & your comments by:

December 29, 2014

From:	Type of Permit:
Kevin Cricchio, AICP	DRG Meeting: ☒
Associate Planner,	Short Plat:
City of Anacortes	Variance:
904 6 th Street, PO Box 547	Plat / PUD:
Anacortes, Washington 98221	Shoreline Permit:
(360) 299-1969	

Description of Subject Proposal:

DRG Meeting (CUP-2014-003): Verizon Wireless recently applied for a conditional use permit (CUP) and SEPA environmental review to erect a 60 foot cell tower at 500 "T". The purpose of this DRG meeting is for a completeness determination of the submitted CUP application. Please provide any comments / requirements you may have by **December 29, 2014**. The DRG meeting is scheduled for **Tuesday December 30, 2014**.

Applicant:

Verizon Wireless
3245 158th Ave. SE, MS 231
Bellevue, WA 98008
(425) 603-8275

Agent:

Steven Topp, AICP
Lexcom Corp
19905 Bellevue Way
West Linn, Oregon 97068

Comments &/or Requirements:

** NO ISSUES - WILL REVIEW AT BUILDING PERMIT APPLICATION*

Print
Name:

STEVEN LANGE

Signature:

St. Lange

Dept./Agency
Name:

ENGINEERING

Date:

12.22.14

Cricchio, Kevin

From: Jackie Ferry <jferry@samishtribe.nsn.us>
Sent: Monday, January 11, 2016 10:24 AM
To: Cricchio, Kevin
Subject: RE: 500 T Avenue, Proposed Cell Tower at WWTP, CUP-2014-0003

Hi Kevin,

At this time, we have no cultural resources concerns with this project.

Thanks,

Jackie

Jackie Ferry | Cultural Director and Tribal Historic Preservation Officer - Samish Indian Nation
2918 Commercial Ave | Anacortes, WA 98221-2738 | Monday - Thursday
Office: 360.293.6404 ext. 126 | Fax: 360.299.0790 | E-mail: jferry@samishtribe.nsn.us

From: Cricchio, Kevin [mailto:kevinc@cityofanacortes.org]
Sent: Tuesday, December 22, 2015 3:45 PM
To: Development Review Group; 'SEPAUNIT@ECY.WA.GOV'; Storme, Roland; 'Glasow, Robert F.'; 'Doug.Thompson@dfw.wa.gov'; 'TeamMillCreek@dfw.wa.gov'; Kaehler, Gretchen (DAHP); 'brandonb@co.skagit.wa.us'; 'Colleen_Stinson@fws.gov'; 'lcampbell@swinomish.nsn.us'; 'thyatt@skagitcoop.org'; Christine Woodward; Jackie Ferry; 'sschuyler@UPPERSKAGIT.com'; Becky Darden; 'masmundson@nwcleanair.org'
Subject: 500 T Avenue, Proposed Cell Tower at WWTP, CUP-2014-0003

12/22/15

RE: 500 T Avenue, Proposed Cell Tower at WWTP, CUP-2014-0003

Good afternoon everyone. Attached is a comment form, application, narrative, wetland report, SEPA checklist, and site plan for a proposed cell tower to be located at the WWTP. Site address is 500 T Avenue. Please provide any comments to me by January 20, 2016. Thanks.

Kevin Cricchio, AICP
Associate Planner
Department of Planning, Community, & Economic Development
City of Anacortes
(360) 299-1969



Development Review Group (DRG)

Name of Applicant: Verizon Wireless

Brief Description: Applied for a permit & SEPA review to erect a 60 Ft cell tower w/ capacity for a 20 Ft extension located at the Waste Water Treatment Plant.

Please initial if approved and/or include your comments:

Street Department: B.L.

Comments:

OK

Water Department: DN

Comments:

OK

Solid Waste: M.R.

Comments:

OK

Sandi Andersen: SA

Comments:

EXHIBIT 7

THIRD PARTY REVIEW:

February 24, 2016

Engineering Report

To: Don Measamer
Assistant Director of Planning
Anacortes Planning & Community Development Dept.
PO Box 547
Anacortes, WA 98221

Re: RF engineering evaluation of Verizon proposed WCF at 500 T Avenue

This report describes the findings of my independent evaluation of Verizon's engineering data that was presented to the City of Anacortes in support of their application for a new wireless communications facility with a 60' monopole to be constructed at 500 T Avenue in Anacortes. The following Verizon reports were reviewed:

- Master Permit Application submitted to the City of Anacortes by Verizon Wireless on December 15, 2015.
- Appendix A of the Master Permit Application (Verizon's search ring)
- Appendix C of the Master Permit Application, which shows the existing and proposed Verizon Wireless sites in the Anacortes area as well as more detailed information about the three existing sites provided by Verizon RF engineering to the City of Anacortes in an e-mail dated April 29, 2015.
- Appendix H of the Master Permit Application, Verizon's RF justification.

Note that an option exist for a future expansion of this proposed monopole to 80', but it was only evaluated at a 60' height.

This report will address the following items:

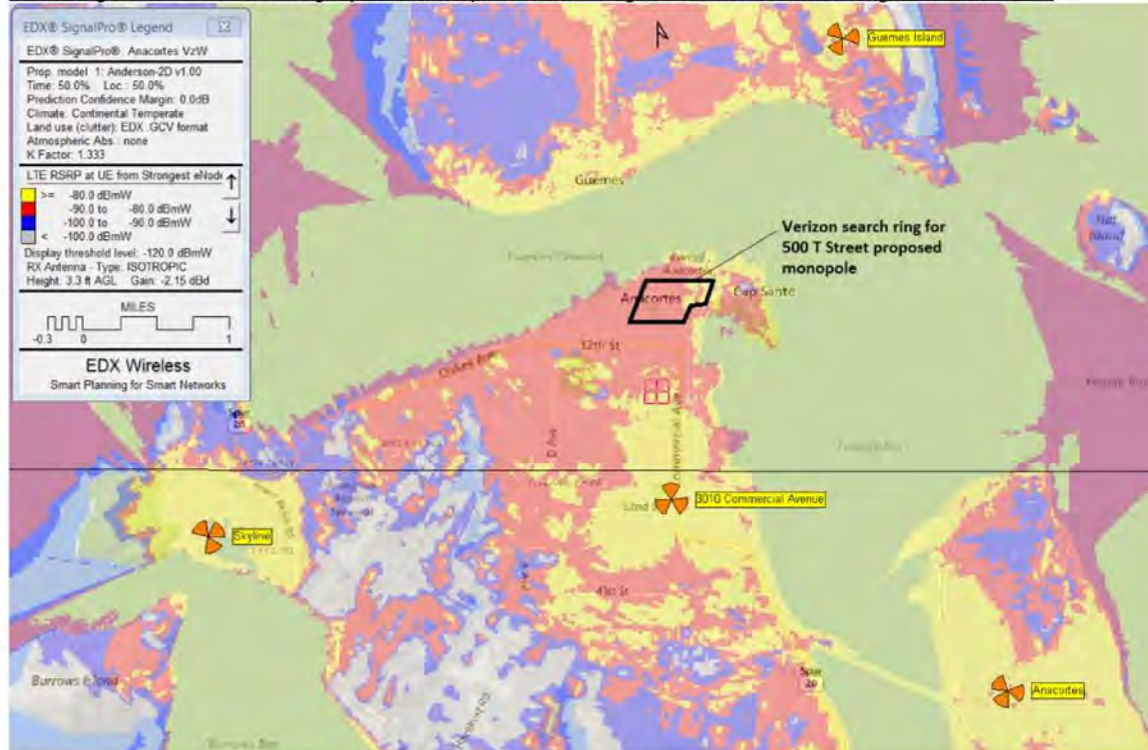
- Verizon's requirement for a WCF (wireless communications facility) in the vicinity of 500 T Avenue.
- The engineering merit of Verizon's radio propagation prediction plots for their desired location at 500 T Avenue, the existing Verizon sites in the Anacortes area as well as other alternative locations.
- Compliance with 17.63.070(B)(3) to ensure that no other suitable existing structures are available in the vicinity of the proposed site.

With regard for Verizon's need for a WCF in the area that is bounded, approximately by N Avenue to the West, V Avenue to the East, 10th St to the South and 3rd St to the North, a review of both the coverage prediction plots as well as the predicted radio signal levels from Verizon's existing sites show a deficient level of signal strength in the area of interest. Due to the distance from the existing Verizon sites in the area, as well as the land use, tree cover and terrain in the search ring area, it is clear that Verizon requires a site that is closer to this coverage area of interest.

RF Engineering merit of proposed monopole

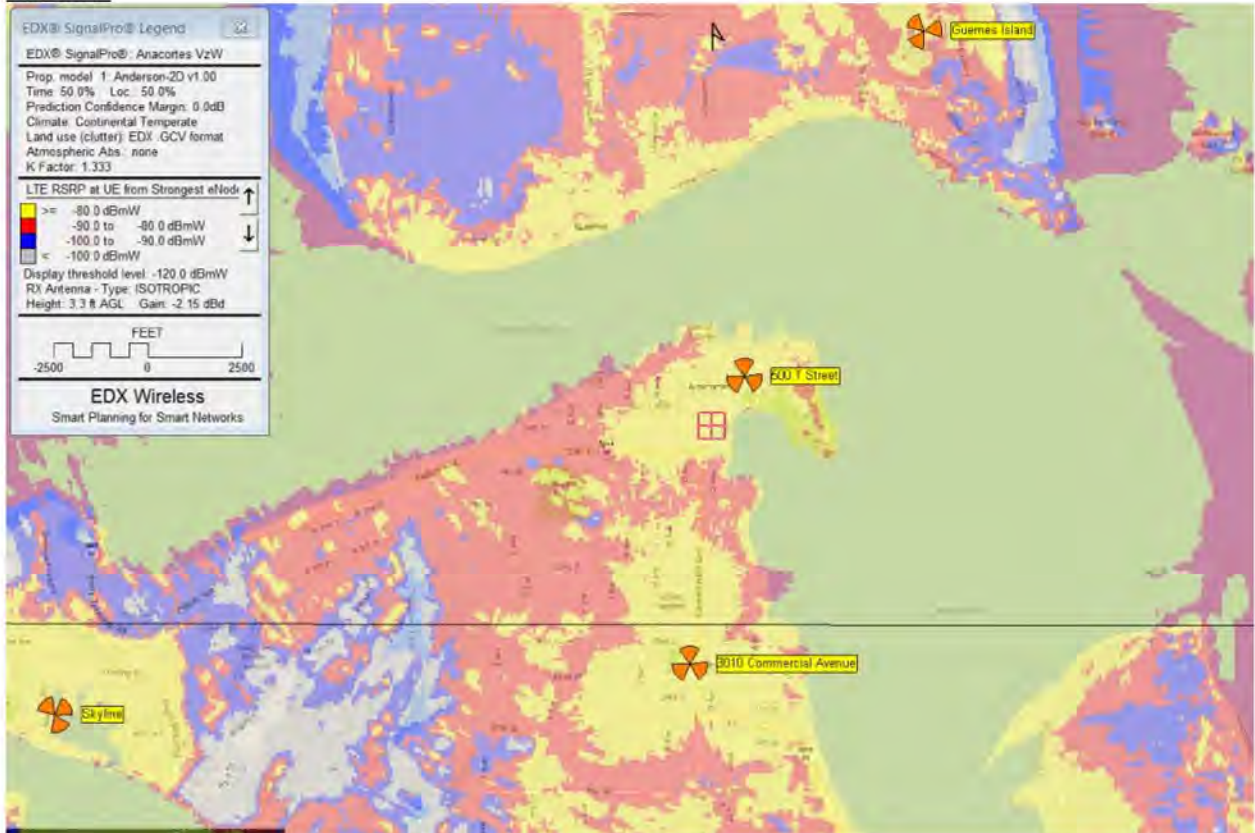
Below is a propagation prediction plot of the existing Verizon Wireless sites in the Anacortes area, using the site data provided by Verizon along with the search area identified by Verizon in Appendix A (highlighted with a thick black polygon). The coverage area in and around the search ring of interest is not sufficiently covered by the existing Verizon sites, as can be seen in the SignalPro RF propagation simulation plot shown below:

EDX SignalPro RF coverage prediction plot of existing Verizon LTE coverage at 700 MHz:



I added the Verizon proposed base station at 500 T Avenue in Anacortes using the Verizon standard LTE 700 MHz base station configurations and an antenna tip height of 60' (centerline of 57' AGL) and the coverage plot is shown below:

EDX SignalPro RF coverage prediction plot of existing plus proposed site Verizon LTE coverage at 700 MHz



Even though I don't completely agree with Verizon's RF engineers that they require at least -80 dBm RSRP LTE coverage in this area, it is obvious from the RF coverage simulation plots that Verizon requires a site in the vicinity of 500 T Avenue in order to provide adequate wireless service to its customers.

Alternative structures for a WCF in the vicinity of 500 T Avenue

Anacortes Ordinance No. 2783, passed and approved on 15-May-2008 governs the permitting of wireless communications facilities. The relevant section to this analysis is 17.63.070(B)(3), Availability of Suitable Existing Towers or Other Structures. This section of the ordinance stipulates the following:

No new tower shall be permitted unless the applicant demonstrates that no existing tower or structure can accommodate the applicant's proposed antenna. Evidence submitted to demonstrate that no existing tower or structure can accommodate the applicant's proposed antenna may consist of any of the following:

- a. No existing towers or structures are located within the geographic area, which meet applicant's engineering requirements;
- b. Existing towers or structures are not of sufficient height to meet applicant's engineering requirements;
- c. Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment;
- d. The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna;
- e. The fees, costs, or contractual provisions required by the owner in order to share an existing tower or structure or to adapt an existing tower or structure for sharing are unreasonable. Costs exceeding the cost of new tower development are presumed to be unreasonable; or
- f. The applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable~

There are wooden utility poles in the area and it is possible to replace/extend a utility pole to provide the desired antenna height, but this doesn't guarantee Verizon's ability to locate their base station equipment and backup power system nearby nor are the utility pole alternatives in areas that meet the setback requirements. There is also a short radio tower that appears to be an unguyed Rohn 25 tower that may be 30' tall located north of 4th Street between T Ave and R Ave, but it is shorter than 60' and is not strong enough to support Verizon's proposed antennas and equipment without having to be reconstructed. None of the commercial or residential buildings in the area are taller than 2 stories (approximately 25' AGL) and none of the buildings have roofs that can support base station antennas and/or base station equipment. Based on this review, I can certify compliance with 17.63.070(B)(3)

To conclude, it is my finding that Verizon has chosen the best possible location at 500 T Avenue to construct a WCF that is required to improve the radio coverage of their LTE network and that few, if any, viable alternative locations exist for Verizon in vicinity of their proposed location.

Steven Webster
Independent RF engineering consultant

EXHIBIT 8

SITE PLANS:

ARCHITECTURAL	
T-1	TITLE SHEET
SV1	EXISTING SITE SURVEY
ZD-1	OVERALL SITE PLAN
ZD-2	ENLARGED SITE AND ANTENNA PLANS
ZD-3	EAST AND NORTH ELEVATIONS

2012 IBC, STANDARDS AND AMENDMENTS, WAC 51-50
2012 IMC, STANDARDS AND AMENDMENTS, WAC 51-52
2012 IFC, STANDARDS AND AMENDMENTS, WAC 51-54
2012 UPC, STANDARDS AND AMENDMENTS, WAC 51-56, 51-57

APPLICANT:
VERIZON WIRELESS
3245 158TH AVE SE, MS. 231
BELLEVUE, WA 98008

APPLICANT AGENT:

LEXCOM DEVELOPMENT
19905 BELLEVUE WAY
WEST LINN, OR 97068
CONTACT: STEVEN W. TOPP, AICP
PHONE: 503-708-7337
EMAIL: STEVEN.TOPP@LEXCOMCORP.COM

DESIGN CONSULTANT:

CAMP & ASSOCIATES INC.
19401 40TH AVE W, SUITE 304
LYNNWOOD, WA 98036
CONTACT: ERIC CAMP
PHONE: 425-740-6392

LEGAL DESCRIPTION:

SEE SHEET ZD-1

PROJECT DESCRIPTION:
THE SCOPE OF WORK INCLUDES:
INSTALLATION OF (1) NEW 60'-0" HIGH MONOPOLE, (12) NEW PANEL ANTENNAS, (9) NEW RRUS, (2) SURGE PROTECTORS (1 NEAR ANTENNAS, 1 NEAR GROUND EQUIPMENT), (2) INTEGRATED HYBRID FIBER AND POWER CABLES.

