

**** Per Governor's emergency [Proclamation 20-28.7](#) issued July 8, 2020, agencies are required to meet completely remotely without providing for a physical location.**

**** Per Section 3 of Anacortes [Resolution 2082](#) Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020, and [Resolution 2085](#), adopted April 27, 2020, extending the duration of Resolution 2082 through July 31, 2020 :**

- All in-person Committee meetings of the City Council are cancelled. Council and committee meetings may be held telephonically regardless of whether the City has the capability of video recording meetings.
- The public comment portion of Council meetings and any scheduled public hearings are temporarily suspended to discourage public in-person attendance of City Council meetings.
- Meetings may be viewed live or viewed after the fact on the [City of Anacortes website](#) or on [Channel 10](#).
- The public may also listen to the meeting by phone: 312-757-3121, Access Code: 373-576-877
- The public is encouraged to comment via [email](#) or written comment addressed to: City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received prior to 5:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

**** This meeting will be held electronically only ****

July 20, 2020
6:00 p.m.

PRELIMINARY AGENDA

[Packet Materials](#) / [Watch Meeting](#)

- 1. Call to Order**
- 2. Announcements and Committee Reports**
 - a. COVID-19 Update
 - b. Fiber Committee
 - c. Public Works Committee
- 3. Consent Agenda (Action)**
 - a. Minutes of July 13, 2020
 - b. Approval of Claims in the amount of: \$379,322.63
 - c. Contract Modification: March Point Area Cape Seal Repairs #20-112-TRN-001
- 4. Public Hearings**

To speak under Public Hearings, call 360-293-1904 before that agenda item begins to get in the queue to comment.

 - a. Closed Record Decision Hearing: CUP-2019-0002: Grandview Cemetery Expansion Conditional Use Permit (Discussion/Possible Action)
 - b. * Public Hearing: Ordinance 3065: Amending 2019-2024 Capital Facilities Plan (Discussion/Possible Action)
- 5. Other Business**
 - a. * Ordinance 3066: Amending 2019-2020 Biennial Budget (Discussion/Possible Action)
 - b. Access - Anacortes Fiber Internet Update (Discussion)
 - c. Resolutions 2082/2085 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic (Discussion)
 - d. Authorizing Resolution 2095: Thompson Trail Trestle Planning Grant (Discussion/Possible Action)
- 6. Adjournment**



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning July 27, 2020

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 and vouchers are 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.

July 27, 2020

- Contract Awards: Treatment Plant Chemicals 2020-2021 #20-162-IDS (Consent)
- Resolution 2094: A Guide for Expanding Restaurant and Retail Space in the Central Business District (Discussion/Possible Action)
- Monthly Finance Update and COVID-19 Impacts (Discussion)
- 2021 Budget Planning (Discussion)

August 3, 2020

August 10, 2020

August 17, 2020

August 24, 2020

September 8, 2020

September 14, 2020

September 21, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jul 20, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Jul 22, 2020, 5:00 PM, Teleconference
- Personnel, Thursday, Jul 23, 2020, 12:30 PM, Teleconference
- Community Center / Pool, Thursday, Jul 23, 2020, 3:30 PM, TBD
- Planning, Monday, Jul 27, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Jul 30, 2020, 2:30 PM, Teleconference
- Public Works, Monday, Aug 3, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Aug 4, 2020, 8:30 AM, Teleconference
- Public Safety, Tuesday, Aug 4, 2020, 10:00 AM, Teleconference
- Community Center / Pool, Thursday, Aug 6, 2020, 3:30 PM, TBD
- Housing Affordability & Community Services, Monday, Aug 10, 2020, 4:00 PM, Teleconference
- Planning, Monday, Aug 10, 2020, 5:00 PM, Teleconference

Anacortes City Council Minutes – July 13, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of July 13, 2020 at 6:00 p.m. Councilmembers Jeremy Carter, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Matt Miller all participated in the meeting in absentia via video conference.

Announcements and Committee Reports

COVID-19 Update: Mayor Gere reported current COVID case statistics for Anacortes and Skagit County and shared the County's recommendation that citizens avoid travel out of county. She also reported that Skagit County had received an additional \$1M for small business grants which would be managed by EDASC.

Port/City Liaison Committee: Ms. Cleland-McGrath reported from the July 7, 2020 committee meeting. She listed topics discussed including COVID-19 economic impacts, the Port's northwest basin plan, status of the City's Shoreline Master Program and Critical Areas Regulations updates, the Maritime Strategic Plan, the virtual boat show, the Blue Marine initiative, EDASC grants to local businesses, progress on Port capital projects, and the status of the Depot plaza restroom project.

Finance Committee: Mr. Carter reported from the committee meeting the prior Wednesday. The committee discussed switching from biennial to annual budgeting for 2021, collection of delinquent water accounts, and sales tax revenue which came in higher than had initially been expected.

Housing Affordability and Community Services Committee: Ms. Moulton reported from the committee meeting earlier in the evening. She reported on a presentation by Habitat for Humanity, timing for distributing the affordable housing sales tax to the Anacortes Housing Authority and the Anacortes Family Center, Department of Commerce grants, funding to support early childhood learning, CARES Act funding, and potential relaxation of state restrictions on LTAC funding.

Planning Committee: Ms. Cleland-McGrath reported on the committee meeting earlier in the evening. The meeting focused on the street closure in the Central Business District July 16-17 to expand socially distanced space for retail businesses and restaurants and mitigate the economic impacts of COVID-19 on those businesses. Ms. Moulton and Mayor Gere clarified that the current state regulations for Phase 2 of the Safe Start Washington plan prohibit gatherings of more than 50 people so only distributed retail activity and no festival events would be possible for this initial trial weekend. Councilmembers and Mayor Gere discussed the logistics for the event and the expectation that all attendees would wear masks except while seated for eating and drinking.

Mr. Young reported that he met with Police Chief Small and the Anacortes Police Department to begin dialogue regarding protests locally and nationwide.

Public Comment

Per Section 3 of Resolution 2082 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020, the public comment portion of Council meetings and any scheduled public hearings were temporarily suspended to discourage public in-person attendance of City Council meetings. The public was encouraged to comment via email or written comment addressed to: City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received prior to the meeting become part of the record for the meeting, just as if presented in person.

Consent Agenda

Mr. Miller moved, seconded by Mr. Carter, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

- a. Minutes of July 6, 2020
- b. Approval of Claims in the amount of: \$284,450.63
- c. Contract Modification: Municipal Broadband Network - Library To MSTs Aerial Areas
#19-175-FBR-003

The following vouchers/checks were approved for payment:

EFT numbers: 97555 through 97599, total \$169,324.94

Check numbers: 97600 and 97615 through 97554, total \$98,155.18

Wire transfer numbers: 270664 through 270934, total \$16,908.63

There being no further business, at approximately 6:35 p.m. the Anacortes City Council meeting of July 13, 2020 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 July 20, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
270952	1/9/2020	RefundJacobson	JACOBSON, PAUL	WA PARK SHELTER REFUND JACOBSON	\$ 67.00	parks1
270993	5/1/2020	109-7 MAY20	SKAGIT COUNTY INVESTIGATIONS	PUB DEF INVEST	\$ 110.00	court
271198	5/31/2020	3092654479	LEXISNEXIS	LEGAL ONLINE REARCH PROGRAM MAY 2020	\$ 322.84	legal
271010	6/5/2020	GEMT19006	SYSTEMS DESIGN WEST, LLC	STATE FY 2019 GEMT CONSULTING	\$ 30,000.00	finance
271121	6/11/2020	46303208	INGRAM LIBRARY SERVICES, LLC	ADULT BOOKS	\$ 443.80	publib
271200	6/18/2020	038 200 0000 2	CASCADE NATURAL GAS CORP.	APD 5/16-6/17/20	\$ 500.21	apd
270669	6/24/2020	001-469363	PISTON SERVICE OF ANACORTES	PLASTICBACKED MIRROR GLASS #003	\$ 61.98	dshop
271222	6/25/2020	282807	BAY CITY SUPPLY	COVID-19 PPE	\$ 1,092.44	pwfac
271221	6/25/2020	283302	BAY CITY SUPPLY	COVID-19 PPE	\$ 235.50	pwfac
271002	6/25/2020	5005686279	FERRELLGAS, LP	JUNE PROPANE INVOICE - AUTOGAS ACCOUNT	\$ 138.24	finance
271123	6/28/2020	360-299-2484-0726025	ZIPLY FIBER	LIBRARY ELEVATOR PHONE 6/28-7/27/20	\$ 57.18	publib
270655	6/28/2020	360-299-3674-0214175	ZIPLY FIBER	OPERATIONS 6/28-7/27/20	\$ 71.16	dshop
271066	6/29/2020	Rennis #1	THE BUSINESS	CDBG - CV RENNIS INVOICE 1	\$ 6,313.72	plan
271228	6/30/2020	292243	A WORKSAFE SERVICE INC	D & A TEST	\$ 90.00	hr
271227	6/30/2020	2020-1105	EDASC	ECONOMIC DEVELOPMENT	\$ 7,500.00	executive
271142	6/30/2020	3092726534	LEXISNEXIS	LEGAL ON-LINE LIBRARY SERVICES JUNE 2020	\$ 322.84	legal
271137	6/30/2020	20-20450-2	MILLENNIUM	FIBER OPTIC CABLE	\$ 3,887.98	fiber
270710	6/30/2020	MV236415	MOTOR TRUCKS, INC	PUMP HDW/MOTOR VEH #219	\$ 400.71	dshop
271216	6/30/2020	10264185	NAVIA BENEFIT SOLUTIONS, INC	JUNE, FLEXIBLE SPENDING PARTICIPANT FEES	\$ 116.20	hr
270912	6/30/2020	IN936297	NOANET	FIBER NETWORK OPS, GIS, AND ENGINEERING SUPPORT - JUNE 2020	\$ 945.00	fiber
270913	6/30/2020	IN936298	NOANET	TRAVEL EXPENSES FOR MUNICIPAL FIBER NETWORK COORDINATED SERVICES JUNE 2020	\$ 318.24	fiber
270915	6/30/2020	IN936299	NOANET	PER DIEM - FIBER NETWORK OPS, GIS, AND ENGINEERING SUPPORT JUNE 2020	\$ 82.00	fiber
270917	6/30/2020	IN936300	NOANET	PER DIEM - MUNICIPAL FIBER NETWORK COORDINATED SERVICES JUNE 2020	\$ 82.00	fiber
270919	6/30/2020	IN936317	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - JUNE 2020	\$ 2,765.27	fiber
271210	6/30/2020	30667	REICHHARDT & EBE ENGINEERING	SHIP HARBOR AND SR20 SPUR PROJECT - CONSTRUCTION ENGINEERING	\$ 337.61	pw1

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
270715	6/30/2020	RefundRoder	RODER, DANIELLE	WA PARK CAMPGROUND REFUND RODER	\$ 42.00	parks1
270714	6/30/2020	RefundShenk	SHENK, JORDAN	WA PARK CAMPGROUND REFUND SHENK	\$ 189.00	parks1
271209	6/30/2020	1515	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - JUNE 2020	\$ 1,124.44	pw1
271130	6/30/2020	2020 Q2- Ana	SKAGIT COUNTY DEM	2ND QTR SHARED COSTS	\$ 12,890.94	medic
270997	6/30/2020	0173	SKAGIT COUNTY SOLID WASTE FUND	JUNE TONNAGE HAULED	\$ 79,850.99	dshop
270819	6/30/2020	INV00599112	SMARSH, INC	ARCHIVING PLATFORM 6/1-6/30/20	\$ 6.40	infosys
270711	6/30/2020	0060110	UTILITIES UNDERGROUND LOCATION	LOCATES JUNE	\$ 762.39	dshop
270717	7/1/2020	RefundCisco	CISCO, JOHN	WA PARK CAMPGROUND REFUND CISCO	\$ 108.00	parks1
271192	7/1/2020	052-0010-00	CITY OF ANACORTES	W/S/G FOR OPS 6/1-6/30/20	\$ 1,304.08	dshop
271195	7/1/2020	190-1840-00	CITY OF ANACORTES	WWTP 6/1-6/30/20	\$ 8,920.49	dwwtp
270922	7/1/2020	0620	NELSON, BONNIE	AGING MASTERY PROGRAM ADMINISTRATION - JUNE 2020	\$ 325.00	parks1
270935	7/1/2020	1000049521	OCLC, INC	CATALOGING, ILL, FIRSTSEARCH/WORLDCAT DISCOVERY 7/1-7/31/20	\$ 371.59	publib
271203	7/1/2020	1211563	SKAGIT PUBLISHING LLC	PUBLISH AA-2023130 AA-2022106	\$ 89.96	finance
271225	7/1/2020	GB00100301	TRANSAMERICA LIFE INS CO	JULY, LEOFF LONG-TERM CARE INSURANCE	\$ 634.98	hr
270716	7/1/2020	RefundVanlondon	VAN LONDEN, NANCY	WA PARK CAMPGROUND REFUND VAN LONDEN	\$ 122.00	parks1
271073	7/1/2020	22-79868-03009	WASTE MANAGEMENT	WTP GARBAGE, RECYCLING	\$ 145.91	dwwtp
271124	7/1/2020	010735928	XEROX CORPORATION	XEROX COPIER 5/21-6/21/20	\$ 97.90	publib
270751	7/2/2020	RefundAlderking	ALDERKING, ALISHA	WA PARK CAMPGROUND REFUND ALDERKING	\$ 81.00	parks1
271220	7/2/2020	277324	BAY CITY SUPPLY	COVID-19 PPE	\$ 368.88	pwfac
271218	7/2/2020	2850543F	BAY CITY SUPPLY	COVID-19 PPE	\$ 199.97	pwfac
270756	7/2/2020	RefundBuurstra	BUURSTRA, TIM	WA PARK CAMPGROUND REFUND BUURSTRA	\$ 83.00	parks1
270754	7/2/2020	RefundLee	LEE, JEENA	WA PARK CAMPGROUND REFUND LEE	\$ 243.00	parks1
270750	7/2/2020	RefundLeontovich	LEONTOVICH, ADRIAN	WA PARK CAMPGROUND REFUND LEONTOVICH	\$ 27.00	parks1
270859	7/2/2020	RefundMacneill	MACNEILL, DYLAN	WA PARK CAMPGROUND REFUND MACNEILL	\$ 78.00	parks1
271231	7/2/2020	1795778	MILES SAND & GRAVEL CO.	CRUSHED ROCK	\$ 311.17	fiber
270998	7/2/2020	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 5/29- 06/29/20	\$ 213.75	dshop
271001	7/2/2020	300000290043	PUGET SOUND ENERGY INC	STREET LIGHTS: 05/01- 06/01/20	\$ 17,244.97	dshop
271000	7/2/2020	300000325005	PUGET SOUND ENERGY INC	STREET LIGHTS: 05/07- 06/08/20	\$ 74.05	dshop
270999	7/2/2020	300000340004	PUGET SOUND ENERGY INC	STREET LIGHTS: 5/29- 06/29/2020	\$ 66.65	dshop
271207	7/2/2020	5979-4	SEMRAU ENGINEERING & SURVEYING	DEPOT PLAZA RESTROOM - ENGINEERING - THROUGH 6/30/20	\$ 1,417.50	parks1
270855	7/2/2020	RefundStoshic	STOSHIC, NELLIE	WA PARK CAMPGROUND REFUND STOSHIC	\$ 81.00	parks1
270755	7/2/2020	RefundSweeney	SWEENEY, DUBLIN	WA PARK CAMPGROUND REFUND SWEENEY	\$ 324.00	parks1
271196	7/2/2020	112372	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 35.00	dwwtp

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270860	7/6/2020	RefundAguilar	AGUILAR, PEGGY	WA PARK CAMPGROUND REFUND AGUILAR	\$ 100.00	parks1
271128	7/6/2020	5529551	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$ 41.15	medic
270862	7/6/2020	RefundCollings	COLLINGS, DAVID	WA PARK CAMPGROUND REFUND COLLINGS	\$ 105.00	parks1
271139	7/6/2020	9316658493	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC JUMPER CABLES	\$ 5,121.03	fiber
271138	7/6/2020	128643	LAKESIDE INDUSTRIES, INC.	CRUSHED ROCK	\$ 590.89	fiber
270953	7/7/2020	RefundBakkom	BAKKOM, DIANA	WA PARK PICNIC SHELTER REFUND BAKKOM	\$ 67.00	parks1
271217	7/7/2020	280543G	BAY CITY SUPPLY	COVID-19 PPE	\$ 90.96	pwfac
271215	7/7/2020	282307C	BAY CITY SUPPLY	COVID-19 PPE	\$ 127.00	pwfac
270900	7/7/2020	RefundCardoza	CARDOZA, TAIYA	WA PARK CAMPGROUND REFUND CARDOZA	\$ 83.00	parks1
271206	7/7/2020	3-L1905 J508	COLUMBIA FORD, INC	AFD COMMAND SUV PURCHASE	\$ 46,215.26	pw1
271085	7/7/2020	016005141	GALLS, LLC.	UNIFORM VEST; SGT PRUIETT	\$ 1,198.13	apd
271084	7/7/2020	016005143	GALLS, LLC.	UNIFORM VEST; SGT CLIFFORD	\$ 1,198.13	apd
271065	7/7/2020	Mendum #1	MOKA JOE INC	CDBG-CV SBSG-MENDUM	\$ 10,000.00	plan
270946	7/7/2020	177291	OASYS INC	PLOTTER CHARGE BASE AND CONTRACT 7/9-8/8/20	\$ 56.99	pw1
270995	7/7/2020	001-470612	PISTON SERVICE OF ANACORTES	OIL FILTER- #610	\$ 33.39	dshop
270990	7/7/2020	001-470632	PISTON SERVICE OF ANACORTES	TRANSMISSION FILTER- #610	\$ 59.89	dshop
271212	7/7/2020	13842	RICK'S REFRIGERATION, INC.	RECHARGE REFRIDGERATOR @ ASAS	\$ 299.20	pwfac
271062	7/7/2020	Wainman SBSG 1	SAN JUAN LANES	CDBG-CV SBSG WAINMAN	\$ 10,000.00	plan
271087	7/7/2020	3318	SIGNDOG NW	COVID-19 PPE SOCIAL DISTANCING STAND HERE FLOOR SIGNS	\$ 1,506.88	pwfac
271005	7/7/2020	134	SKAGIT DOMESTIC VIOLENCE &	SKAGIT DV & SA SERVICES 4/1-6/30/20	\$ 247.05	apd
271190	7/7/2020	331 0527082	UNIFIRST CORPORATION	WATER CREW LAUNDRY	\$ 45.48	wdist
271193	7/7/2020	48644610	UNIVAR USA INC	MAINTENANCE	\$ 3,726.36	dwwtp
271071	7/7/2020	287605	USA BLUE BOOK	CL17 KITS X 8	\$ 1,785.65	dwtp
271077	7/8/2020	Atterberry CDBG CV#1	BOB'S CHOWDER BAR	CDBG-CV ATTERBERRY #1	\$ 10,000.00	plan
271004	7/8/2020	ReimbBuffum	BUFFUM, JESSE	TRAINING PER DIEM; HANDGUN RED DOT SIGHT INST: CORP BUFFUM	\$ 48.00	apd
271009	7/8/2020	RefundDavis	DAVIS, ADAM	WA PARK CAMPGROUND REFUND DAVIS	\$ 17.00	parks1
271007	7/8/2020	RefundFerry	FERRY, KATE	WA PARK GROUP CAMP REFUND FERRY	\$ 400.00	parks1
270991	7/8/2020	RefundKim	KIM, HWA	WA PARK GROUP CAMP REFUND KIM	\$ 300.00	parks1
271008	7/8/2020	RefundKrause	KRAUSE JR., WILLIAM	WA PARK CAMPGROUND REFUND KRAUSE	\$ 83.00	parks1
271006	7/8/2020	RefundMonson	MONSON, LAUREL	WA PARK CAMPGROUND REFUND MONSON	\$ 27.00	parks1
271030	7/8/2020	MV236803	MOTOR TRUCKS, INC	FUEL FILTER KIT #612	\$ 216.34	dshop
271263	7/8/2020	001-470779	PISTON SERVICE OF ANACORTES	BLADE FUSE VEH #044	\$ 1.55	dshop
271029	7/8/2020	001-470824	PISTON SERVICE OF ANACORTES	BLACK SPRAY PAINT #612	\$ 33.45	dshop
271003	7/8/2020	RefundPleva	PLEVA, COREEN	WA PARK CAMPGROUND REFUND PLEVA	\$ 243.00	parks1
271082	7/8/2020	200015995380	PUGET SOUND ENERGY INC	APD 6/6-7/7/20	\$ 1,521.64	apd
271033	7/8/2020	220013286525	PUGET SOUND ENERGY INC	HEART OF ANACORTES 6/6-7/2/20	\$ 27.17	plan
271182	7/8/2020	220021901958	PUGET SOUND ENERGY INC	TSUNAMI SIREN - SKYLINE 6/6-7/7/20	\$ 19.12	dwwtp

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
270992	7/8/2020	RefundSmith	SMITH, RITA	WA PARK CAMPGROUND REFUND SMITH	\$ 142.00	parks1
271135	7/8/2020	0017989-IN	STOPSTICK, LTD	STOP STICK SLEEVE/CARRIER	\$ 62.03	apd
271199	7/8/2020	331 0527247	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 87.89	dwtp
271191	7/9/2020	2006049C	CH MURPHY/CLARK-ULLMAN, INC	MAINTENANCE	\$ 4,587.14	dwtp
271031	7/9/2020	INV2166523	COPIERS NORTHWEST, INC	CANON/IRC5560I FINANCE/OPS/WWTP 6/8-7/7/20	\$ 233.92	finance
271032	7/9/2020	RefundCostello	COSTELLO, SEAN	WA PARK CAMPGROUND REFUND COSTELLO	\$ 108.00	parks1
271027	7/9/2020	RefundLane	LANE, TAMMY	WA PARK CAMPGROUND REFUND LANE	\$ 39.00	parks1
271141	7/9/2020	IN936377	NOANET	LICENSES, NOKIA EQUIPMENT	\$ 54.45	fiber
271122	7/9/2020	200000667101	PUGET SOUND ENERGY INC	LIBRARY 1220 10TH 6/9-7/8/20	\$ 1,085.30	publib
271074	7/9/2020	220013297076	PUGET SOUND ENERGY INC	1100 STATE ROUTE 20 6/9-7/8/20	\$ 23.00	plan
271183	7/9/2020	220022355618	PUGET SOUND ENERGY INC	TSUNAMI SIREN - 500 T 6/9-7/8/20	\$ 18.00	dwtp
271060	7/9/2020	B11972251	SHI INTERNATIONAL CORP.	ADOBE ADOBE PRO FOR BUILDING DEPARTMENT.	\$ 260.58	infosys
271208	7/9/2020	2020-1007	THE WATERSHED COMPANY	PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - THROUGH 6/30/20	\$ 175.00	plan
271127	7/9/2020	112392	WALTON BEVERAGE COMPANY, INC	AFD BREAKROOM SUPPLIES	\$ 105.00	medic
271028	7/9/2020	112393	WALTON BEVERAGE COMPANY, INC	OPS BREAKROOM SUPPLIES	\$ 87.50	dshop
271064	7/10/2020	Hyman #1	3 GENERATIONS LLC	CDBG CV SBSG HYMAN #1	\$ 8,476.38	plan
271080	7/10/2020	4600	ANACORTES TOWING, LLC	TOWING; APD CASE 20-A04327	\$ 163.20	apd
271081	7/10/2020	4696	ANACORTES TOWING, LLC	TOWING; APD CASE 20-A03965	\$ 163.20	apd
271063	7/10/2020	Rogouski Inv #1	BALANCED LIFE SPA	CDBG ROGOUSKI SBSG #1	\$ 6,054.99	plan
271120	7/10/2020	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 7/19-8/18/20	\$ 235.68	finance
271140	7/10/2020	9316753738	GRAYBAR ELECTRIC COMPANY, INC	J-HOOKS	\$ 447.86	fiber
271079	7/10/2020	RefundKwak	KWAK, CHUNG	WA PARK CAMPGROUND REFUND KWAK	\$ 61.00	parks1
271211	7/10/2020	INV-8621	MACLEOD RECKORD PLLC	GUEMES TRAIL DESIGN - PHASE 6 - THROUGH 6/30/20	\$ 333.92	pw1
271230	7/10/2020	4662	MEYER SIGN & ADVERTISING CO.	SIGNS	\$ 1,565.28	fiber
271133	7/10/2020	MV236877	MOTOR TRUCKS, INC	AIR FILTERS VEH #612	\$ 193.09	dshop
271089	7/10/2020	001-470996	PISTON SERVICE OF ANACORTES	FUEL FILTER	\$ 180.10	dshop
271088	7/10/2020	001-471040	PISTON SERVICE OF ANACORTES	BELT VEH #13932	\$ 6.26	dshop
271235	7/10/2020	2020-020	SAN JUAN COUNTY	SYDNEY FERRY IMPACT STUDY	\$ 1,000.00	plan
271131	7/10/2020	INV6789	SEAWESTERN, INC.	1 BUNKER SET	\$ 2,479.77	medic
271086	7/10/2020	20201342	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING 062020	\$ 2,791.36	finance
271061	7/10/2020	Invoice 1 CDBG-CV 20	UNION TAVERN	CDBG-CV 2020 SBSG	\$ 10,000.00	plan
271186	7/10/2020	2144115	WASHINGTON TRACTOR, INC	SUPPORT EQUIP #11972. PICKED UP AT MV	\$ 7.60	dshop
271076	7/10/2020	Bowen #1	WATERMARK BOOK COMPANY	CDBG-CV BOWEN #1	\$ 2,332.32	plan

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
271202	7/11/2020	8498 30 017 0464628	COMCAST	WA PARK INTERNET 7/21-8/20/20	\$ 106.16	finance
271136	7/11/2020	00005W5A83280	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 7-11-20	\$ 11.44	apd
271129	7/13/2020	5548305	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$ 124.72	medic
271132	7/13/2020	001-471186	PISTON SERVICE OF ANACORTES	PIN & CABLE #842	\$ 6.92	dshop
271264	7/13/2020	001-471257	PISTON SERVICE OF ANACORTES	WIRE FOR VEH #553	\$ 26.24	dshop
271117	7/13/2020	RefundSilver	SILVER, BRETT	WA PARK CAMPGROUND REFUND SILVER	\$ 17.00	parks1
271125	7/13/2020	RefundVigil	VIGIL, JERALD	WA PARK CAMPGROUND REFUND VIGIL	\$ 105.00	parks1
271205	7/14/2020	RefundMelling	MELLING, KELSIE	WA PARK PICNIC SHELTER REFUND MELLING	\$ 67.00	parks1
271265	7/14/2020	001-471352	PISTON SERVICE OF ANACORTES	REPAIR PARTS VEH #706	\$ 78.29	dshop
271204	7/14/2020	Pay App 5	SRV CONSTRUCTION, INC	SHIP HARBOR AND SR20 SPUR INTERSECTION IMPROVEMENTS PROJECT	\$ 55,486.40	pw1

Total **\$379,322.63**



City Council Contract Agenda Bill

Meeting Date: 7/20/2020 **Agenda Item:** 3c

Subject: Contract Modification – March Point Area Cape Seal Repairs
#20-112-TRN-001

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by:
Darcy Swetnam, City Attorney

Action Type: Contract Modification

Summary Statement: City staff seeks Council consent to issue a contract modification to Lakeside Industries, Inc. in the amount of \$65,000.00, increasing the total contract price to \$115,000.00, to add additional quantities for additional repair areas.

Background:

1. **Reason for Contract Change:** This modification will add additional quantity to the contract to account for additional repairs based upon additional consultations with contractor and field measurements.
2. **History:** A cape seal project is planned for City roads to be completed this summer by Skagit County during the County's annual Chip Seal Program. The cape seal will be completed under City's interlocal agreement with Skagit County. A cape seal is a chip seal covered with a fog seal. The subject roadways require some repair, patching and preleveling of bad spots prior to cape sealing, this contract will complete those repairs. Roadways include March's Point Road, South March's Point Road, Thompson Road, Reservation Road and Padilla Heights Road.
3. **Key Terms:**
 - Work will be performed on a time and materials basis not-to-exceed \$115,000.00.
 - No change in Time of Completion.
4. **Competitive Bidding:** In accordance with competitive bid requirements set forth under RCW 35.23.352 the project cost is under the competitive requirements and thus the Project Manager evaluated contractors and chose to contract with Lakeside Industries, Inc.

Previous Council/Committee Action: City Council awarded contract 20-112-TRN-001 at the [5/18/20](#) meeting.

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign a contract modification with Lakeside Industries, Inc., under Contract 20-112-TRN-001, in the amount of \$65,000.00, increasing the total contract price to \$115,000.00.

Alternative Actions: Not approve the contract modification

Attachments: Contract 20-112-TRN-001 Modification 01

Consultant	Lakeside Industries, Inc.
Original Agreement Amount	\$50,000.00
Current Agreement Amount	\$50,000.00
Change Per this Modification	\$65,000.00
Total After Modification	\$115,000.00
All Mods % of Total Contract Amount	130%
Earmarked Funds	\$1,800,000.00
BARS #	104.720.542.30.41
Paid on Contract as of 7/15/20	\$0
Budget Amendment Required?	No
Start Date	Notice to Proceed
End Date	12/31/20



**Contract Number 20-112-TRN-001
MODIFICATION 01**

Date July 20, 2020
Page 1 of 1 Pages

Project Title **March Point Area Cape Seal Repairs**
Prime Contractor **Lakeside Industries, Inc.**

BACKGROUND

This modification is issued in accordance with General Provisions Article 19, Changes/Additional Work. Additional repair areas and estimated quantities were identified during consultation onsite with the contractor. Accordingly the Contract price will increase from \$50,000.00 by \$65,000.00 to \$115,000.00 to provide an equitable price adjustment in consideration of changes in Work as described below under Article 1.

Accordingly, the following changes are incorporated under this contract:

Article 1. Scope of Work: Insert the following as the second paragraph:

"The work as described above is hereby amended per Modification 01. This modification will add additional quantity to the contract to account for additional repairs based upon additional consultations with contractor and field measurements."

Article 2. Contract Price: The first sentence is deleted in its entirety and replaced with the following:

"The Contractor will perform the scope of work above on a time and materials basis not-to-exceed **One Hundred Fifteen Thousand Dollars (\$115,000.00)**."

Article 5. Job Safety: The paragraph is hereby deleted and replaced with the following:

"Contractor shall comply with all WA State Department Labor and Industries safety standards while on the job. The Contractor, and its sub-Contractors of any tier, agree to comply with all current and future COVID-19 proclamations, regulations, requirements and/or related guidance issued by the Office of the Governor of Washington State as it may relate to City of Anacortes projects."

All other terms of the contract remain unchanged.

CITY OF ANACORTES

LAKE SIDE INDUSTRIES, INC.

By _____
Laurie Gere, Mayor

By _____

Date _____

Title _____

Date _____

Original Agreement Amount	<u>\$50,000.00</u>	Original Contract Completion Date	<u>12/31/20</u>
Current Agreement Amount	<u>\$50,000.00</u>	Current Contract Completion Date	<u>12/31/20</u>
Change Per this Modification	<u>\$65,000.00</u>	Net Change	<u>0</u>
Total After Modification	<u>\$115,000.00</u>	Contract Completion Date After Change	<u>12/31/20</u>



City Council Agenda Bill

Meeting Date: 7/20/2020 **Agenda Item:** 4a

Subject: Grandview Cemetery Expansion, CUP-2019-0002

Staff Contact: Tess Cooper, Associate Planner

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

Action Type	
	Ordinance No.
	Resolution No.
	Contract
X	Closed Record Decision Hearing
X	Staff Report

Summary & Background: The City of Anacortes' Planning, Community, & Economic Development Department received a Conditional Use Permit to permit an addition/ expansion to an existing cemetery/civic use located on the subject property. The expansion includes adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping. The property is located in the Public (P) Zone.

The Planning Commission conducted a pre-decision open-record public hearing at 6:00 PM on March 11, 2020 following a 3:00 PM site visit. Following public testimony and deliberation on the matter, the Planning Commission voted 5-0 in favor of recommending approval to City Council. City Council will conduct a closed-record decision hearing regarding the subject CUP at 6:00 PM on July 20, 2020.

Recommended Motion: That City Council make a motion to approve the subject Conditional Use Permit subject to staff's recommended conditions of approval.

Attachments: [Click here to enter text.](#)

[DRAFT City Council Findings of Fact, Conclusions of Law, & Recommendation](#)

[Exhibit #01, Master Permit Application, Narrative, EPF/ CUP Criteria of Approval, SEPA Environmental Checklist, Elevations, Landscape Plan, Parking Plan, & Site Plan](#)

[Exhibit #02, GIS Map & Assessor's Info](#)

[Exhibit #03, Notice of Application & Notice of Hearing; Neighborhood Meeting Notice](#)

[Exhibit #04, Public Comments Received](#)

Exhibit #05, Agency & Department Comments Received

Exhibit #06, Issued SEPA MDNS

Exhibit #07, Anacortes Municipal Code, Chapter 19.46 – Civic Uses

Exhibit #08, Site Photos

Exhibit #9, Signed Planning Commission's Findings of Fact, Conclusions of Law, and
Recommendation

Exhibit #10, PCED's Presentation to Planning Commission

Exhibit #11, Minutes to Planning Commission's Pre-Decision Open-Record Public
Hearing



Anacortes Planning, Community & Economic Development Department

904 6TH Street / P.O. Box 547, Anacortes, WA 98221

360.299-1984 - Office Hours: Mon-Fri 8:00 AM – 5:00 PM

City Council's Findings of Fact, Conclusions of law & Decision

PROJECT INFORMATION:

Project Title	Grandview Cemetery Expansion	Date of Report	July 13, 2020
File Number	CUP-2019-0002 & SEPA Review	Attachment	Site & Landscape Plans, PC Recommendation
Closed-Record Decision Hearing:	5:00 PM on Monday, July 20, 2020		
Pre-Decision Open-Record Public Hearing	6:00 PM on Wednesday, March 11, 2020 Site Visit: 3:00 PM on Wednesday, March, 11, 2020		

BACKGROUND SUMMARY:

Landowner & Applicant	City of Anacortes Parks and Recreation, P.O. Box 547, Anacortes, WA 98221-0547						
Request	Conditional Use approval to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping.						
SEPA Status	A SEPA MDNS was issued for the project on <u>February 7, 2020.</u>						
Site Address	411 Hillcrest Drive, Anacortes, WA.						
APN(s)	P33177 & P33178	Section	30	Township	35	Range	02E
Comprehensive Plan	Public Use	Zoning:	Public Use (P)				
Shoreline Environment	N/A	Critical Areas	Happy Valley Stream				
Water Supply	Current	Proposed	Sewer Supply		Current	Proposed	
	City	City			City	City	
Present Use of Property	The existing cemetery is adjacent to the subject property which is currently vacant.						

REVIEWING AGENCIES:

City of Anacortes	Local Agencies & Districts	State & Federal	Skagit County	Other
☒ Building ☒ Fire Dept. ☒ Parks ☒ Planning ☒ Police ☒ Public Works ☒ Operations	☐ Skagit Transit ☐ Anacortes School District 103 ☐ Port of Anacortes	☒ DOE ☒ WDFW ☒ WSDOT ☒ DNR ☒ DAHP	☐ Health District ☒ Planning ☐ Public Works	☐ Swinomish Tribe ☐ Samish Tribe ☐ Upper Skagit Tribe

ACTION:				
☐ Administrative	☒ City Council	☐ Quasi-Judicial	☐ Planning Commission	
Date of PC Recommendation	July 20, 2020	☒ Approve w/ conditions	☐ Denial	☐ Approval
CITY STAFF CONTACT:				
Name:	Title:	Phone:	E-mail:	
Tess Cooper	Associate Planner	(360) 588-8235	tessc@cityofanacortes.org	
SITE & SURROUNDING USES:				
	Comprehensive Plan	Zoning	Land Use	
Site	Public Use	Public Use (P)	Vacant unimproved land / Cemetery	
North	Residential Low Density	Residential Low Density 2A (R2A)	Hillcrest Drive & Single-family residences	
East	Public Use	Public Use (P)	Public Cemetery	
South	Residential Low Density	Residential Low Density 1 (R1)	Single-family residences	
West	Residential Medium Density	Residential Medium Density 3 (R3)	St. Mary's Catholic Church	
VICINITY MAP:				

A. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Description of Proposal:

The applicant is requesting conditional use approval (Type 4) to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping. The subject property is approximately 19 acres in area and is located in the Public Use (P) Zone.

2. Project History/ Chronology:

Conditional Use Permits are classified as Type 4 project permit review. Per AMC Table 19.20.030-1, type 4 permits require that both a pre-application conference and neighborhood meeting be conducted prior to application (CUP) submittal. Accordingly a pre-applications conference (PRE-2018-0029) was conducted on August 7, 2018, and the neighborhood meeting was held on March 5, 2019.

The applicant /landowner formally submitted their land use permit application for conditional use permit and SEPA environmental review on August 19, 2019. The subject application was deemed complete on August 22, 2019. Notice of the application was provided in accordance with AMC 19.20.120.

3. Site Location:

The subject property is located within the City of Anacortes, south of Hillcrest Avenue, and on the west side of Whistle Lake Road. The site address is 411 Hillcrest Avenue, and the property is identified by Assessor's parcel number P33177 & P33178.

4. Site Description:

The project site's topography is flat in elevation. There are no improvements currently located on the subject property proposed for expansion; the existing cemetery has structures to include a workshop and mausoleums. According to the USDA Soil National Resource Conservation Services, onsite soils are classified as Bow gravelly loam and Keystone loamy sand.

5. Surrounding Uses:

The subject property is zoned Public Use (P). Surrounding uses include a single-family residence and civic use to the west.

6. Critical Areas:

There are no critical areas located on the subject property however, Happy Valley Stream is located adjacent to the subject property to the southwest. A Critical Area Assessment report was submitted with the application material.

7. Agency / Department Review & Comments Received:

Local, county, and state agencies and departments of jurisdiction were solicited for comment for this development. The agencies and departments that were solicited for comment are identified in the table below along with whether comment was received or not.

Agency/ Department Solicited for Comment	Comment Received?
WSDOT	No
DOE	Yes
WDFW	No
DNR	No
DAHP	No
Skagit County Planning Department	No
Skagit Transit	No
Swinomish Tribe	No
Samish Tribe	No
Upper Skagit Tribe	No
Port of Anacortes	No
Anacortes School District 103	No
City of Anacortes Building Department	No
City of Anacortes Fire Department	No
City of Anacortes Public Works Dept.	Yes
City of Anacortes Police Dept.	No
City of Anacortes Parks Dept.	No
City of Anacortes Operations Dept.	No

8. Public Comments Received:

During the 21-day public comment period, written /emailed comments from the public were received. Primary topics of concern identified within the comments include the removal of trees and loss of wildlife habitat. (see attached exhibit D).

In making its decision, the Department has considered the written comments and the applicant's responses that were timely received, as required in AMC 19.20.130.C.

9. SEPA Environmental Review:

The proposal is subject to SEPA review. The City of Anacortes utilized the optional SEPA DNS process provided in WAC 197-11-355. The 14-day public comment period ended on September 18, 2019. A SEPA Mitigated Determination of Non-Significance (MDNS) was issued on **February 7, 2020**. No appeals were received.

10. Application Review:

Per AMC 19.36.020, the development proposal is subject to conditional use approval. The review criteria for conditional use permits are outlined in AMC 19.36.040. Below are the criteria, along with staff comments:

- a) **The use would comply with any specific requirements for the conditional use specified elsewhere in this code;**

Staff Comments:

As conditioned below, the project will meet all applicable laws, ordinances and regulations.

- b) Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;**

Staff Comments:

The applicant expects no significant change to traffic volumes as a result of the expansion, the proposal includes road upgrades that will improve internal traffic flow.

- c) Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;**

Staff Comments:

The application includes road widening with the intent of increasing internal parking. The applicant estimates the work will add the capacity for approximately 50 more parking spaces, and describes the maximum need as being approximately 20 parking spaces during services. The use does not necessitate loading or commercial delivery facilities.

- d) The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;**

Staff Comments:

The application included a tree preservation plan and landscape plan. The proposal meets open space requirements and includes replanting a significant amount of trees. The quantity of trees meet the required tree credits and counts towards the landscape requirements. The landscape plan has been adequately revised to incorporate the code prescribed screening requirements between the subject property and adjacent residential uses.

- e) The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;;**

Staff Comments:

This expansion does not include plans for outdoor lighting.

- f) Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;**

Staff Comments:

As a civic use, the proposed development was reviewed for consistency with adjacent residential uses. The operations of the property will be 7:00 am – 4:00 pm Monday – Friday, with funeral services also on weekends. It is not expected that these services would result in excessive or incompatible noise.

g) Public facilities and utilities are capable of adequately serving the proposed use;

Staff Comments:

The proposal includes minimal expansion to facilities that would necessitate an increase in public services. The only structure proposed for future development includes a CXT (prefabricated concrete) restroom for use by staff and visitors, and would require power, water, and sewer. Additionally, the stormwater pond will have an outfall into the city stormwater system.

h) The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;

Staff Comments:

The size, shape, and topography of the site is suitable for the expansion of the graveyard to accommodate more grave sites as needed in the future. Site drainage has been addressed in the stormwater analysis and engineering plans.

11. AMC Chapter 19.41, Allowed Uses:

The subject property lies in the Public Use Zone. The proposed cemetery use is a conditional use in the P Zone per AMC 19.41.070 provided it complies with AMC 19.46.020, which outlines standards for Civic uses.

12. AMC Chapter 19.42, Form and Intensity Standards:

Form and intensity standards do not apply to this proposal. Therefore this chapter is not applicable.

13. AMC Chapter 19.51, Public Street Improvements Required:

The site abuts Hillcrest Avenue. The proposed development includes a change of use to a more intensive use of property that will result in increased impact (as determined by the Director) to the transportation system, based on the Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use, or other source approved by the city. Therefore, construction or provision of public right-of-way improvements consistent with the requirements in AMC 19.51 and 19.52 are required as a condition of approval. Typical required right of way improvements include paved roadway, street lighting, sidewalks, curbs and gutters, utilities, street landscaping, traffic and safety control devices, dedication of public right-of-way and conduit for new and existing utilities. The Public Works Department reviewed the proposed development application for conformance with the applicable standards /provisions of the Anacortes Municipal Code, including but not limited to required public street improvements. As conditioned, necessary public improvements will be constructed in conjunction with the Public Works Department within a period not to exceed 7 years, including new a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest and sidewalks along Hillcrest, per AMC 19.51.040.

14. AMC 19.52, Public Street Design:

The proposed development abuts Hillcrest Avenue designated as a high volume local street. The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to public street design and the proposal, as conditioned, was determined to meet these requirements.

15. AMC 19.53, Private Driveways and Access:

The site is proposed to access from Hillcrest Avenue via a driveway providing ingress/egress is provided to the site, the project proposal includes upgrades and widening of the paved surface.

The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to private driveways and access and the project was determined to meet applicable requirements.

16. AMC Chapter 19.54, Subdivision Design and Block Structure

AMC 19.32.020(B) describes cemeteries and other burial plots as exempt from subdivision requirements, therefore this chapter is not applicable.

17. AMC Chapter 19.61, Block Frontage Standards:

Hillcrest Avenue does not have a specific block frontage designation; therefore the block frontages are subject to the provisions for “Undesignated” block frontages in AMC 19.61.110. The proposed development was reviewed for conformance with AMC 19.61 regulating block frontage standards and determined to meet these requirements.

18. AMC Chapter 19.62, Site Planning:

The proposed development was reviewed for conformance with AMC 19.62 regulating Site Planning standards and, as conditioned, was determined to meet these requirements.

19. AMC Chapter 19.63, Building Design:

No structures are proposed at this time, therefore this chapter is not applicable. A building permit will be required for the CXT restroom structure.

20. AMC Chapter 19.64, Parking:

The proposed development was reviewed for conformance with AMC Chapter 19.64 regulating parking and was determined to meet these requirements.

21. AMC Chapter 19.65, Landscaping:

A landscape plan prepared by a Washington State licensed landscape architect was submitted with the application materials. The landscaping plan was reviewed for conformance with AMC Chapter 19.65 regulating landscaping and was determined to meet the applicable requirements

once the infiltration pond is moved further east and a 5' wide landscape strip is provided, final landscape plan to be provided and reviewed prior to Phase 2 being constructed.

22. AMC Chapter 19.66, Fences, Walls, and Hedges:

The proposed development was reviewed for conformance with AMC 19.66 regulating Fences, Walls, and Hedges and determined to meet these requirements.

23. AMC Chapter 19.67, Signs:

No signage is proposed at this time; future signage will be required to obtain a sign permit and will be reviewed for conformance with this chapter.

24. AMC Chapter 19.69, Standards, Generally

The proposed development was reviewed for conformance with AMC 19.69 regulating general standards in the City of Anacortes including but not limited to noise, air pollution, glare, exterior lighting, and the vision clearance triangle. The proposed development was determined to meet these requirement as conditioned below.

25. AMC Chapter 18.16, Shoreline Master Program:

The proposed development does not lie within close proximity to a shoreline of statewide significance.

26. AMC Chapter 19.76, Stormwater:

The applicant submitted a stormwater drainage analysis that addresses the project site's soils, impervious surfaces proposed, and stormwater that would be generated onsite along with how the proposed development will comply with Anacortes Municipal Code Chapter 19.76 and the Department of Ecology's 2012 Stormwater Management Manual for Western Washington (as amended in 2014) that was adopted by the City of Anacortes. The city utilized the consultant Gray and Osborne for third party review of this stormwater drainage analysis. On January 14, 2020, the City of Anacortes Public Works Department accepted the January 2, 2020, revision to the stormwater drainage analysis. Final details on the infiltration pond and road improvements to be provided and reviewed prior to Phase 2 being constructed.

27. AMC Chapter 19.78, Clearing & Grading:

Conformance with this Chapter will be reviewed upon submittal of detailed clearing and grading plans prior to commencement of construction.

28. Public Notice Requirements:

	Notice of application	Notice of Hearing
Anacortes American Newspaper	August 28, 2019	February 12, 2020
Two (2) locations on site	August 28, 2019	February 12, 2020

Mailed to neighbors w/in 300 ft	August 27, 2019	N/A
Other Agencies and Departments	August 27, 2019	February 12, 2020
Posted at City Hall and the Library & Website	August 27, 2019	February 12, 2020

29. 120-Day Clock:

Pursuant to AMC Table 19.20.160, a decision on the application shall be made within 120 days from the date of the letter of completeness. As of the date of this decision, 86 days have elapsed on the 120-day clock. Except for tolling due to COVID-19 public meetings act.

30. Conclusions of law:

1. The public notice requirements of the Conditional-Use Permit /Essential Public Facility have been complied with.
2. The project is consistent with the general purposes of the City's Comprehensive Plan, the city's planning standards and specifications of the zoning ordinance, and other ordinances applicable to the proposal.
3. 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.

The proposed development, as conditioned below and in the issued SEPA mitigated determination of non-significance (MDNS), will make appropriate provisions for the public use and interest, health, safety, and general welfare, and will be in conformance with the criteria in AMC 19.36 Conditional Uses.

A. STAFF RECOMMENDATION:

The Department of Planning, Community, and Economic Development recommends that the City Council approve the subject Conditional Use Permit subject to staff's suggested conditions of approval as listed below.

B. PLANNING COMMISSION RECOMMENDATION:

The Planning Commission conducted a pre-decision open-record public hearing at 6:00 PM on March 11, 2020, following a 3:00 PM site visit, regarding the subject CUP request. Following public testimony and deliberation, the Planning Commission voted 6-0 in favor of recommending approval to City Council.

C. DECISION:

Based on the foregoing information and analysis, the application material 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 _____ the Conditional Use Permit/ Essential Public Facility request subject to staff's suggested conditions of approval as listed below.

D. CONDITIONS OF APPROVAL:

1. A new site plan to be submitted prior to construction that reflects the final infiltration pond location, as described in the Detention Pond Enhancement narrative submitted by the applicant (as exhibit G); that shows the toe of slope on the western berm of the pond meeting at a minimum the 10 foot

setback from the property line, and a 5 foot wide landscape screen between the berm and the property line.

2. A new landscape plan to be submitted prior to construction that reflects the requested changes and redlines on the plan sheets dated 10-31-19 (see exhibit H).
3. Development shall comply with the approved Stormwater Drainage analysis reviewed and accepted by the City of Anacortes Public Works Department. Best management practices shall be employed and in use at all times during construction activities [grading, cut, fill, construction, etc.]. Infiltration pond details to be submitted and approved prior to Phase 2 construction.
4. Prior to any construction activities (grading, cut, fill, etc.) taking place onsite, the applicant shall have the subject property surveyed by a Washington State licensed surveyor. The surveyor shall place the property corners onsite visible to all unless it has already been done.
5. Prior to work beginning any construction activities (grading, cut, fill, etc.), the applicant/landowner shall obtain all required local, state, and federal permits, and including a clear and grade permit from the City.
6. Prior to work beginning, orange construction fencing shall be installed at the project boundary's clearing limits and property lines.
7. The project shall comply with the mitigation measures outlined in the SEPA MDNS issued on February 7, 2020:
 - a. Erosion control, dust control, and best management practices shall be employed during construction /development activities as required by both the Building and Public Works Departments.
 - b. Before construction activities commence, orange construction fencing and silt fencing shall be installed around the extents of clearing limits proposed.
 - c. All required permits shall be secured before any construction activities begin onsite.
 - d. In order to mitigate impacts on adjacent residences, hours of construction /work are limited to 8:00 AM to 5:00 PM unless a noise variance is first obtained.
 - e. Noise levels shall not exceed those standards as established by the state pursuant to Chapter 70.107 RCW and contained in Chapter 173.60 WAC.
 - f. 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.

8. The project shall comply with the requirements of the Public Works Department conditions in the memo from Fred Buckenmeyer dated February 26, 2020 and Steve Lange (see exhibit E) including but not limited to:

A. 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.

B. A Storm Water Quality and Quantity 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.

Storm water conveyance both on-site and off-site shall comply with City Storm drainage requirements.

C. 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 and other plans and\or information required by the City Planning\Building and Public Works Departments shall be submitted for review and approval.

Site-Frontage:

D. Street Improvements along Hillcrest Drive:

Construct a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest. To include, but not limited to;

- i. A Type 1 Driveway Entrance, 6-feet in width.
- ii. New sidewalk ramps and related appurtenances on the north and south side of Hillcrest Drive.

E. Street Improvements internal 7th Street:

Construct a 16-foot to 20-foot paved roadway access conforming to AMC 19.52.040, Table D. Providing for the transition between the pedestrian improvements under the Blue Heron Reservoir Conditional Use Permit – PW#16-039-WTR and the new improvements along West Avenue.

F. Recommended Improvements:

The length of the Grandview Cemetery frontage along Hillcrest Drive is approximately 500-feet. Instead of constructing sidewalk improvements to the east, where there is no safe pedestrian access or available Right-of-Way, the project provides these improvements off-site and constructs the improvements along the north side of Hillcrest Drive, west of the existing improvements at Stankus Drive.

INTRODUCED, PASSED, AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES on this 20th day of July 2020.

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:

Per AMC 19.20.030-1 and 19.20.240(A), there is no further administrative appeal available for this decision. Appeals of the decision may be made to Superior Court pursuant to Chapter 36.70C RCW.

EXHIBITS:

- Exhibit 1: Application Package
- Exhibit 2: GIS Map & Assessors info
- Exhibit 3: Notices
- Exhibit 4: Public Comments received
- Exhibit 5: Agency/Department comments received
- Exhibit 6: Issued SEPA MDNS
- Exhibit 7: Municipal Code
- Exhibit 8: Site Photos
- Exhibit 9: Planning Commission Recommendation
- Exhibit 10: Planning Commission Presentation
- Exhibit 11: Planning Commission Minutes



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT

MASTER PERMIT APPLICATION

Mailing Address: P.O. Box 547, Anacortes, WA 98221

Office Location: 904 6th Street, Anacortes WA 98221 Phone: (360) 299-1984

PERMITS REQUESTED FROM THE CITY OF ANACORTES:

a Accessory Dwelling Unit (ADU)	Annexation Request	Administrative Interpretation
a Administrative Conditional Use Permit	Binding Site Plan (Preliminary)	Binding Site Plan (Final)
a Boundary Line Adjustment (BLA)	Clearing Permit	Comprehensive Plan/ Map Amendment Request
conditional Use Permit (CUP)	Cottage Housing	Essential Public Facility
D Extension of Time for Approval	Floodplain Development Permit	Grade and Fill Permit
D Home Occupation Permit	Lot Certification	Major Permit Revision
a Manufactured Home Subdivision	Minor Permit Revision	Plat (Preliminary)
a Plat (Final)	Plat Amendment [Modification	Reasonable Use Exception
Environmental Review	Shoreline Exemption	Shoreline Substantial Development Permit
Shoreline Conditional Use Permit	Shoreline Variance	Short Plat /Subdivision (Preliminary)
O Short Plat [Subdivision (Final)	Stormwater Management Manual Adjustments & Exceptions	Variance (Level 1)
a Variance (Level 2)	Wireless Conditional Use Permit (WCUP)	Wireless Service Facility (WSF) Permit
a Zoning Code/ Map Amendment Request (Rezone)		

PROJECT & srrE INFORMATION:

SITE ADDRESS: <u>HILLCREST</u>	PROJECT OBJECT NAME: <u>GRAND VIEW CEMETERY EXPANSION</u> NAME
PARCEL NUMBER(S): <u>P33177 / P33178</u>	SECTION, TOWNSHIP, & RANG SEC, 30
LOT SQUARE FO TAGE & ACREAGE:	PROJECT VALUATION: <u>approximately \$ 350,000</u>
LEGAL DESCRIPTION:	PRESE ZONING: <u>Public</u>
PRESENT USE OF PROPERTY:	CUT & FILL (CY) PROPOSED:
PRE-APPLICATION CONFERENCE REQUIRED Yes	WATER SOURCE: City of Anacortes [2 Private Well [2 Community Well
SEWAGE DISPOSAL: [2 City of Anacortes C] Septic Tank	ROAD ACCESS: City Road State Highway [2 Private Road
CRITICAL AREAS WITHIN 300 FEET: Yes	WATER BODIES WITHIN 200 FEET: Yes No

FLOODPLAIN

Flood Zone:

FIRM Panel #

Date of Panel

REQUIRED: A notarized affidavit (see below) is required to be completed by all persons having an ownership interest in the subject property and the applicants 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 provided.

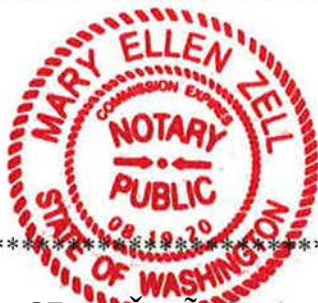
STATE OF WASHINGTON

CITY OF ANACORTES

I (we) CITY OF ANACORTES NICOLE JOHNSTON BEING 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: Nicole Johnston
Owner

Subscribed and sworn to before me this 14 day of August, 20 19.



MARY ELLEN ZELL
Notary Public in and for the State of Washington
residing at ANACORTES

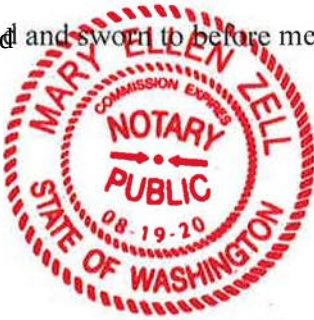
STATE OF WASHINGTON

CITY OF ANACORTES

I (we) CITY OF ANACORTES NICOLE JOHNSTON BEING THE REP, being duly sworn, 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 14 day of August, 2019.



MARY ELLEN ZELL
Notary Public in and for the State of Washington
residing at ANACORTES

Page 3 of 3

Signed:

City of Anacortes Parks and Recreation- Grand View Cemetery Expansion Narrative

Below is a narrative of a four- phase strategy for the Grand View Cemetery Expansion.

Phase 0 has City crews preparing the site for Phase 1 contractor. Work includes mobilizing onto the site, construction surveying, installing temporary erosion control measures, creating an embankment in the northwest corner of the property, constructing a temporary conveyance ditch and temporary sediment pond, installing catch basins and storm piping inside and outside public right-of-way, refining the temporary ditch to a stabilized permanent swale, removing the existing asphalt driveway, seeding disturbed areas, utilizing traffic control, and demobilization from the site leaving behind functioning storm water and erosion control systems for later phases of development.

Phase 1 will be publicly contracted and includes mobilizing onto the site, installing temporary erosion control measures, clearing existing trees and grubbing tree root systems, grubbing and raking open areas covered by briars, seeding disturbed areas, and demobilizing from the site leaving behind a cleared site with a depressed, linear driveway section no longer available for public use.

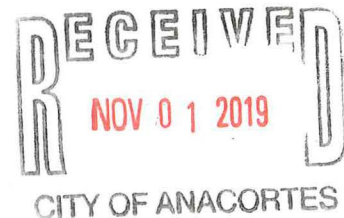
Phase 2 will be publicly contracted and included mobilizing onto the site; construction surveying; roadway excavation and embankment construction; building a new access roadway (concrete curbing, porous pavers, and hot mix asphalt); demolishing then reconstructing frontage improvements (concrete curbing, a concrete driveway and hot mix asphalt); installing underground power, storm, and sanitary sewer utilities; refining the Phase 0 temporary sediment pond to a permanent infiltration pond; utilizing traffic control; and demobilizing from the site leaving behind a site accessible to the public with static utility services for future improvements.

Phase 3 will be publicly contracted to complete the project and includes mobilizing onto the site, construction surveying, installing temporary erosion control measures, installing underground potable water utilities, preparing the site for and constructing an area for a single stall CXT bathroom facility with sidewalks and ADA parking, installing an irrigation system with yard hydrants, planting trees and shrubs, installing site signage, and demobilizing from the site.

01.06.20

SENT DRAINAGE REPORT
AND CIVILS TO GSO

SRL



Grand View Cemetery Expansion Conditional Use Permits

Detailed Explanations



A. In order to grant a conditional use permit, the decision maker must find that the use would be consistent with the following criteria:

1. The use would comply with any specific requirements for the conditional use specified elsewhere in this code; *Yes, we will comply with all specific requirements for the conditional use permit. The expansion is in a public use zone and will not create a nuisance or interfere with existing uses. We will follow the AMC 19.41.070 code for public use zones.*

We will also follow the AMC 19.46.020 for Civic Standards.

2. Access to the site is appropriate considering the anticipated volume of traffic resulting from the use; *During peak hours of the cemetery I anticipate there will be an additional 50-150 park trips generated by the expansion. This number will change as more people purchase plots at the cemetery. The traffic within the cemetery is typically very low, unless there is a large memorial service scheduled.*

3. Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use; *There is adequate parking available located onsite for the level of traffic that is projected for the expansion. The new access road will act as parking during services where then is higher traffic and in the civil plans we have 7 regular parking spots and 1 handicap parking spot. The access road within the cemetery will also act as additional parking. The length of the new access road is 1,050 feet. So this will provide around 52 parking spots, allowing 20ft per parking spot on the access road. On average, there is 20 cars that would attend the cemetery for a service and we would never have more than one service happening at the same time due to staffing limitations, so we feel that the parking is adequate for the parking demands of the cemetery.*

4. The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved; *Grand View Cemetery is located at 411 Hillcrest Drive and the expansion size is around 5 acres of sparsely developed land on an existing 11.5 acre cemetery. There are no open space requirements. The landscape plan will achieve adequate screening and buffering for the adjacent residents. We will do this by planting native plants and trees near adjacent residents. Meeting the requirements of 19.65.040 and 19.65.050 require 5ft buffer.*

5. The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties; *This expansion at this time has no plans for any additional structures that would have outdoor lighting.*

6. Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses; *We will operate during hours of 7am-4pm*

Monday- Friday. We will be sensitive to when a funeral service is scheduled at the cemetery and will schedule construction work around this if/ when it should become an issue.

7. Public facilities and utilities are capable of adequately serving the proposed use; *In Phase 4 of the project there are potential plans to install a CXT restroom facility that could be used for people who attend services at the Cemetery and for the parks maintenance staff. If we were to install this restroom will need water, sewer and electricity.*

8. The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development; *Yes, we feel the physical conditions of the site is ready. The site consists mostly of a flat, well- maintained cemetery. A row of Lombardi poplars grows along the western boundary of the developed portion of the cemetery property and the area west of these trees slopes gradually down to the west towards St. Mary's Church. The size of the expansion is around 4.5 acres. A small gravel lot and storage facility are located at the southwestern corner of the property. A steep topographic break is located directly south of the facility and is associated with the top of the bank of Happy Valley Creek. Happy Valley Creek is designated as a Fish and Wildlife Habitat Conservation Area, with a 50- foot buffer on each side of the creek.*

9. Any other factors deemed relevant to the decision-maker. (Ord. 2992 § 1 (Att. A), 2016)
No.



SEPA ENVIRONMENTAL CHECKLIST

A. BACKGROUND [\[help\]](#)

1. Name of proposed project, if applicable: [\[help\]](#)

City of Anacortes Grand View Cemetery Expansion

2. Name of applicant: [\[help\]](#)

City of Anacortes

3. Address and phone number of applicant and contact person: [\[help\]](#)

Nicole Johnston, Parks Manager

City of Anacortes

P.O. Box 547

Anacortes, WA 98221

360-299-1967

nicolej@cityofanacortes.org

4. Date checklist prepared: [\[help\]](#)

August 5, 2019

5. Agency requesting checklist: [\[help\]](#)

City of Anacortes

6. Proposed timing or schedule (including phasing, if applicable):

Phase 0: Spring 2020

Phase I: Fall 2020

Phase II: Winter 2021

Phase III: TBD

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. [\[help\]](#)

Phase 0 has City crews preparing the site for Phase 1 contractor. Work includes mobilizing onto the site, construction surveying, installing temporary erosion control measures, creating an embankment in the northwest corner of the property, constructing a temporary conveyance ditch and temporary sediment pond, installing catch basins and storm piping inside and outside public right-of-way, refining the temporary ditch to a stabilized permanent swale, removing the existing asphalt driveway, seeding disturbed areas, utilizing

traffic control, and demobilization from the site leaving behind functioning storm water and erosion control systems for later phases of development.

