

**** Per Governor's emergency [Proclamation 20-28.9](#) issued September 2, 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 3000](#), adopted September 21, 2020, extending the duration of Resolution 2082 through December 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.**

- Meetings may be viewed live or viewed after the fact on the [City of Anacortes website](#) or on [Channel 10](#).
- The public may watch, listen to, or participate in the meeting live by visiting <https://us02web.zoom.us/j/89255646791> or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.
- The public is encouraged to comment via email to cityclerk@cityofanacortes.org, via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221, or via [eComment](#). Public comments received prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.
- Complete guidelines for public participation in virtual Anacortes City Council meetings are available [here](#). View the quick video example for connecting to the meeting [here](#).



Anacortes City Council
Municipal Building Council Chambers
**** This meeting will be held electronically only ****

October 5, 2020
6:00 p.m.

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

- 1. Call to Order**
- 2. Announcements and Committee Reports**
 - a. Mayor's Budget Message
 - b. COVID-19 Update
 - c. Public Works Committee
- 3. Public Comment**
- 4. Consent Agenda (Action)**
 - a. Minutes of September 28, 2020
 - b. Approval of Claims in the amount of: \$2,427,684.26
- 5. Public Hearings**
 - a. Closed Record Decision Hearing: CUP-2020-0001 - 1015 18th St. Parking Lot CUP (Action)
- 6. Other Business**
- 7. Adjournment**

Per Resolution 2044, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk (*) may do so as those items are considered by Council during the course of the meeting.

The City of Anacortes is committed to making public meetings available and accessible to all members of the community.
For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning October 12, 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.

October 12, 2020

- Closed Record Decision Hearing: LPS-2020-0001 - The Crossings Cottages Preliminary Plat & Site Plan (Action)
- Public Hearing on Ordinance 3076: Extending Ordinance 3054, an Interim Ordinance Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in R4 Zone (Action)

October 19, 2020

- Public Hearing on Budgeted Revenue Sources, including 1% Property Tax Increase (Discussion)
- Review of 2021 Budget (Discussion)
- Access Anacortes Fiber Internet Update (Discussion)

October 26, 2020

- Review of 2021 Budget (Discussion)
- Thompson Train Purchase Proposals (Discussion / Possible Action)

November 2, 2020

- Public Hearing: 2021 Budget (Discussion)

November 9, 2020

November 16, 2020

November 23, 2020

- Resolution: Making a Declaration of Substantial Need for Setting the Property Tax Levy for 2021 (Action)
- Resolution ____: Setting the City's Year 2021 Property Tax Regular Levy Increase (Action)
- Ordinance ____: Adopting the 2021 Budget (Discussion/Possible Action)

December 7, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Oct 5, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Oct 6, 2020, 8:30 AM, Teleconference
- Public Safety, Tuesday, Oct 6, 2020, 10:00 AM, Teleconference
- Fiber, Thursday, Oct 8, 2020, 2:30 PM, Teleconference
- Housing Affordability & Community Services, Monday, Oct 12, 2020, 4:00 PM, Teleconference
- Planning, Monday, Oct 12, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Oct 14, 2020, 5:00 PM, Teleconference
- Public Works, Monday, Oct 19, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Oct 22, 2020, 2:30 PM, Teleconference
- Planning, Monday, Oct 26, 2020, 5:00 PM, Teleconference

2021 BUDGET SCHEDULE

- September 14th Ordinance 3073 adopted revoking biennial budget.
- October 5th draft budget introduced with the Mayor's Budget Message
- October 19th Public Hearing on Revenue sources
 - Including a 1% property tax increase
 - The September Implicit Price Deflator (IPD) was less than 1%, so a Resolution of substantial need will be needed to authorize a full 1% Property Tax Increase

2021 BUDGET SCHEDULE

- October 19th will be the first detailed review of budget at the BARS number level, with department heads available to answer questions.
- October 26th continued review of the detailed budget.
- Shortened budget schedule this year allowed revenue review through August receipts (June retail sales).
 - June/July sales tax down >20%
 - August/September down <3%
- This shows a sales tax projection with modest recovery in 2021.

2021 BUDGET SUMMARY

- A commercial loan of \$2.6M is budgeted to support the Fiber buildout capital costs.
- Replacement charges for Equipment and Computing were removed from the 2021 budget to conserve available resources.
- The Road overlay program was reduced to \$850K for FY 2021 to conserve resources in the General Fund.

2021 BUDGET SUMMARY

GENERAL FUND DEPARTMENTS	
LEGISLATIVE	310,476
EXECUTIVE	197,762
COURT	773,607
FINANCE	745,887
INFORMATION TECH	1,047,455
HR	366,991
PLANNING	1,745,013
LEGAL	476,011
FIBER	3,909,530
POLICE	6,227,725
FIRE	2,428,356
MUSEUM	423,647
ENGINEERING	61,772
FACILITIES	590,109
CONSERVATION	69,019
	19,373,360

GENERAL FUND	19,373,360
PARKS & RECREATION	2,099,969
CEMETERY	249,444
LIBRARY	1,621,897
STREET	1,918,815
ARTERIAL CONSTRUCTION	1,732,836
TBD	1,130,103
WA PARK	277,587
PARKS CAPITAL IMPROVEMENT	700,000
EMS	3,921,079
IMPACT FEES	550,000
ACFL	54,899
TOURISM FUND	379,779
GROWTH MGMT	932,500
WATER	13,393,632
SEWER	7,231,789
STORM DRAINAGE	1,429,769
SANITATION FUND	4,313,719
EQUIPMENT RENTAL	2,640,464
FIREMEN'S PENSION	44,931
	63,996,572

2021 BUDGET SUMMARY

The draft budget will be available on the City website after tonight's meeting.
www.anacortewa.gov



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street

Anacortes, WA 98221

p: 360-299-1950 | f: 360-299-1938

laurieg@Cityofanacortes.org | www.anacorteswa.gov

Mayor's Budget Message

October 5, 2020

Honorable City Council and Members of our Community:

I am pleased to present to you the City's 2021 proposed annual budget. This budget continues our commitment to balance fiscal responsibility while meeting City Council and community priorities of public safety, essential services, and infrastructure that allows for growth. Our world is evolving and changing, and it is our responsibility as your City leadership to make the strategic decisions that will support sustainability, technological progress, and preserve the quality of life that is the hallmark of Anacortes.

The City's financial roadmap for 2021 has been created in a time mired by economic uncertainty brought on by the Coronavirus. I acknowledge this uncertainty and reinforce our commitment to creating a budget that reflects our commitment to moving our community forward by maintaining and building essential infrastructure and providing efficient, quality services while being conscientious of our financial position and in compliance with RCW 35A.33.

Perhaps the most significant change in the 2021 budget is the transition from a biennial budget to an annual budget. We are leveraging the best available information and revenue projections to establish this annual budget. An annual budget will allow us to concentrate on the short-term economic indicators and be nimble in our response to the uncertainty of the current economic condition.

Expenditure budgets must be balanced against revenue projections, and those projections for budget year 2021 are tempered against the effects of Coronavirus in 2020. Sales tax is one of the largest tax revenue streams funding City functions. The City has seen an average monthly decrease in sales tax revenue of 11 percent, and in the recent 2 months we have seen a decreasing impact on sales tax revenues. To develop the sales tax projections, we make assumptions based on available data. Our information indicates that we will continue to improve throughout the remainder of the year, this means we project to see sales tax revenue bounce back to be 3 percent higher than the prior year by 4th quarter.

The other two major tax revenue streams, property tax and utility tax, remain consistent compared to prior years. Some other revenues streams that are dependent on user access, such as recreation and library fees, were kept at moderate levels compared to prior years. As the economy reopens, we expect those revenue streams to return to normal levels. In preparation for the 2021 budget we shifted property tax revenue to the General Fund, so the funds can be administrated to ensure adequate resources are available to support essential services.



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street

Anacortes, WA 98221

p: 360-299-1950 | f: 360-299-1938

laurieg@Cityofanacortes.org | www.anacorteswa.gov

Early in my administration we adopted a fiscal policy that put on the books a rainy-day fund cash reserve in the General Fund. That reserve fund increases or decreases as the City Budget grows or shrinks. For Fiscal Year 2020, that reserve stands at over \$5.4 million dollars and is available to support general operations. Other operating funds have their own reserves as well; each of the Utility Funds have rainy-day reserves that represent 10 percent of that Fund's annual expenditures and exceeds \$2.2 million dollars for 2020. Additionally, the Equipment Rental Fund has over \$7.6 million dollars set aside for future equipment replacement.

The financial impact of the Coronavirus and the City's commitment to investing in our technological infrastructure guided the framework of this year's budget. Funding priorities have been reassessed and we made tough decisions. My perennial focus is to provide services to every Anacortes resident and build the infrastructure that is our foundation for a vibrant future for generations to come. It is the duty of your City leadership to envision the needs of the City long term, making decisions that will benefit our community's future. I look forward to working with you all on the 2021 budget and I affirm my resolve to employ sound business practices that are efficient, effective, and responsive to the delivery of all City services.

Budget Landscape

This coming year many departments budgets will remain static. Due to the economic landscape and projected decreases in revenue there are accompanying changes to departmental budgets. Several departments are utilizing what we have called a "hold the line" budget in which they remain staffed at their current level, continue to provide efficient high quality services, and move already established projects forward – beyond that, budgets remain static from the previous year.

Public Safety

Anacortes Police and Fire Department

Our Police and Fire Departments have been on the front lines of the Coronavirus pandemic. The focus of these departments has been to prevent and respond to crimes and emergency situations professionally and with integrity. They have cultivated partnerships with other agencies and strengthened our community's readiness and reliance. The City supports our public safety departments and remains committed to providing staff with the tools and resources needed to keep our community safe.

In the 2021 budget we have budgeted to fully staff our Police Department and focus on investing in de-escalation and bias training for all our commissioned police officers. To facilitate physical distancing and provide a safe contactless way to process fingerprints the City, a new machine will be



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street

Anacortes, WA 98221

p: 360-299-1950 | f: 360-299-1938

laurieg@Cityofanacortes.org | www.anacorteswa.gov

in place when the Public Safety building reopens to the public. This will process the nearly 100 applications for fingerprinting that are currently backlogged.

The Anacortes Fire Department experienced budget cuts in 2020 to account for the projected revenue losses associated with the Coronavirus. The budgetary priority for 2021 will be to focus on reinstituting training and education forgone in 2020.

Infrastructure

Access Anacortes Fiber

The 2021 budget reflects a significant investment in Access, Anacortes Fiber Internet. In 2021, the City will continue to expand broadband access by extending fiber to the premise to an additional 1,815 residents and businesses. Reliable, affordable, and municipally managed high-speed internet service is a necessary and important investment in our community.

The growth of Access, Anacortes Fiber Internet improves quality of life in our community. Widely available broadband access supports job searches, online learning, telemedicine, and remote employment. Building a broadband network for our community is like building the electric networks in the 1920s. It provides a building block for a creative and innovative economy while establishing the platform for business development and expansion.

Our daily lives are now driven by technology from our work, to how we meet and talk with medical providers, to how we obtain education for our children and ourselves, and the way in which we safely stay connected with our friends and families. The greatest asset to the City of Anacortes is each of you who build our community. Building a fiber infrastructure in our community will position Anacortes as we move toward an increasingly digital future.

Anacortes is bridging the digital divide, and the 2021 budget reflects this investment in Access Anacortes Fiber as we work actively working toward our service goals. By the end of 2021, we project revenues will offset our operational expenses. Staff is actively pursuing grant opportunities to offset costs associated with the network expansion as we continue to support local businesses and residents.

Public Works

Public Works is the City's largest department and is responsible for managing the construction and maintenance of streets, water, sewer, and stormwater lines; the production and distribution of water to the region; purchasing and maintaining the City's vehicle fleet; maintenance, repair and construction of City-owned buildings; and resource conservation.



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street

Anacortes, WA 98221

p: 360-299-1950 | f: 360-299-1938

laurieg@Cityofanacortes.org | www.anacorteswa.gov

The 2021 budget focuses on many capital improvements and maintenance of infrastructure. The Raw Water Pipeline Project which drills a 2000 ft bore drill under the Skagit river has begun and will be a major focus in 2021. In addition, the completion of the Clearwell project will provide redundancy to our Water Treatment Plan, furthering the resiliency and security of our regional water system. These combined projects are budgeted at \$12 million dollars paid for with a Utility Revenue Bond.

Another priority for 2021 is the Waste Water Treatment Plan Outfall, which strives to eliminate or reduce Surface Sewer Overflow and Combined Sewer Overflows. This project is budgeted at \$20 million dollars. The City is currently working with FEMA to apply for and obtain grant funding to assist with funding a portion of this project. The balance will be paid with a Utility Revenue Bond.

My ongoing priority is to take care of our streets and in 2021 our pavement restoration program and roadway improvements continues. Projects will alleviate safety concerns at 12th and Commercial and 32nd and M Avenue. Estimates for the 12th and Commercial project currently are \$3.3 million dollars, and 32nd and M project are at \$1.3 million dollars. Both projects will be paid for with a combination of grants and local dollars.

The “A” Avenue Landfill cleanup project will be funded by Public Works’ Solid Waste Fund. The City is following the guidelines laid out by the Department of Ecology under the Model Toxics Control Act.

Essential Services

Planning, Community, and Economic Development

The Planning, Community, and Economic Development department will maintain focus on ongoing projects in 2021. They will complete the update of the Critical Areas Regulations, and the Shoreline Master Program. Another primary focus will be to work with the community to address concerns relating to the R4 Zone Height Bonus and updating Development Regulations as needed.

This department has been the keystone of success for telework at the City. Throughout this year the department has been reviewing and issuing Single-Family Residential and Single-Family Residential Alterations permits, surpassing the number of permits issued in 2019. To facilitate the anticipated continued high levels of permit applications and increasing workload the budget reflects a commitment to funding equipment that will facilitate telework for employees.

In February of 2020, City voters approved a 1/10th of 1% sales tax increase the proceeds of which would go towards affordable housing, as outlined in RCW 82.14.530. Current estimates put that revenue at \$536,000 for 2021. The projects will fund construction of housing by the Anacortes



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street

Anacortes, WA 98221

p: 360-299-1950 | f: 360-299-1938

laurieg@Cityofanacortes.org | www.anacorteswa.gov

Housing Authority, and the Anacortes Family Center. The issue of affordable housing is one that our community is taking on together and it is important for the future of our community.

Public Defense and Municipal Court

The City employs a full-time public defender and legal assistant to meet the state-mandated standards for delivery of public defense services. This budget maintains the commitment enabling this team to continue to serve this community to the highest standards. Our Municipal Court will continue to serve the community and through the newly created Community Court our criminal justice system will continue to explore innovative alternatives to incarceration for those who need resources in our community. Skagit County applied for a grant to offset the costs associated with Community Court and in the 2021 budget the City of Anacortes has committed to a financial contribution of \$7,202.18.

City Business

City Attorney's Office

The City Attorney's Office provides in-house counsel to City leaders and staff. The Legal Department works to ensure the City meets the highest legal standards. A primary focus of this department in 2021 is to make the Laserfiche Forms process interactive with the public to provide transparency and accessibility to the public. Additionally, the City Attorney's Office will evaluate and build on City processes for responding to public records requests to promote transparency and ensure compliance with information requests. As the work in the City Attorney's Office continues to grow, the department will evaluate and assess opportunities in future budgets to bring on an Assistant City Attorney.

Human Resources

Our Human Resources Department is committed to developing and maintaining a professional, highly qualified, and service-oriented workforce. That commitment translates to reaffirming the City's commitment to a culture of inclusion and diversity by providing staff with opportunities to engage in training about understanding bias and building inclusivity in our organization.

The City is currently in the process of hiring for a Human Resources and Labor Relations Director. This new Department Head will oversee labor relations with our four collective bargaining units. These contract negotiations will begin shortly to address 2021 wages and then will transition to other items specified as part of the 2020 bargaining agreement. In 2021, contract negotiations will commence with the IAFF 1537 and the Fraternal Order of Police, our commissioned officers, and the Fraternal Order of Police, our non-commissioned officers.



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street

Anacortes, WA 98221

p: 360-299-1950 | f: 360-299-1938

laurieg@Cityofanacortes.org | www.anacorteswa.gov

Information Technology

The Information Technology department supports the City's computing and networking requirements. Throughout this year, they have played a pivotal role in keeping the City's business moving forward as many staff transitioned to working remotely. Their adaptability, professionalism, and resilience is not often seen by the public. The behind the scenes work of this department is crucial to the success of the City of Anacortes. The 2021 budget includes funding for continuing services that provide Managed Detection and Response to network intrusions on a 24/7 basis – keeping our data and information protected. They will be updating our systems to transition to a hyperconvergence environment and the 2021 budget for IT also includes a reorganization of the department and the hiring of a Systems Administrator. The department is funded through interfund charges from the departments that use its services based on the number of electronic devices the department has. The interfund charges pay for the department's operating costs as well as the replacement charges for future computers.

Enrichment

Parks and Recreation

Our Parks and Recreation staff have been innovative and adaptable in the face of the many Coronavirus restrictions, which inhibited in person services and programs. Outdoor recreation has become a crucial part of assuring residents have access to safe socially distant opportunities for physical activity and that translates into the budget through a continued commitment to trail maintenance and expansion.

The 2021 budget for this department reflects a commitment to completing the Depot Plaza Restroom and as well as the continued improvements to the Washington Park Campground including replacing aging electrical infrastructure. The budget also facilitates the initial clearing and construction of the Grandview Cemetery Expansion. The City is also working with the Samish Nation and Department of Natural Resources on ways to improve the health of Fidalgo Bay for salmon habitat.

Library

The Library is preparing for the eventual reopening of City facilities and getting back to serving the community in person in 2021 (or sooner). Staff time will be focused on a safe reopening, continued partnerships to support students, exploring opportunities to expand digital resources, and strengthening partnerships with the Friends of the Library and the Library Foundation whose support has been crucial during these uncertain economic times.



Laurie Gere, Mayor

CITY OF ANACORTES

904 6th Street

Anacortes, WA 98221

p: 360-299-1950 | f: 360-299-1938

laurieg@Cityofanacortes.org | www.anacorteswa.gov

Museum

The Anacortes Museum continues to focus on the high level of customer service and expansion of engagement on their increasingly in-demand digital platform. The recent reopening of the Carnegie Gallery has been a success that the City hopes to replicate in other City facilities as our community begins to reopen.

Conclusion

It is my fiscal responsibility to continuously evaluate City revenue and expenditures with a view of maintaining a strong financial position while providing quality municipal services. Now, more than ever we face challenges in our community. This budget has been created in the shadow of a devastating Public Health crisis. I could not be prouder of the City's response to this crisis. This budget reflects our unwavering commitment to serving each and every resident to the highest standard and protecting the strong fiscal position of the City. We commit to providing our front line public safety professionals with the resources and tools they need, continuously maintaining and improving our public infrastructure and facilities, and most of all – assuring that every resident enjoys the quality of life that is the hallmark of our community.

Instructions for Virtual Attendance at Anacortes City Council Meetings

How the Meeting Will Work

City Council meetings will be held via Zoom Webinar. The City Council Liaison is the **host** of the meeting, the Anacortes Mayor and City Councilmembers are **panelists**, Anacortes residents and other members of the public – as well as City staff – are **attendees**.

Webinar **attendees** do not interact with one another; they join in listen-only mode, and the host will unmute one or more attendees as needed.

How to View the Meeting

To view the live meeting without participating:

- Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>)

To view the recorded meeting after it concludes:

- Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or
- Watch the meeting Tuesdays and Sundays on [Channel 10](#)

How to Participate in the Meeting

- Click [this link](https://us02web.zoom.us/j/89255646791) or copy/paste this URL into your browser: <https://us02web.zoom.us/j/89255646791> or
- Dial in to the meeting by phone: Dial in the US: +1 253-215-8782, enter the Meeting ID 892 5564 6791

If you are new to Zoom, view video instructions for connecting from your computer, phone or tablet [here](#)!

How to Provide Public Comment

Comments received before 3:00 p.m. on the day of a City Council meeting will be distributed to the mayor and all councilmembers in advance of the meeting. You may use any of the methods below.

- **Email:** Email the City Clerk at cityclerk@cityofanacortes.org. Include the subject line *Public Comment for the City Council Meeting on [date]*.
- **Mail:** Mail comments to City Clerk, PO Box 547, Anacortes, WA 98221
- **eComment:** Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website and click the eComment link beside the agenda for the meeting you wish to comment on.
- **Live Public Comment:** If you are unable to provide a written comment in advance of the meeting, you may join the webinar as an attendee to comment during the public comment portion of the agenda or during consideration of specific agenda items marked for public comment. See **How to Participate in the Meeting** above.

Public Participation Guidelines

Below are recommendations for use by members of the public in meetings conducted via Zoom Webinar.

- **Identification:** Upon entering the webinar, please enter your name, number or other chosen identifier, so that the host can call upon you during the public comment period.



- **Raise Hand (pictured above):** You have the ability to virtually raise your hand for the duration of the meeting but you will not be acknowledged until you are called on during the public comment period.

NOTE: If you have used your telephone to access the Zoom meeting, **you may press *9** to “raise your hand”. The host will unmute you when it’s your turn to speak.

- **Public Comment Period:** Use “Raise Hand” to be called upon by the host. The host will announce your name when it’s your turn.
- **Mute/Unmute:** Attendees will be muted and not audible to the Council except during times they are designated to speak. When you are announced, you will be able to unmute yourself.
- **Time limit:** Those testifying or providing audience comment will be limited to three (3) minutes per speaker unless an exception is granted by the Council.
- **Use headphones/mic** for better sound quality and less background noise, if possible.

Members of the public who require special assistance to participate in or access the meetings may contact the [City Clerk](#) 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

Revised August 12, 2020

INSTRUCTIONS FOR VIRTUAL ATTENDANCE AT ANACORTES PLANNING COMMISSION MEETINGS

How the Meeting Will Work

Planning Commission meetings will be held via Zoom Webinar. The Planning Commission Liaison is the **host** of the meeting, the Anacortes Planning Commissioners are **panelists**, Anacortes residents and other members of the public – as well as City staff – are **attendees**.

Webinar **attendees** do not interact with one another; they join in listen-only mode, and the host will unmute one or more attendees as needed.

How to View the Meeting

To view the live meeting without participating:

- Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>)

To view the recorded meeting after it concludes:

- Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or
- Watch the meeting Mondays and Wednesdays on [Channel 10](#)

How to Participate in the Meeting

- Click [this link](https://us02web.zoom.us/j/85918981678) or copy/paste this URL into your browser: <https://us02web.zoom.us/j/85918981678> or
- Dial in to the meeting by phone: Dial in the US: + 1 253 215 8782, enter the Meeting ID 859 1898 1678

How to Provide Public Comment

Comments received before 3:00 p.m. on the day of a Planning Commission meeting will be distributed to all Commissioners in advance of the meeting. You may use any of the methods below.

- **Email:** Email the Planning Department at pced@cityofanacortes.org before 3:00 p.m. on the day of a Planning Commission meeting. Include the subject line *Public Comment for the Planning Commission Meeting on [date]*.
- **Mail:** Mail comments to Planning Department, PO Box 547, Anacortes, WA 98221
- **eComment:** Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website and click the eComment link beside the agenda for the meeting you wish to comment on.
- **Live Public Comment:** If you are unable to provide a written comment in advance of the meeting, you may join the webinar as an attendee to comment during the public comment portion of specific agenda items marked for public comment. See **How to Participate in the Meeting** above.

Members of the public who require special assistance to participate in or access the meetings may contact the Planning Department 24 hours before the meeting to make special arrangements. Dial 360-299-1986.

Public Participation Guidelines

Below are recommendations for use by members of the public in meetings conducted via Zoom Webinar.

- **Identification:** Upon entering the webinar, please enter your name, number or other chosen identifier, so that the host can call upon you during the public comment period.



- **Raise Hand (pictured above):** You have the ability to virtually raise your hand for the duration of the meeting but you will not be acknowledged until you are called on during the public comment period.

NOTE: If you have used your telephone to access the Zoom meeting, **you may press *9** to “raise your hand”. The host will unmute you when it’s your turn to speak.

- **Public Comment Period:** Use “Raise Hand” to be called upon by the host. The host will announce your name when it’s your turn.
- **Mute/Unmute:** Attendees will be muted and not audible to the Commission except during times they are designated to speak. When you are announced, you will be able to unmute yourself.
- **Time limit:** Those testifying or providing audience comment will be limited to three (3) minutes per speaker unless an exception is granted by the Commission Chair.
- **Use headphones/mic** for better sound quality and less background noise, if possible.

Anacortes City Council Minutes – September 28, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of September 28, 2020 at 6:00 p.m. Councilmembers Jeremy Carter, Ryan Walters, Carolyn Moulton, Christine Cleland-McGrath, Bruce McDougall and Matt Miller all participated in the meeting in absentia via video conference. Councilmember Anthony Young was absent.

Executive Session

Mayor Gere announced that City Council and the City Attorney would convene in Executive Session per RCW 42.30.110 (g) for no more than 10 minutes to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The mayor advised that the regular meeting would then resume with no action having been taken.

At 6:10 p.m. Mayor Gere reconvened the regular meeting.

Mr. Young joined the regular meeting.

Announcements and Committee Reports

COVID-19 Update: Mayor Gere shared current case statistics for Anacortes, Skagit County, Washington State, and the nation. The mayor compared Skagit County case counts to the metrics required to move to Phase 3 of the Safe Start Washington Plan, noting improvement in all metrics since the prior week but adding that the Governor had paused any additional reclassifications to Phase 3.

Finance Committee: Mr. Carter reported from the committee meeting the prior week. He summarized the topics discussed including Waste Management's request for a rate increase and proposal to switch to biweekly recycling collection; members deferred further discussion of those topics until 2021. Mr. Carter indicated that the committee also discussed demand for additional parklets on Commercial Avenue, receipts to date from the new Affordable Housing Sales Tax, and allocation of those sales tax revenues.

Library Committee: Ms. Cleland-McGrath reported from the committee meeting the prior week. She indicated that the members received an update on library operations from new Library Director Jeff Vogel. Ms. Cleland-McGrath said the committee also discussed budgeting for 2021 and the roles and contributions of the Friends of the Library and the Library Foundation.

Fiber Committee: Mr. McDougall reported from the committee meeting the prior week. He summarized the topics discussed including a potential customer service call fee structure, the schedule for service area expansion, a grant application being prepared by staff, acquisition of additional IPV4 addresses, and customer count statistics.

Planning Committee: Ms. Moulton reported from the committee meeting earlier in the evening. She summarized topics discussed including access for the Tommy Thompson train project, the future of CDBG funding, overnight rentals in residential zones, and the need for a cold weather shelter for the winter. Mr. Young urged that the entire Council participate in discussion of train proposals. Mayor Gere clarified that the topic would come back to Council for additional public discussion in the near future. After considerable additional discussion, Mr. Walters called for a point of order and asked for a ruling from the chair that this discussion of an item not on the agenda was out of order and that consideration of the agenda continue. Mayor Gere stated that the conversation was out of order.

Public Comment

No members of the public wished to address the Council on any topic not on the agenda.

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 September 21, 2020
- b. Approval of Claims in the amount of: \$270,597.90
- c. Contract Award: Depot Plaza Restroom #20-069-PRK-003

The following vouchers/checks were approved for payment:
EFT numbers: 98234 through 98269, total \$205,255.48
Check numbers: 98270 through 98279, total \$37,120.56
Wire transfer numbers: 273966 through 274174, total \$28,221.86

OTHER BUSINESS

Ordinance 3076: Extending Ordinance 3054, an Interim Ordinance Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in R4 Zone

Planning Director Don Measamer introduced Ordinance 3076 which would extend the moratorium initiated by Ordinance 3054. He advised that the work plan adopted by Resolution 2068 had not been able to be completed due to the COVID-19 pandemic. Mr. Measamer said staff recommended extending the moratorium for an additional six months to April 21, 2021 to allow time to conduct virtual public workshops or until such time as in person workshops and meetings could resume. He added that an advertised public hearing on Ordinance 3076 would be held at the City Council meeting on October 12, 2020. Mr. Measamer noted a typographical error in Section 3 of the draft ordinance and said that “R4 zone west of ‘O’ Ave” would be corrected to “R4 zone west of Commercial Ave” prior to the public hearing.

Councilmembers generally supported the proposed extension of the moratorium but urged that the work plan be actively pursued even during the COVID-19 pandemic, including development and presentation of concrete proposals for the public to consider and comment upon. City Attorney Darcy Swetnam said that for the public hearing on October 12 staff would introduce an updated schedule for the work plan.

Resolution 3002: Authorizing Acceptance of a Restricted Donation to the City of Anacortes from the Skagit Community Foundation

Mr. Measamer introduced Resolution 3002 to accept a restricted cash donation of \$100,000 which would be distributed on an application basis to businesses with fewer than 30 employees that had been affected by the COVID-19 health crisis. Mr. Measamer reported that 14 applications had already been received. He briefly summarized the process that would be followed to award the cash in conformance with the donation restrictions.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council.

Mr. Young moved, seconded by Ms. Cleland-McGrath, to adopt Resolution 3002 authorizing acceptance of the cash donation from the Skagit Community Foundation. Vote: Ayes – Young, Walters, Cleland-McGrath, Moulton, McDougall, Miller and Carter. Motion carried.