INSTALLATION OF NEW VZW CONCRETE PAD MOUNTED
EQUIPMENT CABINETS, NEW CONCRETE PAD MOUNTED 30KW
STAND-BY DIESEL GENERATOR, NEW UTILITY H-FRAME,
NEW ICE BRIDGE, NEW ICE BRIDGE-MOUNTED GPS
ANTENNA, AND NEW CHAIN LINK FENCE AT GROUND LEVEL.



LAT: 48° 31' 07.28" N
LONG: 122° 36' 27.47" W
ELEVATION: 14.0' AMSL

CONFIDENTIAL AND PROPRIETARY

TITLE	SIGNATURE	DATE
CONSTRUCTION MANAGER		
RF ENGINEER		
REAL ESTATE		
SITE ACQUISITION		
PROPERTY OWNER		
TOWER OWNER		

[illegible]

DRIVING DIRECTIONS FROM VERIZON WIRELESS (3245 158TH AVE. SE., BELLEVUE, WA 98008):
DEPART 3245 158TH AVE SE, BELLEVUE, WA 98008 ON 158TH AVE SE (SOUTH-WEST) TURN RIGHT (WEST) ONTO SE EASTGATE WAY, TURN LEFT (WEST) ONTO RAMP 1-90 W / SEATTLE, TAKE RAMP (LEFT) ONTO I-90 [MOUNTAINS TO SOUND GREENWAY-I-90] AT EXIT 10, TURN RIGHT ONTO RAMP, I-405 S / I-405 N / BELLEVUE / EVERETT / RENTON / TACOMA, TAKE RAMP (RIGHT) ONTO I-405 N / BELLEVUE / EVERETT, TAKE RAMP (RIGHT) ONTO I-5 N / VANCOUVER BC, AT EXIT 226, TURN OFF RAMP ONTO WA-536 W / KINCAID ST, KEEP LEFT TO STAY ON RAMP, BEAR LEFT (WEST) ONTO WA-536 [E KINCAID ST] TURN RIGHT (NORTH) ONTO WA-536 [S 1ST ST] TURN LEFT (WEST) ONTO WA-536 [W DIVISION ST] KEEP RIGHT ONTO WA-20 [MEMORIAL HWY] WA-20 W / ANACORTES, KEEP STRAIGHT ONTO WA-20 SPUR, AT ROUNDABOUT, TAKE THE FIRST EXIT ONTO WA-20 SPUR [COMMERCIAL AVE] TURN LEFT (WEST) ONTO WA-20 SPUR [12TH ST] THEN IMMEDIATELY TURN RIGHT (NORTH) ONTO 'O' AVE, TURN RIGHT (EAST) ONTO 4TH ST, TURN RIGHT (SOUTH) ONTO 'A' AVE, ARRIVE 'SCOTT' AVE, ANACORTES, WA 98221



LEXCOM

(NEW BUILD - ZD)

500 T AVENUE
ANACORTES, WA 98221



CAMP+
ASSOCIATES

19401 40TH AVE. W., SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 740-6380
FAX: (425) 224-1614
WWW.CAMPASSOC.COM

PROJECT MANAGER:	EJG
------------------	-----

PREPARED BY: R/L

APPROVED BY: EJC

	12-11-14	ISSUED FOR FINAL ZONING
	11-20-14	ISSUED FOR PRELIM. ZONING
	08-10-14	ISSUED FOR PRELIM. ZONING

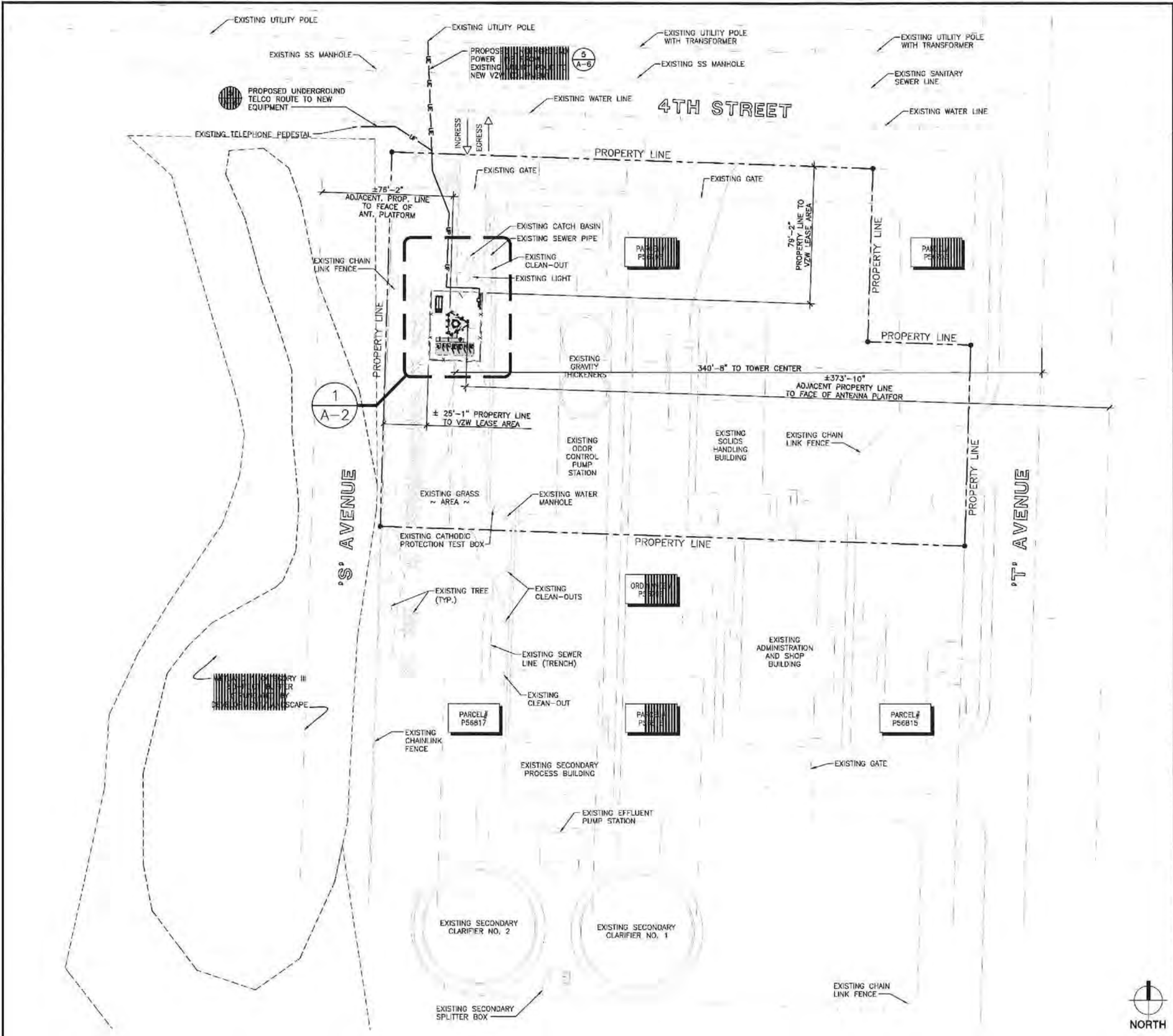
SHEET NAME

TITLE SHEET

SHEET NUMBER

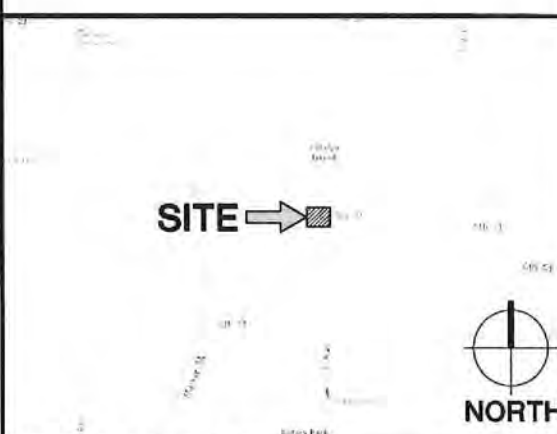
T-1

PROJECT NUMBER
20141000430



1 **OVERALL SITE PLAN**
SCALE: 1" = 30'-0" (22x34), 1" = 60'-0" (11x17)

1. REFER TO PAGES T-1, SP-1 AND SV1 FOR MORE INFORMATION.
2. DIG NOTE: CAUTION CALL BEFORE YOU DIG! BURIED UTILITIES EXIST ON THE AREA AND UTILITY INFORMATION SHOWN MAY NOT BE COMPLETE. CONTACT THE ONE-CALL UTILITY LOCATE SERVICE A MINIMUM OF 48 HOURS PRIOR TO CONSTRUCTION.



VICINITY MAP

LOT 3 THROUGH 20, BLOCK 6, BOWMAN'S CENTRAL SHIP HARBOR WATER FRONT PLAT OF ANACORTES, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 33, RECORDS OF SKAGIT COUNTY, WASHINGTON.

TOGETHER WITH THE NORTH 1/2 OF VACATED ALLEY ABUTTING LOTS 3 THROUGH 10 AND THE SOUTH 1/2 OF VACATED ALLEY ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO CITY OF ANACORTES ORDINANCE NO. 1201.

TOGETHER WITH THE NORTH 1/2 OF VACATED 5TH STREET ABUTTING LOTS 11 THROUGH 20, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 1201.

AND TOGETHER WITH THE EAST 1/2 OF VACATED S AVENUE, AS WOULD ATTACH BY OPERATION OF LAW PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 2105 RECORDED UNDER AUDITOR'S FILE NO. 8905100078.

2 **LEGAL DESCRIPTION**

LEGEND	
EXISTING	NEW
	SANITARY SEWER — SAS —
	STORM SEWER — STS —
	WATER MAIN — W —
	SANITARY MANHOLE ELEVATIONS (SM)
	STORM STRUCTURE ELEVATIONS (SS)
	PROPERTY LINE & R.O.W. — — —
	SURFACE DRAINAGE — — —
	LIGHT STANDARD ●
	STREET LIGHT ●
	SPOT ELEVATION 572.15
	CONTOUR 572
	GAS MAIN — G —
	MANHOLE ●
	CATCH BASIN ●
	FIRE HYDRANT ●
	EASEMENT LINE — — —
	FENCE — — —
	BURIED UTILITY — — UE/UT — —
	UTILITY POLE ●
	OVERHEAD UTILITY LINE — — OE/OT — —
	BUILDING

3 **LEGEND**



WA1-ROTARY PARK
(NEW BUILD - ZD)
500 T AVENUE
ANACORTES, WA 98221

CAMP+ ASSOCIATES
10401 40TH AVE. W., SUITE 304
LYNNWOOD, WA 98036
PHONE: (425) 740-6300
FAX: (425) 224-1614
WWW.CAMPASSOC.COM

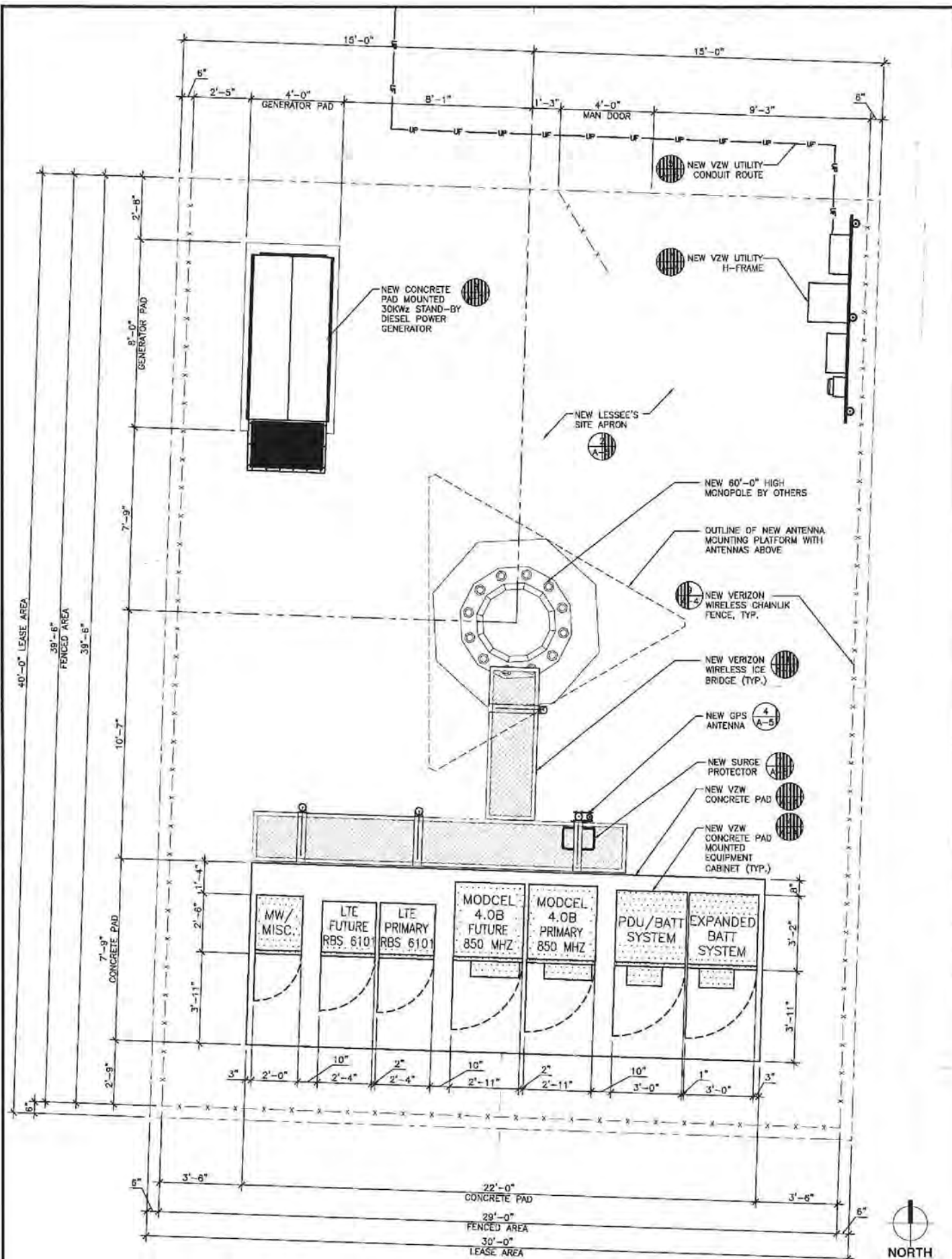
PROJECT MANAGER: EJC
PREPARED BY: RJL
APPROVED BY: EJC

12-11-14	ISSUED FOR FINAL ZONING
11-20-14	ISSUED FOR PRELIM. ZONING
09-10-14	ISSUED FOR PRELIM. ZONING

SHEET NAME
OVERALL SITE PLAN

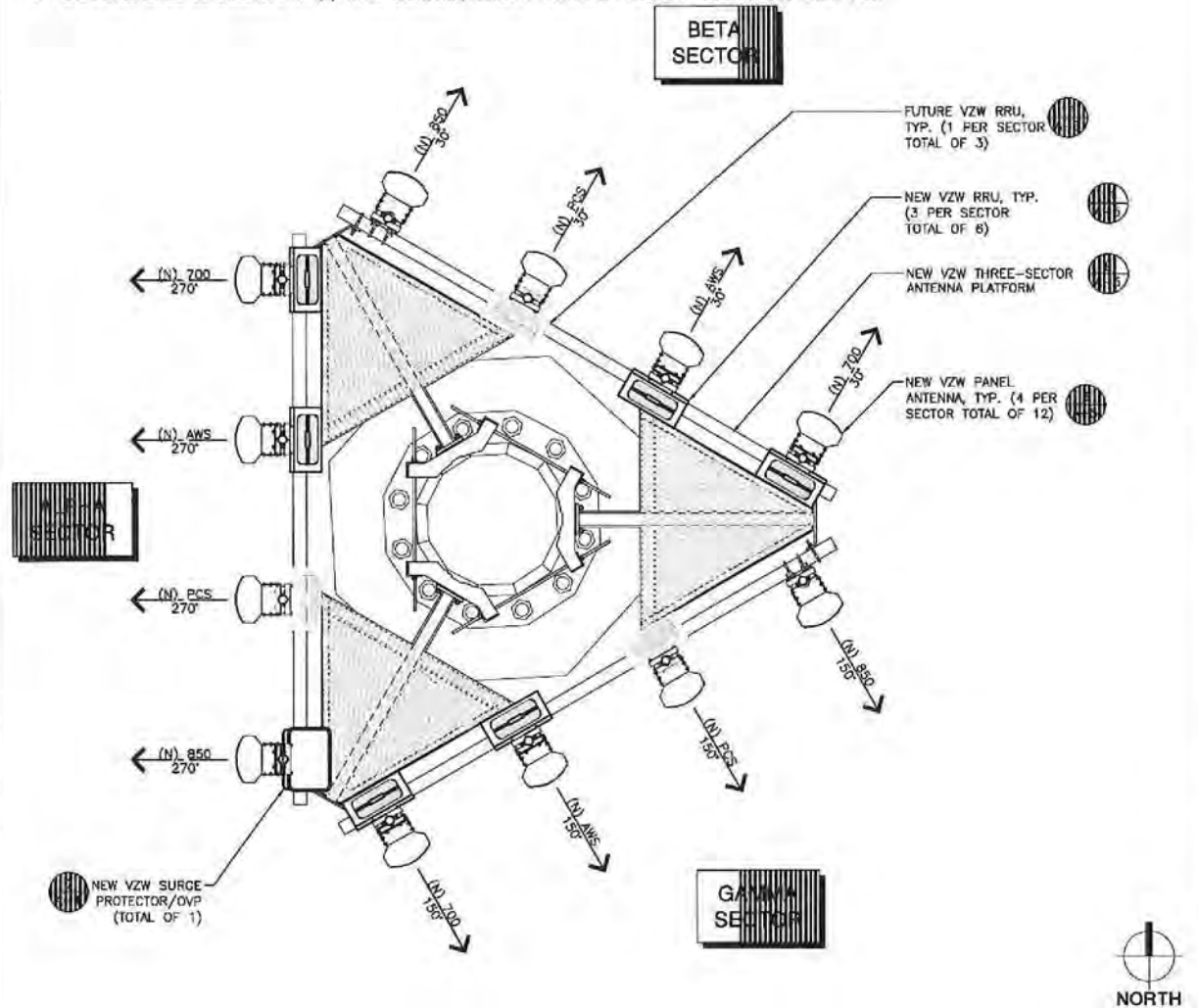
SHEET NUMBER
ZD-1

PROJECT NUMBER
20141000430



GENERAL NOTES:

1. VERIFY EACH COAXIAL CABLE LENGTH, DIAMETER, ROUTING, AND ALL MOUNTING APPURTENANCES WITH OWNER PRIOR TO ORDER.
2. THE MAXIMUM COAXIAL CABLE LENGTH HAS BEEN ESTIMATED WITH CORRESPONDING CABLE DIAMETER ON THE SCHEDULE TABLE. THIS CABLE LENGTH IS APPROXIMATE AND IS TO BE USED FOR CONSTRUCTION. ACTUAL ANTENNA CABLE LENGTHS MAY VARY FROM ESTIMATED MAXIMUM LENGTH AND MUST BE VERIFIED.
3. TAG ALL MAIN CABLES AT TWO (2) LOCATIONS:
A - AT ANTENNAS
B - INSIDE EQUIPMENT SHED / CABINET NEAR THE WAVEGUIDE ENTRY PORT.
4. EACH COAX SHALL BE SUPPORTED WITH COLUMN GRIP (CHINESE FINGER GRIP) HUNG FROM A J-HOOK AT TOP OF TOWER.
5. EACH COAX SHALL BE GROUND AT (3) THREE LOCATIONS; ANTENNA PLATFORM, TOWER BASE AND BUILDING ENTRY PORT.



ANTENNA / COAX SCHEDULE								
SECTOR	ANTENNA QUANTITY	ANTENNA TIP HEIGHT	ANTENNA SIZE	AZIMUTH	DOWNTILT	NUMBER OF CABLE RUNS	COAX SIZE	COAX LENGTH
ALPHA	1 NEW (850)	60'-0"	8'-0"	270°	0	2 NEW HYBRID	1.09	± 85'
	1 NEW (PCS)	60'-0"	8'-0"	270°	0	-	-	-
	1 NEW (AWS)	60'-0"	8'-0"	270°	0	-	-	-
	1 NEW (700)	60'-0"	8'-0"	270°	0	-	-	-
BETA	1 NEW (850)	60'-0"	8'-0"	30°	0	-	-	-
	1 NEW (PCS)	60'-0"	8'-0"	30°	0	-	-	-
	1 NEW (AWS)	60'-0"	8'-0"	30°	0	-	-	-
	1 NEW (700)	60'-0"	8'-0"	30°	0	-	-	-
GAMMA	1 NEW (850)	60'-0"	8'-0"	150°	0	-	-	-
	1 NEW (PCS)	60'-0"	8'-0"	150°	0	-	-	-
	1 NEW (AWS)	60'-0"	8'-0"	150°	0	-	-	-
	1 NEW (700)	60'-0"	8'-0"	150°	0	-	-	-

INSTALL (2) SURGE PROTECTOR/OVP (INSTALL (1) AT EQUIPMENT LEVEL AND (1) AT ANTENNAS LEVEL)

INSTALL (6) RRUS12-A2 (3) FOR AWS ANTENNAS AND (3) FOR 700 ANTENNAS

INSTALL (3) RRUS12-A2 FOR PCS ANTENNAS FOR FUTURE USE

verizon
wireless

LEXCOM

WA1-ROTARY PARK

(NEW BUILD - ZD)

500 T AVENUE
ANACORTES, WA 98221

C
CAMP+
ASSOCIATES

19401 40TH AVE. W., SUITE 304
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PHONE: (425) 740-6360
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WWW.CAMPASSOC.COM

PROJECT MANAGER: EJC

PREPARED BY: RJL

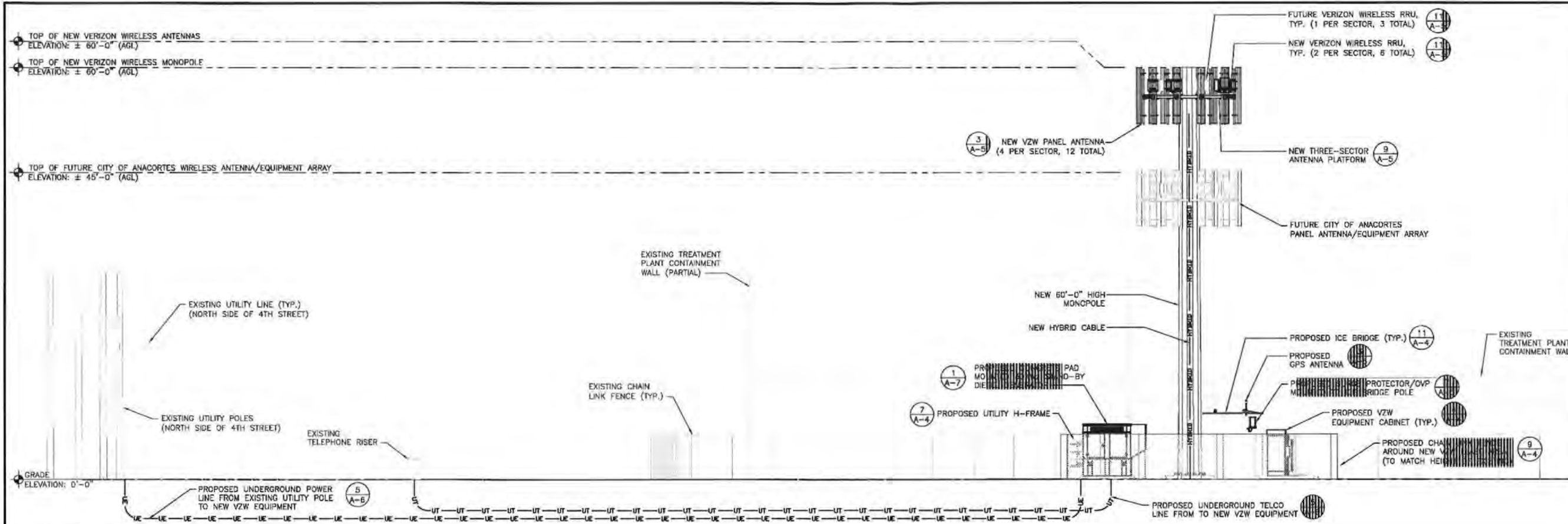
APPROVED BY: EJC

12-11-14	ISSUED FOR FINAL ZONING
11-20-14	ISSUED FOR PRELIM. ZONING
09-10-14	ISSUED FOR PRELIM. ZONING

SHEET NAME
ENLARGED SITE
AND ANTENNA
PLANS

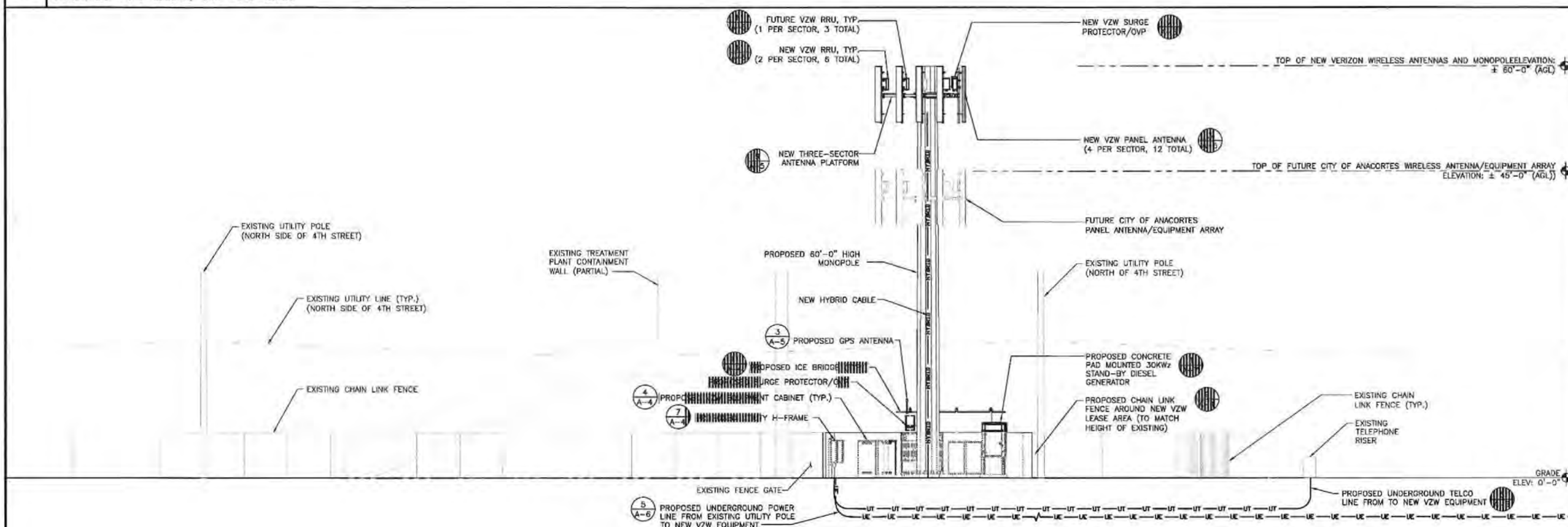
SHEET NUMBER
ZD-2

PROJECT NUMBER
20141000430



2 PROPOSED EAST ELEVATION

SCALE: 1/8" = 1'-0" (22x34), 1/16" = 1'-0" (11x17)



1 PROPOSED NORTH ELEVATION

SCALE: 1/8" = 1'-0" (22x34), 1/16" = 1'-0" (11x17)

verizon
wireless

LEXCOM

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WWW.CAMPASSOC.COM

PROJECT MANAGER: EJC

PREPARED BY: R.J.L.

APPROVED BY: EJC

12-11-14 ISSUED FOR FINAL ZONING
11-20-14 ISSUED FOR PRELIM. ZONING
09-10-14 ISSUED FOR PRELIM. ZONING

SHEET NAME
EAST AND NORTH
ELEVATIONS

SHEET NUMBER
ZD-3

PROJECT NUMBER
20141000430

LEGAL DESCRIPTION

LOT 3 THROUGH 20, BLOCK 6, BOWMAN'S CENTRAL SHIP HARBOR WATER FRONT PLAT OF ANACORTES, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 33, RECORDS OF SKAGIT COUNTY, WASHINGTON.

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AND TOGETHER WITH THE EAST 1/2 OF VACATED S AVENUE, AS WOULD ATTACH BY OPERATION OF LAW, PURSUANT TO THE CITY OF ANACORTES ORDINANCE NO. 2105 RECORDED UNDER AUDITOR'S FILE NO. 8905100075.

EASEMENTS

△ CORRESPONDS WITH ITEM NUMBER IN 'SCHEDULE B' OF TITLE REPORT.

THE FOLLOWING EASEMENTS FROM THE REFERENCED TITLE REPORT CONTAIN SUFFICIENT INFORMATION TO BE DEPICTED ON THE PLAN. OTHER EASEMENTS OR ENCUMBRANCES, IF ANY, MAY AFFECT THE PROPERTY, BUT LACK SUFFICIENT INFORMATION TO BE SHOWN.

- △ SEWER AND WATER EASEMENT PER ORDINANCE NO. 1201, CITY OF ANACORTES - SHOWN
- △ TERMS AND PROVISIONS OF INTERLOCAL AGREEMENT 1, PER AUDITOR'S NO. 8807290026, RECORDS OF SKAGIT COUNTY - DOCUMENT CONTAINS NO EASEMENTS, NOT SHOWN
- △ ELECTRIC EASEMENT PER AUDITOR'S NO. 9112240072, RECORDS OF SKAGIT COUNTY - SHOWN

LATITUDE/LONGITUDE POSITION

COORDINATE DATA AT PROPOSED TOWER LOCATION:
NAD 83
LAT - 48°31'07.28" N NAVD 88
LONG - 122°36'27.47" W ELEV. = 14.0 FEET

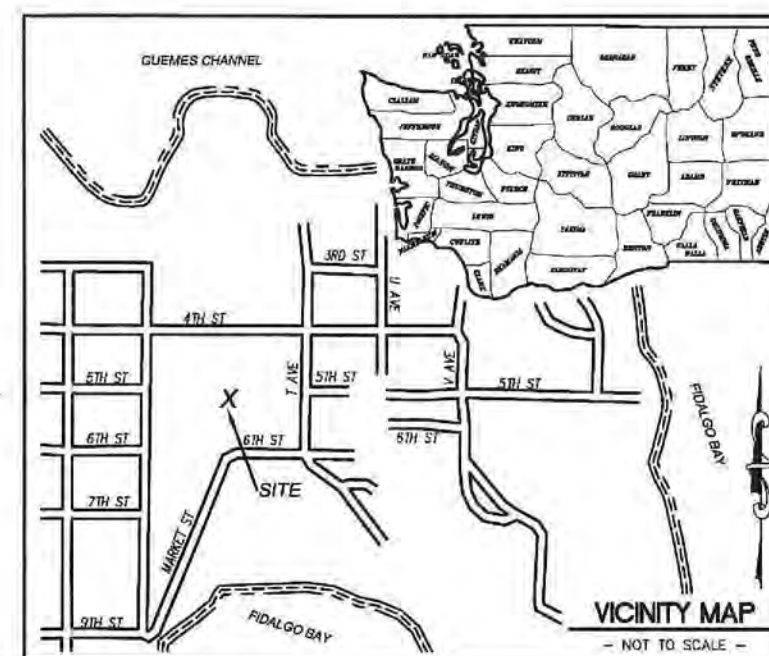
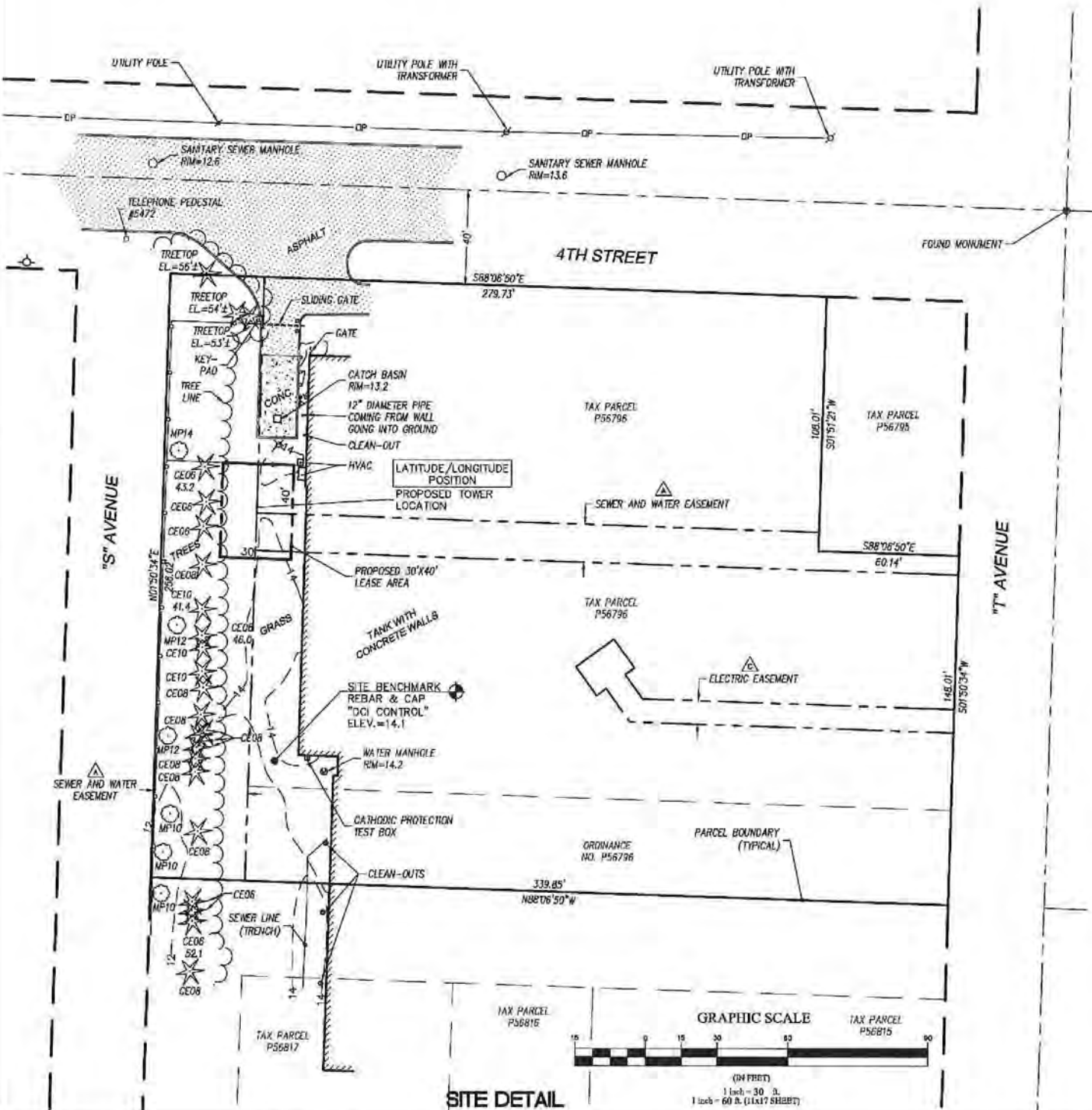


BENCHMARK IS "SEDR"
NGS GPS CORRS STATION,
ELEV. = 169.1'

ELEVATION DERIVED USING GPS. ACCURACY MEETS OR EXCEEDS 1A STANDARDS AS DEFINED ON THE FAA ASAC INFORMATION SHEET 91.003.