Phase 1 will be publicly contracted and includes mobilizing onto the site, installing temporary erosion control measures, clearing existing trees and grubbing tree root systems, grubbing and raking open areas covered by briars, seeding disturbed areas, and demobilizing from the site leaving behind a cleared site with a depressed, linear driveway section no longer available for public use.

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Phase 3 will be publicly contracted to complete the project and includes mobilizing onto the site, construction surveying, installing temporary erosion control measures, installing underground potable water utilities, preparing the site for and constructing an area for a single stall CXT bathroom facility with sidewalks and ADA parking, installing an irrigation system with yard hydrants, planting trees and shrubs, installing site signage, and demobilizing from the site.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. [\[help\]](#)

Critical Area Study

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. [\[help\]](#)

None known.

10. List any government approvals or permits that will be needed for your proposal, if known. [\[help\]](#)

Likely permit applications included:

- ***Clearing Permit, City of Anacortes***
- ***Grade and Fill Permit, City of Anacortes***
- ***DOE Construction Storm Water Permit***
- ***Building Permit for potential restrooms***

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.) [\[help\]](#)

The proposal consists of expanding the cemetery to the City owned property located to the west. Total expansion size is approximately five acres of sparsely developed land on an existing 11.5 acre cemetery owned and operated by the City of Anacortes. The proposed expansion will create room for approximately 2,800 gravesites.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist. [help]

The address to Grand View Cemetery is 411 Hillcrest Drive, Anacortes, WA 98221, Parcel numbers 33177, 33178 and 33233.

Grand View Cemetery Section 30, Township 35N, Range 02E

Latitude: 48°29'30", Longitude: 122°W36'20"

B. ENVIRONMENTAL ELEMENTS [help]

1. Earth

a. General description of the site [help]

(circle one): ☒ Flat, rolling, hilly, steep slopes, mountainous, other

b. What is the steepest slope on the site (approximate percent slope)? [help]

The property slopes down approximately 3% from the south property line to the northern property line.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. [help]

The types of soils at the proposed site include Loam, Sandy Loam and Clay.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

No

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. [help]

Approximately 4.8 acres will be cleared and graded prior to construction. 1000 CY of Base rock and 540 CY of top course will be brought in for the construction of the new road.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. [help]
Yes, clearing of the site could cause erosion during construction activities.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? [help]

Approximately 5%

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: [\[help\]](#)

Best Management Practices for temporary erosion control and sediment control (TESC) will be used. The Stormwater Management Manual for Western Washington (Ecology 2014) will provide technical Requirements for the TESC Plan.

2. Air

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. [\[help\]](#)

Dust and exhaust fumes from construction equipment will be emitted during construction.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. [\[help\]](#)

No

- c. Proposed measures to reduce or control emissions or other impacts to air, if any: [\[help\]](#)

No special measures are proposed. Standard Construction equipment and techniques will be used.

3. Water

- a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. [\[help\]](#)

Yes, Happy Valley Stream. The stream is located approximately 85' north of the southwestern property corner and is seasonal. There is approximately 206' feet of stream with the property line and it flows in a NW direction. The required 50' stream buffer will be maintained with the exception of an existing gravel/ building area where work will take place within the existing footprint.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. [\[help\]](#)

Yes, upgrades to the existing maintenance area, within the existing foot print adjacent to Happy Valley stream.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. [\[help\]](#)

None.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

No.

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. [\[help\]](#)

No.

- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. [\[help\]](#)

No.

b. Ground Water:

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

No.

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. [\[help\]](#)

None.

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. [\[help\]](#)

The main source be rain. Any runoff will be collected in a 900' swale constructed on the side of the property. The swale will include check dams and vegetation (plants, trees, grass). Pervious materials will be used for the road way to reduce runoff. There will also be sediment pond. The current civil plans show the set back being only 5ft from the neighbors property line and following the new AMC 19.65.070 (H) the sediment pond needs be moved to be placed at 10ft from the property line. Although the 10ft is not listed on the civil plans, we will make this correction so that the pond is 10ft from the property line.

- 2) Could waste materials enter ground or surface waters? If so, generally describe. [\[help\]](#)

No.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

No.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any
Construction BMP's for the control of sedimentation and erosion, including the use of silt fences and hay bales will be utilized to minimize potential adverse impacts to the water quality associated with construction. Disturbed areas will be replanted in-kind. No long- term impacts to the quantity or quality of groundwater discharge are anticipated.

4. Plants [\[help\]](#)

- a. Check the types of vegetation found on the site: [\[help\]](#)
☒ deciduous tree: alder, maple, aspen, other
☒ evergreen tree: fir, cedar, pine, other
☒ shrubs
☒ grass
☐ pasture
☐ crop or grain
☐ Orchards, vineyards or other permanent crops.
☒ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
☐ water plants: water lily, eelgrass, milfoil, other
☐ other types of vegetation
- b. What kind and amount of vegetation will be removed or altered? [\[help\]](#)
Approximately 100 Popular trees and 4 acres of Blackberry bushes. We will replace with the following kinds of trees: Gingko Bibloba, Perrotia Perica, Cornus Eddie White Wonder, Styra Jarppnicus, Stewartia Japonicus and Fraxinus.
- c. List threatened and endangered species known to be on or near the site. [\[help\]](#)
None known.
- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: [\[help\]](#)
The project site will be enhanced as outlined in the Landscaping Plan.
- e. List all noxious weeds and invasive species known to be on or near the site.
Blackberry.

5. Animals

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include: [\[help\]](#)
Birds: hawk, song birds
- b. List any threatened and endangered species known to be on or near the site. [\[help\]](#)
There are no threatened or endangered species known to be within the project site.
- c. Is the site part of a migration route? If so, explain. [\[help\]](#)
No
- d. Proposed measures to preserve or enhance wildlife, if any: [\[help\]](#)
Native plant species will be added to the site to enhance wildlife habitat.
- e. List any invasive animal species known to be on or near the site.
None known.

6. Energy and natural resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. [\[help\]](#)

NA

- b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. [\[help\]](#)

NA

- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: [\[help\]](#)

Repair of a non-motorized trail will benefit energy conservation.

7. Environmental health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal?

If so, describe. [\[help\]](#) ***No.***

- 1) Describe any known or possible contamination at the site from present or past uses. ***None.***
- 2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. ***None.***
- 3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. ***None.***
- 4) Describe special emergency services that might be required. ***None are required.***

Proposed measures to reduce or control environmental health hazards, if any: ***None.***

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? [\[help\]](#) ***None.***
- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. [\[help\]](#)

Maintenance equipment, construction equipment and vehicle traffic.

- 3) Proposed measures to reduce or control noise impacts, if any: [\[help\]](#)

There will be vegetation buffering along the property line that is next to St. Mary's Church and the homes located off of Hillcrest Drive.

8. Land and shoreline use

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. [\[help\]](#)

The current use of the sites is used for Grand View Cemetery. Adjacent properties include a St. Mary's Church, residential homes and forest lands.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? [\[help\]](#)
No.
- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: **No.**
- c. Describe any structures on the site. [\[help\]](#) **There is a Mausoleum as part of the existing cemetery and a maintenance building.**
- d. Will any structures be demolished? If so, what? [\[help\]](#) **No.**
- e. What is the current zoning classification of the site? [\[help\]](#)
The zoning classification is Public.
- f. What is the current comprehensive plan designation of the site? [\[help\]](#) **Public**
- g. If applicable, what is the current shoreline master program designation of the site? [\[help\]](#)
Does not apply.
- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. [\[help\]](#)
Yes, Happy Valley Stream and the buffer adjacent to the property.
- i. Approximately how many people would reside or work in the completed project? [\[help\]](#) **City of Anacortes Parks and Recreation Department maintenance employees.**
- j. Approximately how many people would the completed project displace? [\[help\]](#) **None.**
- k. Proposed measures to avoid or reduce displacement impacts, if any: [\[help\]](#) **NONE.**
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: [\[help\]](#) **None.**
- m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: **None.**

9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. [\[help\]](#) **None.**
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. [\[help\]](#) **None.**
- c. Proposed measures to reduce or control housing impacts, if any: [\[help\]](#)

NA

10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? [\[help\]](#)
Not applicable.
- b. What views in the immediate vicinity would be altered or obstructed? [\[help\]](#)
Views in the area will be enhanced with the removal of the Poplar trees.
- c. Proposed measures to reduce or control aesthetic impacts, if any: [\[help\]](#)
None.

11. Light and glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? [\[help\]](#)

Does not apply.

- b. Could light or glare from the finished project be a safety hazard or interfere with views? [\[help\]](#)

No.

- c. What existing off-site sources of light or glare may affect your proposal? [\[help\]](#)

None.

- d. Proposed measures to reduce or control light and glare impacts, if any: [\[help\]](#)

NA

12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity? [\[help\]](#)

None.

- b. Would the proposed project displace any existing recreational uses? If so, describe. [\[help\]](#)

No.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: [\[help\]](#)

None.

13. Historic and cultural preservation

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. [\[help\]](#)

No.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. [\[help\]](#)

No sites are located where this work will occur.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. **None**

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

Development that is authorized consistent with the City's development regulations following adoption of the amendments will be required to comply with City, State, and Federal requirements regarding cultural preservation.

14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. [\[help\]](#)

The site is accessed via Hillcrest Drive and Whistle Lake Road. The nearest highway is Hwy 20.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? [\[help\]](#)

No.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? [\[help\]](#)

By the proposed restrooms there will be seven regular parking spots and one handicap spot. In addition to these traditional parking spots the new paved road will act as additional parking for people attending services or visiting the cemetery.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). [\[help\]](#)

No.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. [\[help\]](#)

No.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates? [\[help\]](#)

None.

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe. **No**

- h. Proposed measures to reduce or control transportation impacts, if any: [\[help\]](#)

None.

15. Public services

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. [\[help\]](#)

No.

- b. Proposed measures to reduce or control direct impacts on public services, if any. [\[help\]](#)

Contract specifications shall be written to address the sensitivity of working within the cemetery.

16. Utilities

- a. Circle utilities currently available at the site: [\[help\]](#)

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. [\[help\]](#)

The current irrigation system will be expanded to irrigate the proposed expansion.

C. SIGNATURE [\[HELP\]](#)

I certify (or declare) under penalty of perjury under laws of the State of Washington that the above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make a decision.

Signature:

Name of signee: Nicole Johnston

Position and Agency/Organization: Parks Manager, City Of Anacortes

Date Submitted: August 8, 2019

D. Supplemental sheet for nonproject actions [\[help\]](#)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

Proposed measures to avoid or reduce such increases are:

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

3. How would the proposal be likely to deplete energy or natural resources?

Proposed measures to protect or conserve energy and natural resources are:

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

Proposed measures to protect such resources or to avoid or reduce impacts are:

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

Proposed measures to avoid or reduce shoreline and land use impacts are:

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

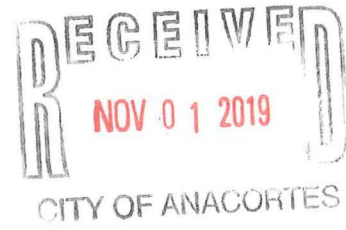
Proposed measures to reduce or respond to such demand(s) are:

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

Arborist Report
Grand View Cemetery Expansion Project

October 2019

Submitted by:
Jonn Lunsford, Anacortes Parks and Recreation



Project Narrative:

The City of Anacortes is preparing to expand Grand View Cemetery. West of the existing cemetery is an approximately 4.87 acre parcel owned by the city identified in the 2006 Cemetery Master Plan as an area for expansion. Grand View Cemetery is located at 411 Hill Crest and has been under City of Anacortes operation since the 1940's. The Anacortes Parks and Recreation Department operates the cemetery for the city.

The need to expand the current cemetery footprint is due to the lack of grave space available in the existing sections of the cemetery. Estimates range from 3 to 5 years before there are few spaces remaining. The 2006 Grand View Cemetery Master Plan showed an expansion of lawn and other amenities on the parcel to the west (P33177). At this time we are only planning to add lawn; niches and other features may come later if needed and allowed by budget.

GeoEngineers was hired to complete a wetlands delineation and critical areas review. The Happy Valley Stream and the buffer around it are outside of the zone where the new cemetery addition is planned. There are a large number of trees. Most prominent of them is about 70 Lombardy poplar trees (*Populus nigra Italica*) on average about 20" dbh (dbh = tree diameter measurement 4.5' above the ground). Approximately 30 additional trees were catalogued and mapped on the site by Parks and Recreation staff arborist Dave Oicles in June, 2019. (Attached)

Tree Management on Site:

The Lombardy Poplars are all slated for removal because their roots have severely damaged the road that will serve the expansion area. On the attached inventory and map of the non-Poplars, unfortunately most if not all of trees #1-#16 will need to be removed for a storm water detention pond and outflow. Trees #19-#30 on the map are on the southern portion of the planned expansion. Of these, the goal is to preserve tree #19 (Douglas Fir, dbh 50"), tree #23 (60" Western Red Cedar), tree #24 (Black Locust 40" dbh), tree #25 (Black Locust, 15" dbh), tree #26 (Black Locust 15" dbh) and tree #28 (Birch 23" dbh).

Given the need to provide 1 tree unit for every square foot of cleared land in this project, we estimate that up to 212 tree units may be necessary. Preserving the trees noted previous would provide 39 tree credits. We plan to trees totaling 173 tree units to meet the requirements.

Construction:

Using the International Society of Arboriculture standard of Critical Root Zone (CRZ) protection of 2 feet per every 2" dbh, the City will evaluate which trees can be retained given the necessary irrigation and storm water infrastructure. Trees that are retained would have temporary orange fencing places around the CRZ as necessary. This area would be mulched to

avoid erosion if the existing shrubs in the CRZ are mowed. With the removal of the Poplars, there could be some unanticipated wind throw issues, exposing the remaining trees to strong easterly or north easterly winds. This will have to be evaluated on site to see if a potential hazard condition is created.

Tree Planting Plan

The parcel for the planned expansion is approximately 212,013 sf. The current city code (AMC 16. 50) details that for tree density requirements we shall provide one tree unit per 1,000 sf. Since our project covers 212,013 sf we are required to provide 212 tree units. As noted in our attachment we will retain trees that supply 39 tree unit credits and will need to plant 173 tree units.

Tree Retention: On our attached spreadsheet and map we will retain tree #19 (8 units), tree #23 (8 units), trees #24, #25, #26 (18 units) and tree #28 (5 units).

Tree Planting: Please refer to attached planting map. The current plan is to add 177 tree units for the cemetery expansion project. Our planting list includes varieties of trees listed on our planting plan schedule. We expect that we will place some new trees in the existing cemetery to help better tie the expansion in with the older sections of Grand View as allowed under AMC 16.50.070 (c). This will also help us renovate the frontage along Hillcrest Drive.

Tree#:	Common name:	Scientific name:	Estimated DBH/Tree Units	Condit ion:	Comments:
1	Douglas Fir	Pseudotsuga menziesii	35" /8	Stable	
2	Douglas Fir	Pseudotsuga menziesii	20" /5	Stable	
3	Big Leaf Maple	Acer macrophyllum	13" /5	Stable	
4	Big Leaf Maple	Acer macrophyllum	10" /2	Stable	
5	Willow	Salix scouleriana	13" /5	Weak	Should remove
6	Willow	Salix scouleriana	14" /5	Weak	Should remove
7	Willow	Salix scouleriana	15" /5	weak	Should remove
8	Big Leaf Maple	Acer macrophyllum	17" /5	Stable	
9	Horse chestnut	Aesculus hippocastanum	14" /5	stable	
10	Douglas Fir	Pseudotsuga menziesii	15" /5	Stable	
11	Douglas Fir	Pseudotsuga menziesii	14" /5	Stable	
12	Douglas Fir	Pseudotsuga menziesii	30" & 18"/8	Weak	Should remove, 2 trees growing as one
13	Douglas Fir	Pseudotsuga menziesii	20" & 25"/8	Weak	2 trees growing as one, questionable
14	Douglas Fir	Pseudotsuga menziesii	30" /8	Stable	
15	Willow	Salix scouleriana	14" /5	Weak	Should remove
16	Douglas Fir	Pseudotsuga menziesii	22" /5	Stable	
17	Hawthorne	Crataegus	10" /2	Stable	Multi-stemmed
18	Pear	Pyrus	10" /2	Stable	
19	Douglas Fir	Pseudotsuga menziesii	50" /8	Stable	Very nice looking tree, big and tall
20	Apple	Malus	15" /5	Stable	
21	Black Locust	Robinia pseudoacacia	16" /5	Stable	
22	Black Locust	Robinia pseudoacacia	20" /5	Stable	Multi-stemmed (5)
23	Western Red Cedar	Thuja plicata	60" /8	Stable	Multi-stemmed (7)
24	Black Locust	Robinia pseudoacacia	40" /8	Stable	
25	Black Locust	Robinia pseudoacacia	15" /5	Stable	
26	Balck Locust	Robinia pseudoacacia	15" /5	Stable	
27	Hawthorne	Crataegus	18" /5	Stable	
28	Cutleaf weeping birch	betula pendula laciniata	23" /5	Stable	Very nice looking tree, unusual variety
29	Elm	Ulmus	10-20" /5	Weak	Unstable growth, remove
30	Elm	Ulmus	10-20" /5	Weak	Unstable growth, remove

Tree Inventory Grandview Cemetery Expansion



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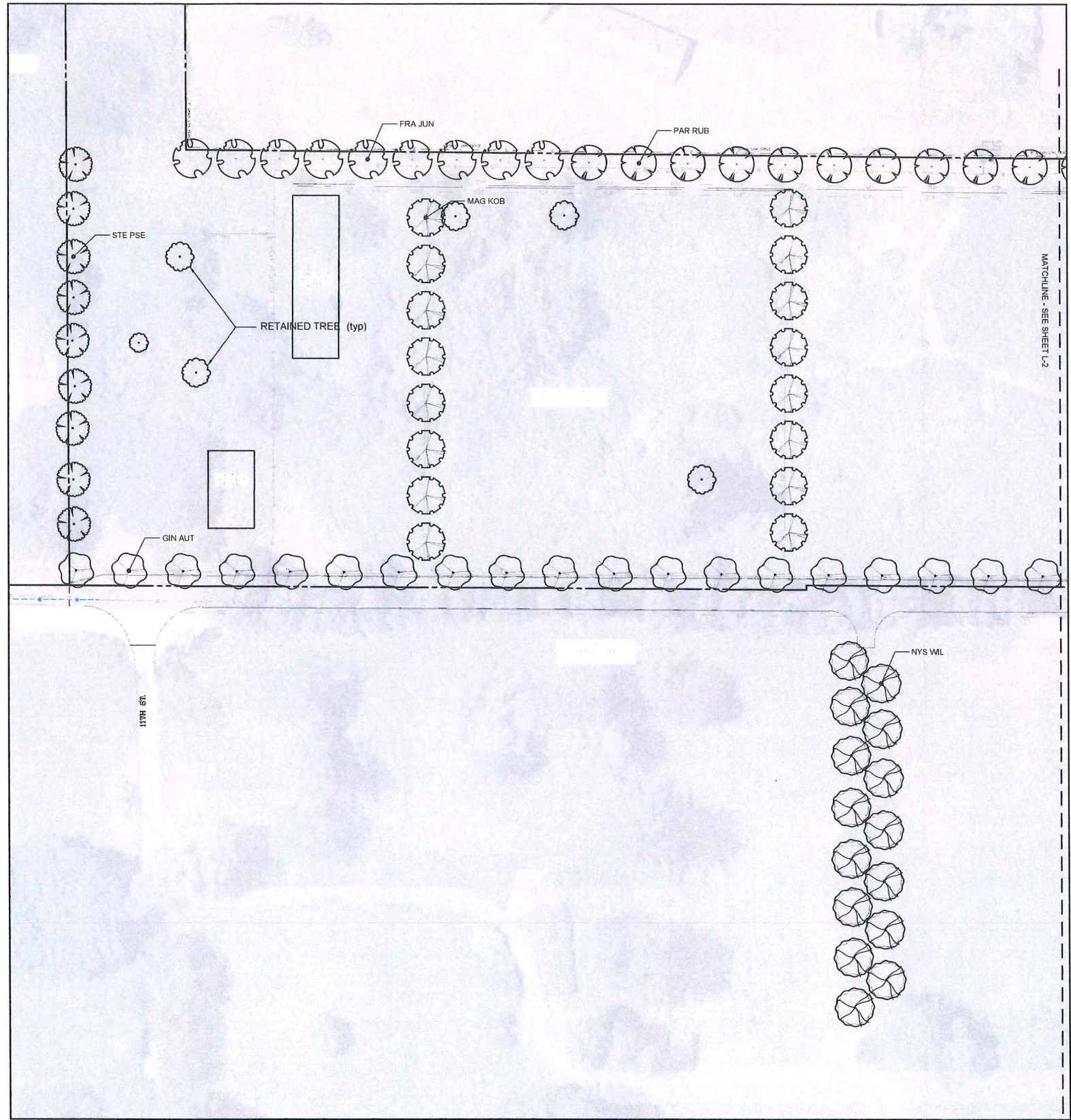
24

23

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0 50 100 Feet



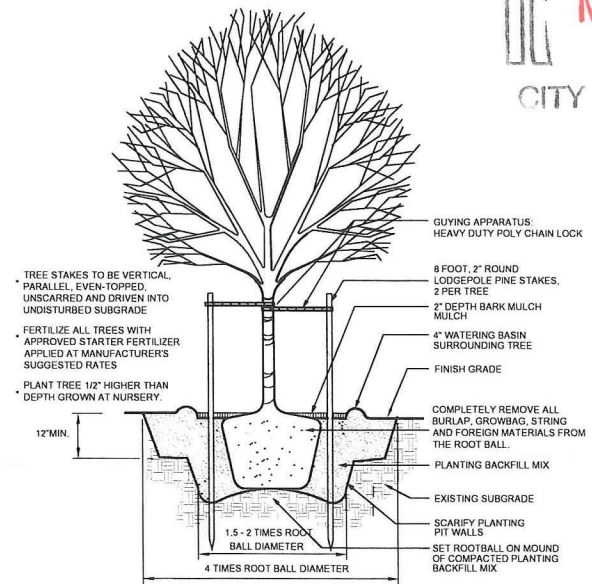


PLANTING PLAN - South
1" = 30'-0" (CHECK SCALE BAR FOR ACCURACY)

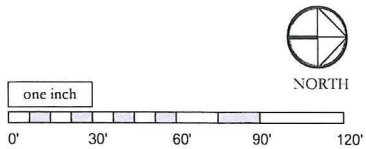
PLANTING SCHEUDLE

TREES	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY	
	AME GRA	Amelanchier x grandiflora "Autumn Brilliance"	Autumn Brilliance Serviceberry	2" Cal.	17	
	CER JAP	Cercidiphyllum japonicum	Katsura Tree	2" Cal.	6	
	COR ED2	Cornus nuttali x florida "Eddie's White Wonder"	Eddie's White Wonder Dogwood	2" Cal.	7	
	FRA JUN	Fraxinus americana "Junginger" TM	Autumn Purple White Ash	2" Cal.	18	
	GIN AUT	Ginkgo biloba "Autumn Gold" TM	Maidenhair Tree	2" Cal.	31	
	MAG KOB	Magnolia kobus	Kobus Magnolia	2" Cal.	32	
	NYS WIL	Nyssa sylvatica "Wildfire"	Black Gum	2" Cal.	26	
	PAR RUB	Parrotia persica "Ruby Vase"	Ruby Vase Persian Parrotia	2" Cal.	16	
	PSE DOU	Pseudotsuga menziesii	Douglas Fir	6' Ht.	4	
	STE PSE	Stewartia pseudocamellia	Japanese Stewartia	2" Cal.	9	
	TSU MER	Tsuga mertensiana	Mountain Hemlock	6' Ht.	2	
SHRUBS	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY	
	COR MI3	Cornus sericea "Midwinter Fire"	Midwinter Fire Dogwood	2 gal.	48	
	MYR CAL	Myrica californica	Pacific Wax Myrtle	2 gal.	5	
SOD/SEED	CODE	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	QTY
	GRA MLL	Grass Erosion Control Mix Locally Proven	Pond Mix	seed		4,460 sf

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1 | TYPICAL PLANTING DETAIL
L-1 | NO SCALE



NO.	DATE	REVISION	BY	REV.

Anacortes Parks and Recreation

contact: Jonn Lundsford, Director

eccosDesign
Landscape Architecture and Planning
Mount Vernon, WA 98273
p. 360.419.7400
f. 800.508.2017
www.eccosdesign.com

STATE OF WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT

PATRIK DYLAN
CERTIFICATE NO. 793

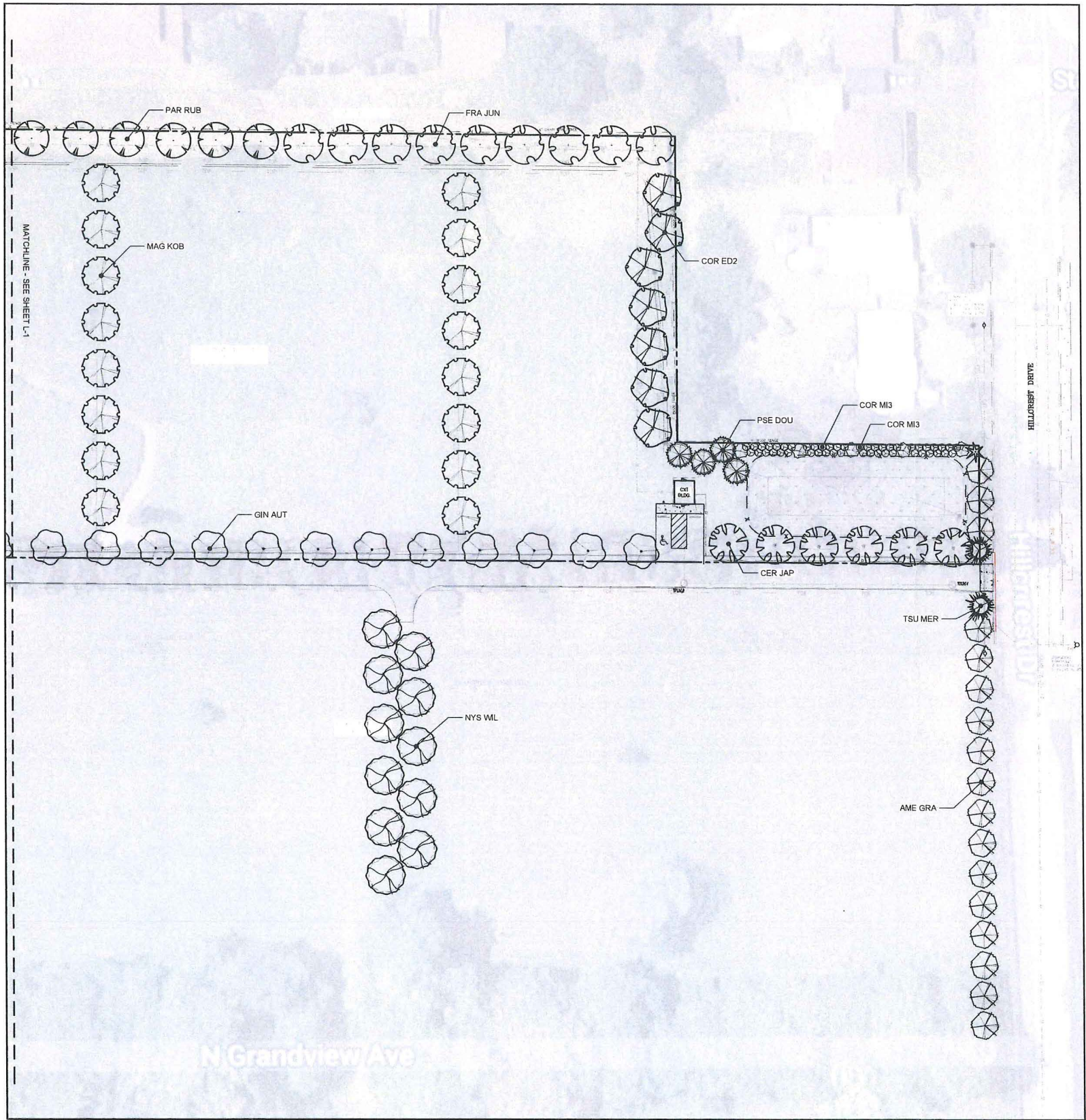
Grandview Cemetery

Anacortes, WA

SCALES:	
HORIZONTAL :	1" = 30'
VERTICAL :	N/A
DESIGNED:	PD
DRAWN:	PD
CHECKED:	PD

PLANTING PLAN - SOUTH

ISSUE DATE:	10.31.19
DRAWING:	1934 site
JOB NO.:	1934
SHEET:	L-1



PLANTING PLAN - North
1" = 30'-0" (CHECK SCALE BAR FOR ACCURACY)

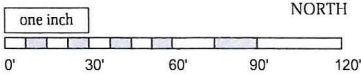
PLANTING SCHEUDLE

TREES	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY	
	AME GRA	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	2" Cal.	17	
	CER JAP	Cercidiphyllum japonicum	Katsura Tree	2" Cal.	6	
	COR ED2	Cornus nuttallii x florida 'Eddie's White Wonder'	Eddie's White Wonder Dogwood	2" Cal.	7	
	FRA JUN	Fraxinus americana 'Junginger' TM	Autumn Purple White Ash	2" Cal.	18	
	GIN AUT	Ginkgo biloba 'Autumn Gold' TM	Maidenhair Tree	2" Cal.	31	
	MAG KOB	Magnolia kobus	Kobus Magnolia	2" Cal.	32	
	NYS WIL	Nyssa sylvatica 'Wildfire'	Black Gum	2" Cal.	26	
	PAR RUB	Parrotia persica 'Ruby Vase'	Ruby Vase Persian Parrotia	2" Cal.	16	
	PSE DOU	Pseudotsuga menziesii	Douglas Fir	6' Ht.	4	
	STE PSE	Stewartia pseudocamellia	Japanese Stewartia	2" Cal.	9	
	TSU MER	Tsuga mertensiana	Mountain Hemlock	6' Ht.	2	
SHRUBS	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY	
	COR MI3	Cornus sericea 'Midwinter Fire'	Midwinter Fire Dogwood	2 gal.	48	
	MYR CAL	Myrica californica	Pacific Wax Myrtle	2 gal.	5	
SOD/SEED	CODE	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	QTY
	GRA MLL	Grass Erosion Control Mix Locally Proven	Pond Mix	seed		4,460 sf

GENERAL NOTES

- ALL WORK SHALL BE PERFORMED BY PERSONS FAMILIAR WITH THIS KIND OF WORK AND UNDER THE SUPERVISION OF A QUALIFIED FOREMAN.
- ALL PLANT MATERIAL SIZES AND QUALITY TO CONFORM TO AMERICAN ASSOC. OF NURSERYMEN, AMERICAN STANDARD FOR NURSERY STOCK, MOST RECENT PUBLISHED.
- PLANT LOCATIONS ON THE PLANS ARE DIAGRAMMATIC AND MAY BE SUBJECT TO ADJUSTMENT IN THE FIELD BY THE OWNER.
- ALL PLANT MATERIAL SHALL BE OF NURSERY STOCK AND SHALL BE OF THE TYPE, SIZE AND CONDITION SPECIFIED. THE PLANT MATERIAL SHALL EXHIBIT NORMAL HABITS OF GROWTH FOR THE SPECIES, SHALL HAVE BUDS INTACT AND SHALL BE FREE OF DISEASE, INSECTS, SCARS, BRUISES, BREAKS, SEED AND WEED ROOTS.
- SEE NOTES THIS SET FOR TOPSOIL DEPTH AND SPECIFICATION.
- LANDSCAPE CONTRACTOR SHALL VERIFY LOCATION OF ALL SITE UTILITIES PRIOR TO LANDSCAPE IMPLEMENTATION. PLANT LOCATIONS MAY BE ADJUSTED TO AVOID CONFLICT.
- LANDSCAPE CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PROTECT EXISTING SITE IMPROVEMENTS, PAVING, WALLS, AND UNDERGROUND UTILITIES. DAMAGE SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AND AT NO ADDITIONAL COST.
- PLANT COUNT IS FOR THE CONTRACTOR'S CONVENIENCE; IF THERE IS A DISCREPANCY, THE PLAN SHALL GOVERN. ACTUAL PLANT QUANTITIES TO BE DETERMINED BY REQUIRED PLANT SPACING.
- ALL AREAS TO BE PLANTED WITH GROUND COVER ARE INDICATED ON THE PLAN WITH A HATCH PATTERN. SEE PLANT LIST FOR PLANT TYPE, SIZE, AND SPACING.
- SUBSTITUTION OF PLANT VARIETIES DUE TO LACK OF AVAILABILITY SUBJECT TO APPROVAL BY THE OWNERS REPRESENTATIVE AND CITY.
- ALL DIMENSIONS ARE ASSUMED TO BE PARALLEL OR PERPENDICULAR UNLESS OTHERWISE NOTED.
- ALL SOIL GRADES TO BE A MINIMUM SIX INCHES BELOW ADJACENT FINISH FLOOR ELEVATIONS UNLESS NOTED OTHERWISE. ALL GRADES ADJACENT TO A BUILDING SHALL HAVE A MAXIMUM SLOPE OF 5% 3' FROM FOUNDATION.
- ALL GRADES, DIMENSIONS AND EXISTING CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT.
- BASEMAP PROVIDED BY OWNER.

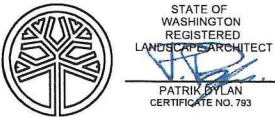
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NO.	DATE	REVISION	BY	REV

Anacortes Parks and Recreation
contact: Jonn Lundsford, Director

eccosDesign
Landscape Architecture and Planning
Monroe, WA 98273
p. 360.133.7400
f. 800.508.2017
www.eccosdesign.com



Grandview Cemetery
Anacortes, WA

SCALES:	
HORIZONTAL :	1" = 30'
VERTICAL :	N/A
DESIGNED:	PD
DRAWN:	PD
CHECKED:	PD

PLANTING PLAN - NORTH

ISSUE DATE:	10.31.19
DRAWING:	1934 site
JOB NO.:	1934
SHEET:	L-2

GRAND VIEW CEMETERY EXPANSION—PHASE 1

CITY OF ANACORTES, WASHINGTON

CIVIL IMPROVEMENT DRAWINGS

LEGAL DESCRIPTION

PER REAL ESTATE CONTRACT A.F. NO. 666206

BEGINNING AT THE SOUTHEAST CORNER OF SAID SUBDIVISION; THENCE NORTH 0°22' EAST ALONG THE EAST LINE OF SAID SUBDIVISION A DISTANCE OF 662.30 FEET; THENCE SOUTH 89°40'30" WEST 447.0 FEET TO THE SOUTHWEST CORNER OF THE PLAT OF GRANDVIEW CEMETERY ANNEX AS RECORDED IN VOLUME 6 OF PLATS, PAGE 6, RECORDS OF SKAGIT COUNTY, WASHINGTON, SAID POINT BEING THE TRUE POINT OF BEGINNING FOR THIS DESCRIPTION; THENCE SOUTH 89°40'30" WEST ALONG THE SOUTH LINE OF THE NORTH HALF OF THE SE 1/4 OF THE SW 1/4 OF SAID SECTION 30, A DISTANCE OF 390.04 FEET TO A POINT ON THE EAST LINE OF THE WEST 495.0 FEET OF THE EAST HALF OF THE SW 1/4 OF SAID SECTION 30; THENCE NORTH 0°34' EAST PARALLEL TO THE WEST LINE OF THE EAST HALF OF THE SW 1/4 OF SAID SECTION 30, A DISTANCE OF 1142.82 FEET TO THE SOUTH LINE OF THE PLAT OF "HILLCREST ADDITION TO ANACORTES", ACCORDING TO THE PLAT RECORDED IN VOLUME 7 OF PLATS, PAGE 4, RECORDS OF SKAGIT COUNTY, WASHINGTON; THENCE NORTH 89°45'30" EAST ALONG THE SOUTH LINE OF SAID PLAT OF HILLCREST ADDITION TO ANACORTES, A DISTANCE OF 321.00 FEET TO THE SOUTHEAST CORNER THEREOF; THENCE NORTH 0°34' EAST ALONG THE EAST LINE OF SAID PLAT OF HILLCREST ADDITION TO ANACORTES, A DISTANCE OF 183.0 FEET TO THE NORTH LINE OF THE SOUTH HALF OF THE NE 1/4 OF THE SW 1/4 OF SAID SECTION 30; THENCE NORTH 89°45'30" EAST ALONG THE NORTH LINE OF THE SOUTH HALF OF THE NE 1/4 OF THE SW 1/4 OF SECTION 30, A DISTANCE OF 64.38 FEET TO A POINT WHICH LIES NORTH 0°22' EAST OF THE NORTHWEST CORNER OF THE FIRST ADDITION TO GRAND VIEW CEMETERY AS RECORDED IN VOLUME 5 OF PLATS AT PAGE 31, RECORDS OF SKAGIT COUNTY, WASHINGTON; THENCE SOUTH 0°22' WEST A DISTANCE OF 1325.24 FEET TO THE TRUE POINT OF BEGINNING, EXCEPT ANY PORTION THEREOF LYING WITHIN THE BOUNDARIES OF EXISTING STREET OR ROAD RIGHTS OF WAY;

PER STATUTORY WARRANTY DEED A.F. NO 865553

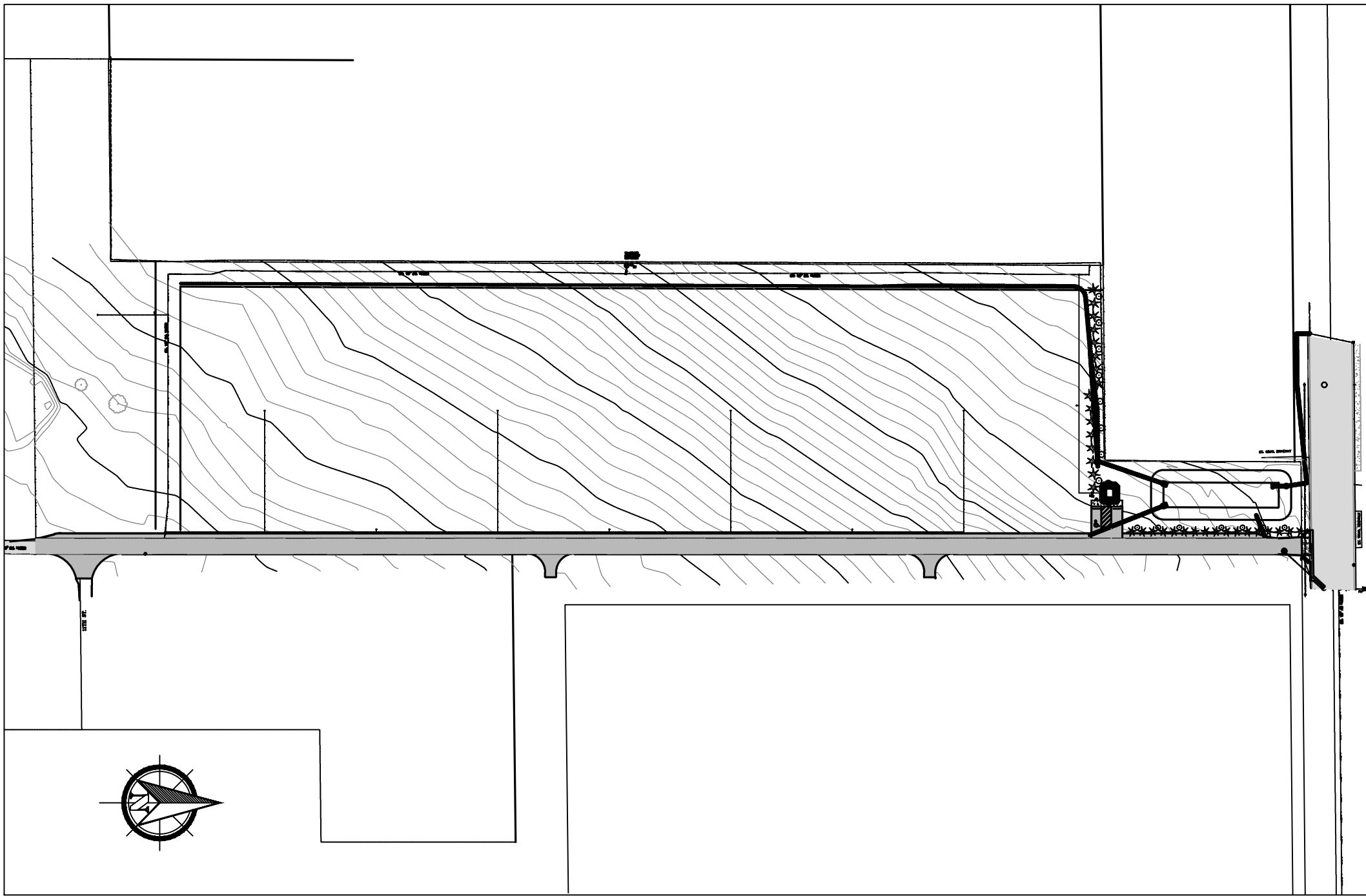
BEGINNING AT THE SOUTHEAST CORNER OF SAID SUBDIVISION; THENCE NORTH 0°22' EAST ALONG THE EAST LINE OF SAID SUBDIVISION A DISTANCE OF 662.30 FEET; THENCE SOUTH 89°40'30" WEST 447.0 FEET TO THE SOUTHWEST CORNER OF THE PLAT OF GRANDVIEW CEMETERY ANNEX AS RECORDED IN VOLUME 6 OF PLATS, PAGE 6, RECORDS OF SKAGIT COUNTY, WASHINGTON, SAID POINT BEING THE TRUE POINT OF BEGINNING FOR THIS DESCRIPTION; THENCE SOUTH 89°49'30" WEST ALONG THE SOUTH LINE OF THE NORTH ONE-HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 30, A DISTANCE OF 390.04 FEET TO A POINT ON THE EAST LINE OF THE WEST 495.0 FEET OF THE EAST ON-HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 30; THENCE NORTH 0°34' EAST PARALLEL TO THE WEST LINE OF THE EAST ONE-HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 30 A DISTANCE OF 279.00 FEET; THENCE NORTH 89°40'30" EAST A DISTANCE OF 389.06 FEET TO THE WEST LINE OF SAID PLAT OF GRANDVIEW CEMETERY ANNEX; THENCE 0°22' WEST A DISTANCE OF 278.99 FEET TO THE TRUE POINT OF BEGINNING.

GENERAL NOTES

- DISTANCES ARE EXPRESSED IN U.S. SURVEY FEET AND DECIMALS.
- THIS MAP REPRESENTS THE EXISTING CONDITIONS AS FOUND ON THE DATES SURVEY WORK WAS PERFORMED IN MAY 2019.
- THE UTILITIES SHOWN HEREON REPRESENT WHAT WAS FOUND BY FIELD INVESTIGATION. THE ONE-CALL UTILITY LOCATE SERVICE WAS USED. OTHER UNDERGROUND UTILITIES MAY EXIST IN THE AREA, BUT THIS MAP IS NOT REPRESENTING ANY UTILITIES THAT WERE NOT APPARENT ON THE GROUND. IT IS STRONGLY RECOMMENDED THAT THE CONTRACTOR CONTACT ALL UTILITY COMPANIES PRIOR TO CONSTRUCTION.
- OCCUPATIONAL INDICATORS AND EXISTING FENCE LINE NOTE:
THIS SURVEY MAY DEPICT EXISTING FENCE LINES AND/OR ENCROACHMENTS IN ACCORDANCE WITH WAC CH 332.130. THESE OCCUPATIONAL INDICATORS MAY INDICATE A POTENTIAL FOR CLAIMS OF UNWRITTEN TITLE OWNERSHIP. THE LEGAL RESOLUTION OF OWNERSHIP BASED UPON UNWRITTEN TITLE CLAIMS HAS NOT BEEN RESOLVED BY THIS SURVEY.
- THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT PURPORT TO SHOW ANY OR ALL EASEMENTS.

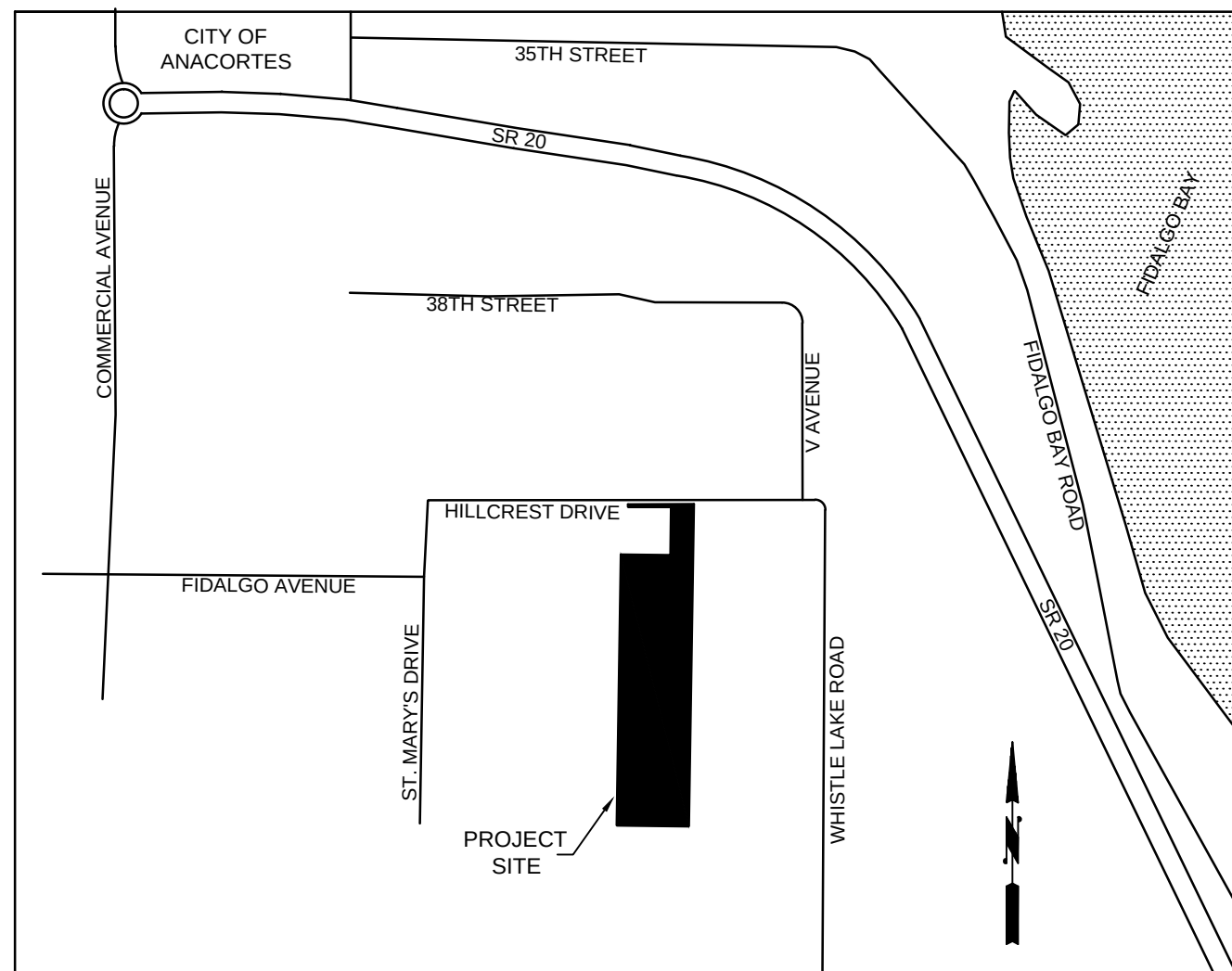
PROJECT DESCRIPTION

THIS CONTRACT PROVIDES FOR INFRASTRUCTURE IMPROVEMENTS TO APPROXIMATELY 5 ACRES OF AN EXISTING 11.5-ACRE CEMETERY OWNED AND OPERATED BY THE CITY OF ANACORTES. WORK INCLUDES INSTALLING TEMPORARY EROSION CONTROL MEASURES; REMOVING EXISTING FEATURES; TREE REMOVAL AND LAND CLEARING; MINOR GRADING (EXCAVATION AND EMBANKMENT) OF NEW ROADWAY CORRIDORS; PLACEMENT OF GRAVEL BORROW; INSTALLATION OF UNDERGROUND WATER (POTABLE AND IRRIGATION), SANITARY SEWER, AND POWER UTILITIES; INSTALLING STORMWATER SYSTEMS FOR COLLECTION, CONVEYANCE, AND TREATMENT OF ROAD AND SITE RUNOFF; SURFACING WITH CRUSHED SURFACING; PAVING WITH POROUS PAVERS AND HOT MIX ASPHALT; INSTALLING CEMENT CONCRETE CURB, GUTTERS, AND SIDEWALKS; ADA FEATURES; A RESTROOM FACILITY; PEDESTRIAN-LEVEL ILLUMINATION; LANDSCAPING; PLANTINGS FOR LOW-IMPACT, STORMWATER MANAGEMENT FACILITIES; WAYFINDING SIGNAGE; RESTORING DISTURBED AREAS; CONSTRUCTION SURVEYING; AND OTHER WORK, ALL IN ACCORDANCE WITH THE ATTACHED CONTRACT PLANS, CITY DEVELOPMENT STANDARDS, AND THE WSDOT'S STANDARD SPECIFICATIONS.



PROJECT SITE MAP

SCALE: 1"=100'



VICINITY AND PARCEL MAP

SITUATE IN A PORTION OF E. 1/2 OF S.W. 1/4,
SECTION 30, TOWNSHIP 35 N., RANGE 2 E., W.M.

CONTACT DATA

OWNER
CITY OF ANACORTES PARKS DEPARTMENT
NICOLE JOHNSTON, CITY PARKS MANAGER
904 6TH STREET
ANACORTES, WA 98221

PROJECT ENGINEER
JOHN R. TUTTLE, P.E.
TUTTLE ENGINEERING AND MANAGEMENT
275 WEST RIO VISTA AVENUE, SUITE 1
BURLINGTON, WA 98233
360-899-5953

SURVEYOR
JEREMY DISCH, P.L.S.
POWERTEK SURVEYING
5426 BARRETT ROAD, SUITE 104
FERNDALE, WA 98248
360-746-8801

EROSION CONTROL SUPERVISOR
TO BE DETERMINED AFTER AWARD
OF CONSTRUCTION CONTRACT

MATERIALS TESTING COMPANY
TO BE DETERMINED AFTER AWARD
OF CONSTRUCTION CONTRACT

PLAT UTILITY PROVIDERS

- PHONE/CABLE/INTERNET 1: WAVE COMMUNICATIONS (866.928.3123)
- PHONE/CABLE/INTERNET 2: COMCAST (425.508.7335)
- NATURAL GAS: CASCADE NATURAL GAS (360.336.2189, EXT. 4211)
- POWER: PUGET SOUND ENERGY (360.941.2066)
- REFUSE DISPOSAL: WASTE MANAGEMENT (360.757.4068)
- STREETS: CITY OF ANACORTES (360.293.1921)
- WATER: CITY OF ANACORTES (360.293.1921)
- SEWER: CITY OF ANACORTES (360.588.8330)
- COMMUNICATIONS: VERIZON NORTHWEST (360.757.4338)

CALL TWO BUSINESS
DAYS BEFORE YOU DIG



Know what's below.
811 before you dig.

PARCEL INFORMATION

SITE ADDRESS:
HILLCREST DRIVE
ANACORTES, WA 98221

PARCEL NOS.: P33177 AND P33233

PROPERTY IDS: 350230-0-202-0007 AND
350230-3-021-0000

ZONING: PUBLIC

SURVEY NOTES

BASIS OF BEARING:
ASSUMED BETWEEN FOUND MONUMENTS AT
HILLCREST DRIVE CORNER AND "V" AVENUE
INTERSECTION AS SHOWN, BEARING = N89°44'13"E

VERTICAL DATUM:
NAVD88
HELD ELEVATION 130.21' AT WSDOT MONUMENT
GP29020-59 (MONUMENT ID #1596)

ORIGINATING BENCHMARKS:
TBM 1) SET NAIL AND SHINER (NORTH SIDE OF
HILLCREST DRIVE), ELEV.=244.14
TBM 2) SET NAIL AND SHINER (SET EAST OF 60-INCH
TREE ON SOUTH END OF PROJECT, ELEV.=281.62)

LEGEND

○	FOUND IRON PIPE	—OP—	EXISTING OVERHEAD POWER/CABLE/PHONE	ASPH	ASPHALT	MB	MAIL BOX
⊙	FOUND MONUMENT	---S---S---S---	EXISTING SANITARY SEWER LINE	BMP	BEST MANAGEMENT PRACTICE	MIN	MINIMUM
□	EXISTING STORM DRAIN CATCH BASIN	—240—	EXISTING CONTOUR	BTM	BOTTOM	NAD	NORTH AMERICAN DATUM
⊙	EXISTING SEWER MANHOLE	—240—	NEW CONTOUR	BVC	BEGIN VERTICAL CURVE ELEVATION	NAV	NORTH AMERICAN VERTICAL DATUM
⊙	EXISTING POWER TRANSFORMER	—W—	WATER MAIN	BVCS	BEGIN VERTICAL CURVE STATION	NGVD	NATIONAL GEODETIC VERTICAL DATUM
⊙	EXISTING FIRE HYDRANT	—SD—	STORM DRAIN LINE	CB	CATCH BASIN	NO	NUMBER
⊙	EXISTING WATER VALVE	—S—	SANITARY SEWER LATERAL	CL/C-L	CENTERLINE	NTS	NOT TO SCALE
⊙	EXISTING WATER METER	—S—	SANITARY SEWER SERVICE LINE	CO	CLEANOUT	OC	ON CENTER
⊙	EXISTING STREET SIGN	—P—	IRRIGATION SYSTEM	CONC	CONCRETE	PERF	PERFORATED
⊙	EXISTING UTILITY POLE	—P—	BURIED POWER LINE	CMP	CORRUGATED METAL PIPE	PL	PROPERTY LINE
⊙	EXISTING UTILITY GUY ANCHOR	—P—	CURB	CPEP	CORRUGATED POLYETHYLENE PIPE	POR	POROUS
⊙	EXISTING MAILBOX	—P—	STORM DRAIN CATCH BASIN	CCG	CONCRETE CURB AND GUTTER	PP	POWER POLE
⊙	EXISTING TREE DIAMETER	—P—	STORM DRAIN MANHOLE	DEC	DECIDUOUS	PROP	PROPOSED
⊙	EXISTING TREE (CONIFEROUS)	—P—	SANITARY MANHOLE	D.I.	DUCTILE IRON PIPE	PVC	POLYVINYL CHLORIDE
⊙	EXISTING TREE (DECIDUOUS)	—P—	WATER METER	DIA	DIAMETER	R	RADIUS
---	EXISTING STORM DRAIN LINE	---	STREET SIGN	DR	DRIVE	RET	RETAINING
---	EXISTING WATER LINE	---	SAWCUT LINE	DS	DOWNSPOUT	R.O.W.	RIGHT OF WAY
---	EXISTING PROPERTY/LOT LINE	---	ASPHALT	EA	EASEMENT	RD	ROAD/ROOF DRAIN
---	EXISTING RIGHT-OF-WAY LINE	---	CONCRETE	ESMT	ELEVATION	RT	RIGHT
---	EXISTING EDGE OF PAVEMENT	---	LANDSCAPING	ELEV	ELEVATION	SD	STORM DRAIN
---	INLET PROTECTION	---	LANDSCAPING	EVCE	END VERTICAL CURVE ELEVATION	SDMH	STORM DRAIN MANHOLE
---	HIGH VISIBILITY FENCE	---	LANDSCAPING	EVCS	END VERTICAL CURVE STATION	SS	SANITARY SEWER
---		---		EX	EXISTING	SSMH	SANITARY SEWER MANHOLE
---		---		FD	FOOT DRAIN	STA	STATION
---		---		FF	FINISHED FLOOR	TBM	TEMPORARY BENCHMARK
---		---		FH	FIRE HYDRANT	TYP	TYPICAL
---		---		GRAV	GRAVEL	UP	UTILITY POLE
---		---		GV	GATE VALVE	VERT	VERTICAL
---		---		HORIZ	HORIZONTAL	WM	WATER METER
---		---		IE	INVERT ELEVATION	WV	WATER VALVE
---		---		LANDSC	LANDSCAPING	YD	YARD DRAIN
---		---		LF	LINEAR FEET	YH	YARD HYDRANT
---		---		LT	LEFT		
---		---		LVC	LENGTH OF VERTICAL CURVE		

SHEET INDEX	
SHT. NO.	DESCRIPTION
TS1	TITLE SHEET
GN1	CITY GENERAL NOTES
EES1	EXISTING CONDITIONS, EROSION CONTROL, AND SITE PREP. PLAN
EES2	EXISTING CONDITIONS, EROSION CONTROL, AND SITE PREP. PLAN
SWP1	STORMWATER POLLUTION PREVENTION PLAN
S1	SITE IMPROVEMENTS PLAN
S2	SITE IMPROVEMENTS PLAN
PD1	PROJECT DETAILS AND NOTES
PD2	PROJECT DETAILS AND NOTES
PD3	PROJECT DETAILS AND NOTES

PRELIMINARY DESIGN



**TUTTLE ENGINEERING
AND MANAGEMENT**
275 WEST RIO VISTA AVENUE, SUITE 1, BURLINGTON, WA 98233
360-899-5953 WWW.TUTTLE-TEAM.COM

Prepared For: CITY OF ANACORTES PARKS AND RECREATION

TITLE SHEET

GRAND VIEW CEMETERY EXPANSION - PHASE 1
411 HILLCREST DRIVE ANACORTES, WA 98221

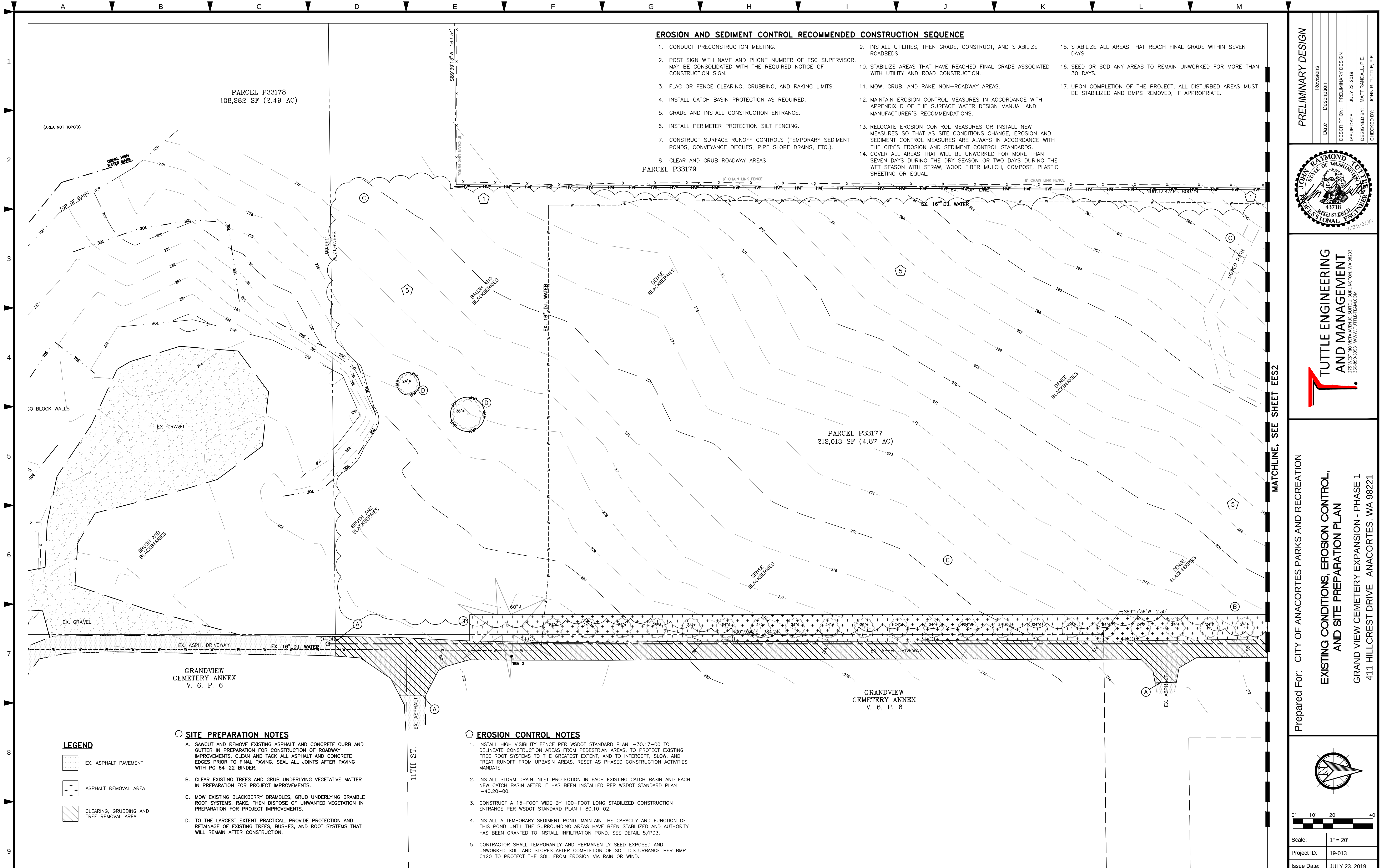


Scale: NONE

Project ID: 19-013

Issue Date: JULY 23, 2019

Sheet ID: TS1



EROSION AND SEDIMENT CONTROL RECOMMENDED CONSTRUCTION SEQUENCE

- | | | |
|---|---|--|
| 1. CONDUCT PRECONSTRUCTION MEETING. | 9. INSTALL UTILITIES, THEN GRADE, CONSTRUCT, AND STABILIZE ROADBEDS. | 15. STABILIZE ALL AREAS THAT REACH FINAL GRADE WITHIN SEVEN DAYS. |
| 2. POST SIGN WITH NAME AND PHONE NUMBER OF ESC SUPERVISOR, MAY BE CONSOLIDATED WITH THE REQUIRED NOTICE OF CONSTRUCTION SIGN. | 10. STABILIZE AREAS THAT HAVE REACHED FINAL GRADE ASSOCIATED WITH UTILITY AND ROAD CONSTRUCTION. | 16. SEED OR SOD ANY AREAS TO REMAIN UNWORKED FOR MORE THAN 30 DAYS. |
| 3. FLAG OR FENCE CLEARING, GRUBBING, AND RAKING LIMITS. | 11. MOW, GRUB, AND RAKE NON-ROADWAY AREAS. | 17. UPON COMPLETION OF THE PROJECT, ALL DISTURBED AREAS MUST BE STABILIZED AND BMPS REMOVED, IF APPROPRIATE. |
| 4. INSTALL CATCH BASIN PROTECTION AS REQUIRED. | 12. MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH APPENDIX D OF THE SURFACE WATER DESIGN MANUAL AND MANUFACTURER'S RECOMMENDATIONS. | |
| 5. GRADE AND INSTALL CONSTRUCTION ENTRANCE. | 13. RELOCATE EROSION CONTROL MEASURES OR INSTALL NEW MEASURES SO THAT AS SITE CONDITIONS CHANGE, EROSION AND SEDIMENT CONTROL MEASURES ARE ALWAYS IN ACCORDANCE WITH THE CITY'S EROSION AND SEDIMENT CONTROL STANDARDS. | |
| 6. INSTALL PERIMETER PROTECTION SILT FENCING. | 14. COVER ALL AREAS THAT WILL BE UNWORKED FOR MORE THAN SEVEN DAYS DURING THE DRY SEASON OR TWO DAYS DURING THE WET SEASON WITH STRAW, WOOD FIBER MULCH, COMPOST, PLASTIC SHEETING OR EQUAL. | |
| 7. CONSTRUCT SURFACE RUNOFF CONTROLS (TEMPORARY SEDIMENT PONDS, CONVEYANCE DITCHES, PIPE SLOPE DRAINS, ETC.). | | |
| 8. CLEAR AND GRUB ROADWAY AREAS. | | |

PARCEL P33179

PARCEL P33177
212,013 SF (4.87 AC)

PARCEL P33178
108,282 SF (2.49 AC)

GRANDVIEW
CEMETERY ANNEX
V. 6, P. 6

GRANDVIEW
CEMETERY ANNEX
V. 6, P. 6

LEGEND

- EX. ASPHALT PAVEMENT
- ASPHALT REMOVAL AREA
- CLEARING, GRUBBING AND TREE REMOVAL AREA

SITE PREPARATION NOTES

- SAWCUT AND REMOVE EXISTING ASPHALT AND CONCRETE CURB AND GUTTER IN PREPARATION FOR CONSTRUCTION OF ROADWAY IMPROVEMENTS. CLEAN AND TACK ALL ASPHALT AND CONCRETE EDGES PRIOR TO FINAL PAVING. SEAL ALL JOINTS AFTER PAVING WITH PG 64-22 BINDER.
- CLEAR EXISTING TREES AND GRUB UNDERLYING VEGETATIVE MATTER IN PREPARATION FOR PROJECT IMPROVEMENTS.
- MOW EXISTING BLACKBERRY BRAMBLES, GRUB UNDERLYING BRAMBLE ROOT SYSTEMS, RAKE, THEN DISPOSE OF UNWANTED VEGETATION IN PREPARATION FOR PROJECT IMPROVEMENTS.
- TO THE LARGEST EXTENT PRACTICAL, PROVIDE PROTECTION AND RETAINAGE OF EXISTING TREES, BUSHES, AND ROOT SYSTEMS THAT WILL REMAIN AFTER CONSTRUCTION.