There being no further business, at approximately 6:55 p.m. the Anacortes City Council meeting of September 28, 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 October 5, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
274165	8/1/2020	0720	NELSON, BONNIE	AGING MASTERY PROGRAM ADMINISTRATION - JULY 2020	\$ 275.00	parks1
274184	8/18/2020	5453597	SOFTCHOICE CORPORATION	OFFICE 365 EXCHANGE ON-CALL CONSULTANT	\$ 470.00	infosys
274422	8/26/2020	9317489250	GRAYBAR ELECTRIC COMPANY, INC	OPTICAL SPLITTERS	\$ 8,985.86	fiber
274407	8/28/2020	0909437	FERGUSON ENTERPRISES, INC	PUMP STATION MAINTENANCE	\$ 5,722.28	dwawtp
274413	8/31/2020	9466	DALTON, OLMSTED & FUGLEVAND	WWTP OUTFALL PRE-DESIGN - AUGUST 2020	\$ 13,597.50	pw1
274411	8/31/2020	20200804	SKAGIT COUNTY PUBLIC WORKS	MUTUAL ASSISTANCE ON MINOR PROJECTS - MARCH POINT CAPE SEAL	\$ 25,613.54	pw1
274252	9/1/2020	INV276	JSF TECHNOLOGIES INC.	PRIMARY SCHOOL ZONE BEACONS RENEWAL	\$ 1,475.00	dshop
274220	9/11/2020	U2016044745	HB JAEGER	PIPE, CATCH BASIN, DRAIN	\$ 3,416.35	dshop
274416	9/13/2020	19411.07-5	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: THE CROSSING DRAINAGE REVIEW	\$ 853.35	plan
274417	9/13/2020	20411-18-1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: MJB PROPERTIES N. ROADWAY	\$ 601.25	plan
274419	9/13/2020	20411.17-1	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: SAMMISH COATTAGES	\$ 785.50	plan
274420	9/13/2020	20411.14-3	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: FELT 2-LOT SP	\$ 723.39	plan
274421	9/13/2020	20411.04-3	GRAY & OSBORNE INC	ON-CALL STORMWATER ENGINEERING SERVICES CONSULTANT: SKAGIT CO-HOUSING	\$ 471.30	plan
274215	9/14/2020	INV-00043869	DERO	LTAC CAPITAL DERO PARKLETS	\$ 107,812.84	plan
274430	9/14/2020	9317766969	GRAYBAR ELECTRIC COMPANY, INC	BRACKET	\$ 88.10	fiber
274429	9/15/2020	287782C	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 697.91	pwfac
274431	9/15/2020	287423	BAY CITY SUPPLY	COVID-19 PPE NITRILE GLOVES MEDIUM	\$ 696.32	pwfac
274322	9/15/2020	09/15/2020	DEPARTMENT OF LICENSING	YEARLY FUEL TAX FOR ALL PROPANE VEHICLES	\$ 4,375.75	dshop
274357	9/16/2020	1813519	MILES SAND & GRAVEL CO.	5/8" CRUSHED ROCK/ 1-3/8" WASHED ROCK	\$ 594.04	dshop
274308	9/16/2020	001-477542	PISTON SERVICE OF ANACORTES	FORD TAIL LAMP #158	\$ 42.77	dshop
274374	9/16/2020	1215672	SKAGIT PUBLISHING LLC	PUBLISH AA-2033225 AA-2033423 AA-2033424	\$ 162.40	finance
274424	9/17/2020	283015C	BAY CITY SUPPLY	COVID - 19 PPE NITRATE GLOVES SMALL	\$ 609.28	pwfac

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
274426	9/17/2020	280107C	BAY CITY SUPPLY	COVID-19 PPE HAND HELD DISINFECTANT SPRAYERS	\$ 4,776.54	pwfac
274356	9/17/2020	1813836	MILES SAND & GRAVEL CO.	5/8"- CRUSHED ROCK/ 1-3/8" WASHED ROCK	\$ 1,485.10	dshop
274311	9/18/2020	92977681	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 5,266.33	dwtpt
274219	9/18/2020	5582	FIRE SERVICE REPAIR, LLC	SEAL & BEARING #220	\$ 502.29	dshop
274299	9/18/2020	T2100010	WASHINGTON STATE PATROL	EVOC INSTRUCTOR TRAINING; CORP LEETZ	\$ 1,873.28	apd
274319	9/19/2020	137619	LAKESIDE INDUSTRIES, INC.	EZ STREET ASPHALT	\$ 739.60	wdist
274320	9/19/2020	137618	LAKESIDE INDUSTRIES, INC.	DUMP FEES- STREET DEPT	\$ 1,316.57	wdist
274321	9/19/2020	137620	LAKESIDE INDUSTRIES, INC.	DUMP FEES- STREET DEPT	\$ 135.00	dshop
274403	9/20/2020	9863269892	VERIZON WIRELESS	WWTP SCADA COMMUNICATIONS 8/21-9/20/20	\$ 1,116.30	dwwtp
274244	9/21/2020	795 700 0000 4	CASCADE NATURAL GAS CORP.	CITY HALL 8/19-9/1/20	\$ 14.71	finance
274246	9/21/2020	989 800 0000 8	CASCADE NATURAL GAS CORP.	WWTP 8/19-9/18/20	\$ 13.00	dwwtp
274248	9/21/2020	917 600 0000 9	CASCADE NATURAL GAS CORP.	1915 13TH ST. 8/19-9/18/20	\$ 16.43	parks1
274250	9/21/2020	638 000 0000 0	CASCADE NATURAL GAS CORP.	411 HILLCREST DR. #B, 08/19-09/18/20	\$ 18.13	parks1
274251	9/21/2020	538 000 0000 1	CASCADE NATURAL GAS CORP.	411 HILLCREST DR. 08/19-09/18/20	\$ 21.57	parks1
274253	9/21/2020	440 400 0000 0	CASCADE NATURAL GAS CORP.	FIDALGO CENTER 08/19-09/18/20	\$ 58.47	parks1
274254	9/21/2020	260 037 3822 1	CASCADE NATURAL GAS CORP.	611 R AVENUE 08/19-09/18/20	\$ 16.57	parks1
274255	9/21/2020	710 300 0000 5	CASCADE NATURAL GAS CORP.	OPS 8/19-9/18/20	\$ 58.38	dshop
274301	9/21/2020	038 200 0000 2	CASCADE NATURAL GAS CORP.	APD 8/19-9/18/20	\$ 335.81	apd
274365	9/21/2020	169 400 0000 9	CASCADE NATURAL GAS CORP.	STA 2: 8/19 - 9/18	\$ 25.84	medic
274366	9/21/2020	674 400 0000 7	CASCADE NATURAL GAS CORP.	STA 1: 8/19 - 9/18	\$ 41.25	medic
274371	9/21/2020	154 700 0000 9	CASCADE NATURAL GAS CORP.	LIBRARY 8/19-9/18/20	\$ 263.89	publib
274298	9/21/2020	WABUR222080	FASTENAL COMPANY	SAFETY GLASSES X 12	\$ 101.53	dwtpt
274247	9/21/2020	179168	NORTHSTAR CHEMICAL INC.	CHEMICALS	\$ 2,356.61	dwwtp
274256	9/21/2020	001-478009	PISTON SERVICE OF ANACORTES	BELT #13-932	\$ 6.26	dshop
274302	9/21/2020	001-477970	PISTON SERVICE OF ANACORTES	XL V-BELT #13-932	\$ 13.11	dshop
274305	9/21/2020	001-478078	PISTON SERVICE OF ANACORTES	FILTERS FOR #427	\$ 32.45	dshop
274316	9/21/2020	001-478098	PISTON SERVICE OF ANACORTES	HYDRAULIC FILTER #427	\$ 67.26	dshop
274318	9/21/2020	001-478032	PISTON SERVICE OF ANACORTES	FILTERS, LUBE STOCK SHOP	\$ 360.78	dshop
274400	9/21/2020	B12314917	SHI INTERNATIONAL CORP.	REU STANDARD. FOR PLANS EXAMINER	\$ 356.28	infosys
274313	9/21/2020	51438	SKAGIT COUNTY GOVERNMENT	QTR 2 2020; SPILLMAN	\$ 9,081.25	apd
274409	9/21/2020	2020-1347	THE WATERSHED COMPANY	PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - THROUGH 8/31/20	\$ 2,502.50	plan
274432	9/22/2020	289097	BAY CITY SUPPLY	COVID-19 PPE DISINFECTING WIPES	\$ 429.65	pwfac
274438	9/22/2020	288375A	BAY CITY SUPPLY	FACILITY SUPPLIES	\$ 42.93	pwfac
274439	9/22/2020	287782D	BAY CITY SUPPLY	FACILITY USE ITEMS	\$ 162.68	pwfac
274440	9/22/2020	281620B	BAY CITY SUPPLY	COVID-19 PPE DISINFECTANT TABS	\$ 298.55	pwfac
274441	9/22/2020	280786B	BAY CITY SUPPLY	COVID-19 PPE HAND SANITIZER	\$ 109.02	pwfac
274442	9/22/2020	280682	BAY CITY SUPPLY	COVID - 19 PPE DISINFECTANT TABLETS	\$ 447.82	pwfac

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
274444	9/22/2020	X226	BLYTHE PLUMBING & HEATING, INC	AC REPAIR @ FIRE STATION 1	\$ 3,576.26	pwfac
274434	9/22/2020	63070	COMMERCIAL FIRE PROTECTION INC	ANNUAL FIRE EXTINGUISHER MAINTENANCE- OPS MOTOR POOL	\$ 1,924.92	dshop
274315	9/22/2020	U2016046835	HB JAEGER	8 ADS DUAL WALL SNAP END CAP- STREET DEPT	\$ 26.65	dshop
274406	9/22/2020	117081	SUMMIT LAW GROUP, PLLC	LEGAL SERVICES THROUGH 8/31/2020	\$ 2,904.00	hr
274358	9/23/2020	0921809	FERGUSON ENTERPRISES, INC	5/8 X 3/4 METERS FOR INVENTORY	\$ 2,187.34	wdist
274427	9/23/2020	9317935906	GRAYBAR ELECTRIC COMPANY, INC	TOOLS	\$ 99.87	fiber
274368	9/23/2020	1037168	LIFE ASSIST, INC	LARYGOSCOPE BLADE	\$ 7.76	medic
274312	9/23/2020	133270	SKAGIT SOILS, INC.	SOIL- WATER DEPT	\$ 205.28	wdist
274245	9/23/2020	RefundStapel	STAPEL, DEBI	WA PARK CAMPGROUND REFUND STAPEL	\$ 39.00	parks1
274306	9/23/2020	331 0539122	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 87.97	dwtp
274249	9/23/2020	367810	USA BLUE BOOK	LAB GLOVES X 9	\$ 212.00	dwtp
274428	9/24/2020	280786C	BAY CITY SUPPLY	COVID-19 PPE PURELL INSTANT JAND SANITIZER	\$ 443.41	pwfac
274367	9/24/2020	AN 75150	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 58.85	medic
274372	9/24/2020	1037501	LIFE ASSIST, INC	CASE OF SUGICAL CLIPPERS	\$ 365.02	medic
274323	9/24/2020	001-478264	PISTON SERVICE OF ANACORTES	WIPER BLADES- #608	\$ 12.01	dshop
274399	9/24/2020	B12337486	SHI INTERNATIONAL CORP.	0365 G1 LICENSES FOR APL BOARD MEMBERS	\$ 820.82	infosys
274218	9/24/2020	09/14/2020	SIGNATURE TREE SERVICE	REMOVE TREE	\$ 870.40	parks1
274303	9/24/2020	112684	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 122.50	dwtp
274435	9/24/2020	2205826	WASHINGTON TRACTOR, INC	CHAINSAW #11982 & WEED-EATER #11981	\$ 1,169.52	dshop
274354	9/25/2020	001-478415	PISTON SERVICE OF ANACORTES	HYDRAULIC HOSES- #511	\$ 63.26	dshop
274443	9/25/2020	2039-001	QUANTUM CONSTRUCTION, INC	REPLACEMENT SIDING @ ASAC	\$ 4,452.77	pwfac
274414	9/25/2020	8059998-00	WESTERN EQUIPMENT, C/O TURFSTAR	DINGO FOR FIBER DEPARTMENT	\$ 41,535.32	pw1
274410	9/28/2020	09/28/2020	FIDALGO CLEANING	APD CLEANING & SUPPLIES	\$ 700.00	apd
274425	9/28/2020	9317992214	GRAYBAR ELECTRIC COMPANY, INC	HANDHOLES	\$ 1,709.66	fiber
274408	9/29/2020	Pay App 4	IMCO GENERAL CONSTRUCTION	SKAGIT RIVER RAW WATER PIPELINE AND CLEARWELL PROJECT	\$ 2,141,769.07	pw1
274364	10/1/2020	20201001	CHOWANEC, WILLIAM	STA 3 RENT: OCTOBER	\$ 2,340.00	medic
274437	10/1/2020	0542005-001	UNUM LIFE INS CO OF AMERICA	LEOFF LONG-TERM CARE PREMIUM OCT 2020	\$ 1,024.90	hr
274304	10/1/2020	2967	WHATCOM COUNTY PARKS & REC	USE OF RANGE FOR 2020 (10 DAYS / 27 OFCS)	\$ 6,422.23	apd

Total

\$2,427,684.26



City Council

Closed Record Decision Hearing

CUP-2020-0001: 1015 18th St. Parking Lot

October 5, 2020 @ 6:00 PM

Libby Grage, Planning Manager

CUP-2020-0001:

1015 18th St. Parking Lot

Applicant: Madrona Real Estate Investors X LLC

Land Owner: Same

Project Proposal: Construct a private parking lot

Application Type(s): Conditional Use Permit

Zone: R4 and C

Location: 1015 18th St.

CUP-2020-0001:

1015 18th St. Parking Lot

Types of Review:

- Conditional use Permit = Type 4-CC
 - Planning Commission: Public Hearing and Recommendation
 - City Council: Makes Decision

Project History & Public Notice:

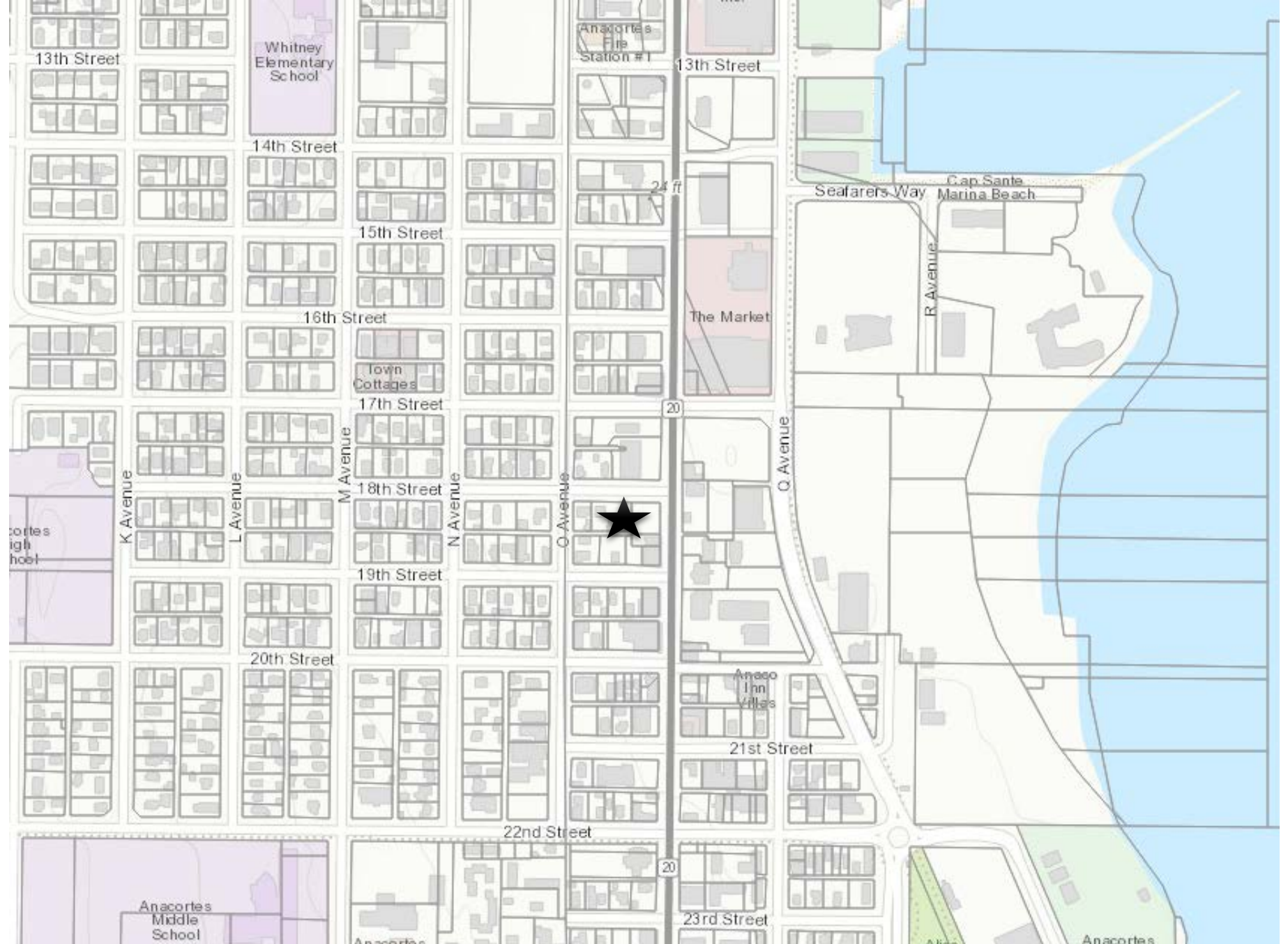
- | | |
|---|--------------------|
| • Preapplication /Development review group meeting | September 24, 2019 |
| • Preapplication neighborhood meeting | October 19, 2019 |
| • Complete application submitted | May 12, 2020 |
| • Notice Of Application w/ 21 day comment period | May 27, 2020 |
| • Route to City departments and agencies for comments | May 27, 2020 |
| • Notice Of Hearing | Sept. 2, 2020 |
| • Planning Commission Public Hearing | Sept. 23, 2020 |
| • City Council Closed Record Decision Hearing | October 5, 2020 |

Exhibits

- Exhibit 1 Staff Report
- Exhibit 2 Vicinity Map
- Exhibit 3 Application Documents
- Exhibit 4 Public Notices
- Exhibit 5 Public Comments
- Exhibit 6 Department Comments
- Planning Commission Recommendation
- Draft PC Minutes

Project Location

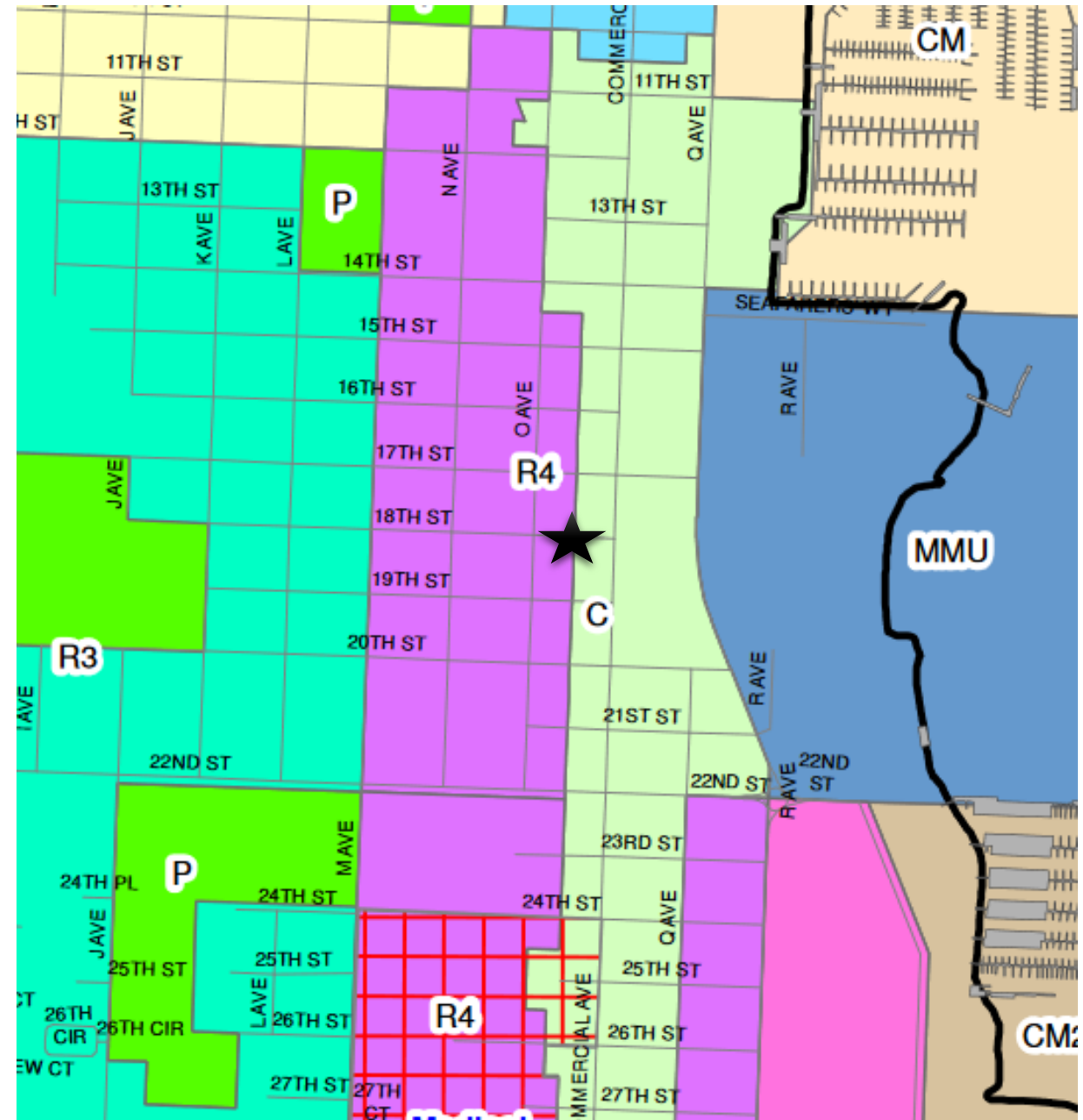
1015 18th St.



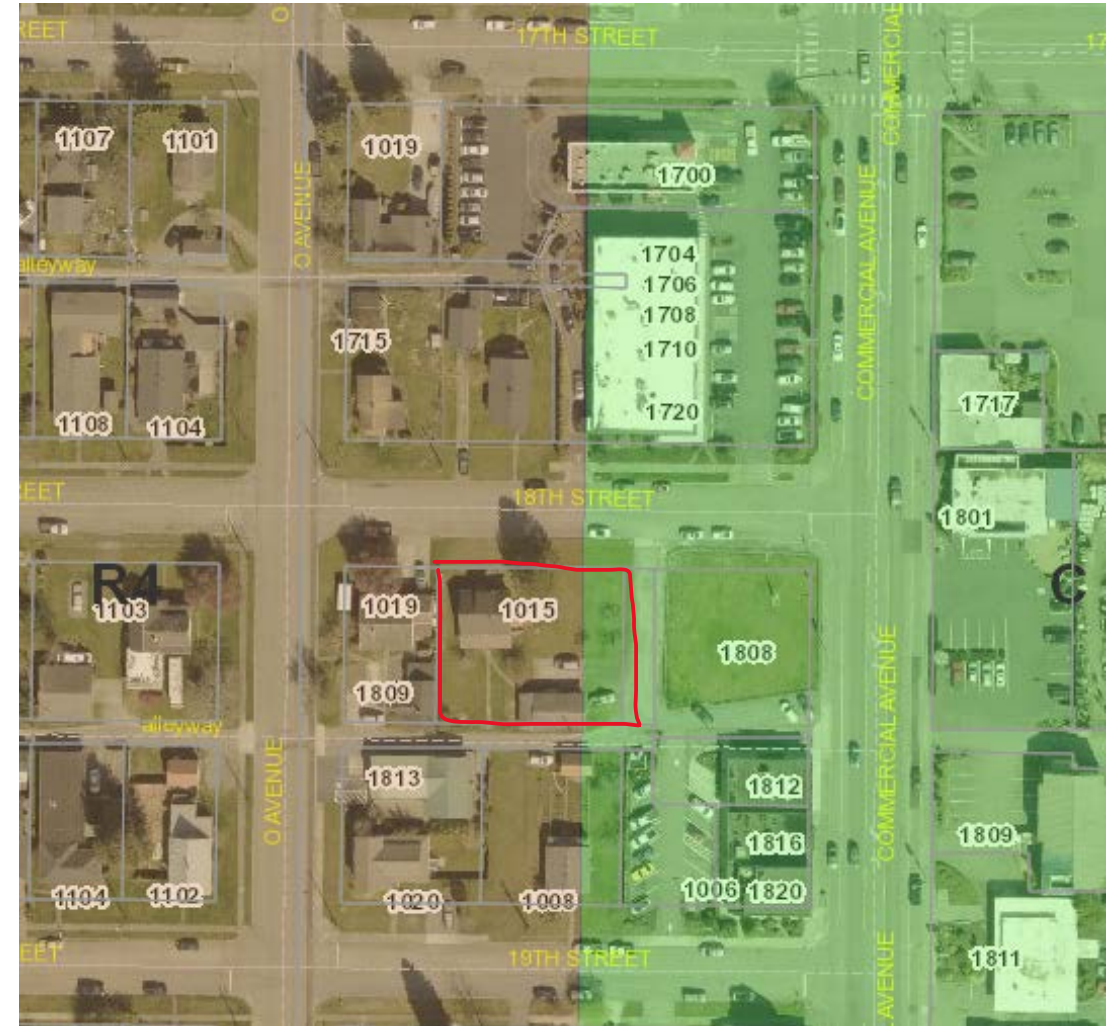
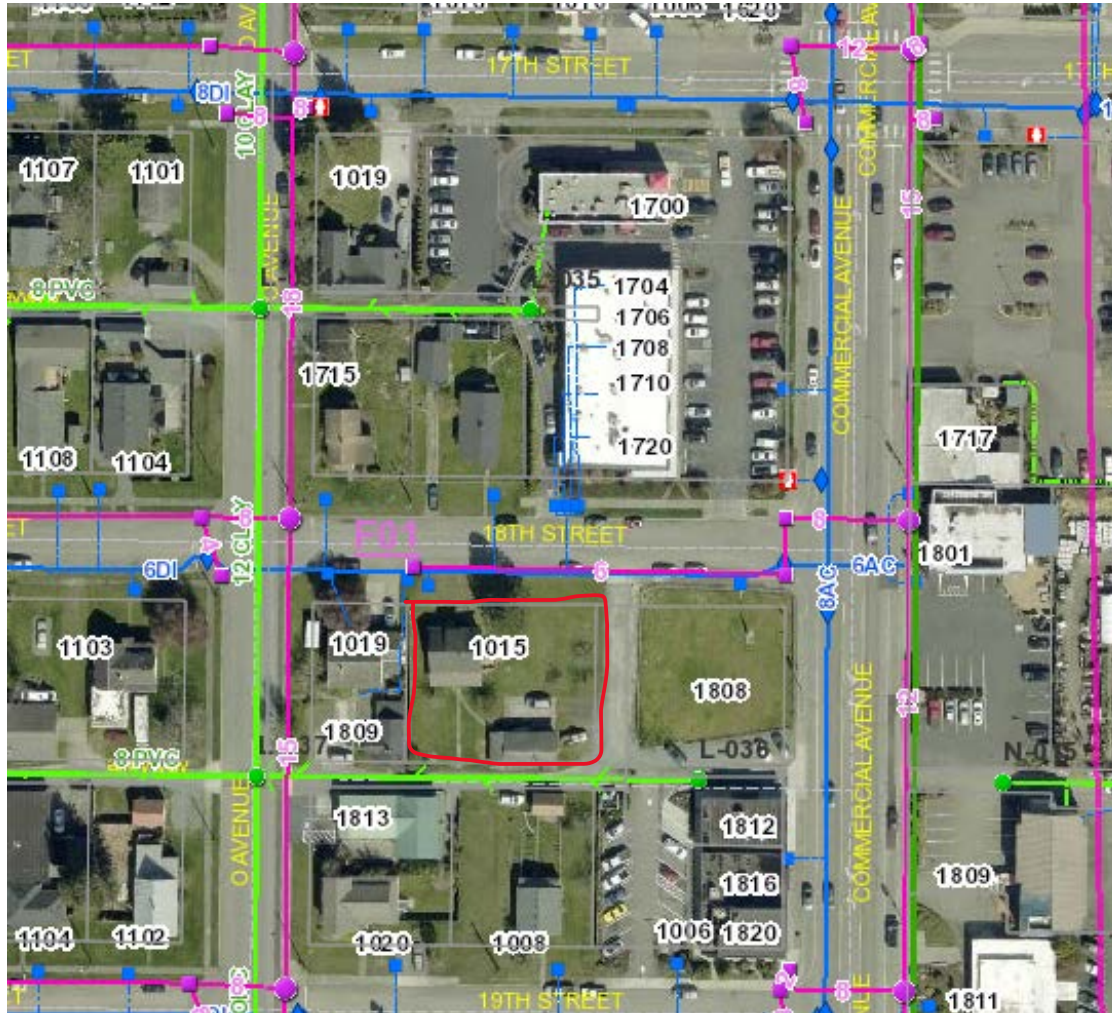
Zoning & Block Frontage Designation

R4 and Commercial

“Undesignated”



Project site – existing conditions



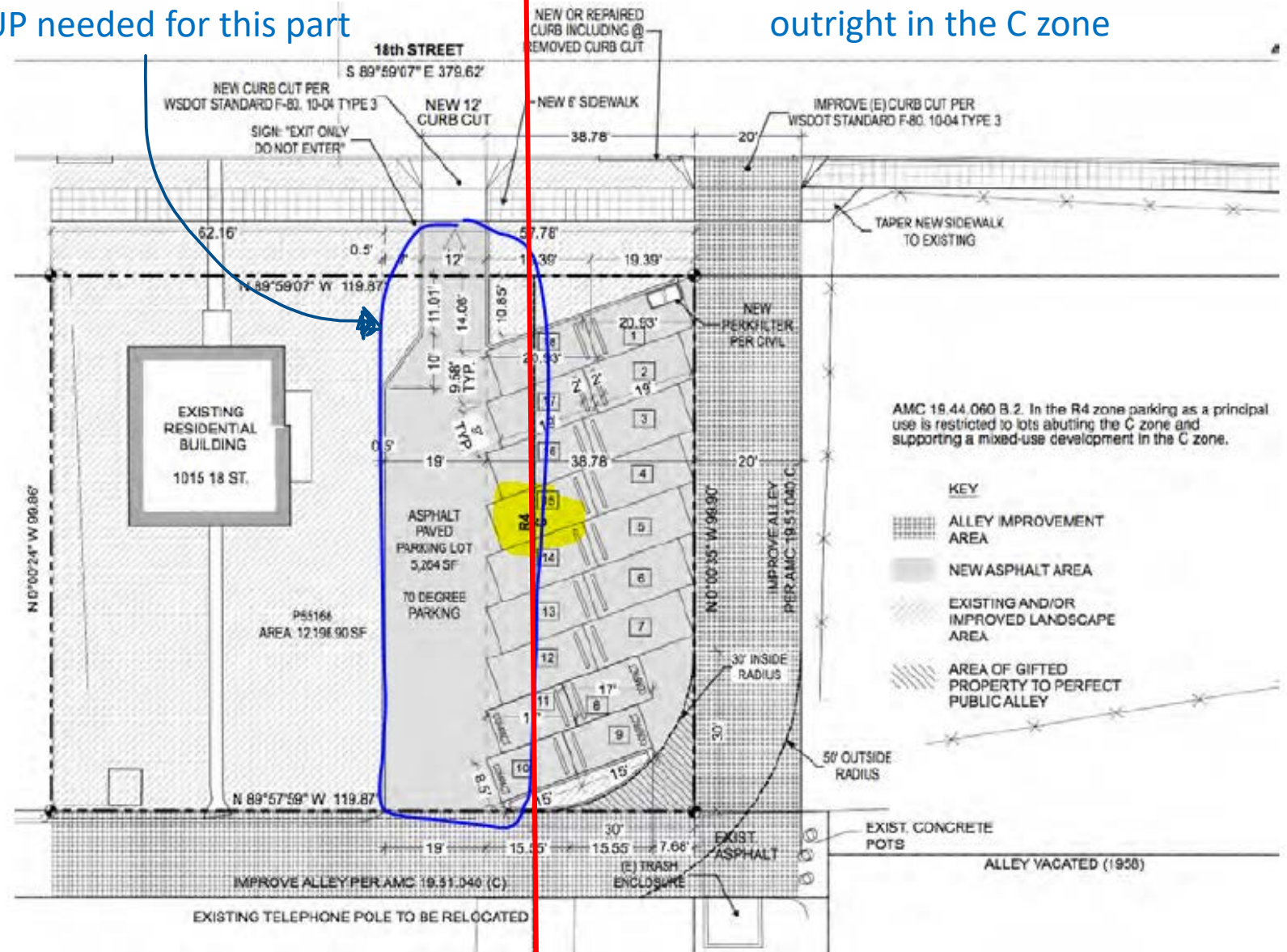
Split Zone

CUP needed for this part

R4 Zone

C Zone

Parking permitted outright in the C zone



Zoning – Permitted Uses

19.41.040 Principal uses permitted in residential zones.



Principal Use	R	R2	R2A	R3	R3A	R4	R4A	OT	Reference
Parking	C(X)	C(X)	C(X)	C(X)	C(X)	C(X)	C(X)	C(X)	AMC 19.44.060(A) (X) AMC 19.44.060(B)
Passenger Terminal									AMC 19.44.070(A)
Personal Service, except as listed below									AMC 19.44.080(A)

19.44.060 Parking.



B. Principal Use Parking Standards in Residential Zones.

1. In the R1, R2, R2A, R3, R3A, R4A, and OT zones, parking as a principal use is restricted to public parking supporting a public facility such as a library, park, or trail.

2. In the R4 zone, parking as a principal use is restricted to lots abutting the C zone and supporting a mixed-use development in the C zone. (Ord. 3040 § 2 (Att. A), 2019)

18th STREET

1015 18TH ST

BLOCK 47

COMMERCIAL AVENUE

"O" AVENUE

EXIST. 6' SIDEWALK

EXIST. 8" CONC. SD

EXIST. CB TYPE1 RIM=22.03' I.E.=20.21'

BMP C154 CONCRETE WASHOUT AREA

BMP C233 SILT FENCE

BMP C105/C017 CONSTRUCTION ENTRANCE

EXIST. ASPHALT SIDEWALK

CONCRETE APRON

PERKFILTER 5'X2.6' W/ 18" CARTRIDGE RIM = 26.20' INV. OUT= 23.53'

BMP C240 8'x8' TEMP SEDIMENT TRAP DURING CONSTRUCTION

BMP C233 SILT FENCE

PAVED AREAS INCLUDING ALLEYS SHOWN SHADED 10,288 SF ON-SITE PAVED PARKING = 4,824 SF NEW SIDEWALK AREA = 900 SF

EXIST. BURLINGTON CB RIM=28.55' I.E.=27.28'

EXIST. FIR

DECK

BMP C103 HIGH VISIBILITY FENCE

BMP C123 TEMP. SOIL STOCKPILE COVERING WITH STRAW OR VISQUEEN & SILT FENCE AROUND SIDES.

STOCK PILE

EXIST. GRAVEL ALLEY

16' ALLEY

EXIST. CONCRETE DRIVEWAY ENTRANCE

EXIST. ASPHALT

EXIST. CONCRETE POTS

EXIST. DUMPSTER ENCLOSURE

LEGEND

FENCE —X—

GAS ———

SANITARY SEWER ———

STORM SEWER ———

WATER MAIN ———

OVERHEAD POWER —OP—

OVERHEAD TELEPHONE —OT—

SSCB

SSCO

SSMH

WFH2

WGV

Landscaping

TOPSOIL SHALL BE PLACED AT A MINIMUM DEPTH OF 4" IN ALL LAWN AND BED AREAS.

TOPSOIL SHALL BE TILLED INTO THE EXISTING SUBGRADE TO ELIMINATE SOIL INTERFACE PROBLEMS.

TOPSOIL SHALL BE RED-E'S WINTER MIX OR APPROVED EQUAL.

LL BED AREAS TO RECEIVE 2" OF FINE GROUND FIR OR HEMLOCK BARK, COMPOSITION MULCHES ARE NOT AN ACCEPTABLE ALTERNATIVE.

TREES AND SHRUBS ARE TO BE PLANTED AT A DEPTH 3/4" HIGHER THAN THE LEVEL THAT THEY WERE GROWN IN THE NURSERY.

ARK MULCH IS NOT TO BE PLACED ABOVE THE ROOT CROWN.

LL PLANTS SHALL AT LEAST CONFORM TO THE MINIMUM STANDARD ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.

LAWN AREAS ARE TO BE HYDROSEEDED WITH VAN DEN AKKER'S EMERALD VELVET MIX PER MANUFACTURER'S SPECIFICATIONS, OR APPROVED EQUAL. REMOVE ALL STONES LARGER THAN 1" FROM LAWN AREAS.

SUBSTITUTIONS ARE STRONGLY DISCOURAGED. IF PLANT AVAILABILITY IS A PROBLEM, CONTACT THE LANDSCAPE ARCHITECT FOR SOURCES OR ACCEPTABLE ALTERNATIVES.

IF THE SITE WORK IS DIFFERENT THAN SHOWN ON THE LANDSCAPE PLAN, OR POOR SOILS AND DEBRIS ARE DISCOVERED, REQUIRING CHANGES TO THE LANDSCAPE PLAN, CONTACT THE LANDSCAPE ARCHITECT FOR INSTRUCTION.

THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE LANDSCAPE DURING INSTALLATION, UNTIL FINAL ACCEPTANCE BY THE OWNER'S REPRESENTATIVE.

THE LANDSCAPE CONTRACTOR SHALL WARRANTY ALL MATERIALS AND WORKMANSHIP FOR A PERIOD OF ONE YEAR, FROM THE TIME OF FINAL ACCEPTANCE.

DURING THE WARRANTY PERIOD, THE LANDSCAPE CONTRACTOR WILL NOT BE RESPONSIBLE FOR PLANT DEATH CAUSED BY UNUSUAL CLIMATIC CONDITIONS, VANDALISM, THEFT, FIRE, OR POOR MAINTENANCE PRACTICES. THE LANDSCAPE ARCHITECT SHALL HAVE SOLE AUTHORITY TO DETERMINE THE CAUSE OF DEATH.

PLANT COUNTS PROVIDED ARE ESTIMATES ONLY. CONTRACTOR IS RESPONSIBLE FOR CALCULATING ALL FINAL AREA AND COUNTS.

LANDSCAPE PLANTING SCHEDULE

TREES

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	3	<i>Gleditsia triacanthos</i> "Shademaster" / Honey Locust	1 3/4" CAL.	B&B
	4	<i>Magnolia grandiflora</i> / Southern Magnolia	1 3/4" CAL.	B&B

SHRUBS

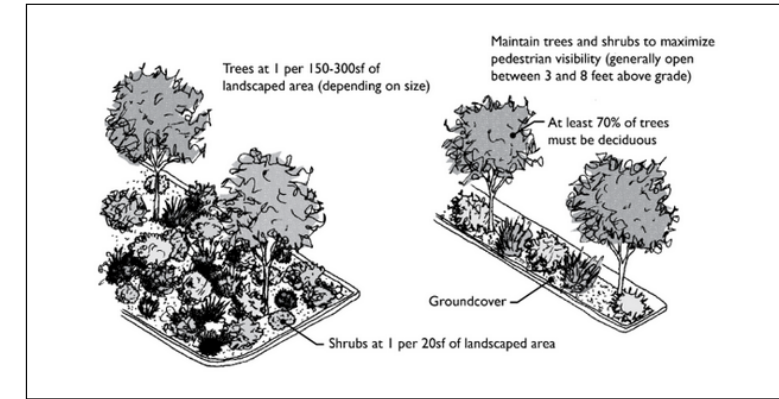
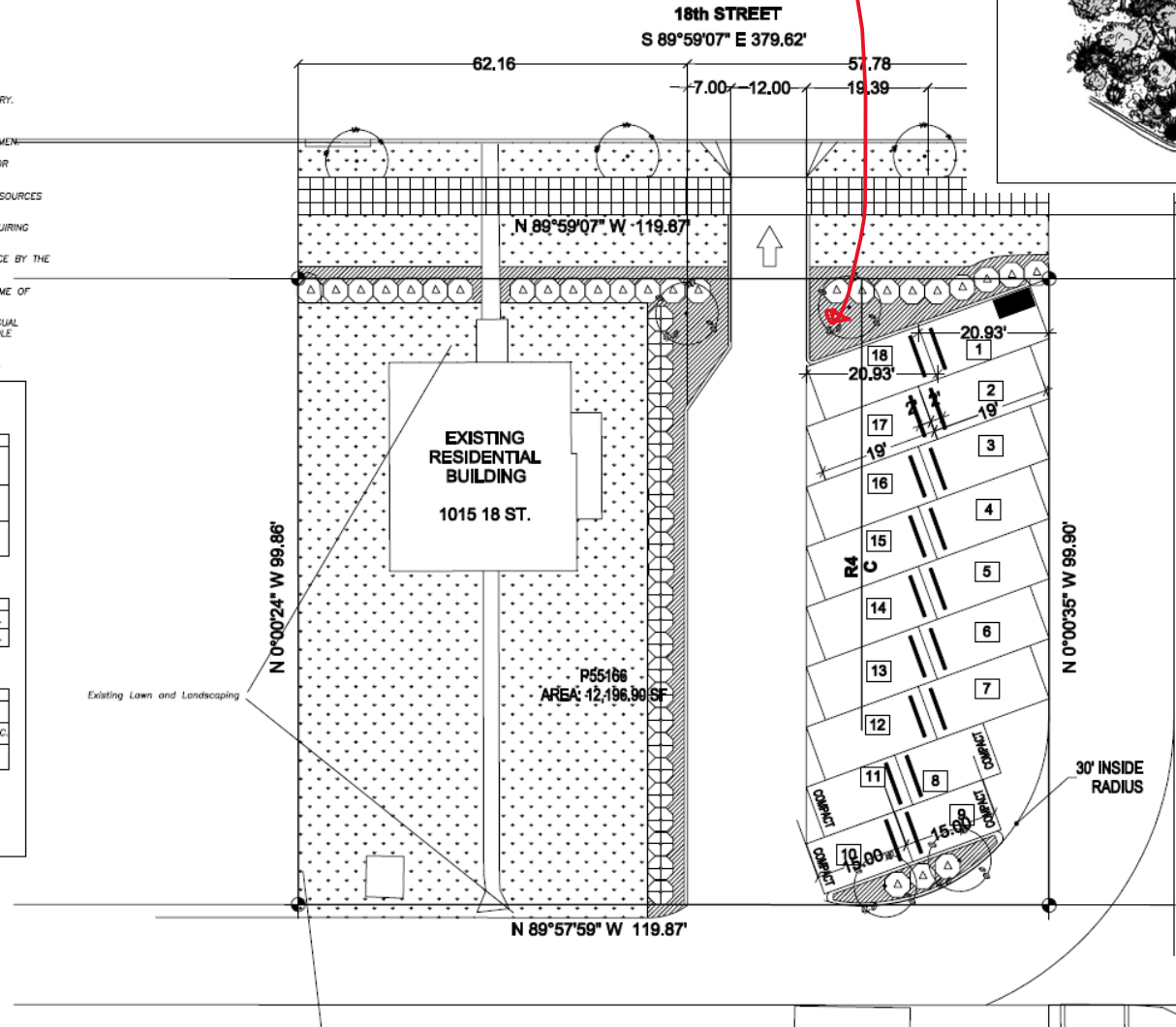
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	23	<i>Ilex x meserveae</i> "Blue Princess" / Blue Princess Holly	21" MIN. HT.	CON. GRWN, 3" O.C.
	24	<i>Nandina domestica</i> / Heavenly Bamboo	21" MIN. HT.	CON. GRWN, 3" O.C.

GROUND COVER

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	210	<i>Rubus calycoides</i> / PROSTRATE SALMON BERRY	4" POTS	CON. GRWN, 18" O.C.
		Lawn		

Landscaping Area Calcs:

Total Lot Area: 12,197 s.f.
Required Landscaping Area: 1,830 s.f.
Provided Landscaping Area: 5,225 s.f.



Paul Jay
Landscape Architect

1015 18th St.
Seattle, WA 98104
P: 360.659.8159
C: 425.210.1996
E: paul@pauljay.com



1015 18th. Street Parking Lot

LANDSCAPE PLAN

Summary of public comments

Issue	Staff Comments
Letter in support	None
Stormwater impacts	Stormwater management for the site will be required to conform to the City standards in AMC 19.76 Stormwater and the 2014 DOE Stormwater Management Manual for Western Washington
Traffic congestion	New site access and circulation reviewed by PW-Eng.
Documentation of need	Proposed total parking space quantity within range of min-max parking requirements per AMC 19.64

Requirements Met



Conditional Use Permits



19.36.040 Criteria.



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;
2. Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;
3. Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;
4. The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;
5. The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;
6. Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;
7. Public facilities and utilities are capable of adequately serving the proposed use;
8. The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;
9. Any other factors deemed relevant to the decision-maker. (Ord. 2992 § 1 (Att. A), 2016)

Procedural

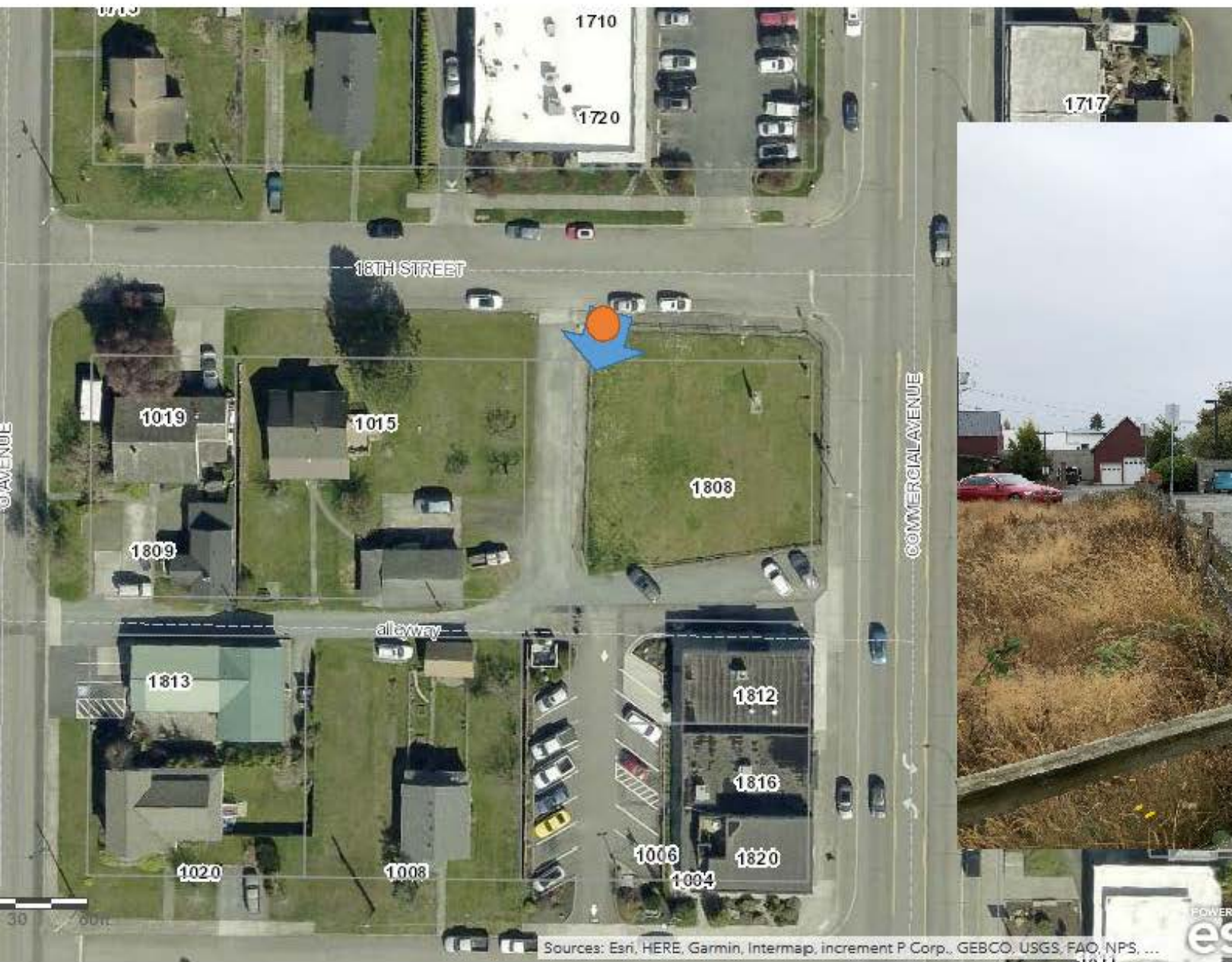
- ✓ Pre-Application Meeting & Pre-App Neighborhood Meeting
- ✓ Noticing
- ✓ SEPA – categorically exempt
- ✓ PC Public Hearing & Recommendation

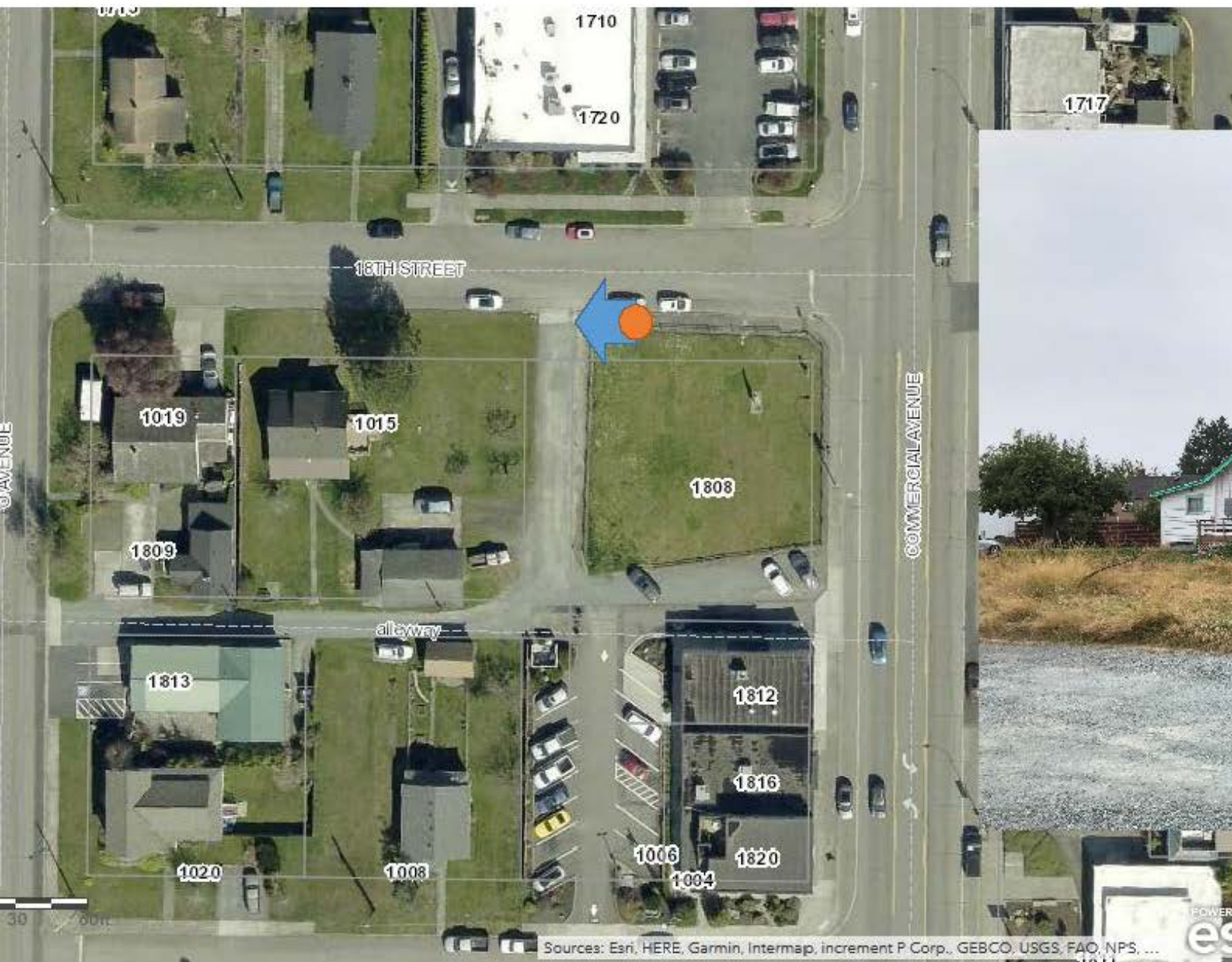
PC Recommendation: Approval w/ conditions

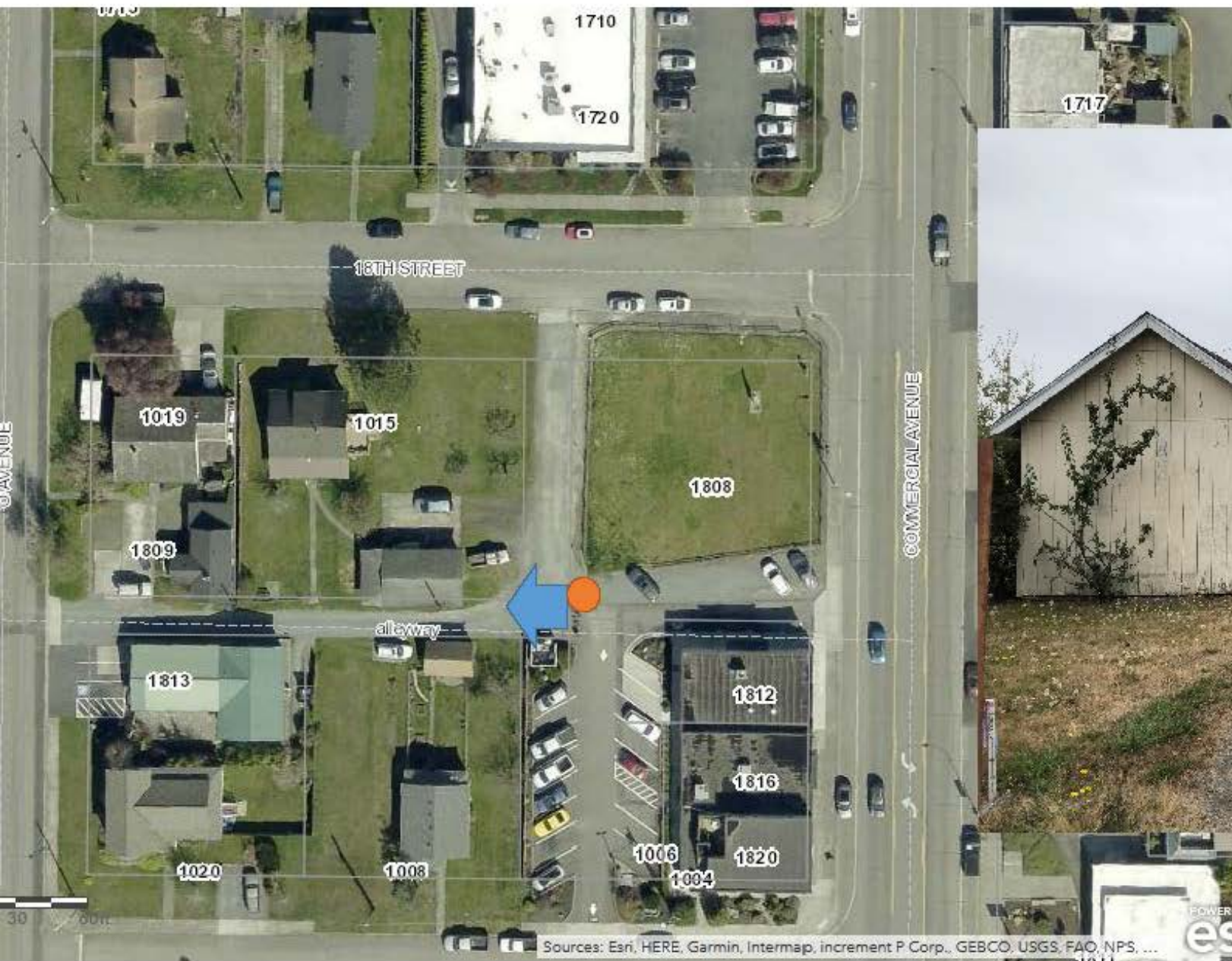
E. RECOMMENDATION

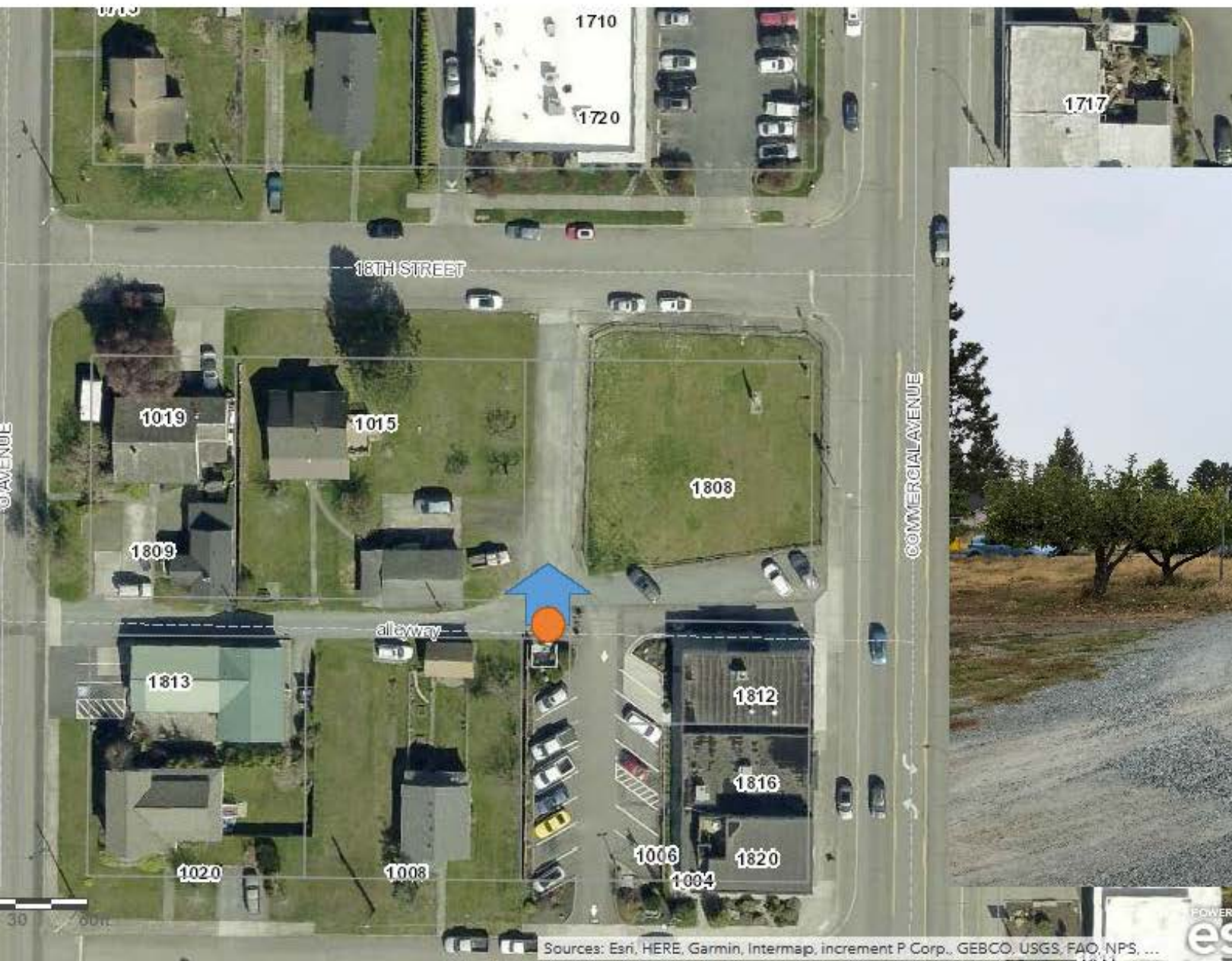
Based upon the application, Findings of Fact, and Conclusions of the staff report, staff recommends that the Planning Commission approve the ~~preliminary short plat and~~ conditional use permit with the following conditions of approval:

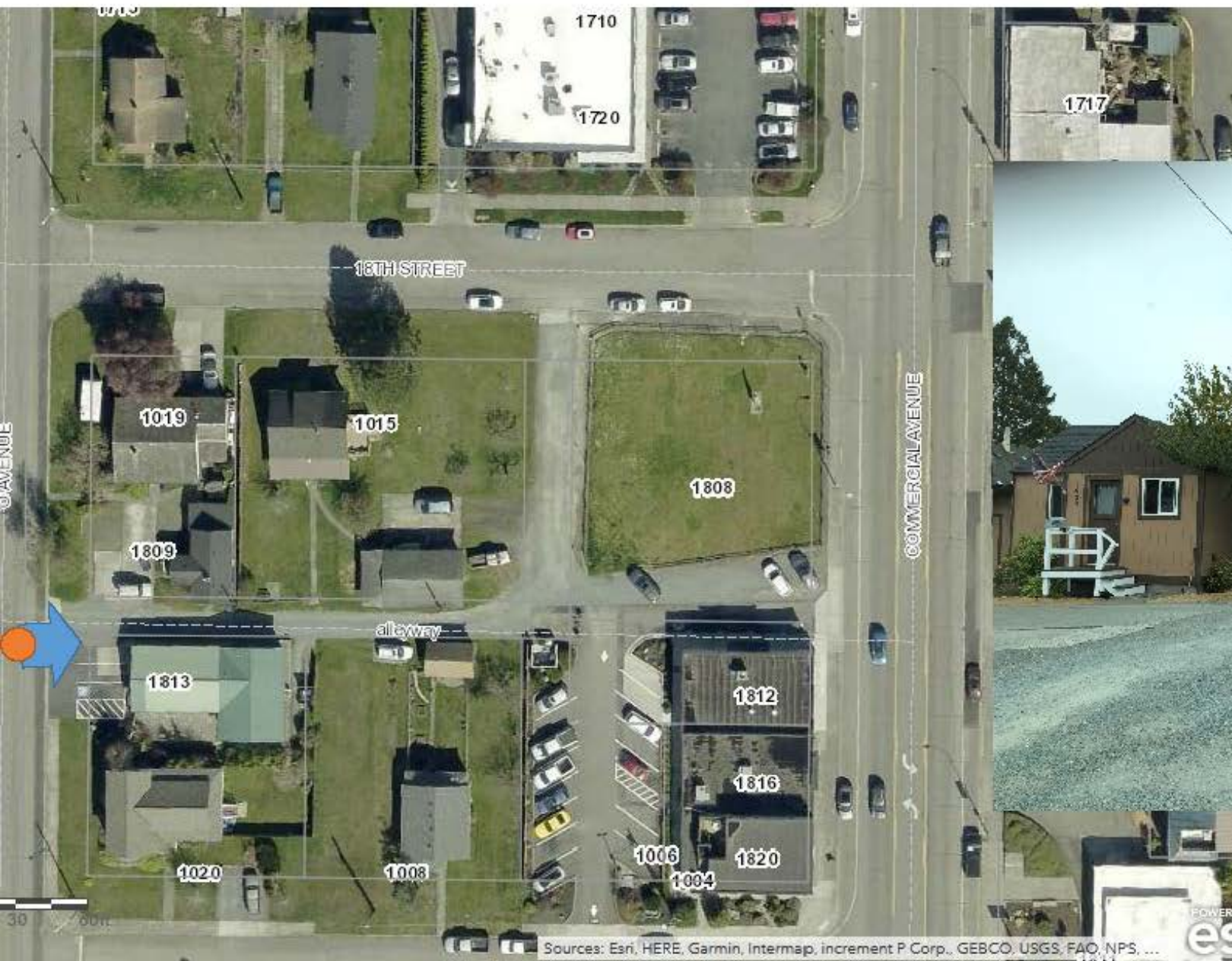
1. The project shall provide a sign directing pedestrians to “Use Crosswalk ---→” at the intersection to avoid an unintended mid-block crosswalk, as approved by the Public Works Department.
2. A trash receptacle shall be provided in the parking area and maintained by the businesses which the parking lot serves.
3. Prior to construction plan approval the applicant shall submit a plan for parking lot lighting for review and approval by PCED.
4. A stormwater management plan in conformance with AMC 19.76 and the 2014 DOE Stormwater Management Manual for Western Washington shall be submitted for review and approval prior to any site work taking place.
5. Civil construction plans must be submitted to the Public Works Engineering department for review and approval prior to any site work taking place.
6. Prior to construction plan approval, a final revised landscape plan shall be submitted to PCED that conforms to the planting standards for Type C landscaping (AMC 19.65.060) along the north side of the parking area.











Questions?

Closed Record
Hearing &
Decision



City Council Agenda Item Summary

Meeting Date: 10/5/2020

Agenda Item Number: 5a

Agenda Item Title: Closed Record Decision Hearing: CUP-2020-0001 - 1015 18th St. Parking Lot CUP (Action)

Staff Contact(s): Libby Grage; Don Measamer

Approved by: Steve Hoglund

Action Type: Public Hearing

Item Summary:

Madrona Real Estate Investors X LLC is requesting approval of a conditional use permit for the construction of a private parking lot located partially within the R4 zone, where a CUP is required according to AMC Table 19.41.040. The remainder of the parking lot is within the Commercial zone, where a parking lot is permitted outright.

The site is located at 1015 18th Street.

A public hearing was held by the Planning Commission on September 23, 2020. The Planning Commission voted 4 to 2 in favor of recommending approval of the CUP subject to conditions.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action: None

Recommended Motion: I move to approve the conditional use permit subject to the conditions recommended by the Planning Commission.

Alternative Actions: Change or add conditions of approval, or deny the conditional use permit.

Attachments In order presented:

- Planning Commission Recommendation
- 9/23/20 Staff Slide Presentation
- 9/23/20 PC Packet with staff report, project application documents, comments, site photos, etc.
- 9/23/20 PC meeting draft minutes



Anacortes Planning Commission Findings of Fact, Conclusions of Law and Recommendation

File Number:	CUP-2020-0001
Project Name:	1015 18 th St. Parking Lot CUP
Proposal Description:	New private parking lot located partially within the R4 zone and Commercial Zone.
Documents available at:	City Hall, Planning Community & Economic Development Department
Public hearing:	Anacortes Planning Commission
Public hearing date:	September 23, 2020
PC deliberations:	September 23, 2020
Decision Body:	Anacortes City Council
Closed Record Hearing Date:	October 5, 2020 @ 6:00 PM

After considering the written and spoken comments and considering the record before it, the Planning Commission enters the following findings of fact, conclusions of law, and recommendation:

Findings of Fact & Conclusions of Law

1. The Staff report dated September 17, 2020 (Exhibit 1) accurately describes the project proposal and its Findings of Fact and Conclusions of Law are hereby incorporated by reference as the Planning Commission's Findings of Fact and Conclusions of Law.
2. The following members of the public provided testimony during the public hearing:
 - Katheryn Shirey, 1015 19th St.
3. The following additional exhibits were entered into the record at the public hearing:
 - None
4. The following additional Findings of Fact and/or Conclusions of Law are entered:
 - None

Recommendation

Based on the foregoing findings and conclusions of law, and review of the City's regulatory authority to implement the policies, standards, and regulations of the Anacortes Municipal Code, the Planning Commission hereby makes the following recommendation regarding the subject Preliminary Unit Lot Subdivision and Site Plan Review applications:

- ☒ Approve with Conditions
☐ Approve

☐ Deny

Recommended Conditions of Approval:

1. The project shall provide a sign directing pedestrians to "Use Crosswalk ---→" at the intersection to avoid an unintended mid-block crosswalk, as approved by the Public Works Department.
1. A trash receptacle shall be provided in the parking area and maintained by the businesses which the parking lot serves.
2. Prior to construction plan approval the applicant shall submit a plan for parking lot lighting for review and approval by PCED.
3. A stormwater management plan in conformance with AMC 19.76 and the 2014 DOE Stormwater Management Manual for Western Washington shall be submitted for review and approval prior to any site work taking place.
4. Civil construction plans must be submitted to the Public Works Engineering department for review and approval prior to any site work taking place.
5. Prior to construction plan approval, a final revised landscape plan shall be submitted to PCED that conforms to the planting standards for Type C landscaping (AMC 19.65.060) along the north side of the parking area.

Commission Vote - Recommendation	Approve	Deny	Absent	Abstain
Frank Jeretzky		x		
Mike Cortright	x			
Sarah Reuther		x		
Jeff Mount	x			
Vacant				
Jeff Graf	x			
Ward MacKenzie	x			
Total	4	2		

ANACORTES PLANNING COMMISSION
ANACORTES, WASHINGTON



Ward MacKenzie, Planning Commission Chair

09/25/2020

Date



Planning Commission

Pre-Decision Open-Record Public Hearing

CUP-2020-0001: 1015 18th St. Parking Lot

September 23, 2020 @ 6:00 PM

Libby Grage, Planning Manager

CUP-2020-0001:

1015 18th St. Parking Lot

Applicant: Madrona Real Estate Investors X LLC

Land Owner: Same

Project Proposal: Construct a private parking lot

Application Type(s): Conditional Use Permit

Zone: R4 and C

Location: 1015 18th St.