NOTES

- TITLE RESEARCH PROVIDED BY FIRST AMERICAN TITLE COMPANY, GUARANTEE NUMBER 5003353-00011706, DATED SEPTEMBER 4, 2014.
- FIELD WORK CONDUCTED IN JUNE, 2014.
- BASIS OF BEARING: WASHINGTON STATE PLANE COORDINATE SYSTEM, NORTH ZONE (NAD83).
- UNDERGROUND UTILITIES SHOWN HEREON, IF ANY, WERE DELINEATED FROM SURFACE EVIDENCE AND/OR UTILITY COMPANY RECORDS. CRITICAL LOCATIONS SHOULD BE VERIFIED PRIOR TO DESIGN AND CONSTRUCTION.
- FEMA DESIGNATION: ZONE 'X' (AREAS DETERMINED TO BE OUTSIDE THE 2% ANNUAL CHANCE FLOODPLAIN), PANEL 40 OF 100, FIRM MAP NUMBER 9303170040A, EFFECTIVE DATE SEPTEMBER 17, 2003.



LEGEND

- SUBJECT BOUNDARY LINE
- RIGHT-OF-WAY CENTERLINE
- RIGHT-OF-WAY LINE
- ADJACENT BOUNDARY LINE
- SECTIONAL BREAKDOWN LINE
- OP --- OVERHEAD POWER LINE
- UP --- BURIED POWER LINE
- G --- BURIED GAS LINE
- OT --- OVERHEAD TELEPHONE LINE
- UT --- BURIED TELEPHONE LINE
- V --- BURIED WATER LINE
- SS --- BURIED SANITARY SEWER
- SB --- BURIED STORM DRAIN
- DITCH LINE/FLOW LINE
- ROCK RETAINING WALL
- VEGETATION LINE
- CHAIN LINK FENCE
- WOOD FENCE
- BARBED WIRE/WIRE FENCE
- △ TRANSFORMER
- X LIGHT STANDARD
- P POWER VAULT
- UTILITY BOX
- U UTILITY POLE
- POLE GUY WIRE
- GAS VALVE
- GAS METER
- T TELEPHONE VAULT
- TELEPHONE RISER
- FIRE HYDRANT
- M GATE VALVE
- WATER METER
- FIRE STAND PIPE
- CATCH BASIN, TYPE I
- CATCH BASIN, TYPE II
- SIGN
- BOLLARD
- MAIL BOX
- 234.21 SPOT ELEVATION

NOTE:
1) ALL ELEVATIONS SHOWN ARE ABOVE MEAN SEA LEVEL (AMSL) AND ARE REFERENCED TO THE NAVD88 DATUM.
2) ALL TOWER, TREE AND APPURTENANCE HEIGHTS ARE ABOVE GROUND LEVEL (AGL) AND ARE ACCURATE TO ± 3 FEET OR ± 1% OF TOTAL HEIGHT, WHICHEVER IS GREATER.

TREE LEGEND

- DECIDUOUS TREE
 - AL12 --- TRUNK DIAMETER (IN)
 - TYPE
 - AL=ALDER
 - MP=MAPLE
 - DS=DECIDUOUS
 - MA=MADRONA
 - OK=OAK
 - CH=CHERRY
- EVERGREEN TREE
 - CE=CEDAR
 - DF=DOUGLAS FIR
 - HE=HEMLOCK
 - PI=PINE
 - EVG=EVERGREEN

NOTE:
TREE DRIP LINES ARE NOT TO SCALE. TREE SYMBOLS REFERENCE TRUNK LOCATION ONLY. TRUNK DIAMETERS WERE APPROXIMATED AT 3.5' TO 4' ABOVE GROUND LEVEL. TREES SHOWN ARE FOR REFERENCE ONLY AND OTHER TREES AND VEGETATION MAY EXIST.

SITE INFORMATION

TAX LOT NUMBER: P58798
SITE ADDRESS: 500 T AVENUE, ANACORTES, WA 98221
SITE CONTACT: JOHN FRANZ-MATT REYNOLDS
PHONE NUMBER: 360-298-0953
ZONING: CM1 (CITY OF ANACORTES)
TOTAL LOT AREA: 80,514± S.F. (1.85 AC.)
PROJECT AREA: 1,200 S.F.

SURVEY REFERENCE

RECORD OF SURVEY A.F. NO. 201004210001, RECORDS OF SKAGIT COUNTY.

BOUNDARY DISCLAIMER

THIS PLAN DOES NOT REPRESENT A BOUNDARY SURVEY. SUBJECT AND ADJACENT PROPERTY LINES ARE DEPICTED USING FIELD-FOUND EVIDENCE AND RECORD INFORMATION.

CAUTION

UNDERGROUND UTILITIES EXIST IN THE AREA AND UTILITY INFORMATION SHOWN MAY BE INCOMPLETE. STATE LAW REQUIRES THAT CONTRACTOR CONTACT THE ONE-CALL UTILITY LOCATE SERVICE AT LEAST 48 HOURS BEFORE STARTING ANY CONSTRUCTION.

1-800-424-5555

verizon wireless

C
CAMP+
ASSOCIATES



DUNCANSON

Company, Inc.

145 SW 135th Street, Suite 102
Seattle, Washington 98146
Phone 206.244.4141
Fax 206.244.4433

SITE
WA ROTARY PARK

500 T AVE
ANACORTES, WA 98221
SKAGIT COUNTY

THIS DRAWING WAS CREATED FOR THE EXCLUSIVE USE OF THE CLIENT NAMED HEREON, AND IS NOT TO BE USED IN WHOLE OR IN PART WITHOUT WRITTEN AUTHORIZATION FROM SAID CLIENT.

GEOGRAPHIC COMPANY, INC.

FLD. CREW: JW
FLD. BOOK: 328/64
DRAWN BY: LAC
JOB #: 99544.963
DATE: 7/01/14

REVISIONS

DATE	DESCRIPTION	BY
09/11/14	ADD TITLE INFORMATION	LAC



SHEET TITLE
EXISTING SITE SURVEY
SEC 18, TWP 35 N, RNG 2 E, WM

SHEET NUMBER
SV1



City Council Agenda Bill

Meeting Date: 3/7/2016 **Agenda Item:** 7b

Subject: Martin Vacation

Staff Contact: Eric Shjarback

Approved for Submittal to Council by	
	Gary Robinson, Parks Director
	Darcy Swetnam, City Attorney
	Don Measamer, Planning Director

Action Type	
	Ordinance No.
	Code Revision?
	Resolution No.
	Contract
X	Public Hearing
	Staff Report

Summary Statement: This is a vacation of City Right-of-Way 2218 10th Street in return for a Quit Claim to the City of an equivalent square footage of land adjacent to the Gems Property and the future Guemes Channel Trail

Background: Click here to enter text.

Budget Impact	
Amount Budgeted	
Budget Account (BARS)	
Proposed Expenditure	
Budget Amendment Required?	
Revenue Source	

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: None

Competing Viewpoints Considered: N/A

Recommended Motion: None needed at this time

Alternative Actions: N/A

Attachments (listed in order presented): Notice of Public Hearing; Site Map; photo of frontage



NOTICE FOR A

PUBLIC HEARING and DECISION ON AN APPLICATION FOR A PETITION TO VACATE RIGHT-OF-WAY

NOTICE IS HEREBY GIVEN that the Anacortes City Council will hold a Meeting to conduct a public hearing on:

Project: Petition to vacate a portion of right of way at 2218 10th Street.

Date/Time: Monday, March 7, 2016 @ 6:00 p.m.

Location: Anacortes Municipal Building, Council Chambers

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Staff will issue a recommendation on the project after the comment period ends on **February 24, 2106 at 5:00 pm**. Written comments on the proposal should be submitted before the end of the comment period but will be accepted until the close of the Open-Record Public Hearing.

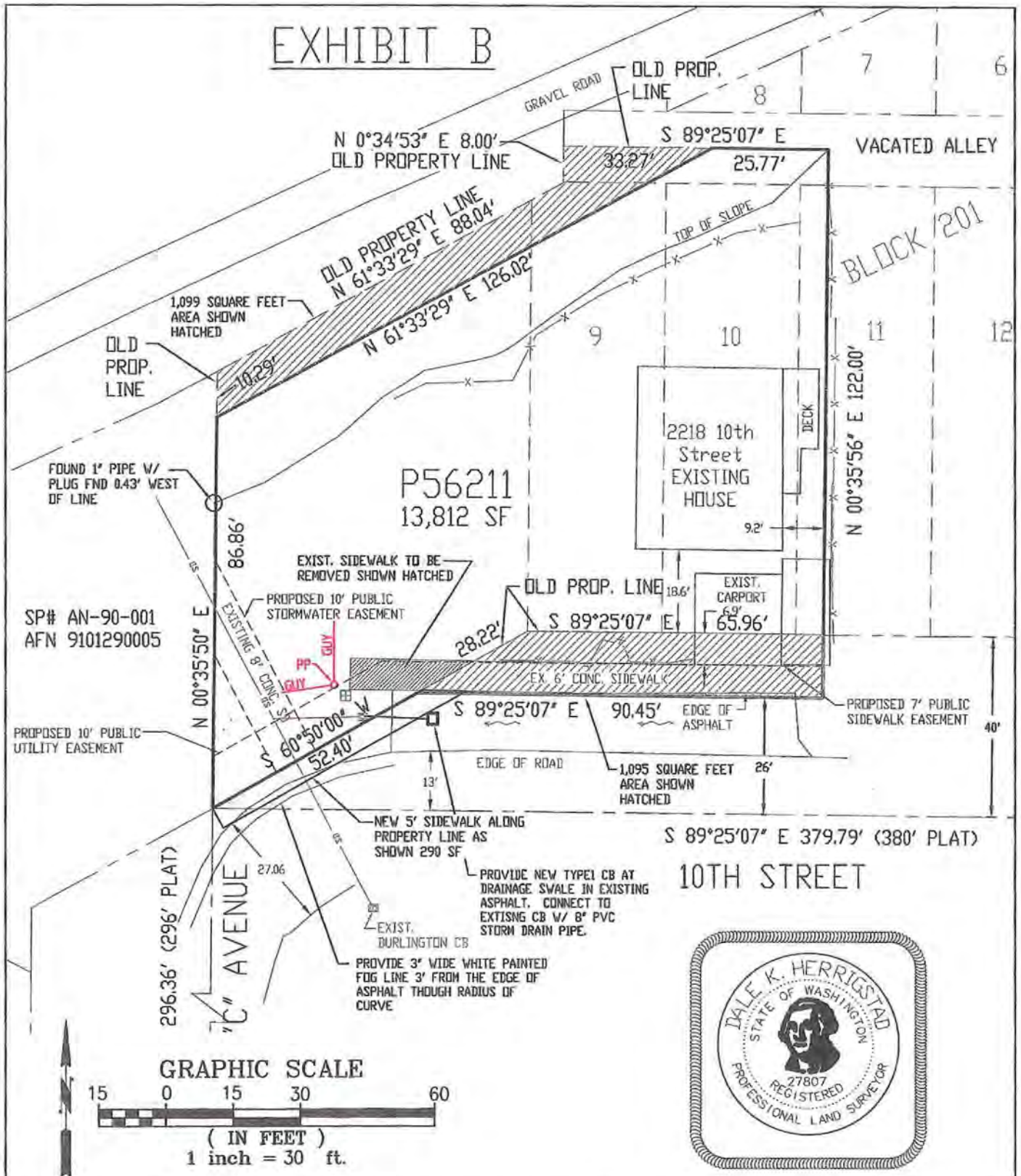
Anyone wishing to comment on the application for the Petition to Vacate may do so at the above stated dates, times and place. Written comments are welcome and should be addressed to Don Measamer, P.O. Box 547, Anacortes, WA 98221 or don@cityofanacortes.org.



Steve Hoglund, City Clerk

PUBLISH: Anacortes American – February 17, 2016

EXHIBIT B



HERRIGSTAD ENGINEERING & SURVEYING
 4320 WHISTLE LAKE ROAD
 ANACORTES, WA 98221 299-8804

Proposal for property exchange and
 proposed easements
 2218 10th Street
 December 21, 2015

Date: January 8, 2016
Project Photographs – 2218 10th Street
Right-of-Way Vacation Request



Stationing: N/A

Location: 10th Street, looking across the frontage of the property

Description of Work: Existing Conditions

Bid Item Work: N/A

Photo taken by: Steven Lange, Project Manager



City Council Agenda Bill

Meeting Date: 3/7/2016 **Agenda Item:** 2016 CDBG Action Plan

Subject: Open 30 Day Public Comment Period to provide a description of the planning process, anticipated funding, programs covered and solicit public comment on the needs and priorities of the community.

Staff Contact: Don Measamer/Joann Stewart

Approved for Submittal to Council by	
X	Don Measamer, Planning Director

Action Type	
	Contract
X	Public Hearing/Public Comment Period

Summary Statement: In developing the yearly Action Plan, a public comment period is open for a 30 day period. The comment period this year begins March 7, 2016 and ends April 5, 2016. The purpose of the first hearing is to provide a description of the planning process, anticipated funding, programs covered and solicit public comment on the needs and priorities of the community. The second hearing (April 18) includes consideration of any comments and concludes the work begun at the previous meeting. The Action Plan will then be adopted for submittal to HUD. Any comments made during the meetings or submitted directly to city staff during the comment period will be included in the final Action Plan.

Background: The Consolidated Plan comprises the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by HUD. The City's Planning Department undertakes the planning process for submission of its one-year Action Plan which is a component of the Consolidated Plan. The Action Plan outlines the projects that will be funded during the program year.

Budget Impact	
Amount Budgeted	
Budget Account (BARS)	
Proposed Expenditure	
Budget Amendment Required?	
Revenue Source	HUD

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: None

Competing Viewpoints Considered: N/A

Recommended Motion: Not at this time.

Alternative Actions: None to be considered.