EROSION CONTROL NOTES

- INSTALL HIGH VISIBILITY FENCE PER WSDOT STANDARD PLAN I-30.17-00 TO DELINEATE CONSTRUCTION AREAS FROM PEDESTRIAN AREAS, TO PROTECT EXISTING TREE ROOT SYSTEMS TO THE GREATEST EXTENT, AND TO INTERCEPT, SLOW, AND TREAT RUNOFF FROM UPBASIN AREAS. RESET AS PHASED CONSTRUCTION ACTIVITIES MANDATE.
- INSTALL STORM DRAIN INLET PROTECTION IN EACH EXISTING CATCH BASIN AND EACH NEW CATCH BASIN AFTER IT HAS BEEN INSTALLED PER WSDOT STANDARD PLAN I-40.20-00.
- CONSTRUCT A 15-FOOT WIDE BY 100-FOOT LONG STABILIZED CONSTRUCTION ENTRANCE PER WSDOT STANDARD PLAN I-80.10-02.
- INSTALL A TEMPORARY SEDIMENT POND. MAINTAIN THE CAPACITY AND FUNCTION OF THIS POND UNTIL THE SURROUNDING AREAS HAVE BEEN STABILIZED AND AUTHORITY HAS BEEN GRANTED TO INSTALL INFILTRATION POND. SEE DETAIL 5/PD3.
- CONTRACTOR SHALL TEMPORARILY AND PERMANENTLY SEED EXPOSED AND UNWORKED SOIL AND SLOPES AFTER COMPLETION OF SOIL DISTURBANCE PER BMP C120 TO PROTECT THE SOIL FROM EROSION VIA RAIN OR WIND.

PRELIMINARY DESIGN

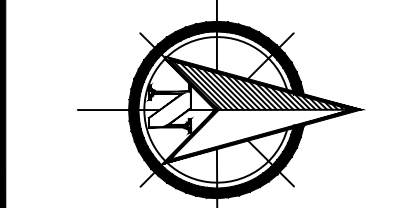


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360-899-5953 WWW.TUTTLETEAM.COM

Prepared For: CITY OF ANACORTES PARKS AND RECREATION

**EXISTING CONDITIONS, EROSION CONTROL,
AND SITE PREPARATION PLAN**

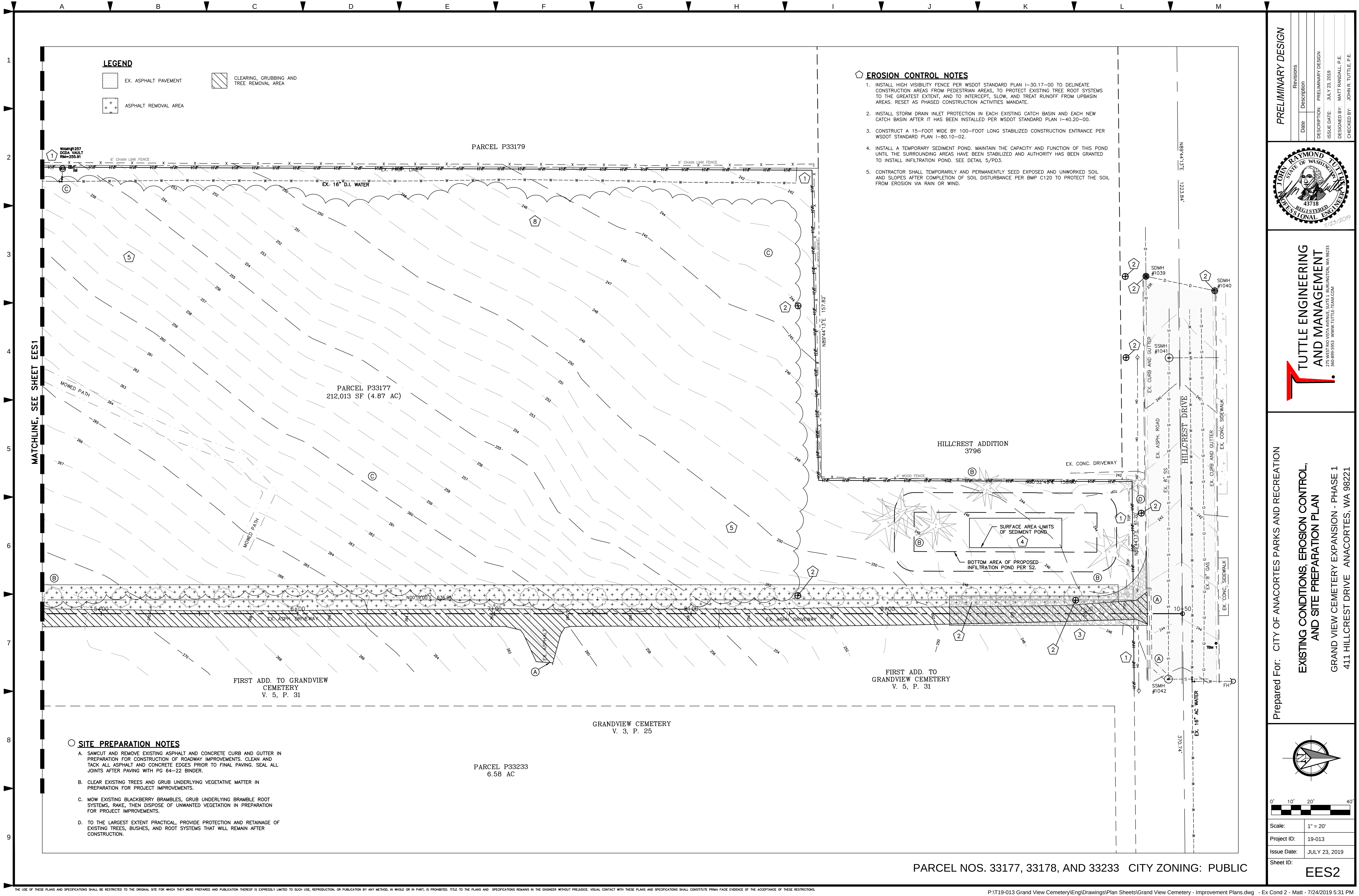
GRAND VIEW CEMETERY EXPANSION - PHASE 1
411 HILLCREST DRIVE ANACORTES, WA 98221



Scale: 1" = 20'
Project ID: 19-013
Issue Date: JULY 23, 2019
Sheet ID:

EES1

PARCEL NOS. 33177, 33178, AND 33233 CITY ZONING: PUBLIC



PRELIMINARY DESIGN

Revisions	Date	Description
DESCRIPTION: PRELIMINARY DESIGN		
ISSUE DATE: JULY 23, 2019		
DESIGNED BY: MATT RANDALL, P.E.		
CHECKED BY: JOHN R. TUTTLE, P.E.		

TUTTLE ENGINEERING AND MANAGEMENT

REGISTERED PROFESSIONAL ENGINEER

360-899-5953 WWW.TUTTLETEAM.COM

Prepared For: CITY OF ANACORTES PARKS AND RECREATION

EXISTING CONDITIONS, EROSION CONTROL, AND SITE PREPARATION PLAN

GRAND VIEW CEMETERY EXPANSION - PHASE 1

411 HILLCREST DRIVE ANACORTES, WA 98221

0' 10' 20' 40'

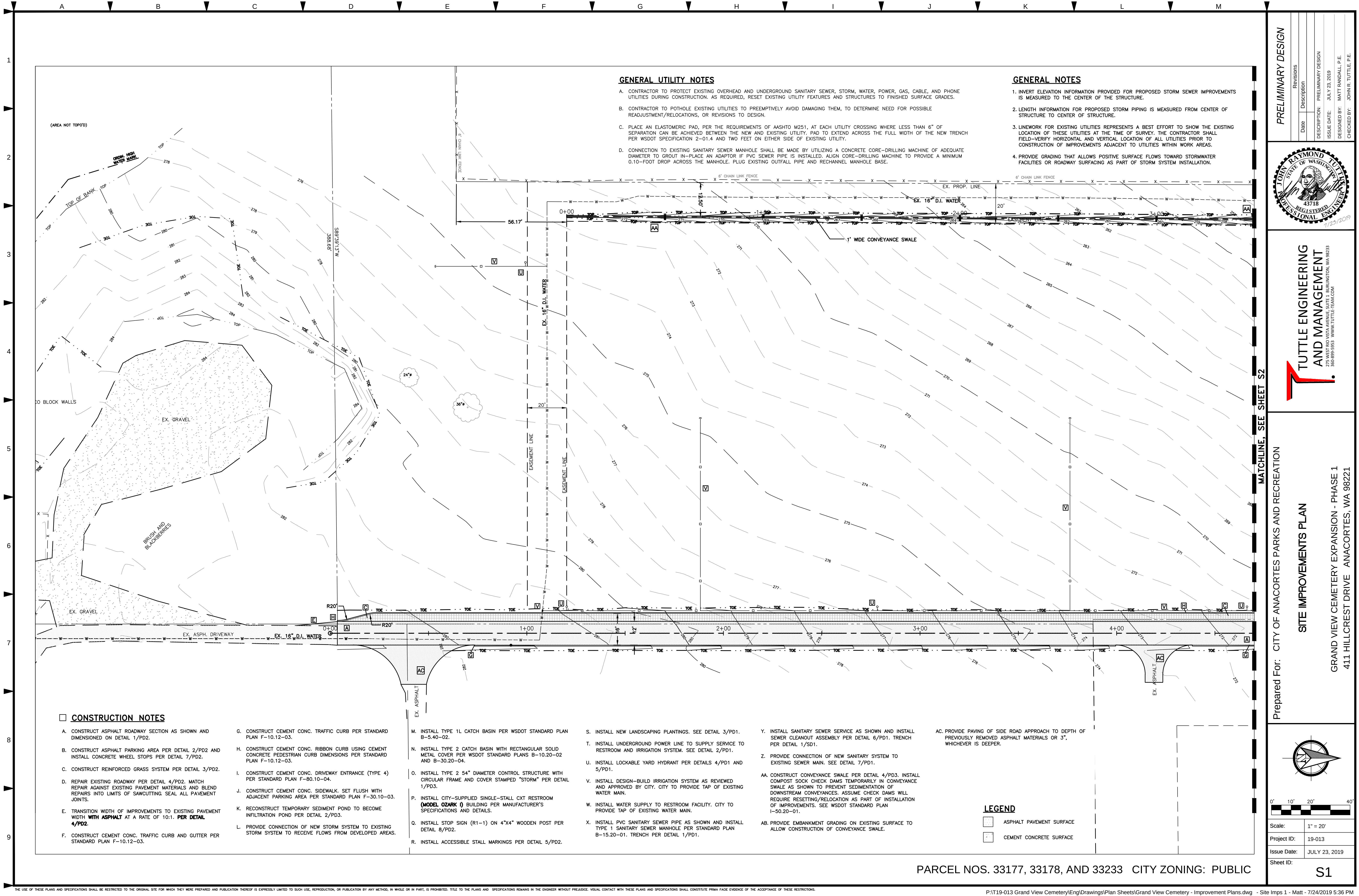
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Project ID: 19-013

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Sheet ID: EES2

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GENERAL UTILITY NOTES

- A. CONTRACTOR TO PROTECT EXISTING OVERHEAD AND UNDERGROUND SANITARY SEWER, STORM, WATER, POWER, GAS, CABLE, AND PHONE UTILITIES DURING CONSTRUCTION. AS REQUIRED, RESET EXISTING UTILITY FEATURES AND STRUCTURES TO FINISHED SURFACE GRADES.
- B. CONTRACTOR TO POTHOLE EXISTING UTILITIES TO PREEMPTIVELY AVOID DAMAGING THEM, TO DETERMINE NEED FOR POSSIBLE READJUSTMENT/RELOCATIONS, OR REVISIONS TO DESIGN.
- C. PLACE AN ELASTOMERIC PAD, PER THE REQUIREMENTS OF AASHTO M251, AT EACH UTILITY CROSSING WHERE LESS THAN 6" OF SEPARATION CAN BE ACHIEVED BETWEEN THE NEW AND EXISTING UTILITY. PAD TO EXTEND ACROSS THE FULL WIDTH OF THE NEW TRENCH PER WSDOT SPECIFICATION 2-01.4 AND TWO FEET ON EITHER SIDE OF EXISTING UTILITY.
- D. CONNECTION TO EXISTING SANITARY SEWER MANHOLE SHALL BE MADE BY UTILIZING A CONCRETE CORE-DRILLING MACHINE OF ADEQUATE DIAMETER TO GROUT IN-PLACE AN ADAPTOR IF PVC SEWER PIPE IS INSTALLED. ALIGN CORE-DRILLING MACHINE TO PROVIDE A MINIMUM 0.10-FOOT DROP ACROSS THE MANHOLE. PLUG EXISTING OUTFALL PIPE AND RECHANNEL MANHOLE BASE.

GENERAL NOTES

- 1. INVERT ELEVATION INFORMATION PROVIDED FOR PROPOSED STORM SEWER IMPROVEMENTS IS MEASURED TO THE CENTER OF THE STRUCTURE.
- 2. LENGTH INFORMATION FOR PROPOSED STORM PIPING IS MEASURED FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
- 3. LINWORK FOR EXISTING UTILITIES REPRESENTS A BEST EFFORT TO SHOW THE EXISTING LOCATION OF THESE UTILITIES AT THE TIME OF SURVEY. THE CONTRACTOR SHALL FIELD-VERIFY HORIZONTAL AND VERTICAL LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION OF IMPROVEMENTS ADJACENT TO UTILITIES WITHIN WORK AREAS.
- 4. PROVIDE GRADING THAT ALLOWS POSITIVE SURFACE FLOWS TOWARD STORMWATER FACILITIES OR ROADWAY SURFACING AS PART OF STORM SYSTEM INSTALLATION.

CONSTRUCTION NOTES

- A. CONSTRUCT ASPHALT ROADWAY SECTION AS SHOWN AND DIMENSIONED ON DETAIL 1/PD2.
- B. CONSTRUCT ASPHALT PARKING AREA PER DETAIL 2/PD2 AND INSTALL CONCRETE WHEEL STOPS PER DETAIL 7/PD2.
- C. CONSTRUCT REINFORCED GRASS SYSTEM PER DETAIL 3/PD2.
- D. REPAIR EXISTING ROADWAY PER DETAIL 4/PD2. MATCH REPAIR AGAINST EXISTING PAVEMENT MATERIALS AND BLEND REPAIRS INTO LIMITS OF SAWCUTTING SEAL ALL PAVEMENT JOINTS.
- E. TRANSITION WIDTH OF IMPROVEMENTS TO EXISTING PAVEMENT WIDTH WITH ASPHALT AT A RATE OF 10:1. PER DETAIL 4/PD2.
- F. CONSTRUCT CEMENT CONC. TRAFFIC CURB AND GUTTER PER STANDARD PLAN F-10.12-03.
- G. CONSTRUCT CEMENT CONC. TRAFFIC CURB PER STANDARD PLAN F-10.12-03.
- H. CONSTRUCT CEMENT CONC. RIBBON CURB USING CEMENT CONCRETE PEDESTRIAN CURB DIMENSIONS PER STANDARD PLAN F-10.12-03.
- I. CONSTRUCT CEMENT CONC. DRIVEWAY ENTRANCE (TYPE 4) PER STANDARD PLAN F-80.10-04.
- J. CONSTRUCT CEMENT CONC. SIDEWALK. SET FLUSH WITH ADJACENT PARKING AREA PER STANDARD PLAN F-30.10-03.
- K. RECONSTRUCT TEMPORARY SEDIMENT POND TO BECOME INFILTRATION POND PER DETAIL 2/PD3.
- L. PROVIDE CONNECTION OF NEW STORM SYSTEM TO EXISTING STORM SYSTEM TO RECEIVE FLOWS FROM DEVELOPED AREAS.

- M. INSTALL TYPE 1L CATCH BASIN PER WSDOT STANDARD PLAN B-5.40-02.
- N. INSTALL TYPE 2 CATCH BASIN WITH RECTANGULAR SOLID METAL COVER PER WSDOT STANDARD PLANS B-10.20-02 AND B-30.20-04.
- O. INSTALL TYPE 2 54" DIAMETER CONTROL STRUCTURE WITH CIRCULAR FRAME AND COVER STAMPED "STORM" PER DETAIL 1/PD3.
- P. INSTALL CITY-SUPPLIED SINGLE-STALL CXT RESTROOM (MODEL OZARK I) BUILDING PER MANUFACTURER'S SPECIFICATIONS AND DETAILS.
- Q. INSTALL STOP SIGN (R1-1) ON 4"x4" WOODEN POST PER DETAIL 8/PD2.
- R. INSTALL ACCESSIBLE STALL MARKINGS PER DETAIL 5/PD2.

- S. INSTALL NEW LANDSCAPING PLANTINGS. SEE DETAIL 3/PD1.
- T. INSTALL UNDERGROUND POWER LINE TO SUPPLY SERVICE TO RESTROOM AND IRRIGATION SYSTEM. SEE DETAIL 2/PD1.
- U. INSTALL LOCKABLE YARD HYDRANT PER DETAILS 4/PD1 AND 5/PD1.
- V. INSTALL DESIGN-BUILD IRRIGATION SYSTEM AS REVIEWED AND APPROVED BY CITY. CITY TO PROVIDE TAP OF EXISTING WATER MAIN.
- W. INSTALL WATER SUPPLY TO RESTROOM FACILITY. CITY TO PROVIDE TAP OF EXISTING WATER MAIN.
- X. INSTALL PVC SANITARY SEWER PIPE AS SHOWN AND INSTALL TYPE 1 SANITARY SEWER MANHOLE PER STANDARD PLAN B-15.20-01. TRENCH PER DETAIL 1/PD1.

- Y. INSTALL SANITARY SEWER SERVICE AS SHOWN AND INSTALL SEWER CLEANOUT ASSEMBLY PER DETAIL 6/PD1. TRENCH PER DETAIL 1/SD1.
- Z. PROVIDE CONNECTION OF NEW SANITARY SYSTEM TO EXISTING SEWER MAIN. SEE DETAIL 7/PD1.
- AA. CONSTRUCT CONVEYANCE SWALE PER DETAIL 4/PD3. INSTALL COMPOST SOCK CHECK DAMS TEMPORARILY IN CONVEYANCE SWALE AS SHOWN TO PREVENT SEDIMENTATION OF DOWNSTREAM CONVEYANCES. ASSUME CHECK DAMS WILL REQUIRE RESETING/RELOCATION AS PART OF INSTALLATION OF IMPROVEMENTS. SEE WSDOT STANDARD PLAN I-50.20-01.
- AB. PROVIDE EMBANKMENT GRADING ON EXISTING SURFACE TO ALLOW CONSTRUCTION OF CONVEYANCE SWALE.

AC. PROVIDE PAVING OF SIDE ROAD APPROACH TO DEPTH OF PREVIOUSLY REMOVED ASPHALT MATERIALS OR 3", WHICHEVER IS DEEPER.

LEGEND

- ASPHALT PAVEMENT SURFACE
- CEMENT CONCRETE SURFACE

PRELIMINARY DESIGN

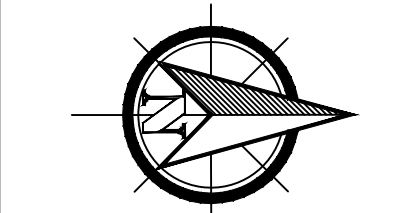


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Prepared For: CITY OF ANACORTES PARKS AND RECREATION

SITE IMPROVEMENTS PLAN

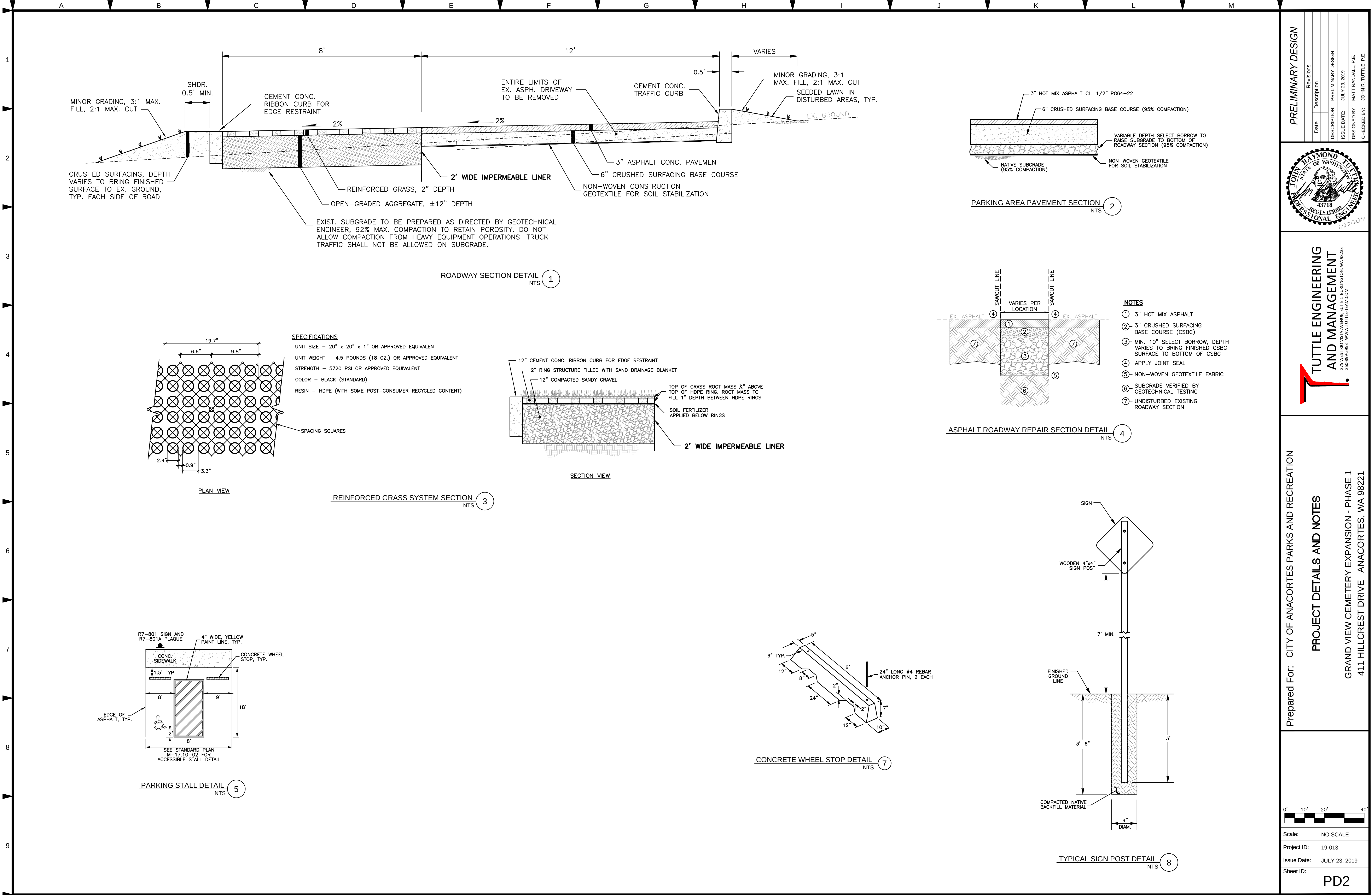
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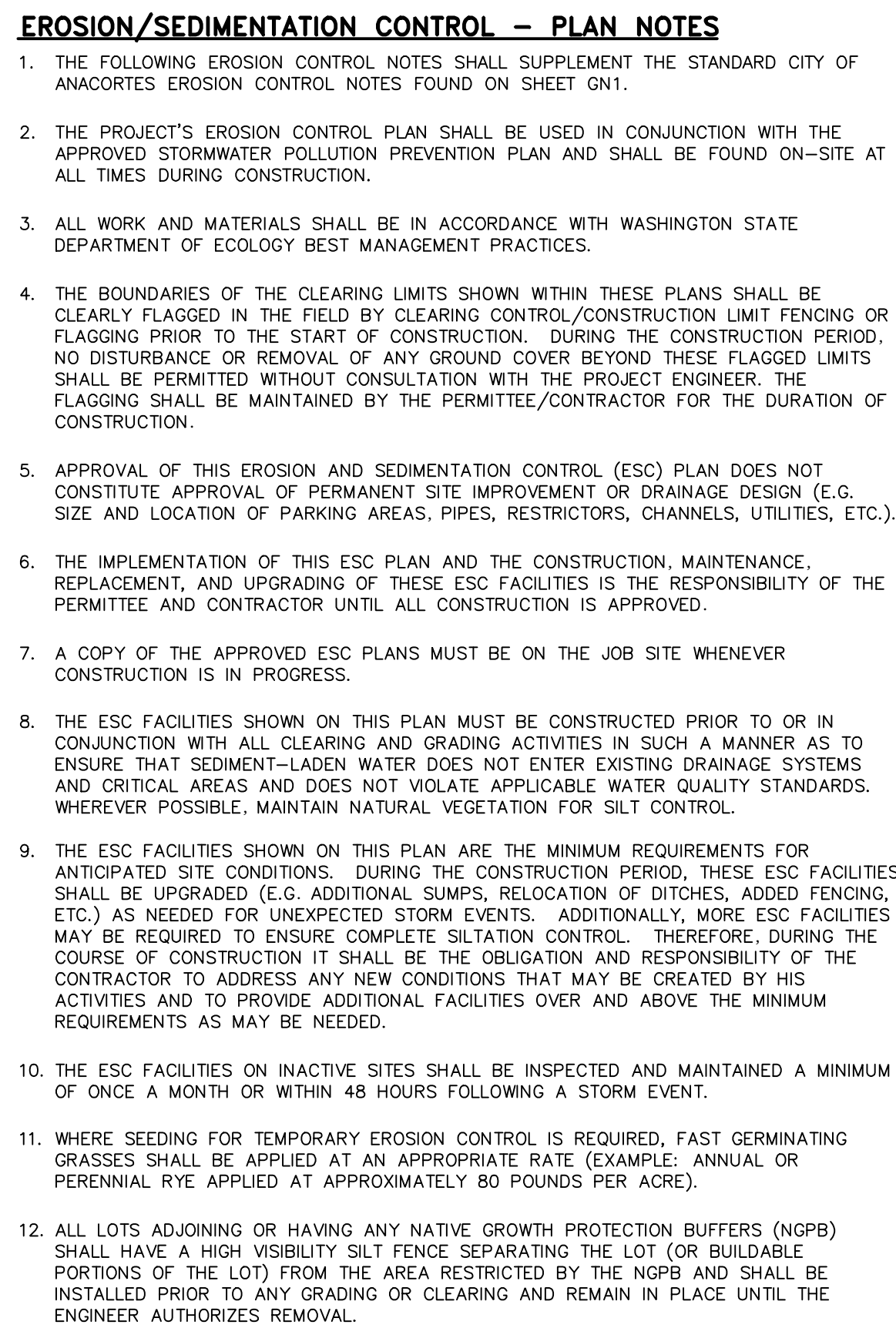
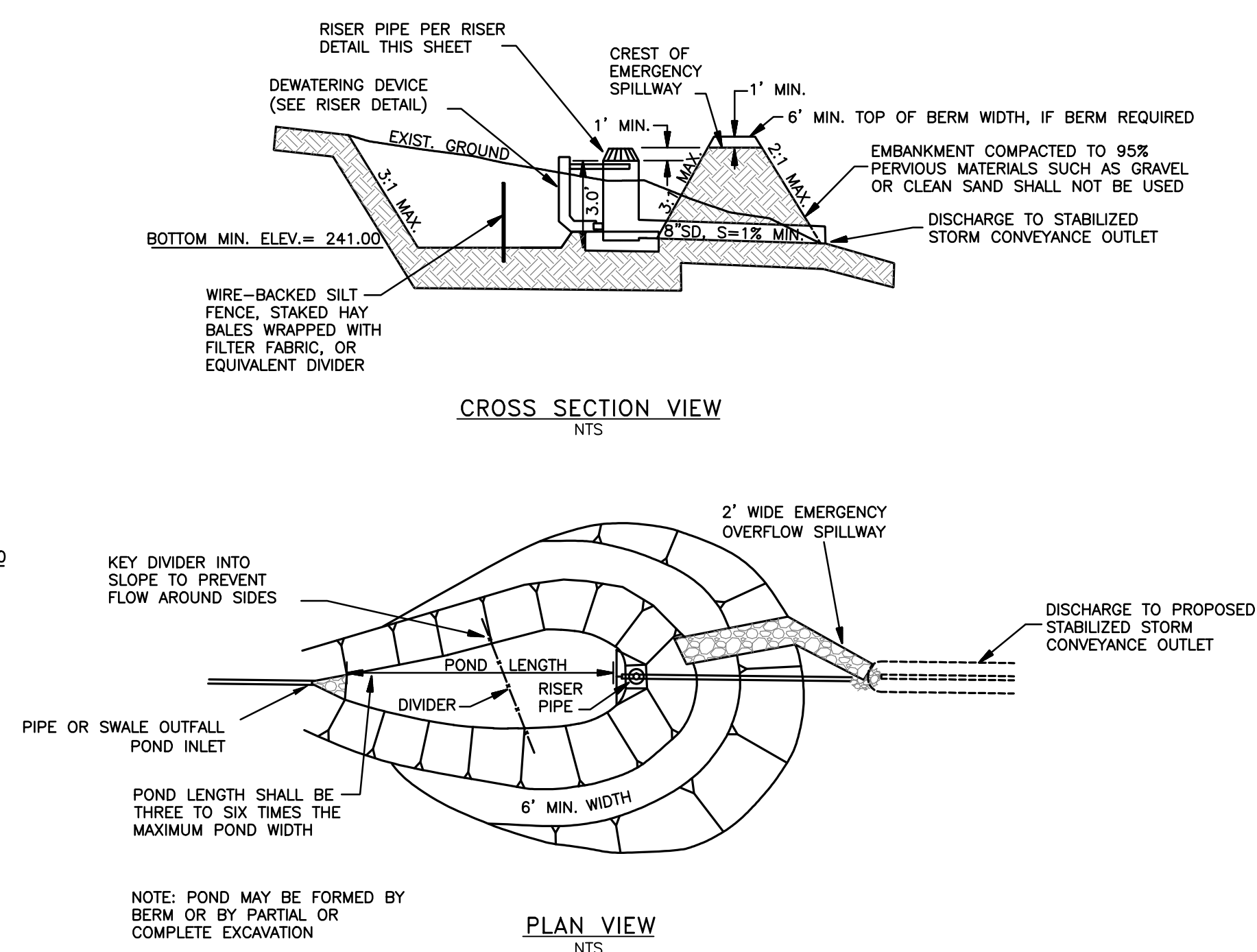
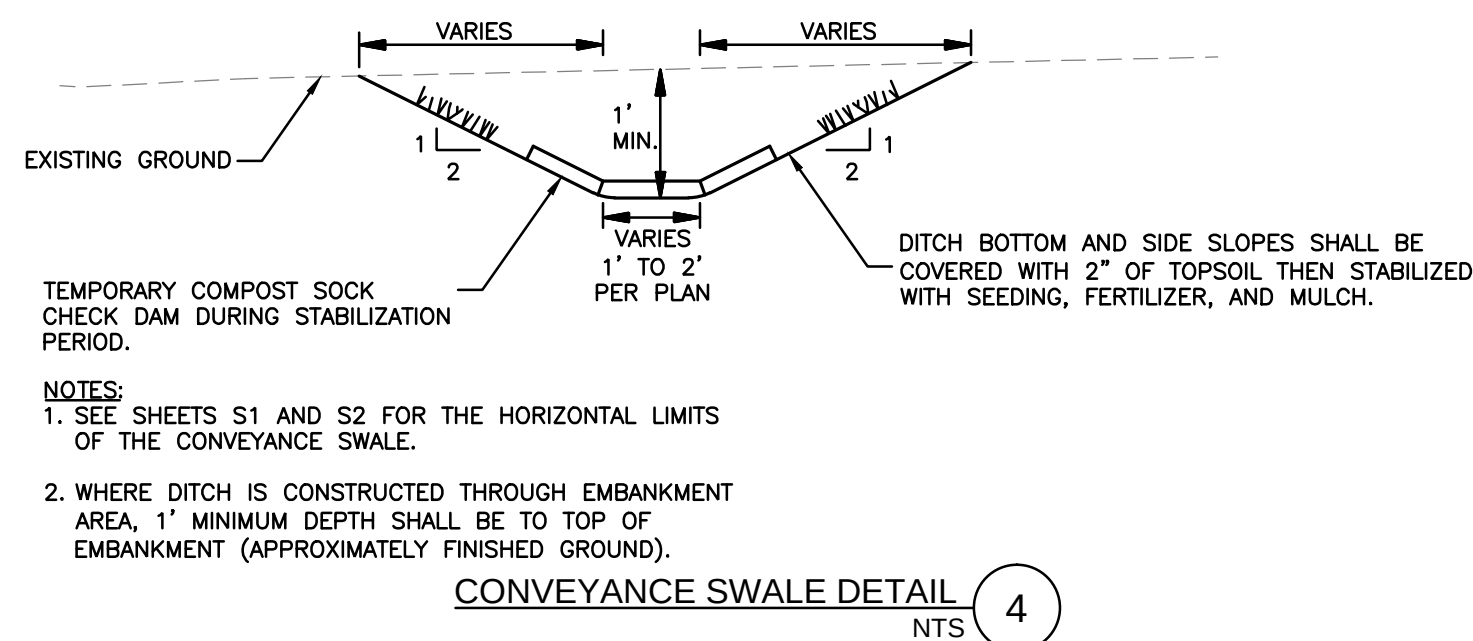
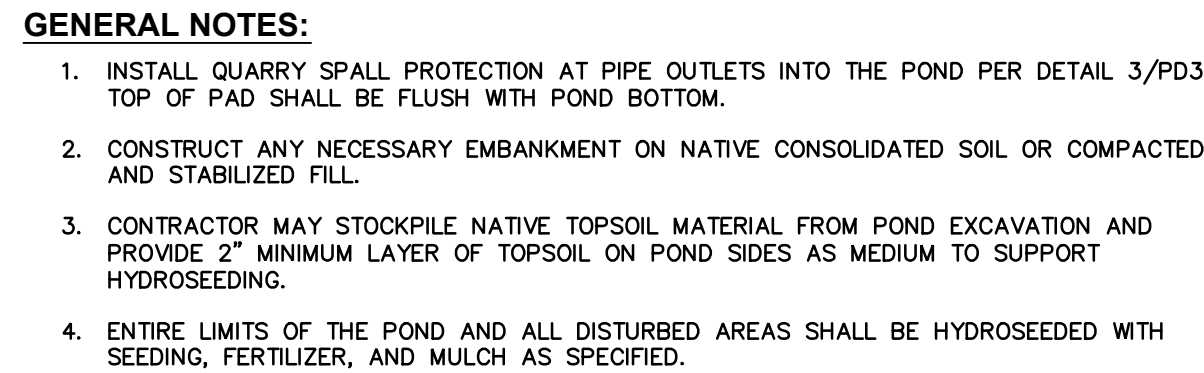
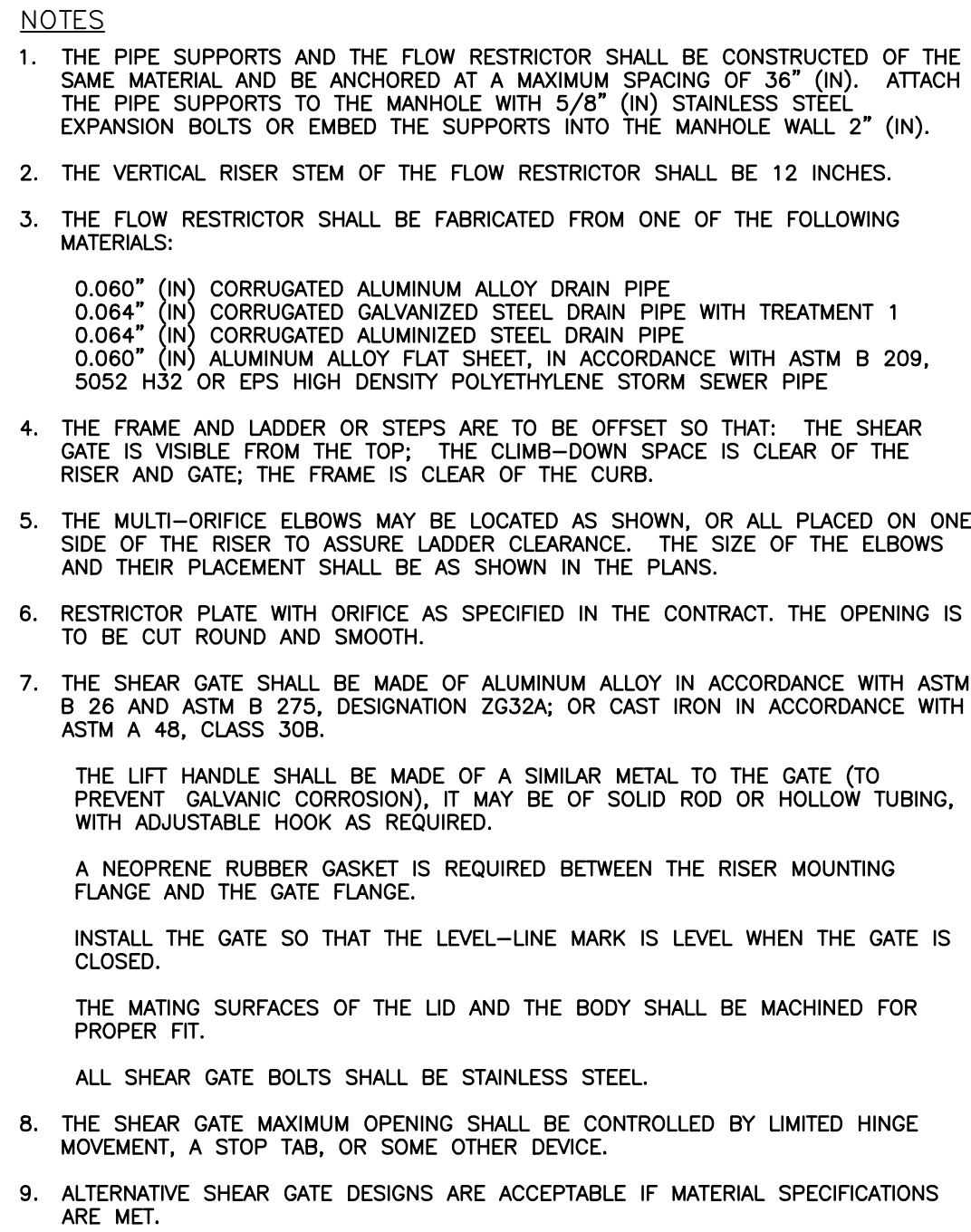


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Project ID:	19-013
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PARCEL NOS. 33177, 33178, AND 33233 CITY ZONING: PUBLIC







17. CLEARING LIMITS SHALL BE DELINEATED WITH WIRE OR STAKE FENCING AND/OR HIGH VISIBILITY SILT FENCING AS SHOWN ON THE PLANS. THE HIGH VISIBILITY FENCE SHALL BE INSTALLED ADJACENT TO THE DRIP LINE OF TREES TO BE SAVED, WETLAND OR STREAM BUFFERS, AND SENSITIVE SLOPES.
18. OFF-SITE STREETS MUST BE KEPT CLEAN AT ALL TIMES. IF DIRT IS DEPOSITED ON THE PUBLIC STREET SYSTEM, THE STREET SHALL BE IMMEDIATELY CLEANED WITH POWER SWEEPER OR OTHER EQUIPMENT. THIS CLEANING OPERATION SHALL NOT FLUSH SEDIMENT-LADEN WATER INTO EXISTING DITCHES OR STORM DRAIN SYSTEMS. ALL VEHICLES SHALL LEAVE THE SITE BY WAY OF THE STRUCTURED CONSTRUCTION ACCESS AND SHALL BE CLEANED OF ALL DIRT THAT WOULD OTHERWISE BE DEPOSITED ON THE PUBLIC STREETS.
19. ROCK FOR EROSION PROTECTION WHERE REQUIRED, MUST BE OF SOUND QUARRY ROCK, PLACED TO A DEPTH OF 1-FOOT AND MUST MEET THE FOLLOWING SPECIFICATIONS:

4"-8" ROCK	40%-70% PASSING
2"-4" ROCK	30%-40% PASSING
1"-2" ROCK	10%-20% PASSING.
20. RECYCLED CONCRETE SHALL NOT BE USED AS MATERIAL FOR CONSTRUCTION ENTRANCE OR TEMPORARY STABILIZATION ELSEWHERE ON THE SITE.
21. IF ANY PART OF THE CLEARING LIMIT BOUNDARY OR TEMPORARY ESC PLANE IS DAMAGED, IT SHALL BE REPAIRED AND/OR RESTORED IMMEDIATELY.
22. ALL PROPERTIES ADJACENT TO THE PROJECT SITE SHALL BE PROTECTED FROM SEDIMENT DEPOSITION AND RUNOFF.
23. AT NO TIME SHALL MORE THAN ONE FOOT OF SEDIMENT BE ALLOWED TO ACCUMULATE WITHIN A CATCH BASIN. ALL CATCH BASINS AND CONVEYANCE LINES SHALL BE CLEANED IMMEDIATELY FOLLOWING REMOVAL OF EROSION CONTROL BMP'S. THE CLEANING OPERATION SHALL NOT FLUSH SEDIMENT-LADEN WATER INTO THE DOWNSTREAM SYSTEM.
24. NATIVE SOIL BACKFILL ADJACENT TO SILT FENCING SHALL BE REPLACED AND THE FENCING CLEANED IF IT BECOMES NONFUNCTIONAL BY EXCESSIVE SILT ACCUMULATION AS DETERMINED BY THE TRIBAL INSPECTOR OR TRIBAL ENGINEER. ALSO, ANY TEMPORARY DOWNSTREAM OF THE CONSTRUCTION ENTRANCE OR ANY OTHER CATCH BASIN AS DETERMINED BY THE TRIBAL INSPECTOR SHALL BE PROTECTED BY STORM DRAIN INLET PROTECTION.
25. ANY CATCH BASINS COLLECTING RUNOFF FROM THE SITE, WHETHER THEY ARE ON OR OFF THE SITE, SHALL HAVE ADEQUATE PROTECTION FROM SEDIMENT. CATCH BASINS DIRECTLY DOWNSTREAM OF THE CONSTRUCTION ENTRANCE OR ANY OTHER CATCH BASIN AS DETERMINED BY THE TRIBAL INSPECTOR SHALL BE PROTECTED BY STORM DRAIN INLET PROTECTION.
26. DO NOT FLUSH CONCRETE BY-PRODUCTS OR CONCRETE TRUCKS NEAR OR INTO EXISTING OR PROPOSED CATCH BASIN AREAS OR STORM DRAIN SYSTEMS. IF EXPOSED AGGREGATE IS FLUSHED INTO THE STORM SYSTEM, IT COULD MEAN RE-CLEANING THE ENTIRE DOWNSTREAM STORM SYSTEM OR POSSIBLY RE-LAYING THE STORM LINE.

Details for Parcel: P33177



Jurisdiction: ANACORTES

Zoning Designation: Please contact the city of **ANACORTES** for ANACORTES zoning information

Parcel Number

XrefID

P33177

350230-0-202-0007

Owner Information

Site Address(es)

Map Links

CITY OF ANACORTES

[Open in iMap](#)

PO BOX 547

Assessor's Page

ANACORTES, WA 98221

[PDF](#) | [DWF](#)Current Legal Description [Abbreviation Definitions](#)

(3.8300 ac) TAX 336A PTN SW1/2, SECTION 30, TOWNSHIP 35 NORTH, RANGE 2 EAST, W.M., BAT SE C SD SUB TH I
 89-40-30 W 447.0FT THE TPB TH S 89-40-30 W 390.04FT TAP ON E LI OF W 495.0FT OF E1/2 SW 1/4 SD SEC 30 TH N
 89-45-30 E 321.00FT TH N 0-34 E 183.0FT TH N 89-45-30 E 64.38FT TH S 0-22 W 1325.24FT TPOB EXC RD R/W LESS

2019 Values for 2020 Taxes* [Exemption](#)

Sale Information

2020 Property Tax &

Building Market Value \$74,300.00

Deed Type

2020 Taxable Value

Land Market Value +\$73,200.00

Sale Date

General Taxes

Total Market Value \$147,500.00

Sale Price \$.00

Special Assessment

Assessed Value \$147,500.00

Total Taxes

Taxable Value \$.00

* Effective date of value is January 1 of the assessment year (2019)

[Legend](#)

*Land Use	(770) CEMETARY	
Neighborhood	(6E1PBLDG) ALL COUNTY EXEMPT PUBLIC BUILDING	
Levy Code	0900	Fire District
School District	SD103	Exemptions
Utilities		Acres

Improvement 1 Attributes Summary

Building Style	COMMERCIAL REAL PROPERTY	
Year Built		Foundation
Above Grade Living Area	2,592 Square Feet	Exterior Walls
Finished Basement		Roof Covering
*Total Living Area	2,592 Square Feet	Heat/Air Conditioning
Unfinished Basement		Fireplace
*Total Garage Area		Bedrooms
Bathrooms		

For additional information on individual segments see Improvements tab

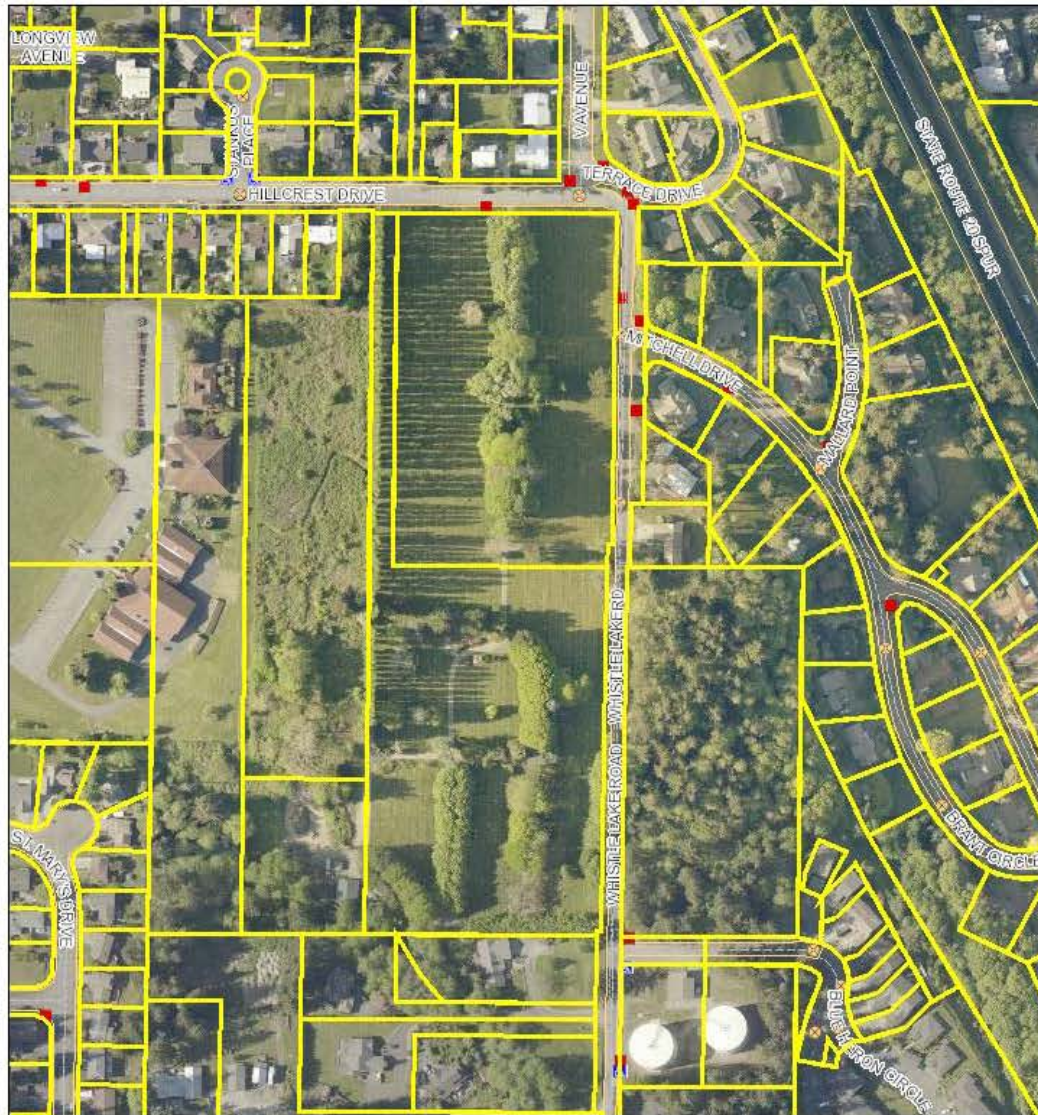
* Land Use codes are for assessment administration purposes and do not represent jurisdictional zoning. Please contact your local planning or department in your jurisdiction for land use questions.

* Total living area includes above grade living area and finished basement area.

* Garage square footage includes all garage areas; basement garages, attached garages, detached garages, etc.

Assessment data for improvements is based on exterior inspections. Please contact the Assessor's office accurately reflect the interior characteristics.

Anacortes Everything Map-Planning/Building



March 5, 2020



City of Anacortes



- | | | |
|-----------------------|------------------|--------------|
| County_Parcels YELLOW | — Bike Lanes | Blue: Band_3 |
| — Street Segments | — Edge Of Street | |
| — County_Streets | ⊗ Monuments | |
| ■ Signs | Red: Band_1 | |
| ♿ Wheel Chair Ramps | Green: Band_2 | |

This map was created from available public records and is not a warranty of accuracy. The City of Anacortes is not responsible for any errors or omissions. The relative positioning of map features to one another results from combining different map sources without field "ground-truthing".

Robert Hoxie



NOTICE OF APPLICATION 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 Permit & SEPA environmental review to permit an addition/ expansion to an existing and permitted cemetery (Grandview Cemetery) located on the subject property. The expansion includes adding a 4.8 Acres (209,088 square foot) addition to the west side of the existing cemetery facility, to include additional grave sites, access roads improvements, and restroom. The property is located in the Public Zone.

Applicant & Landowner: City of Anacortes Parks and Recreation, PO Box 547, Anacortes, WA 98221

File Number: CUP-2019-0002

Parcel(s) Numbers Involved: P33177 & P33178

Project Location: The site is addressed as 411 Hillcrest Drive, Anacortes, WA and is located within a portion of Section 30; Township 35 North; Range 02 East; Willamette Meridian.

Date of Application: August 19, 2019 **Date of Completeness:** August 22, 2019

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 **September 18, 2019, 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: Civil Construction Plan approval, Grade and Fill Application Approval, Stormwater drainage analysis

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 an MDNS 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 Evaluation, Geotechnical Report

Pre-Decision Open-Record Public Hearing: A pre-decision open-record public hearing will be held by the Planning Commission at a date and time still to be determined. **Closed-Record Decision Hearing:** A closed-record decision hearing to make a decision on the application will be held by the City Council at a date and time still to be determined. 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: Tess Cooper, Associate Planner; Phone: (360) 588-8234; Email: tessc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: August 28, 2019

Publish: August 28, 2019



Notice of Public Hearing and Determination of Non-Significance (DNS)

NOTICE IS HEREBY GIVEN that the Anacortes Planning Commission will hold a Pre-Decision Open-Record Public Hearing on **Wednesday, March 11, 2020, at 6:00 PM** to make a recommendation on the application to City Council. The Planning Commission will conduct a **3:00 PM site** visit onsite prior to this hearing. The hearing will be held in Council Chambers located at 904 6th St.

Project Description: The applicant is proposing an addition/expansion to an existing and permitted cemetery (Grandview Cemetery). The expansion includes adding a 4.8 Acres (209,088 square foot) addition to the west side of the existing cemetery facility, to include additional grave sites, access roads improvements, and restroom. The property is located in the Public Zone.

Project File: CUP-2019-0002

Parcel(s) Numbers Involved: P33177 & P33178

Applicant: City of Anacortes Parks and Recreation, P.O. Box 547, Anacortes, WA 98221-0547

Location of Proposal: The site is addressed as 411 Hillcrest Drive, Anacortes, WA and is located within a portion of Section 30; Township 35 North; Range 02 East; Willamette Meridian.

Threshold Determination: The lead agency has determined that this 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 DNS is issued under WAC 197-11-340(2). This information is available to the public on request. A Determination of Non-Significance (DNS) was issued using the optional DNS process as specified in WAC 197-11-355. There is no additional comment period.

Appeals: Appeals of this environmental determination may be made per the procedures outlined in AMC Ch. 18.04 and Ch. 19.20. Additional information regarding the appeal process may be obtained from the City of Anacortes PCED Department, 360-299-1984.

Closed-Record Decision Hearing: A closed-record decision hearing to make a decision on the application will be held by the City Council on Monday, March 23, 2020 6:00 PM in City Council chambers located at 904 6th Street, Anacortes, WA.

Contact Person: For project information contact: Tess Cooper, Associate Planner; Planning, Community, & Economic Development Department; P.O. Box 547, Anacortes, WA 98221; 360-588-8234; tessc@cityofanacortes.org.

SEPA Responsible Official: Don Measamer, Director, Planning, Community & Economic Development Department

Date of Issuance: February 12, 2020

Publish: February 12, 2020

August 29, 2019

To Whom it may Concern,

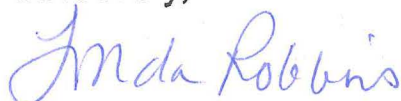
I would like to become a party of record and share some of my concerns pertaining to the expansion planned for Grandview Cemetery . I have lived just across the street from the cemetery for 30 years, and have walked into what I thought of as "my little wilderness" almost every day. I have always been impressed with the number of birds I see and hear....everything from a Red-tailed Hawk, coveys of quail, robins, crows, song birds, creepers, towhees, wrens, and goldfinch. I also usually see rabbits, squirrels, sometimes deer or even coyotes.

I am not sure what can be done to mitigate the habitat loss for all this wildlife, but I would like to see us try to do something.

I am also concerned about the possible loss of the mature trees mostly at the south end of this parcel. There is one huge Doug Fir that should never be cut down. There is also a grove of Honey Locust, many that are venerable elders, but also some younger trees. It is my opinion that these should certainly be incorporated into the plan and never taken down. There are a few other ornamentals, like the weeping birch and golden chain which are too pretty to do away with.

Please take the time to consult with some of the groups in our community that have experts in their number who could help temper the devastation that is soon to come down on this vulnerable wildlife population. We cannot afford to lose them.

Sincerely,



Linda Robbins

Anacortes Parks and Recreation

PO Box 547

Anacortes, WA 98221

09/17/19

This letter is in response to the proposed development at Grandview Cemetery in Anacortes, Washington.

From what I understood after attending the first community meeting regarding the proposed development of Grandview Cemetery at the Anacortes library, there would be following meetings for input from the community. To my knowledge, there has been no further meetings.

I also understood that there will be a new foot path made around the West perimeter of the cemetery "so people can walk their dogs". It is my understanding that dogs are not allowed in the cemetery, there is even signage posted to this effect at the cemetery entrances. If this foot path is going to be created for these dog walkers, I would appreciate at least 50' buffer between my property and the path.

The addition of a toilet and running water would be nice for the employees, but please do not insult the community's intelligence by telling us that this is for "little old ladies attending funerals". A restroom will also provide a clean injection site for any people conducting drug transactions in the cemetery. I don't believe locking the toilet at certain hours (such as locking up at dusk) is going to prevent this activity.

My main concern is the greenbelt of mixed canopy between my property at 501 Hillcrest Drive and the row of poplars that run North to South of the cemetery. Will the greenbelt remain intact, or will the underbrush, deciduous trees, and fir trees be removed? Is the City of Anacortes aware that this is habitat for crows, downy woodpeckers, hummingbirds, and nuthatches? Has an environmental impact study been conducted? If so, I would like to have a copy of the report.

I did not appreciate the haphazard way my cedar tree on the south end of my property was "pruned" by your employees/contractors. This could have been done with more thought and care. The surveyors also left branches and debris along the Hillcrest Drive between my property and the North West entrance and it was not cleaned up. I have been mowing and tending to this grassy strip of land since I purchased my house back in 2003.