CUP-2020-0001:

18th St. Parking Lot

Types of Review:

- Conditional use Permit = Type 4-CC
 - Planning Commission: Public Hearing and Recommendation
 - City Council: Makes Decision

Project History & Public Notice:

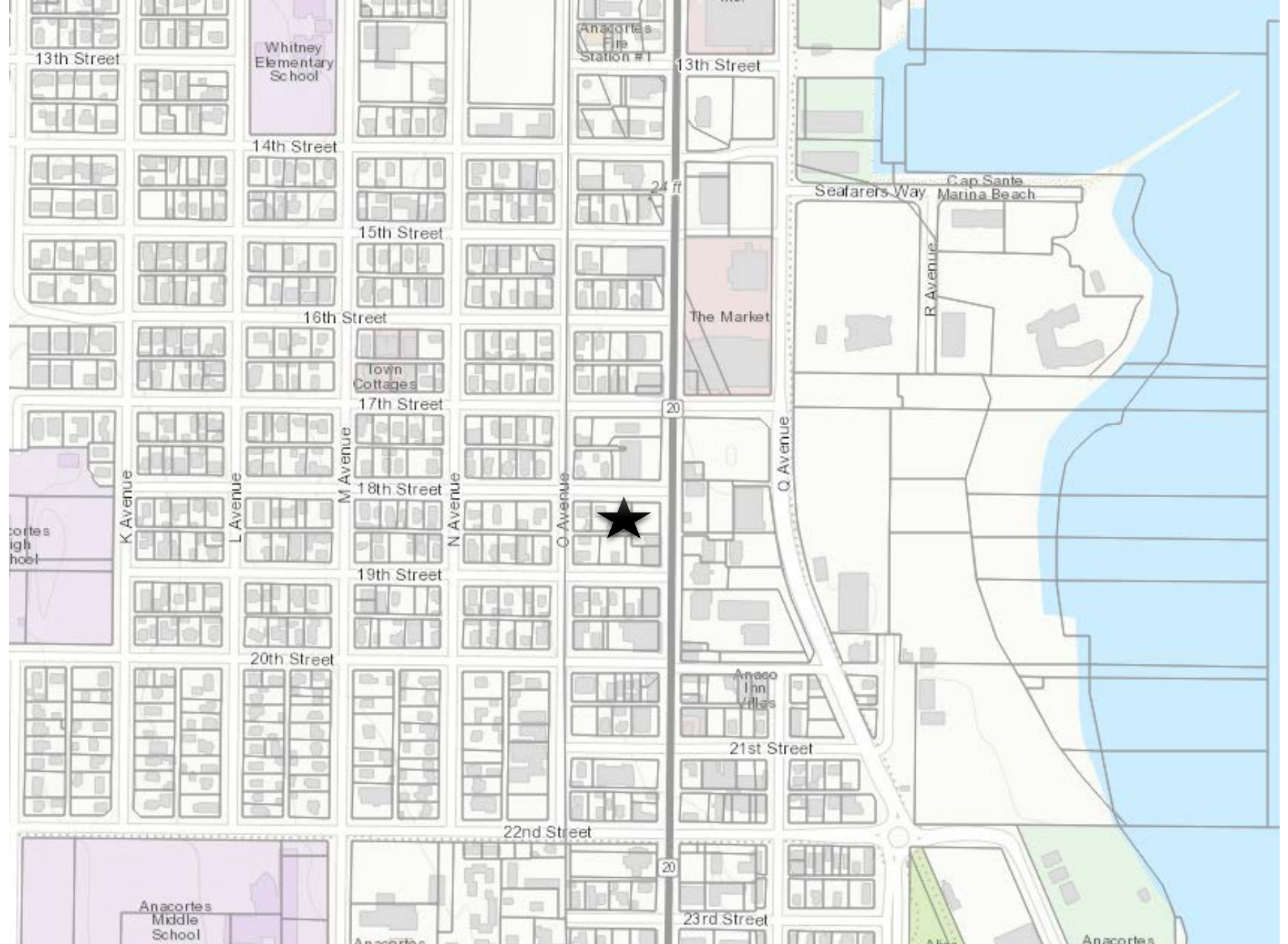
- | | |
|--|--------------------|
| • Preapplication /Development review group meeting | September 24, 2019 |
| • Preapplication neighborhood meeting (held virtually) | October 19, 2019 |
| • Complete application submitted | May 12, 2020 |
| • Notice Of Application w/ 21 day comment period | May 27, 2020 |
| • Route to City departments and agencies for comments | May 27, 2020 |
| • Notice Of Hearing | Sept. 2, 2020 |
| • Public Hearing | Sept. 23, 2020 |

Exhibits

- Exhibit 1 Staff Report
- Exhibit 2 Vicinity Map
- Exhibit 3 Application Documents
- Exhibit 4 Public Notices
- Exhibit 5 Public Comments
- Exhibit 6 Department Comments

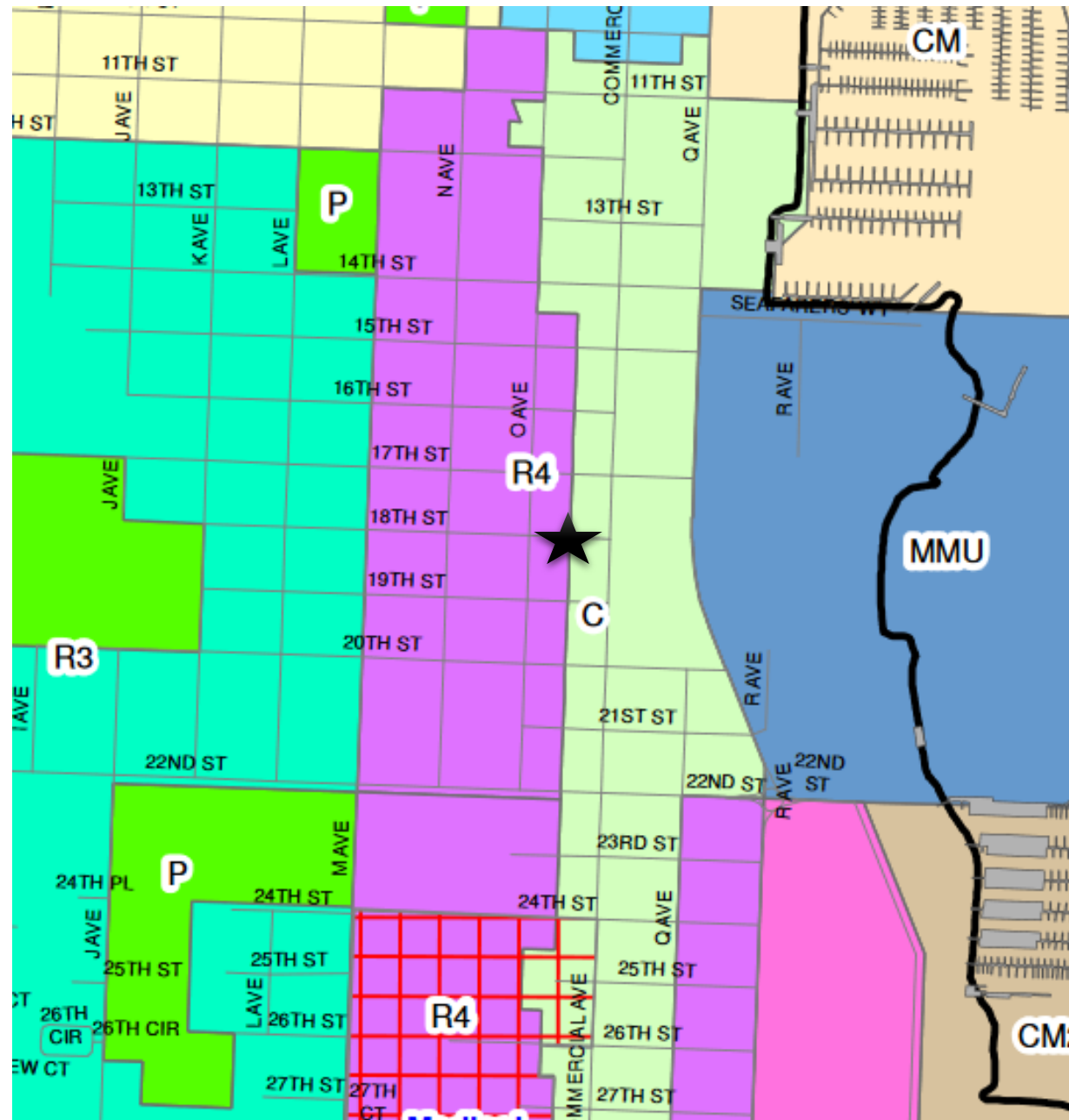
Project Location

1015 18th St.



Zoning

R4 and Commercial



Zoning – Permitted Uses

19.41.040 Principal uses permitted in residential zones.



Principal Use	R	R2	R2A	R3	R3A	R4	R4A	OT	Reference
Parking	C(X)	C(X)	C(X)	C(X)	C(X)	C(X)	C(X)	C(X)	AMC 19.44.060(A) (X) AMC 19.44.060(B)
Passenger Terminal									AMC 19.44.070(A)
Personal Service, except as listed below									AMC 19.44.080(A)

19.44.060 Parking.

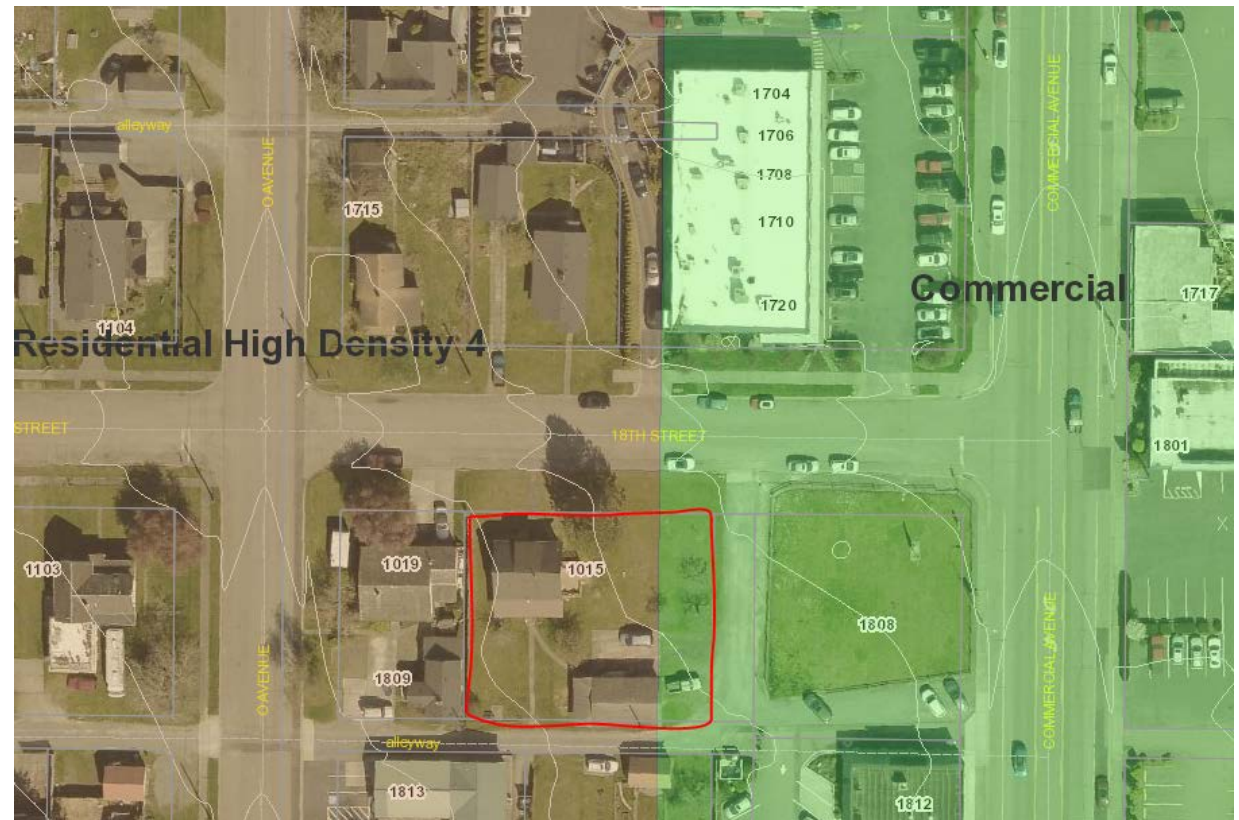
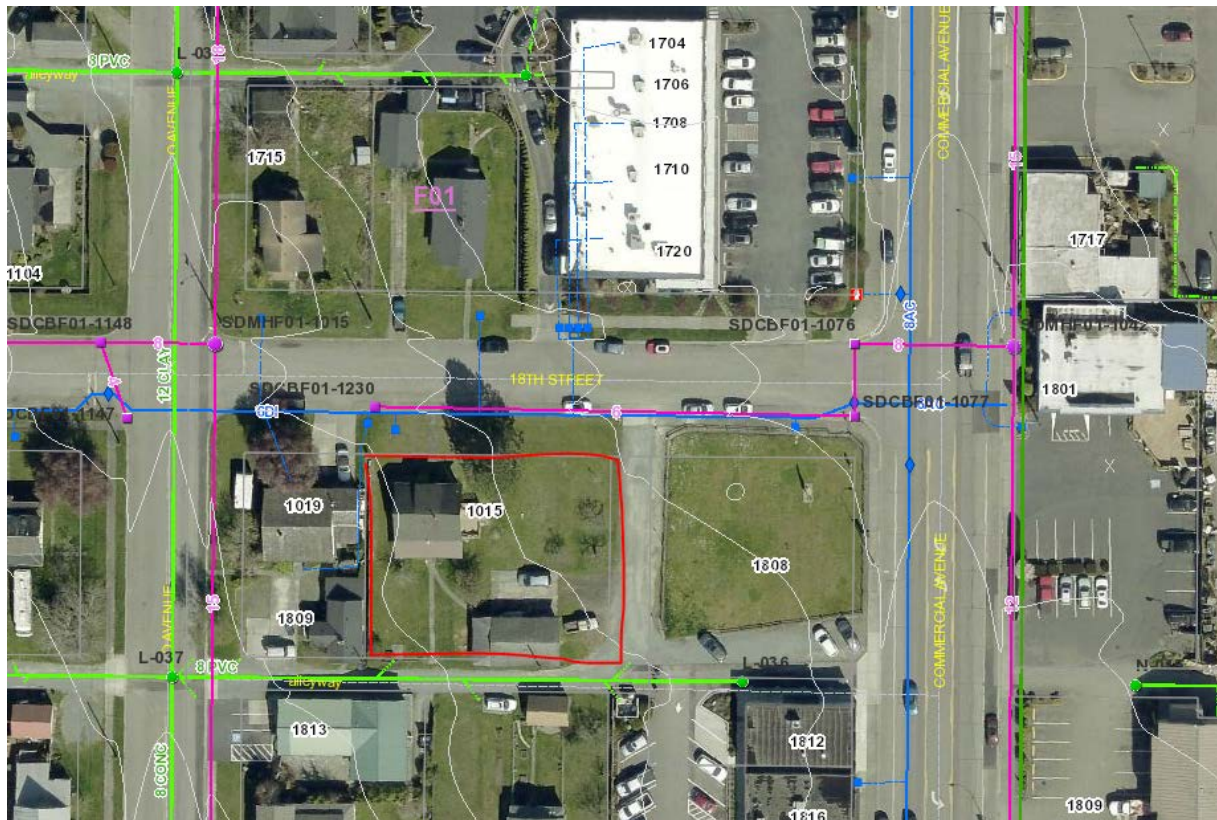


B. Principal Use Parking Standards in Residential Zones.

1. In the R1, R2, R2A, R3, R3A, R4A, and OT zones, parking as a principal use is restricted to public parking supporting a public facility such as a library, park, or trail.

2. In the R4 zone, parking as a principal use is restricted to lots abutting the C zone and supporting a mixed-use development in the C zone. (Ord. 3040 § 2 (Att. A), 2019)

Project site – existing conditions



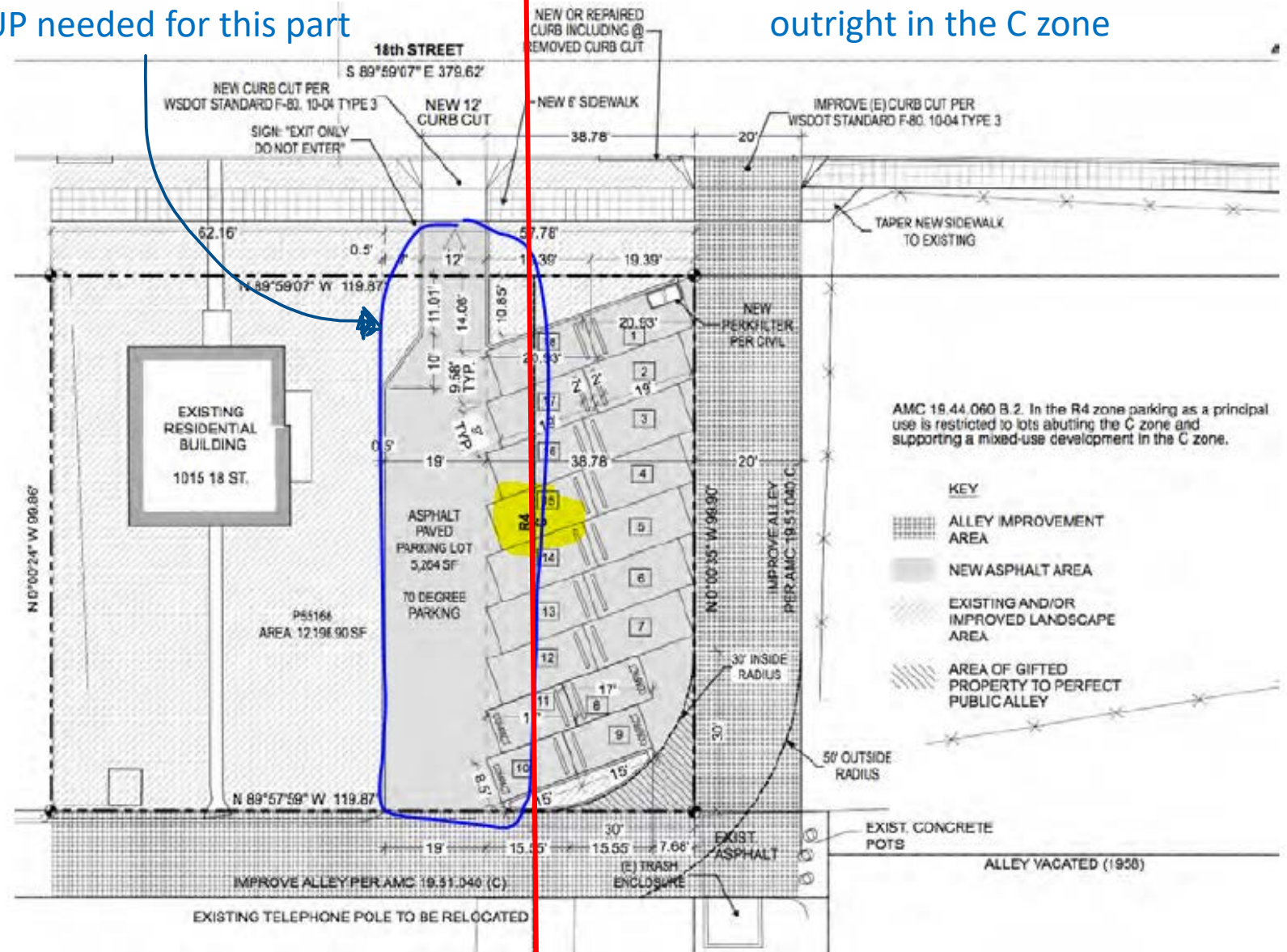
Split Zone

CUP needed for this part

R4 Zone

C Zone

Parking permitted outright in the C zone



[illegible]

Landscaping

DPSOIL SHALL BE PLACED AT A MINIMUM DEPTH OF 4" IN ALL LAWN AND BED AREAS.

DPSOIL SHALL BE TILLED INTO THE EXISTING SUBGRADE TO ELIMINATE SOIL INTERFACE PROBLEMS.

DPSOIL SHALL BE RED-E'S WINTER MIX OR APPROVED EQUAL.

LL BED AREAS TO RECEIVE 2" OF FINE GROUND FIR OR HEMLOCK BARK, COMPOSITION MULCHES ARE NOT AN ACCEPTABLE ALTERNATIVE.

TREES AND SHRUBS ARE TO BE PLANTED AT A DEPTH 3/4" HIGHER THAN THE LEVEL THAT THEY WERE GROWN IN THE NURSERY.

ARK MULCH IS NOT TO BE PLACED ABOVE THE ROOT CROWN.

LL PLANTS SHALL AT LEAST CONFORM TO THE MINIMUM STANDARD ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.

AWN AREAS ARE TO BE HYDROSEEDED WITH VAN DEN AKKER'S EMERALD VELVET MIX PER MANUFACTURER'S SPECIFICATIONS, OR APPROVED EQUAL. REMOVE ALL STONES LARGER THAN 1" FROM LAWN AREAS.

UBSTITUTIONS ARE STRONGLY DISCOURAGED. IF PLANT AVAILABILITY IS A PROBLEM, CONTACT THE LANDSCAPE ARCHITECT FOR SOURCES OR ACCEPTABLE ALTERNATIVES.

IF THE SITE WORK IS DIFFERENT THAN SHOWN ON THE LANDSCAPE PLAN, OR POOR SOILS AND DEBRIS ARE DISCOVERED, REQUIRING CHANGES TO THE LANDSCAPE PLAN, CONTACT THE LANDSCAPE ARCHITECT FOR INSTRUCTION.

HE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE LANDSCAPE DURING INSTALLATION, UNTIL FINAL ACCEPTANCE BY THE OWNER'S REPRESENTATIVE.

HE LANDSCAPE CONTRACTOR SHALL WARRANTY ALL MATERIALS AND WORKMANSHIP FOR A PERIOD OF ONE YEAR, FROM THE TIME OF FINAL ACCEPTANCE.

URING THE WARRANTY PERIOD, THE LANDSCAPE CONTRACTOR WILL NOT BE RESPONSIBLE FOR PLANT DEATH CAUSED BY UNUSUAL CLIMATIC CONDITIONS, VANDALISM, THEFT, FIRE, OR POOR MAINTENANCE PRACTICES. THE LANDSCAPE ARCHITECT SHALL HAVE SOLE AUTHORITY TO DETERMINE THE CAUSE OF DEATH.

LAND COUNTS PROVIDED ARE ESTIMATES ONLY. CONTRACTOR IS RESPONSIBLE FOR CALCULATING ALL FINAL AREA AND COUNTS.

LANDSCAPE PLANTING SCHEDULE

TREES

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	3	<i>Gleditsia triacanthos</i> "Shademaster" / Honey Locust	1 3/4" CAL.	B&B
	4	<i>Magnolia grandiflora</i> / Southern Magnolia	1 3/4" CAL.	B&B

SHRUBS

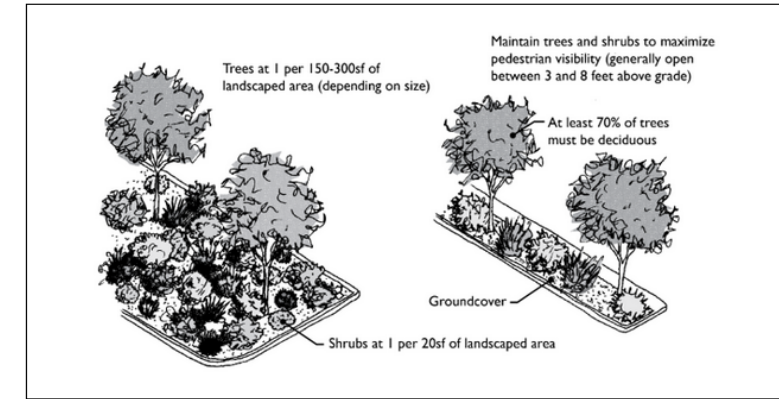
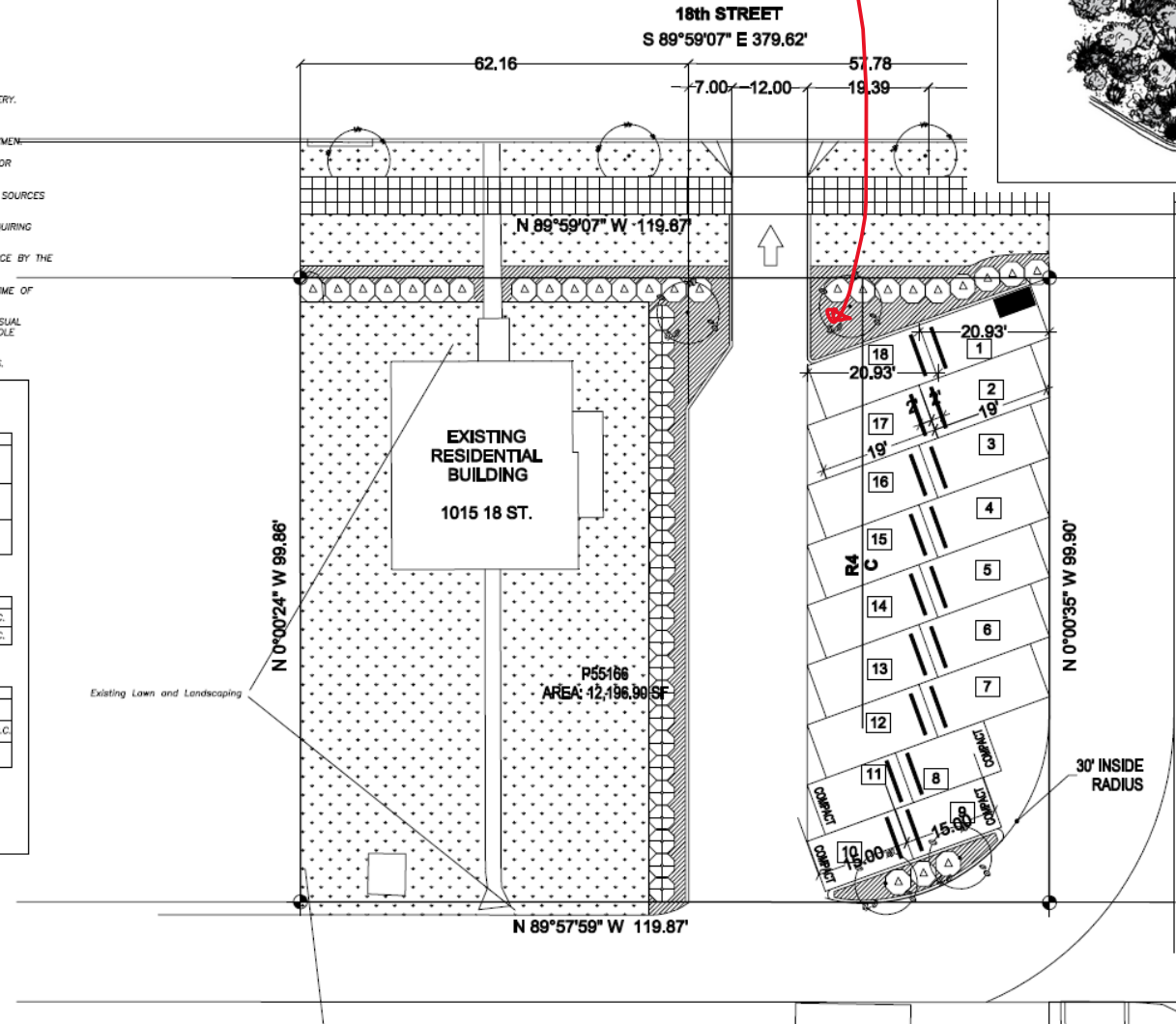
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	23	<i>Ilex x meserveae</i> "Blue Princess" / Blue Princess Holly	21" MIN. HT.	CON. GRWN, 3" O.C.
	24	<i>Nandina domestica</i> / Heavenly Bamboo	21" MIN. HT.	CON. GRWN, 3" O.C.

GROUND COVER

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	210	<i>Rubus calycoides</i> / PROSTRATE SALMON BERRY	4" POTS	CON. GRWN, 18" O.C.
		Lawn		

Landscaping Area Calcs:

Total Lot Area: 12,197 s.f.
Required Landscaping Area: 1,830 s.f.
Provided Landscaping Area: 5,225 s.f.