Attachments (listed in order presented): Mayor/City Council Memo; Draft 2016 Action Plan with attached proposed projects



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT

DATE: March 1, 2016

TO: Mayor and City Council

FROM: Joann Stewart
Planning, Community, & Economic Development

SUBJECT: 2016-2017 CDBG Action Plan

REQUIRED ACTION: Review Draft 2016-2017 Action Plan & Obtain Citizen Input on Development of Action Plan

Briefing

The Consolidated Plan comprises the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by the U.S. Department of Housing and Urban Development (HUD). The City of Anacortes Planning Department is undertaking the planning process for submission of its one-year Action Plan which is a component of the Consolidated Plan. The Action Plan outlines the projects that will be funded during the program year. The application period to apply for funding is January through February of each year.

In developing the yearly Action Plan, a public comment period is open for a 30 day period. This year, the comment period begins March 7, 2016 and ends April 5, 2016. The purpose of the first hearing is to provide a description of the planning process, anticipated funding, programs covered and solicit public comment on the needs and priorities of the community. The second hearing includes consideration of any comments and concludes the work begun at the previous meeting. The Action Plan will then be adopted for submittal to HUD. Any comments made during the meetings or submitted directly to city staff during the comment period will be included in the final Action Plan.

The draft 2016-2017 Action Plan is available on the City's website at: http://www.cityofanacortes.org/community_development_block_grant.php#.VLW00Wd0x9A. Copies of the Action Plan are also available for review at: City of Anacortes Planning Department, 904 6th Street, the Anacortes Public Library reference desk, 1220 10th Street, and the Anacortes Housing Authority, 719 Q Avenue, Anacortes.

The funding allocation for 2016 is \$89,552. The City may have left over funding of approximately \$40,000 from previous years which may be utilized for new projects. The proposals being considered include:

2015/2016 PROPOSED PROJECTS

Projects	Amount Requested	Amount Granted
Public Services – Anacortes Family Center	15% of Grant - \$13,432	\$
Anacortes Housing Authority Stove/Range Purchase (50)	\$40,750	\$
City Hall Restroom Door Retrofit – removal of architectural barriers	\$30,000 + tax	\$
Removal of Architectural Barriers – Sidewalk Ramp Retrofit	\$95,000	\$
Administration	20% of Grant - \$15,224	\$
TOTAL	\$194,406	\$

The projects listed above are proposed and may not be eligible for funding. Further review of specific regulations must be completed before determination on funding can be made. The restroom door project may not fit within the regulations for architectural barrier removal which will be determined shortly.

Last year, the City provided funding to the Anacortes Family Center (full 15% public services allocation - \$12,824); Home Trust of Skagit (\$40,000); Anacortes Housing Authority Asbestos Abatement - \$40,425); Administration (20% grant allowed - \$14,534). The City used left over funding from previous years to provide the Home Trust and Housing Authority with additional (\$15,000 Home Trust/\$7,315 Housing Authority) to accomplish the projects. To date, the Home Trust has not come forward with a project for funding. The Housing Authority is accepting bids for the work and is expected to start work on this project shortly. Full reporting on the outcome of these projects will be provided in the Consolidated Annual Performance and Evaluation Report (CAPER) in September.

The public is invited to review and comment in writing on the draft Action Plan. Written comments may be submitted to City of Anacortes Planning Department, P.O. Box 547, Anacortes, WA 98221 or by email to joanns@cityofanacortes.org. The City considers the views of all citizens, public agencies, and other interested parties in preparing the final Action Plan. A summary of the comments received will be included in the Action Plan along with explanations as to why any projects were not included in the development of the Plan.

Recommendation

Review the 2016-2017 Action Plan, receive any public input on the development of the Plan.

Attachments.

2016-2017 Draft Action Plan
Proposed projects

DRAFT CITY OF ANACORTES
2016/2017 CDBG ACTION PLAN

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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

This chapter outlines the City's one-year Action Plan for 2016-2017, which will further the goals and strategies of the Strategic Plan and is the spending plan for the City's 2016-2017 Community Development Block Grant (CDBG) funds. The activities in this plan will be accomplished with funds received during this program year under the CDBG program for meeting housing and community development objectives. The allocation for this year's funding is \$89,552. Those activities detailed in this section must meet the CDBG National Objectives as outlined in the introduction to the Strategic Plan. The Mayor of Anacortes has designated the Planning, Community & Economic Development Department responsible for the planning, development, and implementation of its CDBG Program.

2. Summarize the objectives and outcomes identified in the Plan

The goals of this plan include maintaining the existing supply of affordable rental housing and funding supportive services to help individuals and families from becoming homeless and supporting efforts to reduce poverty. See goals in the below table:

- Homelessness/assist special needs populations - Create suitable living environs - Public Service - \$13,432
- Admin/Planning - \$15,224
- \$60,896 to fund capital projects

3. Evaluation of past performance

In reviewing activities accomplished with its federal funding for the plan year, the City of Anacortes advanced its goals of improving conditions, creating better housing resources and opportunities, and assisting human service organizations in providing effective support services to priority low-income and homeless populations. The projects were selected based on consultation with local agencies and in response to the area's countywide Continuum of Care Plan. The public services portion, provided to the Anacortes Family Center, ~~(Report will be provided shortly)~~ reported an 86% success rate in helping single women and families find more safe and productive lives. The Center received a total of 356 applications for services; a 31% increase from the prior year. This program was able to serve 61 households consisting of 182 individuals, 99 of which were children. The asbestos abatement project will provide safer living environments with the removal and replacement of the flooring in the Harbor House apartment complex. Asbestos floor tiles in the 50 unit housing complex are severely deteriorated and will be replaced with new environmentally safe flooring. Exposure to asbestos and broken, cracked tiles create accessibility issues especially for mobility impaired individuals. The Home Trust has a qualified home buyer and is in search of a home to purchase.

4. Summary of Citizen Participation Process and consultation process

In deciding the 2016 program year funding allocations, the City of Anacortes conducted two public hearings (March 7, 2016 and April 18, 2016) and encouraged public comment in conjunction with the CDBG program. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notice for the 30 day comment period and meetings was published on February 17, 2016 and March 30, 2016. The public comment period began on March 7, 2016 and ended on April 5, 2016.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan. **TO BE COMPLETED AFTER COMMENT PERIOD ENDS.**

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary The overall goal of the community planning and development programs available from the City of Anacortes with CDBG funding is to assist in the development of affordable housing for low and moderate income households, reduce poverty in Anacortes, assist in creating better living conditions for low income households and provide funding to assist human service agencies serving low-income populations. A review of the projects and activities implemented in program year 2015 demonstrate that the City has made progress in fulfilling its goals. The City intends to continue to work closely with HUD staff to improve performance in timely implementation of identified community development strategies and CDBG administrative activities. The City did not hinder Consolidated Plan implementation by action or willful inaction.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	ANACORTES	Planning, Community & Economic Development

Table 1 – Responsible Agencies

Narrative

Action Plan Public Contact Information

Joann Stewart

Planning Community & Economic Development

City of Anacortes

904 6th Street, P.O. Box 547

Anacortes, WA 98221

(360) 293-1907

joanns@cityofanacortes.org

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City performed an extensive outreach program to consult and coordinate with non-profit agencies, affordable housing providers, government agencies and other entities.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City held two public hearings to obtain input from all citizens of the community. The first public hearing was held on March 7, 2016. This meeting opened the planning process for the development of the 2016 Action. The next meeting was held on April 18, 2016.

The City sent inquiries to various organizations and individuals to obtain current information on pressing needs within the community. Input was received from Community Action Agency of Skagit County, the Anacortes Community Health Council (comprised of representatives of churches, private organizations, social service agencies, city departments and community groups who provide support for Anacortes citizens), the Anacortes Family Center, and the newly formed City of Anacortes Affordable Housing & Community Services Committee.

The Anacortes Community Health Council member agencies include:

- Anacortes Family Center
- Anacortes Senior Activity Center
- Island Hospital Community Health Resource Center
- The Salvation Army
- St. Vincent de Paul
- Anacortes 100 Food Bank
- Celebration Lutheran Church
- Christ Episcopal Church
- Anacortes United Methodist Church
- Anacortes/San Juan Island Chapter of the American Red Cross
- Anacortes First Baptist Church
- Anacortes Christian Church
- Anacortes Police Department
- Skagit Senior Information and Assistance
- Anacortes Noon Kiwanis Club
- Anacortes Boys and Girls Club
- Skagit County Youth and Family Services
- Pilgrim Congregational Church
- Anacortes Housing Authority

- Christ the King Community Church
- Westminster Presbyterian Church/Dinner at the Brick.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City incorporates the Skagit County Continuum of Care plans which prioritizes the use of HOME and CDBG funds toward the goals of ending homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City has coordinated with Skagit County Department of Public Health & Community Services, Skagit County Coalition to End Homelessness, and Community Action through the HOME Consortium efforts. These organizations are responsible for using ESG funds and for administering HMIS (Homeless Management Information System) for service providers operating in the Consortium region. Their goals, strategies activities and outcomes have been incorporated in the Consolidated Plan.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	Community Action of Skagit County
	Agency/Group/Organization Type	Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in multi-agency meetings, one-on-one consultation with staff, board meetings, participated in various committees in which CASC provided input. Anticipate increased coordination of homeless activities and public services.
2	Agency/Group/Organization	Anacortes Community Health Council
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City staff is a member of this organization which meets monthly to discuss the current situation of those in need within the community, case-by-case review of needs, solutions to those needs and other services available to help. Roundtable meetings provide information and resources to improve the coordination of services.
3	Agency/Group/Organization	Anacortes Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and board meetings; outcomes include city/HA working collaborative to locate property to develop more housing units.
4	Agency/Group/Organization	Home Trust of Skagit
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and group meetings; working closely with HOME Trust to determine funding, locate suitable homes for purchase and locating additional funding options to realize success.
5.	Agency/Group/Organization	City of Anacortes Affordable Housing & Community Services Committee
	Agency/Group/Organization Type	City Council, Planning Commission, City Staff working to develop affordable housing and community services strategy
	What section of the Plan was addressed by consultation?	Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Monthly meetings with group to determine strategies to address lack of affordable housing within community

Identify any Agency Types not consulted and provide rationale for not consulting.

There are no Community Based Development organizations, Community Housing Development organizations or Neighborhood Revitalization Strategy Agency currently in jurisdiction or region.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Skagit County Community Services	The Strategic Plan has adopted the major strategies of the 10 year plan.
2016 Comprehensive Plan update	City of Anacortes	Creating a better, coordinated strategy for LMI affordable homes and related issues

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The City coordinated efforts with the County, the Anacortes Housing Authority, the Anacortes Family Center, the Anacortes Community Health Council and the City of Anacortes Affordable Housing & Community Services Committee to share concerns, determine the needs and routes to follow to address the needs.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In deciding the 2016 program year funding allocations, the City of Anacortes conducted two public hearings (March 7, 2016 and April 18, 2016) and encouraged public comment in conjunction with the CDBG program. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notices for the 30 day comment period and meetings were published February 17, 2016 and March 30, 2016. The public comment period began on March 7, 2016 and ended April 5, 2016.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

The impact this had on the goal setting was the need for more affordable housing and living wage jobs. These City plans to work toward achieving these goals utilizing CDBG funding and other funding sources

Citizen Participa tion Outreach Sort Ord er	Mode of Out reach	Target of Out reach	Summary of response/atten dance	Summary of comments rec eived	Summary of com ments not accepted and reasons	URL (If applica ble)
1	Public Hearing	Minorities Persons with disabilities Non- targeted/bro ad community Residents of Public and Assisted Housing				

Table 4– Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	89,552	0			0	Funds used for public services, public facilities, admin/planning

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds the City receives through the Community Development Block Grant (CDBG) are used to leverage other federal, state, local and private resources to meet housing and community development needs. While matching funds are not currently required for the City's CDBG program, the City anticipates that most major projects will be funded primarily through non-CDBG resources.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City has identified core areas where infrastructure improvements are needed to allow easy access for all individuals and in particular, disabled residents and visitors. The work between community involvement and the 2016 Comprehensive Plan update has identified areas through the core downtown that are being proposed for development of a central hub that will include residential development, retail, public services, restaurant, grocery and entertainment establishments that will be easily and safely accessible.

Discussion

Through the development of the 2016 Comprehensive Plan, a unique vision is coming together to create a cohesive, well-laid out community with affordable housing and pedestrian mobility key factors in determining the paths to the central hub as described above. Zoning regulations are being reviewed for changes that will allow greater density, multi-family mixed use development, and greater mobility which will help create more affordable living space within the central hub of downtown.

DRAFT

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information (TO BE COMPLETED AFTER DETERMINATION OF PROJECTS)

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homelessness/Assist Special Needs Populations	2016	2017	Homeless	City Jurisdiction	Homelessness/Assist special needs population	CDBG: \$13,432	Public service activities other than Low/Moderate Income Housing Benefit: 80 Persons Assisted
2	Preservation	2016	2017	Public Housing	Tract 940600	Preservation	CDBG: \$40,452	Low Income Rental units rehabilitated: 50 stoves replaced in housing units
3	Planning/Administration	2016	2017	Planning/Administration	City Jurisdiction	Administration & Planning	CDBG: \$15,224	Grant preparation and administration; project management
4								

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	Homelessness/Assist Special Needs Populations
	Goal Description	Keeping families and single women off the streets and placing them in safe, secure housing and stable environments. Approximately 80-182 individuals & families served every year
2	Goal Name	Increase affordable housing supply
	Goal Description	Promote home ownership for low income families. The funded amount includes left over funding from previous years (2015 funding = \$25,000 + \$15,000 = \$40,000)
3	Goal Name	Preservation
	Goal Description	Preserve and maintain existing stock of affordable housing resources. Work with the Anacortes Housing Authority to rehabilitate housing units to maintain existing stock of low income housing. Provide rehab assistance to approximately 30 units per year. (The amount funded to project includes 2015 funding plus left over funding from previous years - 2015 funding = \$33,137 + \$7,315 = \$40,452)

4	Goal Name	Planning/Administration
	Goal Description	General management, oversight and coordination of the program, including providing local officials and citizens with information regarding the CDBG program; preparing budgets and schedules, preparing reports and other HUD related documents, monitoring programs, working with HUD officials.

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

The projects chosen are based on HUD criteria that the activity meet at least one of the national objectives (benefit to low and moderately low income persons, aid in the prevention or elimination of slums or blight, and meet a need having a particular urgency) and they meet the criteria established in the City's Strategic Plan. The City determined that the public services funding be provided to the Anacortes Family Shelter as the Center meets a need of particular urgency by assisting families and women who would otherwise end up living on the streets without this service.

#	Project Name
1	Anacortes Family Center
2	Anacortes Housing Authority Asbestos Abatement
3	Home Trust of Skagit
4	City of Anacortes Administration

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City established priorities for allocating resources and long range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs that generally are either priced out of housing or are unable to maintain stable housing.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives outlined in the ~~2015-2017 Strategic~~2016-2017 Action Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide safe and stable transitional and permanent housing for families and individuals in need.

A major obstacle to address underserved needs is lack of funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	Anacortes Family Center
	Target Area	Tract 940600
	Goals Supported	Homelessness/Assist Special Needs Populations
	Needs Addressed	Homelessness/Assist special needs population
	Funding	CDBG: \$ 12,824 13,423
	Description	Public Services Allocation - Support Family Center staffing that <u>who</u> provide case management services to homeless families staying at the shelter.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The Center provides housing for 60-90 days and intensive case management and life skills education to assist the household with gaining the skills and resources needed to become fully self-sufficient. In 2014 2015, the Center provided successful transition to stable living/working environments to approximately 61 86% of their clients.
2	Project Name	Anacortes Housing Authority Asbestos Abatement
	Target Area	Tract 940600
	Goals Supported	Preservation
	Needs Addressed	Preservation

	Funding	CDBG: \$40,452
	Description	Asbestos floor tiles in 50-unit housing complex are severely deteriorated and will be replaced with new environmentally safe flooring. Exposure to asbestos and broken, cracked tiles create accessibility issues especially for mobility impaired individuals.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Certified asbestos abatement control contractor will remove asbestos tile and replace it with environmentally safe tile. This project will continue through the next few years until complete.
3	Project Name	Home Trust of Skagit
	Target Area	Tract 940600
	Goals Supported	Increase affordable housing supply
	Needs Addressed	Increase Affordable Housing Supply
	Funding	CDBG: \$40,000
	Description	Provide down payment assistance to qualified low income families for home purchase. Homes will remain affordable through the Home Trust program and will only be available to qualified low income families
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	Provide downpayment assistant to a qualified low income family to purchase a home within Anacortes. The homes remain low income in perpetuity through the Home Trust program and will only be available to qualified low income families.
4	Project Name	City of Anacortes Administration
	Target Area	Tract 940600 <u>City Jurisdiction</u>
	Goals Supported	Homelessness/Assist Special Needs Populations Increase affordable housing supply Preservation
	Needs Addressed	Administration & Planning
	Funding	CDBG: \$14,534 <u>15,224</u>
	Description	General administration of CDBG program
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Implementation of this consolidated plan requires certain administrative and planning activities including the development of the plan, environmental review of projects, subrecipient monitoring, development of fair housing information, and other activities required by law

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Anacortes is located on Fidalgo Island in Skagit County with 12.5 miles of saltwater shoreline, four freshwater lakes, and 3000 plus acres of city-owned forestlands and city-owned parks. Anacortes is approximately 20 miles from the county seat in Mount Vernon, Washington. A majority of public services available to the citizens of Skagit County are provided in the Mount Vernon area.