Also, please let me know what the City of Anacortes is planning to do about the rat problem at the cemetery.

Sincerely,

Inger Christensen



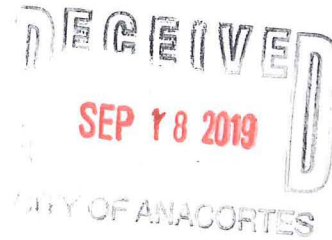
501 Hillcrest Drive (PO Box 1436, La Conner WA 98257)

Anacortes, WA 98221



Saint MARY PARISH

4001 St. Mary's Drive
Anacortes, WA 98221
360.293.2101 v 360.293.8556 f
www.stmaryanacortes.org



September 18, 2019

Tess Cooper
Associate Planner
City of Anacortes
P.O. Box 547
Anacortes, WA 98221

Dear Ms. Cooper,

This letter is a response to the notice of application for a Conditional Use Permit and SEPA environmental review (using Optional SEPA DNS) to permit an addition/expansion to Grandview Cemetery. St. Mary Parish campus is the westerly parcel adjacent to the cemetery property.

St. Mary has partnered with HKP Architects in Mount Vernon to prepare a Master Plan assessment of our site and facilities, which includes a site drainage investigation. In preparing the Master Plan document, Julie Blazek and her team at HKP communicated with the City of Anacortes and the Civil Engineer for the Cemetery project with regard to our concerns. HKP was informed that improvements along the boundary to retain the water on the City's property are included in the design.

This public comment is to voice our concerns and to request that all stormwater management for the Cemetery property is resolved in the submitted engineering design to eliminate run-off or seepage onto St. Mary property, as is required by law.

Sincerely,

Rev. Mel Strazicich
Pastor

Attachment: Letter from Julie Blazek, Partner
HKP Architects

September 18, 2019

Ruth Miller
Parish Administrator
St. Mary's Parish
4001 Saint Mary's Drive
Anacortes, WA 98221

Re: City of Anacortes Parks and Recreation
Notice of Application Using Optional SEPA DNS

Dear Ruth:

We understand that the City of Anacortes Parks and Recreation has filed their Determination of Non-Significance for expansion and improvements to the Cemetery, which is the easterly adjacent parcel to your property. Public comment is due by September 18, 2019.

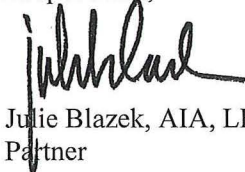
Our recently completed Master Plan assessment of your site and facilities included site drainage investigation, and issues with the existing drainage off the easterly hillside from the neighboring property was identified. Plans to construct improvements along that hillside are included in our long-term strategies.

We also reached out to the City and to the Civil Engineer for the Cemetery project to see if they were planning improvements along with boundary, to retain the water on the City's property and eliminating the run-off onto your property. Our understanding is that is included in their design, and your property should benefit from the elimination or significant reduction of stormwater runoff onto your eastern property edge.

Our recommendation to you would be to inform the City of our concerns and request that all stormwater management for the Cemetery property is indeed resolved in the submitted engineering design to eliminate run-off or seepage onto neighboring properties, as is required by law.

If you have any questions, please let us know.

Respectfully,



Julie Blazek, AIA, LEED AP
Partner



AUG 20 2019

NOTICE OF APPLICATION 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 Permit & SEPA environmental review to permit an addition/ expansion to an existing and permitted cemetery (Grandview Cemetery) located on the subject property. The expansion includes adding a 4.8 Acres (209,088 square foot) addition to the west side of the existing cemetery facility, to include additional grave sites, access roads improvements, and restroom. The property is located in the Public Zone.

Applicant & Landowner: City of Anacortes Parks and Recreation, PO Box 547, Anacortes, WA 98221

File Number: CUP-2019-0002

Parcel(s) Numbers Involved: P33177 & P33178

Project Location: The site is addressed as 411 Hillcrest Drive, Anacortes, WA and is located within a portion of Section 30; Township 35 North; Range 02 East; Willamette Meridian.

Date of Application: August 19, 2019 **Date of Completeness:** August 22, 2019

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 September 18, 2019, 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: Civil Construction Plan approval, Grade and Fill Application Approval, Stormwater drainage analysis

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 an MDNS for this proposal and the optional DNS process as specified in WAC § 197.111.355 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 Evaluation, Geotechnical Report

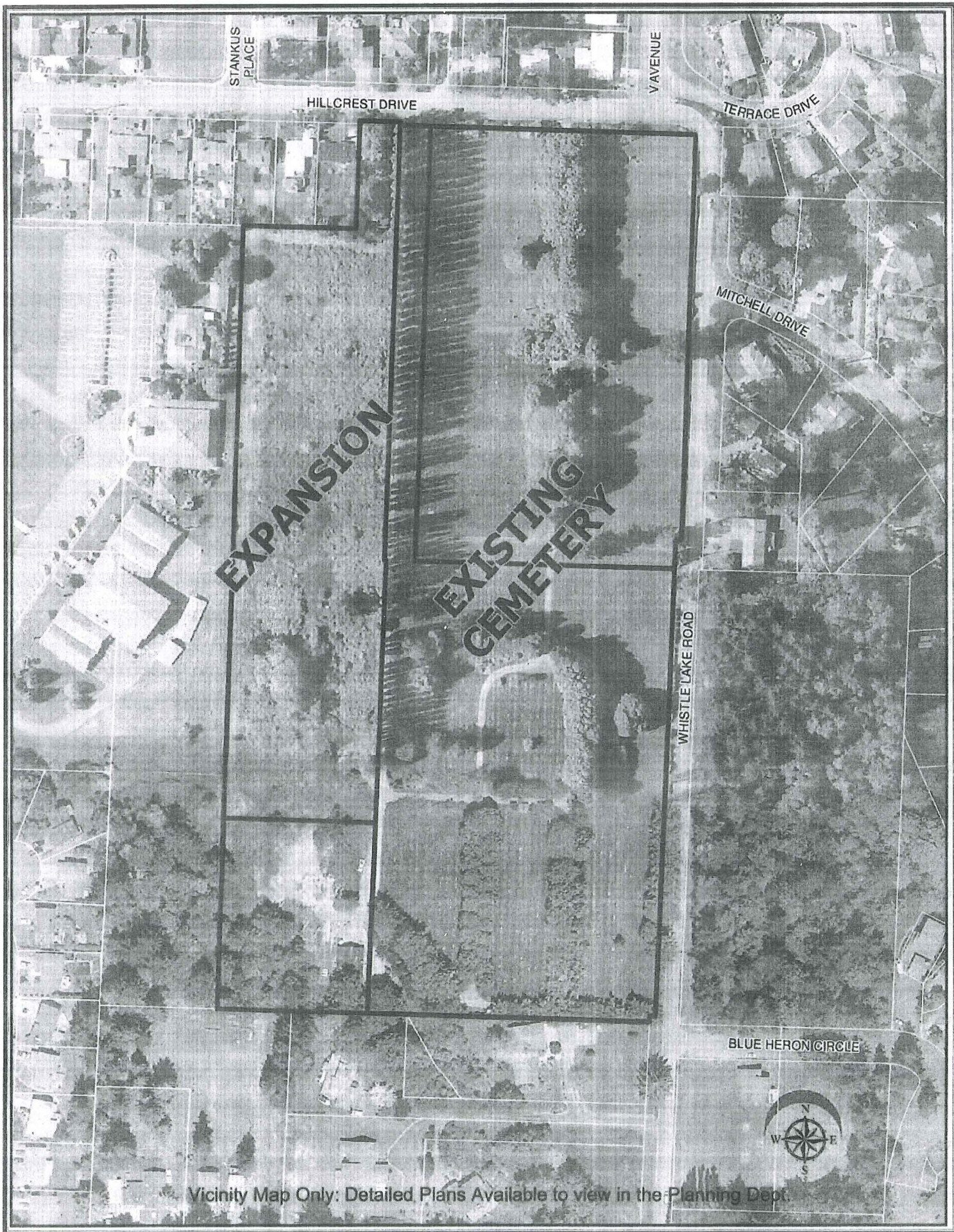
Pre-Decision Open-Record Public Hearing: A pre-decision open-record public hearing will be held by the Planning Commission at a date and time still to be determined. **Closed-Record Decision Hearing:** A closed-record decision hearing to make a decision on the application will be held by the City Council at a date and time still to be determined. 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: Tess Cooper, Associate Planner; Phone: (360) 588-8234; Email: tessc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: August 28, 2019

Publish: August 28, 2019



Vicinity Map Only: Detailed Plans Available to view in the Planning Dept.

EXHIBIT 5 Agency/Dept. Comments

Public Works Recommended Conditions for Grandview Cemetery Conditional Use Permit (PW#19-092-PRK)

Paperwork:

1. 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.
2. A Storm Water Quality and Quantity 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.

Storm water conveyance both on-site and off-site shall comply with City Storm drainage requirements.
3. 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 and other plans and\or information required by the City Planning\Building and Public Works Departments shall be submitted for review and approval.

Site-Frontage:

4. Street Improvements along Hillcrest Drive:
 - Construct a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest. To include, but not limited to;
 - A Type 1 Driveway Entrance, 6-feet in width.
 - New sidewalk ramps and related appurtenances on the north and south side of Hillcrest Drive.
5. Street Improvements internal 7th Street:
 - Construct a 16-foot to 20-foot paved roadway access conforming to AMC 19.52.040, Table D. Providing for the transition between the pedestrian improvements under the Blue Heron Reservoir Conditional Use Permit – PW#16-039-WTR and the new improvements along West Avenue.
6. Recommended Improvements:

The length of the Grandview Cemetery frontage along Hillcrest Drive is approximately 500-feet. Instead of constructing sidewalk improvements to the east, where there is no safe pedestrian access or available Right-of-Way, the project provides these improvements off-site and constructs the improvements along the north side of Hillcrest Drive, west of the existing improvements at Stankus Drive.



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

*Northwest Regional Office • 3190 160th Avenue SE • Bellevue, Washington 98008-5452 • (425) 649-7000
711 for Washington Relay Service • Persons with a speech disability can call (877) 833-6341*

September 18, 2019

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

**Re: City of Anacortes Grand View Cemetery Expansion
File# CUP-2019-0002, Ecology SEPA# 201904900**

Dear Tess Cooper:

Thank you for the opportunity to provide comments on the **City of Anacortes Grand View Cemetery Expansion**. Based on review of the State Environmental Policy Act (SEPA) checklist associated with this project, we offer the following comments:

TOXICS CLEANUP PROGRAM

Heather Vick, (425) 649-7064, heather.vick@ecy.wa.gov

There are ten contaminated sites listed on the Washington State Department of Ecology's (Ecology) database within a 1-mile radius of this location. Six of the sites have received No Further Action (NFA) determinations, one site has the status of 'cleanup started' and three sites have the status of 'awaiting cleanup'.

The only site that is potentially hydrogeologically upgradient of this location is the Gohr Property (Facility Site ID No.: 7689; Cleanup Site ID No.: 11378) at 705 41st Place, approximately 0.25 mile southwest of this location. This site received an NFA determination in 2010 when soil contained petroleum hydrocarbons in the diesel range were remediated below cleanup levels.

It is unlikely this location will be impacted by any of the ten cleanup sites.

WATER QUALITY

Stephanie Barney, (360) 255-4390, stephanie.barney@ecy.wa.gov

A Construction Stormwater General Permit is required if the earth disturbance exceeds one acre and stormwater discharges to surface waters of the state.

Tess Cooper
September 18, 2019
Page 2

Thank you for considering these comments from Ecology. If you have questions or would like to respond to these comments, please contact one of the commenters listed above.

Sincerely,

A handwritten signature in blue ink that reads "Katelynn Piazza".

Katelynn Piazza
SEPA Coordinator

Sent by email: Tess Cooper, tessc@cityofanacortes.org

ecc: Nicole Johnston, Parks Manager
Stephanie Barney, Ecology
Heather Vick, Ecology



September 4, 2019

Mr. Steve Lange
Project Manager
City of Anacortes
P.O. Box 547
Anacortes, Washington 98221

SUBJECT: PLAN REVIEW, GRAND VIEW CEMETERY EXPANSION
CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON
G&O #19411.06

Dear Mr. Lange:

We received the plans for the project on August 26, 2019. The existing site is undeveloped and includes multiple lots totaling approximately 5 acres. The site slopes down to the north and west at between 5 and 10 percent.

The proposed project consists of replacing and widening the existing cemetery access road, extending utility services, and constructing a restroom facility. Minimum Requirements 1 through 9 apply to all portions of the project. The replaced access road will incorporate pervious pavers for stormwater runoff treatment and infiltration. An infiltration pond will receive all runoff from the site for infiltration and detention. Flows leaving the infiltration pond will discharge to the City of Anacortes' public storm system at Hillcrest Drive, west of the project site.

The submittal included:

- Stormwater Minimum Requirements Worksheet
- Civil Engineering Plans
- Vicinity Map

We offer the following comments to the developer regarding our review of the submitted information.



Mr. Steve Lange
September 4, 2019
Page 2

STORMWATER MINIMUM REQUIREMENTS WORKSHEET

1. Under Minimum Requirement 2 (Construction SWPPP) Element 4, it is noted that a conveyance swale will be installed to direct flows to the sediment pond yet this swale does not seem to be shown on Sheet EES2.
2. Under Minimum Requirement 7 (Flow Control), it appears that the infiltration/detention pond is not sized adequately. From the WWHM output (shown below), the mitigated 2-year flow is greater than 50 percent of the predeveloped flow. Likewise, the 50-year mitigated flow is greater than the 50-year predeveloped flow. Please review the WWHM model and ensure the facility is sized adequately.

Flow Frequency Return Periods for Predeveloped. POC #1

Return Period	Flow(cfs)
2 year	0.062422
5 year	0.124151
10 year	0.175099
25 year	0.249749
50 year	0.312181
100 year	0.379978

Flow Frequency Return Periods for Mitigated. POC #1

Return Period	Flow(cfs)
2 year	0.041051
5 year	0.092993
10 year	0.150462
25 year	0.262171
50 year	0.384274
100 year	0.550821

CIVIL ENGINEERING PLANS

General

3. Detail drawings should be included for erosion control BMPs and catch basins.
4. Revise callouts to include arrows for clarity.
5. Include the street name(s) on all sheets.



Mr. Steve Lange
September 4, 2019
Page 3

Sheet EES1

6. The asphalt removal area and clearing, grubbing, and tree removal area hatch styles appear to be reversed in the legend.
7. Silt fence (BMP C233) should be used around the perimeter of the project as appropriate to protect adjacent areas from sediment-laden runoff.

Sheet S1

8. Add reinforced grass to the legend.

Sheet S2

9. With 2:1 side slopes the area around the pond shall be fully fenced.
10. The pond must have an emergency overflow spillway per Section III-3.2.1.
11. Easy access to the control structure shall be provided for maintenance purposes.

Please contact me if you have any questions on this plan review.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in blue ink, appearing to read 'Stacey A. Clear'.

Stacey A. Clear, P.E.

SAC/hh
Encl.

February 26, 2020

To: Anacortes Planning Commission

RE: Grand View Cemetery Expansion Conditional Use Permit Application

Public Works is recommending the following Site- Frontage to be included on the Grand View Cemetery Expansion Project:

- Street Improvements along Hillcrest Drive:
 - Construct a new painted crosswalk that will direct pedestrians from the Grand View Cemetery to the north side of Hillcrest. To include, but not limited to;
 - A type 1 Driveway Entrance, 6- feet in width.
 - New sidewalk ramps and related appurtenances on the north and south side of Hillcrest Drive.
- Street Improvements internal 7th Street:
 - Construct a 16 foot to 20 -foot paved roadway access conforming to AMC 19.52.040, Table D. Providing for the transition between the pedestrian improvements under Blue Heron Reservoir Conditional Use Permit- PW#16-039-WTR and the new improving along West Ave.
- Recommended Improvements:
 - The length of Grand View Cemetery frontage along Hillcrest Drive is approximately 500-feet. Instead of constructing sidewalk improvements to the east, where there is no safe pedestrian access or available Right-of-Way, the project provides these improvements off -site and constructs the improvements along the north side of Hillcrest Drive, west of the existing improvements at Stankus Drive.

The goal of this recommendation is to improve connection to and around the cemetery for pedestrians. Parks and Recreation is improving the pedestrian access through the cemetery in there proposal from Hillcrest Drive to Whistle Lake Road. After reviewing the site frontage recommendations, Anacortes Public Works proposes collaborating with Anacortes Parks and Recreation at a future date not to exceed 7 years from the approval of the project to make the improvements noted above.

If another option is found to make said improvements it will be reviewed by city Engineering staff.

Sincerely,



Fred Buckenmeyer
Director

EXHIBIT 6 SEPA Determination



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) 299-1984

FAX (360) 293-1938

STATE ENVIRONMENTAL POLICY ACT (SEPA)

Mitigated Determination of Non-Significance (MDNS)

DATE OF DECISION	February 7 , 2020
PERMIT TYPE	Conditional Use Permit
FILE NUMBER	CUP-2019-0002
PROJECT NAME	Grandview Cemetery Expansion
DATE OF COMPLETE APPLICATION	August 22, 2019
SEPA DETERMINATION	MDNS
APPLICANT/OWNER	City of Anacortes PO Box 547 Anacortes, WA 98229
AGENT	Nicole Johnston, Park Manager Anacortes Parks & Recreation Department PO Box 547 Anacortes, WA 98229

PROJECT LOCATION	411 Hillcrest Drive, Anacortes, WA Section 30; Township 35 North; Range 02 East; Willamette Meridian
PARCEL NUMBER	P33177 & P33178
CURRENT ZONING:	Public (P)
CRITICAL AREAS / OVERLAYS	Fish Wildlife Habitat Conservation Area

PROJECT DESCRIPTION:

The applicant has applied for a Conditional Use Permit & SEPA environmental review to permit an addition/expansion to an existing and permitted cemetery (Grandview Cemetery) located on the subject property. The expansion includes adding a 4.8 Acres (209,088 square foot) addition to the west side of the existing cemetery facility, to include additional grave sites, access roads improvements, and restroom.

LEAD AGENCY:

City of Anacortes' Department of Planning, Community & Economic Development. The lead agency for this proposal has determined that this project does not have a probable adverse

impact on the environment provided that the conditions set out below are satisfied. 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 on request.

CRITICAL AREA REVIEW:

Pursuant to 17.70.550 the Critical Area report requirements in Fish and Wildlife Habitat Conservation Areas, a Critical Area Assessment report was submitted for the subject development and was reviewed for proximity to critical areas.

PUBLIC COMMENTS RECEIVED:

Notice of application with optional SEPA DNS process was posted on August 28, 2019 with the comment period ending at 5:00 pm on September 18, 2019. Three public comments were received, and one comment from the Department of Ecology. The concerns of these comments have been considered in this determination.

MITIGATION MEASURES/ CONDITIONS OF APPROVAL:

1. Erosion control, dust control, and best management practices shall be employed during construction /development activities as required by both the Building and Public Works Departments.
2. Before construction activities commence, orange construction fencing and silt fencing shall be installed around the extents of clearing limits proposed.
3. All required permits shall be secured before any construction activities begin onsite.
4. In order to mitigate impacts on adjacent residences, hours of construction /work are limited to 8:00 AM to 5:00 PM unless a noise variance is first obtained.
5. Noise levels shall not exceed those standards as established by the state pursuant to Chapter 70.107 RCW and contained in Chapter 173.60 WAC.
6. 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.

**RESPONSIBLE OFFICIAL:
POSITION/TITLE:**

Don Measamer
Director of Planning, Community & Economic
Development

ADDRESS:

904 6th Street, P.O. Box 547
Anacortes, Washington 98221

DATE: February 7, 2020

Signature: _____



The conditions listed above along with the City of Anacortes' code governing noise, land use, traffic, drainage, fire protection, and building will provide substantial mitigation of the aforementioned environmental impacts. The City of Anacortes' derives the authority to require mitigation from Chapter 18.04 of the Anacortes Municipal Code and the State Environmental Policy Act. This MDNS is issued after using the optional MDNS process in WAC § 197.11.355. There is no further comment period on this MDNS.

For further information, contact the Anacortes Planning, Community, & Economic Development Department at (360) 299-1984. The issuance of this Mitigated Determination of Non-significance should not be interpreted as acceptance or approval of the proposal as presented. The City of Anacortes reserves the right to deny or approve said proposal subject to conditions if it is determined to be in the best interests of the city and/or necessary for the general health, safety and welfare of the public to do so.

ISSUED:

February 7, 2020

APPEALS:

Per AMC Table 19.20.030-1 and 19.20.210, the Administrator's decision may be appealed to the Hearing Examiner. Appeals must be delivered to the City Clerk by mail or personal delivery before 5:00 PM on the last business day of the appeal period **Wednesday, February 26, 2020**. Appeals received by mail after 5:00 PM on the last day of the appeal period will not be accepted, regardless when such appeals were mailed or postmarked. Contents of any appeal shall contain the information and items as listed in AMC 19.20.210(F).

EXHIBIT 7 Municipal Code

19.46.020 Civic.

A. Uses in the civic category include:

Places of public assembly that provide ongoing public, educational and cultural services to the general public, as well as meeting areas for religious practice. Civic includes the following uses:

1. Cemetery.
2. College, community college, and university.
3. Community/recreation center.
4. Civic club.
5. Library.
6. Museum.
7. Religious institution.
8. School, public or private (K-12).

NOTE: This category does not include:

1. Government offices, which fall under office use.
2. Trade, vocational, or business school, which falls under office use.
3. Public safety facilities, which fall under general-service use.
4. Municipal service facilities, which fall under general-service use.

B. *Civic Use Standards.* The permissions for civic uses in Tables 19.41.040 and 19.41.050 are based on size (gross floor area), with thresholds of 10,000 and 20,000 square feet, provided they meet the following standards:

1. *Site Planning.* Civic uses are subject to site planning standards in AMC Chapter [19.62](#).
2. *Building Design.* Civic uses are subject to building design standards in AMC Chapter [19.63](#).

Departures to the building massing standards and other applicable standards in the chapter will be considered per AMC [19.20.220](#), provided alternative design treatments meet the purpose of the standards. The Director may exempt buildings not visible from the street.

3. *Parking.* The use must comply with civic parking regulations in AMC [19.64.040](#) and other applicable parking regulations in AMC Chapter [19.64](#), Parking, except that in no event may parking be in excess of one space per three seats in a residential zone.

4. A traffic mitigation plan must be submitted for approval by the city. The plan must address traffic control, parking management (including the mitigation of overflow parking into adjoining residential areas), and traffic movement to the arterial street system. In addition to on-site parking requirements, parking in excess of the maximum may be permitted on existing off-site satellite parking lots, subject to city approval of a joint use agreement. Off-site parking in residential zones must be limited to lots shared with existing institutional uses, such as schools.

5. The storage of buses or vans over 10,000 pounds gross weight is permitted on site only if the following conditions are met:

- a. The location of the parking areas for these vehicles is indicated on the site plan at the time of application.
- b. Vehicles must be leased or owned by the owner or tenant of the site, must be in operable condition, and must have a current vehicle registration.
- c. Vehicles must not intrude into public right-of-way or obstruct sight visibility from any driveway.

6. *Landscaping*. The use must comply with landscaping standards in AMC Chapter [19.65](#).

7. Fences, walls, and hedges on site must comply with AMC Chapter [19.66](#).

8. Signs associated with the use must comply with AMC Chapter [19.67](#).

C. *Special Civic Uses*. The following uses fall under the “civic use” category, but, due to their unique attributes, come with their own use permissions and standards unless otherwise noted. These uses are not subject to the gross floor area parameters under the civic use permissions in Tables 19.41.040 and 19.41.050.

1. *Cemetery/Columbarium*.

- a. *Defined*. A facility used for the permanent interment of humans or animals or their cremated remains. Includes mausoleum, columbarium, memorial, and pet cemetery.

2. *College, Community College, or University*.

- a. *Defined*. A private or public educational institution where students attend to earn an associate, baccalaureate, master’s or doctoral degree. A college/university may not be considered a trade or vocational school (see office use category, AMC [19.44.040](#)).

b. *Use Standards*.

- i. Any school that has greater than 100 students must have access onto a collector or arterial street.
- ii. Such uses are subject to civic use standards in subsection [B](#) of this section.

3. *Community Center*.

a. *Definition.* A building or other enclosed structure open to the general public that is owned and operated by a public agency, or a nonprofit organization, and that is used predominantly for cultural, educational, recreational, or social purposes. Not included in the category of community center are those businesses and occupations defined by this title as a medical use, personal service, general-service, office, religious institution, school, private club or fraternal organization.

4. *Museums.*

a. *Definition.* A room or building for exhibiting, or an institution in charge of, a collection of books, or artistic, historical, or scientific objects.

5. *Private Recreational, Civic, Social and/or Cultural Clubs.*

a. *Definition.* A range of membership-only clubs, including, but not limited to, tennis clubs, civic clubs, yacht clubs, swimming clubs, social, and/or cultural clubs. This definition excludes health clubs.

b. *Standards.*

i. Such uses are subject to civic use standards in subsection [B](#) of this section.

ii. In the CM2 zone, only yacht clubs are allowed.

6. *School, Public or Private (K-12).*

a. *Definition.* An institution of learning for minors, whether public or private, offering regular course of instruction required by the Washington Education Code. This definition includes an elementary school, middle or junior high school, or high school. If said school is located on the grounds of a church or house of worship, it must be considered a separate principal use if it has a student body in excess of 50 students. Students enrolled in a day care center at the church may not be separately counted as a school.

b. *Use Standards.*

i. Any school that has greater than 100 students must have access onto a collector or arterial street.

ii. Pedestrian connectivity to the surrounding residential areas is required, where feasible. This includes pathways connecting to surrounding streets.

iii. Accessory day cares associated with any school must occupy no more than 50 percent of the school structure(s).

iv. Schools are subject to civic use standards in subsection [B](#) of this section. (Ord. 3040 § 2 (Att. A), 2019)

The Anacortes Municipal Code is current through Ordinance 3072, passed June 22, 2020.

Disclaimer: The city attorney's office has the official version of the Anacortes Municipal Code. Users should contact the city attorney's office for ordinances passed subsequent to the ordinance cited here.

Note: This site does not support Internet Explorer. To view this site, Code Publishing Company recommends using one of the following browsers: Google Chrome, Firefox, or Safari.

[City Website: www.cityofanacortes.org](http://www.cityofanacortes.org)

City Telephone: (360) 293-1900

[Code Publishing Company](#)

EXHIBIT 8 Site Photos



Road to be replaced



Fence line with St. Mary's





Location of detention pond

EXHIBIT 9 PC Signed Recommendation



**Anacortes Planning Commission
Recorded Motion and Recommendation
To City Council**

Proposal Description:	Conditional Use approval to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping.
File Number:	CUP-2019-0002
Documents available at:	City Hall, Planning Community & Economic Development Department
Public hearing body:	Anacortes Planning Commission
Public hearing date:	March 11, 2020
PC deliberations:	March 11, 2020

After considering the written and spoken comments and considering the record before it, the Planning Commission enters the following findings of fact, reasons for action, and recommendations to the Anacortes City Council.

The Planning Commission recommends that the City Council:

- ☒ Approval with Conditions
- ☐ Denial
- ☐ Approval

1. N/A
2. _____
3. _____

____ N/A _____

Commission Vote	Support	Oppose	Absent	Abstain
Frank Jeretzky	x			
Mike Cortright	x			
Sarah Ruether	x			
Jeff Mount	x			
Vacant				
Jeff Graf	x			
Ward MacKenzie	x			
Total	0	0	0	0

Date _____



Anacortes Planning, Community & Economic Development Department

904 6TH Street / P.O. Box 547, Anacortes, WA 98221

360.299-1984 - Office Hours: Mon-Fri 8:00 AM – 5:00 PM

CONDITIONAL USE PERMIT STAFF REPORT & RECOMMENDATION

PROJECT INFORMATION:

Project Title	Grandview Cemetery Expansion	Date of Report	March 5, 2020
File Number	CUP-2019-0002 & SEPA Review	Attachment	Site & Landscape Plans
Administrative Recommendation	Approve the site plan subject to the conditions of approval contained in Section B.		

BACKGROUND SUMMARY:

Landowner & Applicant	City of Anacortes Parks and Recreation, P.O. Box 547, Anacortes, WA 98221-0547						
Request	Conditional Use approval to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping.						
SEPA Status	A SEPA MDNS was issued for the project on <u>February 7, 2020.</u>						
Site Address	411 Hillcrest Drive, Anacortes, WA.						
APN(s)	P33177 & P33178	Section	30	Township	35	Range	02E
Comprehensive Plan	Public Use	Zoning:	Public Use (P)				
Shoreline Environment	N/A	Critical Areas	Happy Valley Stream				
Water Supply	Current	Proposed	Sewer Supply		Current	Proposed	
	City	City			City	N/A	
Present Use of Property	The subject property is vacant.						

REVIEWING AGENCIES:

City of Anacortes	Local Agencies & Districts	State & Federal	Skagit County	Other
☒ Building ☒ Fire Dept. ☒ Parks ☒ Planning ☒ Police ☒ Public Works ☒ Operations	☐ Skagit Transit ☐ Anacortes School District 103 ☐ Port of Anacortes	☒ DOE ☒ WDFW ☒ WSDOT ☒ DNR ☒ DAHP	☐ Health District ☒ Planning ☐ Public Works	☒ Swinomish Tribe ☒ Samish Tribe ☒ Upper Skagit Tribe

ACTION:

☐ Administrative	☐ City Council	☐ Quasi-Judicial	☒ Planning Commission
---	---------------------------------------	---	---

Date of Recommendation	March 11, 2020	☐ Approve w/ changes	☐ Denial	☐ Approval
CITY STAFF CONTACT:				
Name: Tess Cooper	Title: Associate Planner	Phone: (360) 588-8235	E-mail: tessc@cityofanacortes.org	
SITE & SURROUNDING USES:				
	Comprehensive Plan	Zoning	Land Use	
Site	Public Use	Public Use (P)	Vacant unimproved land / Cemetery	
North	Residential Low Density	Residential Low Density 2A (R2A)	Hillcrest Drive & Single-family residences	
East	Public Use	Public Use (P)	Public Cemetery	
South	Residential Low Density	Residential Low Density 1 (R1)	Single-family residences	
West	Residential Medium Density	Residential Medium Density 3 (R3)	St. Mary's Catholic Church	
VICINITY MAP:				

A. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Description of Proposal:

The applicant is requesting conditional use approval (Type 4) to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping. The subject property is approximately 19 acres in area and is located in the Public Use (P) Zone.

2. Project History/ Chronology:

The applicant /landowner formally submitted their land use permit application for conditional use permit (Type 4) and SEPA environmental review on August 19, 2019. The subject application was deemed complete on August 22, 2019. Notice of the application was provided in accordance with AMC 19.20.120.

3. Site Location:

The subject property is located within the City of Anacortes, south of Hillcrest Avenue, and on the west side of Whistle Lake Road. The site address is 411 Hillcrest Avenue, and the property is identified by Assessor's parcel number P33177 & P33178.

4. Site Description:

The project site's topography is flat in elevation. There are no improvements currently located on the subject property proposed for expansion; the existing cemetery has structures to include a workshop and mausoleums. According to the USDA Soil National Resource Conservation Services, onsite soils are classified as Bow gravelly loam and Keystone loamy sand.

5. Surrounding Uses:

The subject property is zoned Public Use (P). Surrounding uses include a single-family residence and civic use to the west.

6. Critical Areas:

There are no critical areas located on the subject property however, Happy Valley Stream is located adjacent to the subject property to the southwest. A Critical Area Assessment report was submitted with the application material.

7. Agency / Department Review & Comments Received:

Local, county, and state agencies and departments of jurisdiction were solicited for comment for this development. The agencies and departments that were solicited for comment are identified in the table below along with whether comment was received or not.

Agency/ Department Solicited for Comment	Comment Received?
WSDOT	No
DOE	Yes
WDFW	No

Agency/ Department Solicited for Comment	Comment Received?
DNR	No
DAHP	No
Skagit County Planning Department	No
Skagit Transit	No
Swinomish Tribe	No
Samish Tribe	No
Upper Skagit Tribe	No
Port of Anacortes	No
Anacortes School District 103	No
City of Anacortes Building Department	No
City of Anacortes Fire Department	No
City of Anacortes Public Works Dept.	Yes
City of Anacortes Police Dept.	No
City of Anacortes Parks Dept.	No
City of Anacortes Operations Dept.	No

8. Public Comments Received:

During the 14-day public comment period, written /emailed comments from the public were received. Primary topics of concern identified within the comments include the removal of trees and loss of wildlife habitat. (see attached exhibit D).

In making its decision, the Department has considered the written comments and the applicant's responses that were timely received, as required in AMC 19.20.130.C.

9. SEPA Environmental Review:

The proposal is subject to SEPA review. The City of Anacortes utilized the optional SEPA DNS process provided in WAC 197-11-355. The 14-day public comment period ended on September 18, 2019. A SEPA Mitigated Determination of Non-Significance (MDNS) was issued on **February 7, 2020**. No appeals were received.

10. Application Review:

Per AMC 19.36.020, the development proposal is subject to conditional use approval. The review criteria for conditional use permits are outlined in AMC 19.36.040. Below are the criteria, along with staff comments:

- a) **The use would comply with any specific requirements for the conditional use specified elsewhere in this code;**

Staff Comments:

As conditioned below, the project will meet all applicable laws, ordinances and regulations.

- b) Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;**

Staff Comments:

The applicant expects no significant change to traffic volumes as a result of the expansion, the proposal includes road upgrades that will improve internal traffic flow.

- c) Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;**

Staff Comments:

The application includes road widening with the intent of increasing internal parking. The applicant estimates the work will add the capacity for approximately 50 more parking spaces, and describes the maximum need as being approximately 20 parking spaces during services. The use does not necessitate loading or commercial delivery facilities.

- d) The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;**

Staff Comments:

The application included a tree preservation plan and landscape plan. The proposal meets open space requirements and includes replanting a significant amount of trees. The quantity of trees meet the required tree credits and counts towards the landscape requirements. The landscape plan has been adequately revised to incorporate the code prescribed screening requirements between the subject property and adjacent residential uses.

- e) The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;**

Staff Comments:

This expansion does not include plans for outdoor lighting.

- f) Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;**

Staff Comments:

As a civic use, the proposed development was reviewed for consistency with adjacent residential uses. The operations of the property will be 7:00 am – 4:00 pm Monday – Friday, with funeral services also on weekends. It is not expected that these services would result in excessive or incompatible noise.

- g) Public facilities and utilities are capable of adequately serving the proposed use;**

Staff Comments:

The proposal includes minimal expansion to facilities that would necessitate an increase in public services. The only structure proposed for future development includes a CXT (prefabricated concrete) restroom for use by staff and visitors, and would require power, water, and sewer. Additionally, the stormwater pond will have an outfall into the city stormwater system.

h) The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;

Staff Comments:

The size, shape, and topography of the site is suitable for the expansion of the graveyard to accommodate more grave sites as needed in the future. Site drainage has been addressed in the stormwater analysis and engineering plans.

11. AMC Chapter 19.41, Allowed Uses:

The subject property lies in the Public Use Zone. The proposed cemetery use is a conditional use in the P Zone per AMC 19.41.070 provided it complies with AMC 19.46.020, which outlines standards for Civic uses.

12. AMC Chapter 19.42, Form and Intensity Standards:

Form and intensity standards do not apply to this proposal. Therefore this chapter is not applicable.

13. AMC Chapter 19.51, Public Street Improvements Required:

The site abuts Hillcrest Avenue. The proposed development includes a change of use to a more intensive use of property that will result in increased impact (as determined by the Director) to the transportation system, based on the Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use, or other source approved by the city. Therefore, construction or provision of public right-of-way improvements consistent with the requirements in AMC 19.51 and 19.52 are required as a condition of approval. Typical required right of way improvements include paved roadway, street lighting, sidewalks, curbs and gutters, utilities, street landscaping, traffic and safety control devices, dedication of public right-of-way and conduit for new and existing utilities. The Public Works Department reviewed the proposed development application for conformance with the applicable standards /provisions of the Anacortes Municipal Code, including but not limited to required public street improvements. As conditioned, necessary public improvements will be constructed in conjunction with the Public Works Department within a period not to exceed 7 years, including new a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest and sidewalks along Hillcrest, per AMC 19.51.040.

14. AMC 19.52, Public Street Design:

The proposed development abuts Hillcrest Avenue designated as a high volume local street. The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to public street design and the proposal, as conditioned, was determined to meet these requirements.

15. AMC 19.53, Private Driveways and Access:

The site is proposed to access from Hillcrest Avenue via a driveway providing ingress/egress is provided to the site, the project proposal includes upgrades and widening of the paved surface.

The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to private driveways and access and the project was determined to meet applicable requirements.

16. AMC Chapter 19.54, Subdivision Design and Block Structure

AMC 19.32.020(B) describes cemeteries and other burial plots as exempt from subdivision requirements, therefore this chapter is not applicable.

17. AMC Chapter 19.61, Block Frontage Standards:

Hillcrest Avenue does not have a specific block frontage designation; therefore the block frontages are subject to the provisions for “Undesignated” block frontages in AMC 19.61.110. The proposed development was reviewed for conformance with AMC 19.61 regulating block frontage standards and determined to meet these requirements.

18. AMC Chapter 19.62, Site Planning:

The proposed development was reviewed for conformance with AMC 19.62 regulating Site Planning standards and, as conditioned, was determined to meet these requirements.

19. AMC Chapter 19.63, Building Design:

No structures are proposed at this time, therefore this chapter is not applicable. A building permit will be required for the CXT restroom structure.

20. AMC Chapter 19.64, Parking:

The proposed development was reviewed for conformance with AMC Chapter 19.64 regulating parking and was determined to meet these requirements.

21. AMC Chapter 19.65, Landscaping:

A landscape plan prepared by a Washington State licensed landscape architect was submitted with the application materials. The landscaping plan was reviewed for conformance with AMC Chapter 19.65 regulating landscaping and was determined to meet the applicable requirements once the infiltration pond is moved further east and a 5’ wide landscape strip is provided, final landscape plan to be provided and reviewed prior to Phase 2 being constructed.

22. AMC Chapter 19.66, Fences, Walls, and Hedges:

The proposed development was reviewed for conformance with AMC 19.66 regulating Fences, Walls, and Hedges and determined to meet these requirements.

23. AMC Chapter 19.67, Signs:

No signage is proposed at this time; future signage will be required to obtain a sign permit and will be reviewed for conformance with this chapter.

24. AMC Chapter 19.69, Standards, Generally

The proposed development was reviewed for conformance with AMC 19.69 regulating general standards in the City of Anacortes including but not limited to noise, air pollution, glare, exterior lighting, and the vision clearance triangle. The proposed development was determined to meet these requirement as conditioned below.

25. AMC Chapter 18.16, Shoreline Master Program:

The proposed development does not lie within close proximity to a shoreline of statewide significance.

26. AMC Chapter 19.76, Stormwater:

The applicant submitted a stormwater drainage analysis that addresses the project site's soils, impervious surfaces proposed, and stormwater that would be generated onsite along with how the proposed development will comply with Anacortes Municipal Code Chapter 19.76 and the Department of Ecology's 2012 Stormwater Management Manual for Western Washington (as amended in 2014) that was adopted by the City of Anacortes. The city utilized the consultant Gray and Osborne for third party review of this stormwater drainage analysis. On January 14, 2020, the City of Anacortes Public Works Department accepted the January 2, 2020, revision to the stormwater drainage analysis. Final details on the infiltration pond and road improvements to be provided and reviewed prior to Phase 2 being constructed.

27. AMC Chapter 19.78, Clearing & Grading:

Conformance with this Chapter will be reviewed upon submittal of detailed clearing and grading plans prior to commencement of construction.

28. Public Notice Requirements:

	Notice of application	Notice of Hearing
Anacortes American Newspaper	August 28, 2019	February 12, 2020
Two (2) locations on site	August 28, 2019	February 12, 2020
Mailed to neighbors w/in 300 ft	August 27, 2019	N/A
Other Agencies and Departments	August 27, 2019	February 12, 2020
Posted at City Hall and the Library & Website	August 27, 2019	February 12, 2020

29. 120-Day Clock:

Pursuant to AMC Table 19.20.160, a decision on the application shall be made within 120 days from the date of the letter of completeness. As of the date of this decision, 86 days have elapsed on the 120-day clock.

30. Conclusions of law:

The proposed development, as conditioned below and in the issued SEPA mitigated determination of non-significance (MDNS), will make appropriate provisions for the public use and interest, health, safety, and general welfare, and will be in conformance with the criteria in AMC 19.36 Conditional Uses.

B. STAFF RECOMMENDATION:

The Department of Planning, Community, and Economic Development recommends that the Planning Commission make a recommendation of approval to City Council regarding the subject Conditional Use Permit subject to staff's suggested conditions of approval as listed below.

1. A new site plan to be submitted prior to construction that reflects the final infiltration pond location, as described in the Detention Pond Enhancement narrative submitted by the applicant (as exhibit G); that shows the toe of slope on the western berm of the pond meeting at a minimum the 10 foot setback from the property line, and a 5 foot wide landscape screen between the berm and the property line.
2. A new landscape plan to be submitted prior to construction that reflects the requested changes and redlines on the plan sheets dated 10-31-19 (see exhibit H).
3. Development shall comply with the approved Stormwater Drainage analysis reviewed and accepted by the City of Anacortes Public Works Department. Best management practices shall be employed and in use at all times during construction activities [grading, cut, fill, construction, etc.]. Infiltration pond details to be submitted and approved prior to Phase 2 construction.
4. Prior to any construction activities (grading, cut, fill, etc.) taking place onsite, the applicant shall have the subject property surveyed by a Washington State licensed surveyor. The surveyor shall place the property corners onsite visible to all unless it has already been done.
5. Prior to work beginning any construction activities (grading, cut, fill, etc.), the applicant/landowner shall obtain all required local, state, and federal permits, and including a clear and grade permit from the City.
6. Prior to work beginning, orange construction fencing shall be installed at the project boundary's clearing limits and property lines.
7. The project shall comply with the mitigation measures outlined in the SEPA MDNS issued on February 7, 2020:
 - a. Erosion control, dust control, and best management practices shall be employed during construction /development activities as required by both the Building and Public Works Departments.

- b. Before construction activities commence, orange construction fencing and silt fencing shall be installed around the extents of clearing limits proposed.
 - c. All required permits shall be secured before any construction activities begin onsite.
 - d. In order to mitigate impacts on adjacent residences, hours of construction /work are limited to 8:00 AM to 5:00 PM unless a noise variance is first obtained.
 - e. Noise levels shall not exceed those standards as established by the state pursuant to Chapter 70.107 RCW and contained in Chapter 173.60 WAC.
 - f. 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.
8. The project shall comply with the requirements of the Public Works Department conditions in the memo from Fred Buckenmeyer dated February 26, 2020 and Steve Lange (see exhibit E) including but not limited to:
- A. 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.
 - B. A Storm Water Quality and Quantity 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.
- Storm water conveyance both on-site and off-site shall comply with City Storm drainage requirements.
- C. 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 and other plans and\or information required by the City Planning\Building and Public Works Departments shall be submitted for review and approval.

Site-Frontage:

D. Street Improvements along Hillcrest Drive:

Construct a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest. To include, but not limited to;

- i. A Type 1 Driveway Entrance, 6-feet in width.

- ii. New sidewalk ramps and related appurtenances on the north and south side of Hillcrest Drive.

E. Street Improvements internal 7th Street:

Construct a 16-foot to 20-foot paved roadway access conforming to AMC 19.52.040, Table D. Providing for the transition between the pedestrian improvements under the Blue Heron Reservoir Conditional Use Permit – PW#16-039-WTR and the new improvements along West Avenue.

F. Recommended Improvements:

The length of the Grandview Cemetery frontage along Hillcrest Drive is approximately 500-feet. Instead of constructing sidewalk improvements to the east, where there is no safe pedestrian access or available Right-of-Way, the project provides these improvements off-site and constructs the improvements along the north side of Hillcrest Drive, west of the existing improvements at Stankus Drive.

Prepared by: Signature  _____ Date 3/5/2020
Tess Cooper, Associate Planner

Reviewed by: Signature  _____ Date 3/5/2020
Libby Grage, Planning Manager

EXHIBITS:

- Exhibit A: Application Package
- Exhibit B: GIS Map & Assessors info
- Exhibit C: Notices
- Exhibit D: Public Comments received
- Exhibit E: Agency/Department comments received
- Exhibit F: Issued SEPA MDNS
- Exhibit G: Infiltration Pond narrative
- Exhibit H: 11x17 Landscape Plan & Site Plan



Planning Commission

Pre-Decision Open-Record Public Hearing

March 11, 2020 @ 6:00 PM

Tess Cooper, Associate Planner

CUP 2019-0002

Grandview Cemetery Expansion

Applicant: Anacortes Parks and Recreation

Land Owner: City of Anacortes

Proposed Use: Civic Cemetery Use

Zone: Public Use Zone – Cemetery = Conditional Use

Location: 411 Hillcrest Drive

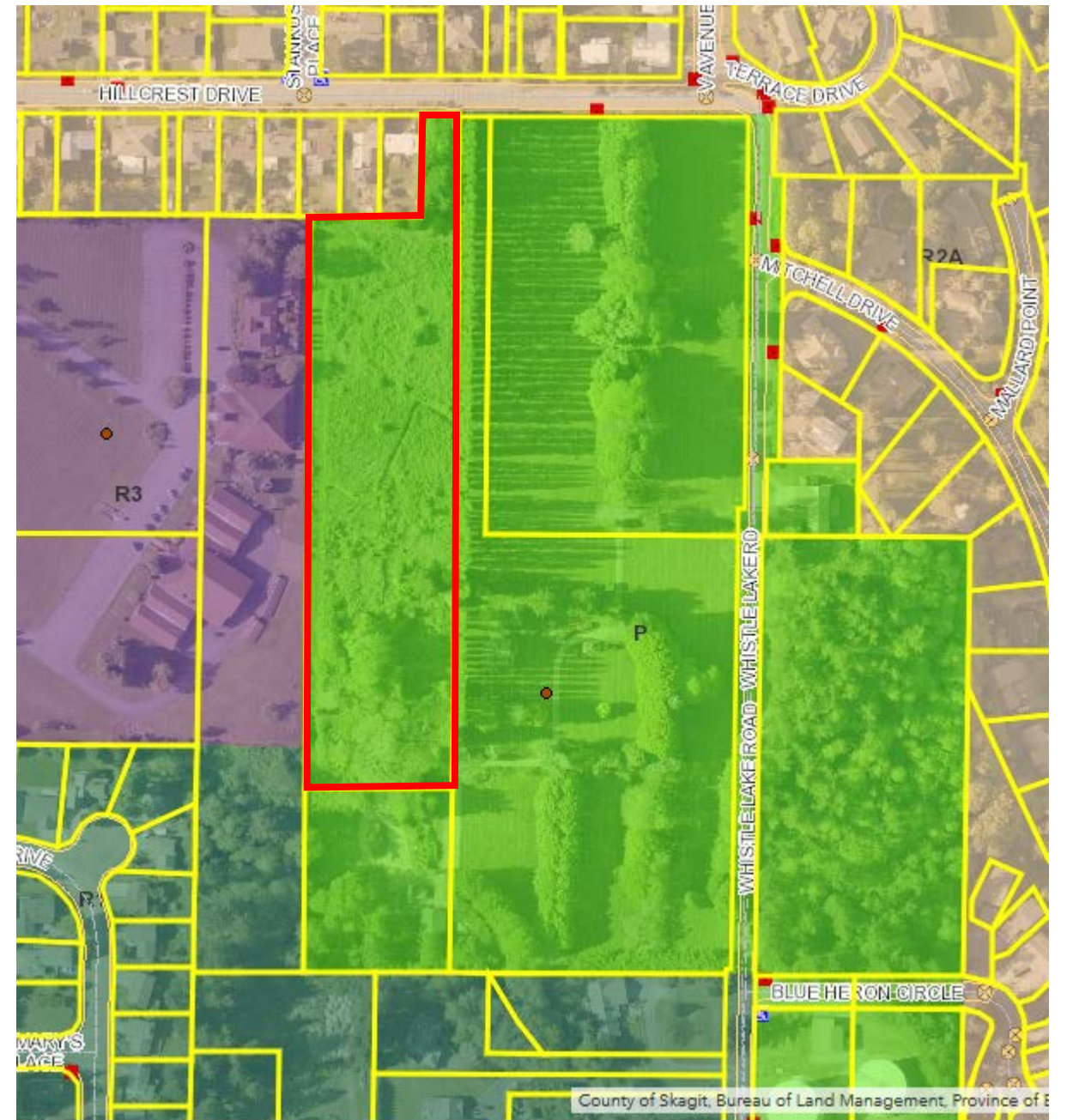
Prior Meetings: Development Review Group & Neighborhood Meeting, PC Site Visit

Construction Proposal: Vegetation Removal, Road Repair/Widening & Stormwater Conveyance & Pond

Planning Commission Action: Recommend “approval with conditions” to City Council

CUP 2019-0002

Grandview Cemetery Expansion



PUBLIC USE ZONE:

Public Use (P).

1. This designation is to allow for common public uses where the need arises and uses will not create a nuisance or interfere with existing uses.
2. Use of this zone is appropriate for any designation within the [city](#), provided the site is appropriately located to accommodate common public uses. [\(Ord. 3040 § 2 \(Att. A\), 2019\)](#)

C. Conditional Uses.

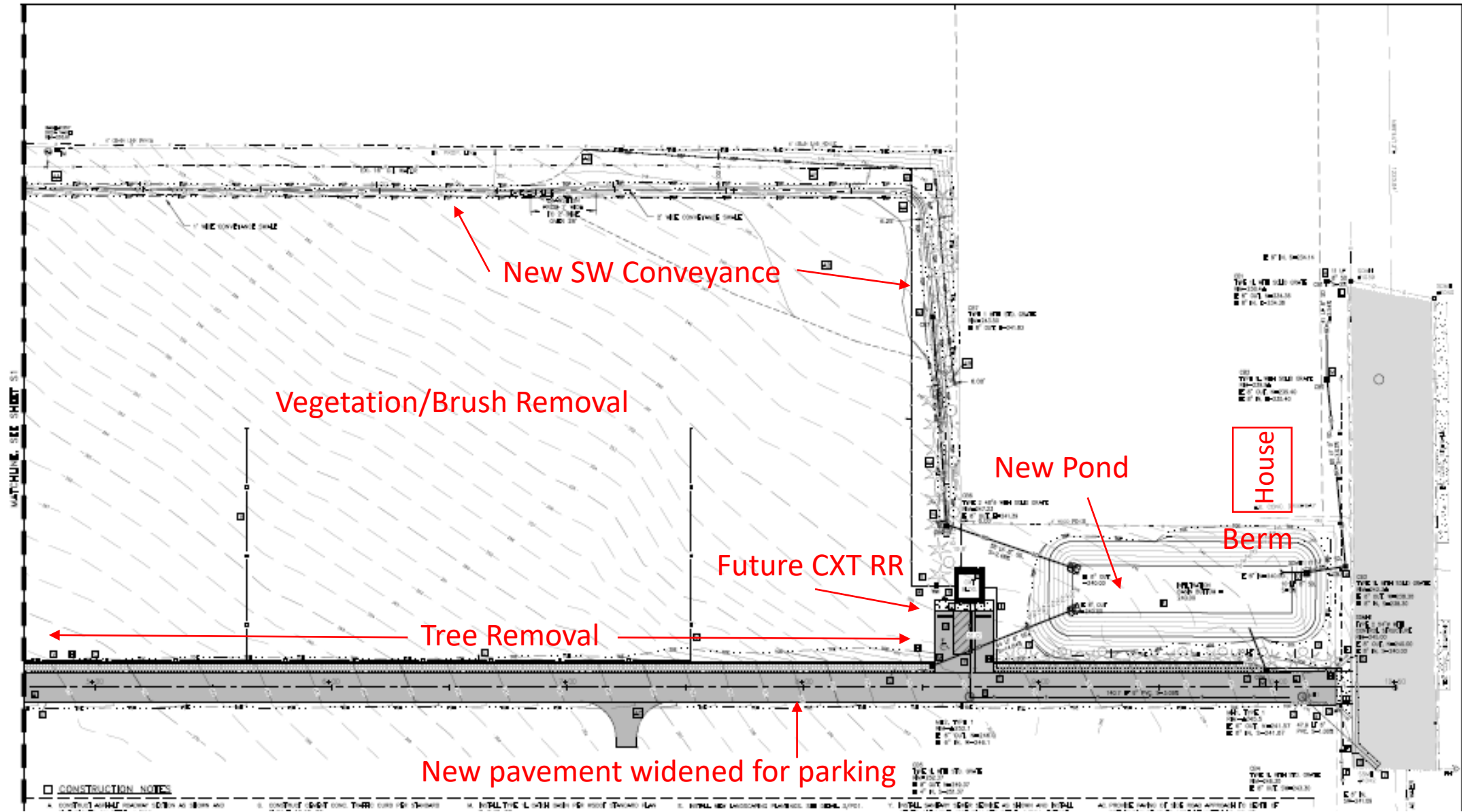
1. Civic uses as established in [AMC 19.46.020](#).

CIVIC USE:

C. Special Civic Uses. The following uses fall under the “civic use” category, but, due to their unique attributes, come with their own use permissions and standards unless otherwise noted. These uses are not subject to the gross floor area parameters under the civic use permissions in Tables 19.41.040 and 19.41.050.

1. Cemetery/Columbarium.

a. Defined. A facility used for the permanent interment of humans or animals or their cremated remains. Includes mausoleum, columbarium, memorial, and pet cemetery.



PRELIMINARY DESIGN

Item	Description	Quantity	Unit	Value
1	PRELIMINARY DESIGN	1	DAY	\$10,000.00
2	CONSTRUCTION	1	DAY	\$10,000.00
3	MAINTENANCE	1	DAY	\$10,000.00
4	TOTAL	3	DAY	\$30,000.00



TUTTLE ENGINEERING AND MANAGEMENT
 11000 11TH AVENUE, SUITE 100
 ANACORTES, WA 98021

Prepared For: CITY OF ANACORTES PARKS AND RECREATION
SITE IMPROVEMENTS PLAN
 GRANDVIEW CEMETERY EXPANSION - PHASE 1
 411 HILLCREST DRIVE, ANACORTES, WA 98021

Vegetation Removal





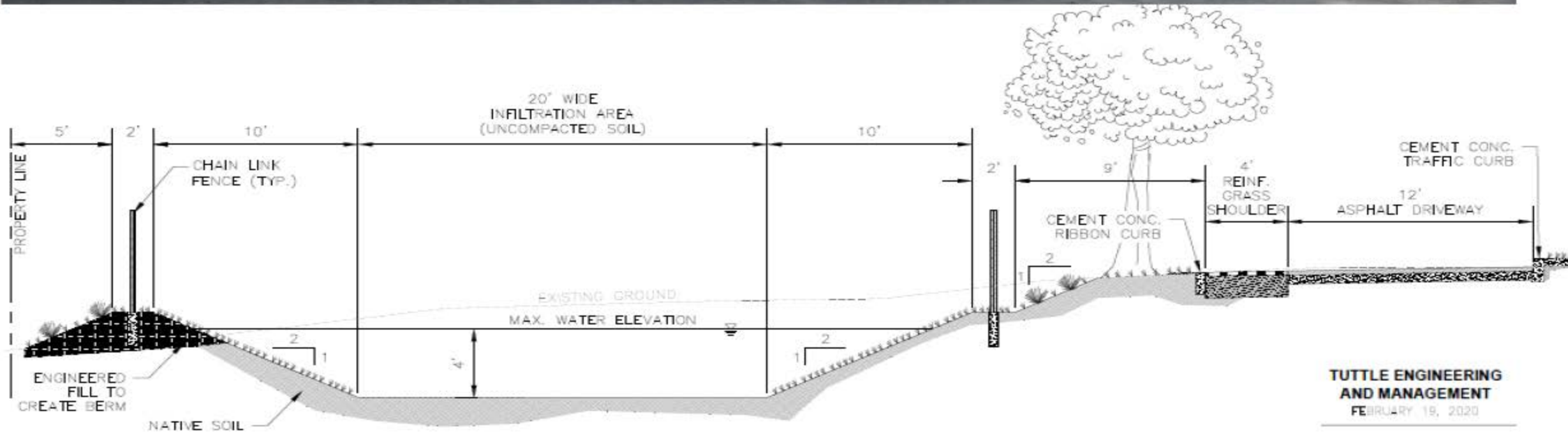
Repave and Widen Road

New Stormwater Conveyance & Landscaping



New Stormwater Pond & Landscaping





Requirements Met

- ✓ Pre-Application Meeting & Pre-App Neighborhood Meeting
- ✓ Noticing
- ✓ SEPA Review
- ✓ Zoning / Allowed Uses
- ✓ Public Street improvements
- ✓ Public Street design
- ✓ Private Driveways
- ✓ Subdivision Design
- ✓ Block Frontage
- ✓ Site Planning → EXCEPT FOR SETBACKS
- ✓ Parking
- ✓ Landscaping (see revised landscape plan dated 3/4/2020)
- ✓ Fences, Walls, & Hedges
- ✓ Signs
- ✓ Clearing and Grading
- ✓ Stormwater → EXCEPT FOR SETBACKS

Exhibit G: Applicant Revision Narrative Describes

Grand View Cemetery Expansion –Detention Pond

Enhancement

In addition to our submitted civil plans, we are going to add a few enhancements to the detention pond.

The new city codes require that the detention pond be moved 10 feet from the western property line. (Our drawings show the pond at 5 feet from the west boundary). In addition to moving the pond to the east to accommodate the 10 foot set back, we are adding a few landscape enhancements around it to provide screening for neighbors and aesthetic improvements. We may include a 24” tall landscape wall constructed of Redi Rock, or similar product, to the west of the pond along the property line. If necessary, a wall could provide an adequate border and hold in soils for landscaping materials. A wall would have adequate drain rock placed behind it for drainage.

Staff Recommendation to Planning Commission

The PC&ED Department recommends that the Planning Commission make a recommendation of approval to City Council regarding the subject Conditional Use Permit subject to the staff's suggested conditions of approval as listed below:

1. A new site plan to be submitted prior to construction that reflects the final pond location, to show the toe of the slope on the western berm of the pond meeting at a minimum the 10 foot setback from the property line (as described in Exhibit G), at least a 5 foot landscape buffer between the berm and property line.
2. A new landscape plan to be revised as directed by staff – COMPLETED
3. Comply with the approved Stormwater Analysis, **Infiltration Pond details to be submitted and approved prior to Phase 2 construction.**
4. Legal Survey prior to construction, if not already completed.
5. Obtain any additional local, state, or federal permits.
6. Orange construction fencing to mark clearing limits prior to constructions.
7. Project shall comply with the SEPA MDNS conditions.
8. Project shall comply with the Public Works Department conditions of approval.

In response to Conditions 1, the Parks Department has the following written request (see Additional Exhibit J in the packet addendum):

Jonn for Discussion



ANACORTES PARKS & RECREATION DEPARTMENT
PO Box 547
Anacortes, WA 98221
(360) 293-1918
(360) 293-1928fax

March 4, 2020

Don Measamer
Planning, Community and Economic Development
PO Box 547
Anacortes, WA 98221

Re: Grand View Cemetery Expansion

Dear Mr. Measamer,

I greatly appreciate your staff's willingness to help us work through the complexities of the Conditional Use Permit process for the Grand View Cemetery expansion. I would like to discuss the requirement issued to move our storm water detention pond to the east to create a larger planting area on the west side.

Normally we would be happy to comply and provide greater planting space on our boundary. Unfortunately if the detention pond is moved to the east it will eliminate a vehicle pull out area we have designed near this improved cemetery entrance. I believe this will cause problems over time as this road is likely to become widely used as the entrance for funerals and regular use as the new section fills in. The vehicle pullout will help us keep vehicles off the cemetery land and out of our landscaping.

Our alternative is to leave this vehicle pullout space, keep the pond where it is currently located on the plan and provide the necessary planting and fencing to maintain an adequate privacy screen for neighboring properties to the west.

Please contact me with any questions.

Sincerely,

Jonn Lunsford

Jonn Lunsford

Hearing & Deliberation

EXHIBIT 11 PC Minutes



Planning Commission Public Hearing Minutes for March 11, 2020

This is not a verbatim transcript of the meeting and is written in an attempt to capture the general spirit of the discussion based upon notes and video observation by the author. To view the video recording of this meeting, click [here](https://www.anacorteswa.gov/700/Watch-Meetings), or go to <https://www.anacorteswa.gov/700/Watch-Meetings>.

Planning, Community, & Economic Development Director Don Measamer called the Public Hearing of March 11, 2020 to order at approximately 6 p.m. First order of business was to elect a Chair and Vice-Chair for the Planning Commission. Commissioner Graf motioned to nominate Commissioner MacKenzie for Chair. Commissioner Cortright seconded the motion. All Commissioners voted yes to the nomination. Cortright nominated Commissioner Ruether as Vice-Chair. Commissioner Jeretzky seconded the motion. All Commissioners voted yes to the nomination. At this point, the meeting was turned over to Planning Commission Chair MacKenzie.

Roll Call

Members Present: Commissioners MacKenzie, Graf, Jeretzky, Cortright, Ruether, and Mount
Absent: (one vacate position)

Minutes

Minutes from January 22, 2020 were approved as presented.