Paul Jay
Landscape Architect

1015 18th St.
Morton, WA 98274
P: 360.659.8159
C: 425.210.1996
E: paul@pjay.com

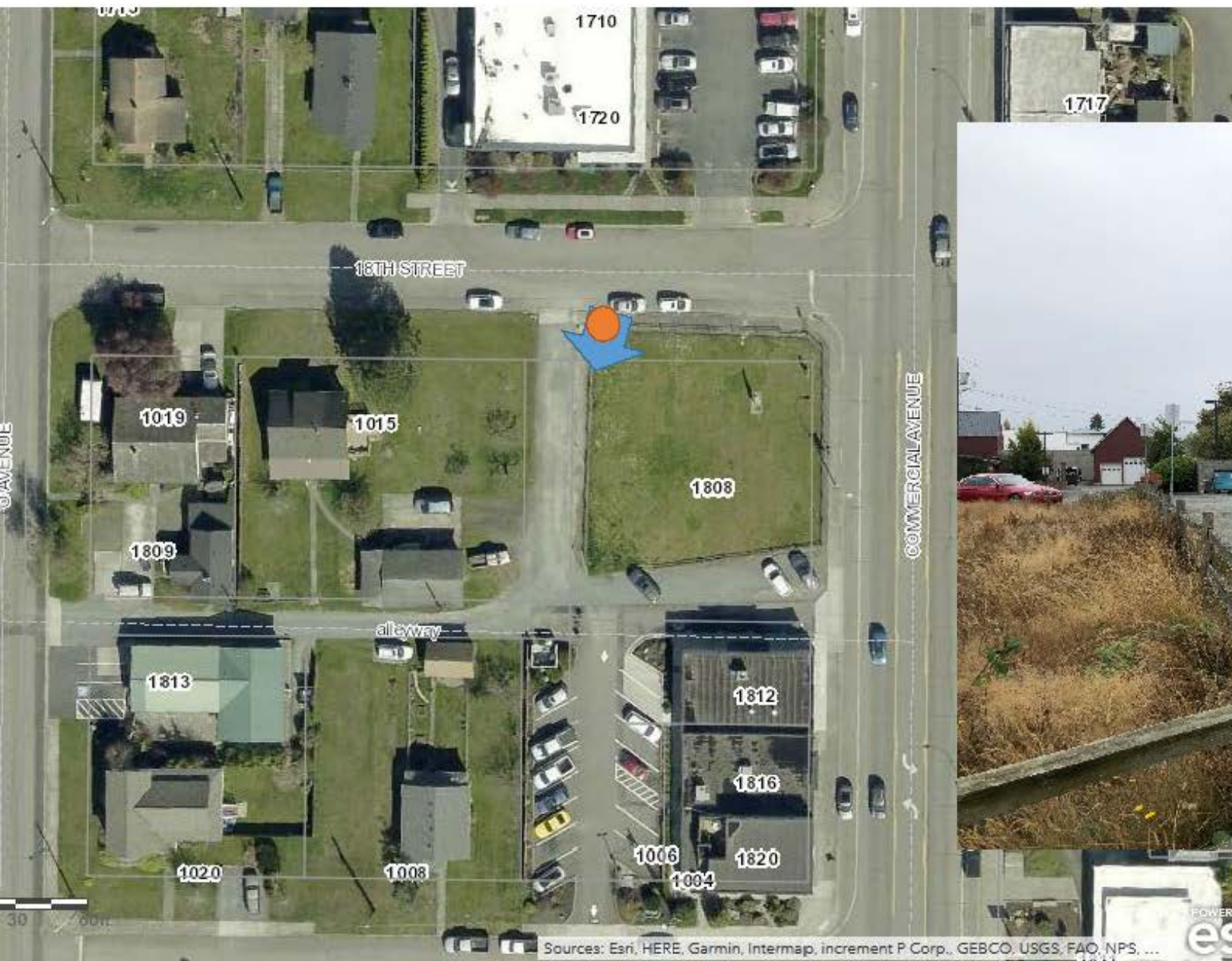


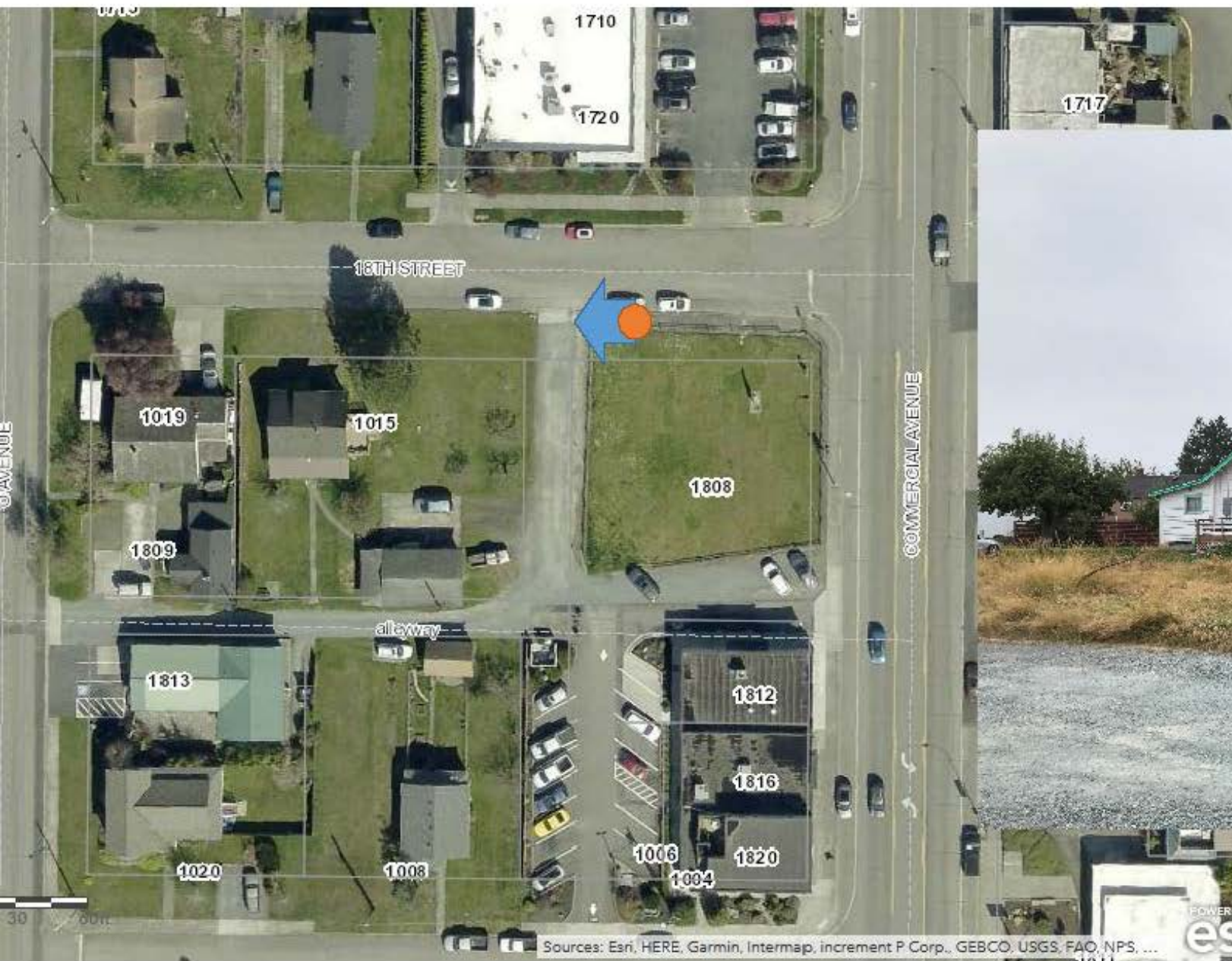
1015 18th. Street Parking Lot

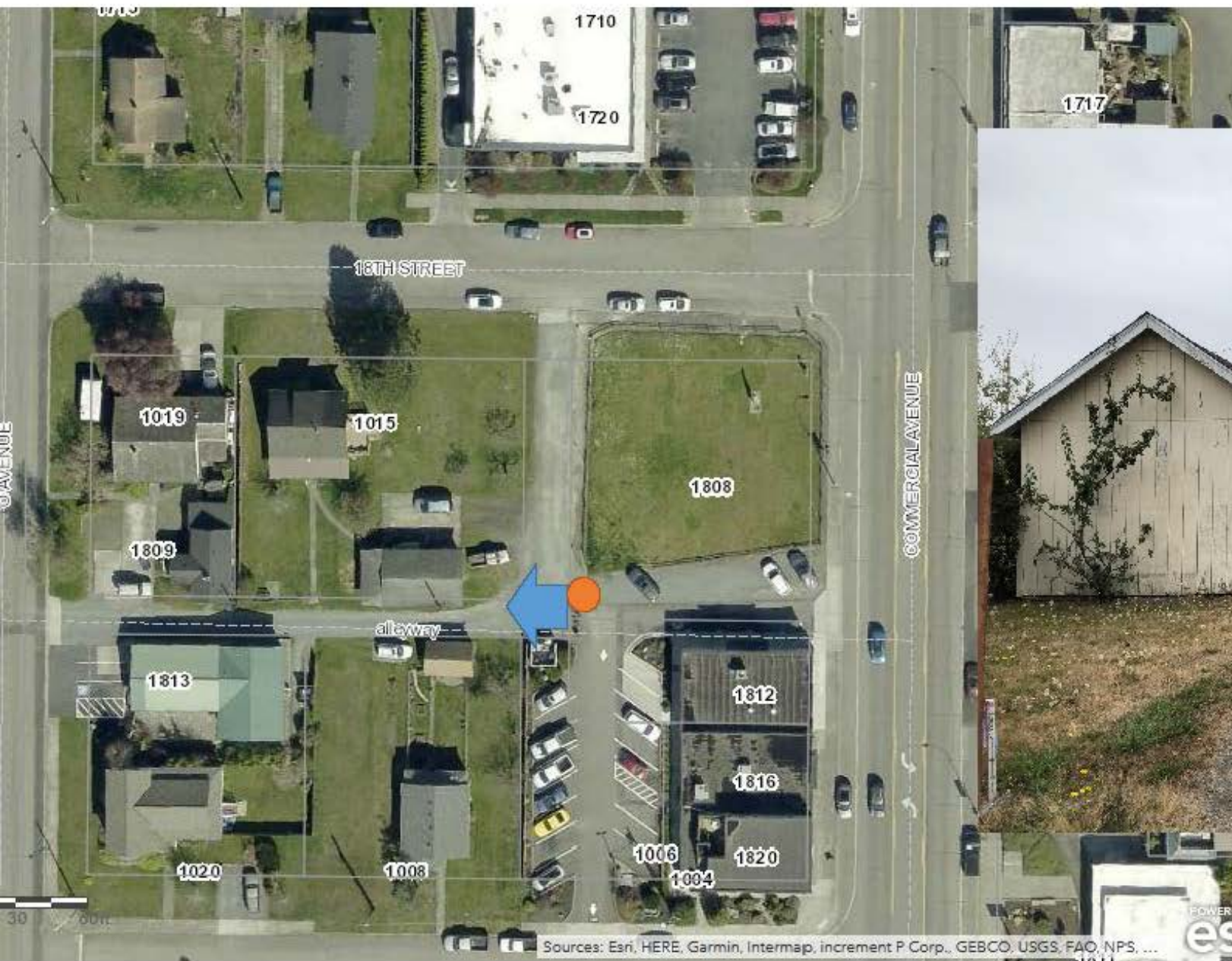
LANDSCAPE PLAN

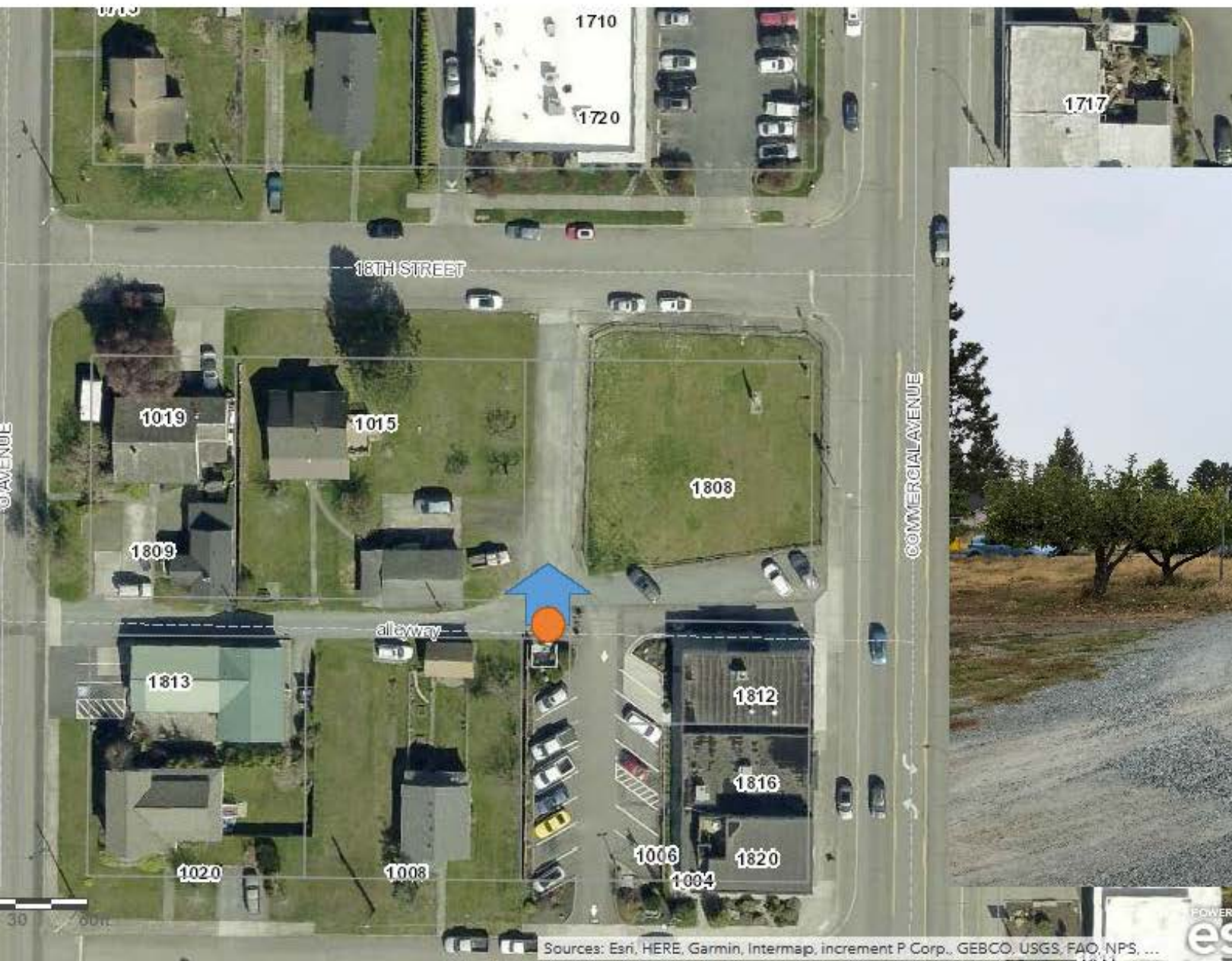
Summary
of public
comments
received to
date

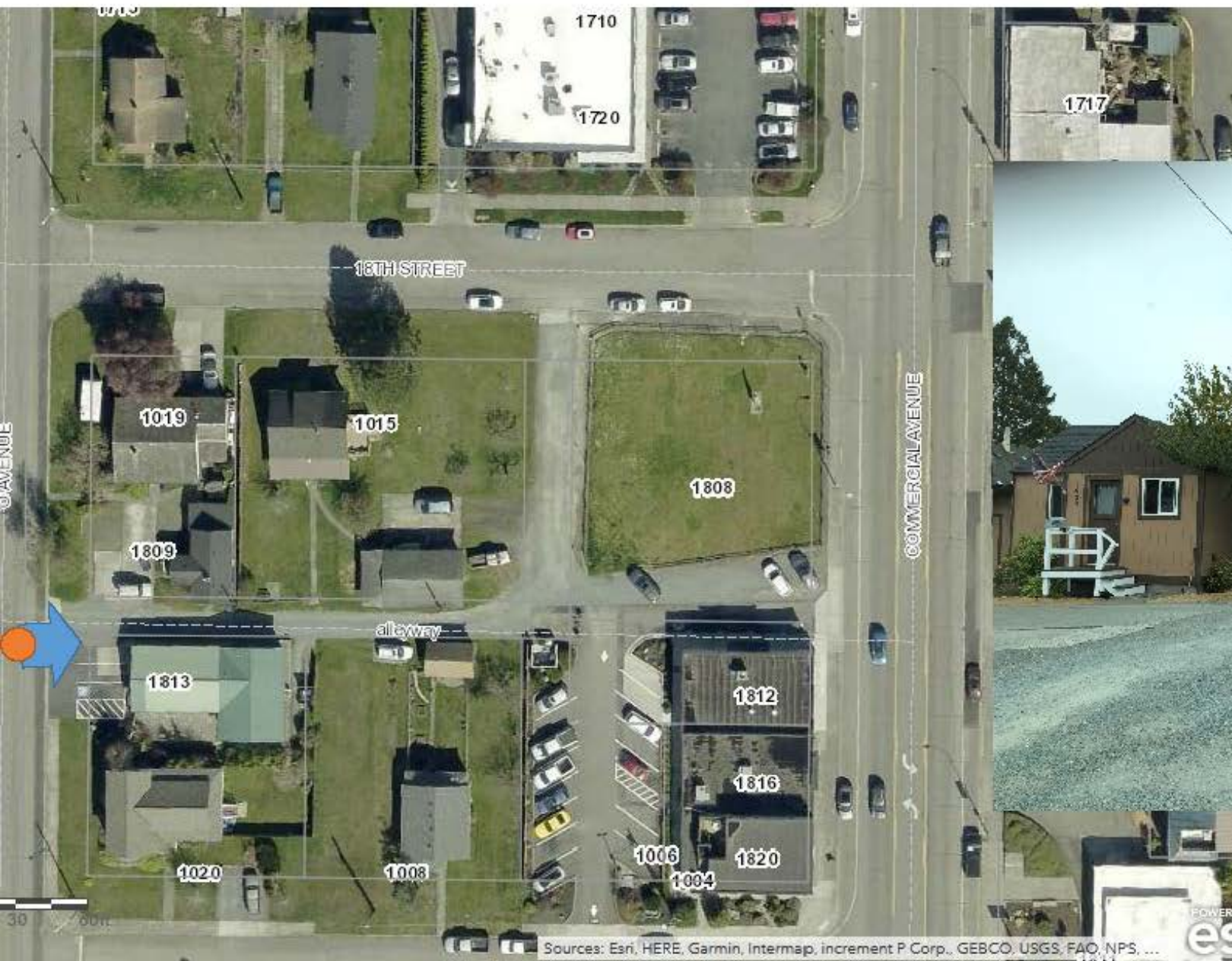
Issue	Staff Response
Stormwater impacts	Stormwater management for the site will be required to conform to the City’s standards in AMC 19.46 Stormwater and the 2014 DOE Stormwater Management Manual for Western Washington.











Requirements Met



Conditional Use Permits



19.36.040 Criteria.



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;
2. Access to the site is appropriate considering the anticipated volume of traffic resulting from the use;
3. Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use;
4. The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved;
5. The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties;
6. Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;
7. Public facilities and utilities are capable of adequately serving the proposed use;
8. The physical conditions of the site, including size, shape, topography, and drainage, are suitable for the proposed development;
9. Any other factors deemed relevant to the decision-maker. (Ord. 2992 § 1 (Att. A), 2016)

Procedural

- ✓ Pre-Application Meeting & Pre-App Neighborhood Meeting
- ✓ Noticing
- ✓ SEPA – categorically exempt

Recommended Conditions

E. RECOMMENDATION

Based upon the application, Findings of Fact, and Conclusions of the staff report, staff recommends that the Planning Commission approve ~~the preliminary short plat and~~ conditional use permit with the following conditions of approval:

1. The project shall provide a sign directing pedestrians to “Use Crosswalk ---→” at the intersection to avoid an unintended mid-block crosswalk, as approved by the Public Works Department.
2. A trash receptacle shall be provided in the parking area and maintained by the businesses which the parking lot serves.
3. Prior to construction plan approval the applicant shall submit a plan for parking lot lighting for review and approval by PCED.
4. A stormwater management plan in conformance with AMC 19.76 and the 2014 DOE Stormwater Management Manual for Western Washington shall be submitted for review and approval prior to any site work taking place.
5. Civil construction plans must be submitted to the Public Works Engineering department for review and approval prior to any site work taking place.
6. Prior to construction plan approval, a final revised landscape plan shall be submitted to PCED that conforms to the planting standards for Type C landscaping (AMC 19.65.060) along the north side of the parking area.

Staff Recommendation

- Recommend approval of the conditional use permit subject to recommended conditions in the staff report

Hearing & Deliberation



Planning Commission Agenda Bill

Meeting Date: 9/23/2020 **Agenda Item:** [Click here to enter text.](#)

Subject: CUP-2020-0001: 1015 18th Street CUP

Staff Contact: Libby Grage, Planning Manager

Approved for Submittal to PC by	
	Laurie Gere, Mayor
x	Don Measamer, PCED Director
	Darcy Swetnam, City Attorney

Action Type	
X	Public Hearing
X	Staff Report
X	Discussion
X	Action

Summary Statement: The applicant requests a conditional use permit to construct a private parking lot located partially within the R4 zone and the C zone. The site is located at 1015 18th St.

An open record pre-decision public hearing before the Planning Commission is scheduled for September 23, 2020. The Planning Commission will make a recommendation to the City Council upon close of the public hearing and deliberation.

See the Staff Report for additional information.

Recommended Motion: The Department of Planning, Community, and Economic Development recommends that the Planning Commission recommend to the City Council approval of the conditional use permit subject to the staff's suggested conditions of approval.

Attachments:

Planning Commission Draft Findings of Fact
Staff Report and Exhibits



DRAFT

**Anacortes Planning Commission
Findings of Fact, Conclusions of Law and Recommendation**

File Number:	CUP-2020-0001
Project Name:	1015 18 th St. Parking Lot CUP
Proposal Description:	New private parking lot located partially within the R4 zone and Commercial Zone.
Documents available at:	City Hall, Planning Community & Economic Development Department
Public hearing:	Anacortes Planning Commission
Public hearing date:	September 23, 2020
PC deliberations:	September 23, 2020
Decision Body:	Anacortes City Council
Closed Record Hearing Date:	

After considering the written and spoken comments and considering the record before it, the Planning Commission enters the following findings of fact, conclusions of law, and recommendation:

Findings of Fact & Conclusions of Law

1. The Staff report dated September 17, 2020 (Exhibit 1) accurately describes the project proposal and its Findings of Fact and Conclusions of Law are hereby incorporated by reference as the Planning Commission's Findings of Fact and Conclusions of Law.
2. The following members of the public provided testimony during the public hearing:
3. The following additional exhibits were entered into the record at the public hearing:
4. The following additional Findings of Fact and/or Conclusions of Law are entered:

Recommendation

Based on the foregoing findings and conclusions of law, and review of the City's regulatory authority to implement the policies, standards, and regulations of the Anacortes Municipal Code, the Planning Commission hereby makes the following recommendation regarding the subject Preliminary Unit Lot Subdivision and Site Plan Review applications:

- ☐ Approve with Conditions
- ☐ Approve
- ☐ Deny

Conditions of Approval:

(Add recommended conditions of approval here)

Commission Vote - Recommendation	Approve	Deny	Absent	Abstain
Frank Jeretzky				
Mike Cortright				
Sarah Reuther				
Jeff Mount				
Vacant				
Jeff Graf				
Ward MacKenzie				
Total				

ANACORTES PLANNING COMMISSION
ANACORTES, WASHINGTON

Ward MacKenzie, Planning Commission Chair

Date

Exhibit 1

Staff Report



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

STAFF REPORT

A. PROJECT SUMMARY DATA

PROJECT INFORMATION:

File Number	CUP-2020-0001	Date of Report	September 17, 2020				
Project Title	1015 18 th St. Parking Lot	Attachment					
Site Address	1015 18 th Street						
APN(s)	P55166	Section	19	Township	35	Range	02
Request	Construct a private parking lot with 18 stalls to be used as additional parking for the Fidalgo Square Retail Center, located across 18 th Street to the north. A portion of the parking area will be on property that is zoned R4, the rest of the site is zoned Commercial (C). Required Reviews/Approvals: Conditional use permit, construction plan approval						
Landowner & Applicant	Madrona Real Estate Investors X LLC Seattle, WA 98122						
Application Date	January 29, 2020		Complete Application Date		May 12, 2020		
Public Hearing Date	September 23, 2020						
Present Use of Property	Single family residence and a detached garage. The garage will be removed to accommodate the parking area, the SFR will remain.						
Comprehensive Plan Designation	Residential High Density & Commercial		Zoning:		Residential High Density & Commercial		
Shoreline Environment	N/A		Critical Areas		None		
Water Supply	Current	Proposed	Sewer Supply		Current		Proposed
	City	City			City		City

Staff Recommendation Approve, with conditions

CITY STAFF CONTACTS:

Name:	Title:	Phone:	E-mail:
Libby Grage	Planning Manager	(360) 299-1986	libbyb@cityofanacortes.org
Steve Lange	Public Works Engineering	360-293-1986	stevel@cityofanacortes.org

PROJECT LOCATION & SURROUNDING AREA



SITE & SURROUNDING USES:

	Comprehensive Plan	Zoning	Land Use
Site	Residential High Density & Commercial	R4 & C	Single-family residence
North	Residential High Density & Commercial	R4 & C	Vacant and shopping center
East	Commercial	C	Alley and undeveloped property
South	Residential High Density & Commercial	R4 & C	Alley, single-family residence and retail center with parking lot
West	Residential High Density	R4	Single-family residences

B. PROCEDURAL

1. **Type of Review.** Because a portion of the parking lot will be located within the R4 zone, a conditional use permit is required. The application for a conditional use permit is a Type 4 review process, requiring a preapplication meeting with city staff, a preapplication neighborhood meeting, a 21-day public comment period, a public hearing before Planning Commission, and a closed record decision hearing before City Council.

2. **Project history.** The mandatory preapplication meeting was held on September 24, 2019. A neighborhood meeting was held on October 1, 2019. The application for a conditional use permit was submitted on January 29, 2020 and determined to be incomplete of February 7, 2020. The applicant submitted the requested information to allow for continued processing of the application on April 28, 2020, and the application was determined to be complete as of May 12, 2020.
3. **Public notice and reviewing departments/agencies.** A notice of application with a 21-day public comment period ending on June 17, 2020 was published in the Anacortes American on May 27, 2020, posted on the project site, mailed to property owners within 300', and posted on the website on May 27, 2020.

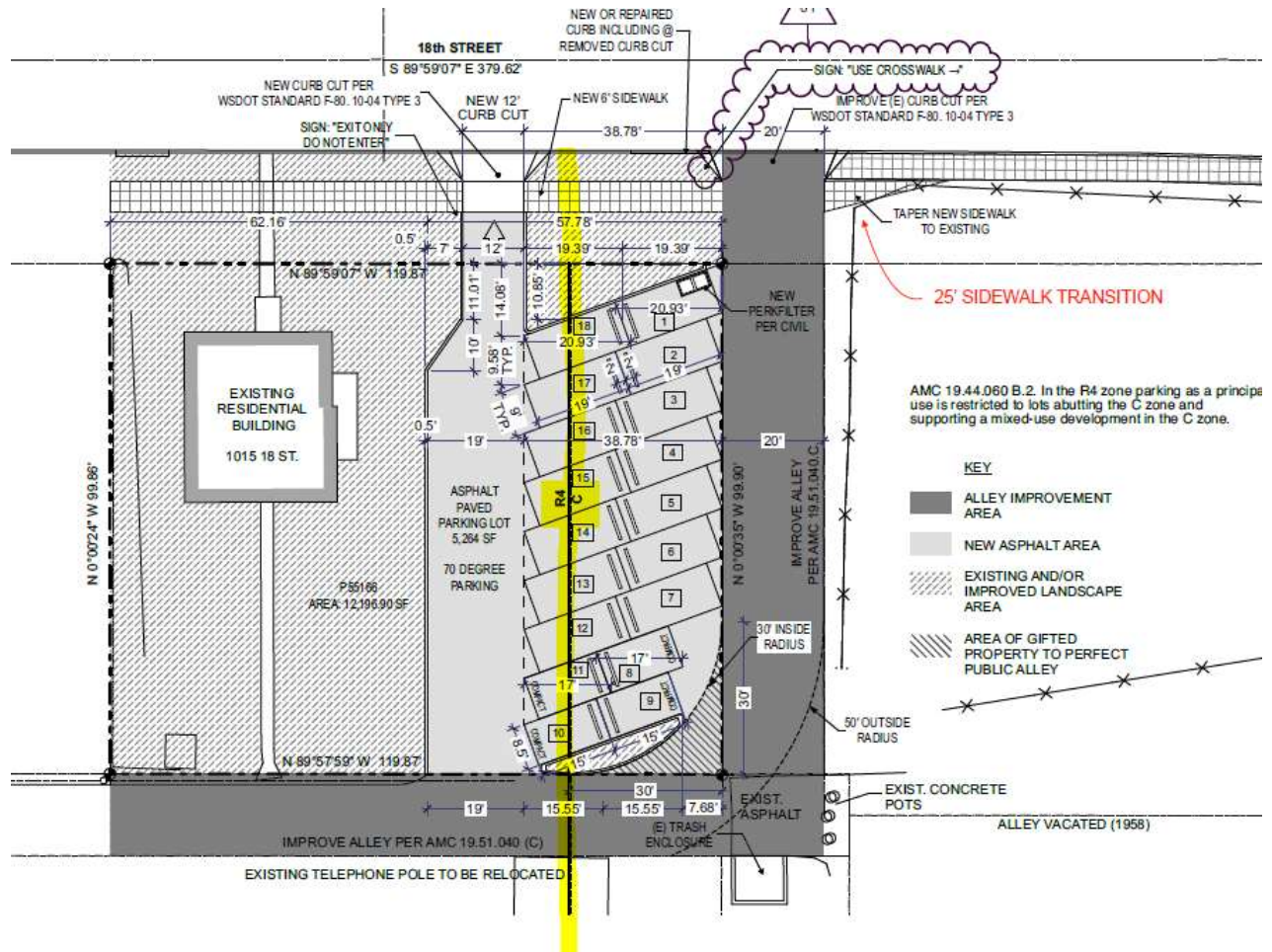
The project application was routed for review to applicable agencies and City departments.

REVIEWING DEPARTMENTS & 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
X = Request for review/comments sent to department or agency.				

4. **Environmental review.** The project was determined to be categorically exempt from SEPA review.
5. **Public Hearing.** A pre-decision open record public hearing before the Planning Commission is scheduled for September 23, 2020 at 6:00 PM. A notice of public hearing was published in the Anacortes American on September 2, 2020, posted on the project site, mailed to property owners within 300' and parties of record on September 2, 2020.

C. DEPARTMENT REVIEW – Findings of Fact

1. The applicant, Madrona Real Estate Investors X LLC, proposes to construct a private parking lot to provide additional parking for an existing mixed use retail shopping center that is located across 18th Street, to the north of the subject parcel. Per AMC Table 19.41.040, parking as a principal use is a conditional use in the R4 zone subject to the standards in AMC 19.44.060.B. These standards state that parking as a principal use is restricted to lots abutting the C zone and supporting a mixed use development in the C zone.
2. The project site is located at 1015 18th St. (Assessor Parcel Number P55166). The parcel is rectangular in shape and contains approximately 12,000 sq. ft. The western 90 feet of the parcel is zoned R4, while the eastern 30 feet are zoned Commercial. The parking lot will be constructed on the eastern 60 feet of the 120 foot wide parcel, resulting in approximately 30' of the parking lot being located in the R4 zone.



3. The parking lot will include approximately 4,824 square feet of paving with 2 rows of angled, striped parking spaces (18 parking spaces total).
4. Ingress is proposed from 18th St. via the alley located just to the east of the subject site. Egress will be via a one way drive aisle back out onto 18th Street. Vehicles may also enter and exit via the alley to the south of the site which extends to O Avenue. The Public Works Engineering Department has reviewed and concurs with the proposed site access locations.
5. The site is generally flat with a very slight slope to the northeast. Site elevations vary from 30 feet in the southwest to 26 feet at the northeast corner of the property.
6. The subject site is currently developed with a single family home and detached garage. The existing home will be retained on the site and the garage will be demolished to make room for the parking lot.
7. 18th Street, a designated low volume local access street, borders the site to the north. There is a 20' wide graveled strip owned by the City of Anacortes used for alley purposes immediately to the east of the site. Single family residential and commercial business uses surround the site on the south and west sides. A 16' wide gravel alley also abuts the site on the south.

8. The block frontage designation for the site is “Undesignated”. There are not parking lot location restrictions in this designation, except for required landscaping buffers in AMC 19.65.070. A 10’ deep Type C landscape buffer is required to screen the parking area from the street. A departure to the requirement has been requested for a portion of the eastern part of the lot (in the C zone). Sufficient space and landscaping remain within the ROW to adequately to soften the visual effect created by the parking lot, while allowing for the creation of a 30’ turning radius at the south end of the parking lot to provide improved access to the alley for sanitation and other vehicles.
9. The applicant proposes to construct a 6’ wide sidewalk along the 18th Street right of way north of the parking lot and to improve the alley from the project site to O Avenue.
10. Stormwater management and Utilities will be provided to the site as follows:
 1. **Storm drainage** – Stormwater runoff as a result of the new impervious surfaces will be collected and filtered with a PerkFilter system before entering the City stormwater system.
 2. **Water** – There is an existing 6” ductile iron water main located within 18th St. to the north of the site. The existing home on the property is currently connected to City water. Any new connections must meet city standards.
 3. **Sewer** – There is an existing 8” PVC sewer main located within the alley to the south of the project site. The existing home on the property is currently connected to City sewer. Any new connections must meet city standards.

Utility and street design issues will be addressed during civil construction plan review process with the City.

11. **Consideration of written comments and applicant responses.** The notice of application public comment period ended on June 17, 2020. Several letters were received during this time. Concerns identified in the public comments are summarized and responses provided below:

Issue	Staff Response
Stormwater impacts	Stormwater management for the site will be required to conform to the City’s standards in AMC 19.46 Stormwater and the 2014 DOE Stormwater Management Manual for Western Washington.

In making its recommendation, the Department considered timely received written comments and the applicant’s responses, if any, as required in AMC 19.20.130.C.

D. CONCLUSIONS

Anacortes Municipal Code Chapter 19.36 provides certain criteria for approval of a Conditional Use Permit. Below are the criteria, along with staff conclusions:

1. **The use would comply with any specific requirements for the conditional use specified elsewhere in this code;**

Conclusion:

Private parking lots are subject to applicable stormwater, landscaping, block frontage and other design standards of the AMC. As conditioned, the proposed use will conform to the applicable standards.

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

Conclusion:

The Public Works Engineering Department has reviewed the proposed site access and concurs with the proposed locations.

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

Conclusion:

The purpose of the parking lot is to provide additional parking for an existing mixed use retail development to the north and as conditioned, is in conformance with this standard.

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

Conclusion:

As conditioned, the proposal includes landscaping in accordance with city standards and will conform to this standard.

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

Conclusion:

As conditioned, the proposal will provide a lighting plan prior to construction plan approval, and will therefore conform to this standard.

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

Conclusion:

The hours of operation will be consistent with adjacent and nearby uses and therefore conforms to this standard.

- 7. Public facilities and utilities are capable of adequately serving the proposed use;**

Conclusion:

Review by applicable city departments had determined that public facilities and utilities are capable of adequately servicing the development.

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

Conclusion:

The proposal's conformance to form and intensity, clearing and grading, and stormwater management regulations ensure that the proposal is suitable to the physical conditions of the site.

9. Any other factors deemed relevant to the decision-maker.

Conclusion:

No other relevant factors have been identified.

E. RECOMMENDATION

Based upon the application, Findings of Fact, and Conclusions of the staff report, staff recommends that the Planning Commission approve the preliminary short plat and conditional use permit with the following conditions of approval:

1. The project shall provide a sign directing pedestrians to "Use Crosswalk ---→" at the intersection to avoid an unintended mid-block crosswalk, as approved by the Public Works Department.
2. A trash receptacle shall be provided in the parking area and maintained by the businesses which the parking lot serves.
3. Prior to construction plan approval the applicant shall submit a plan for parking lot lighting for review and approval by PCED.
4. A stormwater management plan in conformance with AMC 19.76 and the 2014 DOE Stormwater Management Manual for Western Washington shall be submitted for review and approval prior to any site work taking place.
5. Civil construction plans must be submitted to the Public Works Engineering department for review and approval prior to any site work taking place.
6. Prior to construction plan approval, a final revised landscape plan shall be submitted to PCED that conforms to the planting standards for Type C landscaping (AMC 19.65.060) along the north side of the parking area.

Staff reserves the right to supplement the record of the case to respond to matters and information raised subsequent to the writing of this report.