The current population of Anacortes is approximately 15,778 citizens (US 2010 Census). Anacortes has one area with a concentration of moderately low to low income households, Census Tract 940600 with 57.6% LMI households. The overall low, to moderately low, income households in Anacortes is approximately 34%.

While Anacortes has one census tract (940600) with the highest concentration of persons living below the poverty level, there are smaller concentrations of low income households interspersed throughout the City. The City establishes priorities for allocating resources and long-range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs who are generally either priced out of housing or are unable to maintain stable housing.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives listed in the Strategic Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion is allocated to services that provide multiple benefits to households in dire situations and the remaining resources are directed to projects that provide safe and stable environments, transitional and permanent housing for families and individuals in need.

Geographic Distribution

Target Area	Percentage of Funds
Tract 940600	39

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Census Tract 940600 contains the highest concentration of low, to moderately low households.

Discussion

~~This is where a~~A majority of the public housing complexes are located in this tract. ~~The asbestos abatement project to remove asbestos tile that is completely deteriorated and creates mobility issues for residents is located in this area.~~

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Because the City of Anacortes's annual CDBG grant is minimal, it is difficult to use CDBG for ~~many other~~ purposes other than those already identified. ~~However, the City does intend to invest other resources and effort toward the following actions:~~

Actions planned to address obstacles to meeting underserved needs

The City will conduct outreach to various community sectors to inform lenders, property managers, and the public about Fair Housing laws. The City recently improved its Fair Housing website to include state level as well as updated federal information.

Actions planned to foster and maintain affordable housing

The City will work in partnership with the Anacortes Housing Authority to secure the resources necessary to rehabilitate the various complexes, an important low-income housing resource in Anacortes. The City will also work with the Housing Authority to promote development of more complexes to accommodate the growing wait list for affordable housing. The City appointed the Affordable Housing & Community Services Committee, staffed by City Councilmembers, Planning Commissioners and City staff, to collaborate efforts with the community to work on strategies to eliminate barriers to affordable housing and services within the City.

Actions planned to reduce lead-based paint hazards

Code enforcement will address any and all ~~lead-based~~ lead based paint issues that may arise; additionally the City will include ~~lead-based~~ lead based paint hazard information in community education and outreach.

Actions planned to reduce the number of poverty-level families

The Public Services funding to the Anacortes Family Center provides intensive case management and life skills education to assist the household with gaining ~~the~~ skills and the resources needed to become fully

self-sufficient. The outlook of the community through the work on the 2016 Comprehensive Plan promises to promote more living wage jobs and create a community that would support lower priced housing. This will be accomplished through zoning changes and building incentives.

Actions planned to develop institutional structure

The City will work in partnership with adjacent and regional jurisdictions to create a regional HOME Consortium. A new, regional HOME Consortium will enhance the resource base for developing more affordable housing, and for addressing institutional barriers to creating more affordable housing.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will support the efforts of the Anacortes Community Health Council and participate more regularly in their multi-agency meetings. More active participation in the Council will improve the coordination of the City's Consolidated Plan goals and the efforts to reduce instability in the low income community. The newly formed Affordable Housing & Community Services Committee will work with the public and private housing and social service agencies to develop a strategy to eliminate barriers to affordable housing and services.

Discussion

Funding continues to be the main obstacle to meeting underserved need. Obstacles include lack of sufficient financial resources to adequately address large projects such as permanent housing and shelters. Also, the limit on the public services prohibits the City from adequately providing a greater service to households in need of basic services.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The primary basis for allocation ~~fe-of~~ resources is to serve the needs of the low and moderately low income households. The 2015~~6~~ Action Plan ~~allocated-allocates a significant amount~~the majority of the funding to projects that benefit the low to moderately low income households. ~~The~~ The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide safe and stable ~~transitional-and~~ permanent housing for families and individuals in need.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out. (The City of Anacortes does not collect any program income from the projects funded with CDBG funding.)

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0?
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
---	---

2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

Years 2015,
2016 & 2017 -
80.00%

Discussion

2015/2016 PROPOSED PROJECTS

Projects	Amount Requested	Amount Granted
Public Services – Anacortes Family Center	15% of Grant - \$13,432	\$
Anacortes Housing Authority Stove/Range Purchase (50)	\$40,750	\$
City Hall Restroom Door Retrofit – removal of architectural barriers	\$30,000 + tax	\$
Removal of Architectural Barriers – Sidewalk Ramp Retrofit	\$95,000	\$
Administration	20% of Grant - \$15,224	\$
TOTAL	\$194,406	\$

The projects listed above are proposed and may not be eligible for funding. Further review of specific regulations must be completed before determination on funding can be made. The restroom door project may not fit within the regulations for architectural barrier removal but that will be determined shortly.



City Council Agenda Bill

Meeting Date: 3/7/2016

Agenda Item: 7e

Subject: Wholesale and Industrial Water Rate and Code Update

Staff Contact: Steve Hoglund

Approved for Submittal to Council by	
x	Laurie Gere, Mayor
x	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney

Action Type	
	Ordinance No.
	Code Revision?
x	Resolution no. 1950
	Contract
	Public Hearing
	Staff Report

Summary Statement: The proposed resolution would update the wholesale water rate section of the City Unified Utility Rate Schedule, thereby increasing the Fixed and Variable costs charged to wholesale customers. Variable costs are the cost of electricity and chemicals. Fixed costs are all other costs, other than Capital, and Variable costs. This change also updates the Agriculture water charge, as the Utility charges the wholesale variable cost for water used by Ag customers.

Background: The City of Anacortes Water Utility is a regional water provider, selling water to four wholesale customers (City of Oak Harbor, Town of La Conner, Skagit PUD, and Swinomish Water Authority) and two industrial customers (Tesoro and Shell refineries). Collectively these six customers are referred to as contractual, or wholesale, customers. The water rates for contractual customers are developed outside of the process the City uses to set residential and commercial rates. By contract, the bills paid by wholesale customers are trued up at year end to the actual cost of providing water, and a credit is issued if too much money was collected during the year or an additional charge is assessed if not enough was collected. The wholesale rates are a product of the budgeted expenses, and expected consumption, and each year we try to update the wholesale rates based on those factors to collect just enough money to keep the reconciliation amounts as low as possible.

Budget Impact	
Amount Budgeted	N/A
Budget Account (BARS)	N/A
Proposed Expenditure	N/A
Budget Amendment Required?	N/A
Revenue Source	N/A

Previous Council/Committee Action: Ordinance 2961 updated AMC section 13.20 defining the City water system. Ordinance 2951 last updated wholesale water rates, adopted June 1, 2015.

Competing Viewpoints Considered: Not increasing wholesale water rates would provide a lower level of revenues to the utility than it costs to operate it. At a minimum this would generate large reconciliation charges for the wholesale customers, worst case would be to put the utility at financial risk.

Recommended Motion: I move to approve Resolution 1950 updating the unified utility fee schedule.

Alternative Actions: Do not increase wholesale water rates, and thereby generate large reconciliation bills for the wholesale customers, and potentially putting the utility at financial risk.

Attachments: Resolution 1950, Attachment A Utility Rate Fee Schedule, Ordinances 2951 and 2961

RESOLUTION NO 1950

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES ESTABLISHING A UNIFIED FEE
SCHEDULE FOR UTILITY FEES AND CHARGES

WHEREAS, the Anacortes City Council is empowered by City code to pass fees for the utilities by resolution,

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Anacortes, Washington, that:

Section 1.

1. Attachment A hereto is hereby adopted.
2. On January 1st of each year, the fees and charges for water set out in this resolution shall be indexed annually by the Treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton—All Urban Wage Earners (CPI-U) for the previous October, or other comparable index if not published. The Treasurer shall adjust the fees and publish them each December to take effect on all goods and services delivered or contracted after the beginning of each year. In no event shall the change in rates be less than zero percent in any given year. Unit prices and all other charges shall be to the nearest cent.
3. In addition to the rates set forth in Attachment A there shall be charged an additional amount equal to the amount of any tax levy for the utility, which amount shall be part of the total bill payable by the customer.

Section 2. This resolution shall take effect for utility charges incurred on and after April 1, 2016.

PASSED and APPROVED on this 7th day of March, 2016.

AYES_____

NAYS_____

ABSENT_____

CITY OF ANACORTES:

BY: _____
LAURIE M. GERE, MAYOR

ATTEST:

APPROVED AS TO FORM:

Steve D. Hoglund
City Clerk Treasurer

Darcy J. Swetnam, WSBA # 40530
City Attorney

Water Rates

Regular water rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October

Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2014-October 2015

1.2011%

Changed items

Contractual Rates adjusted based on adopted budget for 2016

Rates Effective 1/1/2016

Rates Effective 4/1/2016

Water Residential and Commercial Charges

Monthly Fixed Charge

Meter Size (Inches)	Residential		Commercial		Residential		Commercial	
5/8 × ¾	\$	13.66	\$	20.49	\$	13.66	\$	20.49
¾	\$	13.66	\$	20.49	\$	13.66	\$	20.49
1	\$	22.82	\$	34.22	\$	22.82	\$	34.22
1½	\$	45.49	\$	68.24	\$	45.49	\$	68.24
2	\$	72.82	\$	109.23	\$	72.82	\$	109.23
3			\$	218.46			\$	218.46
4			\$	341.42			\$	341.42
6			\$	683.04			\$	683.04

Monthly Consumption Charge

	Residential		Commercial		Residential		Commercial	
All consumption per cubic foot	\$	0.015180	\$	0.022770	\$	0.015180	\$	0.022770
All consumption per gallon*	\$	0.002029	\$	0.003044	\$	0.002029	\$	0.003044

*Utility meters and billing system operate using cubic feet, some rounding may occur when reviewing billed amounts in gallon format.

Water General facilities charges.

Meter Size (Inches)	GFC In-City		Including taxes & fees		GFC In-City		Including taxes & fees	
5/8 × ¾	\$	2,639.40	\$	3,942.87	\$	2,639.40	\$	3,942.87
1	\$	3,563.19	\$	4,983.66	\$	3,563.19	\$	4,983.66
1½	\$	7,126.37	\$	8,998.16	\$	7,126.37	\$	8,998.16
2	\$	11,402.19	\$	13,815.56	\$	11,402.19	\$	13,815.56
3	\$	22,804.39	\$	26,661.95	\$	22,804.39	\$	26,661.95
4	\$	35,631.86	\$	41,114.14	\$	35,631.86	\$	41,114.14
6	\$	71,263.72	\$	81,259.12	\$	71,263.72	\$	81,259.12
8	\$	114,021.95	\$	129,433.10	\$	114,021.95	\$	129,433.10
10	\$	163,906.55	\$	185,636.07	\$	163,906.55	\$	185,636.07

Water Rates

Water Agriculture irrigation*

Agriculture Meter (double check) deposit	\$	354.20		\$	354.20	
Agriculture Consumption Rate	\$	249.54	Per Million Gallons	\$	231.83	Per Million Gallons

*Agriculture water charged for variable rate only, fixed costs of water system not included

Water Additional Fees

Meter Installation Fee, up to 1"	\$	860.21		\$	860.21	
Meter Installation Fee deposit, greater than 1"	\$	860.21	towards install cost	\$	860.21	towards install cost
Standpipe Water Charges	\$	0.02277	Per Cubic Foot	\$	0.02277	Per Cubic Foot
Construction Meter Charges*	\$	50.00		\$	50.00	
Flat fee up to 60 days, up to 1000CF, billed at standpipe rate after CF cap.						
Water service fee*	\$	75.00		\$	75.00	
After hours additional water service fee*	\$	75.00		\$	75.00	

*No subject to CPI adjustments

Water Wholesale and industrial contract rate schedule

City of Oak Harbor.

Capital Cost	\$	117,134	Per Month	\$	117,134	Per Month
Fixed Operating Cost (estimate)	\$	37,585	Per Month	\$	40,407	Per Month
Variable Operating Cost (estimate)	\$	0.00166	Per CF	\$	0.00173	Per CF

Town of La Conner.

Capital Cost	\$	12,534	Per Month	\$	12,534	Per Month
Fixed Operating Cost (estimate)	\$	6,901	Per Month	\$	7,739	Per Month
Variable Operating Cost (estimate)	\$	0.00166	Per CF	\$	0.00173	Per CF

Skagit PUD.

Capital Cost	\$	14,623	Per Month	\$	14,623	Per Month
Fixed Operating Cost (estimate)	\$	100	Per Month	\$	8,550	Per Month

Water Rates

Variable Operating Cost (estimate)	\$	-	Per CF	\$	0.00173	Per CF
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Swinomish Utility Authority.

Capital Cost	\$	4,178	Per Month	\$	4,178	Per Month
Fixed Operating Cost (estimate)	\$	2,254	Per Month	\$	2,454	Per Month
Variable Operating Cost (estimate)	\$	0.00166	Per CF	\$	0.00173	Per CF

Tesoro Northwest Company Refinery.

Capital Cost	\$	265,032	Per Month	\$	265,032	Per Month
Fixed Operating Cost (estimate)	\$	102,354	Per Month	\$	103,140	Per Month
Variable Operating Cost (estimate)	\$	0.00166	Per CF	\$	0.00173	Per CF

Shell Puget Sound Refinery.

Capital Cost	\$	302,894	Per Month	\$	302,894	Per Month
Fixed Operating Cost (estimate)	\$	132,180	Per Month	\$	142,874	Per Month
Variable Operating Cost (estimate)	\$	0.00166	Per CF	\$	0.00173	Per CF
Capital Reconciled Cost	\$	14,881.19	Per Month	\$	14,881.19	Per Month

Capital Reconciled Cost is effective for 36 months effective January 2014

In addition to the rates set forth in this fee schedule and in compliance with applicable laws, there shall be charged an additional amount equal to the amount of any tax levy for the supplying of water service on the water utility, which amount shall be part of the total water bill payable by the water user.

Sewer Rates

Regular sewer rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October

Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2014-October 2015

1.2011%

Rates Effective 1/1/2016

Rates Effective 4/1/2016

Sewer Residential and Commercial Charges

Monthly Fixed Charge

Meter Size (Inches)	Residential		Commercial		Residential		Commercial	
5/8 x 3/4	\$	31.99	\$	31.99	\$	31.99	\$	31.99
3/4	\$	38.40	\$	38.40	\$	38.40	\$	38.40
1	\$	44.80	\$	44.80	\$	44.80	\$	44.80
1 1/2	\$	57.60	\$	57.60	\$	57.60	\$	57.60
2			\$	92.80			\$	92.80
3			\$	351.99			\$	351.99
4			\$	447.99			\$	447.99

Monthly Consumption Charge

	Residential		Commercial		Residential		Commercial	
SIC 1 consumption per cubic foot	\$	0.022770	\$	0.022770	\$	0.022770	\$	0.022770
SIC 1 consumption per gallon*	\$	0.003044	\$	0.003044	\$	0.003044	\$	0.003044
SIC 2 consumption per cubic foot			\$	0.028438			\$	0.028438
SIC 2 consumption per gallon*			\$	0.003802			\$	0.003802
SIC 3 consumption per cubic foot			\$	0.553570			\$	0.553570
SIC 3 consumption per gallon*			\$	0.074007			\$	0.074007
SIC 4 consumption per cubic foot			\$	0.009007			\$	0.009007
SIC 4 consumption per gallon*			\$	0.001204			\$	0.001204
SIC 4: BOD per pound			\$	1.194173			\$	1.194173
SIC 4: TSS per pound			\$	0.728648			\$	0.728648

*Utility meters and billing system operate using cubic feet, some rounding may occur when reviewing billed amounts in gallon format.

Sewer Rates

Sewer GFC rates are increased based on the ENR Construction Cost Index.

1.80%

Sewer General facilities charges.

Type	GFC In-City	Including taxes & fees	GFC In-City	Including taxes & fees
Singe Family	\$ 8,358.28	\$ 8,987.40	\$ 8,358.28	\$ 8,987.40
Duplex	\$ 16,716.56	\$ 17,974.79	\$ 16,716.56	\$ 17,974.79

Storm Rates

Regular storm rates are currently not indexed to increase annually.