Correspondence

Director Measamer gave a presentation on updated information available to the public on the City of Anacortes website about on-going projects, services, new flashes, and planning project updates. The information is located here: <https://www.anacorteswa.gov/161/Planning-Community-Economic-Development>

New Business

Pre-Decision Open Public Hearing: Conditional Use Permit CUP-2019-0002 to allow expansion of the Grandview Cemetery at 411 Hillcrest Drive.

Tess Cooper, Associate Planner, gave a presentation on the Grandview expansion. Commissioners viewed the site early in the day. Project will include a new paved and expanded road, removal of poplar trees and brush, and a water retention pond as well as planting trees.

Chair MacKenzie opened the floor to public comment. No comments were presented. Chair MacKenzie closed the public hearing at 6:21 pm.

After brief discussion by the Commissioners, Commissioner Cortright made a motion to approve the proposal be forwarded to City Council. Commissioner Ruether seconded the motion. The motion passed 6-0.

With no further discussion, Chair MacKenzie concluded the meeting at approximately 6:29 p.m.



TRANSMITTAL OF DOCUMENTS

TO: City Council

From: Tess Cooper, Associate Planner

RE: Additional Meeting Materials

Date: July 20, 2020

Number of Copies	Description of Item	Exhibit Number
1	City Council Finding of Fact – REVISED for typos/omissions	1
1	Scanned signed copy of PC Motion	2
1	Landscape Plan revised 3/5/2020	3
1	Critical Area Report	4



Anacortes Planning, Community & Economic Development Department

904 6TH Street / P.O. Box 547, Anacortes, WA 98221

360.299-1984 - Office Hours: Mon-Fri 8:00 AM – 5:00 PM

City Council's Findings of Fact, Conclusions of law & Decision

PROJECT INFORMATION:

Project Title	Grandview Cemetery Expansion	Date of Report	July 13, 2020
File Number	CUP-2019-0002 & SEPA Review	Attachment	Site & Landscape Plans, PC Recommendation
Closed-Record Decision Hearing:	6:00 PM on Monday, July 20, 2020		
Pre-Decision Open-Record Public Hearing	6:00 PM on Wednesday, March 11, 2020 Site Visit: 3:00 PM on Wednesday, March, 11, 2020		

BACKGROUND SUMMARY:

Landowner & Applicant	City of Anacortes Parks and Recreation, P.O. Box 547, Anacortes, WA 98221-0547						
Request	Conditional Use approval to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping.						
SEPA Status	A SEPA MDNS was issued for the project on <u>February 7, 2020.</u>						
Site Address	411 Hillcrest Drive, Anacortes, WA.						
APN(s)	P33177 & P33178	Section	30	Township	35	Range	02E
Comprehensive Plan	Public Use	Zoning:	Public Use (P)				
Shoreline Environment	N/A	Critical Areas	Happy Valley Stream				
Water Supply	Current	Proposed	Sewer Supply		Current	Proposed	
	City	City			City	City	
Present Use of Property	The existing cemetery is adjacent to the subject property which is currently vacant.						

REVIEWING AGENCIES:

City of Anacortes	Local Agencies & Districts	State & Federal	Skagit County	Other
☒ Building ☒ Fire Dept. ☒ Parks ☒ Planning ☒ Police ☒ Public Works ☒ Operations	☐ Skagit Transit ☐ Anacortes School District 103 ☐ Port of Anacortes	☒ DOE ☒ WDFW ☒ WSDOT ☒ DNR ☒ DAHP	☐ Health District ☒ Planning ☐ Public Works	☒ Swinomish Tribe ☒ Samish Tribe ☒ Upper Skagit Tribe

ACTION:				
☐ Administrative	☒ City Council	☐ Quasi-Judicial	☐ Planning Commission	
Date of PC Recommendation	July 20, 2020	☐ Approve w/ conditions	☐ Denial	☐ Approval
CITY STAFF CONTACT:				
Name:	Title:	Phone:	E-mail:	
Tess Cooper	Associate Planner	(360) 588-8235	tessc@cityofanacortes.org	
SITE & SURROUNDING USES:				
	Comprehensive Plan	Zoning	Land Use	
Site	Public Use	Public Use (P)	Vacant unimproved land / Cemetery	
North	Residential Low Density	Residential Low Density 2A (R2A)	Hillcrest Drive & Single-family residences	
East	Public Use	Public Use (P)	Public Cemetery	
South	Residential Low Density	Residential Low Density 1 (R1)	Single-family residences	
West	Residential Medium Density	Residential Medium Density 3 (R3)	St. Mary's Catholic Church	
VICINITY MAP:				

A. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Description of Proposal:

The applicant is requesting conditional use approval (Type 4) to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping. The subject property is approximately 19 acres in area and is located in the Public Use (P) Zone.

2. Project History/ Chronology:

Conditional Use Permits are classified as Type 4 project permit review. Per AMC Table 19.20.030-1, type 4 permits require that both a pre-application conference and neighborhood meeting be conducted prior to application (CUP) submittal. Accordingly a pre-applications conference (PRE-2018-0029) was conducted on August 7, 2018, and the neighborhood meeting was held on March 5, 2019.

The applicant /landowner formally submitted their land use permit application for conditional use permit and SEPA environmental review on August 19, 2019. The subject application was deemed complete on August 22, 2019. Notice of the application was provided in accordance with AMC 19.20.120.

3. Site Location:

The subject property is located within the City of Anacortes, south of Hillcrest Avenue, and on the west side of Whistle Lake Road. The site address is 411 Hillcrest Avenue, and the property is identified by Assessor's parcel number P33177 & P33178.

4. Site Description:

The project site's topography is flat in elevation. There are no improvements currently located on the subject property proposed for expansion; the existing cemetery has structures to include a workshop and mausoleums. According to the USDA Soil National Resource Conservation Services, onsite soils are classified as Bow gravelly loam and Keystone loamy sand.

5. Surrounding Uses:

The subject property is zoned Public Use (P). Surrounding uses include a single-family residence and civic use to the west.

6. Critical Areas:

There are no critical areas located on the subject property however, Happy Valley Stream is located adjacent to the subject property to the southwest. A Critical Area Assessment report was submitted with the application material.

7. Agency / Department Review & Comments Received:

Local, county, and state agencies and departments of jurisdiction were solicited for comment for this development. The agencies and departments that were solicited for comment are identified in the table below along with whether comment was received or not.

Agency/ Department Solicited for Comment	Comment Received?
WSDOT	No
DOE	Yes
WDFW	No
DNR	No
DAHP	No
Skagit County Planning Department	No
Skagit Transit	No
Swinomish Tribe	No
Samish Tribe	No
Upper Skagit Tribe	No
Port of Anacortes	No
Anacortes School District 103	No
City of Anacortes Building Department	No
City of Anacortes Fire Department	No
City of Anacortes Public Works Dept.	Yes
City of Anacortes Police Dept.	No
City of Anacortes Parks Dept.	No
City of Anacortes Operations Dept.	No

8. Public Comments Received:

During the 21-day public comment period, written /emailed comments from the public were received. Primary topics of concern identified within the comments include the removal of trees and loss of wildlife habitat. (see attached exhibit D).

In making its decision, the Department has considered the written comments and the applicant's responses that were timely received, as required in AMC 19.20.130.C.

9. SEPA Environmental Review:

The proposal is subject to SEPA review. The City of Anacortes utilized the optional SEPA DNS process provided in WAC 197-11-355. The 14-day public comment period ended on September 18, 2019. A SEPA Mitigated Determination of Non-Significance (MDNS) was issued on **February 7, 2020**. No appeals were received.

10. Application Review:

Per AMC 19.36.020, the development proposal is subject to conditional use approval. The review criteria for conditional use permits are outlined in AMC 19.36.040. Below are the criteria, along with staff comments:

- a) **The use would comply with any specific requirements for the conditional use specified elsewhere in this code;**

Staff Comments:

As conditioned below, the project will meet all applicable laws, ordinances and regulations.

- b) Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;**

Staff Comments:

The applicant expects no significant change to traffic volumes as a result of the expansion, the proposal includes road upgrades that will improve internal traffic flow.

- c) Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;**

Staff Comments:

The application includes road widening with the intent of increasing internal parking. The applicant estimates the work will add the capacity for approximately 50 more parking spaces, and describes the maximum need as being approximately 20 parking spaces during services. The use does not necessitate loading or commercial delivery facilities.

- d) The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;**

Staff Comments:

The application included a tree preservation plan and landscape plan. The proposal meets open space requirements and includes replanting a significant amount of trees. The quantity of trees meet the required tree credits and counts towards the landscape requirements. The landscape plan has been adequately revised to incorporate the code prescribed screening requirements between the subject property and adjacent residential uses.

- e) The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;;**

Staff Comments:

This expansion does not include plans for outdoor lighting.

- f) Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;**

Staff Comments:

As a civic use, the proposed development was reviewed for consistency with adjacent residential uses. The operations of the property will be 7:00 am – 4:00 pm Monday – Friday, with funeral services also on weekends. It is not expected that these services would result in excessive or incompatible noise.

g) Public facilities and utilities are capable of adequately serving the proposed use;

Staff Comments:

The proposal includes minimal expansion to facilities that would necessitate an increase in public services. The only structure proposed for future development includes a CXT (prefabricated concrete) restroom for use by staff and visitors, and would require power, water, and sewer. Additionally, the stormwater pond will have an outfall into the city stormwater system.

h) The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;

Staff Comments:

The size, shape, and topography of the site is suitable for the expansion of the graveyard to accommodate more grave sites as needed in the future. Site drainage has been addressed in the stormwater analysis and engineering plans.

11. AMC Chapter 19.41, Allowed Uses:

The subject property lies in the Public Use Zone. The proposed cemetery use is a conditional use in the P Zone per AMC 19.41.070 provided it complies with AMC 19.46.020, which outlines standards for Civic uses.

12. AMC Chapter 19.42, Form and Intensity Standards:

Form and intensity standards do not apply to this proposal. Therefore this chapter is not applicable.

13. AMC Chapter 19.51, Public Street Improvements Required:

The site abuts Hillcrest Avenue. The proposed development includes a change of use to a more intensive use of property that will result in increased impact (as determined by the Director) to the transportation system, based on the Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use, or other source approved by the city. Therefore, construction or provision of public right-of-way improvements consistent with the requirements in AMC 19.51 and 19.52 are required as a condition of approval. Typical required right of way improvements include paved roadway, street lighting, sidewalks, curbs and gutters, utilities, street landscaping, traffic and safety control devices, dedication of public right-of-way and conduit for new and existing utilities. The Public Works Department reviewed the proposed development application for conformance with the applicable standards/provisions of the Anacortes Municipal Code, including but not limited to required public street improvements. As conditioned, necessary public improvements will be constructed in conjunction with the Public Works Department within a period not to exceed 7 years, including new a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest and sidewalks along Hillcrest, per AMC 19.51.040.

14. AMC 19.52, Public Street Design:

The proposed development abuts Hillcrest Avenue designated as a high volume local street. The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to public street design and the proposal, as conditioned, was determined to meet these requirements.

15. AMC 19.53, Private Driveways and Access:

The site is proposed to access from Hillcrest Avenue via a driveway providing ingress/egress is provided to the site, the project proposal includes upgrades and widening of the paved surface.

The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to private driveways and access and the project was determined to meet applicable requirements.

16. AMC Chapter 19.54, Subdivision Design and Block Structure

AMC 19.32.020(B) describes cemeteries and other burial plots as exempt from subdivision requirements, therefore this chapter is not applicable.

17. AMC Chapter 19.61, Block Frontage Standards:

Hillcrest Avenue does not have a specific block frontage designation; therefore the block frontages are subject to the provisions for "Undesignated" block frontages in AMC 19.61.110. The proposed development was reviewed for conformance with AMC 19.61 regulating block frontage standards and determined to meet these requirements.

18. AMC Chapter 19.62, Site Planning:

The proposed development was reviewed for conformance with AMC 19.62 regulating Site Planning standards and, as conditioned, was determined to meet these requirements.

19. AMC Chapter 19.63, Building Design:

No structures are proposed at this time, therefore this chapter is not applicable. A building permit will be required for the CXT restroom structure.

20. AMC Chapter 19.64, Parking:

The proposed development was reviewed for conformance with AMC Chapter 19.64 regulating parking and was determined to meet these requirements.

21. AMC Chapter 19.65, Landscaping:

A landscape plan prepared by a Washington State licensed landscape architect was submitted with the application materials. The landscaping plan was reviewed for conformance with AMC Chapter 19.65 regulating landscaping and was determined to meet the applicable requirements

once the infiltration pond is moved further east and a 5' wide landscape strip is provided, final landscape plan to be provided and reviewed prior to Phase 2 being constructed.

22. AMC Chapter 19.66, Fences, Walls, and Hedges:

The proposed development was reviewed for conformance with AMC 19.66 regulating Fences, Walls, and Hedges and determined to meet these requirements.

23. AMC Chapter 19.67, Signs:

No signage is proposed at this time; future signage will be required to obtain a sign permit and will be reviewed for conformance with this chapter.

24. AMC Chapter 19.69, Standards, Generally

The proposed development was reviewed for conformance with AMC 19.69 regulating general standards in the City of Anacortes including but not limited to noise, air pollution, glare, exterior lighting, and the vision clearance triangle. The proposed development was determined to meet these requirement as conditioned below.

25. AMC Chapter 18.16, Shoreline Master Program:

The proposed development does not lie within close proximity to a shoreline of statewide significance.

26. AMC Chapter 19.76, Stormwater:

The applicant submitted a stormwater drainage analysis that addresses the project site's soils, impervious surfaces proposed, and stormwater that would be generated onsite along with how the proposed development will comply with Anacortes Municipal Code Chapter 19.76 and the Department of Ecology's 2012 Stormwater Management Manual for Western Washington (as amended in 2014) that was adopted by the City of Anacortes. The city utilized the consultant Gray and Osborne for third party review of this stormwater drainage analysis. On January 14, 2020, the City of Anacortes Public Works Department accepted the January 2, 2020, revision to the stormwater drainage analysis. Final details on the infiltration pond and road improvements to be provided and reviewed prior to Phase 2 being constructed.

27. AMC Chapter 19.78, Clearing & Grading:

Conformance with this Chapter will be reviewed upon submittal of detailed clearing and grading plans prior to commencement of construction.

28. Public Notice Requirements:

	Notice of application	Notice of Hearing
Anacortes American Newspaper	August 28, 2019	February 12, 2020
Two (2) locations on site	August 28, 2019	February 12, 2020

Mailed to neighbors w/in 300 ft	August 27, 2019	N/A
Other Agencies and Departments	August 27, 2019	February 12, 2020
Posted at City Hall and the Library & Website	August 27, 2019	February 12, 2020

29. 120-Day Clock:

Pursuant to AMC Table 19.20.160, a decision on the application shall be made within 120 days from the date of the letter of completeness. As of the date of this decision, 86 days have elapsed on the 120-day clock.

30. Conclusions of law:

1. The public notice requirements of the Conditional-Use Permit /Essential Public Facility have been complied with.
2. The project is consistent with the general purposes of the City's Comprehensive Plan, the city's planning standards and specifications of the zoning ordinance, and other ordinances applicable to the proposal.
3. 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.

The proposed development, as conditioned below and in the issued SEPA mitigated determination of non-significance (MDNS), will make appropriate provisions for the public use and interest, health, safety, and general welfare, and will be in conformance with the criteria in AMC 19.36 Conditional Uses.

A. STAFF RECOMMENDATION:

The Department of Planning, Community, and Economic Development recommends that the City Council approve the subject Conditional Use Permit subject to staff's suggested conditions of approval as listed below.

B. PLANNING COMMISSION RECOMMENDATION:

The Planning Commission conducted a pre-decision open-record public hearing at 6:00 PM on March 11, 2020, following a 3:00 PM site visit, regarding the subject CUP request. Following public testimony and deliberation, the Planning Commission voted 6-0 in favor of recommending approval to City Council.

C. DECISION:

Based on the foregoing information and analysis, the application material 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 approves the Conditional Use Permit/ Essential Public Facility request subject to staff's suggested conditions of approval as listed below.

D. CONDITIONS OF APPROVAL:

1. A new site plan to be submitted prior to construction that reflects the final infiltration pond location, as described in the Detention Pond Enhancement narrative submitted by the applicant (as exhibit G); that shows the toe of slope on the western berm of the pond meeting at a minimum the 10 foot

setback from the property line, and a 5 foot wide landscape screen between the berm and the property line.

2. A new landscape plan to be submitted prior to construction that reflects the requested changes and redlines on the plan sheets dated 10-31-19 (see exhibit H).
3. Development shall comply with the approved Stormwater Drainage analysis reviewed and accepted by the City of Anacortes Public Works Department. Best management practices shall be employed and in use at all times during construction activities [grading, cut, fill, construction, etc.]. Infiltration pond details to be submitted and approved prior to Phase 2 construction.
4. Prior to any construction activities (grading, cut, fill, etc.) taking place onsite, the applicant shall have the subject property surveyed by a Washington State licensed surveyor. The surveyor shall place the property corners onsite visible to all unless it has already been done.
5. Prior to work beginning any construction activities (grading, cut, fill, etc.), the applicant/landowner shall obtain all required local, state, and federal permits, and including a clear and grade permit from the City.
6. Prior to work beginning, orange construction fencing shall be installed at the project boundary's clearing limits and property lines.
7. The project shall comply with the mitigation measures outlined in the SEPA MDNS issued on February 7, 2020:
 - a. Erosion control, dust control, and best management practices shall be employed during construction /development activities as required by both the Building and Public Works Departments.
 - b. Before construction activities commence, orange construction fencing and silt fencing shall be installed around the extents of clearing limits proposed.
 - c. All required permits shall be secured before any construction activities begin onsite.
 - d. In order to mitigate impacts on adjacent residences, hours of construction /work are limited to 8:00 AM to 5:00 PM unless a noise variance is first obtained.
 - e. Noise levels shall not exceed those standards as established by the state pursuant to Chapter 70.107 RCW and contained in Chapter 173.60 WAC.
 - f. 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.

8. The project shall comply with the requirements of the Public Works Department conditions in the memo from Fred Buckenmeyer dated February 26, 2020 and Steve Lange (see exhibit E) including but not limited to:

- A. 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.
- B. A Storm Water Quality and Quantity 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.

Storm water conveyance both on-site and off-site shall comply with City Storm drainage requirements.

- C. 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 and other plans and\or information required by the City Planning\Building and Public Works Departments shall be submitted for review and approval.

Site-Frontage:

- D. Street Improvements along Hillcrest Drive:

Construct a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest. To include, but not limited to;

- i. A Type 1 Driveway Entrance, 6-feet in width.
- ii. New sidewalk ramps and related appurtenances on the north and south side of Hillcrest Drive.

- E. Street Improvements internal 7th Street:

Construct a 16-foot to 20-foot paved roadway access conforming to AMC 19.52.040, Table D. Providing for the transition between the pedestrian improvements under the Blue Heron Reservoir Conditional Use Permit – PW#16-039-WTR and the new improvements along West Avenue.

- F. Recommended Improvements:

The length of the Grandview Cemetery frontage along Hillcrest Drive is approximately 500-feet. Instead of constructing sidewalk improvements to the east, where there is no safe pedestrian access or available Right-of-Way, the project provides these improvements off-site and constructs the improvements along the north side of Hillcrest Drive, west of the existing improvements at Stankus Drive.

INTRODUCED, PASSED, AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES on this 20th day of July 2020.

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:

Per AMC 19.20.030-1 and 19.20.240(A), there is no further administrative appeal available for this decision. Appeals of the decision may be made to Superior Court pursuant to Chapter 36.70C RCW.

EXHIBITS:

Exhibit A: Application Package
Exhibit B: GIS Map & Assessors info
Exhibit C: Notices
Exhibit D: Public Comments received
Exhibit E: Agency/Department comments received
Exhibit F: Issued SEPA MDNS
Exhibit G: Municipal Code
Exhibit H: Site Photos
Exhibit I: Planning Commission Recommendation
Exhibit J: Planning Commission Presentation
Exhibit K: Planning Commission Minutes



**Anacortes Planning Commission
Recorded Motion and Recommendation
To City Council**

Proposal Description:	Conditional Use approval to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping.
File Number:	CUP-2019-0002
Documents available at:	City Hall, Planning Community & Economic Development Department
Public hearing body:	Anacortes Planning Commission
Public hearing date:	March 11, 2020
PC deliberations:	March 11, 2020

After considering the written and spoken comments and considering the record before it, the Planning Commission enters the following findings of fact, reasons for action, and recommendations to the Anacortes City Council.

Recommendation

The Planning Commission recommends that the City Council:

Based on the foregoing findings and conclusions of law described in the staff report dated March 5, 2020, and review of the City's regulatory authority to implement the policies, standards, and regulations of the Anacortes Municipal Code, the Planning Commission hereby recommends to the City Council concerning the subject Conditional Use Permit:

- ☒ Approval with Conditions
☐ Denial
☐ Approval

Subject to staff's suggested conditions in the Staff Report dated March 5, 2020 and any additional Commissioner conditions of approval as listed below:

1. N/A
2. _____
3. _____

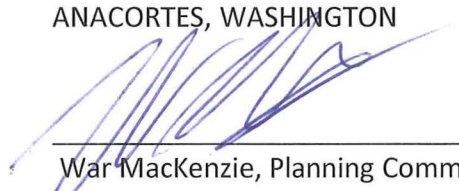
Optional New Findings of Fact:

N/A

This recorded motion approved March 11, 2020:

Commission Vote	Support	Oppose	Absent	Abstain
Frank Jeretzky	x			
Mike Cortright	x			
Sarah Ruether	x			
Jeff Mount	x			
Vacant				
Jeff Graf	x			
Ward MacKenzie	x			
Total	0	0	0	0

ANACORTES PLANNING COMMISSION
ANACORTES, WASHINGTON


Ward MacKenzie, Planning Commission Chair

03/14/2020
Date



Anacortes Planning, Community & Economic Development Department

904 6TH Street / P.O. Box 547, Anacortes, WA 98221

360.299-1984 - Office Hours: Mon-Fri 8:00 AM – 5:00 PM

CONDITIONAL USE PERMIT STAFF REPORT & RECOMMENDATION

PROJECT INFORMATION:

Project Title	Grandview Cemetery Expansion	Date of Report	March 5, 2020
File Number	CUP-2019-0002 & SEPA Review	Attachment	Site & Landscape Plans
Administrative Recommendation	Approve the site plan subject to the conditions of approval contained in Section B.		

BACKGROUND SUMMARY:

Landowner & Applicant	City of Anacortes Parks and Recreation, P.O. Box 547, Anacortes, WA 98221-0547						
Request	Conditional Use approval to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping.						
SEPA Status	A SEPA MDNS was issued for the project on <u>February 7, 2020</u> .						
Site Address	411 Hillcrest Drive, Anacortes, WA.						
APN(s)	P33177 & P33178	Section	30	Township	35	Range	02E
Comprehensive Plan	Public Use	Zoning:	Public Use (P)				
Shoreline Environment	N/A	Critical Areas	Happy Valley Stream				
Water Supply	Current	Proposed	Sewer Supply		Current	Proposed	
	City	City			City	N/A	
Present Use of Property	The subject property is vacant.						

REVIEWING AGENCIES:

City of Anacortes	Local Agencies & Districts	State & Federal	Skagit County	Other
☒ Building ☒ Fire Dept. ☒ Parks ☒ Planning ☒ Police ☒ Public Works ☒ Operations	☐ Skagit Transit ☐ Anacortes School District 103 ☐ Port of Anacortes	☒ DOE ☒ WDFW ☒ WSDOT ☒ DNR ☒ DAHP	☐ Health District ☒ Planning ☐ Public Works	☒ Swinomish Tribe ☒ Samish Tribe ☒ Upper Skagit Tribe

ACTION:

☐ Administrative
 ☐ City Council
 ☐ Quasi-Judicial
 ☒ Planning Commission

Date of Recommendation	March 11, 2020	☐ Approve w/ changes	☐ Denial	☐ Approval
CITY STAFF CONTACT:				
Name:	Title:	Phone:	E-mail:	
Tess Cooper	Associate Planner	(360) 588-8235	tessc@cityofanacortes.org	
SITE & SURROUNDING USES:				
	Comprehensive Plan	Zoning	Land Use	
Site	Public Use	Public Use (P)	Vacant unimproved land / Cemetery	
North	Residential Low Density	Residential Low Density 2A (R2A)	Hillcrest Drive & Single-family residences	
East	Public Use	Public Use (P)	Public Cemetery	
South	Residential Low Density	Residential Low Density 1 (R1)	Single-family residences	
West	Residential Medium Density	Residential Medium Density 3 (R3)	St. Mary's Catholic Church	
VICINITY MAP:				

A. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Description of Proposal:

The applicant is requesting conditional use approval (Type 4) to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, restroom, parking, utilities, and landscaping. The subject property is approximately 19 acres in area and is located in the Public Use (P) Zone.

2. Project History/ Chronology:

The applicant /landowner formally submitted their land use permit application for conditional use permit (Type 4) and SEPA environmental review on August 19, 2019. The subject application was deemed complete on August 22, 2019. Notice of the application was provided in accordance with AMC 19.20.120.

3. Site Location:

The subject property is located within the City of Anacortes, south of Hillcrest Avenue, and on the west side of Whistle Lake Road. The site address is 411 Hillcrest Avenue, and the property is identified by Assessor's parcel number P33177 & P33178.

4. Site Description:

The project site's topography is flat in elevation. There are no improvements currently located on the subject property proposed for expansion; the existing cemetery has structures to include a workshop and mausoleums. According to the USDA Soil National Resource Conservation Services, onsite soils are classified as Bow gravelly loam and Keystone loamy sand.

5. Surrounding Uses:

The subject property is zoned Public Use (P). Surrounding uses include a single-family residence and civic use to the west.

6. Critical Areas:

There are no critical areas located on the subject property however, Happy Valley Stream is located adjacent to the subject property to the southwest. A Critical Area Assessment report was submitted with the application material.

7. Agency / Department Review & Comments Received:

Local, county, and state agencies and departments of jurisdiction were solicited for comment for this development. The agencies and departments that were solicited for comment are identified in the table below along with whether comment was received or not.

Agency/ Department Solicited for Comment	Comment Received?
WSDOT	No
DOE	Yes
WDFW	No

Agency/ Department Solicited for Comment	Comment Received?
DNR	No
DAHP	No
Skagit County Planning Department	No
Skagit Transit	No
Swinomish Tribe	No
Samish Tribe	No
Upper Skagit Tribe	No
Port of Anacortes	No
Anacortes School District 103	No
City of Anacortes Building Department	No
City of Anacortes Fire Department	No
City of Anacortes Public Works Dept.	Yes
City of Anacortes Police Dept.	No
City of Anacortes Parks Dept.	No
City of Anacortes Operations Dept.	No

8. Public Comments Received:

During the 14-day public comment period, written /emailed comments from the public were received. Primary topics of concern identified within the comments include the removal of trees and loss of wildlife habitat. (see attached exhibit D).

In making its decision, the Department has considered the written comments and the applicant's responses that were timely received, as required in AMC 19.20.130.C.

9. SEPA Environmental Review:

The proposal is subject to SEPA review. The City of Anacortes utilized the optional SEPA DNS process provided in WAC 197-11-355. The 14-day public comment period ended on September 18, 2019. A SEPA Mitigated Determination of Non-Significance (MDNS) was issued on **February 7, 2020**. No appeals were received.

10. Application Review:

Per AMC 19.36.020, the development proposal is subject to conditional use approval. The review criteria for conditional use permits are outlined in AMC 19.36.040. Below are the criteria, along with staff comments:

- a) **The use would comply with any specific requirements for the conditional use specified elsewhere in this code;**

Staff Comments:

As conditioned below, the project will meet all applicable laws, ordinances and regulations.

- b) Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;**

Staff Comments:

The applicant expects no significant change to traffic volumes as a result of the expansion, the proposal includes road upgrades that will improve internal traffic flow.

- c) Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;**

Staff Comments:

The application includes road widening with the intent of increasing internal parking. The applicant estimates the work will add the capacity for approximately 50 more parking spaces, and describes the maximum need as being approximately 20 parking spaces during services. The use does not necessitate loading or commercial delivery facilities.

- d) The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;**

Staff Comments:

The application included a tree preservation plan and landscape plan. The proposal meets open space requirements and includes replanting a significant amount of trees. The quantity of trees meet the required tree credits and counts towards the landscape requirements. The landscape plan has been adequately revised to incorporate the code prescribed screening requirements between the subject property and adjacent residential uses.

- e) The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;;**

Staff Comments:

This expansion does not include plans for outdoor lighting.

- f) Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;**

Staff Comments:

As a civic use, the proposed development was reviewed for consistency with adjacent residential uses. The operations of the property will be 7:00 am – 4:00 pm Monday – Friday, with funeral services also on weekends. It is not expected that these services would result in excessive or incompatible noise.

- g) Public facilities and utilities are capable of adequately serving the proposed use;**

Staff Comments:

The proposal includes minimal expansion to facilities that would necessitate an increase in public services. The only structure proposed for future development includes a CXT (prefabricated concrete) restroom for use by staff and visitors, and would require power, water, and sewer. Additionally, the stormwater pond will have an outfall into the city stormwater system.

- h) The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;**

Staff Comments:

The size, shape, and topography of the site is suitable for the expansion of the graveyard to accommodate more grave sites as needed in the future. Site drainage has been addressed in the stormwater analysis and engineering plans.

11. AMC Chapter 19.41, Allowed Uses:

The subject property lies in the Public Use Zone. The proposed cemetery use is a conditional use in the P Zone per AMC 19.41.070 provided it complies with AMC 19.46.020, which outlines standards for Civic uses.

12. AMC Chapter 19.42, Form and Intensity Standards:

Form and intensity standards do not apply to this proposal. Therefore this chapter is not applicable.

13. AMC Chapter 19.51, Public Street Improvements Required:

The site abuts Hillcrest Avenue. The proposed development includes a change of use to a more intensive use of property that will result in increased impact (as determined by the Director) to the transportation system, based on the Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use, or other source approved by the city. Therefore, construction or provision of public right-of-way improvements consistent with the requirements in AMC 19.51 and 19.52 are required as a condition of approval. Typical required right of way improvements include paved roadway, street lighting, sidewalks, curbs and gutters, utilities, street landscaping, traffic and safety control devices, dedication of public right-of-way and conduit for new and existing utilities. The Public Works Department reviewed the proposed development application for conformance with the applicable standards /provisions of the Anacortes Municipal Code, including but not limited to required public street improvements. As conditioned, necessary public improvements will be constructed in conjunction with the Public Works Department within a period not to exceed 7 years, including new a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest and sidewalks along Hillcrest, per AMC 19.51.040.

14. AMC 19.52, Public Street Design:

The proposed development abuts Hillcrest Avenue designated as a high volume local street. The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to public street design and the proposal, as conditioned, was determined to meet these requirements.

15. AMC 19.53, Private Driveways and Access:

The site is proposed to access from Hillcrest Avenue via a driveway providing ingress/egress is provided to the site, the project proposal includes upgrades and widening of the paved surface.

The Public Works Department reviewed the proposed development for conformance with the applicable standards /provisions of the Anacortes Municipal Code including but not limited to private driveways and access and the project was determined to meet applicable requirements.

16. AMC Chapter 19.54, Subdivision Design and Block Structure

AMC 19.32.020(B) describes cemeteries and other burial plots as exempt from subdivision requirements, therefore this chapter is not applicable.

17. AMC Chapter 19.61, Block Frontage Standards:

Hillcrest Avenue does not have a specific block frontage designation; therefore the block frontages are subject to the provisions for "Undesignated" block frontages in AMC 19.61.110. The proposed development was reviewed for conformance with AMC 19.61 regulating block frontage standards and determined to meet these requirements.

18. AMC Chapter 19.62, Site Planning:

The proposed development was reviewed for conformance with AMC 19.62 regulating Site Planning standards and, as conditioned, was determined to meet these requirements.

19. AMC Chapter 19.63, Building Design:

No structures are proposed at this time, therefore this chapter is not applicable. A building permit will be required for the CXT restroom structure.

20. AMC Chapter 19.64, Parking:

The proposed development was reviewed for conformance with AMC Chapter 19.64 regulating parking and was determined to meet these requirements.

21. AMC Chapter 19.65, Landscaping:

A landscape plan prepared by a Washington State licensed landscape architect was submitted with the application materials. The landscaping plan was reviewed for conformance with AMC Chapter 19.65 regulating landscaping and was determined to meet the applicable requirements once the infiltration pond is moved further east and a 5' wide landscape strip is provided, final landscape plan to be provided and reviewed prior to Phase 2 being constructed.

22. AMC Chapter 19.66, Fences, Walls, and Hedges:

The proposed development was reviewed for conformance with AMC 19.66 regulating Fences, Walls, and Hedges and determined to meet these requirements.

23. AMC Chapter 19.67, Signs:

No signage is proposed at this time; future signage will be required to obtain a sign permit and will be reviewed for conformance with this chapter.

24. AMC Chapter 19.69, Standards, Generally

The proposed development was reviewed for conformance with AMC 19.69 regulating general standards in the City of Anacortes including but not limited to noise, air pollution, glare, exterior lighting, and the vision clearance triangle. The proposed development was determined to meet these requirement as conditioned below.

25. AMC Chapter 18.16, Shoreline Master Program:

The proposed development does not lie within close proximity to a shoreline of statewide significance.

26. AMC Chapter 19.76, Stormwater:

The applicant submitted a stormwater drainage analysis that addresses the project site's soils, impervious surfaces proposed, and stormwater that would be generated onsite along with how the proposed development will comply with Anacortes Municipal Code Chapter 19.76 and the Department of Ecology's 2012 Stormwater Management Manual for Western Washington (as amended in 2014) that was adopted by the City of Anacortes. The city utilized the consultant Gray and Osborne for third party review of this stormwater drainage analysis. On January 14, 2020, the City of Anacortes Public Works Department accepted the January 2, 2020, revision to the stormwater drainage analysis. Final details on the infiltration pond and road improvements to be provided and reviewed prior to Phase 2 being constructed.

27. AMC Chapter 19.78, Clearing & Grading:

Conformance with this Chapter will be reviewed upon submittal of detailed clearing and grading plans prior to commencement of construction.

28. Public Notice Requirements:

	Notice of application	Notice of Hearing
Anacortes American Newspaper	August 28, 2019	February 12, 2020
Two (2) locations on site	August 28, 2019	February 12, 2020
Mailed to neighbors w/in 300 ft	August 27, 2019	N/A
Other Agencies and Departments	August 27, 2019	February 12, 2020
Posted at City Hall and the Library & Website	August 27, 2019	February 12, 2020

29. 120-Day Clock:

Pursuant to AMC Table 19:20.160, a decision on the application shall be made within 120 days from the date of the letter of completeness. As of the date of this decision, 86 days have elapsed on the 120-day clock.

30. Conclusions of law:

The proposed development, as conditioned below and in the issued SEPA mitigated determination of non-significance (MDNS), will make appropriate provisions for the public use and interest, health, safety, and general welfare, and will be in conformance with the criteria in AMC 19.36 Conditional Uses.

B. STAFF RECOMMENDATION:

The Department of Planning, Community, and Economic Development recommends that the Planning Commission make a recommendation of approval to City Council regarding the subject Conditional Use Permit subject to staff's suggested conditions of approval as listed below.

1. A new site plan to be submitted prior to construction that reflects the final infiltration pond location, as described in the Detention Pond Enhancement narrative submitted by the applicant (as exhibit G); that shows the toe of slope on the western berm of the pond meeting at a minimum the 10 foot setback from the property line, and a 5 foot wide landscape screen between the berm and the property line.
2. A new landscape plan to be submitted prior to construction that reflects the requested changes and redlines on the plan sheets dated 10-31-19 (see exhibit H).
3. Development shall comply with the approved Stormwater Drainage analysis reviewed and accepted by the City of Anacortes Public Works Department. Best management practices shall be employed and in use at all times during construction activities [grading, cut, fill, construction, etc.]. Infiltration pond details to be submitted and approved prior to Phase 2 construction.
4. Prior to any construction activities (grading, cut, fill, etc.) taking place onsite, the applicant shall have the subject property surveyed by a Washington State licensed surveyor. The surveyor shall place the property corners onsite visible to all unless it has already been done.
5. Prior to work beginning any construction activities (grading, cut, fill, etc.), the applicant/landowner shall obtain all required local, state, and federal permits, and including a clear and grade permit from the City.
6. Prior to work beginning, orange construction fencing shall be installed at the project boundary's clearing limits and property lines.
7. The project shall comply with the mitigation measures outlined in the SEPA MDNS issued on February 7, 2020:
 - a. Erosion control, dust control, and best management practices shall be employed during construction /development activities as required by both the Building and Public Works Departments.

- b. Before construction activities commence, orange construction fencing and silt fencing shall be installed around the extents of clearing limits proposed.
 - c. All required permits shall be secured before any construction activities begin onsite.
 - d. In order to mitigate impacts on adjacent residences, hours of construction /work are limited to 8:00 AM to 5:00 PM unless a noise variance is first obtained.
 - e. Noise levels shall not exceed those standards as established by the state pursuant to Chapter 70.107 RCW and contained in Chapter 173.60 WAC.
 - f. 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.
8. The project shall comply with the requirements of the Public Works Department conditions in the memo from Fred Buckenmeyer dated February 26, 2020 and Steve Lange (see exhibit E) including but not limited to:
- A. 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.
 - B. A Storm Water Quality and Quantity 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.
- Storm water conveyance both on-site and off-site shall comply with City Storm drainage requirements.
- C. 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 and other plans and\or information required by the City Planning\Building and Public Works Departments shall be submitted for review and approval.

Site-Frontage:

- D. Street Improvements along Hillcrest Drive:

Construct a new painted crosswalk that will direct pedestrians from the Grandview Cemetery to the north side of Hillcrest. To include, but not limited to;

- i. A Type 1 Driveway Entrance, 6-feet in width.

- ii. New sidewalk ramps and related appurtenances on the north and south side of Hillcrest Drive.

E. Street Improvements internal 7th Street:

Construct a 16-foot to 20-foot paved roadway access conforming to AMC 19.52.040, Table D. Providing for the transition between the pedestrian improvements under the Blue Heron Reservoir Conditional Use Permit – PW#16-039-WTR and the new improvements along West Avenue.

F. Recommended Improvements:

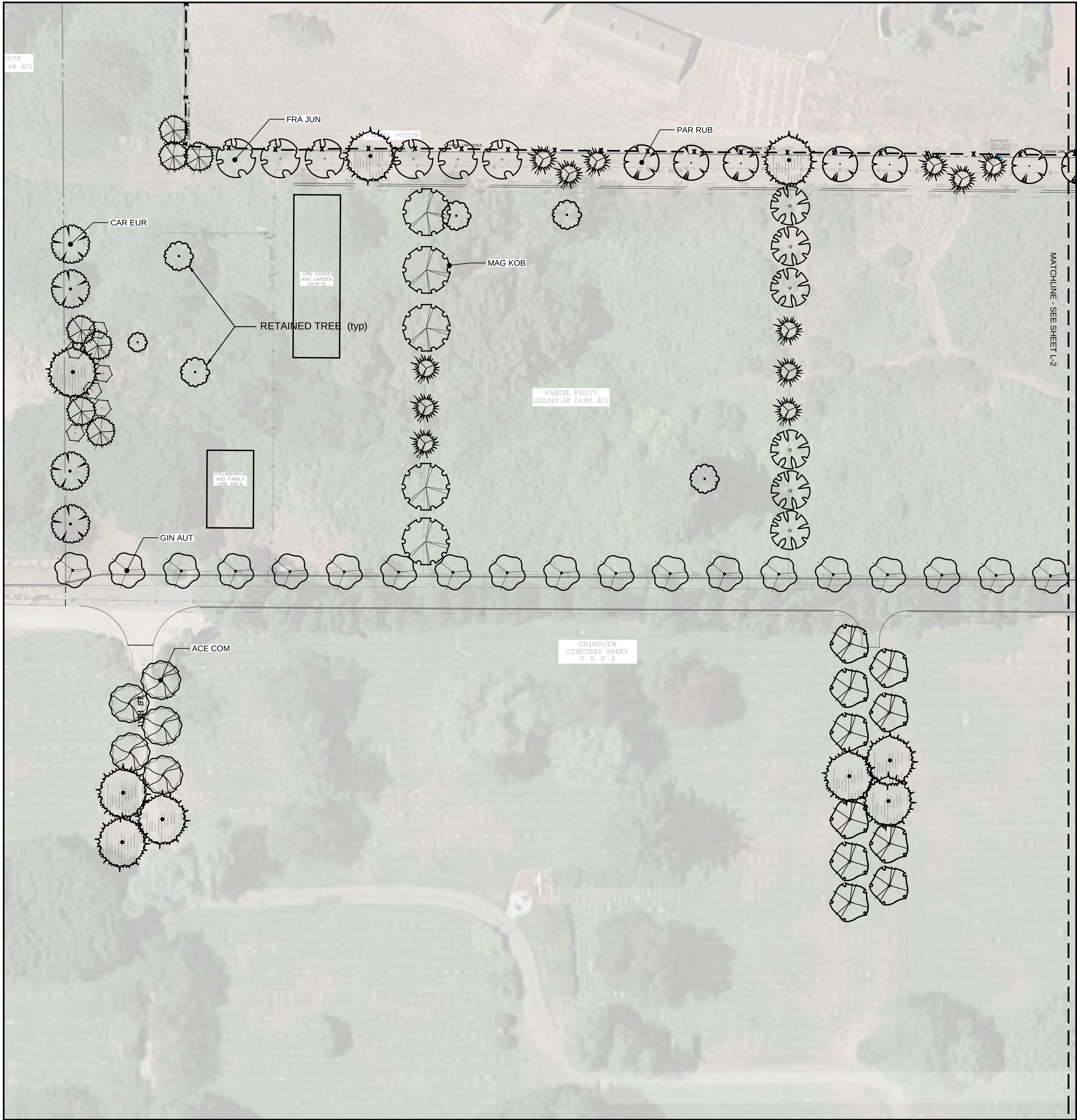
The length of the Grandview Cemetery frontage along Hillcrest Drive is approximately 500-feet. Instead of constructing sidewalk improvements to the east, where there is no safe pedestrian access or available Right-of-Way, the project provides these improvements off-site and constructs the improvements along the north side of Hillcrest Drive, west of the existing improvements at Stankus Drive.

Prepared by: Signature  _____ Date 3/5/2020
Tess Cooper, Associate Planner

Reviewed by: Signature  _____ Date 3/5/2020
Libby Grage, Planning Manager

EXHIBITS:

- Exhibit A: Application Package
- Exhibit B: GIS Map & Assessors info
- Exhibit C: Notices
- Exhibit D: Public Comments received
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- Exhibit G: Infiltration Pond narrative
- Exhibit H: 11x17 Landscape Plan & Site Plan



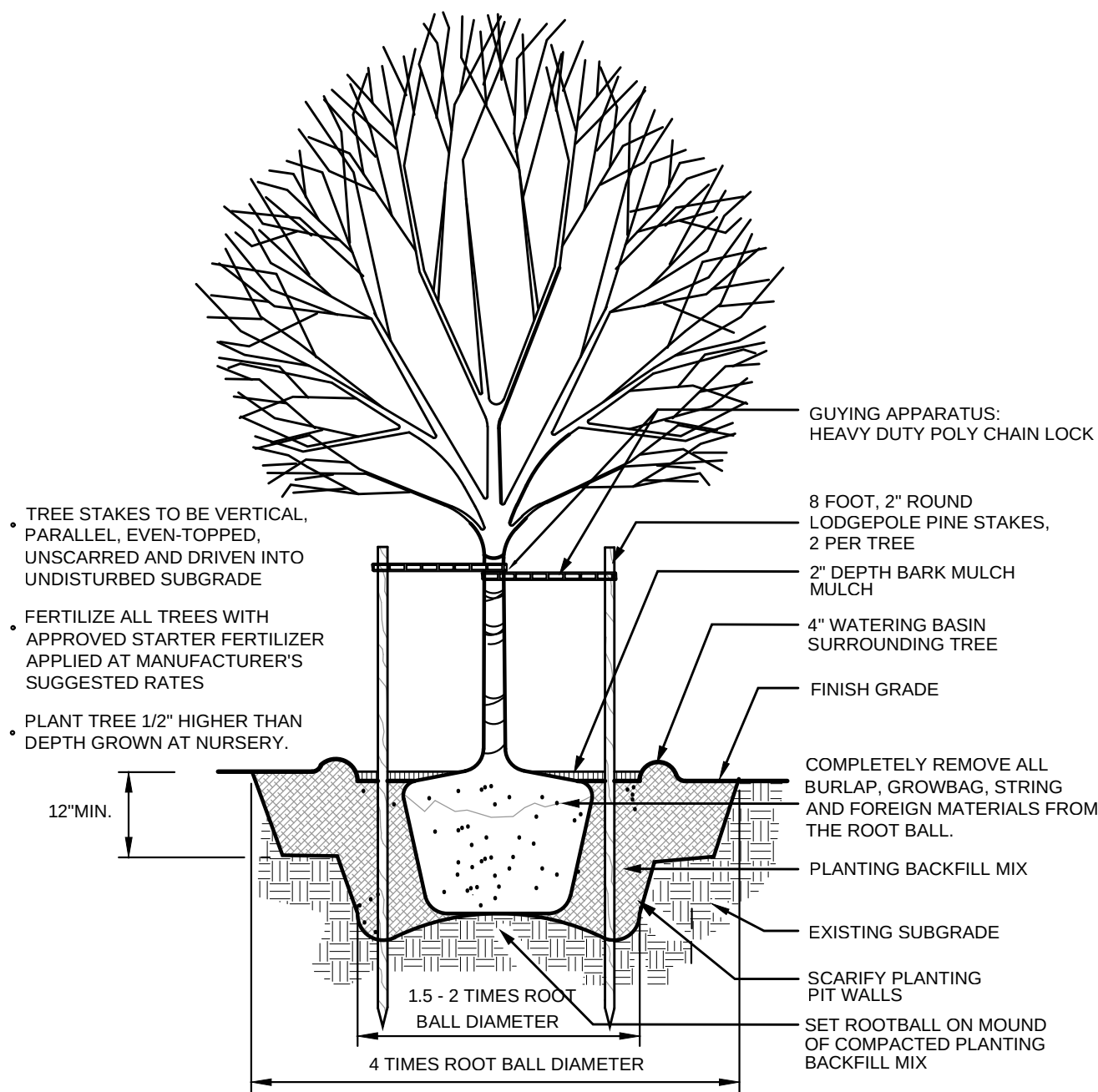
PLANTING PLAN - South
1" = 30'-0" (CHECK SCALE BAR FOR ACCURACY)

PLANTING SCHEUDLE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	ACE COM	13	Acer saccharum 'Commemoration'	Commemoration Sugar Maple	2" Cal.
	AME GRA	14	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	2" Cal.
	BET OCC	5	Betula occidentalis	Water Birch	10' Ht.
	CAR EUR	4	Carpinus betulus	European Hornbeam	2" Cal.
	CER CAN	12	Cercis canadensis	Eastern Redbud	2" Cal.
	FRA JUN	12	Fraxinus americana 'Junginger' TM	Autumn Purple White Ash	2" Cal.
	GIN AUT	31	Ginkgo biloba 'Autumn Gold' TM	Maidenhair Tree	2" Cal.
	MAG KOB	10	Magnolia kobus	Kobus Magnolia	2" Cal.
	PAR RUB	11	Parrotia persica 'Ruby Vase'	Ruby Vase Persian Parrotia	2" Cal.
	PIC SIT	13	Picea sitchensis	Sitka Spruce	6' Ht.
	PSE DOU	14	Pseudotsuga menziesii	Douglas Fir	6' Ht.
	QUE RUB	10	Quercus rubra	Red Oak	2" Cal.
	TSU MER	28	Tsuga mertensiana	Mountain Hemlock	6' Ht.
SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	ACE CIR	13	Acer circinatum	Vine Maple	5 gal.
	COR MI3	35	Cornus sericea 'Midwinter Fire'	Midwinter Fire Dogwood	2 gal.
	GAU SHA	79	Gaultheria shallon	Salal	2 gal.
	MAH REP	39	Mahonia repens	Creeping Mahonia	2 gal.
	MYR CAL	3	Myrica californica	Pacific Wax Myrtle	2 gal.
	RIB SAN	3	Ribes sanguineum	Red Flowering Currant	2 gal.
SOD/SEED	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	GRA MLL	4,460 sf	Grass Erosion Control Mix Locally Proven	Pond Mix	seed

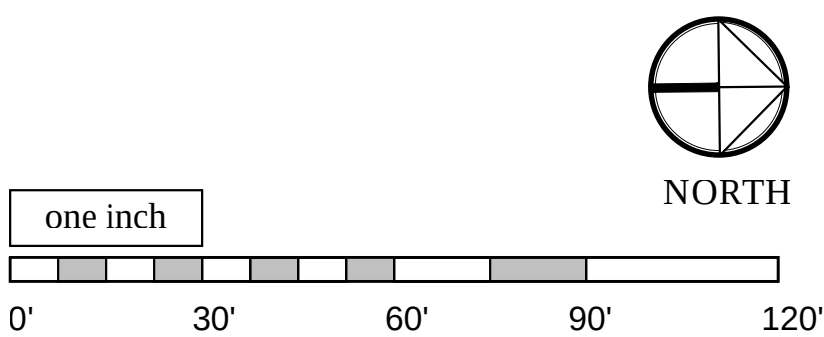
GENERAL NOTES

- ALL WORK SHALL BE PERFORMED BY PERSONS FAMILIAR WITH THIS KIND OF WORK AND UNDER THE SUPERVISION OF A QUALIFIED FOREMAN.
- ALL PLANT MATERIAL SIZES AND QUALITY TO CONFORM TO AMERICAN ASSOC. OF NURSERYMEN, AMERICAN STANDARD FOR NURSERY STOCK, MOST RECENT PUBLISHED.
- PLANT LOCATIONS ON THE PLANS ARE DIAGRAMMATIC AND MAY BE SUBJECT TO ADJUSTMENT IN THE FIELD BY THE OWNER.
- ALL PLANT MATERIAL SHALL BE OF NURSERY STOCK AND SHALL BE OF THE TYPE, SIZE AND CONDITION SPECIFIED. THE PLANT MATERIAL SHALL EXHIBIT NORMAL HABITS OF GROWTH FOR THE SPECIES, SHALL HAVE BUDS INTACT AND SHALL BE FREE OF DISEASE, INSECTS, SCARS, BRUISES, BREAKS, SEED AND WEED ROOTS.
- SEE NOTES THIS SET FOR TOPSOIL DEPTH AND SPECIFICATION.
- LANDSCAPE CONTRACTOR SHALL VERIFY LOCATION OF ALL SITE UTILITIES PRIOR TO LANDSCAPE IMPLEMENTATION. PLANT LOCATIONS MAY BE ADJUSTED TO AVOID CONFLICT.
- LANDSCAPE CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PROTECT EXISTING SITE IMPROVEMENTS, PAVING, WALLS, AND UNDERGROUND UTILITIES. DAMAGE SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AND AT NO ADDITIONAL COST.
- PLANT COUNT IS FOR THE CONTRACTOR'S CONVENIENCE; IF THERE IS A DISCREPANCY, THE PLAN SHALL GOVERN. ACTUAL PLANT QUANTITIES TO BE DETERMINED BY REQUIRED PLANT SPACING.
- ALL AREAS TO BE PLANTED WITH GROUNDCOVER ARE INDICATED ON THE PLAN WITH A HATCH PATTERN. SEE PLANT LIST FOR PLANT TYPE, SIZE, AND SPACING.
- SUBSTITUTION OF PLANT VARIETIES DUE TO LACK OF AVAILABILITY SUBJECT TO APPROVAL BY THE OWNERS REPRESENTATIVE AND CITY.
- ALL DIMENSIONS ARE ASSUMED TO BE PARALLEL OR PERPENDICULAR UNLESS OTHERWISE NOTED.
- ALL SOIL GRADES TO BE A MINIMUM SIX INCHES BELOW ADJACENT FINISH FLOOR ELEVATIONS UNLESS NOTED OTHERWISE. ALL GRADES ADJACENT TO A BUILDING SHALL HAVE A MAXIMUM SLOPE OF 5% 3' FROM FOUNDATION.
- ALL GRADES, DIMENSIONS AND EXISTING CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT.
- BASEMAP PROVIDED BY OWNER.



1 | TYPICAL PLANTING DETAIL
L-1 | NO SCALE

Landscape Statistics - COA		
TREE CREDITS	173 required	177 provided
CONIFERS (of above)	30% or 52 required	55 provided
STREET FRONTAGE	2" caliper approved tree every 30' o.c. required	provided per code
	15' Min. Width Required	In excess of 25' Provided
SCREENING LANDSCAPE	TYPE B requires at R 2A	Provided

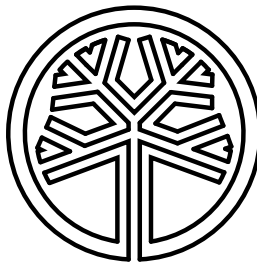


NO.	DATE	REVISION	BY	REV.
1	10.31.19	Prelim Owner Review Set	pd	pd
2	3.4.20	COA planning / parks comments	pd	pd

prepared for:
Anacortes Parks and Recreation

contact: Jonn Lundsford, Director

prepared by:
eccosDesign
Landscape Architecture and Planning
Mount Vernon, WA 98273
p. 360.419.7400
f. 800.508.2017
www.eccosdesign.com



STATE OF WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT
PATRIK DYLAN
CERTIFICATE NO. 793

Grandview Cemetery

Anacortes, WA

SCALES:
HORIZONTAL : 1" = 30'
VERTICAL : N/A
DESIGNED: PD
DRAWN: PD
CHECKED: PD

PLANTING PLAN - SOUTH

ISSUE DATE: 3.4.2020
DRAWING: 1934 site
JOB NO.: 1934
SHEET: L-1



PLANTING PLAN - North
1" = 30'-0" (CHECK SCALE BAR FOR ACCURACY)

PLANTING SCHEUDLE

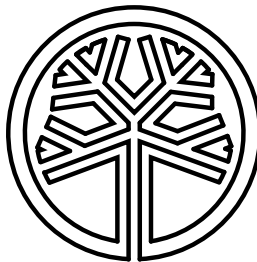
TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	ACE COM	13	Acer saccharum 'Commemoration'	Commemoration Sugar Maple	2" Cal.
	AME GRA	14	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	2" Cal.
	BET OCC	5	Betula occidentalis	Water Birch	10' Ht.
	CAR EUR	4	Carpinus betulus	European Hornbeam	2" Cal.
	CER CAN	12	Cercis canadensis	Eastern Redbud	2" Cal.
	FRA JUN	12	Fraxinus americana 'Junginger' TM	Autumn Purple White Ash	2" Cal.
	GIN AUT	31	Ginkgo biloba 'Autumn Gold' TM	Maidenhair Tree	2" Cal.
	MAG KOB	10	Magnolia kobus	Kobus Magnolia	2" Cal.
	PAR RUB	11	Parrotia persica 'Ruby Vase'	Ruby Vase Persian Parrotia	2" Cal.
	PIC SIT	13	Picea sitchensis	Sitka Spruce	6' Ht.
	PSE DOU	14	Pseudotsuga menziesii	Douglas Fir	6' Ht.
	QUE RUB	10	Quercus rubra	Red Oak	2" Cal.
	TSU MER	28	Tsuga mertensiana	Mountain Hemlock	6' Ht.
SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
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	GAU SHA	79	Gaultheria shallon	Salal	2 gal.
	MAH REP	39	Mahonia repens	Creeping Mahonia	2 gal.
	MYR CAL	3	Myrica californica	Pacific Wax Myrtle	2 gal.
	RIB SAN	3	Ribes sanguineum	Red Flowering Currant	2 gal.
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	GRA MLL	4,460 sf	Grass Erosion Control Mix Locally Proven	Pond Mix	seed

NO.	DATE	REVISION	BY	REV.
1	10.31.19	Prelim Owner Review Set	pd	pd
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prepared for:
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contact: Jonn Lundsford, Director

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STATE OF
WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT
PATRIK DYLAN
CERTIFICATE NO. 793

Grandview Cemetery

Anacortes, WA

SCALES:
HORIZONTAL : 1" = 30'
VERTICAL : N/A
DESIGNED: PD
DRAWN: PD
CHECKED: PD

PLANTING PLAN - NORTH

ISSUE DATE: 3.4.2020
DRAWING: 1934 site
JOB NO.: 1934
SHEET: L-2

July 10, 2019

City of Anacortes Parks and Recreation
904 6th Street
Anacortes, Washington 98221

Attention: Jonn Lunsford

Subject: Stream, Wetland and Fish and Wildlife Habitat Conservation Areas (FWHCA)
Assessment Letter Report
Grandview Cemetery Improvements
411 Hillcrest Drive
Anacortes, Washington
File No. 0382-037-00

INTRODUCTION AND PROJECT UNDERSTANDING

GeoEngineers, Inc. (GeoEngineers) was contracted by the City of Anacortes Parks and Recreation Department (Anacortes Parks and Recreation) to conduct a top of bank delineation, wetland assessment and fish and wildlife habitat conservation areas (FWHCA) reconnaissance at the City of Anacortes Grandview Cemetery project site at 411 Hillcrest Drive in Anacortes, Washington (Figure 1, Vicinity Map).

The assessment area included an approximately 15 acres within 300 feet of the proposed project area, consisting of the maintained cemetery and undeveloped land to the west and south in southeastern Anacortes (Appendix A, Background Data and Maps). We understand at this time that Anacortes Parks and Recreation is proposing to expand the existing cemetery.

Site Location and Description

The proposed project site located at 411 Hillcrest Drive is situated in Section 30 of Township 35 North and Range 2 East of the WM and Water Resources Inventory Area (WRIA) 3 (Lower Skagit - Samish) within the City of Anacortes. The proposed development area is situated within a residential use area in southeast Anacortes. The only existing structures observed on the property are a storage facility, gravel lot, a fence along the cemetery boundaries and various maintenance buildings associated with the cemetery. The site consists of a well-maintained cemetery, densely vegetated areas along the western property boundary, steep banks along the southern property boundary (at Happy Valley Creek) and a small riverine wetland associated with Happy Valley Creek.



DATA REVIEW

Environmental maps of the project area were collected and reviewed as part of a paper inventory. The United States Fish and Wildlife Service (USFWS) National Wetlands Inventory (NWI) online mapper (USFWS 2019) does not map wetlands at or near the project site. The United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) Web Soil Survey maps two soil types on the property: Keystone loamy sand, 0 to 8 percent slopes, and Bow gravelly loam, dry, 0 to 3 percent slopes (USDA-NRCS 2019a). Keystone loamy sand is not on the national hydric soils list but does contain minor components that are on the national hydric soils list (USDA-NRCS 2019b). Bow gravelly loam is on the national hydric soils list (USDA-NRCS 2019b).

The Washington State Department of Fish and Wildlife (WDFW) Priority Habitat and Species (PHS) Interactive map viewer does not map wetlands, streams or other priority habitats or species at the project site (WDFW 2019). The PHS report (WDFW 2019) maps the following within one mile of the project site:

- Freshwater Emergent wetlands
- Freshwater Forested/Shrub wetland
- Freshwater Pond
- Biodiversity areas and Corridor
- Yuma myotis (*Myotis yumanensis*)
- Estuarine and Marine wetlands
- Dungeness Crab
- Hardshell clam
- Pinto abalone (*Haliotis kamtschatkana*)
- Pacific Herring (*Clupea pallasii*)
- Pacific Sand Lance (*Ammodytes hexapterus*)
- Surf smelt (*Hypomesus pretiosus*)
- Shorebird concentrations
- Waterfowl concentrations

The NWI map, soil survey map and report, and PHS report and map are included in Appendix A.

FIELD RECONNAISSANCE

A GeoEngineers' biologist conducted a site assessment on May 2, 2019 to review the proposed development site for indicators of wetland conditions, streams or other FWHCAs.

The identification of wetlands was conducted in accordance with guidelines presented in Anacortes Municipal Code (AMC) Chapter 17.70 (Wetland Protection Areas). The U.S. Army Corps of Engineers (USACE) *Wetlands Delineation Manual* (Environmental Laboratory 1987) and the *Regional Supplement to*

the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region (USACE 2010) were used to identify potential wetland habitat.

For the purpose of mapping buffers on Happy Valley Creek, stream boundaries were delineated as the “top of bank” according to AMC 17.70.540(A)(7)(b) and AMC 17.70.570(C)(2).

One stream and one wetland were identified adjacent to the proposed development site during the site assessment. Figure 2, Wetland and Stream Site Plan depicts the top of bank of Happy Valley Creek, Happy Valley Creek buffer, delineated wetland boundary, estimated wetland boundary and wetland buffer. Below is a description of habitat within the project site.

Field Assessment Results

The project site consists mostly of a flat, well-maintained cemetery. A row of Lombardi poplars (*Populus nigra*) grows along the western boundary of the developed portion of the cemetery property and the area west of these trees slopes gradually down to the west towards St. Mary's Catholic Church. The sloping area west of the poplars is characterized by Scotch broom (*Cytisus scoparius*), Himalayan blackberry (*Rubus armeniacus*), Japanese knotweed (*Reynoutria japonica*), and stands of Douglass fir (*Pseudotsuga menziesii*) and black locust tree (*Robinia pseudoacacia*). No wetland indicators were observed in this area.