Exhibit List

1	Staff Report
2	Vicinity Map
3	Application Documents
4	Public Notices
5	Public Comments
6	Department Comments

Exhibit 2
Vicinity
Map

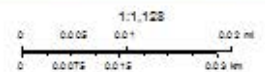
Anacortes Everything Editable Map-Internal Only



September 17, 2020



City of Anacortes



Parcel Data		CM2	MS	R3
<all other values>		HM	OldTown	R4
AZ	I	LM	P	R4A
C	LM1	R1	R2	Street Segments
CBD				County Streets

CM

MMU

R2A

Addresses

Robert Hoxie

map, Incorporated, GEBCO, USGS, FAO, MNS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, OpenStreetMap contributors, and the GIS User Community

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

Exhibit 3
Application
Docs



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPT
Mailing Address: P.O. Box 547, Anacortes, WA 98221
Office Location: 904 6th Street, Anacortes WA 98221
Phone: (360) 299-1984

City of Anacortes
Planning, Community &
Economic Development

Date Received:

UPDATED SUBMITTAL
PACKAGE REC'D:
7/29/20

Master Land Use Permit Application

TYPE OF APPLICATION (check all that apply):		
☐ Administrative Interpretation ☐ Annexation Request ☐ Binding Site Plan (Preliminary) ☐ Boundary Line Adjustment (BLA) ☐ Comprehensive Plan/ Map Amendment Request ☒ Conditional Use Permit (CUP) per AMC 19.36 ☐ Conditional/Special Use Permit (CUP) per AMC 17.70 ☐ Cottage Housing Development ☐ Development Agreement ☐ Essential Public Facility	☐ Floodplain Development Permit ☐ Home Occupation Permit ☐ Long Subdivision (Preliminary) ☐ Lot Certification ☐ Minor Permit Revision ☐ Plat Amendment /Modification ☐ SEPA Environmental Review ☐ Shoreline Conditional Use Permit ☐ Shoreline Exemption ☐ Shoreline Substantial Development Permit ☐ Shoreline Variance	☐ Short Subdivision (Preliminary) ☐ Site Plan Review – Type 1 ☐ Site Plan Review – Type 2 ☐ Stormwater Management Manual Adjustments & Exceptions ☐ Variance (Level 1) ☐ Variance (Level 2) ☐ Wireless Conditional Use Permit (WCUP) ☐ Wireless Service Facility (WSF) Permit ☐ Zoning Code/ Map Amendment Request (Rezone)
PROJECT & SITE INFORMATION:		
SITE ADDRESS: 1015 18th St.		PROJECT NAME: 1015 18th St. Parking Lot
PARCEL NUMBER(S): P55166		SECTION, TOWNSHIP, & RANGE NW, 19, 35, 02
LOT SQUARE FOOTAGE & ACREAGE: 12,196.80 square feet, 0.2800 acres		PROJECT VALUATION:
LEGAL DESCRIPTION: LOTS 5, 6, 7, AND 8, BLOCK 47, MAP OF THE CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON, AS PER PLAT RECORDED IN VOLUME 2 OF PLATS, PAGE 4 THROUGH 7, RECORDS OF SKAGIT COUNTY, WASHINGTON.		PRESENT ZONING: Eastern 30': C Western 90': R4
PRESENT USE OF PROPERTY: Residential, Single Family		CUT & FILL (CY) PROPOSED: None
PRE-APPLICATION CONFERENCE HELD?: ☒ Yes, the City file # is <u>PRE-2019-0028</u> ☐ No		WATER SOURCE: ☒ City of Anacortes ☐ Private Well ☐ Community Well
SEWAGE DISPOSAL: ☐ City of Anacortes ☐ Septic		ROAD ACCESS: ☒ City Road ☐ State Highway ☐ Private Road

CRITICAL AREAS OR BUFFERS ON SITE OR WITHIN 300 FEET: ☐ Yes / Type _____ ☒ No	WATER BODIES WITHIN 200 FEET: ☐ Yes / Name: _____ ☒ No
FLOODPLAIN: Flood Zone: Minimal Flood Hazard FIRM Panel # 5303170040A Date of Panel: 09/17/2003	
LOT COVERAGE AREA CALCULATIONS: Existing Square Footage: 1,090 SF House, 600 SF Garage Proposed Square Footage: 1,090 SF House (remove garage)	
IMPERVIOUS SURFACE AREA CALCULATIONS: Existing Impervious Square Footage: SEE CIVIL PLANS New Impervious Surface:	
DESCRIPTION OF SUBJECT PROPOSAL: ☐ Additional pages attached	
PROPOSED WORK: _____ DEMOLISH THE GARAGE OF THE SINGLE FAMILY HOME. CONSTRUCT A PRIVATE, OPEN AIR PARKING LOT ON THE EASTERN PORTION OF THE LOT. THE PROPOSED PARKING LOT HAS 18 STALLS THAT WILL BE USED AS ADDITIONAL PARKING BY THE FIDALGO SQUARE RETAIL CENTER.	
PROPERTY OWNER INFORMATION: ☐ Multiple owners attached	
NAME: Madrona Real Estate Investors X LLC	MAILING ADDRESS: 1320 E Pike St.
CITY, STATE, ZIP: Seattle, WA 98122	PHONE #: (206) 623-7662
FAX #: (206) 623-7660	EMAIL ADDRESS: james@madronarealestate.com
APPLICANT INFORMATION: ☒ Same as property owner	
NAME:	MAILING ADDRESS:
CITY, STATE, ZIP:	PHONE #:
FAX #:	EMAIL ADDRESS:
CONTACT PERSON: ☒ Same as property owner ☐ Same as applicant	
NAME:	MAILING ADDRESS:
CITY, STATE, ZIP:	PHONE #:
FAX #:	EMAIL ADDRESS:

ACKNOWLEDGEMENTS & SIGNATURE

Read and initial each of the following statements prior to signing this application:

	I understand that land use and/or planning permits do not authorize earth disturbing activities, the removal of vegetation, or the construction of buildings. I understand that additional permits will be required after my land use and/or planning permitting process is completed. I understand that no earth disturbing activities (including the removal of vegetation) may take place until after my land use and/or planning process is complete, and only after I have received additional permits such as Fill & Grade, Building Permit, or Right-of-Way permit(s).
	I understand that if critical areas (wetlands, streams, steep slopes, etc.) are found on or near my property I am not authorized to impact these areas in any way and will be required to leave an undisturbed buffer area around the critical area, as determined according the City's critical areas regulations.
	I understand that depending on the size and scope of my project, I may be required to provide maintenance and/or performance bonds for items such as landscaping, critical areas, public roads and/or public utilities that I construct or install.
	I understand that I am solely responsible for providing complete and accurate information to the City. I understand that if my application is missing information or if inaccurate materials are submitted, my permits will be delayed. I understand that depending on how inaccurate and how incomplete my application is or becomes, the Department may require an entirely new application be submitted. I understand that when and if conditions change from that which my application originally represented, I am responsible for letting the City staff person assigned to my project know.
	I understand that I am applying for permits from the City of Anacortes only; and that additional permits from other Federal, State, and Local agencies could be required. I understand that the City of Anacortes cannot advise me of permits that are required from other agencies, and that I must contact these agencies to make sure I comply with their requirements. These agencies include (but are not limited to): Corps of Engineers, Department of Natural Resources, Department of Fish & Wildlife, Department of Ecology, and Northwest Clean Air Agency.
	I understand that I will be responsible for paying consultants that the City may deem necessary to review certain aspects of my application. I understand that these consultant reviews could include special inspections, traffic concurrency, critical areas, landscaping, stormwater, etc.

Signature required on next page.

By affixing my signature hereto, I certify that I am the owner, or am acting as the Owner's authorized agent, and that the application and documents contained with this submittal are complete and accurate to the best of my knowledge and abilities. If your title report lists a company, partnership or other owners, you must submit evidence that you are authorized to sign on behalf of the entity or others that are listed.

If you are an authorized representative you must submit an Agent Authorization Form.

Please attach additional signature sheets if there is more than one owner.

Under penalty of perjury, I certify that the information, statements, answers above regarding the subject application(s) are true and correct to the best of my knowledge and belief.

Signature: _____

Date: 1/28/20

Printed Name: _____

STATE OF WASHINGTON

)

) ss.

COUNTY OF SKAGIT

I certify that I know or have satisfactory evidence that James Sullivan is the person who appeared before me, and said person acknowledged that he/she signed this instrument, on oath stated that he/she was authorized to execute the instrument, and acknowledged it as the _____ to be the free and voluntary act and deed of said _____ for the uses and purposes therein mentioned.

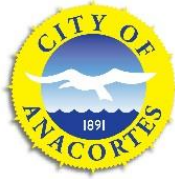
Given under my hand and official seal this 28 day of January, 2020



Notary Public

Residing at King County, Seattle

My appointment expires 4/7/2021



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT

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

Office Location: 904 6th Street, Anacortes WA 98221

Phone: (360) 299-1984

CONDITIONAL USE PERMIT APPLICATION

SUBMITTAL REQUIREMENTS

Applicant Checklist	Conditional Use Permit Submittal Requirement Checklist	Office Use Only
	See pages 2-3 of this handout for information about each submittal item listed below. See AMC 19.36 for Conditional Use Permit review and approval criteria.	
X	Master Land Use Permit Application	
N/A	Agent Authorization Form	
X	Project Narrative	
X	Responses to Conditional Use Permit criteria	
Deferred Submittal	Stormwater Site plan	
X	Site Plan & Landscape Plan Deferred for Landscape	
Deferred Submittal	Clearing & Grading Plans	
N/A	Building Elevation Drawings	
N/A	Environmental Checklist (SEPA)	
N/A	Subdivision Guarantee	
X	Recorded Property Boundary Survey	
	Technical Reports	
N/A	Critical Area Report	
Deferred Submittal	Traffic Impact Analysis	
X	Parking Study *Parking analysis provided in Narrative	
Required Number of Copies and Plan Size 3 paper copies of each item above Plans must be min imum 11" x 17", to scale, and legible 1 reduced size copy (max imum size 11" X 17") of plans Digital copy of the application and all submitted materials (flash drive or to pced@cityofanacortes.org .)		Application Fee See the Land Use Permit Fee Schedule

SUBMITTAL REQUIREMENT DETAILS

Additional details on certain submittals is provided below to ensure Applicants are fully aware what City staff will be looking for when an application is submitted to the City.

- a. **MASTER PERMIT APPLICATION:** Form attached. Use this form to indicate all requested land use permits and other key information about your proposed project.
- b. **AGENT AUTHORIZATION FORM.** Use this form to authorize someone other than the property owner to apply for permits.
- c. **PROJECT NARRATIVE:** Form attached. This document contains a list of elements to be included in your project narrative to help provide a clear and concise description of your proposal for those reviewing it.
- d. **RESPONSES TO CONDITIONAL USE PERMIT CRITERIA:** In order for the decision-maker to grant a conditional use permit, there must be a finding that the use would be consistent with the criteria in AMC 19.36.040. As the applicant, it is your responsibility to clearly demonstrate how each criteria is met.
- e. **STORMWATER SITE PLAN:** The Stormwater Site Plan is the comprehensive report containing all of the technical information and analysis necessary for regulatory agencies to evaluate your project for compliance with stormwater requirements. The level of stormwater review and contents of the Stormwater Site Plan will vary with the type and size of the project, and individual site characteristics. Use Form CG-3 to determine the level of stormwater review and then complete the applicable Stormwater Minimum Requirements Form on the Public Works - [Engineering Department Forms website](#) and provide required submittal items/plans.
- f. **SITE & LANDSCAPE PLANS:** These plans are needed so that your proposal can be reviewed for conformance with the applicable zoning and land use, community design, and project design provisions of the development regulations contained in AMC Title 19 Unified Development Code. (Use the site plan checklist for Single Family Residential Building Permits or Multi-Family and Non-Residential Site Plan review, as applicable (see [application checklists](#) and forms)
- g. **CLEARING & GRADING PLANS:** Checklist is located in the [Clearing/Grading Permit application packet](#). These plans are needed so that your proposal can be reviewed for conformance with [AMC 19.78 Clearing and Grading](#).
- h. **BUILDING ELEVATION DRAWINGS:** Checklist attached. These plans are needed so that your proposal can be reviewed for conformance with the applicable project and building design provisions in AMC Title 19 Unified Development Code. (Use the building elevations checklist for Single Family Residential Building Permits or Multi-Family and Non-Residential Site Plan review, as applicable (see [application checklists](#) and forms).
- i. **SEPA CHECKLIST:** Unless a project is categorically exempt, an environmental checklist is required to be completed and submitted.
- j. **SUBDIVISION GUARANTEE:** A document prepared by a title insurance company documenting the ownership and title of all interested parties in the development and that lists all encumbrances. This document is needed to verify property ownership and to identify any encumbrances that are recorded to the property's title. Copies of all the encumbrances listed

within the certificate or report must be provided. The certificate or report must be dated within 30 days prior to the submittal of a permit to the City.

- k. **RECORDED PROPERTY BOUNDARY SURVEY:** A recorded survey is required to define the limits of the property subject to the application. All property corners must be staked/marked and visible.
- l. **DIGITAL COPY OF ALL APPLICATION DOCUMENTS:** PDF format files for all submittal items, named as they appear on the submittal checklist, must be provided on a flash drive or emailed to pced@CityofAnacortes.org.

TECHNICAL REPORTS

Following is a list of technical reports that may be required to be submitted to the City depending on project and site-specific factors. The general triggers for each of the listed technical reports is provided below:

- A. **CRITICAL AREAS REPORTS:** In general, Critical Area reports are required when wetlands, streams, habitat conservation areas, geologically hazardous areas, shorelines, or aquifer recharge areas are located on or near a site. Critical area mitigation plans may also be required, depending on the project proposal. See Anacortes Municipal Code Ch. 17.70 for additional information.
- B. **TRAFFIC IMPACT ANALYSIS.** In general, a Traffic Impact Analysis is required when a development will add 10 or more PM peak hour trips to the City's transportation system.
- C. **PARKING STUDY:** A parking study may be required to determine the parking requirements for a specific use, adjusting minimum and maximum quantitative parking requirements, determining times of peak demand, and determining impacts to on-street parking in the vicinity of a proposed development. See AMC 19.64.020 for more info.
- D. **OTHER TECHNICAL REPORTS MAY BE REQUIRED TO DETERMINE /ENSURE CONFORMANCE WITH CUP CRITERIA.**

PROJECT NARRATIVE REQUIREMENTS

GENERAL INFORMATION	
This form is intended to assist applicants in creating complete project narrative for site plan and building design review. Please fill in each space with the requested information.	
PROJECT DESCRIPTION – Required for all project types	
A.	If a neighborhood meeting was held, provide the date held, general items of discussion at the meeting, and how the project proposal has been modified since the meeting, if applicable.
	A neighborhood meeting for this project was held on October 1, 2019. The proposed parking lot has since been move to border the eastern property line.
B.	Proposed use of the Site per AMC Table 19.41.040 or 19.41.050 and any special use provisions that apply. (see AMC 19.43 – 19.48)
	Parking for commerical use
C.	Current use of the Site. Date of construction for any existing structures on site, and whether they are to be removed or retained.
	Current use: Residential, single family. House constructed in 1905 to remain. Garage constructed at unknown date to be demolished.
D.	Description of the site's physical characteristics, including special site features (such as wetlands, water bodies, steep slopes, or other critical areas).
	Cleared site with no significant elevation change
E.	Current uses and special site features of surrounding properties.
	To the west: R4, single family To the east: C, access to alley and cleared lot To the north: R4/C, multifamily and retail across 18th St. To the south R4/C single family across alley.
F.	Description of general design techniques you considered to implement low impact development (see AMC 19.76.050(A) and (B)) in the design of your project site and proposed stormwater facilities necessary for compliance with AMC 19.76 Stormwater.
	Stormwater runoff as a result of new impervious surfaces will be collected and filtered with a PerkFilter system before entering the City stormwater system, per Civil Plans.
G.	Description of the proposed form and intensity of the proposed development (height, setbacks, lot coverage, etc.). (See AMC 19.42.)
	No new buildings are proposed. Parking will contain 18 stalls set back ten feet from 18th Ave
H.	Identification of the site's block frontage designation(s) and description of project conformance. (see AMC 19.61)
	There is not block frontage designation
I.	Description of the proposed building design, including a description of conformance with building massing and articulation, building details, building materials, and blank wall treatment requirements. (See AMC 19.63). Note: If you are proposing any departures, you must attach the applicable form.

Revised
07.27.20

J. Description of proposed parking for vehicles and bicycles, including provisions for guests, shared parking. (see AMC 19.65)
18 full size parking stalls supporting the Fidalgo Square Retail Center across 18th Ave. (within 500 feet walking distance).
K. Describe existing and proposed site access from public streets and any proposed street and/or pedestrian improvements.
A 6' sidewalk set 6' back from the curb will be installed along the 18th St. right of way north of the parking lot. The alley between the exit of the parking lot and the exit onto "O" Ave is to be improved. The access is proposed to be from 18th St via a new curb cut 24.2' east of the existing alley access curb cut.
L. Estimated quantities and type of materials involved if any fill or excavation is proposed.
Not applicable
M. Number, type, and size of trees to be removed.
Three small fruit trees to be removed
N. Description of existing site utilities and proposed utilities, including extensions, upgrades, relocations, etc. (see AMC 19.52 Underground Utilities).
Existing utilities to house to remain (side sewer, water, electric). The proposed parking lot will include a new storm drain connecting to the main line at 18th st. A "perkfilter" filtration system will be used.
O. Explanation of any land to be dedicated to the City.
Not applicable

CONDITIONAL USE PERMIT CRITERIA

GENERAL INFORMATION

The following section is intended to help you provide information about your project's compliance with the CUP criteria. Please fill in each space with responses that demonstrate how your proposal complies with all each criteria found in AMC 19.36.040.

P. How will the proposed conditional use comply with any specific requirements for the use found elsewhere in Title 19 Development Regulations?

Per AMC 19.44.060(B) parking as a principal use is permitted on lots in the R4 zone only when they are abutting the commercial zone and supporting a mixed use development in the commercial zone. This parking lot will support the commercial developments from 1700 to 1720 Commercial Ave.

Q. Describe how access to the site is appropriate considering the anticipated volume of traffic resulting from the use.

The volume of traffic will be relatively low, as only 18 stalls are included in this parking lot. Entry to the parking lot will be via 18th St at a one-way curb cut at the north-south running portion of the alley. Half of the parking stalls will exit the parking lot via a new one-way curb cut at 18th St, to the west of the entrance curb cut. The other half of the parking stalls will exit via the alley curb cut at "O" Ave.

R. Describe how off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use.

The Fidalgo Square Retail Center has 57 existing parking stalls on-site. Across the street, the 1015 18th St. Parking Lot will provide 18 additional parking stalls for use by Fidalgo Square. The total combined number of parking stalls for Fidalgo Square is then 75 stalls; between the minimum required 37 and maximum allowed 78 stalls, per AMC 19.64.040

S. Describe the location and intensity of outdoor lighting and how casting of light on adjacent, adjoining, or neighboring properties will be avoided.

Lighting fixtures will be overhead, oriented down and with shades preventing glare at adjacent properties

T. Describe the hours and manner of operation of the proposed use, including anticipated noise generation, and how these will not be inconsistent with adjacent or nearby uses.

The hours of use of the parking lot will follow the hours of use of the retail center at Fidalgo Square. Peak use will be at noon. The majority of use is in the afternoon and evening. Use will halt at 10 PM. This is consistent with adjacent commercial uses.

Revised
07.27.20

U. Describe existing or proposed public facilities that will serve the use and whether they are adequate to serve the proposed use.
No public facilities are proposed
V. Describe the physical conditions of the site, including size, shape, topography, and drainage and their suitability for the proposed development.
The 1015 18th St. lot (parcel no. P55166) is recorded by the Skagit County Assessors Office and has an area of 12,196.80 square feet. Half of the site (6,098.40 SF) is proposed to be dedicated to parking. New impervious surfaces total 5,327.5 SF and will be drained via a new storm drain with “perkfilter” filtration system.
W. Describe any other factors deemed relevant to the decision-maker.
A departure to AMC 19.53.030 (D) Driveway Separation is no longer needed, as the distance between the two curb cuts is now more than 30'

Revised
07.27.20

January 27, 2020 Revisions made July 28, 2020

Don Measamer
Director of Planning, Community & Economic Development
City of Anacortes: Planning, Community & Economic Development
904 6th Street
Anacortes, WA 98221

Re: Conditional Use Permit Narrative for 1015 18th St. Parking Lot; P55166; PRE-2019-0028

Mr. Measamer,

The proposed parking lot at 1015 18th St. is an 18 stall supplemental parking lot serving the Fidalgo Square Retail Center (1700-1720 Commercial Ave). The parking is designed in accordance with the Anacortes Municipal Code (AMC), Washington State/ Anacortes Engineering Standards and takes into account the recommendations of the City of Anacortes as outlined in the pre-application meeting (PRE-2019-0028). Following the pre-application meeting, a neighborhood meeting for this project was held on October 1, 2019.

Zoning:

1. Per AMC 19.44.060(B) parking as a principal use is permitted on lots in the R4 zone only when they are abutting the commercial zone and supporting a mixed use development in the commercial zone. This parking lot will support the commercial developments from 1700 to 1720 Commercial Ave.
2. The parking lot at 1015 18th St. will be a private parking facility intended primarily for use by employees and customers of businesses in the commercial buildings between 1700 and 1720 Commercial Ave.
3. The 1015 18th St. lot (parcel no. P55166) is recorded by the Skagit County Assessors Office and has an area of 12,196.80 square feet.
4. The parking lot provides 18 additional stalls for use by businesses in Fidalgo Square, which includes the Starbucks retail space (8,356 SF) and the MOD Pizza restaurant (2,560 SF). Both are within 500' walking distance of the parking lot.
5. 1700 Commercial Ave. is a 2,560 SF restaurant space; per AMC 19.64.040 the minimum and maximum parking spaces allowed for this building are 11 and 36 spaces respectively. 1704-1720 Commercial Ave. is an 8,356 SF retail center; per AMC 19.64.040 the minimum and maximum parking spaces allowed for this building are 26 and 42 spaces respectively. Combined, the minimum parking required for the restaurant and retail space is 37 stalls and the maximum allowed is 78 stalls.
6. Fidalgo Square Retail Center has 57 existing parking stalls on-site. Across the street, the 1015 18th St. Parking Lot will provide 18 additional parking stalls for use by Fidalgo Square. The total combined number of parking stalls for Fidalgo Square is then 75 stalls; between the minimum required 37 and maximum allowed 78 stalls.
7. We have elected to do a deferred submittal of a landscape plan and drainage plan pending the approval of the layout proposed in the sheets submitted with this narrative

Storm:

1. We have elected to do a deferred submittal of a landscape plan and drainage plan pending the approval of the layout proposed in the sheets submitted with this narrative.
2. A Perkfilter filtration system is proposed at the new parking lot's catch basin. Civil details to follow pending review of layout.

Street and Traffic:

1. Per AMC 19.51. (C) and AMC 19.52.040 (B) a 6' sidewalk set 6' back from the curb will be installed along the 18th St. right of way north of the parking lot. The proposed sidewalk will extend and taper to join the existing sidewalk to the east.
2. The alley between the exit of the parking lot and the exit onto "O" Ave is to be improved per AMC 19.51.040 (C).
3. A departure is requested to AMC 19.53.030 (D) Driveway Separation. The separation between the proposed parking lot access and the existing alley access curb cut to the east is 24.2' based on survey information.
4. ~~A departure to AMC 19.53.030 (D) would allow the maximization of potential parking on the site in question while also leaving a maximum portion of the site undisturbed.~~ **No departure requested.**
5. The proposed parking lot is a one-way angled parking lot. The entrance to the parking lot is from 18th St. and **one** exit is a right turn into the public alley south of the property, which then discharges onto "O" Ave. **A second exit will be via a new one-way curb cut onto 18th St., east of the parking lot entrance.**
6. The proposed access point does not significantly increase vehicular traffic onto 18th Street because users will **mostly** exit onto "O" Ave. **Only half the parking stalls will exit back onto 18th St.**
7. Access to the easterly property via the alley will not be adversely affected by this second curb cut.

If you have any questions during your review please let us know.

Sincerely,



Erik H. Lund – Project Architect
Johnson Oaklief Architecture & Planning

Phone: (206) 448-7580

Email: elund@j-arch.com

BURLINGTON
P.O. Box 445
111 E. George Hopper Road, Burlington, WA 98233
Title: (360) 707-2158 • Fax: (360) 707-0460
Escrow: (360) 707-2312 • Fax: (360) 707-2012

OAK HARBOR
P.O. Box 1138
901 N.E. Midway Blvd., Oak Harbor, WA 98277
Title: (360) 675-2246 • Fax: (360) 675-0936
Escrow: (360) 679-5055 • Fax: (360) 679-3892



ANACORTES
3010 Commercial Avenue
Anacortes, WA 98221
Escrow: (360) 299-0565 • Fax: (360) 299-0779

FREELAND
P.O. Box 129
5595 S. Harbor Avenue, Suite C, Freeland, WA 98249
Escrow: (360) 331-4838 • Fax: (360) 331-4837

**STANWOOD/
CAMANO ISLAND**
P.O. Box 1769
7202-267TH N.W., Suite 101, Stanwood, WA 98292
Escrow: (360) 629-9737 • Fax: (360) 629-2152

☐ Burlington ☒ Anacortes ☐ Oak Harbor ☐ Freeland ☐ Camano/Stanwood

January 15, 2020

Bradford C. Augustine, Manager
Madrona Real Estate Investors X, LLC
1320 E Pike Street
Seattle, WA 98122-4020

Re: Order No.: 02-173835-OE

Dear Mr. Augustine,

Enclosed is your policy for title insurance on the above referenced transaction. It is recommended that you read your policy and retain the policy, as well as this letter, with your other paperwork pertaining to your property.

The order number referenced above will assure you prompt processing of future title orders involving this specific property. If you sell or obtain a loan on this property within five years, LAND TITLE & ESCROW OF SKAGIT & ISLAND COUNTY **WILL OFFER YOU THE BEST POSSIBLE REDUCED RATE**, at least 20 % off of our general schedule. To obtain these savings it will be necessary for you to advise the realtor and/or lender, that you wish to use LAND TITLE & ESCROW OF SKAGIT & ISLAND COUNTY for policies of title insurance that are required. This discount will automatically be applied at the time of order.

It has been a pleasure to have handled this real estate transaction for you and look forward to being able to serve you again in the future.

Sincerely,

LAND TITLE & ESCROW OF SKAGIT & ISLAND COUNTY

Eldon Brown, Jr., Manager

Enc.



OWNER'S POLICY OF TITLE INSURANCE

Policy Number **OX12948097**

Issued by Old Republic National Title Insurance Company

Any notice of claim and any other notice or statement in writing required to be given to the Company under this Policy must be given to the Company at the address shown in Section 18 of the Conditions.

COVERED RISKS

SUBJECT TO THE EXCLUSIONS FROM COVERAGE, THE EXCEPTIONS FROM COVERAGE CONTAINED IN SCHEDULE B, AND THE CONDITIONS, OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, a Minnesota corporation (the "Company") insures, as of Date of Policy and, to the extent stated in Covered Risks 9 and 10, after Date of Policy, against loss or damage, not exceeding the Amount of Insurance, sustained or incurred by the Insured by reason of:

1. Title being vested other than as stated in Schedule A.
2. Any defect in or lien or encumbrance on the Title. This Covered Risk includes but is not limited to insurance against loss from:
 - (a) A defect in the Title caused by
 - (i) forgery, fraud, undue influence, duress, incompetency, incapacity, or impersonation;
 - (ii) failure of any person or Entity to have authorized a transfer or conveyance;
 - (iii) a document affecting Title not properly created, executed, witnessed, sealed, acknowledged, notarized, or delivered;
 - (iv) failure to perform those acts necessary to create a document by electronic means authorized by law;
 - (v) a document executed under a falsified, expired, or otherwise invalid power of attorney;
 - (vi) a document not properly filed, recorded, or indexed in the Public Records including failure to perform those acts by electronic means authorized by law; or
 - (vii) a defective judicial or administrative proceeding.
 - (b) The lien of real estate taxes or assessments imposed on the Title by a governmental authority due or payable, but unpaid.
 - (c) Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
3. Unmarketable Title.
4. No right of access to and from the Land.
5. The violation or enforcement of any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
 - (a) the occupancy, use, or enjoyment of the Land;
 - (b) the character, dimensions, or location of any improvement erected on the Land;
 - (c) the subdivision of land; or
 - (d) environmental protection
 if a notice, describing any part of the Land, is recorded in the Public Records setting forth the violation or intention to enforce, but only to the extent of the violation or enforcement referred to in that notice.
6. An enforcement action based on the exercise of a governmental police power not covered by Covered Risk 5 if a notice of the enforcement action, describing any part of the Land, is recorded in the Public Records, but only to the extent of the enforcement referred to in that notice.
7. The exercise of the rights of eminent domain if a notice of the exercise, describing any part of the Land, is recorded in the Public Records.
8. Any taking by a governmental body that has occurred and is binding on the rights of a purchaser for value without Knowledge.
9. Title being vested other than as stated in Schedule A or being defective
 - (a) as a result of the avoidance in whole or in part, or from a court order providing an alternative remedy, of a transfer of all or any part of the title to or any interest in the Land occurring prior to the transaction vesting Title as shown in Schedule A because that prior transfer constituted a fraudulent or preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws; or

- (b) because the instrument of transfer vesting Title as shown in Schedule A constitutes a preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws by reason of the failure of its recording in the Public Records
- (i) to be timely, or
- (ii) to impart notice of its existence to a purchaser for value or to a judgment or lien creditor.
10. Any defect in or lien or encumbrance on the Title or other matter included in Covered Risks 1 through 9 that has been created or attached or has been filed or recorded in the Public Records subsequent to Date of Policy and prior to the recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.
- The Company will also pay the costs, attorneys' fees, and expenses incurred in defense of any matter insured against by this Policy, but only to the extent provided in the Conditions.

Issued through the Office of:

Land Title & Escrow of Skagit & Island County
3010 Commercial Ave.

Anacortes, WA 98221
(360) 299-0565

OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY
A Stock Company
400 Second Avenue South, Minneapolis, Minnesota 55401
(612) 371-1111

By

President

Attest

Secretary



Authorized Signature

LAND TITLE AND ESCROW

P.O. Box 445 / 111 East George Hopper Rd.
Burlington, WA 98233
(360) 707-2158 / 1 (844) 878-1519.

EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
 - (i) the occupancy, use, or enjoyment of the Land;
 - (ii) the character, dimensions, or location of any improvement erected on the Land;
 - (iii) the subdivision of land; or(iv) environmental protection;
or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
(b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
 - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
 - (b) not Known to the Company, not recorded in the Public Records at Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
 - (c) resulting in no loss or damage to the Insured Claimant;
 - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 9 and 10); or
 - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is
 - (a) a fraudulent conveyance or fraudulent transfer; or
 - (b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

CONDITIONS AND STIPULATIONS

1. DEFINITION OF TERMS

The following terms when used in this policy mean:

- (a) "Amount of Insurance": The amount stated in Schedule A, as may be increased or decreased by endorsement to this policy, increased by Section 8(b), or decreased by Sections 10 and 11 of these Conditions.
- (b) "Date of Policy": The date designated as "Date of Policy" in Schedule A.
- (c) "Entity": A corporation, partnership, trust, limited liability company, or other similar legal entity.
- (d) "Insured": The Insured named in Schedule A.
- (i) The term "Insured" also includes
 - (A) successors to the Title of the Insured by operation of law as distinguished from purchase, including heirs, devisees, survivors, personal representatives, or next of kin;
 - (B) successors to an Insured by dissolution, merger, consolidation, distribution, or reorganization;
 - (C) successors to an Insured by its conversion to another kind of Entity;
 - (D) a grantee of an Insured under a deed delivered without payment of actual valuable consideration conveying the Title
 - (1) if the stock, shares, memberships, or other equity interests of the grantee are wholly-owned by the named Insured,
 - (2) if the grantee wholly owns the named Insured,
 - (3) if the grantee is wholly-owned by an affiliated Entity of the named Insured, provided the affiliated Entity and the named Insured are both wholly-owned by the same person or Entity, or
 - (4) if the grantee is a trustee or beneficiary of a trust created by a written instrument established by the Insured named in Schedule A for estate planning purposes.
- (ii) With regard to (A), (B), (C), and (D) reserving, however, all rights and defenses as to any successor that the Company would have had against any predecessor Insured.
- (e) "Insured Claimant": An Insured claiming loss or damage.
- (f) "Knowledge" or "Known": Actual knowledge, not constructive knowledge or notice that may be imputed to an Insured by reason of the Public Records or any other records that impart constructive notice of matters affecting the Title.
- (g) "Land": The land described in Schedule A, and affixed improvements that by law constitute real property. The term "Land" does not include any property beyond the lines of the area described in Schedule A, nor any right, title, interest, estate, or easement in abutting streets, roads, avenues, alleys, lanes, ways, or waterways, but this does not modify or limit the extent that a right of access to and from the Land is insured by this policy.
- (h) "Mortgage": Mortgage, deed of trust, trust deed, or other security instrument, including one evidenced by electronic means authorized by law.
- (i) "Public Records": Records established under state statutes at Date of Policy for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without Knowledge. With respect to Covered Risk 5(d), "Public Records" shall also include environmental protection liens filed in the records of the clerk of the United States District Court for the district where the Land is located.
- (j) "Title": The estate or interest described in Schedule A.
- (k) "Unmarketable Title": Title affected by an alleged or apparent matter that would permit a prospective purchaser or lessee of the Title or lender on the Title to be released from the obligation to purchase, lease, or lend if there is a contractual condition requiring the delivery of marketable title.

2. CONTINUATION OF INSURANCE

The coverage of this policy shall continue in force as of Date of Policy in favor of an Insured, but only so long as the Insured retains an estate or interest in the Land, or holds an obligation secured by a purchase money Mortgage given by a purchaser from the Insured, or only so long as the Insured shall have liability by reason of warranties in any transfer or conveyance of the Title. This policy shall not continue in force in favor of any purchaser from the Insured of either (i) an estate or interest in the Land, or (ii) an obligation secured by a purchase money Mortgage given to the Insured.

3. NOTICE OF CLAIM TO BE GIVEN BY INSURED CLAIMANT

The Insured shall notify the Company promptly in writing (i) in case of any litigation as set forth in Section 5(a) of these Conditions, (ii) in case Knowledge shall come to an Insured hereunder of any claim of title or interest that is adverse to the Title, as insured, and that might cause loss or damage for which the Company may be liable by virtue of this policy, or (iii) if the Title, as insured, is rejected as Unmarketable Title. If the Company is prejudiced by the failure of the Insured Claimant to provide prompt notice, the Company's liability to the Insured Claimant under the policy shall be reduced to the extent of the prejudice.

4. PROOF OF LOSS

In the event the Company is unable to determine the amount of loss or damage, the Company may, at its option, require as a condition of payment that the Insured Claimant furnish a signed proof of loss. The proof of loss must describe the defect, lien, encumbrance, or other matter insured against by this policy that constitutes the basis of loss or damage and shall state, to the extent possible, the basis of calculating the amount of the loss or damage.

5. DEFENSE AND PROSECUTION OF ACTIONS

- (a) Upon written request by the Insured, and subject to the options contained in Section 7 of these Conditions, the Company, at its own cost and without unreasonable delay, shall provide for the defense of an Insured in litigation in which any third party asserts a claim covered by this policy adverse to the Insured. This obligation is limited to only those stated causes of action alleging matters insured against by this policy. The Company shall have the right to select counsel of its choice (subject to the right of the Insured to object for reasonable cause) to represent the Insured as to those stated causes of action. It shall not be liable for and will not pay the fees of any other counsel. The Company will not pay any fees, costs, or expenses incurred by the Insured in the defense of those causes of action that allege matters not insured against by this policy.
- (b) The Company shall have the right, in addition to the options contained in Section 7 of these Conditions, at its own cost, to institute and prosecute any action or proceeding or to do any other act that in its opinion may be necessary or desirable to establish the Title, as insured, or to prevent or reduce loss or damage to the Insured. The Company may take any appropriate action under the terms of this policy, whether or not it shall be liable to the Insured. The exercise of these rights shall not be an admission of liability or waiver of any provision of this policy. If the Company exercises its rights under this subsection, it must do so diligently.
- (c) Whenever the Company brings an action or asserts a defense as required or permitted by this policy, the Company may pursue the litigation to a final determination by a court of competent jurisdiction, and it expressly reserves the right, in its sole discretion, to appeal any adverse judgment or order.