	Rates Effective 1/1/2016		Rates Effective 4/1/2016	
Storm Residential and Commercial Charges				
Monthly Fixed Charge				
Single Family Residential (flat fee)	\$	5.00	\$	5.00
Commercial per ERU per Month	\$	5.00	\$	5.00

Storm GFC rates are increased based on the ENR Construction Cost Index.

Storm General facilities charges.

Type	GFC In-City			
Per 2,000 square feet of impervious area	\$	1,408.06	\$	1,408.06

Solid Waste

Regular solid waste rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October
Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U), October 2014- 1.2011%

Rates effective 1/1/2016

Rates effective 4/1/2016

Solid Waste Residential Rates, includes structures with more than one living unit

Contents	Tote Sizes	Minimum # of Totes	Maximum # of Totes	Monthly Rate	Additional Totes	Monthly Rate	Additional Totes
Organics Tote	32, 64, 96 gallon	n/a	n/a	\$11.13	\$11.13	\$11.13	\$11.13
Recyclables Tote	32, 64, 96 gallon	1	n/a	\$9.11	\$9.11	\$9.11	\$9.11
Refuse Tote	21 gallon	1	1	\$7.08	n/a	\$7.08	n/a
Refuse Tote	32 gallon	n/a	3	\$13.16	\$13.16	\$13.16	\$13.16

Solid Waste Commercial Rates

Contents	Tote Sizes	Minimum # of Totes	Maximum # of Totes	Monthly Rate	Additional Totes	Monthly Rate	Additional Totes
Organics Tote - Restaurants only	96 gallon	n/a	n/a	\$16.19	\$16.19	\$16.19	\$16.19
Recyclables Tote	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Refuse Tote	21 gallon	n/a	1	\$7.08	n/a	\$7.08	n/a
Refuse Tote	32 gallon	n/a	5	\$13.16	\$13.16	\$13.16	\$13.16
Refuse Tote	96 gallon	n/a	2	\$36.43	\$36.43	\$36.43	\$36.43

Recycling Container Rates - Residential

Container Size	Monthly Rate	Extra Collections	Monthly Rate	Extra Collections
1 Cubic Yard	\$25.30	\$15.18	\$25.30	\$15.18
2 Cubic Yard	\$45.54	\$20.24	\$45.54	\$20.24
3 Cubic Yard	\$70.84	\$25.30	\$70.84	\$25.30
6 Cubic Yard	\$91.08	\$30.36	\$91.08	\$30.36
8 Cubic Yard	\$131.56	\$40.48	\$131.56	\$40.48

Refuse Drop Box Rental Rates PERMANENT - Commercial

Container Size	Monthly Rate, for rented box only	Delivery Fee	Tonnage Fee Per Ton	Haul Fee Compactor Box	Haul Fee Non Compactor Box	Monthly Rate, for rented box only	Delivery Fee	Tonnage Fee Per Ton*	Haul Fee Compactor Box	Haul Fee Non Compactor Box
10 Cubic Yard	\$101.20	\$75.90	At Cost plus \$1.00/ton	\$187.22	\$166.98	\$101.20	\$75.90	At Cost plus \$1.00/ton	\$187.22	\$166.98
30 Cubic Yard	\$101.20	\$75.90	At Cost plus \$1.00/ton	\$187.22	\$166.98	\$101.20	\$75.90	At Cost plus \$1.00/ton	\$187.22	\$166.98

*No subject to CPI adjustments

Refuse Drop Box Rental Rates TEMPORARY - Prepayment Required

Container Size	Delivery, Removal & 7 Days	Haul Fee Non Compactor Box	Tonnage Fee Per Ton	Daily Rate, Starting 8th Day	Pre-Pay amount, includes tax
10 Cubic Yard	\$266.47	\$166.98	At Cost plus \$1.00/ton	\$3.37	\$309.19
30 Cubic Yard	\$266.47	\$166.98	At Cost plus \$1.00/ton	\$3.37	\$309.19

Delivery, Removal & 7 Days	Haul Fee Non Compactor Box	Tonnage Fee Per Ton*	Daily Rate, Starting 8th Day	Pre-Pay amount, includes tax
\$ 275.25	\$168.99	At Cost plus \$1.00/ton	\$15.18	\$319.38
\$ 275.25	\$168.99	At Cost plus \$1.00/ton	\$15.18	\$319.38

*No subject to CPI adjustments

Refuse Container Rates PERMANENT - Commercial

Container Size	Monthly Rate	Extra Collections
1.5 Cubic Yard	\$96.14	\$25.30
2 Cubic Yard	\$116.38	\$30.36
3 Cubic Yard	\$166.98	\$40.48
6 Cubic Yard	\$328.90	\$86.02
8 Cubic Yard	\$440.22	\$111.32

Monthly Rate	Extra Collections
\$96.14	\$25.30
\$116.38	\$30.36
\$166.98	\$40.48
\$328.90	\$86.02
\$440.22	\$111.32

Refuse Container Rates TEMPORARY - Prepayment required

Container Size	Delivery, Removal & 7 Days	Daily Rate, Starting 8th Day	Extra Collections	Pre-Pay amount, includes tax
1.5 Cubic Yard	\$96.14	\$3.04	\$55.66	\$111.55
2 Cubic Yard	\$111.32	\$4.05	\$65.78	\$129.17
3 Cubic Yard	\$131.56	\$5.57	\$80.96	\$152.65
6 Cubic Yard	\$187.22	\$10.12	\$131.56	\$217.24
8 Cubic Yard	\$227.70	\$15.18	\$166.98	\$264.21

Delivery, Removal & 7 Days	Daily Rate, Starting 8th Day	Extra Collections	Pre-Pay amount, includes tax
\$96.14	\$3.04	\$55.66	\$111.55
\$111.32	\$4.05	\$65.78	\$129.17
\$131.56	\$5.57	\$80.96	\$152.65
\$187.22	\$10.12	\$131.56	\$217.24
\$227.70	\$15.18	\$166.98	\$264.21

Solid Waste Additional Fees

Description	Per Unit
Additional Organics Dump	\$5.06
City Garbage Bags	\$4.05
City Garbage Bags - Retail Outlet Price	\$3.80
Non-Refrigerated Appliance	\$25.30
Organics Tote Cleaning Fee	\$10.12
Refrigerated Appliance	\$35.42
Refuse Overtime Call-Out, Per Hour	\$55.66
Replacement Tote Due To Negligence	At Cost plus \$10.12
Return Trip Fee (Blocked Container)	\$25.30
Special Haul Per Cubic Yard	\$35.42

Per Unit
\$5.06
\$4.05
\$3.80
\$25.30
\$10.12
\$35.42
\$55.66
At Cost plus \$10.12
\$25.30
\$35.42

ORDINANCE NO. 2951

AN ORDINANCE AMENDING CHAPTER 13.32 OF THE ANACORTES MUNICIPAL CODE TO UPDATE THE
WHOLESALE AND INDUSTRIAL CONTRACT RATE SCHEDULE

WHEREAS, The City of Anacortes Water Utility has entered into long-term supply contracts with six wholesale and industrial customers. Those contracts, and contract terms, are identified as follows: City of Oak Harbor (December 31, 2025); Town of La Conner (December 31, 2025); Skagit PUD (December 31, 2025); Swinomish Utility Authority (December 31, 2025); Tesoro Petroleum Companies, Inc. (Tesoro Northwest Company Refinery - December 31, 2025); and, Shell Oil Products US (Shell Puget Sound Refinery - December 31, 2025).

WHEREAS, Each of the City's wholesale and retail customers pay its proportionate share of the Capital Cost, Fixed Operating Cost, and Variable Operating Cost. The Fixed and Variable Operating Costs under the contracts were last amended by Ordinance No. 2887 (August 2012). This Ordinance does not change the Capital Cost. This Ordinance does revise the Fixed and Variable Operating Cost components consistent with the contracts.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF ANACORTES DOES ORDAIN AS FOLLOWS:

Section 1. AMC Chapter 13.32.050 – "Wholesale and industrial contract rate schedule", is hereby amended to read in its entirety as follows:

The following schedule shall take effect and be in force on and after January 1st, 2013.

A. City of Oak Harbor.

1. Water charges for the period beginning June 5th, 2015:

Capital Cost	\$117,134/month
Fixed Operating Cost (estimate)	\$37,585/month
Variable Operating Cost (estimate)	\$.00166/per cubic foot

2. For the City of Oak Harbor, Capital Reconciled Cost shall be added to the existing monthly amount owed, an additional amount of \$79,704, which can be paid as a lump sum, or in thirty-six monthly installments of \$2,214 effective January 2014.

B. Town of La Conner.

1. Water charges for the period beginning June 5th, 2015:

Capital Cost	\$12,534/month
Fixed Operating Cost (estimate)	\$6,901/month
Variable Operating Cost (estimate)	\$.00166/per cubic foot

2. For the Town of La Conner Capital Reconciled Cost shall be added to the existing monthly amount, an additional amount of \$15,439, which can be paid as a lump sum, or in thirty-six monthly installments of \$428.86 effective January 2014.

C. Skagit PUD.

1. Water charges for the period beginning June 5th, 2015:

Capital Cost	\$14,623/month
Fixed Operating Cost (estimate)	\$100/month
Variable Operating Cost (estimate)	\$.00000/per cubic foot

2. For the Skagit PUD, Capital Reconciled Cost shall be added to the existing monthly amount owed, an additional amount of \$27,042, which can be paid as a lump sum, or in thirty-six monthly installments of \$751.17 effective January 2014.

D. Swinomish Utility Authority.

1. Water charges for the period beginning June 5th, 2015:

Capital Cost	\$4,178/month
Fixed Operating Cost (estimate)	\$2,254/month
Variable Operating Cost (estimate)	\$.00166/per cubic foot

2. For the Swinomish Utility Authority, Capital Reconciled Cost shall be added to the existing monthly amount owed, an additional amount of \$4,343, which can be paid as a lump sum, or in thirty-six monthly installments of \$120.64 effective January 2014.

E. Tesoro Northwest Company Refinery.

1. Water charges for the period beginning June 5th, 2015:

Capital Cost	\$265,032/month
Fixed Operating Cost (estimate)	\$102,354/month
Variable Operating Cost (estimate)	\$.00166/per cubic foot

2. For Tesoro Northwest Refining Company, Capital Reconciled Cost shall be added to the existing monthly amount owed, an additional amount of \$423,918, which can be paid as a lump sum, or in thirty-six monthly installments of \$11,775.50 effective January 2014.

F. Shell Puget Sound Refinery.

1. Water charges for the period beginning June 5th, 2015:

Capital Cost	\$302,894/month
Fixed Operating Cost (estimate)	\$132,180/month
Variable Operating Cost (estimate)	\$.00166/per cubic foot

2. Shell Puget Sound Refinery, Capital Reconciled Cost shall be added to the existing monthly amount owed, an additional amount of \$535,723, which can be paid as a lump sum, or in thirty-six monthly installments of \$14,881.19 effective January 2014.

- G. The charges set forth in subsections (A)—(F), above, shall be subject to change as determined under a water supply contract, following further rate analysis and consistent with additional costs to the city water utility.

Section 2. This ordinance shall take effect five (5) days from and after its passage, approval and publication in the manner required by law.

PASSED by the City Council and APPROVED by the Mayor of the City of Anacortes, Washington, this 1st day of June, 2015 at a regular open public meeting thereof.

AYES 7

NAYS 0

ABSENT 0

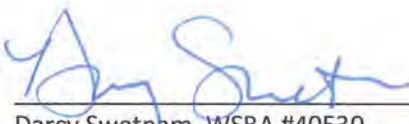
CITY OF ANACORTES:

BY: 
LAURIE M. GERE, MAYOR

ATTEST:

APPROVED AS TO FORM:


Steve D. Hoglund
City Clerk Treasurer


Darcy Swetnam, WSBA #40530
City Attorney

ORDINANCE NO 2961

AN ORDINANCE AMENDING CHAPTER 13.20 OF THE CITY OF ANACORTES MUNICIPAL CODE.

WHEREAS, the Council of the City of Anacortes finds that the sale of water is a necessary and valuable public resource

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ANACORTES DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. AMC Chapter 13.20 "Water System" is hereby amended to read in its entirety as follows:

Division II. - Water

Chapter 13.20 - WATER SYSTEM

Sections:

13.20.010 - Established pipe lines basis for rates.

That all rates referenced in this chapter shall apply to consumers located on the established pipe lines of the city.

13.20.030 - Right of entry.

The city shall have the right to enter consumer's premises at all reasonable times for all reasonable purposes in connection with the supplying of water to the consumer, and the consumer will give or obtain all necessary permission so as to enable the city to install the service and care for and protect the same.

13.20.040 - City not liable for damages.

The city shall not be liable for damages for failure of service by reason of accident or otherwise.

13.20.050 - Use application.

- A. Applications for the use of water must be made at the City of Anacortes, and the applications must state fully and truly all the purposes for which the water may be required, and the applicant must agree to conform to the rules and regulations as a condition for the use of water. All new services must be metered and applications must include the installation of a meter at the time of making service application.
- B. No person supplied with water from the City mains will be entitled to use it for any other purpose than those stated in his application, or to supply in any way any other person or persons or families.

13.20.060 - Water shutoff—Precautions.

- A. The water may at any time be shut off from the mains without notice for repairs or other necessary purposes, and the city will not be responsible for any consequent damages.
- B. Water for steam boilers should not be drawn by direct pressure from the mains, but owners of boilers should always provide tanks holding an ample reserve of water for such purposes.
- C. While water is temporarily shut off from the mains the hot water faucets should be kept open by the occupants of the premises.

- D. On all services on which there are hot water tanks, boilers or heating plants proper precaution should be taken against damage or collapse of such equipment in case water is shut off the main or at the service pipe.

13.20.070 - When advance payment required.

The city may refuse to connect any premises to its pipe lines or refuse to deliver water to any consumer if by so doing it will endanger the efficiency of the city's service or its property; or to enlarge any line, already in use, for the benefit of a proposed consumer except upon an advance payment by such consumer of such part of the construction cost as the city may require, not exceeding the entire cost.

13.20.090 - Service pipe—Maintenance user's responsibility.

The service pipe beyond the meter and wheel valve must be kept in repair by the owner or occupant of the premises who will be responsible for all damages resulting from breaks therein.

13.20.130 - Tapping forbidden by unauthorized personnel.

Plumbers and others not employees of the city are forbidden to tap any main or service pipe between the main and the angle meter valve near the street curb, or to connect to the city's pipes when pipes have been disconnected, or turn water on or off any premises, or otherwise interfere with the City's property.

13.20.140 - Violation—Penalty.

Any person making unauthorized connections between the supply main and his premises will be guilty of a misdemeanor and upon conviction thereof shall be subject to penalties described in AMC 1.24.010(A)

13.20.150 - Charge when single service supplies multiple buildings.

- A. Where more than one separate building is furnished water through one metered service each building will be rated as a minimum metered charge, or combination flat rate, and the combined rate will be charged against the one service and one owner or agent will pay the entire charge, except factory buildings where one meter charge will be made.
- B. "Separate buildings" means buildings not connected one to the other by a joint wall.
- C. "Factory buildings" means all buildings used for factory purposes by one consumer, including boarding house, rooming house and office.

13.20.160 - Contractor water use.

Contractors may, for construction purposes, request a temporary water connection. After pre-payment of the required fee and approval of the City, the temporary metered connection will be installed for a period not to exceed 60 days.

13.20.180 - Meter—Access and right of entry.

- A. When any meter gets out of order, water will be charged for in accordance with the average consumption during the three months immediately prior to the failure of the meter.
- B. Consumers who are supplied with meters shall keep their premises adjacent to the meter free from all rubbish or materials of any kind which would prevent the employees of the water department from having access to the meter.

- C. When a meter cannot be protected at the curb or in the street the City may enter upon the consumer's premises for the purpose of installing and maintaining a meter.

13.20.190 - Meter—Accuracy inspection.

When any consumer makes a complaint that water consumption from within the last three months has been excessive, the City will, upon written request, have such meter reread and the service inspected for leaks. Should such consumer then desire that the meter be tested, said consumer shall then make written request and the City will confirm the justifiable need before such test shall be made. The consumer shall then have the privilege, if he or she so desires, to be present when such tests are made. In case a test should show an error of over two percent of water consumed in favor of the City, a correct registering meter will be installed and the bill will be adjusted accordingly.

13.20.210 - Service pipe change—Application and cost.

A consumer desiring the size or the location of a service pipe or meter changed will make written application, and after inspection has been made and the application has been approved, will pay the City the estimated cost of all labor and materials connected with such proposed change, and thereafter the change will be made by the City.

13.20.220 - Freezing not cause for deductions.

No deduction of rate will be made because fixtures or pipes have been frozen, or because taps have been left open to prevent service line or lines from freezing.