A small gravel lot and storage facility are located at the southwestern corner of the property. A steep topographic break is located directly south of the facility and is associated with the top of the bank of Happy Valley Creek. The banks of Happy Valley Creek were steep and dominated by Himalayan blackberry, Indian Plum (*Oemleria cerasiformis*), stinging nettle (*Urtica dioica*), horse chestnut (*Aesculus hippocastanum*) and red alder (*Alnus rubra*). The stream flows from east to west along the southern property boundary. The top of bank of the stream and buffer are shown on Figure 2. Happy Valley Creek is designated as a Fish and Wildlife Habitat Conservation Area per AMC 17.70.540(A)(7)(a), with a 50-foot buffer on each side of the creek, measured from the top of the bank (AMC 17.70.540(A)(7)(b)).

An earthen berm is located southeast of the storage facility across the entire Happy Valley Creek channel. A small ponded area has formed within the creek channel behind the berm. At the time of the site visit, water was flowing through a bypass structure at the northern edge of the berm. Horse chestnut trees with approximate diameter at breast heights of 7 to 10 inches are growing on the dam, indicating that this feature has been in place for many years. A wetland (Wetland A) was identified upstream of the dam within the stream channel and appears to continue east outside of the assessment area along Happy Valley Creek. Wetland A is dominated by twinberry (*Lonicera involucrata*) and black cottonwood. Wetland determination datasheets for the two sample plots associated with the wetland are included in Appendix C, Wetland Determination Datasheets. The rating form for Wetland A is included in Appendix D, Wetland Rating Form.

Wetland A was rated according to AMC Chapter 17.70 (Critical Areas). The code requires the 2014 Washington State Department of Ecology (Ecology) Washington State Wetland Rating System for Western Washington (Hruby 2014) to be used to rate the wetland. Wetland buffer widths were identified according to AMC 17.70.340. Wetland A was rated as a riverine Category III wetland with a moderate score for habitat with a 110-foot regulatory buffer (AMC Table 17.70.340(1)). Wetland A, the 110-foot buffer for Wetland A and two sample plots are shown on Figure 2.

SUMMARY

GeoEngineers performed top of bank stream delineation, a wetland assessment, and a fish and wildlife habitat conservation areas (FWHCA) reconnaissance at the City of Anacortes Grandview Cemetery project site at 411 Hillcrest Drive in Anacortes, Washington. One wetland (Wetland A) and one stream were identified and delineated within the assessment area, outside of the proposed project site. Wetland A was rated to be a Category III wetland with medium habitat value and a buffer of 110 feet per AMC 17.70.340. Other than a wetland and a stream, no priority species or habitats were identified or observed within the assessment area. Potential indirect wetland, stream and/or buffer impacts should be assessed during development of the proposed site plans and, if needed, avoidance, minimization and mitigation options should be evaluated. If potential impacts are identified, a mitigation plan may be required.

LIMITATIONS

GeoEngineers has prepared this letter report in general accordance with the scope and limitations of our proposal. Within the limitations of scope, schedule and budget, our services have been executed in accordance with the generally accepted practices for wetland, stream and FWHCA assessment in this area at the time this report was prepared. No warranty or other conditions, express or implied, should be understood.

This report has been prepared for the exclusive use of City of Anacortes Parks and Recreation, authorized agents and regulatory agencies following the described methods and information available at the time of the work. No other party may rely on the product of our services unless we agree in advance to such reliance in writing. The information contained herein should not be applied for any purpose or project except the one originally contemplated.

The applicant is advised to contact all appropriate regulatory agencies (local, state and federal) prior to design or construction of any development to obtain necessary permits and approvals.

REFERENCES

City of Anacortes. Anacortes Municipal Code (AMC). Available at: <https://anacortes.municipal.codes/AMC/17.70>

Environmental Laboratory, 1987. Corps of Engineers Wetlands Delineation Manual. Technical Report Y-87-1, U.S. Army Engineer Waterways Experiment Station, Vicksburg, Mississippi.

Hruby, T. 2014. Washington State Wetland Rating System for Western Washington: 2014 Update. (Publication #14-06-029). Olympia, WA: Washington Department of Ecology.

United States Army Corps of Engineers (USACE). 2010. Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region, ed. J.S. Wakeley, R. W. Lichvar, and C.V. Noble. ERDC/EL TR-10-3. Vicksburg, Mississippi: U.S. Army Engineer Research and Development Center.

United States Department of Agriculture – National Resource Conservation Service (USDA-NRCS). 2019a. Web Soil Survey. Available at: <http://websoilsurvey.nrcs.usda.gov/app/>.

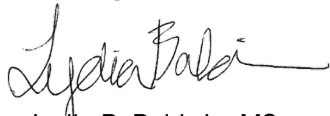
United States Department of Agriculture – National Resource Conservation Service (USDA-NRCS). 2019b. National Hydric Soils List by State.



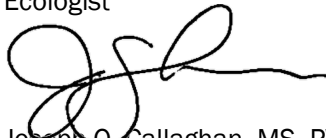
United States Fish and Wildlife Service (USFWS). 2019. Wetlands Mapper. Available at: <http://www.fws.gov/wetlands/Data/mapper.html>.

Washington State Department of Fish and Wildlife (WDFW). 2019. Priority Habitats and Species (PHS) on the Web. Available at: <http://wdfw.wa.gov/mapping/phs/>.

Sincerely,
GeoEngineers, Inc.



Lydia R. Baldwin, MS
Ecologist



Joseph O. Callaghan, MS, PWS
Principal Biologist



Fiona M. McNair, MS, PWS
Senior Biologist

LRB:FMM:JOC:tlm

Attachments:

Figure 1. Vicinity Map

Figure 2. Wetland and Stream Site Plan

Appendix A. Background Data and Maps

Appendix B. Site Photographs

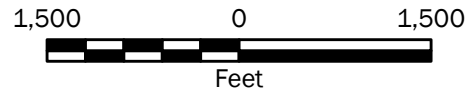
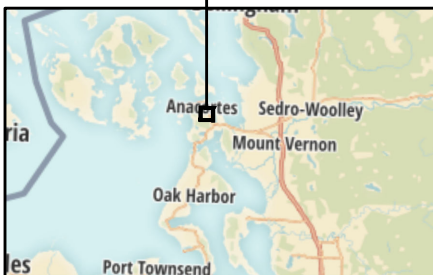
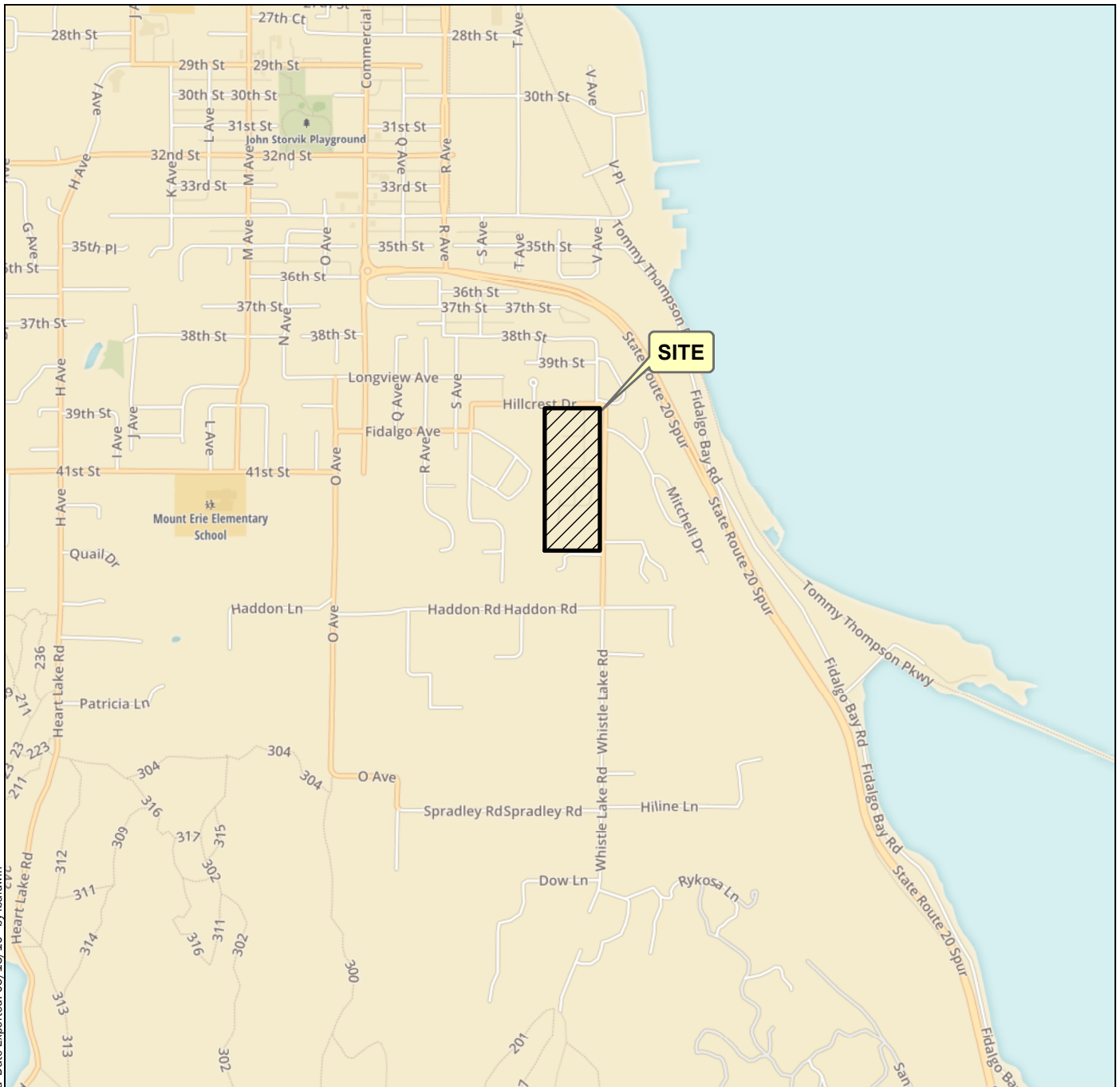
Appendix C. Wetland Determination Datasheets

Appendix D. Wetland Rating Form

One electronic copy submitted

Disclaimer: Any electronic form, facsimile or hard copy of the original document (email, text, table, and/or figure), if provided, and any attachments are only a copy of the original document. The original document is stored by GeoEngineers, Inc. and will serve as the official document of record.





Vicinity Map

Grandview Cemetery Improvements
Anacortes, Washington



Figure 1

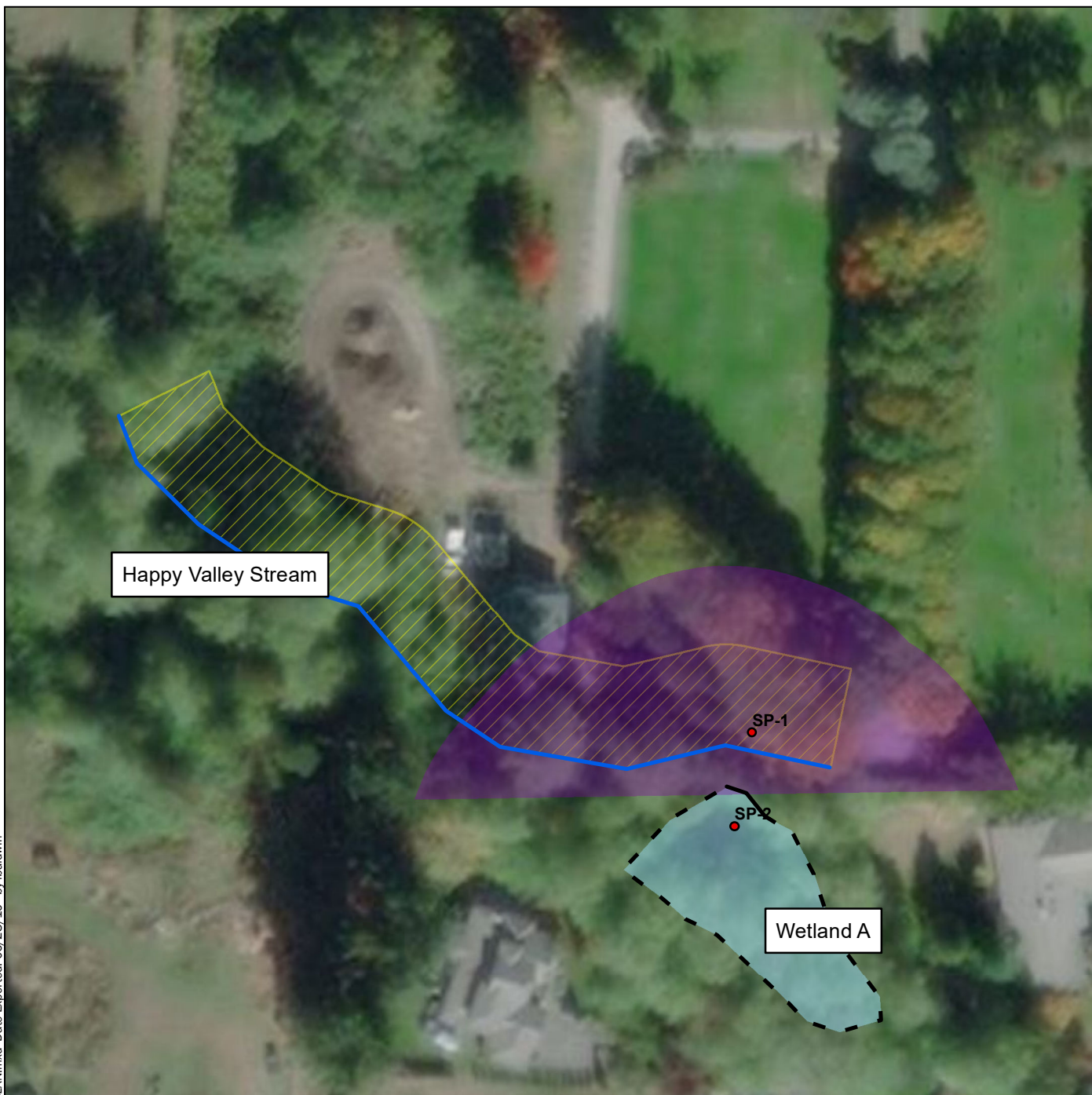
Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. cannot guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.

Data Source: Mapbox Open Street Map, 2016

Projection: NAD 1983 UTM Zone 10N

\\geoengineers.com\WANA\Projects\0\0382037\GIS\MXD\0382037_F02_SitePlan.mxd Date Exported: 06/28/19 by lbaldwin



Legend

- | | |
|----------------------------------|-------------------------|
| — Delineated Wetland Edge | — Top of Bank |
| - - - Estimated Wetland Boundary | ▨ Stream Buffer (50-ft) |
| Estimated Wetland Area | ● Sample Plot |
| Wetland Buffer (110-ft) | |



Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. cannot guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.

Data Source:

Projection: NAD 1983 StatePlane Washington North FIPS 4601 Feet

Wetland and Stream Site Plan

Grandview Cemetery Improvements
Anacortes, Washington



Figure 2

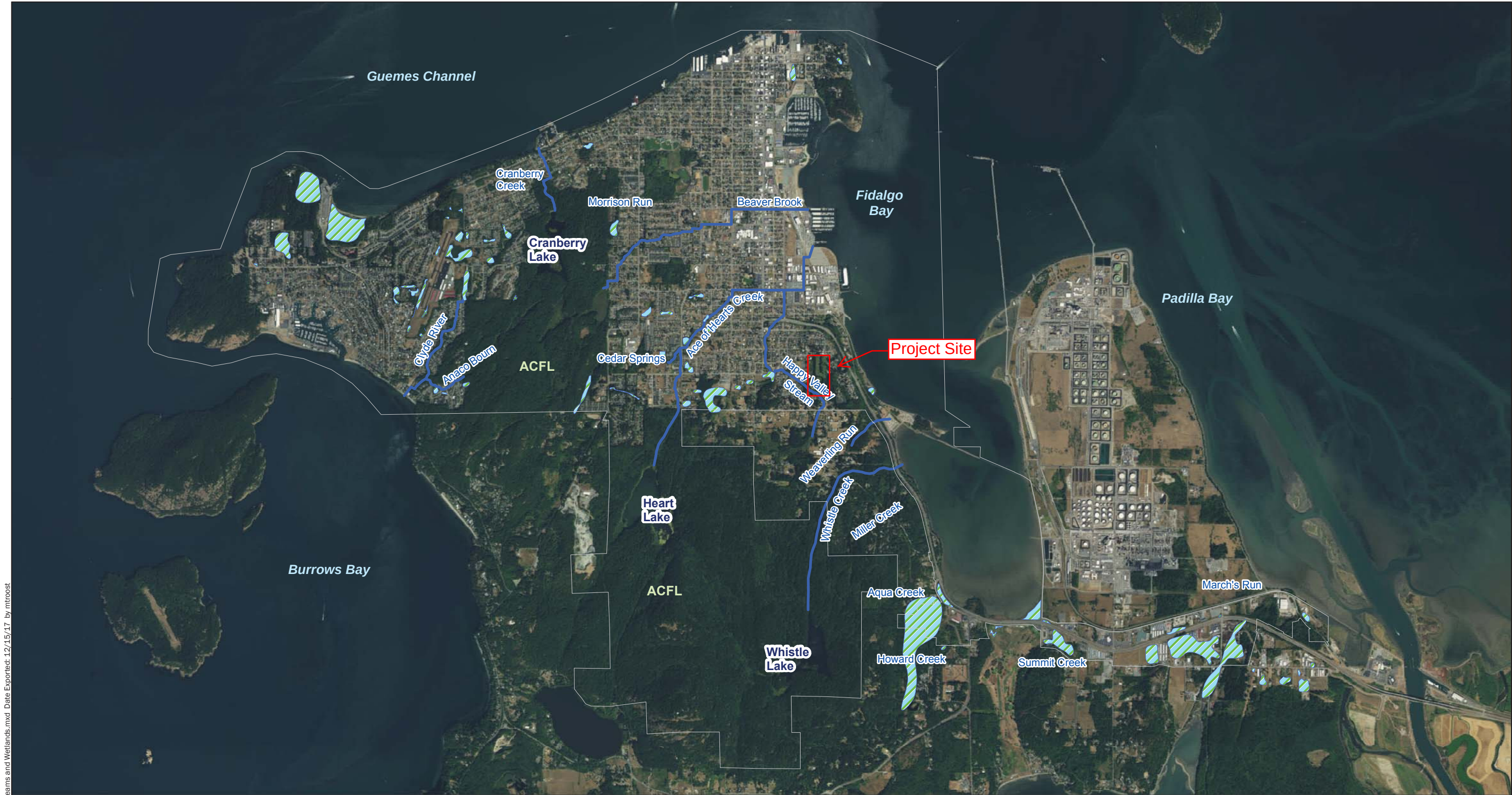
APPENDIX A

Background Data and Maps



- **Project Area**
- **Assessment Area (15 acres)**

Figure 1. Grandview Cemetery Improvements Project - Assessment Area



P:\0_0382030\GIS\MXD\038203001_F02_Streams and Wetlands.mxd Date Exported: 12/15/17 by mtrrost

Notes:

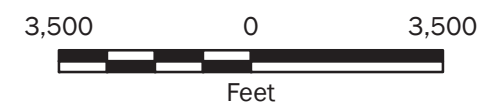
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Data Source: ESRI Data and Maps

Projection: NAD 1983 UTM Zone 10N

Legend

-  CityLimits
-  Wetlands
-  Streams
-  ACFL Anacortes Community Forest Lands



Streams and Wetlands

Grandview Cemetery Improvements
Anacortes, Washington

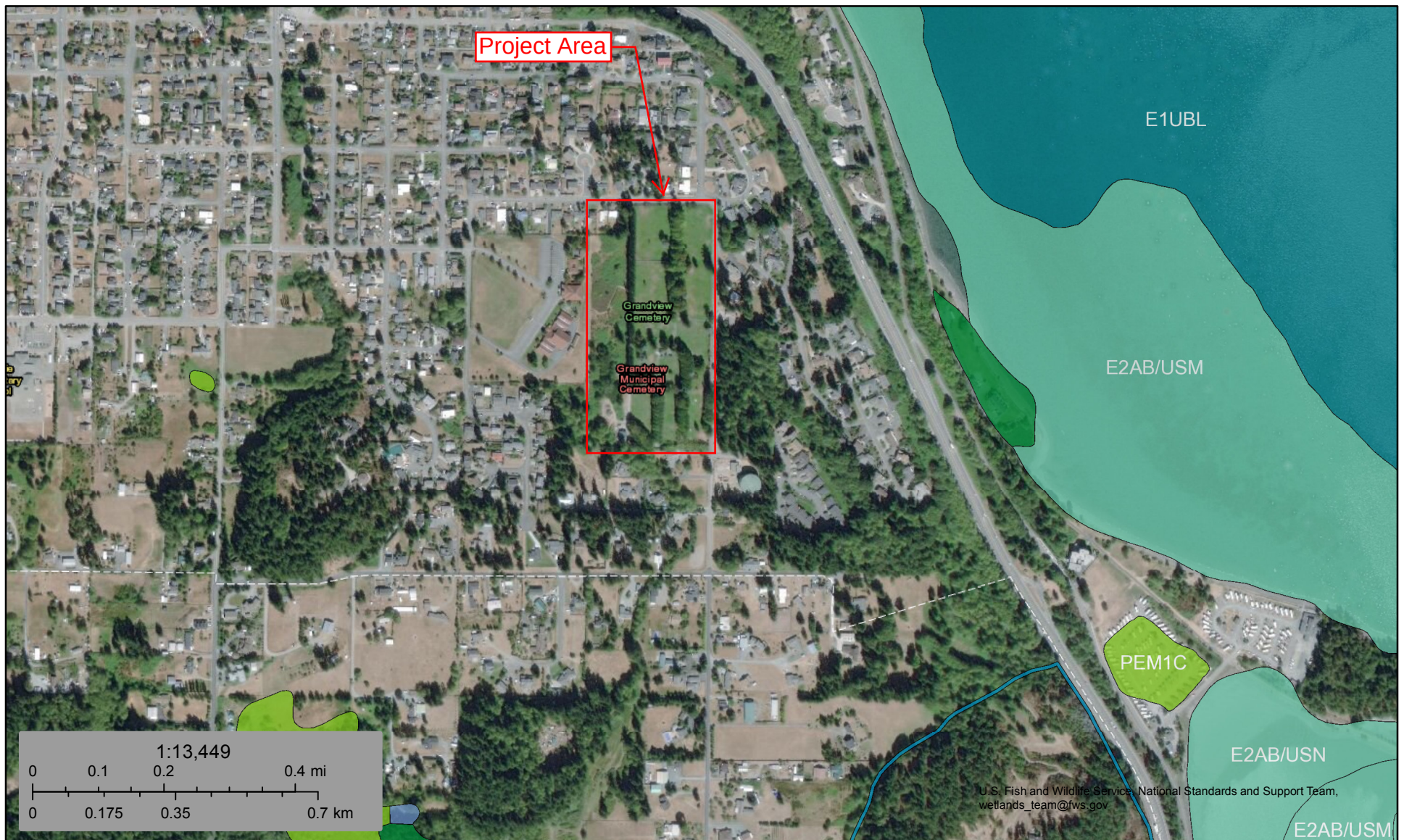




U.S. Fish and Wildlife Service

National Wetlands Inventory

NWI Map



May 10, 2019

Wetlands

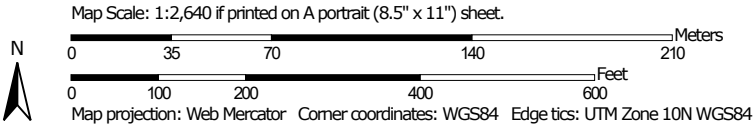
	Estuarine and Marine Deepwater		Freshwater Emergent Wetland		Lake
	Estuarine and Marine Wetland		Freshwater Forested/Shrub Wetland		Other
			Freshwater Pond		Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

Soil Map—Skagit County Area, Washington



Soil Map may not be valid at this scale.



MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features



Streams and Canals

Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

Background



Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Skagit County Area, Washington

Survey Area Data: Version 18, Sep 10, 2018

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Dec 31, 2009—Sep 29, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
18	Bow gravelly loam, dry, 0 to 3 percent slopes	3.1	10.2%
78	Keystone loamy sand, 0 to 8 percent slopes	26.3	86.2%
79	Keystone loamy sand, 8 to 30 percent slopes	1.1	3.6%
Totals for Area of Interest		30.5	100.0%

Skagit County Area, Washington

78—Keystone loamy sand, 0 to 8 percent slopes

Map Unit Setting

National map unit symbol: 2hx2

Elevation: 0 to 300 feet

Mean annual precipitation: 23 inches

Mean annual air temperature: 50 degrees F

Frost-free period: 180 to 220 days

Farmland classification: Prime farmland if irrigated

Map Unit Composition

Keystone and similar soils: 95 percent

Minor components: 5 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Keystone

Setting

Landform: Kames, moraines

Parent material: Glacial outwash

Typical profile

H1 - 0 to 7 inches: loamy sand

H2 - 7 to 15 inches: loamy sand

H3 - 15 to 60 inches: sand

Properties and qualities

Slope: 0 to 8 percent

Depth to restrictive feature: More than 80 inches

Natural drainage class: Excessively drained

Capacity of the most limiting layer to transmit water (Ksat): High to very high (5.95 to 19.98 in/hr)

Depth to water table: More than 80 inches

Frequency of flooding: None

Frequency of ponding: None

Available water storage in profile: Low (about 3.7 inches)

Interpretive groups

Land capability classification (irrigated): 4e

Land capability classification (nonirrigated): 3s

Hydrologic Soil Group: A

Forage suitability group: Droughty Soils (G002XN402WA)

Hydric soil rating: No

Minor Components

Bow

Percent of map unit: 5 percent

Landform: Terraces

Hydric soil rating: Yes

Data Source Information

Soil Survey Area: Skagit County Area, Washington
Survey Area Data: Version 18, Sep 10, 2018

Skagit County Area, Washington

18—Bow gravelly loam, dry, 0 to 3 percent slopes

Map Unit Setting

National map unit symbol: 2hty

Elevation: 0 to 200 feet

Mean annual precipitation: 20 to 40 inches

Mean annual air temperature: 48 to 50 degrees F

Frost-free period: 170 to 220 days

Farmland classification: Prime farmland if drained

Map Unit Composition

Bow, dry, and similar soils: 95 percent

Minor components: 5 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Bow, Dry

Setting

Landform: Hillslopes, terraces

Parent material: Volcanic ash, glaciolacustrine deposits, and glacial drift

Typical profile

H1 - 0 to 7 inches: gravelly ashy loam

H2 - 7 to 17 inches: very gravelly ashy loam

H3 - 17 to 31 inches: clay loam

H4 - 31 to 60 inches: silty clay

Properties and qualities

Slope: 0 to 3 percent

Depth to restrictive feature: More than 80 inches

Natural drainage class: Somewhat poorly drained

Capacity of the most limiting layer to transmit water (Ksat):
Moderately low to moderately high (0.06 to 0.20 in/hr)

Depth to water table: About 6 to 18 inches

Frequency of flooding: None

Frequency of ponding: None

Available water storage in profile: High (about 10.4 inches)

Interpretive groups

Land capability classification (irrigated): None specified

Land capability classification (nonirrigated): 4w

Hydrologic Soil Group: C/D

Forage suitability group: Seasonally Wet Soils (G002XN202WA)

Hydric soil rating: Yes

Minor Components

Bellingham, undrained

Percent of map unit: 5 percent

Landform: Depressions

Hydric soil rating: Yes

Data Source Information

Soil Survey Area: Skagit County Area, Washington

Survey Area Data: Version 18, Sep 10, 2018



WASHINGTON DEPARTMENT OF FISH AND WILDLIFE

PRIORITY HABITATS AND SPECIES REPORT

SOURCE DATASET: PHSPublic
REPORT DATE: 05/10/2019 2.37

Query ID: P190510143702

Common Name	Site Name	Priority Area	Accuracy	Federal Status	Sensitive Data	Source Entity
Scientific Name	Source Dataset	Occurrence Type		State Status	Resolution	Geometry Type
Notes	Source Record	More Information (URL)		PHS Listing Status		
Source Date		Mgmt Recommendations				
Biodiversity Areas And	FIDALGO ISLAND OPEN	Terrestrial Habitat	1/4 mile (Quarter	N/A	N	WA Dept. of Fish and Wildlife
	PHSREGION	N/A		N/A	AS MAPPED	Polygons
	902776	http://wdfw.wa.gov/publications/pub.php?		PHS LISTED		
Dungeness Crab	Not Given	Presence	NA	N/A	N	WDFW
	Shellfish_Summary	Presence		N/A	AS MAPPED	Polygons
		N/A		PHS Listed		
Estuarine and Marine	N/A	Aquatic Habitat	NA	N/A	N	US Fish and Wildlife Service
	NWIWetlands	Aquatic habitat		N/A	AS MAPPED	Polygons
		http://www.ecy.wa.		PHS Listed		
Estuarine and Marine	N/A	Aquatic Habitat	NA	N/A	N	US Fish and Wildlife Service
	NWIWetlands	Aquatic habitat		N/A	AS MAPPED	Polygons
		http://www.ecy.wa.		PHS Listed		
Estuarine and Marine	N/A	Aquatic Habitat	NA	N/A	N	US Fish and Wildlife Service
	NWIWetlands	Aquatic habitat		N/A	AS MAPPED	Polygons
		http://www.ecy.wa.		PHS Listed		
Estuarine and Marine	N/A	Aquatic Habitat	NA	N/A	N	US Fish and Wildlife Service
	NWIWetlands	Aquatic habitat		N/A	AS MAPPED	Polygons
		http://www.ecy.wa.		PHS Listed		
Freshwater Emergent	N/A	Aquatic Habitat	NA	N/A	N	US Fish and Wildlife Service
	NWIWetlands	Aquatic habitat		N/A	AS MAPPED	Polygons
		http://www.ecy.wa.		PHS Listed		

Common Name Scientific Name Notes	Site Name Source Dataset Source Record Source Date	Priority Area Occurrence Type More Information (URL) Mgmt Recommendations	Accuracy	Federal Status State Status PHS Listing Status	Sensitive Data Resolution	Source Entity Geometry Type
Freshwater Emergent	N/A NWIWetlands	Aquatic Habitat Aquatic habitat http://www.ecy.wa.	NA	N/A N/A PHS Listed	N AS MAPPED	US Fish and Wildlife Service Polygons
Freshwater Emergent	N/A NWIWetlands	Aquatic Habitat Aquatic habitat http://www.ecy.wa.	NA	N/A N/A PHS Listed	N AS MAPPED	US Fish and Wildlife Service Polygons
Freshwater Emergent	N/A NWIWetlands	Aquatic Habitat Aquatic habitat http://www.ecy.wa.	NA	N/A N/A PHS Listed	N AS MAPPED	US Fish and Wildlife Service Polygons
Freshwater Emergent	N/A NWIWetlands	Aquatic Habitat Aquatic habitat http://www.ecy.wa.	NA	N/A N/A PHS Listed	N AS MAPPED	US Fish and Wildlife Service Polygons
Freshwater Forested/Shrub	N/A NWIWetlands	Aquatic Habitat Aquatic habitat http://www.ecy.wa.	NA	N/A N/A PHS Listed	N AS MAPPED	US Fish and Wildlife Service Polygons
Freshwater Forested/Shrub	N/A NWIWetlands	Aquatic Habitat Aquatic habitat http://www.ecy.wa.	NA	N/A N/A PHS Listed	N AS MAPPED	US Fish and Wildlife Service Polygons
Freshwater Pond	N/A NWIWetlands	Aquatic Habitat Aquatic habitat http://www.ecy.wa.	NA	N/A N/A PHS Listed	N AS MAPPED	US Fish and Wildlife Service Polygons
Hardshell Clam	Not Given Shellfish_Summary	Presence Presence N/A	NA	N/A N/A PHS Listed	N AS MAPPED	WDFW Polygons

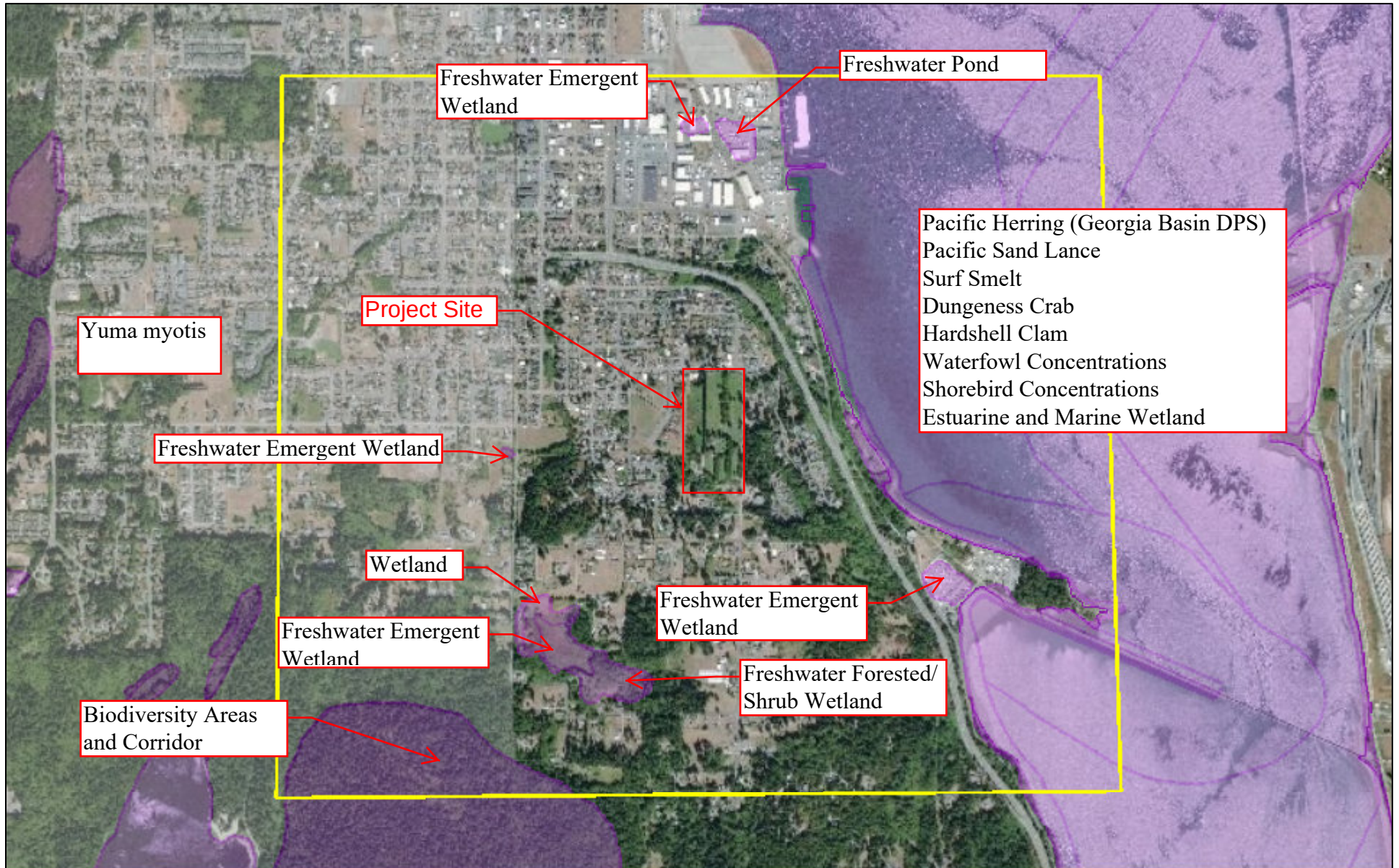
Common Name Scientific Name Notes	Site Name Source Dataset Source Record Source Date	Priority Area Occurrence Type More Information (URL) Mgmt Recommendations	Accuracy	Federal Status State Status PHS Listing Status	Sensitive Data Resolution	Source Entity Geometry Type
Hardshell Clam	Not Given Shellfish_Summary	Presence Presence N/A	NA	N/A N/A PHS Listed	N AS MAPPED	WDFW Polygons
Pacific Herring (Georgia Clupea pallasii)	Fidalgo Bay-* HerrSpwn	Breeding Area Breeding area http://wdfw.wa.	NA	N/A Candidate PHS Listed	N AS MAPPED	WDFW Fish Program Polygons
Pacific Sand Lance Ammodytes hexapterus	Station Number: 12 Forage_Fish_Survey 14837 January 06, 1992	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Pinto abalone Haliotis kamtschatkana	Shellfish_Summary	Presence Presence http://wdfw.wa.gov/publications/pub.php?	NA	N/A N/A PHS Listed	Y TOWNSHIP	WDFW Polygons
Pinto abalone Haliotis kamtschatkana	Shellfish_Summary	Presence Presence http://wdfw.wa.gov/publications/pub.php?	NA	N/A N/A PHS Listed	Y TOWNSHIP	WDFW Polygons
Pinto abalone Haliotis kamtschatkana	Shellfish_Summary	Presence Presence http://wdfw.wa.gov/publications/pub.php?	NA	N/A N/A PHS Listed	Y TOWNSHIP	WDFW Polygons
Pinto abalone Haliotis kamtschatkana	Shellfish_Summary	Presence Presence http://wdfw.wa.gov/publications/pub.php?	NA	N/A N/A PHS Listed	Y TOWNSHIP	WDFW Polygons
Shorebird Concentrations	FIDALGO BAY PHSREGION 920111	Regular Concentration Regular concentration http://wdfw.wa.gov/publications/pub.php?	1/4 mile (Quarter	N/A N/A PHS LISTED	N AS MAPPED	WA Dept. of Fish and Wildlife Polygons

Common Name Scientific Name Notes	Site Name Source Dataset Source Record Source Date	Priority Area Occurrence Type More Information (URL) Mgmt Recommendations	Accuracy	Federal Status State Status PHS Listing Status	Sensitive Data Resolution	Source Entity Geometry Type
Surf Smelt Hypomesus pretiosus	Station Number: 7 Forage_Fish_Survey 5113 January 21, 1999	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Surf Smelt Hypomesus pretiosus	Station Number: 11 Forage_Fish_Survey 5820 August 20, 1999	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Surf Smelt Hypomesus pretiosus	Station Number: 7 Forage_Fish_Survey 8028 July 14, 1998	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Surf Smelt Hypomesus pretiosus	Station Number: 6 Forage_Fish_Survey 6522 September 15, 2000	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Surf Smelt Hypomesus pretiosus	Station Number: 11 Forage_Fish_Survey 8293 October 15, 1998	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Surf Smelt Hypomesus pretiosus	Station Number: 1 Forage_Fish_Survey 7928 March 31, 1998	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Surf Smelt Hypomesus pretiosus	Station Number: 9 Forage_Fish_Survey 7996 June 11, 1998	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Surf Smelt Hypomesus pretiosus	Station Number: 7 Forage_Fish_Survey 9110 March 10, 1997	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines

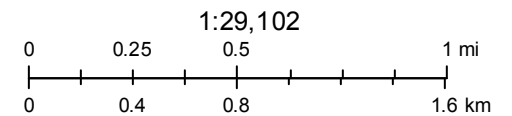
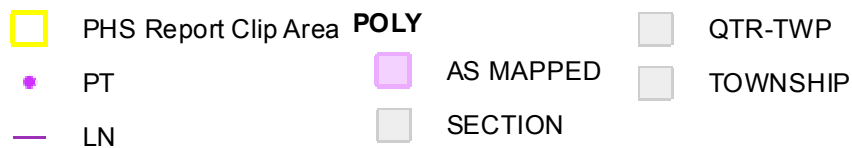
Common Name Scientific Name Notes	Site Name Source Dataset Source Record Source Date	Priority Area Occurrence Type More Information (URL) Mgmt Recommendations	Accuracy	Federal Status State Status PHS Listing Status	Sensitive Data Resolution	Source Entity Geometry Type
Surf Smelt Hypomesus pretiosus	Station Number: 10 Forage_Fish_Survey 31210 August 08, 2016	Breeding Area Breeding area	NA	N/A N/A PHS Listed Species	N AS MAPPED	WDFW Lines
Waterfowl Concentrations	FIDALGO BAY WATERFOWL PHSREGION 920342	Regular Concentration Regular concentration http://wdfw.wa.gov/publications/pub.php?	1/4 mile (Quarter	N/A N/A PHS LISTED	N AS MAPPED	WA Dept. of Fish and Wildlife Polygons
Wetlands	FIDALGO ISLAND PHSREGION 902819	Aquatic Habitat N/A http://www.ecy.wa.	1/4 mile (Quarter	N/A N/A PHS LISTED	N AS MAPPED	WA Dept. of Fish and Wildlife Polygons
Wetlands	REGION 4 SALTWATER PHSREGION 903606	Aquatic Habitat N/A http://www.ecy.wa.	1/4 mile (Quarter	N/A N/A PHS LISTED	N AS MAPPED	WA Dept. of Fish and Wildlife Polygons
Yuma myotis Myotis yumanensis	WS_OccurPoint 144042 August 25, 2017	Breeding Area Biotic detection http://wdfw.wa.gov/publications/pub.php?	GPS	N/A N/A PHS LISTED	Y TOWNSHIP	WA Dept. of Fish and Wildlife Points

DISCLAIMER. This report includes information that the Washington Department of Fish and Wildlife (WDFW) maintains in a central computer database. It is not an attempt to provide you with an official agency response as to the impacts of your project on fish and wildlife. This information only documents the location of fish and wildlife resources to the best of our knowledge. It is not a complete inventory and it is important to note that fish and wildlife resources may occur in areas not currently known to WDFW biologists, or in areas for which comprehensive surveys have not been conducted. Site specific surveys are frequently necessary to rule out the presence of priority resources. Locations of fish and wildlife resources are subject to variation caused by disturbance, changes in season and weather, and other factors. WDFW does not recommend using reports more than six months old.

WDFW Test Map



May 10, 2019



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

APPENDIX B

Site Photographs



Photograph 1. Looking west at the Grandview Cemetery.



Photograph 2. A fence is located along the western boundary of the cemetery. Trees and snowberry grow adjacent to the fence.

Site Photographs

Grandview Cemetery Improvements
Anacortes, Washington



Figure
B-1



Photograph 3. Snowberry and Nootka rose grow along a gradual slope west of the cemetery.



Photograph 4. Scotch broom and various grasses also grow along the slope west of the cemetery.

Site Photographs

Grandview Cemetery Improvements
Anacortes, Washington



Figure
B-2



Photograph 5. Himalayan blackberry, black cottonwood and Douglas fir are present southwest of the cemetery.



Photograph 6. Poison hemlock and black locust are common within and adjacent to the proposed project area west of the existing developed cemetery.

Site Photographs	
Grandview Cemetery Improvements Anacortes, Washington	
	Figure B-3



Photograph 7. A city storage area, maintenance yard and small gravel lot are located at the southwestern corner of the property.



Photograph 8. The top of bank of Happy Valley Creek runs along the southern property boundary and is adjacent to the storage area.

Site Photographs

Grandview Cemetery Improvements
Anacortes, Washington



Figure
B-4



Photograph 9. Looking south at Wetland A that has formed behind the earthen berm. Dominant vegetation visible in the wetland in the center of the photograph is twinberry.



Photograph 10. Looking east from the earthen berm, towards Wetland A. Horse chestnut and Indian plum dominate the banks around the wetland.

Site Photographs

Grandview Cemetery Improvements
Anacortes, Washington



Figure
B-5



Photograph 11. Water trickles through the earthen berm into the Happy Valley Creek stream channel downstream.



Photograph 12. Horse chestnut, Himalayan blackberry and Indian plum dominate the stream banks within the project area.

Site Photographs

Grandview Cemetery Improvements
Anacortes, Washington



Figure
B-6

APPENDIX C
Wetland Determination Datasheets

WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project Site: City of Anacortes Grandview Cemetery City/County: Anacortes/Skaagit Sampling Date: 5/2/2019
 Applicant/Owner: City of Anacortes State: WA Sampling Point: 1
 Investigator(s): L. Baldwin, F. McNair Section, Township, Range: Sec. 30, T35N, R2E
 Landform (hillslope, terrace, etc.): upland of streambank Local relief (concave, convex, none): convex Slope (%): 0-1
 Subregion (LRR): A Lat: _____ Long: _____ Datum: WGS 1984
 Soil Map Unit Name: Keystone loamy sand, 0 to 8 percent slopes NWI classification: None
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes ☒ No ☐ (If no, explain in Remarks.)
 Are Vegetation ☐, Soil ☐, or Hydrology ☐, significantly disturbed? Are "Normal Circumstances" present? Yes ☒ No ☐
 Are Vegetation ☐, Soil ☐, or Hydrology ☐, naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes ☐ No ☒	Is the Sampled Area within a Wetland?	Yes ☐ No ☒
Hydric Soil Present?	Yes ☐ No ☒		
Wetland Hydrology Present?	Yes ☐ No ☒		
Remarks:			

VEGETATION – Use scientific names of plants

Tree Stratum (Plot size: _____)	Absolute % Cover	Dominant Species?	Indicator Status	Dominance Test Worksheet:
1. <u>Aesculus hippocastanum</u>	<u>5</u>	<u>no</u>	<u>NI</u>	
2. <u>Fagus sp.</u>	<u>35</u>	<u>yes</u>	<u>NO</u>	Total Number of Dominant Species Across All Strata: <u>7</u> (B)
3. <u>Alnus rubra</u>	<u>25</u>	<u>yes</u>	<u>FAC</u>	Percent of Dominant Species That Are OBL, FACW, or FAC: <u>43</u> (A/B)
4. _____	_____	_____	_____	
50% = <u>32.5</u> , 20% = <u>13</u>	<u>65</u>	= Total Cover		
Sapling/Shrub Stratum (Plot size: _____)				Prevalence Index worksheet:
1. <u>Oemleria cerasiformis</u>	<u>20</u>	<u>yes</u>	<u>FACU</u>	
2. <u>Symphoricarpus albus</u>	<u>15</u>	<u>yes</u>	<u>FACU</u>	OBL species _____ x1 = _____
3. <u>Salix scouleriana</u>	<u>5</u>	<u>no</u>	<u>FACW</u>	FACW species <u>5</u> x2 = <u>10</u>
4. <u>Ilex aquifolium</u>	<u>10</u>	<u>no</u>	<u>FAC</u>	FAC species <u>90</u> x3 = <u>270</u>
5. _____	_____	_____	_____	FACU species <u>60</u> x4 = <u>240</u>
50% = <u>25</u> , 20% = <u>10</u>	<u>50</u>	= Total Cover		UPL species _____ x5 = _____
Herb Stratum (Plot size: _____)				Column Totals: <u>155</u> (A) <u>520</u> (B)
1. <u>Tolmiea menziesii</u>	<u>5</u>	<u>no</u>	<u>FAC</u>	Prevalence Index = B/A = <u>3.35</u>
2. <u>Ranunculus repens</u>	<u>40</u>	<u>yes</u>	<u>FAC</u>	Hydrophytic Vegetation Indicators: ☐ 1 – Rapid Test for Hydrophytic Vegetation ☐ 2 - Dominance Test is >50% ☐ 3 - Prevalence Index is ≤3.0 ¹ ☐ 4 - Morphological Adaptations ¹ (Provide supporting data in Remarks or on a separate sheet) ☐ 5 - Wetland Non-Vascular Plants ¹ ☐ Problematic Hydrophytic Vegetation ¹ (Explain) ¹ Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
3. <u>Veronica serpyllifolia</u>	<u>10</u>	<u>no</u>	<u>FAC</u>	
4. <u>Geranium robertianum</u>	<u>25</u>	<u>yes</u>	<u>FACU</u>	
5. _____	_____	_____	_____	
6. _____	_____	_____	_____	
7. _____	_____	_____	_____	
8. _____	_____	_____	_____	
9. _____	_____	_____	_____	
10. _____	_____	_____	_____	
11. _____	_____	_____	_____	
50% = <u>40</u> , 20% = <u>16</u>	<u>80</u>	= Total Cover		
Woody Vine Stratum (Plot size: _____)				Hydrophytic Vegetation Present? Yes ☐ No ☒
1. <u>Rubus armeniacus</u>	<u>20</u>	<u>yes</u>	<u>FAC</u>	
2. _____	_____	_____	_____	
50% = _____, 20% = _____	<u>20</u>	= Total Cover		
% Bare Ground in Herb Stratum _____				
Remarks:				

Project Site: City of Anacortes Grandview Cemetery

SOIL

Sampling Point: 1

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-6	10YR 3/2	100	_____	_____	_____	_____	silty sand	_____
6-16	10YR 3/2	100	_____	_____	_____	_____	silty sandy gravel	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

¹Type: C= Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. ²Location: PL=Pore Lining, M=Matrix

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)				Indicators for Problematic Hydric Soils³:			
☐ Histosol (A1)	☐ Sandy Redox (S5)	☐ 2 cm Muck (A10)					
☐ Histic Epipedon (A2)	☐ Stripped Matrix (S6)	☐ Red Parent Material (TF2)					
☐ Black Histic (A3)	☐ Loamy Mucky Mineral (F1) (except MLRA 1)	☐ Very Shallow Dark Surface (TF12)					
☐ Hydrogen Sulfide (A4)	☐ Loamy Gleyed Matrix (F2)	☐ Other (Explain in Remarks)					
☐ Depleted Below Dark Surface (A11)	☐ Depleted Matrix (F3)						
☐ Thick Dark Surface (A12)	☐ Redox Dark Surface (F6)						
☐ Sandy Mucky Mineral (S1)	☐ Depleted Dark Surface (F7)						
☐ Sandy Gleyed Matrix (S4)	☐ Redox Depressions (F8)						

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present): Type: _____ Depth (inches): _____				Hydric Soils Present? Yes ☐ No ☒			
Remarks: _____							

HYDROLOGY

Wetland Hydrology Indicators:							
Primary Indicators (minimum of one required; check all that apply)				Secondary Indicators (2 or more required)			
☐ Surface Water (A1)	☐ Water-Stained Leaves (B9)	☐ Water-Stained Leaves (B9)		☐ Water-Stained Leaves (B9)			
☐ High Water Table (A2)	(except MLRA 1, 2, 4A, and 4B)	(MLRA 1, 2, 4A, and 4B)		(MLRA 1, 2, 4A, and 4B)			
☐ Saturation (A3)	☐ Salt Crust (B11)	☐ Drainage Patterns (B10)		☐ Drainage Patterns (B10)			
☐ Water Marks (B1)	☐ Aquatic Invertebrates (B13)	☐ Dry-Season Water Table (C2)		☐ Dry-Season Water Table (C2)			
☐ Sediment Deposits (B2)	☐ Hydrogen Sulfide Odor (C1)	☐ Saturation Visible on Aerial Imagery (C9)		☐ Saturation Visible on Aerial Imagery (C9)			
☐ Drift Deposits (B3)	☐ Oxidized Rhizospheres along Living Roots (C3)	☐ Geomorphic Position (D2)		☐ Geomorphic Position (D2)			
☐ Algal Mat or Crust (B4)	☐ Presence of Reduced Iron (C4)	☐ Shallow Aquitard (D3)		☐ Shallow Aquitard (D3)			
☐ Iron Deposits (B5)	☐ Recent Iron Reduction in Tilled Soils (C6)	☒ FAC-Neutral Test (D5)		☒ FAC-Neutral Test (D5)			
☐ Surface Soil Cracks (B6)	☐ Stunted or Stresses Plants (D1) (LRR A)	☐ Raised Ant Mounds (D6) (LRR A)		☐ Raised Ant Mounds (D6) (LRR A)			
☐ Inundation Visible on Aerial Imagery (B7)	☐ Other (Explain in Remarks)	☐ Frost-Heave Hummocks (D7)		☐ Frost-Heave Hummocks (D7)			
☐ Sparsely Vegetated Concave Surface (B8)							

Field Observations:							
Surface Water Present?	Yes	☐	No	☒	Depth (inches):	_____	
Water Table Present?	Yes	☐	No	☒	Depth (inches):	_____	
Saturation Present? (includes capillary fringe)	Yes	☐	No	☒	Depth (inches):	_____	
Wetland Hydrology Present?						Yes	☐
						No	☒
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available: _____							
Remarks: _____							

WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project Site: City of Anacortes Grandview Cemetery City/County: Anacortes/Skaagit Sampling Date: 5/2/2019
 Applicant/Owner: City of Anacortes State: WA Sampling Point: 2
 Investigator(s): L. Baldwin, F. McNair Section, Township, Range: Sec. 30, T35N, R2E
 Landform (hillslope, terrace, etc.): upland of streambank Local relief (concave, convex, none): convex Slope (%): 0-1
 Subregion (LRR): A Lat: _____ Long: _____ Datum: WGS 1984
 Soil Map Unit Name: Keystone loamy sand, 0 to 8 percent slopes NWI classification: None
 Are climatic / hydrologic conditions on the site typical for this time of year? Yes ☒ No ☐ (If no, explain in Remarks.)
 Are Vegetation ☐, Soil ☐, or Hydrology ☐, significantly disturbed? Are "Normal Circumstances" present? Yes ☒ No ☐
 Are Vegetation ☐, Soil ☐, or Hydrology ☐, naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes ☒ No ☐	Is the Sampled Area within a Wetland?	Yes ☒ No ☐
Hydric Soil Present?	Yes ☒ No ☐		
Wetland Hydrology Present?	Yes ☒ No ☐		
Remarks:			

VEGETATION – Use scientific names of plants

Tree Stratum (Plot size: 30)	Absolute % Cover	Dominant Species?	Indicator Status	Dominance Test Worksheet: Number of Dominant Species That Are OBL, FACW, or FAC: <u>3</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>100</u> (A/B)
1. <u>Aesculus hippocastanum</u>	<u>10</u>	<u>no</u>	<u>NI</u>	
2. <u>Fraxinus latifolia</u>	<u>5</u>	<u>no</u>	<u>FACW</u>	
3. <u>Alnus Rubra</u>	<u>75</u>	<u>yes</u>	<u>FAC</u>	
4. _____	_____	_____	_____	
50% = <u>45</u> , 20% = <u>18</u>	<u>90</u>	= Total Cover		
Sapling/Shrub Stratum (Plot size: 30)				
1. <u>Oemleria cerasiformis</u>	<u>15</u>	<u>no</u>	<u>FACU</u>	Prevalence Index worksheet: Total % Cover of: _____ Multiply by: OBL species _____ x1 = _____ FACW species <u>5</u> x2 = <u>10</u> FAC species <u>155</u> x3 = <u>465</u> FACU species <u>20</u> x4 = <u>80</u> UPL species _____ x5 = _____ Column Totals: <u>180</u> (A) <u>555</u> (B) Prevalence Index = B/A = <u>3.08</u>
2. <u>Symphiocarpus albus</u>	<u>5</u>	<u>no</u>	<u>FACU</u>	
3. <u>Lonicera involucrata</u>	<u>60</u>	<u>yes</u>	<u>FAC</u>	
4. _____	_____	_____	_____	
5. _____	_____	_____	_____	
50% = <u>40</u> , 20% = <u>16</u>	<u>80</u>	= Total Cover		
Herb Stratum (Plot size: 5)				
1. _____	_____	_____	_____	Hydrophytic Vegetation Indicators: ☐ 1 – Rapid Test for Hydrophytic Vegetation ☒ 2 - Dominance Test is >50% ☐ 3 - Prevalence Index is ≤3.0 ¹ ☐ 4 - Morphological Adaptations ¹ (Provide supporting data in Remarks or on a separate sheet) ☐ 5 - Wetland Non-Vascular Plants ¹ ☐ Problematic Hydrophytic Vegetation ¹ (Explain) ¹ Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
2. _____	_____	_____	_____	
3. _____	_____	_____	_____	
4. _____	_____	_____	_____	
5. _____	_____	_____	_____	
6. _____	_____	_____	_____	
7. _____	_____	_____	_____	
8. _____	_____	_____	_____	
9. _____	_____	_____	_____	
10. _____	_____	_____	_____	
11. _____	_____	_____	_____	
50% = _____, 20% = _____	_____	= Total Cover		
Woody Vine Stratum (Plot size: _____)				
1. <u>Rubus armeniacus</u>	<u>20</u>	<u>yes</u>	<u>FAC</u>	Hydrophytic Vegetation Present? Yes ☒ No ☐
2. _____	_____	_____	_____	
50% = _____, 20% = _____	<u>20</u>	= Total Cover		
% Bare Ground in Herb Stratum _____				
Remarks:				

Project Site: City of Anacortes Grandview Cemetery

SOIL

Sampling Point: 2

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-4	10YR 2/1	100					sand loam	very dark
4-8	10YR 6/2	75	7.5YR 5/8	25	C	M	sand and ash	
8-14	2.5 YR 4/2	95	10YR 5/8	5	C	M	silt and ash	slippery
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

¹Type: C= Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. ²Location: PL=Pore Lining, M=Matrix

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Sandy Redox (S5)	☐ 2 cm Muck (A10)
☐ Histic Epipedon (A2)	☐ Stripped Matrix (S6)	☐ Red Parent Material (TF2)
☐ Black Histic (A3)	☐ Loamy Mucky Mineral (F1) (except MLRA 1)	☐ Very Shallow Dark Surface (TF12)
☐ Hydrogen Sulfide (A4)	☐ Loamy Gleyed Matrix (F2)	☐ Other (Explain in Remarks)
☐ Depleted Below Dark Surface (A11)	☒ Depleted Matrix (F3)	
☐ Thick Dark Surface (A12)	☐ Redox Dark Surface (F6)	
☐ Sandy Mucky Mineral (S1)	☐ Depleted Dark Surface (F7)	
☐ Sandy Gleyed Matrix (S4)	☐ Redox Depressions (F8)	

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present): Type: _____ Depth (inches): _____	Hydric Soils Present? Yes ☒ No ☐
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:	
Primary Indicators (minimum of one required; check all that apply)	Secondary Indicators (2 or more required)
☒ Surface Water (A1) ☐ Water-Stained Leaves (B9) ☒ High Water Table (A2) (except MLRA 1, 2, 4A, and 4B) ☒ Saturation (A3) ☐ Salt Crust (B11) ☒ Water Marks (B1) ☐ Aquatic Invertebrates (B13) ☒ Sediment Deposits (B2) ☐ Hydrogen Sulfide Odor (C1) ☒ Drift Deposits (B3) ☐ Oxidized Rhizospheres along Living Roots (C3) ☐ Algal Mat or Crust (B4) ☐ Presence of Reduced Iron (C4) ☐ Iron Deposits (B5) ☐ Recent Iron Reduction in Tilled Soils (C6) ☐ Surface Soil Cracks (B6) ☐ Stunted or Stresses Plants (D1) (LRR A) ☒ Inundation Visible on Aerial Imagery (B7) ☐ Other (Explain in Remarks) ☒ Sparsely Vegetated Concave Surface (B8)	☒ Water-Stained Leaves (B9) (MLRA 1, 2, 4A, and 4B) ☐ Drainage Patterns (B10) ☐ Dry-Season Water Table (C2) ☐ Saturation Visible on Aerial Imagery (C9) ☒ Geomorphic Position (D2) ☐ Shallow Aquitard (D3) ☐ FAC-Neutral Test (D5) ☐ Raised Ant Mounds (D6) (LRR A) ☐ Frost-Heave Hummocks (D7)

Field Observations: Surface Water Present? Yes ☒ No ☐ Depth (inches): <u>1-2"</u> Water Table Present? Yes ☒ No ☐ Depth (inches): <u>5"</u> Saturation Present? (includes capillary fringe) Yes ☒ No ☐ Depth (inches): <u>0"</u>	Wetland Hydrology Present? Yes ☒ No ☐
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

APPENDIX D
Wetland Rating Form

Wetland name or number A

RATING SUMMARY – Western Washington

Name of wetland (or ID #): Anacortes Cemetery Date of site visit: 5/2/19
 Rated by Lynia Baldwin Trained by Ecology? ☐ Yes ☐ No Date of training _____
 HGM Class used for rating riverine Wetland has multiple HGM classes? ☐ Y ☐ N

NOTE: Form is not complete without the figures requested (figures can be combined).
 Source of base aerial photo/map _____

OVERALL WETLAND CATEGORY III (based on functions ☒ or special characteristics ☐)

1. Category of wetland based on FUNCTIONS

- _____ Category I – Total score = 23 - 27
 _____ Category II – Total score = 20 - 22
☒ Category III – Total score = 16 - 19
 _____ Category IV – Total score = 9 - 15

FUNCTION	Improving Water Quality	Hydrologic	Habitat	
Circle the appropriate ratings				
Site Potential	H <u>M</u> L	H <u>M</u> L	H <u>M</u> L	
Landscape Potential	<u>H</u> M L	H <u>M</u> L	H <u>M</u> L	
Value	<u>H</u> M L	H M <u>L</u>	H <u>M</u> L	TOTAL
Score Based on Ratings	<u>8</u>	<u>5</u>	<u>6</u>	<u>19</u>

Score for each
function based
on three
ratings
(order of ratings
is not
important)

9 = H,H,H
 8 = H,H,M
 7 = H,H,L
 7 = H,M,M
 6 = H,M,L
 6 = M,M,M
 5 = H,L,L
 5 = M,M,L
 4 = M,L,L
 3 = L,L,L

2. Category based on SPECIAL CHARACTERISTICS of wetland

CHARACTERISTIC	CATEGORY
Estuarine	I II
Wetland of High Conservation Value	I
Bog	I
Mature Forest	I
Old Growth Forest	I
Coastal Lagoon	I II
Interdunal	I II III IV
None of the above	☒

HGM Classification of Wetlands in Western Washington

For questions 1-7, the criteria described must apply to the entire unit being rated.