6. DUTY OF INSURED CLAIMANT TO COOPERATE

- (a) In all cases where this policy permits or requires the Company to prosecute or provide for the defense of any action or proceeding and any appeals, the Insured shall secure to the Company the right to so prosecute or provide defense in the action or proceeding, including the right to use, at its option, the name of the Insured for this purpose. Whenever requested by the Company, the Insured, at the Company's expense, shall give the Company all reasonable aid (i) in securing evidence, obtaining witnesses, prosecuting or defending the action or proceeding, or effecting settlement, and (ii) in any other lawful act that in the opinion of the Company may be necessary or desirable to establish the Title or any other matter as insured. If the Company is prejudiced by the failure of the Insured to furnish the required cooperation, the Company's obligations to the Insured under the policy shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation, with regard to the matter or matters requiring such cooperation.
- (b) The Company may reasonably require the Insured Claimant to submit to examination under oath by any authorized representative of the Company and to produce for examination, inspection, and copying, at such reasonable times and places as may be designated by the authorized representative of the Company, all records, in whatever medium maintained, including books, ledgers, checks, memoranda, correspondence, reports, e-mails, disks, tapes, and videos whether bearing a date before or after Date of Policy, that reasonably pertain to the loss or damage. Further, if requested by any authorized representative of the Company, the Insured Claimant shall grant its permission, in writing, for any authorized representative of the Company to examine, inspect, and copy all of these records in the custody or control of a third party that reasonably pertain to the loss or damage. All information designated as confidential by the Insured Claimant provided to the Company pursuant to this Section shall not be disclosed to others unless, in the reasonable judgment of the Company, it is necessary in the administration of the claim. Failure of the Insured Claimant to submit for examination under oath, produce any reasonably requested information, or grant permission to secure reasonably necessary information from third parties as required in this subsection, unless prohibited by law or governmental regulation, shall terminate any liability of the Company under this policy as to that claim.

7. OPTIONS TO PAY OR OTHERWISE SETTLE CLAIMS; TERMINATION OF LIABILITY

In case of a claim under this policy, the Company shall have the following additional options:

- (a) To Pay or Tender Payment of the Amount of Insurance.

To pay or tender payment of the Amount of Insurance under this policy together with any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment or tender of payment and that the Company is obligated to pay.

Upon the exercise by the Company of this option, all liability and obligations of the Company to the Insured under this policy, other than to make the payment required in this subsection, shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation.

(b) To Pay or Otherwise Settle With Parties Other Than the Insured or With the Insured Claimant.

- (i) To pay or otherwise settle with other parties for or in the name of an Insured Claimant any claim insured against under this policy. In addition, the Company will pay any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment and that the Company is obligated to pay; or
- (ii) To pay or otherwise settle with the Insured Claimant the loss or damage provided for under this policy, together with any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment and that the Company is obligated to pay.

Upon the exercise by the Company of either of the options provided for in subsections (b)(i) or (ii), the Company's obligations to the Insured under this policy for the claimed loss or damage, other than the payments required to be made, shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation.

8. DETERMINATION AND EXTENT OF LIABILITY

This policy is a contract of indemnity against actual monetary loss or damage sustained or incurred by the Insured Claimant who has suffered loss or damage by reason of matters insured against by this policy.

- (a) The extent of liability of the Company for loss or damage under this policy shall not exceed the lesser of
 - (i) the Amount of Insurance; or
 - (ii) the difference between the value of the Title as insured and the value of the Title subject to the risk insured against by this policy.
- (b) If the Company pursues its rights under Section 5 of these Conditions and is unsuccessful in establishing the Title, as insured,
 - (i) the Amount of Insurance shall be increased by 10%, and
- (ii) the Insured Claimant shall have the right to have the loss or damage determined either as of the date the claim was made by the Insured Claimant or as of the date it is settled and paid.
- (c) In addition to the extent of liability under (a) and (b), the Company will also pay those costs, attorneys' fees, and expenses incurred in accordance with Sections 5 and 7 of these Conditions.

9. LIMITATION OF LIABILITY

- (a) If the Company establishes the Title, or removes the alleged defect, lien, or encumbrance, or cures the lack of a right of access to or from the Land, or cures the claim of Unmarketable Title, all as insured, in a reasonably diligent manner by any method, including litigation and the completion of any appeals, it shall have fully performed its obligations with respect to that matter and shall not be liable for any loss or damage caused to the Insured.
- (b) In the event of any litigation, including litigation by the Company or with the Company's consent, the Company shall have no liability for loss or damage until there has been a final determination by a court of competent jurisdiction, and disposition of all appeals, adverse to the Title, as insured.
- (c) The Company shall not be liable for loss or damage to the Insured for liability voluntarily assumed by the Insured in settling any claim or suit without the prior written consent of the Company.

10. REDUCTION OF INSURANCE; REDUCTION OR TERMINATION OF LIABILITY

All payments under this policy, except payments made for costs, attorneys' fees, and expenses, shall reduce the Amount of Insurance by the amount of the payment.

11. LIABILITY NONCUMULATIVE

The Amount of Insurance shall be reduced by any amount the Company pays under any policy insuring a Mortgage to which exception is taken in Schedule B or to which the Insured has agreed, assumed, or taken subject, or which is executed by an Insured after Date of Policy and which is a charge or lien on the Title, and the amount so paid shall be deemed a payment to the Insured under this policy.

12. PAYMENT OF LOSS

When liability and the extent of loss or damage have been definitely fixed in accordance with these Conditions, the payment shall be made within 30 days.

13. RIGHTS OF RECOVERY UPON PAYMENT OR SETTLEMENT

- (a) Whenever the Company shall have settled and paid a claim under this policy, it shall be subrogated and entitled to the rights of the Insured Claimant in the Title and all other rights and remedies in respect to the claim that the Insured Claimant has against any person or property, to the extent of the amount of any loss, costs, attorneys' fees, and expenses paid by the Company. If requested by the Company, the Insured Claimant shall execute documents to evidence the transfer to the Company of these rights and remedies. The Insured Claimant shall permit the Company to sue, compromise, or settle in the name of the Insured Claimant and to use the name of the Insured Claimant in any transaction or litigation involving these rights and remedies.

If a payment on account of a claim does not fully cover the loss of the Insured Claimant, the Company shall defer the exercise of its right to recover until after the Insured Claimant shall have recovered its loss.

- (b) The Company's right of subrogation includes the rights of the Insured to indemnities, guaranties, other policies of insurance, or bonds, notwithstanding any terms or conditions contained in those instruments that address subrogation rights.

14. ARBITRATION

Either the Company or the Insured may demand that the claim or controversy shall be submitted to arbitration pursuant to the Title Insurance Arbitration Rules of the American Land Title Association ("Rules"). Except as provided in the Rules, there shall be no joinder or consolidation with claims or controversies of other persons. Arbitrable matters may include, but are not limited to, any controversy or claim between the Company and the Insured arising out of or relating to this policy, any service in connection with its issuance or the breach of a policy provision, or to any other controversy or claim arising out of the transaction giving rise to this policy. All arbitrable matters when the Amount of Insurance is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Insured. All arbitrable matters when the Amount of Insurance is in excess of \$2,000,000 shall be arbitrated only when agreed to by both the Company and the Insured. Arbitration pursuant to this policy and under the Rules shall be binding upon the parties. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court of competent jurisdiction.

15. LIABILITY LIMITED TO THIS POLICY; POLICY ENTIRE CONTRACT

- (a) This policy together with all endorsements, if any, attached to it by the Company is the entire policy and contract between the Insured and the Company. In interpreting any provision of this policy, this policy shall be construed as a whole.
- (b) Any claim of loss or damage that arises out of the status of the Title or by any action asserting such claim shall be restricted to this policy.
- (c) Any amendment of or endorsement to this policy must be in writing and authenticated by an authorized person, or expressly incorporated by Schedule A of this policy.
- (d) Each endorsement to this policy issued at any time is made a part of this policy and is subject to all of its terms and provisions. Except as the endorsement expressly states, it does not (i) modify any of the terms and provisions of the policy, (ii) modify any prior endorsement, (iii) extend the Date of Policy, or (iv) increase the Amount of Insurance.

16. SEVERABILITY

In the event any provision of this policy, in whole or in part, is held invalid or unenforceable under applicable law, the policy shall be deemed not to include that provision or such part held to be invalid, but all other provisions shall remain in full force and effect.

17. CHOICE OF LAW; FORUM

- (a) Choice of Law: The Insured acknowledges the Company has underwritten the risks covered by this policy and determined the premium charged therefor in reliance upon the law affecting interests in real property and applicable to the interpretation, rights, remedies, or enforcement of policies of title insurance of the jurisdiction where the Land is located. Therefore, the court or an arbitrator shall apply the law of the jurisdiction where the Land is located to determine the validity of claims against the Title that are adverse to the Insured and to interpret and enforce the terms of this policy. In neither case shall the court or arbitrator apply its conflicts of law principles to determine the applicable law.
- (b) Choice of Forum: Any litigation or other proceeding brought by the Insured against the Company must be filed only in a state or federal court within the United States of America or its territories having appropriate jurisdiction.

18. NOTICES, WHERE SENT

Any notice of claim and any other notice or statement in writing required to be given to the Company under this policy must be given to the Company at 400 Second Avenue South, Minneapolis, Minnesota 55401-2499.

SCHEDULE A

Name and address of the issuing company: Land Title Company of Skagit County
111 East George Hopper Road, Burlington, WA 98233

Date of Policy:	September 18, 2019 at 10:42AM	Amount of Insurance:	\$ 450,000.00
Order No.:	02-173835-OE	Premium:	\$ 1,286.00
Policy No.:	OX12948097		
Address Reference:	1015 18th Street, Anacortes, WA 98221		

1. Name of Insured:

MADRONA REAL ESTATE INVESTORS X, LLC

2. The estate or interest in the Land that is insured by this policy is:

FEE SIMPLE ESTATE

3. Title is vested in:

THE NAMED INSURED

4. The land referred to in this policy is situated in the State of Washington, County of Skagit and is described as follows:

(See Schedule "A-1," attached.)

ALTA Owner's Policy (6/06)

Order No.: 02-173835-OE

Policy No.: OX12948097

SCHEDULE "A-1"

DESCRIPTION:

Lots 5, 6, 7 and 8, Block 47, "MAP OF THE CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON," as per plat recorded in Volume 2 of Plats, pages 4 through 7, records of Skagit County, Washington.

Situate in the City of Anacortes, County of Skagit, State of Washington.

SCHEDULE B

GENERAL EXCEPTIONS

Except as provided in Schedule B – Part II, this policy does not insure against loss or damage (and the company will not pay costs, attorneys' fees, or expenses) that arise by reason of:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by an inspection of the Land or that may be asserted by persons in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.
4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.

END OF GENERAL EXCEPTIONS

ALTA Owner's Policy (6/06)

Order No.: 02-173835-OE

Policy No.: OX12948097

SCHEDULE B

SPECIAL EXCEPTIONS:

This policy does not insure against loss or damage (and the Company will not pay costs, attorney's fees or expenses) which arise by reason of:

1. Municipal assessments and impact fees, if any, levied by the City of Anacortes.
2. Unrecorded leaseholds, if any; rights of vendors and holders of security interests on personal property installed upon said Land, and rights of tenants to remove trade fixtures at the expiration of the term.

END OF SPECIAL EXCEPTIONS

INFLATION ENDORSEMENT ATTACHED
TO AND MADE A PART OF POLICY OF TITLE INSURANCE
SERIAL NUMBER OX12948097 ISSUED BY

Old Republic National Title Insurance Company

HEREIN CALLED THE COMPANY

The Company, recognizing the current effect of inflation on real property valuation and intending to provide additional monetary protection to the Insured Owner named in said Policy, hereby modifies said Policy, as follows:

1. Notwithstanding anything contained in said Policy and any other Endorsements attached thereto to the contrary, the amount of insurance provided by said Policy, as stated in Schedule A thereof, is subject to cumulative annual upward adjustments in the manner and to the extent hereinafter specified.
2. "Adjustment Date" is defined, for the purpose of this Endorsement, to 12:01 a.m. on the first January 1 which occurs more than six months after the date of Policy, as shown in Schedule A of the Policy to which this Endorsement is attached, and on each succeeding January 1.
3. An upward adjustment will be made on each of the Adjustment Dates, as defined above, by increasing the maximum amount of insurance provided by said Policy (as said amount may have been increased theretofore under the terms of this Endorsement) by the same percentage, if any, by which the United States Department of Commerce Composite Construction Cost Index (based on 1967) for the month of September immediately preceding extends such index for the month of September one year earlier; provided, however, that the maximum amount of insurance in force shall never exceed 150% of the amount of insurance stated in Schedule A of said Policy, less the amount of any claim paid under said Policy which, under the terms of the Conditions and Stipulations, reduces the amount of insurance in force. There shall be no annual adjustment in the amount of insurance for years in which there is no increase in said Construction Cost Index.
4. In the settlement of any claim against the Company under said Policy, the amount of insurance in force shall be deemed to be the amount which is in force as of the date on which the insured claimant first learned of the assertion or possible assertion of such claim, or as of the date of receipt by the Company of the first notice of such claim, whichever shall first occur.
PROVIDED, HOWEVER, this Endorsement shall be effective only if one of the following conditions exists at Date of Policy:
 - A. The land described in this Policy is a parcel on which there is only a one-to-four family residential structure, including all improvements on the land related to residential use, in which the Insured Owner resides or intends to reside; or,
 - B. The land consists of a residential condominium unit, together with common elements appurtenant thereto and related to residential use thereof, in which the Insured Owner resides or intends to reside.

NOTE: In connection with a future application for title insurance covering said land, reissue credit on premium charges (if applicable at all) will be allowed only upon the original face amount of insurance as stated in Schedule A of said Policy.

The total liability of the Company under said policy and any endorsements therein shall not exceed, in the aggregate, the face amount of said policy and costs which the Company is obligated under the conditions and stipulations thereof to pay.

This Endorsement is made a part of said policy and is subject to all of the terms and provisions thereof and of any prior endorsements thereto. Except to the extent expressly stated, it neither modifies any of the terms and provisions of the policy and any prior endorsements, nor does it extend the effective date of the policy and any prior endorsements, nor does it increase the face amount thereof.

Signed under seal for the Company, but this Endorsement is to be valid only when it bears an authorized countersignature.

Order No.: 02-173835-OE

Issued by:

Old Republic National Title Insurance Company

Countersigned

LAND TITLE AND ESCROW

P.O. Box 445 / 111 East George Hopper Rd.
Burlington, WA 98233
(360) 707-2158 / 1 (844) 878-1519.

Authorized Signature

Land Title Company of Skagit County

Company

Burlington, Washington

City, State

Inflation Endorsement

ENDORSEMENT ATTACHED TO AND MADE A PART
OF POLICY OF TITLE INSURANCE
SERIAL NUMBER OX12948097 ISSUED BY

Old Republic National Title Insurance Company

HEREIN CALLED THE COMPANY

1. This Endorsement shall be effective only if at Date of Policy there is located on the land described in the policy a one to four family residential structure in which the insured owner resides, either at Date of Policy or within one year of Date of Policy, as the insured owner's principal residence. For the purpose of this endorsement the term "residential structure" is defined as the principal dwelling structure located on the land, together with a garage or carport used for storage of noncommercial vehicles. The term "residential structure" shall not include detached outbuildings (other than a garage or carport as defined herein), driveways, walkways, boat ramps, docks, recreational facilities of any kind, subsurface lines, pipes, tanks, septic systems and/or drainfields, plantings of any nature, perimeter fences or perimeter walls, or any other improvements which are not an integral part of the residential structure.
2. The Company hereby insures the insured owner against loss or damage which the insured owner shall sustain by reason of:
 - a) The existence at Date of Policy of any unrecorded statutory liens for labor or materials attaching to the estate or interest arising out of any work of improvement on the land in progress or completed at the Date of Policy, except those liens arising out of a work of improvement for which the insured has agreed to be responsible.
 - b) The removal of the residential structure or interference with the use thereof for ordinary residential purposes as the result of a final Court Order or Judgment, based upon the existence at the Date of Policy of:
 - (1) Any encroachment of the residential structure or any part thereof onto adjoining lands, or onto any easement shown as a special exception in Schedule B of the Policy, or onto any unrecorded subsurface easement;
 - (2) Any violation on the land of enforceable covenants, conditions or restrictions provided that this coverage shall not refer to or include the terms, covenants and conditions contained in any lease, sub-lease or contract of sale referred to in this Policy;
 - (3) Any violation of applicable zoning ordinances to the extent that such ordinances regulate (a) area, width or depth of the land as a building site for the residential structure; (b) floor space area of the residential structure; (c) setback of the residential structure from the property lines of the land; or (d) height of the residential structure.
 - c) Damage to the residential structure resulting from the exercise of any right to use the surface of the land for the extraction or development of the minerals shown as an exception in Schedule B, or excepted from the description of the land.

For purposes of this endorsement, the words "covenants," "conditions" or "restrictions" shall not be deemed to refer to or include any covenants, conditions or restrictions relating to environmental protection, except to the extent that a notice of violation or alleged violation affecting the land has been recorded in the public records at Date of Policy and is not excepted in Schedule B.

This Endorsement is made a part of the policy and is subject to all of the terms and provisions thereof and of any prior endorsements thereto. Except to the extent expressly stated, it neither modifies any of the terms and provisions of the policy and any prior endorsements, nor does it extend the effective date of the policy and any prior endorsements, nor does it increase the face amount thereof.

Signed under seal for the Company, but this Endorsement is to be valid only when it bears an authorized countersignature.
Order No.: 02-173835-OE

Issued by:

Old Republic National Title Insurance Company

Countersigned



Authorized Signature

Land Title & Escrow of Skagit & Island County

Company

Anacortes, Washington

City, State

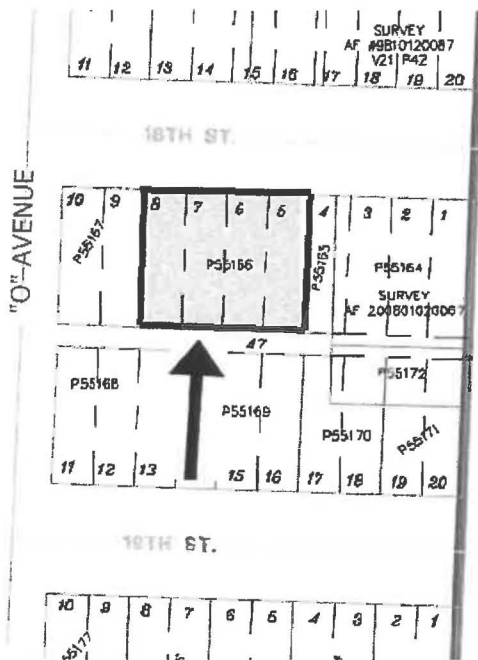
LAND TITLE AND ESCROW

P.O. Box 445 / 111 East George Hopper Rd.
Burlington, WA 98233
(360) 707-2158 / 1 (844) 878-1519.



Land Title & Escrow Company
Of Skagit County & Island County
"We deliver results...not just promises"

Order No. 02-173835



This sketch is a courtesy of LAND TITLE AND ESCROW COMPANY to assist in locating the premises. It is not based on a survey, and the Company assumes no liability for variations, if any, in dimensions and locations. This map does NOT purport to show all highways, roads, or easements affecting the property.

February 21, 2020

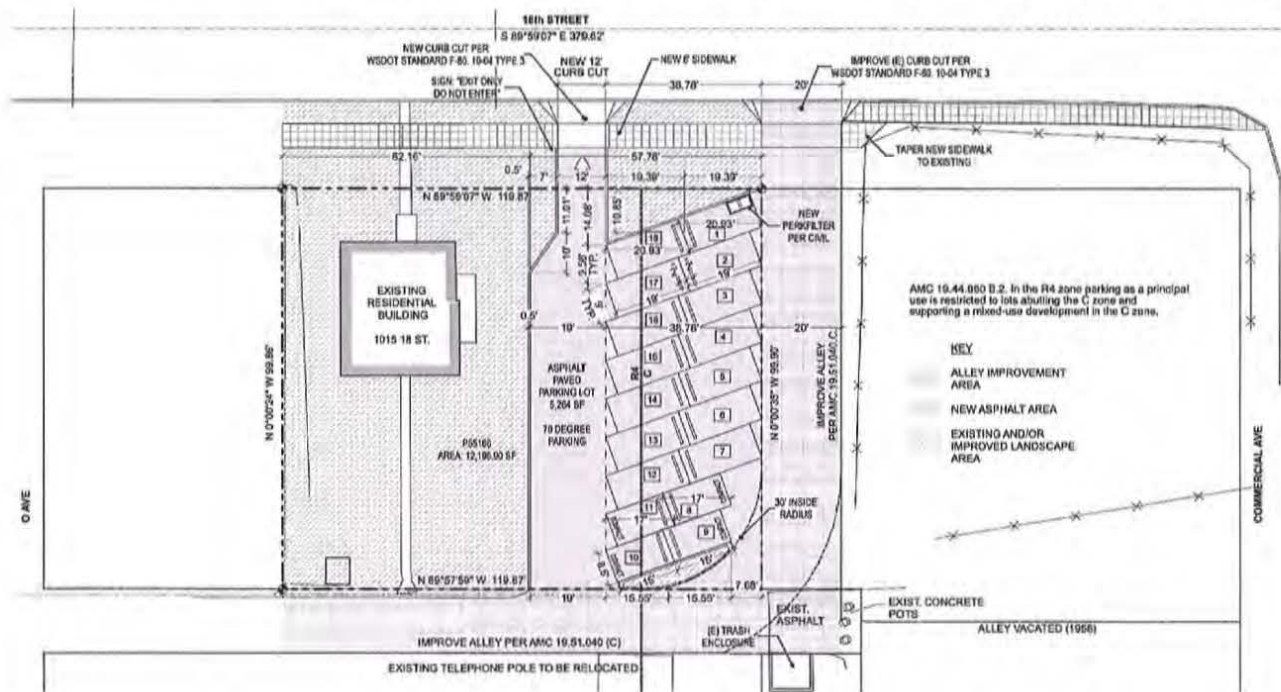
Don Measamer
Director of Planning, Community & Economic Development
City of Anacortes: Planning, Community & Economic Development
904 6th Street
Anacortes, WA 98221

Re: REVISED Conditional Use Permit (CUP-2020-0001) Narrative for 1015 18th St. Parking Lot;
P55166; PRE-2019-0028

Mr. Measamer,

Project Summary

The proposed parking lot at 1015 18th St. is an 18 stall supplemental parking lot serving the Fidalgo Square Retail Center (1700-1720 Commercial Ave). The parking is designed in accordance with the Anacortes Municipal Code (AMC), Washington State/ Anacortes Engineering Standards and takes into account the recommendations of the City of Anacortes as outlined in the pre-application meeting (PRE-2019-0028). Following the pre-application meeting, a neighborhood meeting for this project was held on October 1, 2019. Upon approval of concept from the planning department, the owner intends to provide drainage, landscape and traffic study to complete the CUP application.



Alley Access

The eastern access to the alley has been vacated. Access to the alley is via a City-owned parcel that acts as a 20' wide alley extension connecting to 18th St. Turning between the east-west running alley and the north-south portion of the alley, vehicles have been encroaching on a portion of the south east corner of the 1015 18th St. property to a line approximately defined by a 30' radius tangent to the south and east property lines.

For the alley to be perfected and accessible to the City Sanitation Department and Fire Department, the owner proposes leaving the aforementioned area of the property unimpeded in perpetuity. A 30' inside radius curve will allow continued through access to service vehicles. The parking lot layout submitted with this document is the most successful in allowing a 30' inside radius at the property's SE corner while also efficiently providing the necessary parking. The owner is willing to make this concession if other recommendations from the City from the Pre-App meeting and Checklist #1 can be negotiated with approval of the planning director.



Parking Access and Layout

Proposed access to the 1015 18th St. parking lot will utilize the City-owned property to the east (P55165 – Used as a Public Alley Way). Nine angled stalls will be directly accessed from the 20' wide alleyway in accordance with AMC 19.44.050.D. "When parking spaces located on a property are directly accessed from an alley, the alley right-of-way may be treated as the aisle".

An additional nine proposed angled stalls will be accessed via a one-way, 19' wide drive aisle located on the 1015 18th St. property. The entrance to this one-way drive aisle will be from the 16' wide, east-west running portion of the alley. The one-way discharge will be from a 12' wide new curb cut located approximately 38.8' west of the improved 20' wide curb cut at P55165.

The parking stalls are proposed to have a parking angle of 70 degrees. The proposal for 70 degree angled parking increases the efficiency of spaces accessed by 19' or 20' drive aisles. The 14 regular stalls are proposed to be 19' long by 9' wide. The 4 compact stalls are proposed to be 15' long by 8.5' wide. The two rows of angled parking will utilize the common practice of "interlocking" in order to efficiently utilize the area. The owner will provide information from a qualified transportation engineer demonstrating the design proposal meets current and accepted standards per 19.64.050.F.

Block Frontage and Setbacks

The block frontage standard is "undesignated" and is defined by the two distinct zones that the property inhabits, Zone R4 and Zone C. Within the R4 portion of the site, there is a landscaped buffer along 18th St. at a width equal to or greater than 10' from the property line per the undesignated block frontage standard of landscape buffers being equal to or greater than the required building setback for that zone. Within the C zone the landscape buffer is greater than or equal to 0' from the property line. There is no setback required for buildings in the C zone. This is in accordance with AMC 19.65.070.D.6.a. AMC 19.61.110.C. and 19.42.030. Sidewalks on 18th St. will be extended and the alley will be improved by the applicant per AMC 19.51.040.C.

If you have any questions during your review please let us know.

Sincerely,



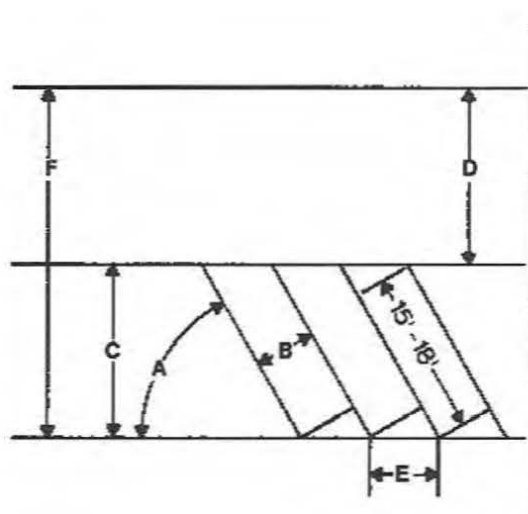
Erik H. Lund – Project Architect
Johnson Oaklief Architecture & Planning

Phone: (206) 448-7580

Email: elund@j-arch.com

MINIMUM PARKING SPACE AND AISLE DIMENSIONS

A	B	C	D	E	F
Parking Angle	Stall Width	Row Width	Aisle Width	Curb Length	Bay Width
Parallel	8.00	8.00	12.00	23.00	20.00
30	8.50	16.50	11.00	17.00	27.50
	9.00	16.50	11.00	18.00	27.50
	9.50	17.50	11.00	19.00	28.50
	10.00	17.50	11.00	20.00	28.50
45	8.50	18.50	13.50	12.00	32.00
	9.00	19.00	13.00	12.50	32.00
	9.50	19.50	13.00	13.50	32.50
	10.00	19.50	13.00	14.00	32.50
60	8.50	20.00	18.50	9.50	38.50
	9.00	20.50	18.00	10.50	38.50
	9.50	20.50	17.50	11.00	38.00
	10.00	20.50	17.00	11.50	37.50
70	8.50	20.00	19.50	9.00	39.50
	9.00	20.50	19.00	9.50	39.50
	9.50	20.50	18.50	10.00	39.00
	10.00	21.00	18.00	10.50	39.00
80	8.50	19.50	24.50	8.50	43.50
	9.00	19.50	24.00	9.00	43.50
	9.50	19.50	23.50	9.50	43.00
	10.00	19.50	23.00	10.00	42.50
90	8.50	18.00	25.50	8.50	43.50
	9.00	18.00	25.00	9.00	43.00
	9.50	18.00	24.50	9.50	42.50
	10.00	18.00	24.00	10.00	42.00



Notes:

(Dimensions are in feet.)

When parking lots may have substantial traffic by trucks or other large vehicles, the Code Administrator may establish larger minimum dimensions.

At least 50% of the spaces must be a minimum of 18 feet long, 2 feet of which may overhang wheel stops or curb.

Up to 50% of the spaces may be 15 feet long, 1 foot of which may overhang wheel stops or curb, and designated for compact cars. Widths may be reduced 1 foot.

Aisle turns must be at least 14 feet in width.

Requirements for accessible parking spaces are contained in Chapter 15.08 RMC, Building Code.



MEMORANDUM

To: Don Measamer – City of Anacortes,
Director of Planning, Community & Economic Dev
From: Matthew Palmer, PE
Project: Fidalgo Flats, GTC #19-085
City of Anacortes Parking Layout
Date: February 25, 2020



The proposal is for 18 parking spaces on the south side of 18th Street east O Ave.

PARKING LAYOUT

The City doesn't identify the measurements for a 70-degree parking angle within Anacortes Municipal Code (AMC) 19.64; therefore, the developer is asking for an "alternative standard" as identified in AMC 19.64.050(F), the director may approve alternate designs not meeting these standards when a qualified Transportation Engineer demonstrates that the alternate design proposal meets current and accepted standards such those maintained by the Institute of Transportation Engineers. Within AMC a compact stall may have a minimum space length of 15 feet and a minimum space width of 8 feet.

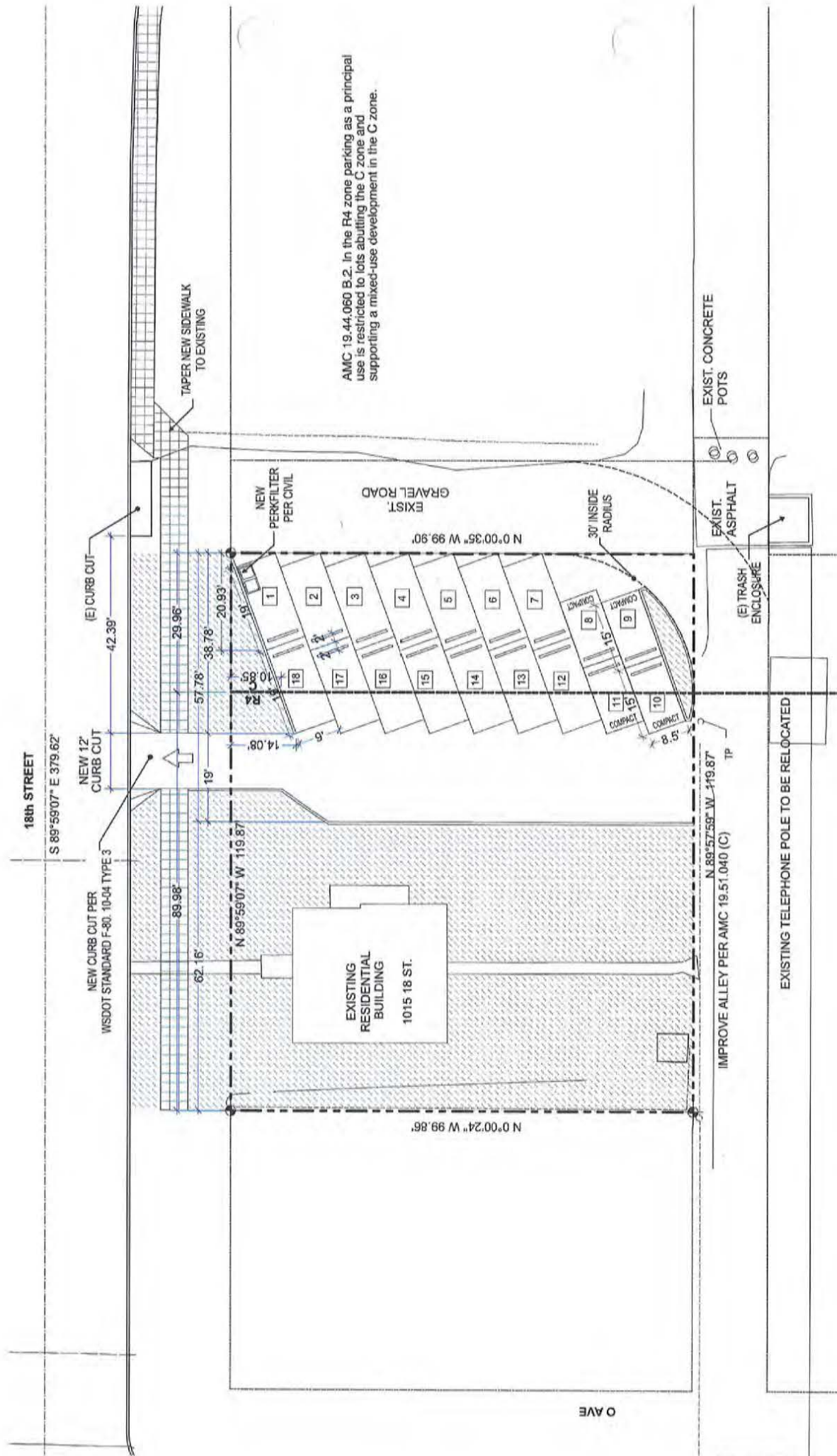
There is a 70-degree parking angle identified in the City of Redmond, RCDG 20D.130.10-030, included in the attachments which identifies the same parking layout parameters: Parking Angle, Space Width, Space Length, Aisle Width, and Curb Width.