13.20.230 - Service may be discontinued during construction.

The City will not be required to furnish continuous water service to a consumer during the progress of street grading or public improvement which necessitates the removal, raising, or lowering of the City's pipes or mains.

13.20.250 - Irrigation—when use restricted.

The City reserves the right in case of shortage of water, or for any other cause, to make any order forbidding or limiting the use of water for irrigation, vehicle washing, or other non-required uses, and may, at its discretion, make such order at any time.

13.20.260 - Limitation of City liability.

It is expressly understood that the City will not be held to guarantee the sufficiency of its water supply for fire protection in any fire or sprinkling system; and that the City shall not be liable for failure of water through any fire or sprinkling service, whether occasioned by scarcity of water in its mains, lack of pressure from any cause, or the breaking of a valve, main or connection, or the shutting off of water for repairs, new connections, or for any other cause whatsoever, the City expressly disclaiming any intention of providing protection against fire, but, on the contrary, urging consumers to insure their properties.

13.20.270 - Water charged against property.

Water shall be charged against the property as well as the owner of the property, and no change of ownership or occupancy shall affect the application of this rule. Notice must, therefore, be given in writing by owners or agents when buildings are vacated, as no allowance under claims or vacancy will be made unless the water department is properly notified and the water shut off. If for any reason the ownership of property insofar as liability and responsibility for payment of charges for the use of water furnished the property is confused or questionable, or if the water department should at any time deem it necessary to

have some security for the payment of water rate charges, said department may at its discretion require guarantee deposits.

13.20.280 - Application required before use granted.

Before water will be supplied to any property, the owner, contract vendee, or his authorized agent is required to make application for the use of the water as provided in Section 13.20.050. Tenants, as such, are not considered agents of the owner, and without specific, written authority from the owner, applications of tenants for water will not be processed, except as set forth in this chapter.

13.20.285 - Hookups outside the city.

All new or expanded water hookups within the City of Anacortes' retail service area outside the city, as designated in the Skagit County coordinated water system plan, 1993 as amended in 2000, and not covered by an existing specific contractual agreement, shall require approval by motion of the Anacortes city council. In making its decision, the Anacortes city council shall consider City policy as set out in the City SEPA ordinance and the City comprehensive plan. Advance approval may be given by the city council for multiple hookups integral to a designated project. No hookup for water service outside the City of Anacortes' retail service area will be approved unless the applicant has been denied service by the provider for the service area where the property is located.

13.20.286 - Regional and wholesale customers.

All rates and charges for City water service to wholesale or industrial customers shall be as set forth by council resolution, except as provided in a contract between the City and a customer. When the contract between a customer and the City provides for rates and charges based on the amount of committed volume of water for delivery by City to the customer, that committed volume, unless otherwise agreed between the City and customer, shall be the committed volume from the immediately preceding rate period. The City shall have no obligation for water delivery to a contract customer in excess of committed volume unless otherwise agreed between the City and customer.

13.20.300 - Utility billing and discontinued service for nonpayment.

The City of Anacortes Finance Department shall bill each utility account monthly for utility services and applicable taxes, including water, sewer, refuse, recycling, and storm drain by mailing billing statements monthly. Payments will be due as designated on the billing statement. Accounts become delinquent if not paid in full on or before due date the month following any billing. An automatic lien shall be in place against the property for up to four months of unpaid water service and up to one year of unpaid sewerage service in accordance with RCW 35.67.215. The City shall have the right to enforce the automatic lien by discontinuation of service to any premises for which water and sewerage payments are delinquent and refuse to restore water service to that property until the delinquencies covered by the automatic lien have been paid in full. Unpaid charges beyond those covered by the automatic lien for sewerage may constitute a lien against the property, in accordance with applicable laws.

13.20.320 - City not liable for unfiltered water.

The City shall not be liable to any consumer of unfiltered water or to any person using the same, on account of the use of such water for any purpose for which the same is unsuitable because of lack of filtration or chlorination.

13.20.340 - Fire protection service.

All services used for fire protection shall be either metered or be provided with a closed valve. All future fire service connections shall be installed in similar manner. In no case shall any tap be made upon any pipe used for fire purposes, or tank connected therewith, nor shall the use of any water be permitted through any unmetered service nor through any pipes, tanks or fixtures therewith connected for any purpose other than the extinguishing of fire on the premises, except that these services may be tested out occasionally but the water department must be notified in advance of, and a permit obtained, for such test. For any violation of this provision the City may charge the minimum rate or cut off the service. No connections whereby saltwater may be introduced in any way into any pipe connected with City water mains shall be permitted.

13.20.350 - Damage to system—prohibited.

It is unlawful for any person to break, deface or damage any water meter, gate, pipe or other water works appliance or fixture or in any other manner interfere with the proper operation of any part of the water system of the City, and any person found violating any of these provisions unless otherwise provided for in this chapter, shall be guilty of a misdemeanor, and, upon conviction thereof, shall be subject to penalties described in AMC 1.24.010(A).

Chapter 13.24 - CONTAMINATION PROTECTION

Sections:

13.24.010 - Definitions.

For the purpose of this chapter the words set out in this section shall have the following meanings:

- A. "Backflow" means the flow other than the intended direction of flow of any foreign liquids, gases, or substances into the distribution system of a public water supply.
- B. "Backflow prevention device" means a device to counteract back pressure or prevent back siphonage approved by the Washington State Board of Health in C. "Cross connection" means any physical arrangement whereby a public water supply is connected, directly or indirectly, with any other water supply system, sewer, drain, conduit, pool, storage reservoir, plumbing fixture, or other device which contains or may contain contaminated water, sewage, or other waste or liquids of unknown or unsafe quality which may be capable of imparting contamination to the public water supply as a result of backflow.
- D. "Superintendent" shall mean the superintendent of the Anacortes Water Department.

13.24.020 - Cross-connections—Prohibited.

The installation or maintenance of a cross connection which in the opinion of the superintendent will endanger the water quality of the potable water supply of the city is unlawful. Failure on the part of any service customer to discontinue the use of a cross connection which in the opinion of the superintendent will endanger the water quality of the potable water supply of the city shall be sufficient cause for the discontinuance of the water service to the premises on which the cross-connection exists. Water service shall not be resumed until, in the opinion of the superintendent, the water quality of the potable water supply of the city is no longer endangered.

13.24.030 - Backflow prevention devices.

Backflow prevention devices shall be required to be installed and maintained by the service customer on any service connection to the Anacortes water supply system, where, in the opinion of the superintendent, said backflow prevention devices are necessary for the protection of the city water supply from backflow. All reduced pressure principle backflow prevention devices and double-check valve assemblies installed shall be a model approved by the Department of Social and Health Services of the State of Washington. All backflow devices shall be installed at a location and in a manner approved by the superintendent and at no expense to the city. Repair or replacement of defective backflow prevention devices shall be the responsibility of the service customer. Yearly testing of all devices shall be the responsibility of the service customer and all installation, tests and repairs shall be made in the presence of the superintendent, or the city engineer, or any certified backflow prevention device tester appointed by the city engineer.

13.24.040 - Administration of provisions—Yearly inspections.

The City shall be responsible for the administration of this chapter and shall monitor service customers to determine that yearly inspection of cross connection control devices by a certified cross connection control specialist have been made.

13.24.050 - Private water system—Use restricted.

Use or operation of a private water supply system contrary to the provisions of the ordinances of the city or the laws of the state of Washington or the rules and regulations of the State Board of Health regarding public water supplies where said private system is served by the city public water supply shall be unlawful.

13.24.060 - Adoption of state provisions.

Rules and regulations of the State Board of Health regarding public water supplies; cross connection control regulations in Washington State are adopted by reference.

13.24.070 - Declaration of nuisance—Abatement.

Unlawful cross connections now existing or hereafter installed, services requiring backflow prevention devices and unlawful use or operation of a private water supply system served by the city public water supply system are declared to be nuisances, and in addition to any other provisions and lawful measures for the abatement of nuisances shall be subject to abatement in accordance with the following procedure. In the event that the superintendent shall determine that a nuisance, as provided in this section, does exist, written notice thereof shall be sent to the person in whose name the service is established under the records of the city water department or, alternately, said written notice shall be posted on the premises served. Said notice shall provide that the nuisance described therein shall be corrected within thirty days of the date said notice is mailed or posted. Upon failure to abate said nuisance within the prescribed time, water service may be discontinued. In the event that a nuisance as provided in this section presents an immediate danger of contamination to the public water supply of the city in the opinion of the superintendent, service from the city public water supply system to any premises upon which a nuisance, as provided in this section exists, may be forthwith discontinued. Any appeal from a decision, finding or determination of the superintendent shall be made to the superior court of Skagit County within thirty-three days of mailing or posting of a thirty day notice and three days mailing or posting a notice of immediate discontinuance.

Section 2. AMC Chapter 13.32 "Service Charges" is hereby amended to read in its entirety as follows:

Chapter 13.32 - SERVICE CHARGES

Sections:

13.32.005 - Water rates schedule.

- A. All water rates and fees referenced in this code chapter will be passed by council resolution.
- B. In addition to the rates set forth by council resolution, there shall be charged an additional amount equal to the amount of any tax levy for the supplying of water service on the water utility, which amount shall be part of the total water bill payable by the water user.
- C. All residential and commercial users outside the city shall pay, in addition to the rates set forth, an amount equal to fifty percent of their total water charges.
- D. On January 1st of each year, the fees and charges for water services set by council resolution shall be indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October, or other comparable index if not published. The treasurer shall adjust the fees and publish them each December to take effect on all goods and services delivered or contracted after the beginning of each year. In no event shall the change in rates be less than zero percent in any given year. Unit prices and all other charges shall be to the nearest cent.
- E. In addition to the adjustment listed in Section 13.32.005(D) above, council may increase water rates if, in council's sole discretion, an increase is necessary to improve the water system.

13.32.007 - General facilities charges.

- A.
 - 1. A one-time general facility charge (GFC) shall be charged to all new customers, or customers increasing their requirement for water service based on meter size required to provide service to the customer. The GFC shall be additional to the meter installation costs and other special fees and charges.
 - 2. The general facility charge fees will be set by council resolution.
 - 3. Fee Increases. On January 1st of each year, the fees and charges for water services set by council resolution shall be indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bremerton-All Urban Wage Earners (CPI-U) for the previous October, or other comparable index if not published. The treasurer shall adjust the fees and publish them each December to take effect on all goods and services delivered or contracted after the beginning of each year. In no event shall the change in rates be less than zero percent in any given year. Unit prices and all other charges shall be to the nearest cent. The GFC shall be paid at the time of applying for a building permit for a structure requiring a new or expanded water service. The out-of-city rate shall be fifty percent higher than the in-city rate.
- C. Waiver of General Facilities Charges. The general facilities charges payable upon connection to the Anacortes water system shall be waived where connection is being made to the water system from a single-family residence in the following circumstances:
 - 1. The adjacent water collection line to which connection is being made was installed under a local improvement district for which the property owner was assessed; or

2. Where the connection is being made to an adjacent water line constructed by a private individual and subject to a latecomer agreement providing that the property connecting to the water line must have made a binding financial commitment towards the construction of the line.

The general facilities charges shall be waived only if connection is made within two years of the date of acceptance by the city council of the project under which the water line was constructed.

13.32.030 - Compliance required.

All the rules and regulations prescribed by this chapter must be strictly complied with in every instance, and the water must be paid for by all persons supplied according to the following rates and schedules, and in all instances charges shall be made and collections enforced against the tenant and owner of the premises where water connections and services are made, and the employees of the water department are not authorized to make any exceptions.

13.32.035 - Agriculture irrigation.

Property that is in commercial farm and agricultural production, and is available to be served by the City or by one of the City's regional customers under contract with the City, may be eligible for the rate established by council resolution for irrigation of such property. For purposes of this section, "property that is in commercial farm and agricultural production" shall have the same meaning as "farm and agricultural land" under RCW 84.34.020(2). Agricultural irrigation water rates are not applicable to domestic water uses, including housing or agricultural product treatment or processing. Each connection to a City main shall be installed and monitored by City staff.

13.32.040 - Report of violation.

It shall be the duty of each and every employee of the City, when any violation of this chapter may come to his notice or attention, to report the same to the water office forthwith.

13.32.050 - Wholesale and industrial contract rate schedule.

- A. The charges and fees for wholesale and industrial customers who are under contract with the City shall be passed by council resolution in accordance with contract terms.
- B. The charges set forth in subsection A, above, shall be subject to change as determined under a water supply contract, following further rate analysis and consistent with additional costs to the City water utility.

Section 3. AMC Section 13.08.035 "Minimum rates for utility service" is hereby amended to read in its entirety as follows:

13.08.035 - Minimum rates for utility service.

A. During periods when residences are unoccupied and water service is disconnected for nonemergency reasons, the customer will be charged the base charges for water, sewer, refuse, recycling, and storm drainage, plus all applicable taxes.

B. Upon request, the City will disconnect or reconnect water service at the customer's meter during normal business hours on weekdays. A water service fee will be charged for this service. If connection or disconnection is requested to be done during nonbusiness hours, an additional fee will be charged for each service.

C. The City will accomplish disconnection of service at any time and at no fee in the event of a bona fide emergency such as fire, broken pipes causing flooding of a structure, etc. During periods when a residence cannot be occupied because it has been rendered uninhabitable in the opinion of the City, or where other special circumstances exist resulting in non-occupancy of a residence by the owner or owners, all utility charges to said premises may be discontinued. The reason for non-occupancy of a residence shall be provided in a verifiable written form and all such requests shall be reviewed by the mayor or his or her designee to determine if such request for discontinuance of utility charges is appropriate under this chapter.

D. If service is disconnected for any portion of the time period normally used to calculate the average water consumption for capping the summertime sewer charges, the customer's account shall be set at AWWU #2

Section 4. AMC Section 13.52.010 "Discontinuance of Utility Billings" is hereby repealed in its entirety.

Section 5. This ordinance shall take effect five (5) days from and after its passage, approval and publication in the manner required by law.

PASSED by the City Council and APPROVED by the Mayor of the City of Anacortes, Washington, this 5th day of October, 2015 at a regular open public meeting thereof.

AYES 7

NAYS 0

ABSENT 0

CITY OF ANACORTES:

BY: 
LAURIE M. GERE, MAYOR

ATTEST:

APPROVED AS TO FORM:


Steve D. Hoglund
City Clerk Treasurer


Darcy Swetham, WSBA # 40530
City Attorney



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning March 14, 2016

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes, vouchers and consent agenda items is not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

STUDY SESSION

March 14, 2016

2016 Comprehensive Plan Update

REGULAR MEETING

March 21, 2016

Special Meeting: Meet at 5:00 PM on the south side of Oakes Avenue between Allen Court and Eagle View Court (48 North Preliminary Plat & PUD, PUD-2015-0003)

2016 Comprehensive Plan Update (Discussion)

Biennial Budgeting (Discussion)

Ordinance 2969: Martin Vacation (Discussion/Possible Action)

Closed Record Hearing: 48 North Preliminary Plat & PUD, PUD-2015-0003 (Discussion/Possible Action)

Resolution 1946: Fire Protection/EMS Policy Adoption (Action)

Storvik Park Cooperative Purchasing Agreement and Project Update (Discussion/Possible Action)

Open Streets 2016 Update (Discussion)

STUDY SESSION

March 28, 2016

2016 Comprehensive Plan Update

REGULAR MEETING

April 4, 2016

Special Meeting: 5:00 PM Site Visit at corner of 12th Street & "D" Avenue, 5 Lot Replat & PUD, PUD-2015-0002

2016 Comp. Plan Update

Closed Record Public Hearing: 5-Lot Replat, PUD, Code Modifications, ROW Vacation & Dedication, & SEPA Review, PUD-2015-0002

STUDY SESSION

April 11, 2016

Medical Marijuana Stakeholder Meeting Agenda Discussion

2016 Comprehensive Plan Update

REGULAR MEETING

April 18, 2016

CDBG - Review and approve 2016/2017 Action Plan

2016 Comprehensive Plan Update

STUDY SESSION

April 25, 2016

REGULAR MEETING

May 2, 2016

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

Housing Affordability & Community Services, Thursday, Mar 3, 2016, 1:30 PM, Main Floor Conference Room (Parks Office)

Public Works, Monday, Mar 7, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)

Finance, Wednesday, Mar 9, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue

Planning, Monday, Mar 14, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)

Tourism Promotion Strategic Planning, Thursday, Mar 17, 2016, 4:30 PM, Anacortes Public Library (Meeting Room)

Finance, Wednesday, Mar 23, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue

Planning, Monday, Mar 28, 2016, 5:00 PM, Main Floor Conference Room (Parks Office)