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 except during floods?

☒ NO – go to 2

YES – the wetland class is **Tidal Fringe** – go to 1.1

- 1.1 Is the salinity of the water during periods of annual low flow below 0.5 ppt (parts per thousand)?

☒ NO – **Saltwater Tidal Fringe (Estuarine)**

YES – **Freshwater Tidal Fringe**

*If your wetland can be classified as a Freshwater Tidal Fringe use the forms for **Riverine** wetlands. If it is Saltwater Tidal Fringe it is an **Estuarine** wetland and is not scored. This method **cannot** be used to score functions for estuarine wetlands.*

2. The entire wetland unit is flat and precipitation is the 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 unit **meet all** of the following criteria?

- ☐ The vegetated part of the wetland is on the shores of a body of permanent open water (without any plants on the surface at any time of the year) at least 20 ac (8 ha) in size;
☐ At least 30% of the open water area is deeper than 6.6 ft (2 m).

☒ NO – go to 4

YES – The wetland class is **Lake Fringe** (Lacustrine Fringe)

4. Does the entire wetland unit **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**.

☒ NO – go to 5

YES – The wetland class is **Slope**

NOTE: Surface water does not pond in these type of wetlands except occasionally in very small and shallow depressions or behind hummocks (depressions are usually <3 ft diameter and less than 1 ft deep).

5. Does the entire wetland unit **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 2 years.

Wetland name or number A

NO – go to 6

YES – The wetland class is **Riverine**
NOTE: The Riverine unit can contain depressions that are filled with water when the river is not flooding

6. Is the entire wetland unit in a topographic depression in which water ponds, or is saturated to the surface, at some time during 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 unit 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 the wetland unit being scored.

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 HGM 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 of depression	Depressional
Depressional + Lake Fringe	Depressional
Riverine + Lake Fringe	Riverine
Salt Water Tidal Fringe and any other class of freshwater wetland	Treat as ESTUARINE

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

Wetland name or number A

RIVERINE AND FRESHWATER TIDAL FRINGE WETLANDS

Water Quality Functions - Indicators that the site functions to improve water quality

R 1.0. Does the site have the potential to improve water quality?

R 1.1. Area of surface depressions within the Riverine wetland that can trap sediments during a flooding event:		
Depressions cover $> \frac{3}{4}$ area of wetland	points = 8	0
Depressions cover $> \frac{1}{2}$ area of wetland	points = 4	
Depressions present but cover $< \frac{1}{2}$ area of wetland	points = 2	
No depressions present	points = 0	
R 1.2. Structure of plants in the wetland (areas with $> 90\%$ cover at person height, not Cowardin classes)		
Trees or shrubs $> \frac{2}{3}$ area of the wetland	points = 8	6
Trees or shrubs $> \frac{1}{3}$ area of the wetland	points = 6	
Herbaceous plants (> 6 in high) $> \frac{2}{3}$ area of the wetland	points = 6	
Herbaceous plants (> 6 in high) $> \frac{1}{3}$ area of the wetland	points = 3	
Trees, shrubs, and ungrazed herbaceous $< \frac{1}{3}$ area of the wetland	points = 0	
Total for R 1		6

Rating of Site Potential If score is: 12-16 = H ✓6-11 = M 0-5 = L

Record the rating on the first page

R 2.0. Does the landscape have the potential to support the water quality function of the site?

R 2.1. Is the wetland within an incorporated city or within its UGA?	Yes = 2 No = 0	2
R 2.2. Does the contributing basin to the wetland include a UGA or incorporated area?	Yes = 1 No = 0	1
R 2.3. Does at least 10% of the contributing basin contain tilled fields, pastures, or forests that have been clearcut within the last 5 years?	Yes = 1 No = 0	0
R 2.4. Is $> 10\%$ of the area within 150 ft of the wetland in land uses that generate pollutants?	Yes = 1 No = 0	1
R 2.5. Are there other sources of pollutants coming into the wetland that are not listed in questions R 2.1-R 2.4	Yes = 1 No = 0	1
Other sources <u>water fowl</u>		
Total for R 2		5

Rating of Landscape Potential If score is: ✓3-6 = H 1 or 2 = M 0 = L

Record the rating on the first page

R 3.0. Is the water quality improvement provided by the site valuable to society?

R 3.1. Is the wetland along a stream or river that is on the 303(d) list or on a tributary that drains to one within 1 mi?	Yes = 1 No = 0	0
R 3.2. Is the wetland along a stream or river that has TMDL limits for nutrients, toxics, or pathogens?	Yes = 1 No = 0	0
R 3.3. Has the site been identified in a watershed or local plan as important for maintaining water quality? (answer YES if there is a TMDL for the drainage in which the unit is found)	Yes = 2 No = 0	2
Total for R 3		2

Rating of Value If score is: ✓2-4 = H 1 = M 0 = L

Record the rating on the first page

Wetland name or number A

RIVERINE AND FRESHWATER TIDAL FRINGE WETLANDS

Hydrologic Functions - Indicators that site functions to reduce flooding and stream erosion

R 4.0. Does the site have the potential to reduce flooding and erosion?

R 4.1. Characteristics of the overbank storage the wetland provides:

Estimate the average width of the wetland perpendicular to the direction of the flow and the width of the stream or river channel (distance between banks). Calculate the ratio: (average width of wetland)/(average width of stream between banks).

If the ratio is more than 20

If the ratio is 10-20

If the ratio is 5-<10

If the ratio is 1-<5

If the ratio is < 1



points = 9

points = 6

points = 4

points = 2

points = 1

2

R 4.2. Characteristics of plants that slow down water velocities during floods: *Treat large woody debris as forest or shrub. Choose the points appropriate for the best description (polygons need to have >90% cover at person height. These are NOT Cowardin classes).*

Forest or shrub for $> \frac{1}{3}$ area OR emergent plants $> \frac{2}{3}$ area

points = 7

Forest or shrub for $> \frac{1}{10}$ area OR emergent plants $> \frac{1}{3}$ area

points = 4

Plants do not meet above criteria

points = 0

7

Total for R 4

Add the points in the boxes above

9

Rating of Site Potential If score is: 12-16 = H ✓ 6-11 = M 0-5 = L

Record the rating on the first page

R 5.0. Does the landscape have the potential to support the hydrologic functions of the site?

R 5.1. Is the stream or river adjacent to the wetland downcut?

Yes = 0 No = 1

0

R 5.2. Does the up-gradient watershed include a UGA or incorporated area?

Yes = 1 No = 0

1

R 5.3. Is the up-gradient stream or river controlled by dams?

Yes = 0 No = 1

1

Total for R 5

Add the points in the boxes above

2

Rating of Landscape Potential If score is: 3 = H ✓ 1 or 2 = M 0 = L

Record the rating on the first page

R 6.0. Are the hydrologic functions provided by the site valuable to society?

R 6.1. Distance to the nearest areas downstream that have flooding problems?

Choose the description that best fits the site.

The sub-basin immediately down-gradient of the wetland has flooding problems that result in damage to human or natural resources (e.g., houses or salmon redds)

points = 2

Surface flooding problems are in a sub-basin farther down-gradient

points = 1

No flooding problems anywhere downstream

points = 0

0

R 6.2. Has the site been identified as important for flood storage or flood conveyance in a regional flood control plan?

Yes = 2 No = 0

0

Total for R 6

Add the points in the boxes above

0

Rating of Value If score is: 2-4 = H 1 = M ✓ 0 = L

Record the rating on the first page

Wetland name or number A

These questions apply to wetlands of all HGM classes.

HABITAT FUNCTIONS - Indicators that site functions to provide important habitat

H 1.0. Does the site have the potential to provide habitat?

H 1.1. Structure of plant community: *Indicators are Cowardin classes and strata within the Forested class. Check the Cowardin plant classes in the wetland. Up to 10 patches may be combined for each class to meet the threshold of ¼ ac or more than 10% of the unit if it is smaller than 2.5 ac. Add the number of structures checked.*

- | | |
|---|----------------------------------|
| ☐ Aquatic bed | 4 structures or more: points = 4 |
| ☒ Emergent - <i>assuming more in summer</i> | 3 structures: points = 2 |
| ☒ Scrub-shrub (areas where shrubs have > 30% cover) | 2 structures: points = 1 |
| ☐ Forested (areas where trees have > 30% cover) | 1 structure: points = 0 |
- 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

H 1.2. Hydroperiods

Check the types of water regimes (hydroperiods) present within the wetland. The water regime has to cover more than 10% of the wetland or ¼ ac to count (*see text for descriptions of hydroperiods*).

- | | |
|--|-------------------------------------|
| ☒ Permanently flooded or inundated | 4 or more types present: points = 3 |
| ☒ Seasonally flooded or inundated | 3 types present: points = 2 |
| ☐ Occasionally flooded or inundated | 2 types present: points = 1 |
| ☐ Saturated only | 1 type present: points = 0 |
- or* ☒ 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

H 1.3. Richness of plant species

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 and you do not have to name the species. Do not include Eurasian milfoil, reed canarygrass, purple loosestrife, Canadian thistle

- If you counted: > 19 species points = 2
- 5 - 19 species points = 1
- < 5 species points = 0

H 1.4. Interspersion of habitats

Decide from the diagrams below whether interspersions among Cowardin plants classes (described in H 1.1), or the classes and unvegetated areas (can include open water or mudflats) is high, moderate, low, or none. *If you have four or more plant classes or three classes and open water, the rating is always high.*



None = 0 points



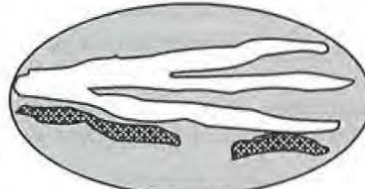
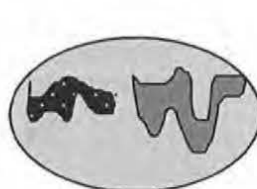
Low = 1 point



Moderate = 2 points



All three diagrams in this row are HIGH = 3 points



2

Wetland name or number A

H 1.5. Special habitat features: Check the habitat features that are present in the wetland. <i>The number of checks is the number of points.</i> ☐ Large, downed, woody debris within the wetland (> 4 in diameter and 6 ft long). ☐ Standing snags (dbh > 4 in) within the wetland ☐ Undercut banks are present for at least 6.6 ft (2 m) and/or overhanging plants extends at least 3.3 ft (1 m) over a stream (or ditch) in, or contiguous with the wetland, for at least 33 ft (10 m) ☒ 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 (<i>cut shrubs or trees that have not yet weathered where wood is exposed</i>) ☐ At least ¼ ac of thin-stemmed persistent plants or woody branches are present in areas that are permanently or seasonally inundated (<i>structures for egg-laying by amphibians</i>) ☒ Invasive plants cover less than 25% of the wetland area in every stratum of plants (see H 1.1 for list of strata)		2
Total for H 1	Add the points in the boxes above	8

Rating of Site Potential If score is: 15-18 = H ☒ 7-14 = M 0-6 = L

Record the rating on the first page

H 2.0. Does the landscape have the potential to support the habitat functions of the site?	
H 2.1. Accessible habitat (include <i>only habitat that directly abuts wetland unit</i>). Calculate: % undisturbed habitat <u>2</u> + [(% moderate and low intensity land uses)/2] <u>2</u> = <u>4</u> % If total accessible habitat is: > 1/3 (33.3%) of 1 km Polygon points = 3 20-33% of 1 km Polygon points = 2 10-19% of 1 km Polygon points = 1 < 10% of 1 km Polygon points = 0	0
H 2.2. Undisturbed habitat in 1 km Polygon around the wetland. Calculate: % undisturbed habitat <u>15</u> + [(% moderate and low intensity land uses)/2] <u>2</u> = <u>17</u> % Undisturbed habitat > 50% of Polygon points = 3 Undisturbed habitat 10-50% and in 1-3 patches points = 2 Undisturbed habitat 10-50% and > 3 patches points = 1 Undisturbed habitat < 10% of 1 km Polygon points = 0	1
H 2.3. Land use intensity in 1 km Polygon: If > 50% of 1 km Polygon is high intensity land use points = (- 2) ≤ 50% of 1 km Polygon is high intensity points = 0	0
Total for H 2	Add the points in the boxes above

Rating of Landscape Potential If score is: 4-6 = H ☒ 1-3 = M < 1 = L

Record the rating on the first page

H 3.0. Is the habitat provided by the site valuable to society?	
H 3.1. Does the site provide habitat for species valued in laws, regulations, or policies? Choose only the highest score that applies to the wetland being rated. Site meets ANY of the following criteria: points = 2 ☐ It has 3 or more priority habitats within 100 m (see next page) ☐ It provides habitat for Threatened or Endangered species (any plant or animal on the state or federal lists) ☐ It is mapped as a location for an individual WDFW priority species ☐ It is a Wetland of High Conservation Value as determined by the Department of Natural Resources ☐ It has been categorized as an important habitat site in a local or regional comprehensive plan, in a Shoreline Master Plan, or in a watershed plan Site has 1 or 2 priority habitats (listed on next page) within 100 m points = 1 Site does not meet any of the criteria above points = 0	1

Rating of Value If score is: 2 = H ☒ 1 = M 0 = L

Record the rating on the first page

Wetland name or number A

WDFW Priority Habitats

Priority habitats listed by WDFW (see complete descriptions of WDFW priority habitats, and the counties in which they can be found, in: Washington Department of Fish and Wildlife. 2008. Priority Habitat and Species List. Olympia, Washington. 177 pp. <http://wdfw.wa.gov/publications/00165/wdfw00165.pdf> or access the list from here: <http://wdfw.wa.gov/conservation/phs/list/>)

Count how many of the following priority habitats are within 330 ft (100 m) of the wetland unit: **NOTE:** This question is independent of the land use between the wetland unit and the priority habitat.

- **Aspen Stands:** Pure or mixed stands of aspen greater than 1 ac (0.4 ha).
- **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*).
- **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 8 trees/ac (20 trees/ha) > 32 in (81 cm) dbh or > 200 years of age. Mature forests – Stands with average diameters exceeding 21 in (53 cm) 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:** Woodland 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 – see web link above*).
- ✓ **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 – see web link above*).
- ✓ **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 – see web link on previous page*).
- **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 25 ft (7.6 m) high and occurring below 5000 ft elevation.
- **Talus:** Homogenous areas of rock rubble ranging in average size 0.5 - 6.5 ft (0.15 - 2.0 m), 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 > 20 in (51 cm) in western Washington and are > 6.5 ft (2 m) in height. Priority logs are > 12 in (30 cm) in diameter at the largest end, and > 20 ft (6 m) long.

Note: All vegetated wetlands are by definition a priority habitat but are not included in this list because they are addressed elsewhere.

Wetland name or number A

CATEGORIZATION BASED ON SPECIAL CHARACTERISTICS

Wetland Type	Category
<i>Check off any criteria that apply to the wetland. Circle the category when the appropriate criteria are met.</i>	
SC 1.0. Estuarine wetlands Does the wetland 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 = Not an estuarine wetland	
SC 1.1. Is the wetland 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	Cat. I
SC 1.2. Is the wetland unit at least 1 ac in size and meets at least two of the following three conditions? — The wetland is relatively undisturbed (has no diking, ditching, filling, cultivation, grazing, and has less than 10% cover of non-native plant species. (If non-native species are <i>Spartina</i> , see page 25) — At least ¼ of the landward edge of the wetland has a 100 ft buffer of shrub, forest, or un-grazed or unmowed grassland. — The wetland has at least two of the following features: tidal channels, depressions with open water, or contiguous freshwater wetlands. Yes = Category I No = Category II	Cat. I Cat. II
SC 2.0. Wetlands of High Conservation Value (WHCV)	
SC 2.1. Has the WA Department of Natural Resources updated their website to include the list of Wetlands of High Conservation Value? SC 2.2. Is the wetland listed on the WDNR database as a Wetland of High Conservation Value? SC 2.3. Is the wetland in a Section/Township/Range that contains a Natural Heritage wetland? http://www1.dnr.wa.gov/nhp/refdesk/datasearch/wnhpwetlands.pdf SC 2.4. Has WDNR identified the wetland within the S/T/R as a Wetland of High Conservation Value and listed it on their website? Yes – Go to SC 2.2 No – Go to SC 2.3 Yes = Category I No = Not a WHCV Yes – Contact WNHP/WDNR and go to SC 2.4 No = Not a WHCV Yes = Category I No = Not a WHCV	Cat. I
SC 3.0. Bogs Does the wetland (or any part of the unit) meet both the criteria for soils and vegetation in bogs? <i>Use the key below. If you answer YES you will still need to rate the wetland based on its functions.</i>	
SC 3.1. Does an area within the wetland unit have organic soil horizons, either peats or mucks, that compose 16 in or more of the first 32 in of the soil profile? SC 3.2. Does an area within the wetland unit have organic soils, either peats or mucks, that are less than 16 in deep over bedrock, or an impermeable hardpan such as clay or volcanic ash, or that are floating on top of a lake or pond? SC 3.3. Does an area with peats or mucks have more than 70% cover of mosses at ground level, AND at least a 30% cover of plant species listed in Table 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 in deep. If the pH is less than 5.0 and the plant species in Table 4 are present, the wetland is a bog. SC 3.4. Is an area with peats or mucks forested (> 30% cover) with Sitka spruce, subalpine fir, western red cedar, western hemlock, lodgepole pine, quaking aspen, Engelmann spruce, or western white pine, AND any of the species (or combination of species) listed in Table 4 provide more than 30% of the cover under the canopy? Yes – Go to SC 3.3 No – Go to SC 3.2 Yes – Go to SC 3.3 No = Is not a bog Yes = Is a Category I bog No – Go to SC 3.4 Yes = Is a Category I bog No = Is not a bog	Cat. I

Wetland name or number A

SC 4.0. Forested Wetlands Does the wetland have at least <u>1 contiguous acre</u> of forest that meets one of these criteria for the WA 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 functions.</i> — Old-growth forests (west of Cascade crest): Stands of at least two tree species, forming a multi-layered canopy with occasional small openings; with at least 8 trees/ac (20 trees/ha) that are at least 200 years of age OR have a diameter at breast height (dbh) of 32 in (81 cm) or more. — Mature forests (west of the Cascade Crest): Stands where the largest trees are 80- 200 years old OR the species that make up the canopy have an average diameter (dbh) exceeding 21 in (53 cm). Yes = Category I No = Not a forested wetland for this section	Cat. I
SC 5.0. Wetlands in Coastal Lagoons 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 ponded 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 aggressive, opportunistic plant species (see list of species on p. 100). — At least ¾ of the landward edge of the wetland has a 100 ft buffer of shrub, forest, or un-grazed or unmowed grassland. — The wetland is larger than 1/10 ac (4350 ft²) Yes = Category I No = Category II	Cat. I Cat. II
SC 6.0. Interdunal Wetlands Is the wetland west of the 1889 line (also called the Western Boundary of Upland Ownership or WBUO)? <i>If you answer yes you will still need to rate the wetland based on its habitat 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 Yes – Go to SC 6.1 No = not an interdunal wetland for rating SC 6.1. Is the wetland 1 ac or larger and scores an 8 or 9 for the habitat functions on the form (rates H,H,H or H,H,M for the three aspects of function)? Yes = Category I No – Go to SC 6.2 SC 6.2. Is the wetland 1 ac or larger, or is it in a mosaic of wetlands that is 1 ac or larger? Yes = Category II No – Go to SC 6.3 SC 6.3. Is the unit between 0.1 and 1 ac, or is it in a mosaic of wetlands that is between 0.1 and 1 ac? Yes = Category III No = Category IV	Cat I Cat. II Cat. III Cat. IV
Category of wetland based on Special Characteristics If you answered No for all types, enter "Not Applicable" on Summary Form	NA



Legend

-  150-ft Boundary
-  Emergent
-  Open Water
-  Scrub-Shrub

Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. cannot guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.

Data Source:

Projection: NAD 1983 StatePlane Washington North FIPS 4601 Feet

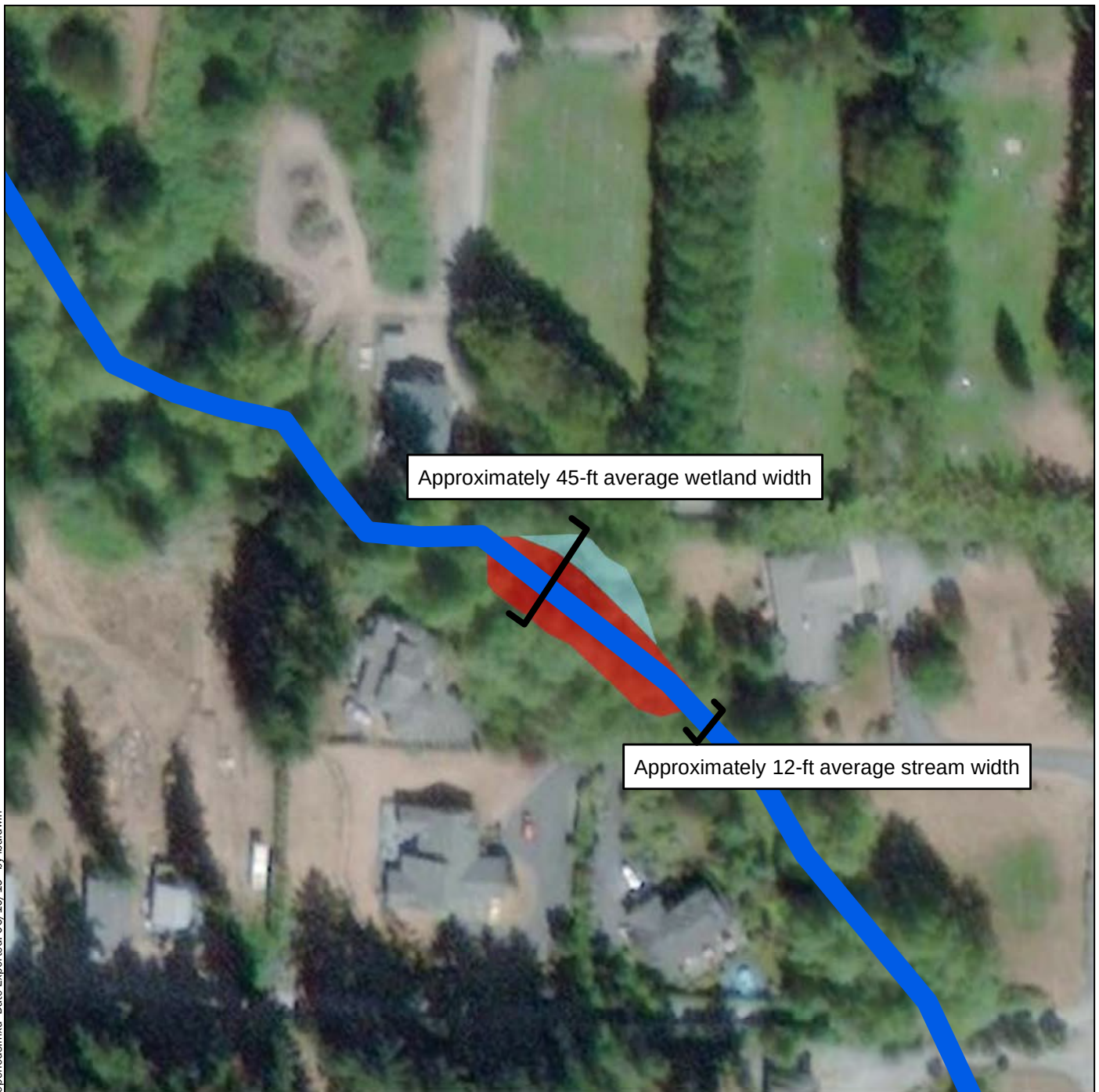


Cowardin Classes

Grandview Cemetery Improvements
Anacortes, Washington



Figure 1



Legend

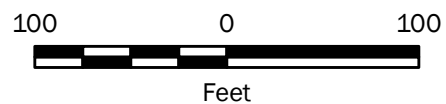
- █ Stream
- █ Permanently flooded or inundated
- █ Seasonally Flooded or Inundated

Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. cannot guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.

Data Source:

Projection: NAD 1983 StatePlane Washington North FIPS 4601 Feet



Hydroperiods

Grandview Cemetery Improvements
Anacortes, Washington



Figure 2



Legend

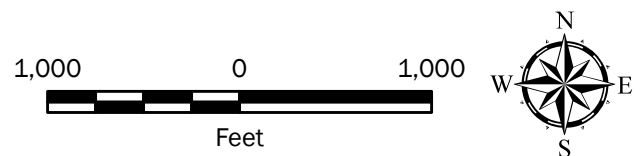
- Approximate Wetland Boundaries
- Contributing Basin

Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. cannot guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.

Data Source:

Projection: NAD 1983 StatePlane Washington North FIPS 4601 Feet



Contributing Basin

Grandview Cemetery Improvements
Anacortes, Washington

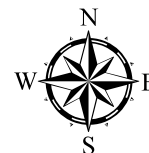
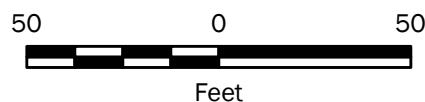


Figure 3



Legend

- Herbaceous Plants
- Open Water
- Shrubs



Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. cannot guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.

Data Source:

Projection: NAD 1983 StatePlane Washington North FIPS 4601 Feet

Plant Cover

Grandview Cemetery Improvements
Anacortes, Washington



Figure 4



Legend

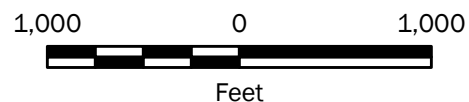
- Approximate Wetland Boundaries
- 1-km Boundary
- Accessible moderate intensity land use
- Accessible undisturbed habitat
- Moderate intensity land use

Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. cannot guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.

Data Source:

Projection: NAD 1983 StatePlane Washington North FIPS 4601 Feet



Accessible Habitat

Grandview Cemetery Improvements
Anacortes, Washington



Figure 5

 Add or remove map data

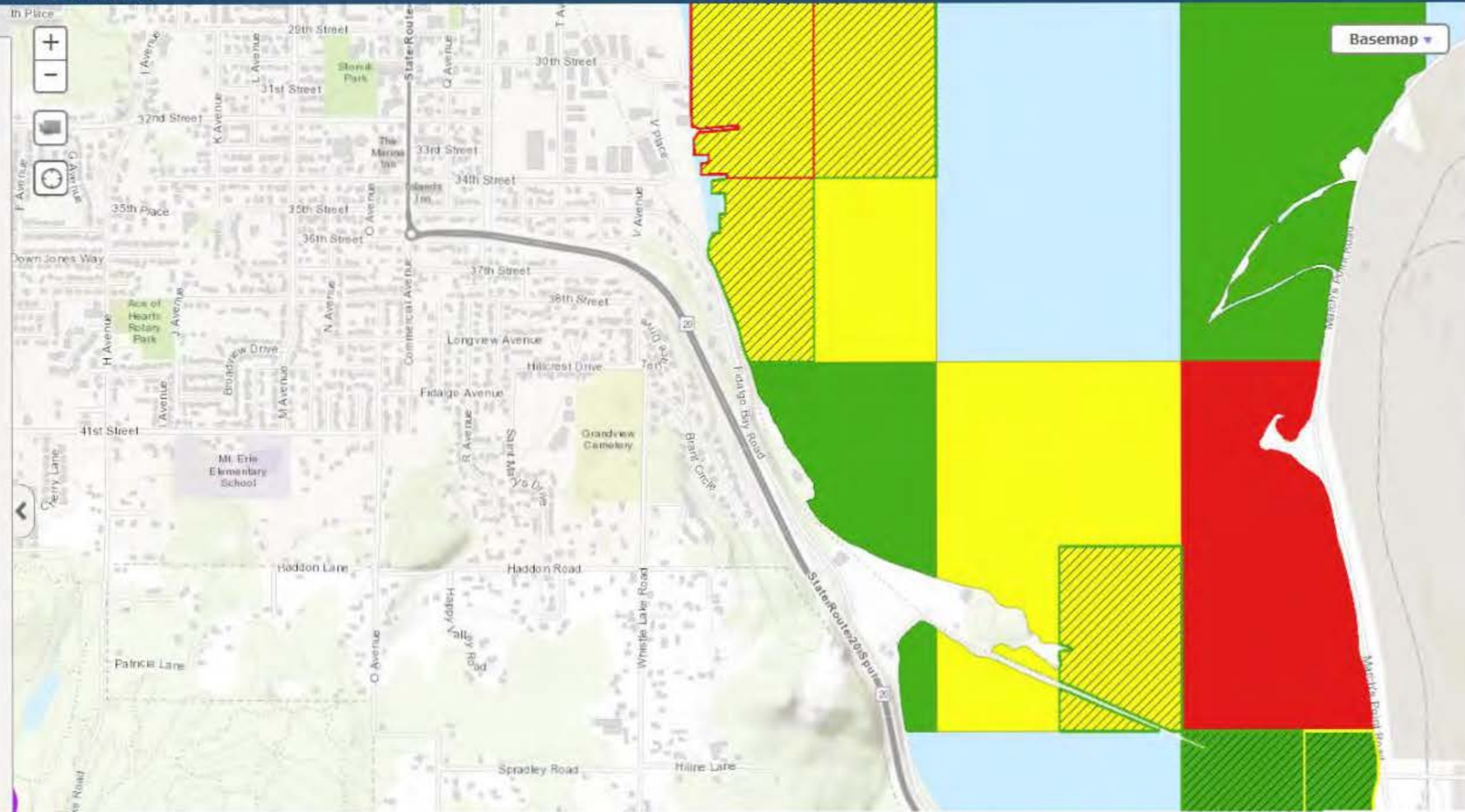
 **Assessed Waters/Sediment** 

Water

-  Category 5 - 303d
-  Category 4C
-  Category 4B
-  Category 4A
-  Category 2
-  Category 1

Sediment

-  Category 5 - 303d
-  Category 4C
-  Category 4B
-  Category 4A
-  Category 2
-  Category 1



[Ecology homepage](#) > [Water & Shorelines](#) > [Water improvement](#) > [Total Maximum Daily Load process](#) > [Directory of projects](#) > [Skagit County](#)

Water quality improvement projects

Select the waterbody or pollutant name to find more information about the specific project.

Waterbody Name(s)	Pollutant(s)	Status	Project Lead(s)
Campbell Lake	Total Phosphorus	EPA approved	Tricia Shoblom 425-649-7288
Erie Lake	Total Phosphorus	EPA approved	Tricia Shoblom 425-649-7288
Padilla Bay	Fecal Coliform	Under development	Scott Bohling 425-649-4424
Samish Watershed	Fecal Coliform	EPA approved and Has an implementation plan	Scott Bohling 425-649-4424
Skagit Basin	Fecal Coliform	EPA approved and Has an implementation plan	Scott Bohling 425-649-4424
Skagit Basin	Temperature	EPA approved	Scott Bohling 425-649-4424
Stillaquamish River	Arsenic Dissolved Oxygen Fecal Coliform Mercury pH Temperature	EPA approved and Has an implementation plan	Ralph Svrjcek 425-649-7165

To request ADA accommodation, call Ecology at 360-407-7668, 711 (relay service), or 877-833-6341 (TTY). More about our [accessibility services](#).



City Council

Closed Record Decision Hearing

July 20, 2020 @ 6:00 PM

Tess Cooper, Associate Planner



TRANSMITTAL OF DOCUMENTS

TO: City Council
From: Tess Cooper, Associate Planner
RE: Additional Meeting Materials
Date: July 20, 2020

Number of Copies	Description of Item	Exhibit Number
1	City Council Finding of Fact – REVISED for typos/omissions	1
1	Scanned signed copy of PC Motion	2
1	Landscape Plan revised 3/5/2020	3
1	Critical Area Report	4

Findings of Fact Typos:

- Pg 1 Meeting time
- Pg 1 Tribes boxes checked
- Pg 2 Action boxes unchecked

CUP 2019-0002

Grandview Cemetery Expansion

Applicant: Anacortes Parks and Recreation

Land Owner: City of Anacortes

Proposed Use: Civic Cemetery Use

Zone: Public Use Zone → Cemetery = **Conditional Use**

Location: 411 Hillcrest Drive – APNP33177 & P33178

Prior Meetings: Development Review Group, Neighborhood Meeting, PC Site Visit, PC Hearing

CUP 2019-0002

Grandview Cemetery Expansion

Proposal:

Conditional Use approval to expand the existing Grandview Cemetery adding a 4.8 Acre (209,088 square foot) addition to the west side of the existing facility, to include additional grave sites, access roads improvements, future restroom, parking, utilities, and landscaping.

CUP 2019-0002

Grandview Cemetery Expansion

Noticing: NDA August 28, 2019 and NDH February 12, 2020

SEPA Determination: February 7, 2020

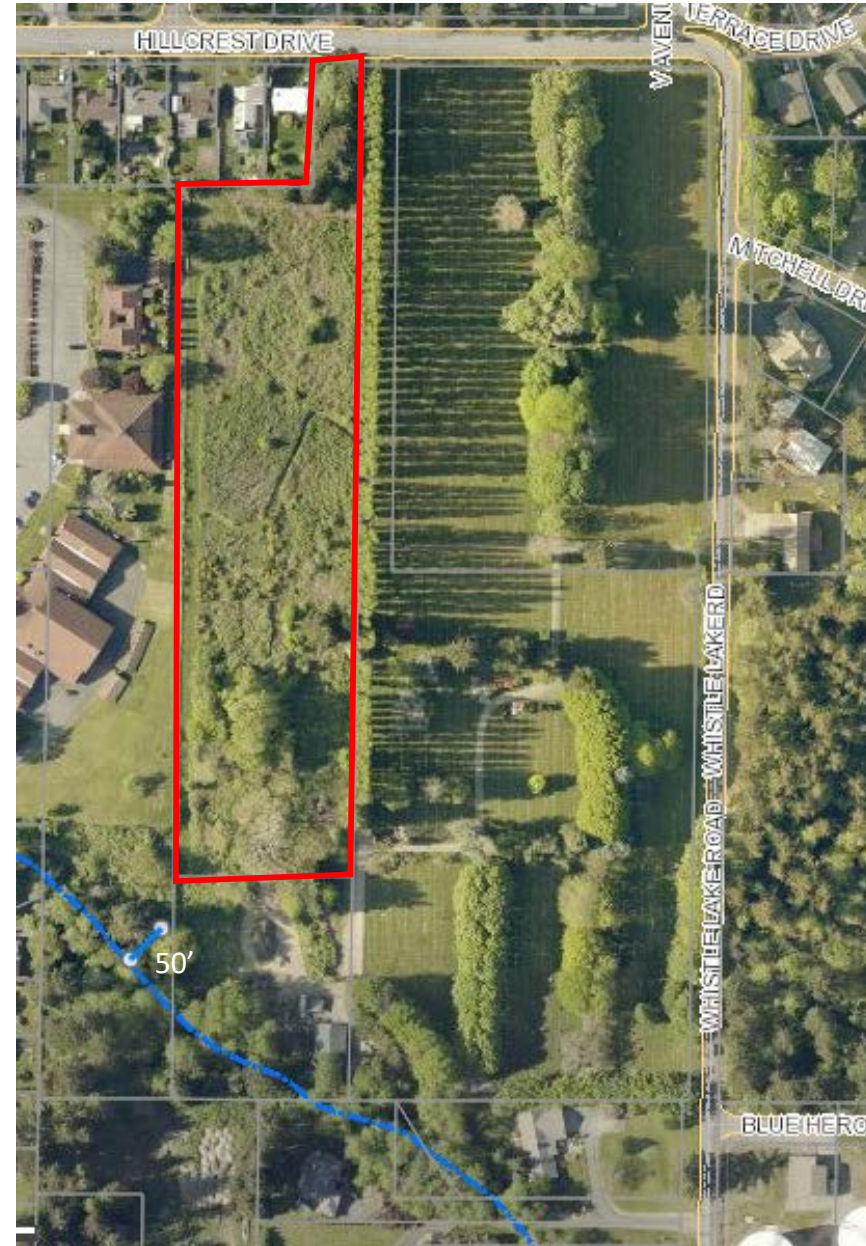
Public Comment: Primary topics of concern identified within the comments include the removal of trees and loss of wildlife habitat. (see attached exhibit D).

In making its recommendation, the Department has considered the written comments and the applicant's responses that were timely received, as required in AMC 19.20.130.C.

Critical Areas: Critical Areas existing on site were evaluated in a CA Report, but are not located within the project area.

Happy Valley Stream

- More than 85' from the project site property corner
- Approx 205' of stream within the cemetery property



PUBLIC USE ZONE (P):

1. This designation is to allow for common public uses where the need arises and uses will not create a nuisance or interfere with existing uses.
2. Use of this zone is appropriate for any designation within the [city](#), provided the site is appropriately located to accommodate common public uses. [\(Ord. 3040 § 2 \(Att. A\), 2019\)](#)

C. Conditional Uses:

1. Civic uses as established in [AMC 19.46.020](#).

CIVIC USE

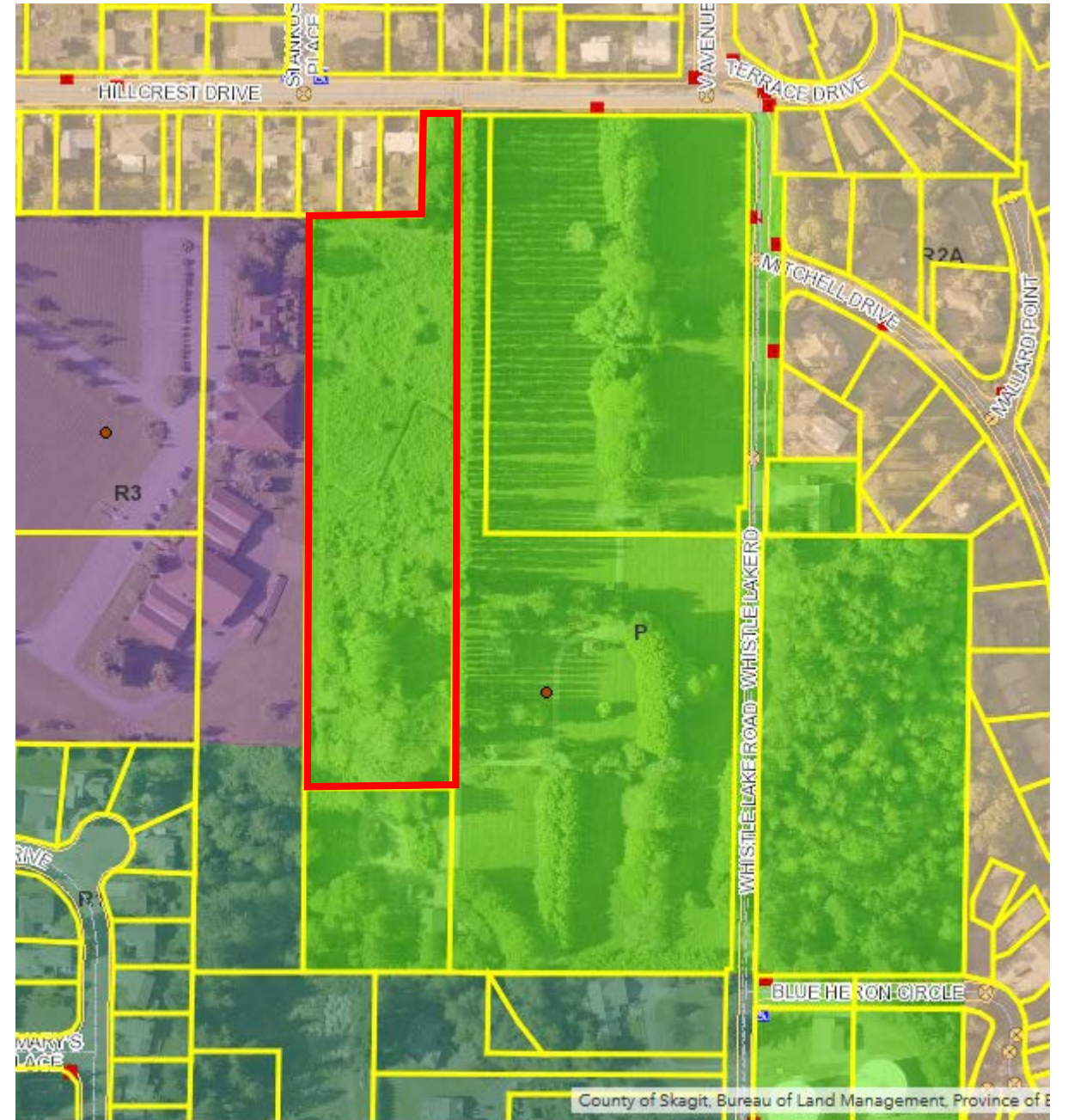
C. Special Civic Uses. The following uses fall under the “civic use” category, but, due to their unique attributes, come with their own use permissions and standards unless otherwise noted. These uses are not subject to the gross floor area parameters under the civic use permissions in Tables 19.41.040 and 19.41.050.

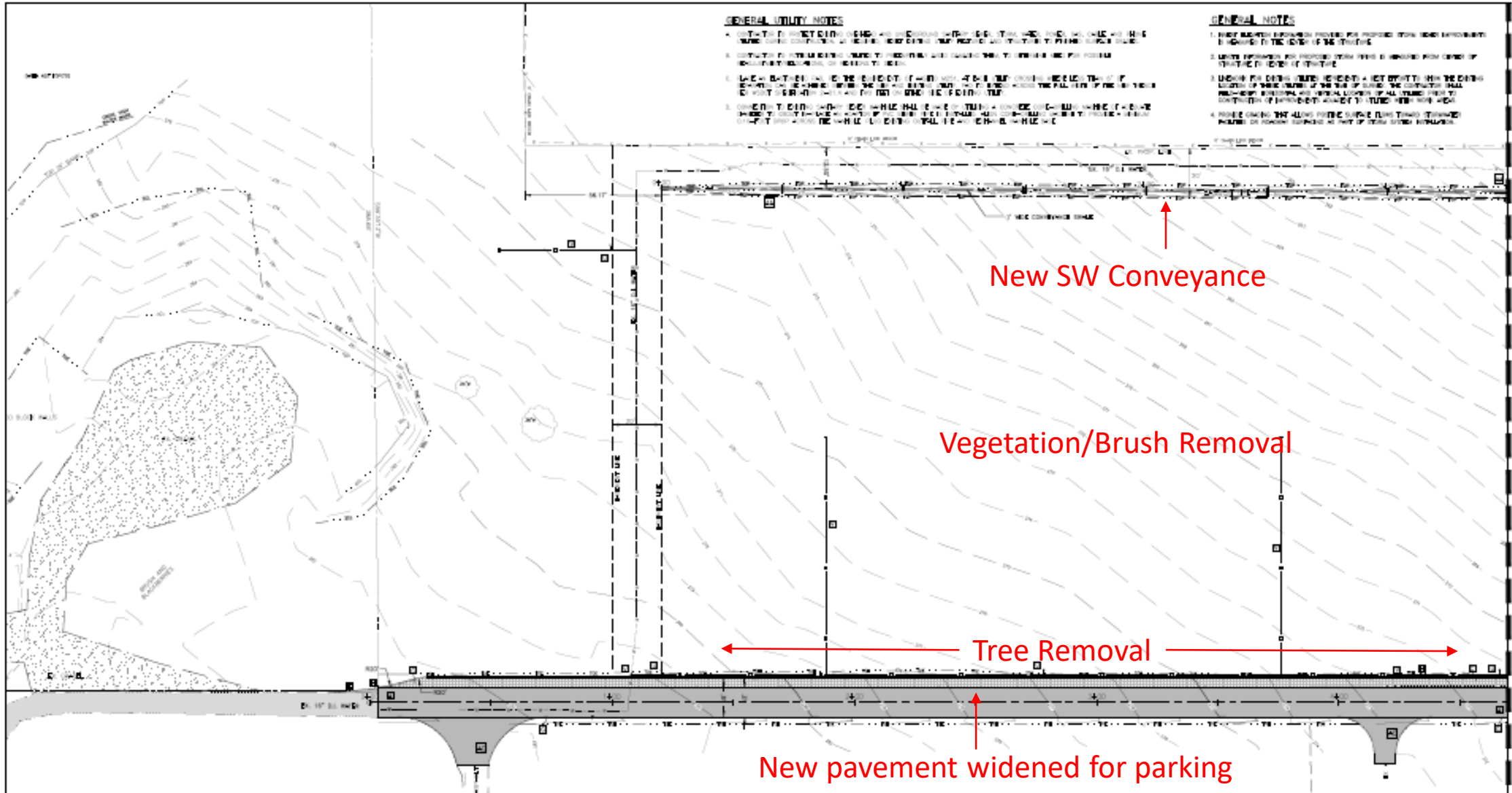
1. Cemetery/Columbarium

a. Defined. A facility used for the permanent interment of humans or animals or their cremated remains. Includes mausoleum, columbarium, memorial, and pet cemetery.

CUP 2019-0002

Grandview Cemetery Expansion





GENERAL UTILITY NOTES

1. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. THE LOCATION AND DEPTH OF UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FOR THE INSTALLATION AND DEPTH OF UTILITIES.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES DURING CONSTRUCTION.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ACCESS TO ALL ADJACENT PROPERTIES AND PUBLIC ROADS DURING CONSTRUCTION.

GENERAL NOTES

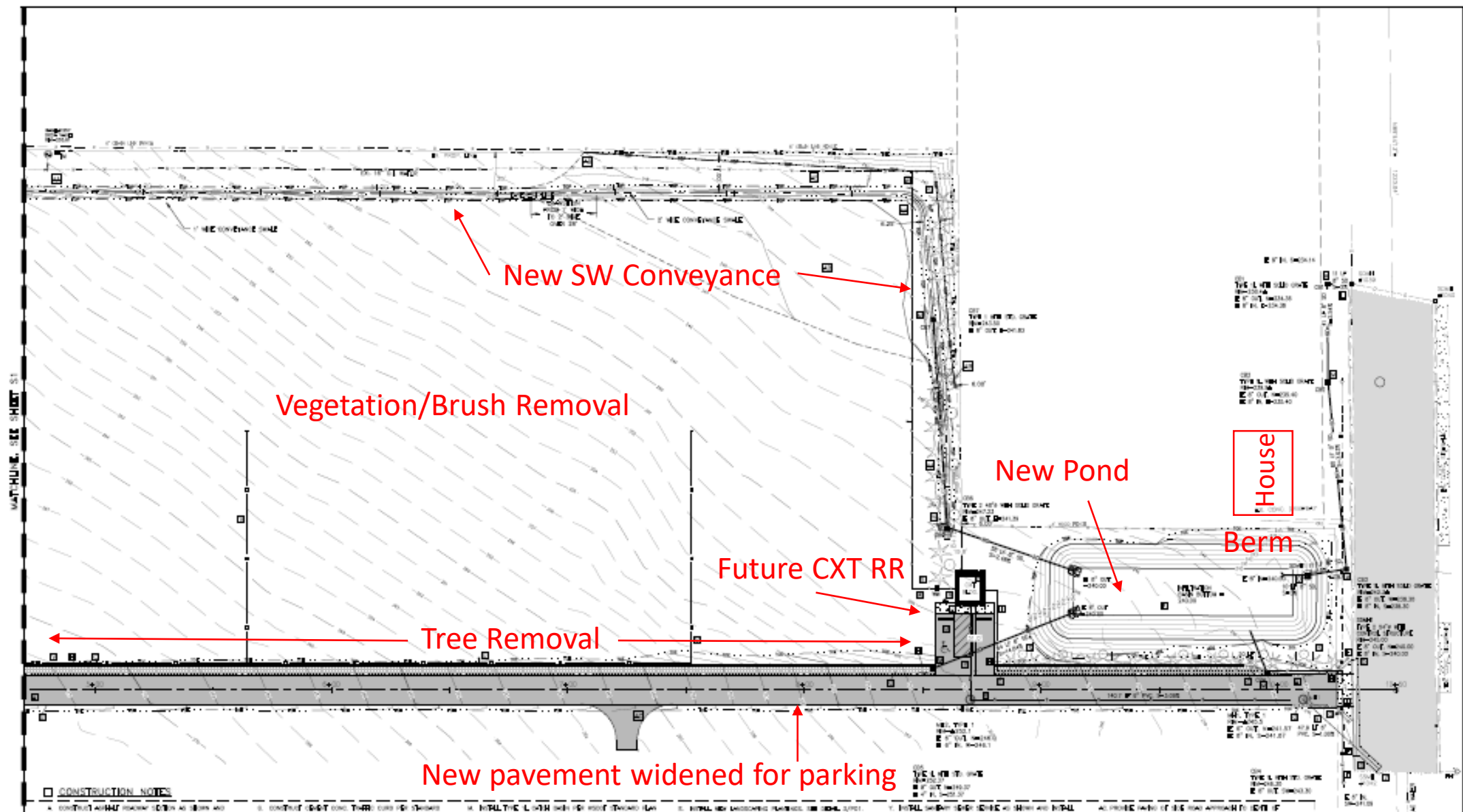
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4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ACCESS TO ALL ADJACENT PROPERTIES AND PUBLIC ROADS DURING CONSTRUCTION.

PRELIMINARY DESIGN	
DATE	10/10/2019
DESIGNED BY	W. J. TUTTLE
CHECKED BY	W. J. TUTTLE
DATE	10/10/2019
DESIGNED BY	W. J. TUTTLE
CHECKED BY	W. J. TUTTLE



TUTTLE ENGINEERING AND MANAGEMENT
 411 HILLCREST DRIVE, ANACOSTIA, VA 22021
 (703) 444-1111

Prepared For: CITY OF ANACOSTIA PARKS AND RECREATION
SITE IMPROVEMENT PLAN
 GRANDVIEW CEMETERY EXPANSION - PHASE 1
 411 HILLCREST DRIVE, ANACOSTIA, VA 22021



Vegetation Removal



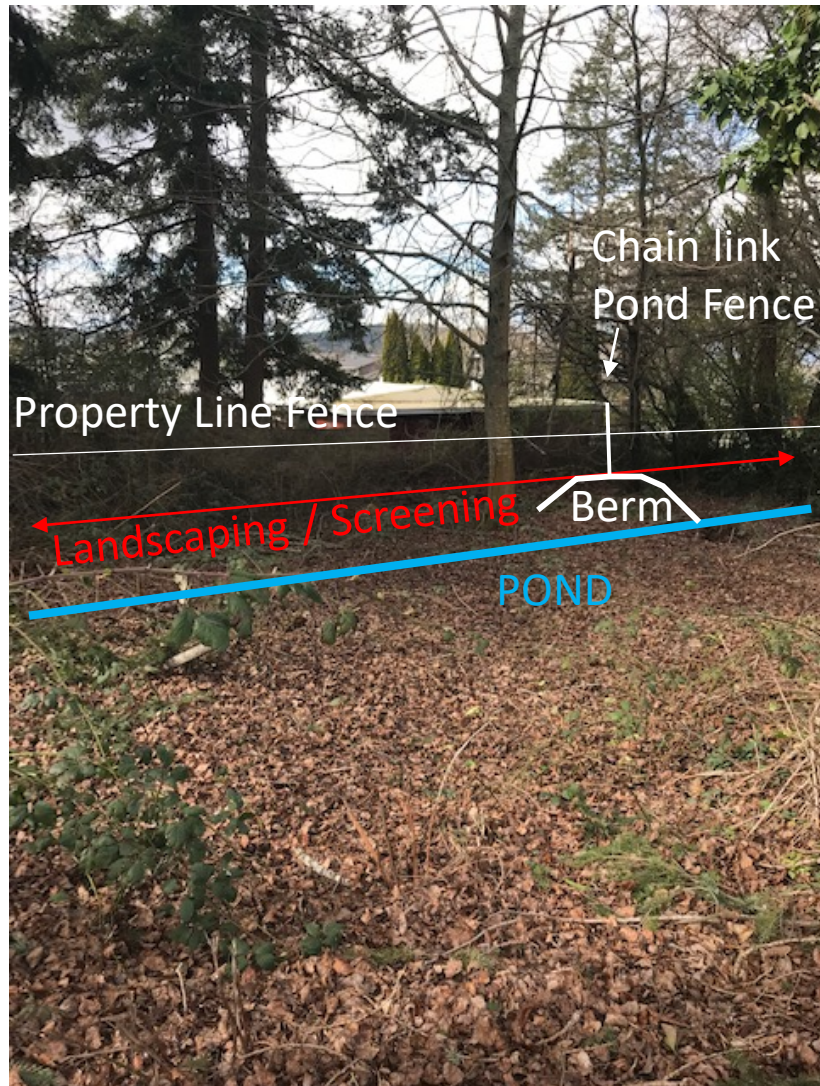


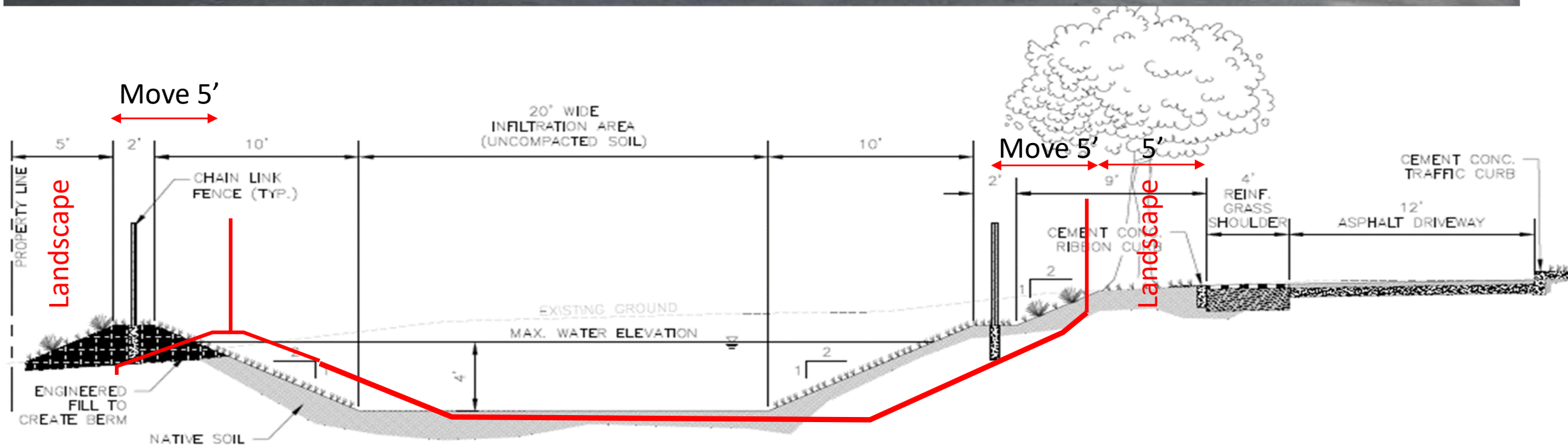
Repave and Widen Road

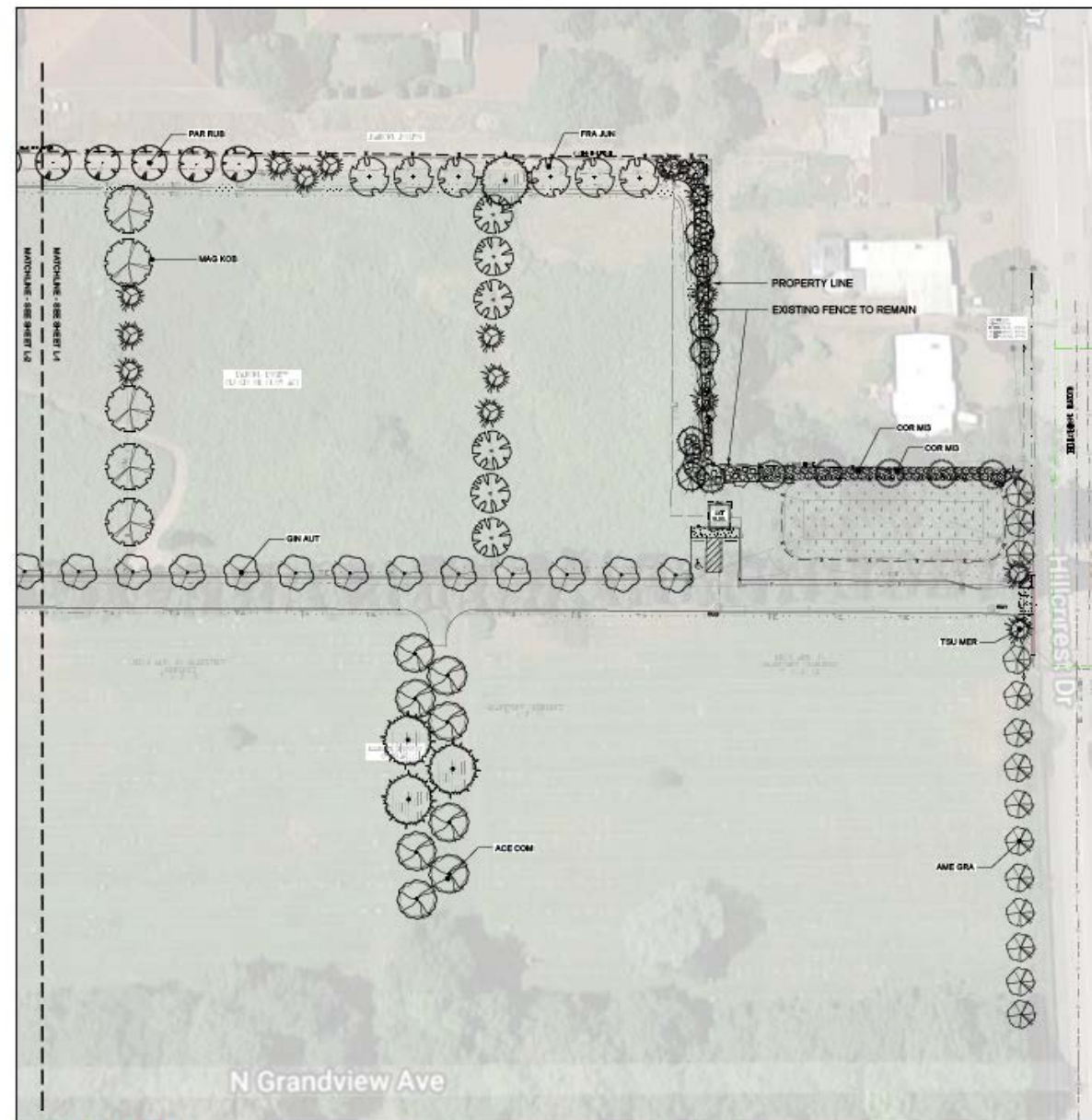
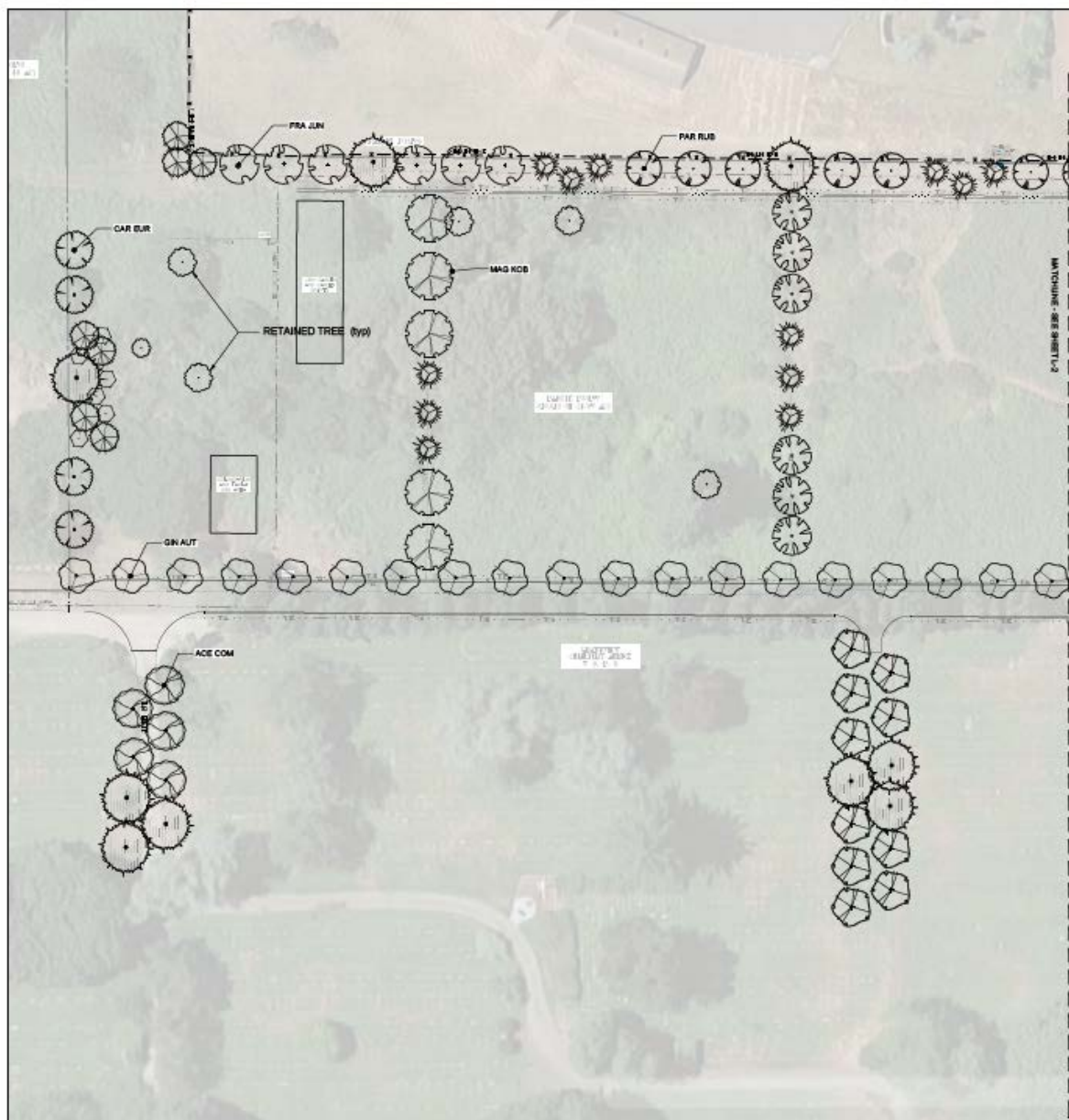
New Stormwater Conveyance & Landscaping



New Stormwater Pond & Landscaping as Proposed







PLANTING PLAN - North
1" = 30'-0" (CHECK SCALE BAR FOR ACCURACY)

STAFF RECOMMENDATION

The Department of Planning, Community, and Economic Development recommended that the Planning Commission make a recommendation of approval to City Council regarding the subject Conditional Use Permit subject to staff's suggested conditions of approval as listed below.

THE PLANNING COMMISSION RECOMMENDS TO THE CITY COUNCIL:

The Planning Commission conducted a pre-decision open-record hearing at 6:00 PM on March 11, 2020 following a 3:00 PM site visit. Following public testimony and deliberation on the matter, the Planning Commission voted 6-0 in favor of recommending approval to City Council.

Decision



City Council Agenda Item Summary

Meeting Date: 7/20/2020

Agenda Item Number: 4b

Agenda Item Title: Amending 2019-2024 Capital Facilities Plan (CFP)

Staff Contact(s): Steve Hoglund

Approved by: Darcy Swetnam

Action Type: Ordinance 3065

Item Summary: The Capital Facilities Plan is a 6 year capital budget that is an element of the City's Comprehensive Plan. The CFP can only be amended concurrently with the City's operating budget, and only after a public hearing that has had a 2 week notice and comment period.

Budget Impact

Amount Budgeted: \$21,450,000.00

Proposed Expenditure:

Budget Amendment Required? Yes

Various

Previous Action:

12/17/18 adopting [Ordinance 3033](#)

3/10/19 amending [Ordinance 3044](#)

11/13/19 amending [Ordinance 3057](#)

Recommended Motion: I move to adopt Ordinance 3065 amending the 2019-2024 CFP

Alternative Actions: Do not adopt ordinance

Attachments In order presented:

- Amending Ordinance and supporting documentation

ORDINANCE NO. 3065

AN ORDINANCE AMENDING ORDINANCE NO. 3033
ENTITLED “AN ORDINANCE ADOPTING THE CAPITAL FACILITIES PLAN (CFP) FOR
THE 6-YEAR PERIOD 2019-2024”

WHEREAS, RCW 36.70A.070(3) requires jurisdictions operating under the Growth Management Act to include a capital facilities element in their comprehensive plan, which the City of Anacortes is, and does, so therefore needs to amend the Capital Facilities Plan (CFP) in conjunction with the City Budget, and

WHEREAS, in advocating the City’s business some projects emerged that were unanticipated at the time of budget development that meet the requirements of inclusion in the City’s CFP, and

WHEREAS, there are two unanticipated projects the first of which is in the Road department, and consists of the extension of 16th street from C avenue to D avenue and will be a joint interagency project that will be worked with the Samish Indian Nation, the project costs will be borne by the Samish Nation estimated in the amount of \$450,000. The second project is replacing the Wastewater Treatment plant outfall, which is estimated to total \$20,000,000, the design of which is currently under Council approved contract. Inclusion of this project in the CFP allows the use of Wastewater General Facility charges, and also allows the GFC’s to be recalculated to include the outfall project, which may lead to an increase in Wastewater GFC’s.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Anacortes, Washington, as follows:

Ordinance No. 3033 dated December 17, 2018 adopting the Capital Facilities Plan for the six year period 2019 – 2024 is hereby amended to reflect the following revisions to expenditures and revenues in the following departments:

Wastewater	\$21,000,000
Transportation	\$450,000

The total estimated expenditures/revenues for each major category and the aggregate total for all such categories combined are summarized and set forth as follows:

Parks	\$6,985,000
General Government	\$24,419,498
Fire	\$5,668,654
Transportation	\$38,073,292
Water	\$41,464,000
Wastewater	\$36,105,000
Storm	\$1,800,000
Solid Waste	\$243,000
	=====
Total	\$154,758,444

This Ordinance shall take effect from and after five (5) days after its passage and publication, as required by law.

PASSED AND APPROVED this ____ day of July, 2020.

CITY OF ANACORTES, WASHINGTON

BY:

Laurie Gere, Mayor

ATTEST:

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM:

Darcy J. Swetnam, WSBA # 40530
City Attorney

CAPITAL FACILITIES PLAN AMENDMENT

Background

- The Capital Facilities Plan (CFP) is a Component of the Comprehensive Plan.
 - It is required to be updated at least every 2 years.
- It is a 6 Year Financing Plan for Capital Projects.
- The CFP can be Amended When the City Budget is Amended.
- The CFP Needs to be Consistent with the City Budget.
- This 3rd Quarter CFP Amendment Includes Changes in 2020 and 2021.

CAPITAL FACILITIES PLAN AMENDMENT

Summary of Changes

Transportation

- 2020: Added 16th Street extension from C Avenue to D Avenue
 - Joint project with the Samish Indian Nation
 - As part of its expansion, the Samish will pay for the project, but in order to use its funding source the project must be in the CFP.

Wastewater

- 2020: Added \$1M for design of Wastewater outfall project.
- 2021: Added \$20M Wastewater outfall project.

CAPITAL FACILITIES PLAN AMENDMENT

Transportation

Edits are highlighted below in Orange

Transportatino Project Title:	2019	2020	2021	2022	2023	2024	Total
ADA Ramps	\$100,000	\$100,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,200,000
Sidewalk and Trip Hazard Repairs	200,000	200,000	300,000	300,000	300,000	300,000	1,600,000
R Avenue Safety and Mobility Improvements	0	0	200,000	3,557,250	0	0	3,757,250
12th Street and K Avenue Intersection	0	0	0	100,000	900,000	0	1,000,000
SR 20 Spur (Oakes Ave) Sidewalk Improvements	0	0	0	0	0	5,690,000	5,690,000
Ship Harbor Roundabout Construction	1,400,000	0	0	0	0	0	1,400,000
17th Street Q Ave to R Ave	0	0	0	0	0	535,600	535,600
32nd Street and M Avenue Improvements	70,000	800,000	0	0	0	0	870,000
South Commercial Avenue Corridor Plan -- Phase I	0	0	627,376	2,983,066	0	0	3,610,442
SRTS AHS Vicinity Intersection and Sidewalk	100,000	410,000	0	0	0	0	510,000
37th Street Paving and Stormwater Upgrades	0	0	50,000	900,000	0	0	950,000
Annual Pavement Maintenance	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	10,800,000
Guemes Channel Trail, Ph. II, III & VI	0	0	0	0	0	5,700,000	5,700,000
16th Street Extension from C avenue to D avenue		450,000					
Totals	\$3,670,000	\$3,760,000	\$3,227,376	\$9,890,316	\$3,250,000	\$14,275,600	\$37,623,292

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Taxes	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$6,000,000
REET	870,000	870,338	1,100,000	2,200,000	1,050,000	1,050,000	7,140,338
Utility Tax	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Impact Fees	525,085	600,000	200,000	3,657,250	900,000	6,425,600	12,307,935
Grants	878,500	539,662	627,376	2,733,066	0	5,500,000	10,278,604
Rates/User Fees	75,765	0	0	0	0	0	75,765
Contributions	20,650	450,000	0	0	0	0	470,650
Totals	\$3,670,000	\$3,760,000	\$3,227,376	\$9,890,316	\$3,250,000	\$14,275,600	\$38,073,292

CAPITAL FACILITIES PLAN AMENDMENT

Wastewater

Edits are highlighted below in Orange

Wastewater Project Title:	2019	2020	2021	2022	2023	2024	Total
Sanitary Sewer Collection System: System	\$759,000	\$1,000,000	\$1,250,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,509,000
Sanitary Sewer Collection System: Pump Station	225,000	231,000	238,000	245,000	252,000	260,000	1,451,000
WWTP: Septage Handling Facility Upgrade	0	90,000	0	0	0	0	90,000
WWTP: Replace Bar Screens and upgrade grit handling	0	0	0	0	1,150,000	0	1,150,000
WWTP: Influent Pumping Upgrade	240,000	0	0	0	0	0	240,000
WWTP: Effluent Pump Station Upgrade	500,000	0	0	0	0	0	500,000
WWTP: Nutrient Removal Upgrade	0	0	0	115,000	0	0	115,000
WWTP: Basin Rehabilitation	0	0	400,000	0	0	0	400,000
WWTP: Incinerator Preheat Unit	0	0	0	0	0	300,000	300,000
Telemetry Upgrades	400,000	0	0	0	0	0	400,000
WWTP: Solids Handling/Dewatering Facility	0	400,000	0	0	0	0	400,000
Sanitary Sewer Collection System: Pump Station 16	0	0	0	500,000	0	0	500,000
Various Maintenance and Repair Projects	300,000	325,000	350,000	350,000	350,000	375,000	2,050,000
Sewer Outfall Replacement		1,000,000	20,000,000				
Totals	\$2,424,000	\$3,046,000	\$22,238,000	\$2,710,000	\$3,252,000	\$2,435,000	\$15,105,000

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	0	0	0	0	0	0	0
Bond Issue	0	0	20,000,000	0	0	0	20,000,000
Rates/User Fees	2,424,000	3,046,000	2,238,000	2,710,000	3,252,000	2,435,000	16,105,000
Contributions	0	0	0	0	0	0	0
Totals	\$2,424,000	\$3,046,000	\$22,238,000	\$2,710,000	\$3,252,000	\$2,435,000	\$36,105,000

Summary All Departments

Expenditures by Department	2019	2020	2021	2022	2023	2024	Total
Parks	\$420,000	\$865,000	\$1,050,000	\$1,350,000	\$550,000	\$2,750,000	\$6,985,000
General Government	4,514,764	6,939,912	7,015,401	4,505,835	716,420	727,166	24,419,498
Fire	196,992	399,446	789,369	3,824,042	361,554	97,251	5,668,654
Transportation	3,670,000	3,760,000	3,227,376	9,890,316	3,250,000	14,275,600	38,073,292
Water	1,531,000	17,531,000	1,673,000	10,513,000	1,901,000	8,315,000	41,464,000
Wastewater	2,424,000	3,046,000	22,238,000	2,710,000	3,252,000	2,435,000	36,105,000
Stormwater	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Solid Waste	78,000	33,000	33,000	33,000	33,000	33,000	243,000
Total Expenditures	\$13,134,756	\$32,874,358	\$36,326,146	\$33,126,193	\$10,363,974	\$28,933,017	\$154,758,444

Revenueby by Type	2019	2020	2021	2022	2023	2024	Total
Taxes	\$1,050,000	\$1,088,815	\$1,014,408	\$1,990,618	\$1,003,692	\$1,038,900	\$7,186,433
Real Estate Excise Tax	1,527,839	1,571,338	2,535,362	3,055,835	1,920,742	1,927,166	12,538,282
Utility Tax	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Impact Fees	595,085	955,316	340,000	3,778,545	1,006,484	6,483,951	13,159,380
Grants	903,500	764,662	21,037,376	3,933,066	400,000	8,100,000	35,138,604
Rates/User Fees	4,408,765	8,988,912	7,944,000	9,356,000	5,486,000	6,083,000	42,266,677
Developer Contributions	2,570,650	5,450,000	2,500,000	0	0	0	10,520,650
Fund Balance/Reserves	1,778,917	13,755,316	655,000	10,712,129	247,056	5,000,000	32,148,418
Total Revenues	\$13,134,756	\$32,874,358	\$36,326,146	\$33,126,193	\$10,363,974	\$28,933,017	\$154,758,444

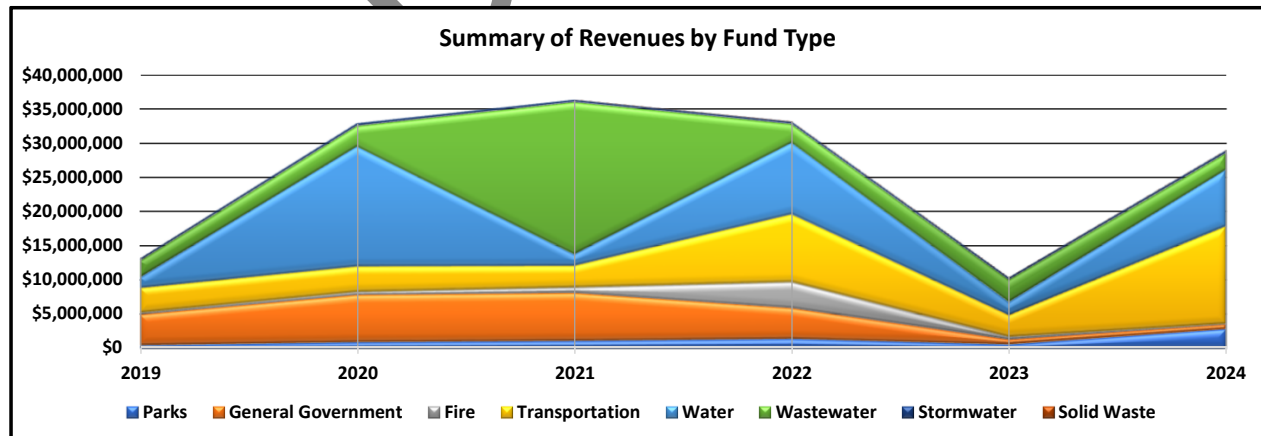
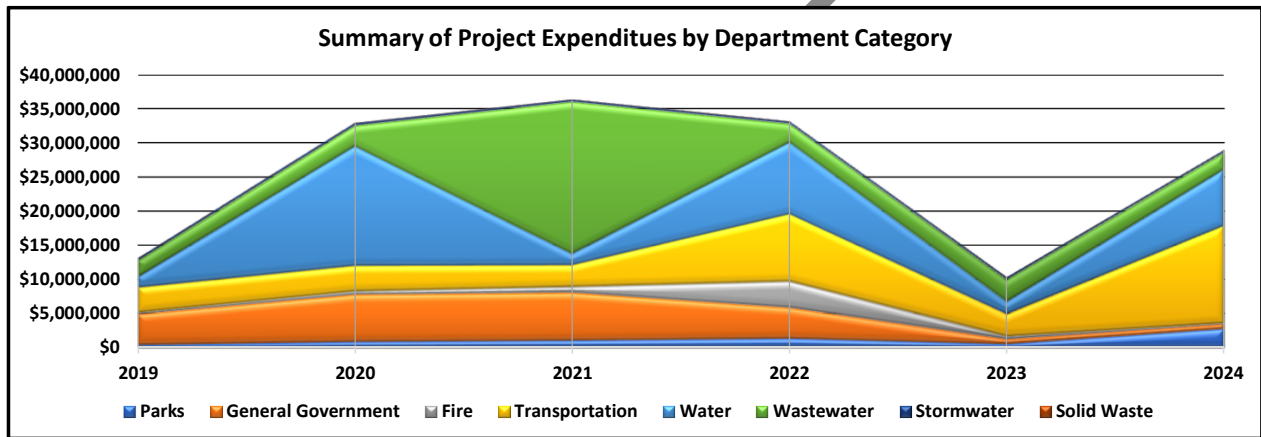
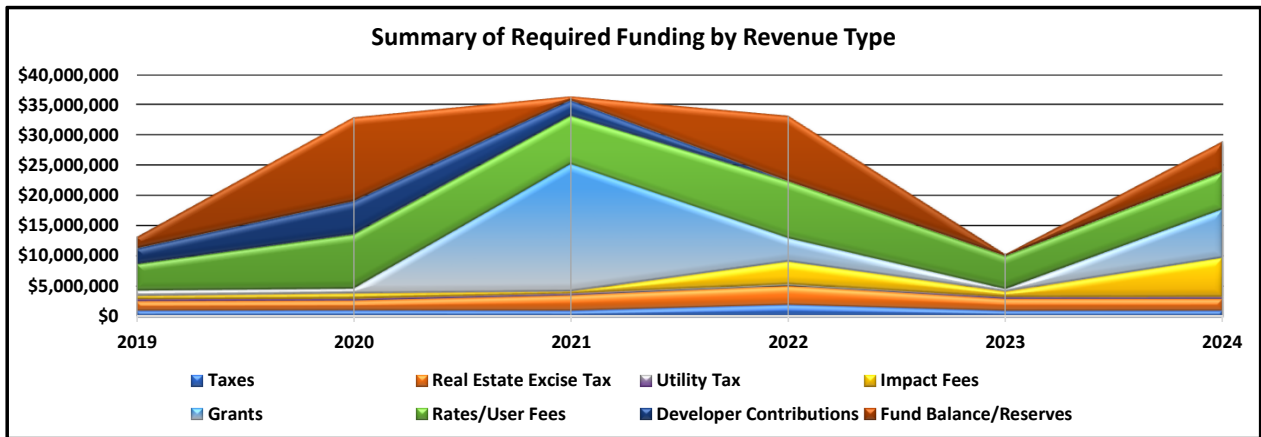
Summary Sheet - All Departments (non-linked)

Expenditures by Department	2019	2020	2021	2022	2023	2024	Total
Parks	\$420,000	\$865,000	\$1,050,000	\$1,350,000	\$550,000	\$2,750,000	\$6,985,000
General Government	4,514,764	6,939,912	7,015,401	4,505,835	716,420	727,166	24,419,498
Fire	196,992	399,446	789,369	3,824,042	361,554	97,251	5,668,654
Transportation	3,670,000	3,760,000	3,227,376	9,890,316	3,250,000	14,275,600	38,073,292
Water	1,531,000	17,531,000	1,673,000	10,513,000	1,901,000	8,315,000	41,464,000
Wastewater	2,424,000	3,046,000	22,238,000	2,710,000	3,252,000	2,435,000	36,105,000
Stormwater	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Solid Waste	78,000	33,000	33,000	33,000	33,000	33,000	243,000
Total Expenditures	\$13,134,756	\$32,874,358	\$36,326,146	\$33,126,193	\$10,363,974	\$28,933,017	\$154,758,444

	Summary of Projects:	Revenues by Departn	Variance
Parks	\$6,985,000	\$6,985,000	\$0
General Government	\$24,419,498	24,419,498	0
Fire	\$5,668,654	5,668,654	0
Transportation	\$38,073,292	38,073,292	0
Water	\$41,464,000	41,464,000	0
Wastewater	\$36,105,000	36,105,000	0
Stormwater	\$1,800,000	1,800,000	0
Solid Waste	\$243,000	243,000	0
Total	\$154,758,444	\$154,758,444	\$0

Revenueby by Type	2019	2020	2021	2022	2023	2024	Total
Taxes	\$1,050,000	\$1,088,815	\$1,014,408	\$1,990,618	\$1,003,692	\$1,038,900	\$7,186,433
Real Estate Excise Tax	1,527,839	1,571,338	2,535,362	3,055,835	1,920,742	1,927,166	12,538,282
Utility Tax	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Impact Fees	595,085	955,316	340,000	3,778,545	1,006,484	6,483,951	13,159,380
Grants	903,500	764,662	21,037,376	3,933,066	400,000	8,100,000	35,138,604
Rates/User Fees	4,408,765	8,988,912	7,944,000	9,356,000	5,486,000	6,083,000	42,266,677
Developer Contributions	2,570,650	5,450,000	2,500,000	0	0	0	10,520,650
Fund Balance/Reserves	1,778,917	13,755,316	655,000	10,712,129	247,056	5,000,000	32,148,418
Total Revenues	\$13,134,756	\$32,874,358	\$36,326,146	\$33,126,193	\$10,363,974	\$28,933,017	\$154,758,444

Revenueby by Fund	2019	2020	2021	2022	2023	2024	Total
Parks	\$420,000	\$865,000	\$1,050,000	\$1,350,000	\$550,000	\$2,750,000	\$6,985,000
General Government	4,514,764	6,939,912	7,015,401	4,505,835	716,420	727,166	24,419,498
Fire	196,992	399,446	789,369	3,824,042	361,554	97,251	5,668,654
Transportation	3,670,000	3,760,000	3,227,376	9,890,316	3,250,000	14,275,600	38,073,292
Water	1,531,000	17,531,000	1,673,000	10,513,000	1,901,000	8,315,000	41,464,000
Wastewater	2,424,000	3,046,000	22,238,000	2,710,000	3,252,000	2,435,000	36,105,000
Stormwater	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Solid Waste	78,000	33,000	33,000	33,000	33,000	33,000	243,000
Total Revenues	\$13,134,756	\$32,874,358	\$36,326,146	\$33,126,193	\$10,363,974	\$28,933,017	\$154,758,444



PARKS

PARKS

Parks and Recreation Project Title:	2019	2020	2021	2022	2023	2024	Total
Parks Infrastructure	\$80,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$580,000
Cemetery Improvements and Expansion	100,000	300,000	0	0	0	0	400,000
Washington Park Infrastructure	40,000	40,000	50,000	50,000	50,000	50,000	280,000
SHIP Wetland Interpretive Trail	100,000	100,000	0	0	0	0	200,000
Heart Lake Improvements	0	0	0	0	400,000	400,000	800,000
H Avenue Stream Restoration	0	0	0	0	0	200,000	200,000
Tommy Thompson Trestle and Causeway Replacement	0	0	0	0	0	2,000,000	2,000,000
Washington Park Campground Improvements	0	0	500,000	0	0	0	500,000
Washington Park Day Use and Boat Lot Improvements	25,000	25,000	0	0	0	0	50,000
Storvik Park field lighting and improvements	0	0	0	700,000	0	0	700,000
Storvik Park small courts makeover	0	0	400,000	0	0	0	400,000
Volunteer Park electrical update	25,000	0	0	0	0	0	25,000
Ace of Hearts restrooms and upgrades	0	0	0	500,000	0	0	500,000
Pickett Pocket Park	50,000						
Depot Restroom and Improvements		300,000					
Totals	\$420,000	\$865,000	\$1,050,000	\$1,350,000	\$550,000	\$2,750,000	\$6,985,000

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
REET	145,000	340,000	650,000	150,000	150,000	150,000	1,585,000
Impact Fees	50,000	200,000	50,000	0	0	0	300,000
Grants	25,000	225,000	350,000	1,200,000	400,000	2,600,000	4,800,000
Contributions	50,000	0	0	0	0	0	50,000
Fund Balance	150,000	100,000	0	0	0	0	250,000
Totals	\$420,000	\$865,000	\$1,050,000	\$1,350,000	\$550,000	\$2,750,000	\$6,985,000

3rd Quarter Amended Total:	\$420,000						
Mid Biennial Review Amended Total:	\$0	\$865,000	\$0	\$0	\$0	\$0	
Adopted Total:	\$370,000	\$525,000	\$1,050,000	\$1,350,000	\$550,000	\$2,750,000	\$6,595,000

General Government

General Government Project Title:	2019	2020	2021	2022	2023	2024	Total
Creosote Pile Removal and Replacement at City Owned Travel Lift Float and Dock	\$0	\$0	\$120,000	\$0	\$0	\$0	\$120,000
Community Youth Recreation Center	2,500,000	5,000,000	2,500,000	0	0	0	10,000,000
Anacortes Municipal Fiber Project	1,558,684	1,578,912	3,700,000	3,800,000	0	0	10,637,596
Various Facilities Maintenance Projects, Amended	456,080	361,000	695,401	705,835	716,420	727,166	3,661,902
Amended Total:	\$4,514,764	\$6,939,912	\$7,015,401	\$4,505,835	\$716,420	\$727,166	\$24,419,498

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	456,080	\$361,000	695,401	705,835	716,420	727,166	3,661,902
Utility Tax	0	0	0	0	0	0	0
Impact Fees	0	0	0	0	0	0	0
Grants	0	0	60,000	0	0	0	60,000
Rates/User Fees	0	1,578,912	3,700,000	3,800,000	0	0	9,078,912
Contributions	2,500,000	5,000,000	2,500,000	0	0	0	10,000,000
Fund Balance	1,558,684	0	60,000	0	0	0	1,618,684
Totals	\$4,514,764	\$6,939,912	\$7,015,401	\$4,505,835	\$716,420	\$727,166	\$24,419,498

Mid Biennial Review Amended Total:	\$4,514,764	\$6,939,912					\$11,454,676
Adopted Total:	\$4,384,684	\$6,718,912	\$7,015,401	\$4,505,835	\$716,420	\$727,166	\$24,068,418



FIRE

Fire / Emergency Management System (EMS) Project Title:	2019	2020	2021	2022	2023	2024	Total
Ladder Truck Training Tower	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
Main Fire Station Upgrade	0	0	0	900,000	0	0	900,000
Fire Station Facility Equipment	56,759	0	89,961	0	10,806	0	157,526
March Point Fire Station	0	0	100,000	1,500,000	0	0	1,600,000
Purchase Fire Engines	0	0	585,000	0	0	0	585,000
Replace Rescue Truck	0	0	0	173,279	0	0	173,279
Replace Ambulances	0	254,260	0	0	347,056	0	601,316
Fire & EMS Equipment	50,000	88,815	14,408	38,634	3,692	97,251	292,800
Command Unit	45,233	56,371	0	0	0	0	101,604
Aerial Ladder Truck	0	0	0	1,212,129	0	0	1,212,129
Totals	\$196,992	\$399,446	\$789,369	\$3,824,042	\$361,554	\$97,251	\$5,668,654

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Taxes	\$50,000	\$88,815	\$14,408	\$990,618	\$3,692	\$38,900	\$1,186,433
REET	56,759	0	89,961	0	4,322	0	151,042
Utility Tax	0	0	0	0	0	0	0
Impact Fees	20,000	155,316	90,000	121,295	106,484	58,351	551,445
Grants	0	0	0	0	0	0	0
Rates/User Fees	0	0	0	0	0	0	0
Contributions	0	0	0	0	0	0	0
Fund Balance/Reserves	70,233	155,316	595,000	2,712,129	247,056	0	3,779,734
Totals	\$196,992	\$399,446	\$789,369	\$3,824,042	\$361,554	\$97,251	\$5,668,654

Projects to Occur Between 2025 & 2038	
Project Title	Estimated Cost
	\$0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
Total	\$0

TRANSPORTATION

Transportation Project Title:	2019	2020	2021	2022	2023	2024	Total
ADA Ramps	\$100,000	\$100,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,200,000,000
Sidewalk and Trip Hazard Repairs	200,000	200,000	300,000	300,000	300,000	300,000	1,600,000
R Avenue Safety and Mobility Improvements	0	0	200,000	3,557,250	0	0	3,757,250
12th Street and K Avenue Intersection	0	0	0	100,000	900,000	0	1,000,000
SR 20 Spur (Oakes Ave) Sidewalk Improvements	0	0	0	0	0	5,690,000	5,690,000
Ship Harbor Roundabout Construction	1,400,000	0	0	0	0	0	1,400,000
17th Street Q Ave to R Ave	0	0	0	0	0	535,600	535,600
32nd Street and M Avenue Improvements	70,000	800,000	0	0	0	0	870,000
South Commercial Avenue Corridor Plan -- Phase I	0	0	627,376	2,983,066	0	0	3,610,442
SRTS AHS Vicinity Intersection and Sidewalk	100,000	410,000	0	0	0	0	510,000
37th Street Paving and Stormwater Upgrades	0	0	50,000	900,000	0	0	950,000
Annual Pavement Maintenance	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	10,800,000
Guemes Channel Trail, Ph. II, III & VI	0	0	0	0	0	5,700,000	5,700,000
16th Street Extension from C Avenue to D Avenue		450,000					
Totals	\$3,670,000	\$3,760,000	\$3,227,376	\$9,890,316	\$3,250,000	\$14,275,600	\$37,623,292

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Taxes	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$6,000,000
REET	870,000	870,338	1,100,000	2,200,000	1,050,000	1,050,000	7,140,338
Utility Tax	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Impact Fees	525,085	600,000	200,000	3,657,250	900,000	6,425,600	12,307,935
Grants	878,500	539,662	627,376	2,733,066	0	5,500,000	10,278,604
Rates/User Fees	75,765	0	0	0	0	0	75,765
Contributions	20,650	450,000	0	0	0	0	470,650
Fund Balance	0	0	0	0	0	0	0
Totals	\$3,670,000	\$3,760,000	\$3,227,376	\$9,890,316	\$3,250,000	\$14,275,600	\$38,073,292

July 2020 Adjustment Total:	\$3,670,000	\$3,760,000	\$3,227,376	\$9,890,316	\$3,250,000	\$14,275,600	\$38,073,292
Current Adjusted Total:	\$3,670,000	\$3,310,000	\$3,227,376	\$9,890,316	\$3,250,000	\$14,275,600	\$37,623,292
July 2020 Adjustment Amount	\$0	\$450,000	\$0	\$0	\$0	\$0	\$450,000

Projects to Occur Between 2025 & 2038	
Project Title	Estimated Cost
March Point Road Trail; Trestle to P&R -- 2025 LEAP Program Funding	250,000
Skyline Way pedestrian improvements	225,000
Anacorprr Mine Road bike lane	1,500,000
Kansas Ave Construction and Stormwater Upgrades	1,500,000
Heart Lake Road nob-motorized safety improvements	5,000,000
South Commercial Avenue corridor improvements	31,000,000
Q Ave. bicycle safety improvements	100,000
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
Total	\$39,575,000

WATER

Water Project Title:	2019	2020	2021	2022	2023	2024	Total
Retail: Pipeline Replacements	\$833,000	\$1,295,000	\$1,360,000	\$1,400,000	\$1,442,000	\$1,485,000	\$7,815,000
Retail: Blue Heron Pump Station Upgrade	0	0	90,000	825,000	0	0	915,000
Retail: Reservoir Internal Maintenance	0					5,000,000	5,000,000
Refinery: West March Point Road Waterline	0	0	0	0	420,000	1,790,000	2,210,000
Oak Harbor: Pass Lake 10-inch Waterline Repair/Replace		1,000,000	0	0	0	0	1,000,000
Regional: Cathodic Protection	34,000	36,000	37,000	38,000	39,000	40,000	224,000
Regional: WTP Filter Upgrade	0	200,000	0	0	0	0	200,000
Regional: Construct Storage Building		0	0	250,000	0	0	250,000
Regional: Water System Plan Update	0	0	186,000	0	0	0	186,000
Regional: Repair 36-inch Transmission Line near Swinomish Slough		1,000,000					1,000,000
Regional: Decommission the Retired WTP				8,000,000			8,000,000
Regional: WTP Raw Waterline	264,000	8,000,000					8,264,000
Telemetry Upgrades	400,000	0	0	0	0	0	400,000
Regional: New Clearwell, Amended		5,500,000					5,500,000
Regional: Property Purchase		500,000					500,000
Amended Total:	\$1,531,000	\$17,531,000	\$1,673,000	\$10,513,000	\$1,901,000	\$8,315,000	\$41,464,000

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Rates/User Fees	1,531,000	4,031,000	1,673,000	2,513,000	1,901,000	3,315,000	14,964,000
Fund Balance	0	13,500,000	0	8,000,000	0	5,000,000	26,500,000
Totals	\$1,531,000	\$17,531,000	\$1,673,000	\$10,513,000	\$1,901,000	\$8,315,000	\$41,464,000

Amended Total:	\$1,531,000	\$17,531,000	\$1,673,000	\$10,513,000	\$1,901,000	\$8,315,000	\$41,464,000
Adopted Total:	\$1,531,000	\$25,531,000	\$1,673,000	\$2,513,000	\$1,901,000	\$8,315,000	\$41,464,000

Projects to Occur Between 2025 & 2038	
Project Title	Estimated Cost
Water Main Replacement	\$23,000,000
Cathodic Protection	624,000
Skyline Reservoir Maintenance	1,100,000
	0
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	0

\$2,513,000

DR

Wastewater

Wastewater Project Title:	2019	2020	2021	2022	2023	2024	Total
Sanitary Sewer Collection System: System Maintenance/Inflow and Infiltration Reduction	\$759,000	\$1,000,000	\$1,250,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,509,000
Sanitary Sewer Collection System: Pump Station Upgrades	225,000	231,000	238,000	245,000	252,000	260,000	1,451,000
WWTP: Septage Handling Facility Upgrade	0	90,000	0	0	0	0	90,000
WWTP: Replace Bar Screens and upgrade grit handling system	0	0	0	0	1,150,000	0	1,150,000
WWTP: Influent Pumping Upgrade	240,000	0	0	0	0	0	240,000
WWTP: Effluent Pump Station Upgrade	500,000	0	0	0	0	0	500,000
WWTP: Nutrient Removal Upgrade	0	0	0	115,000	0	0	115,000
WWTP: Basin Rehabilitation	0	0	400,000	0	0	0	400,000
WWTP: Incinerator Preheat Unit	0	0	0	0	0	300,000	300,000
Telemetry Upgrades	400,000	0	0	0	0	0	400,000
WWTP: Solids Handling/Dewatering Facility	0	400,000	0	0	0	0	400,000
Sanitary Sewer Collection System: Pump Station 16 Upgrade	0	0	0	500,000	0	0	500,000
Various Maintenance and Repair Projects	300,000	325,000	350,000	350,000	350,000	375,000	2,050,000
Sewer Outfall Replacement		1,000,000	20,000,000				
Totals	\$2,424,000	\$3,046,000	\$22,238,000	\$2,710,000	\$3,252,000	\$2,435,000	\$15,105,000

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	0	0	0	0	0	0	0
Utility Tax	0	0	0	0	0	0	0
Impact Fees	0	0	0	0	0	0	0
Bond Issue	0	0	20,000,000	0	0	0	20,000,000
Rates/User Fees	2,424,000	3,046,000	2,238,000	2,710,000	3,252,000	2,435,000	16,105,000
Contributions	0	0	0	0	0	0	0
Fund Balance	0	0	0	0	0	0	0
Totals	\$2,424,000	\$3,046,000	\$22,238,000	\$2,710,000	\$3,252,000	\$2,435,000	\$36,105,000

July 2020 Adjustment Total:	\$2,424,000	\$3,046,000	\$22,238,000	\$2,710,000	\$3,252,000	\$2,435,000	\$36,105,000
Current Adjusted Total:	\$2,424,000	\$2,046,000	\$2,238,000	\$2,710,000	\$3,252,000	\$2,435,000	\$15,105,000
July 2020 Adjustment Amount	\$0	\$1,000,000	\$20,000,000	\$0	\$0	\$0	\$21,000,000

Projects to Occur Between 2025 & 2038	
Project Title	Estimated Cost
Sanitary Sewer Collection System: Pump Station #6 Removal	200,000
Sanitary Sewer Collection System: E Avenue Sewer Extension (at 41st)	400,000
Sanitary Sewer Collection System: Cap Sante Sewer Extension (7th Street)	300,000
Sanitary Sewer Collection System: Padilla Heights Road Sewer Extension	3,163,000
Sanitary Sewer Collection System: Reservation Road/Similk Bay Road Sewer Extension	1,683,000
WWTP: Equipment Replacement	5,280,000
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Total	\$11,026,000

STORMWATER

[illegible][illegible]

Projects to Occur Between 2025 & 2038	
Project Title	Estimated Cost
Capacity Improvement: Edwards Way, Basin G5	\$245,000
Capacity Improvement: Kingsway at Windsor, Basin B9	116,000
Caplity Improvement: 30th/32nd Street, R Avenue to T Avenue , Basin F4	364,000
Capacity Improvement: J Avenue/24th Street to 28th Street, Basin F3	422,000
Water Quality Improvement	1,450,000
NPDES Permit Activities/Compliance	1,400,000
Additional Maintenance	700,000
Stormwater Comprehensive Plan	200,000
Storm System Restoration and Upgrade	4,200,000
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Total	\$9,097,000

SOLID WASTE

Solid Waste Project Title:	2019	2020	2021	2022	2023	2024	Total
Solid Waste Containers	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$198,000
Pickup Truck, Amended	\$45,000						\$45,000
Totals	\$78,000	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$243,000

Funding Sources:	2019	2020	2021	2022	2023	2024	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	0	0	0	0	0	0	0
Utility Tax	0	0	0	0	0	0	0
Impact Fees	0	0	0	0	0	0	0
Grants	0	0	0	0	0	0	0
Rates/User Fees	78,000	33,000	33,000	33,000	33,000	33,000	243,000
Contributions	0	0	0	0	0	0	0
Fund Balance	0	0	0	0	0	0	0
Totals	\$78,000	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$243,000

Amended Total:	\$78,000	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$243,000
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Adopted Total:	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$198,000
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NOTICE OF PUBLIC HEARING
On Amendment to the Capital Facilities Plan 2019 - 2024
City of Anacortes

Consistent with Anacortes Municipal Code 19.16.030(C) notice is hereby given that a public hearing for the proposed action of amending the City's Capital Facilities Plan will be held Monday July 20, 2020 at 6:00 PM at the Anacortes City Council Meeting. Instructions for live viewing and commenting will be posted on the agenda when it is issued on July 15, 2020, as it is unknown at this time if the meeting will be held remotely or at City Hall. Written comments will also be taken for 2 weeks prior to the meeting.

Notice is also given that a two week comment period is open to the proposed amendment, documents for which can be seen at: <https://www.anacorteswa.gov/Archive.aspx?AMID=39>

Written comments may be submitted to Finance Director Steve Hoglund at steveh@cityofanacortes.org, or Planning Manager Libby Grage at libbyb@cityofanacortes.org, or mailed to: City of Anacortes, Attn Steve Hoglund, PO Box 547, Anacortes WA 98221.

Steven D. Hoglund, City Clerk

Publish July 8, and July 15, 2020, in the *Anacortes American*.



City Council Agenda Item Summary

Meeting Date: 7/20/2020

Agenda Item Number: 5a

Agenda Item Title: Ordinance 3066: Amending the 2019-2020 Biennial Budget

Staff Contact(s): Steve Hoglund

Approved by: Darcy Swetnam

Action Type: Ordinance 3066

Item Summary: There are 2 projects that need to be added to the Capital Facilities Plan, and the Biennial budget, so both budget documents agree. The CFP can be amended concurrently with the City Budget. The CFP amended years 2020 and 2021 of that plan; the biennial budget ends in 2020, but with this amendment the budget year 2020 will agree with the CFP year 2020.

Budget Impact

Amount Budgeted: \$450,000.00

Proposed Expenditure: \$450,000.00

Budget Amendment Required? Yes

Samish Nataion Grant

Previous Action:

12/3/18 [Ordinance 3032](#) adopting 2019-2020 budget
6/10/19 [Ordinance 3042](#) amending 2019-2020 budget
11/4/19 [Ordinance 3055](#) amending 2019-2020 budget
12/16/19 [Ordinance 3060](#) amending 2019-2020 budget
2/3/20 [Ordinance 3062](#) amending 2019-2020 budget
6/22/20 [Ordinance 3072](#) amending 2019-2020 budget

Recommended Motion: I move to approve Ordinance 3066 amending the 2019-2020 biennial budget.

Alternative Actions: Do not adopt ordinance

Attachments In order presented:

- Ordinance 3066

ORDINANCE 3066

AN ORDINANCE AMENDING ORDINANCE NO. 3032 ADOPTED ON DECEMBER 3, 2018, ENTITLED "AN ORDINANCE ADOPTING THE BUDGET FOR ALL MUNICIPAL PURPOSES AND USES FOR THE 2019/2020 BIENNIUM"

WHEREAS, An opportunity to conduct an interagency road project of the City's has arisen with the Samish Indian Nation to extend 16th street from C avenue to D avenue and this opportunity was unknown at the time of budget development, and

WHEREAS, The Wastewater Plant is in need of a new outflow to meet the needs of the treatment plant and other parts of the delivery system during heavy rain events and the design is currently in process under a contract approved by City Council earlier in the year and this budget amendment gets that project into the budget, and

WHEREAS, The expenditure and revenue budgets will be adjusted in the following funds, as follows:

BARS #	Description	Expense	Revenue
105.712.595.64.63	16th St C to D extension	\$ 450,000	
105.720.337.08.01	Interlocal Grant		450,000
440.000.594.35.63	Waste Water Plant Outfall	1,000,000	
440.000.308.80.00	Fund Balance		1,000,000

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Anacortes, Washington, as follows:

Section 1. Ordinance No. 3032 dated December 3, 2018 adopting the Budget for all Municipal purposes and Uses for the 2019/2020 Biennium is hereby amended to reflect the aforementioned revisions to expenditures and revenues in those funds.

Section 2. Effective date. This Ordinance shall take effect from and after five (5) days after its passage and publication, as required by law.

PASSED AND APPROVED THIS 20th day of July, 2020.

CITY OF ANACORTES, WASHINGTON

BY: _____
Laurie Gere, Mayor

ATTEST:

(Corporate Seal)

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM:

Darcy Swetnam, WSBA #40530
City Attorney



July 2020



GPON CUSTOMER COUNT & REVENUE

Month	In Service	Static IPv4 Address	Internet Service Revenue	Static IPv4 Revenue	Revenue
Mar-20	9	1	\$1,171	\$20	\$1,191
Apr-20	30	3	\$3,180	\$49	\$3,229
May-20	138	6	\$9,102	\$109	\$9,211
Jun-20	209	10	\$13,451	\$145	\$13,596
Jul-20	246	15	\$15,884	\$190	\$16,074



CUSTOMER ORDERS

	CBD	Old Town	M Ave	Aerial Areas 2, 3, 4, 6	Aerial Areas 1, 5	Remainder of City	Total
Potential Customers	255	562	160	566	730	5345	7618
Sign-ups	87	194	43	80	80	776	1260
Take-Rate	34.1%	34.5%	26.9%	14.1%	11.0%	14.5%	16.5%
In-Service	68	152	20	4	1	1	246
Percentage of Orders in Service	78.2%	78.4%	46.5%	5.0%	1.3%	0.1%	

Residential	Count	Monthly Revenue	Commercial	Count	Monthly Revenue
100Mbps	72	\$ 2,808.00	100Mbps	17	\$ 1,513.00
100Mbps managed	62	\$ 3,038.00	100Mbps managed	10	\$ 990.00
1Gbps	40	\$ 2,760.00	1Gbps	14	\$ 2,086.00
1Gbps managed	28	\$ 2,212.00	1Gbps managed	3	\$ 477.00
One Static IP	2	\$ 18.00	One Static IP	7	\$ 63.00
Five Static IPs	1	\$ 9.00	Five Static IPs	5	\$ 100.00
Total:	202	\$ 10,845.00	Total:	44	\$ 5,229.00
Grand Total	\$ 16,074.00				

2020 EXPANSION AREAS

- Passes 1296 potential customers
35% take rate = 450 customers
160 orders received to date (12.3%)

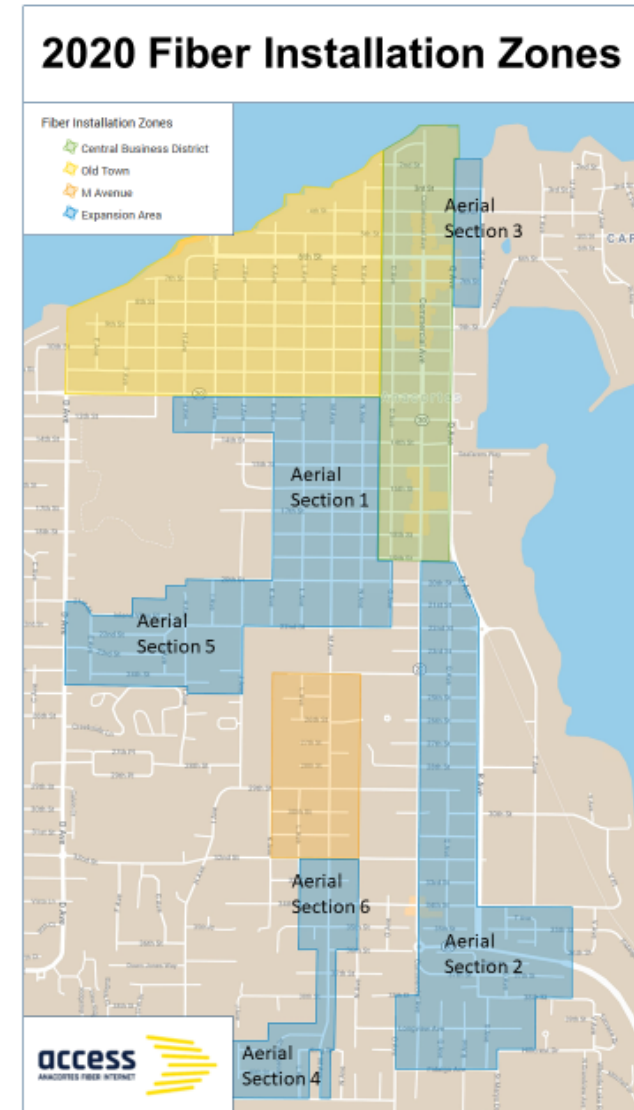
Aerial Areas 1, 2, 3, 4, 5, & 6

Design complete, expected change order forthcoming

Materials ordered and most received

Under contract with Robinson Brothers Construction

RBC begins work in late July



CUSTOMERS- Not on GPON Network

SAMISH INDIAN NATION

Ad Hoc installations

- Cannery Building
- Longhouse
- Summit Park Rd. location
- Administration Building

Order process complete

Design underway

Outside Plant Contracts being prepared

Installation costs reimbursed by Samish grants

Grant requires installation completed by end of 2020

ISLAND HOSPITAL

Dark fiber lease

Hospital to Teen Clinic

Hospital to Sleep Center

Hospital to Mount Vernon

Outside Plant contract being prepared

31 month initial lease term

NOANET

Orders Placed

K-20 Contract

Order placed for 2 Gbps point-to-point Ethernet circuit (3 year contract)

Service begins August

\$867/month revenue

BUDGET PREPARATION 2021

DEBT FINANCING

Forecasting revenue & projected construction costs

Consulting with Mayor, Fiber Committee, and Finance Director

Exploring options

Grants

HUD Section 108 Loan

Line of Credit

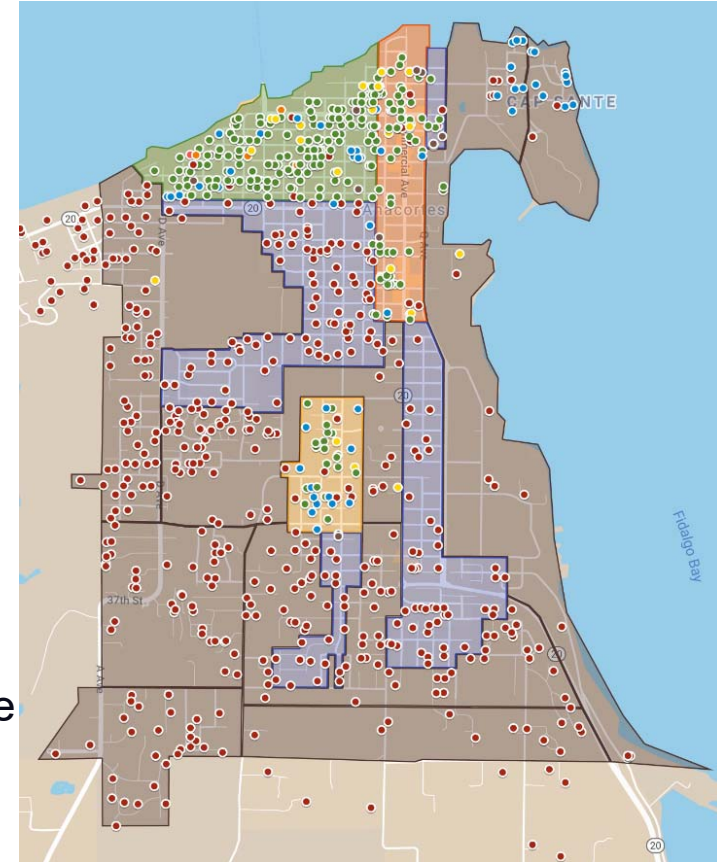
NETWORK EXPANSION

Reviewed soil surveys throughout City

Likely proposed expansion area will include remaining premises from A Avenue and east to City limits

Majority of installations will be underground, some aerial backbone

Exploring construction methods



RATE OF INSTALLATIONS

Exploring ways to increase rate of installations

Rate of installation is directly driven by number of installers

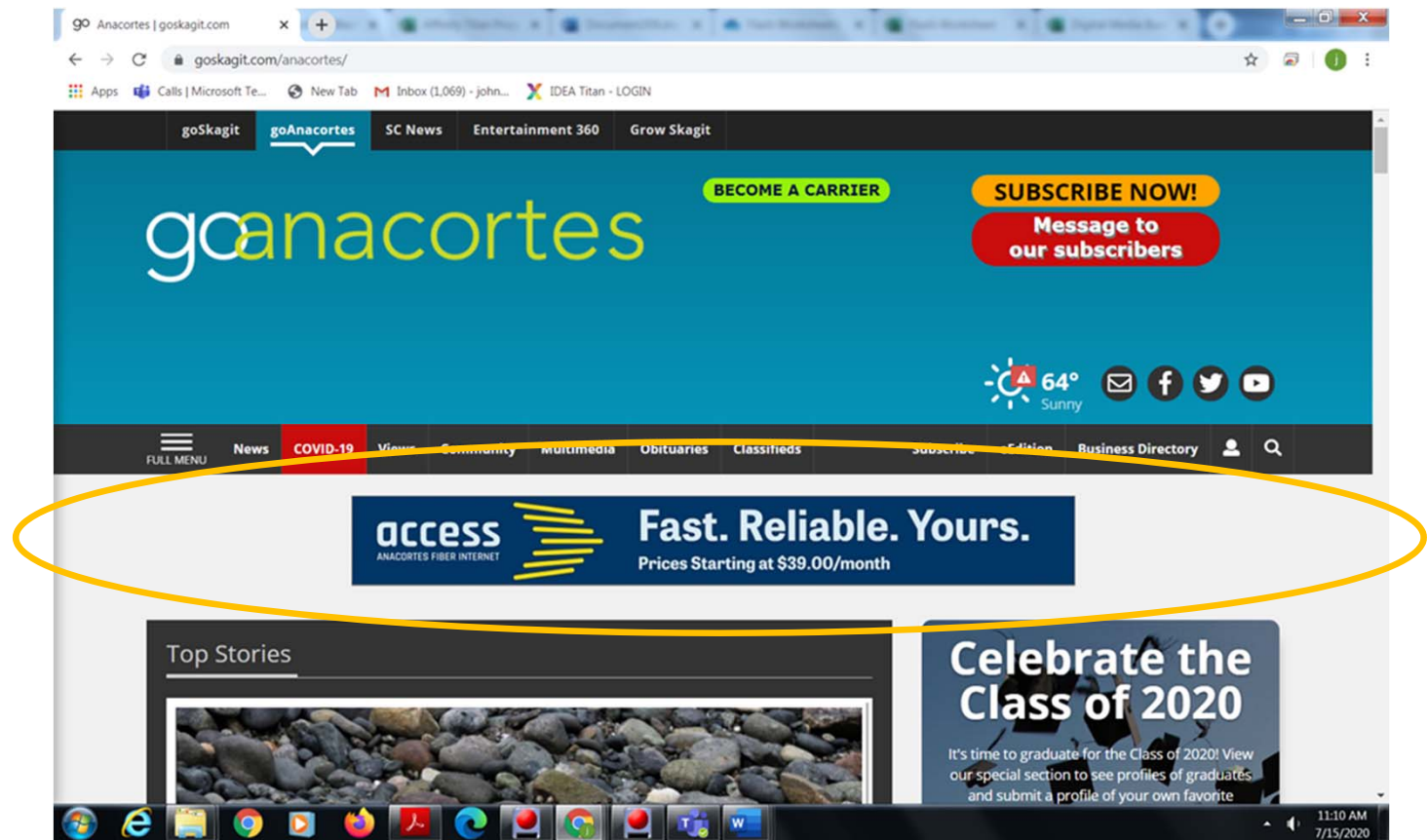
To achieve higher rates of installations additional staff necessary

Identifying pros/cons of contracting vs. direct hire



OUTREACH

Anacortes American Online Edition Banner



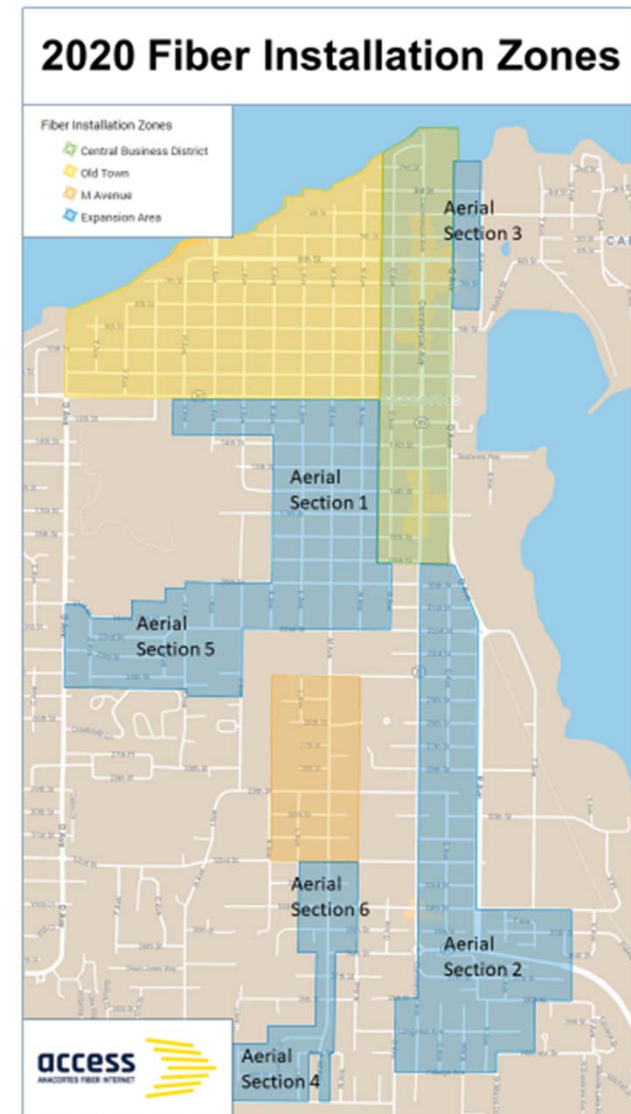
OUTREACH

Campaign to reach customers in

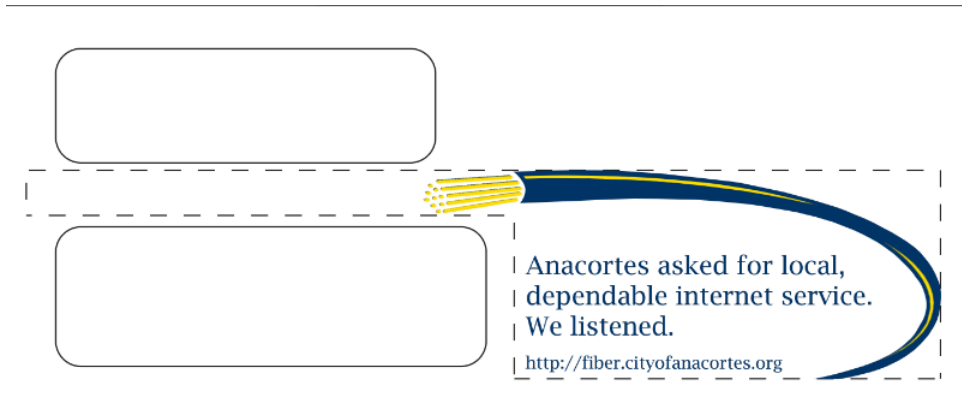
- Aerial expansions areas
- Pilot areas (over 500 potential customers where infrastructure is already in place)

How?

- Anacortes American
- Utility billing
- Sanitation vehicle billboards



OUTREACH



Utility Billing Advertisement



OUTREACH



City Sanitation Vehicles
Promoting ACCESS





City Council Agenda Item Summary

Meeting Date: 7/20/2020

Agenda Item Number: 5c

Agenda Item Title: Resolutions 2082/2085 Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic

Staff Contact(s): Steve Hoglund

Approved by: Steve Hoglund, Darcy Swetnam

Action Type: Discussion; Resolution ;

Item Summary:

On [March 16, 2020](#) City Council adopted [Resolution 2082](#) Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic. On [April 27, 2020](#) City Council adopted [Resolution 2085](#), extending the duration of Resolution 2082 through July 31, 2020. Section 3 of Resolution 2082 provides:

- Any rule or procedure adopted by City Council that would prevent or prohibit all City Councilmembers from attending City Council meetings telephonically are temporarily suspended and all City Councilmembers are encouraged to attend all meetings via telephone.
- All in-person Committee meetings of the City Council are cancelled. Council and committee meetings may be held telephonically regardless of whether the City has the capability of video recording meetings.
- The public comment portion of Council meetings and any scheduled public hearings are temporarily suspended to discourage public in-person attendance of City Council meetings.

The Governor's emergency [Proclamation 20-28.7](#) issued July 8, 2020, and effective through August 1, 2020, requires all Washington State agencies to meet completely remotely without providing for a physical location. The Proclamation does not limit the business that agencies can consider.

Staff requests direction whether to prepare a resolution to specify alternative City Council procedures to go into effect on August 1, 2020 when Resolution 2085 expires. If no action is taken, City Council procedures will revert to those adopted by [Resolution 2044](#) on May 20, 2019.

Staff requests direction whether to prepare a resolution to extend or alter any of the other provisions of Resolution 2082 including those enumerated in Section 4, Budget, Section 5, Plastic Bag Ban, and Section 6, Communication.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action: See above.

Recommended Motion: None at this time.

Alternative Actions: N/A

Attachments

- None



City Council Agenda Item Summary

Meeting Date: 7/20/2020

Agenda Item Number: 5d

Agenda Item Title: Authorizing Resolution: Thompson Trail Trestle Planning Grant

Staff Contact(s): Jonn Lunsford

Approved by: Steve Hogle

Action Type: Resolution 2095

Item Summary: The City is applying for a grant through the State Recreation and Conservation Office in partnership with the Samish Nation and Department of Natural Resources to begin a feasibility study to replace the causeway and trestle on the Thompson Trail with a new structure to improve tidal flows, remove creosote and benefit habitat in Fidalgo Bay. This grant needs to receive matching funds from either the US Army Corp of Engineers or other agency in order to proceed. Staff is not asking for City matching funds for this grant.

Total Project: \$360,000

RCO Grant Amount: \$205,000

Grant Match: \$154,286 (requesting this from other agencies)

Budget Impact

Amount Budgeted: \$0.00

Proposed Expenditure: \$360,000.00

Budget Amendment Required? Yes

Other Agency Matching Funds

Previous Action: This grant has been discussed at with the City Council Finance Committee and the City Council Parks and Recreation Committee.

Recommended Motion: Pass the Authorizing Resolution as submitted.

Alternative Actions: Delay Authorization.

Attachments In order presented:

- Resolution 2095



Applicant Resolution/Authorization

Organization Name (sponsor) City of Anacortes

Resolution No. or Document Name 2095

Project(s) Number(s), and Name(s) Thompson Trail Trestle Planning Grant

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Laurie Gere, Mayor, City of Anacortes
Project contact (day-to-day administering of the grant and communicating with the RCO)	Jonn Lunsford, Director, Anacortes Parks and Recreation
RCO Grant Agreement (Agreement)	20-1605 (application number)
Agreement amendments	
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Project includes multiple parcels with various titling documents evidencing City ownership.

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title _____ Date _____

On File at: _____

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
(Local Governments and Nonprofit Organizations Only):

Location: _____ Date: _____

Washington State Attorney General's Office

Approved as to form Brian Toller 2/13/2020
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning July 27, 2020

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 and vouchers are 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.

July 27, 2020

- Contract Awards: Treatment Plant Chemicals 2020-2021 #20-162-IDS (Consent)
- Resolution 2094: A Guide for Expanding Restaurant and Retail Space in the Central Business District (Discussion/Possible Action)
- Monthly Finance Update and COVID-19 Impacts (Discussion)
- 2021 Budget Planning (Discussion)

August 3, 2020

August 10, 2020

August 17, 2020

August 24, 2020

September 8, 2020

September 14, 2020

September 21, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Jul 20, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Jul 22, 2020, 5:00 PM, Teleconference
- Personnel, Thursday, Jul 23, 2020, 12:30 PM, Teleconference
- Community Center / Pool, Thursday, Jul 23, 2020, 3:30 PM, TBD
- Planning, Monday, Jul 27, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Jul 30, 2020, 2:30 PM, Teleconference
- Public Works, Monday, Aug 3, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Aug 4, 2020, 8:30 AM, Teleconference
- Public Safety, Tuesday, Aug 4, 2020, 10:00 AM, Teleconference
- Community Center / Pool, Thursday, Aug 6, 2020, 3:30 PM, TBD
- Housing Affordability & Community Services, Monday, Aug 10, 2020, 4:00 PM, Teleconference
- Planning, Monday, Aug 10, 2020, 5:00 PM, Teleconference