The proposed parking layout for the site (Column A in degrees and Column B-E in feet) would be:

Stall Type	A Parking Angle	B Space Width	C Space Length	D Aisle Width	E Curb Width
Standard	70	9	18-21	19-20	9.5
Compact	70	8.5	18-21	19-19.5	9

The width and space length of the parking stalls are within the minimum and maximum ranges within AMC. The Curb Width (Column E) being 0.5 feet wider than the Space Width is consistent with the parking layout identified by Redmond for a 70-degree parking angle. The proposed aisle width of 19 feet and the ability to pull into the adjacent alley meets the aisle width identified by Redmond for the stall widths. The space length varies due to the interlocked stalls. The compact parking stalls need to be clearly identified as compact and the parking layout would meet the design standards of the City of Redmond and therefore the parking layout should be approved for use in the City of Anacortes.

Attachments (A-1 to A-3)



MINIMUM PARKING SPACE AND AISLE DIMENSIONS

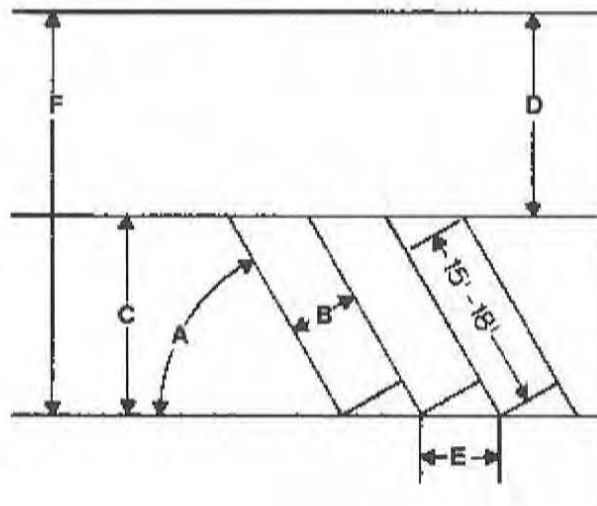
A	B	C	D	E	F
Parking Angle	Stall Width	Row Width	Aisle Width	Curb Length	Bay Width
Parallel	8.00	8.00	12.00	23.00	20.00

30	8.50	16.50	11.00	17.00	27.50
	9.00	16.50	11.00	18.00	27.50
	9.50	17.50	11.00	19.00	28.50
	10.00	17.50	11.00	20.00	28.50

45	8.50	18.50	13.50	12.00	32.00
	9.00	19.00	13.00	12.50	32.00
	9.50	19.50	13.00	13.50	32.50
	10.00	19.50	13.00	14.00	32.50

60	8.50	20.00	18.50	9.50	38.50
	9.00	20.50	18.00	10.50	38.50
	9.50	20.50	17.50	11.00	38.00
	10.00	20.50	17.00	11.50	37.50

70	8.50	20.00	19.50	9.00	39.50
	9.00	20.50	19.00	9.50	39.50
	9.50	20.50	18.50	10.00	39.00
	10.00	21.00	18.00	10.50	39.00



Notes:

(Dimensions are in feet.)

When parking lots may have substantial traffic by trucks or other large vehicles, the Code Administrator may establish larger minimum dimensions.

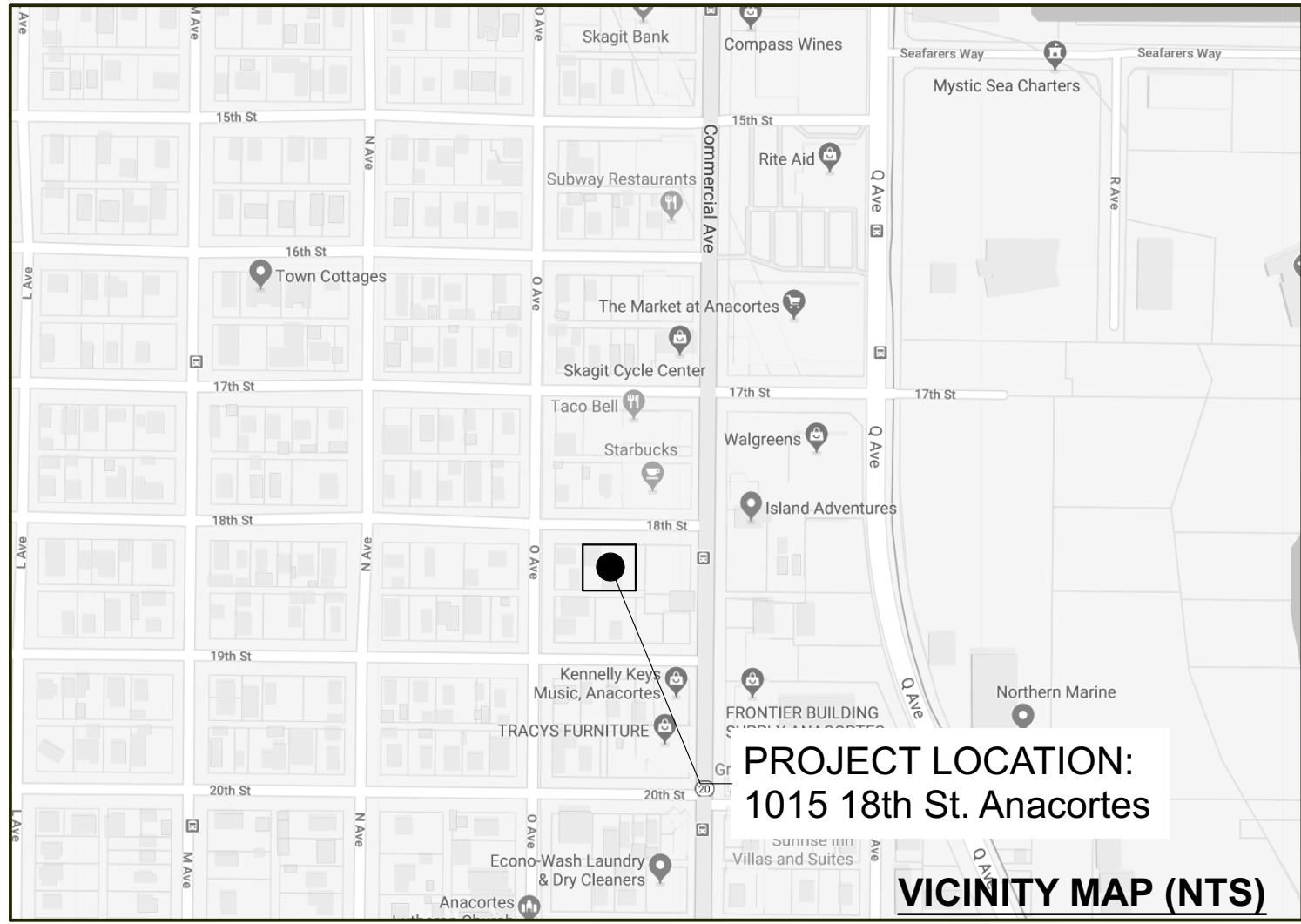
At least 50% of the spaces must be a minimum of 18 feet long, 2 feet of which may overhang wheel stops or curb.

80	8.50	19.50	24.50	8.50	43.50	Up to 50% of the spaces may be 15 feet long, 1 foot of which may overhang wheel stops or curb, and designated for compact cars. Widths may be reduced 1 foot. Aisle turns must be at least 14 feet in width. Requirements for accessible parking spaces are contained in Chapter 15.08 RMC, Building Code.
	9.00	19.50	24.00	9.00	43.50	
	9.50	19.50	23.50	9.50	43.00	
	10.00	19.50	23.00	10.00	42.50	
90	8.50	18.00	25.50	8.50	43.50	
	9.00	18.00	25.00	9.00	43.00	
	9.50	18.00	24.50	9.50	42.50	
	10.00	18.00	24.00	10.00	42.00	

PROJECT INFORMATION

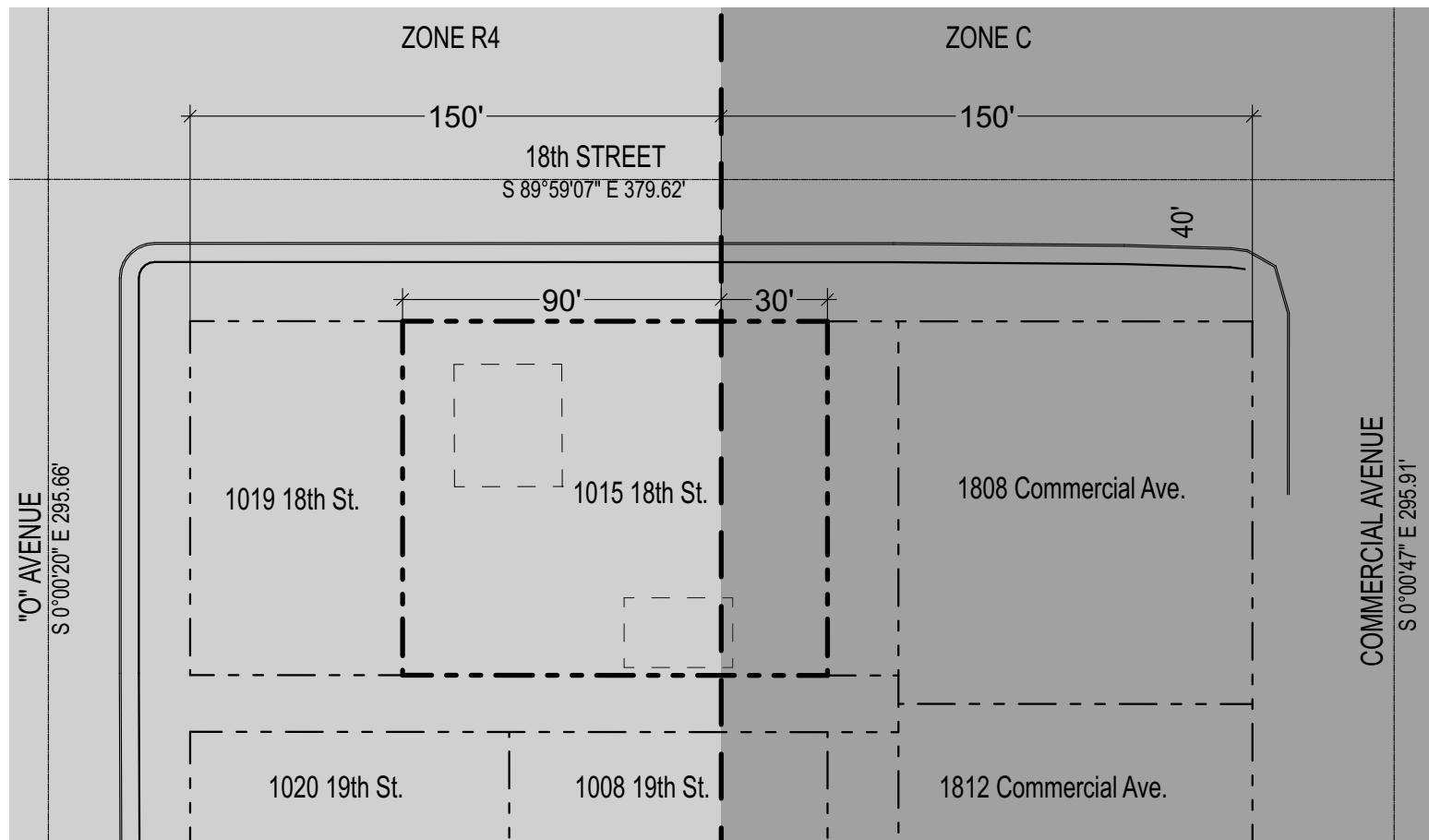
PROJECT NAME:	1015 18th St. Parking Lot
PROJECT ADDRESS:	1015 18th St. Anacortes, WA
LEGAL DESCRIPTION:	LOTS 5, 6, 7, AND 8, BLOCK 47, MAP OF THE CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON, AS PER PLAT RECORDED IN VOLUME 2 OF PLATS, PAGE 4 THROUGH 7, RECORDS OF SKAGIT COUNTY, WASHINGTON.
ASSESSOR PARCEL NUMBERS:	P55166
LOT AREA:	12,196.80 SF (SKAGIT COUNTY ASSESSORS)
PROJECT DESCRIPTION:	DEMOLISH THE GARAGE OF THE SINGLE FAMILY HOME. CONSTRUCT A PRIVATE, OPEN AIR PARKING LOT ON THE EASTERN PORTION OF THE LOT. THE PROPOSED PARKING LOT HAS 18 STALLS THAT WILL BE USED AS ADDITIONAL PARKING BY THE FIDALGO SQUARE RETAIL CENTER
DEVELOPER:	MADRONA REAL ESTATE X LLC 1320 E PIKE STR. SEATTLE WA 98122 CONTACT: JAMES SULLIVAN (206) 623-7662
ARCHITECT:	JOHNSON OAKLIEF ARCHITECTURE & PLANNING 2124 THIRD AVE. SUITE 200, SEATTLE WA 98121 CONTACT: ERIK LUND, DESIGNER (206) 448-7580
LANDSCAPE ARCHITECT:	PAUL JAY LANDSCAPE 2917 EAST DIVISION, MOUNT VERNON WA 98274 CONTACT: PAUL JAY, LANDSCAPE ARCHITECT (425) 210-1986
CIVIL ENGINEER:	HERRIGSTAD ENGINEERING AND SURVEYING 4320 WHISTLE LAKE ROAD, ANACORTES WA 98221 CONTACT: DALE HERRIGSTAD, P.E., P.L.S. (360) 299-8804
TRAFFIC CONSULTANTS:	GIBSON TRAFFIC CONSULTANTS, INC. 2813 ROCKEFELLER AVE., SUITE B, EVERETT WA 98201 CONTACT: MATT PALMER, P.E. (425) 339-8266

SHEET INDEX	
ID	NAME
A0.0	PROJECT INFORMATION
A1.0	DEMO PLAN & SITE PLAN
C1	COVER SHEET, VICINITY PLAN & CONSTRUCTION NOTES
C2	EXISTING SITE PLAN
C3	EROSION CONTROL PLAN
C4	SITE IMPROVEMENTS PLAN
C5	PERK FILTER AND BMP DETAILS
C6	DETAILS
L1	LANDSCAPE PLAN



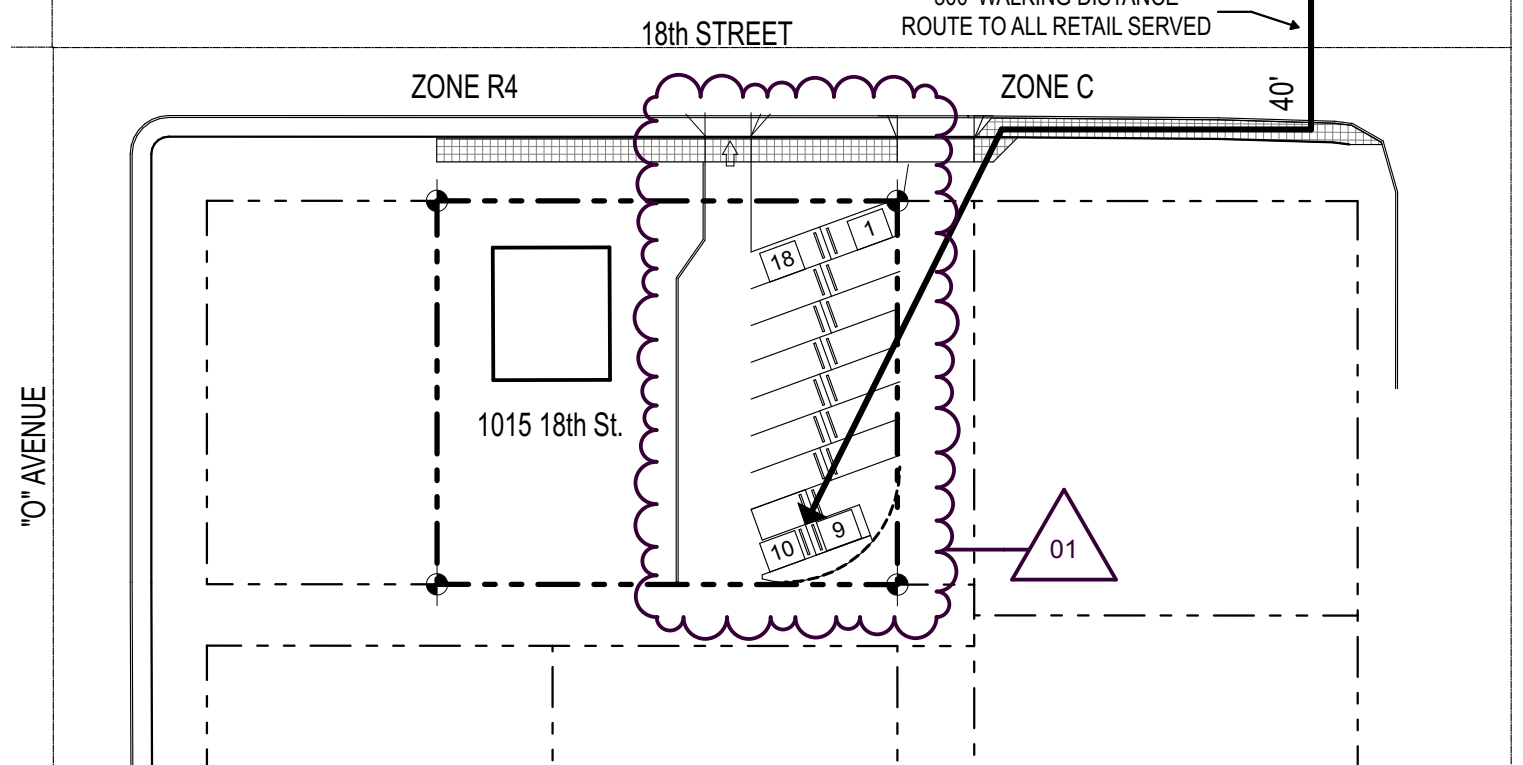
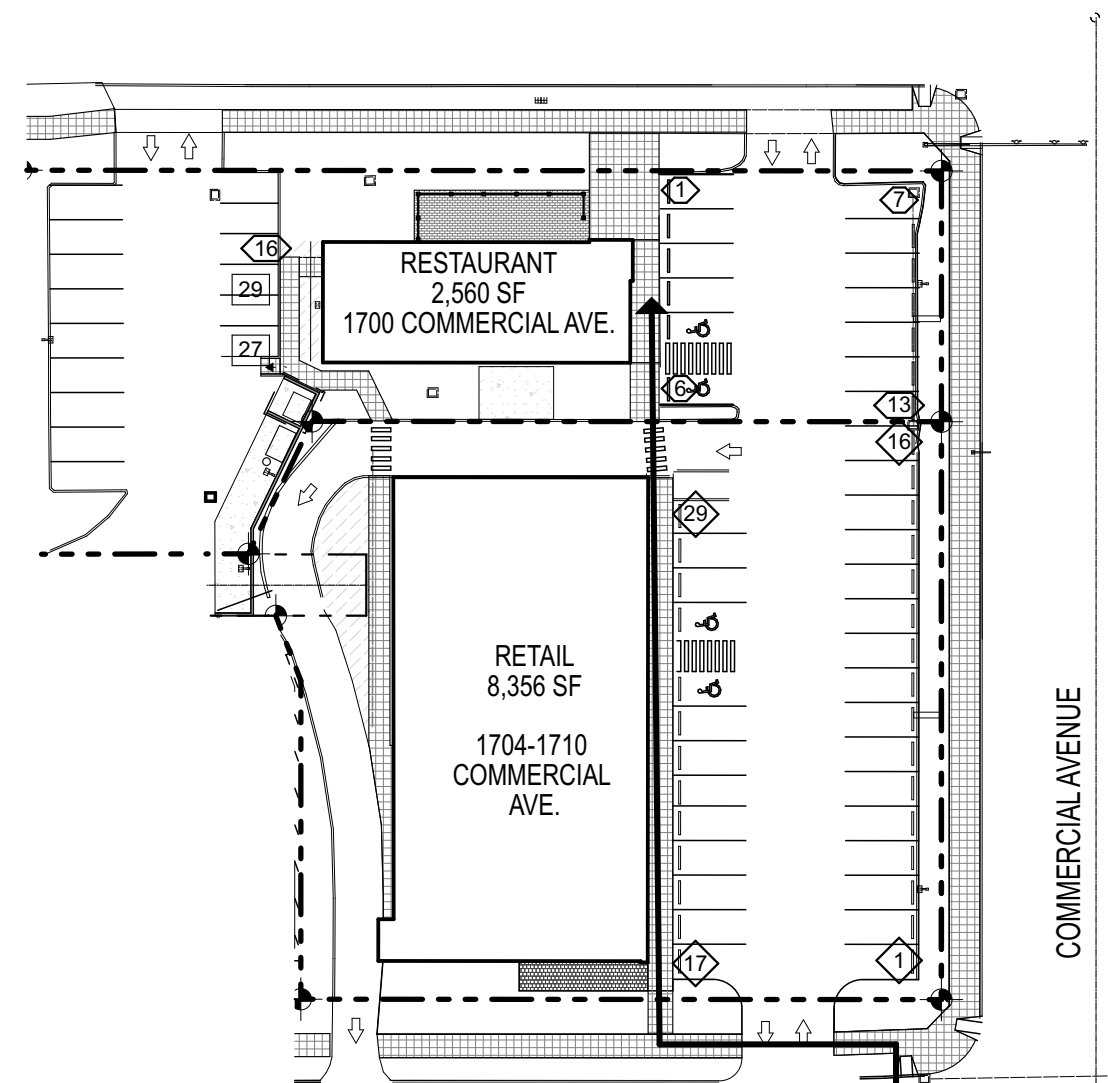
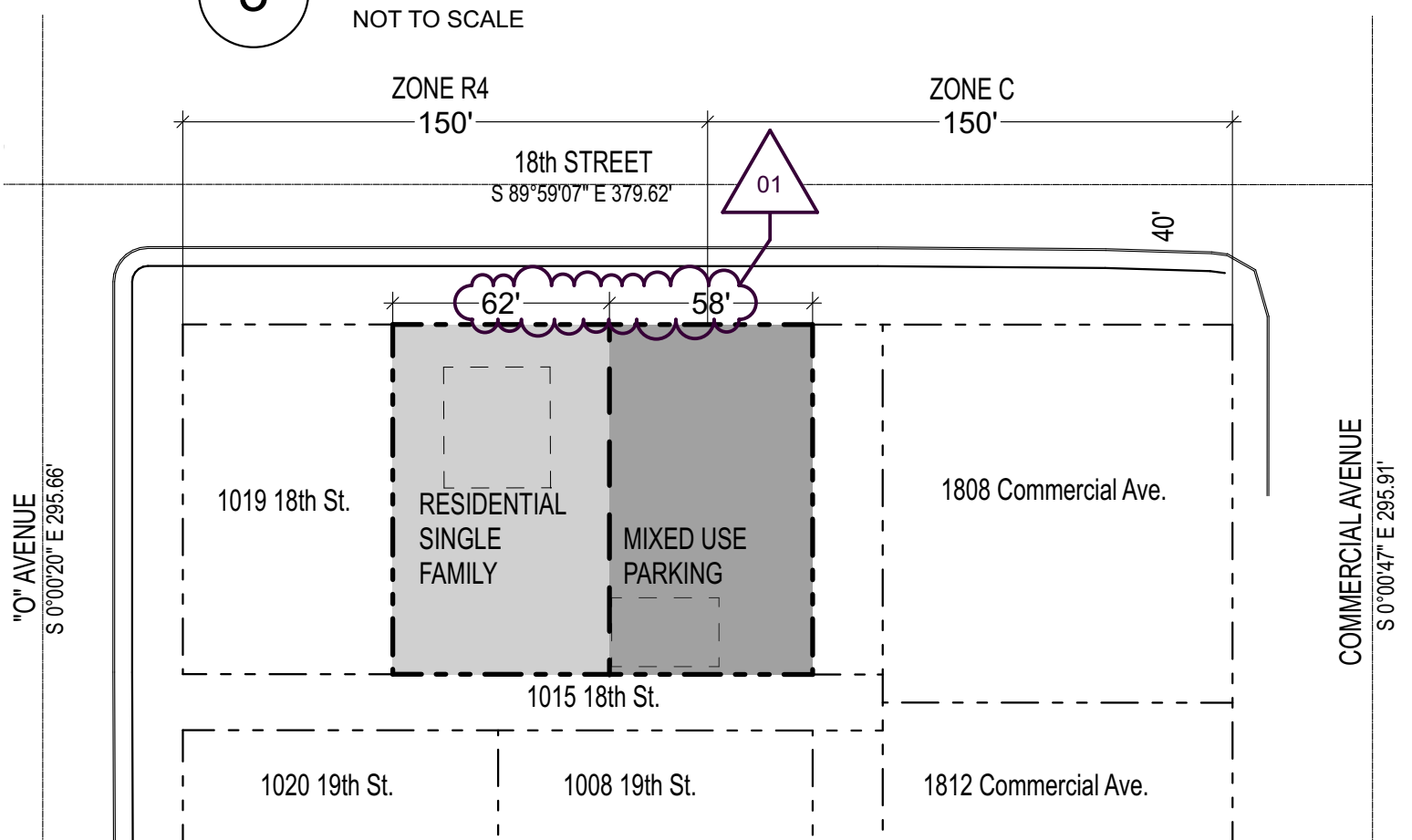
PROJECT LOCATION:
1015 18th St. Anacortes

VICINITY MAP (NTS)



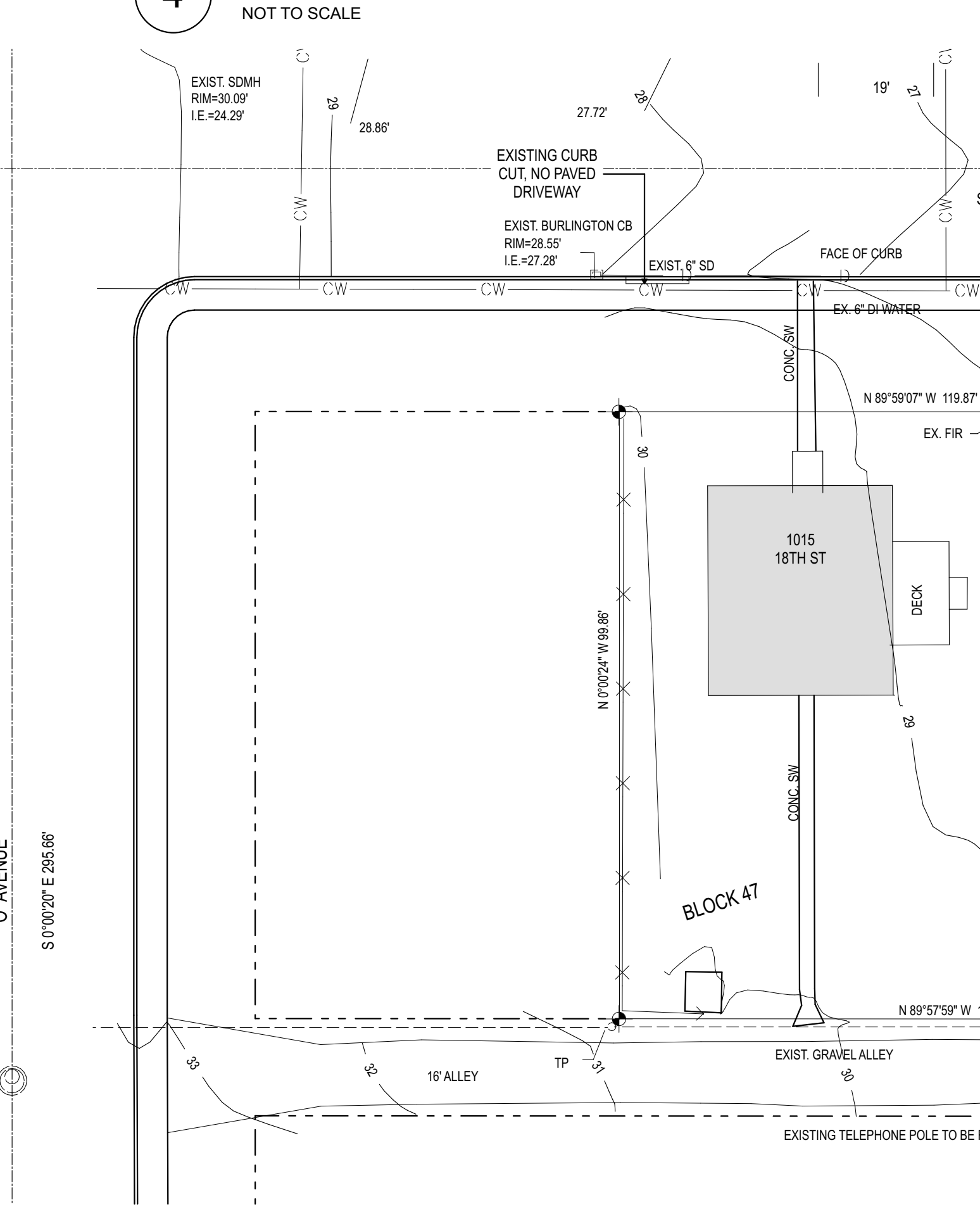
3 ZONING DIAGRAM

NOT TO SCALE



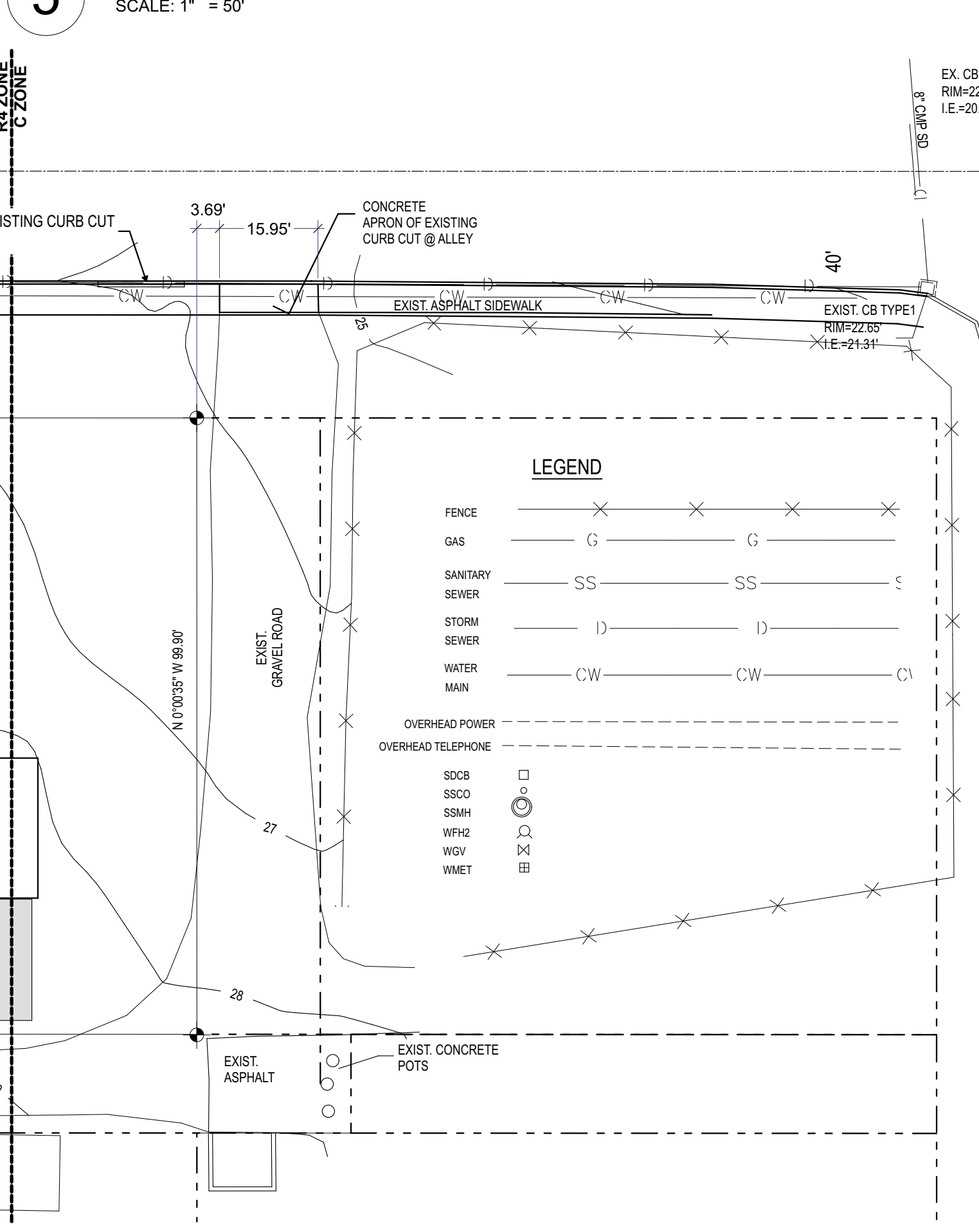
4 PROPOSED USE DIAGRAM

NOT TO SCALE



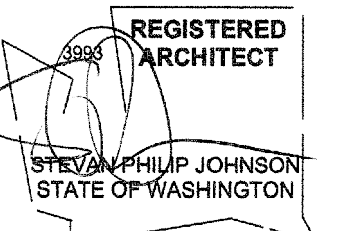
5 PROPOSED WALKING DISTANCE

SCALE: 1" = 50'



JOHNSON OAKLIEF
ARCHITECTURE & PLANNING LLC

2124 THIRD AVENUE, SUITE 200
SEATTLE, WA 98121 206-448-7580



#Client Company

#Client Full Address

02	REVISION 2	07.29.20
01	PARKING LAYOUT REV.	02.20.20
NO.	DESCRIPTION	DATE
REVISIONS		
PROJECT NO.: JOAP 2019.20		
DATE: 01/27/2020		
DRAWN BY: EL		
APPROVAL: SJ		

PARKING LOT

1715 O Ave. Anacortes, WA

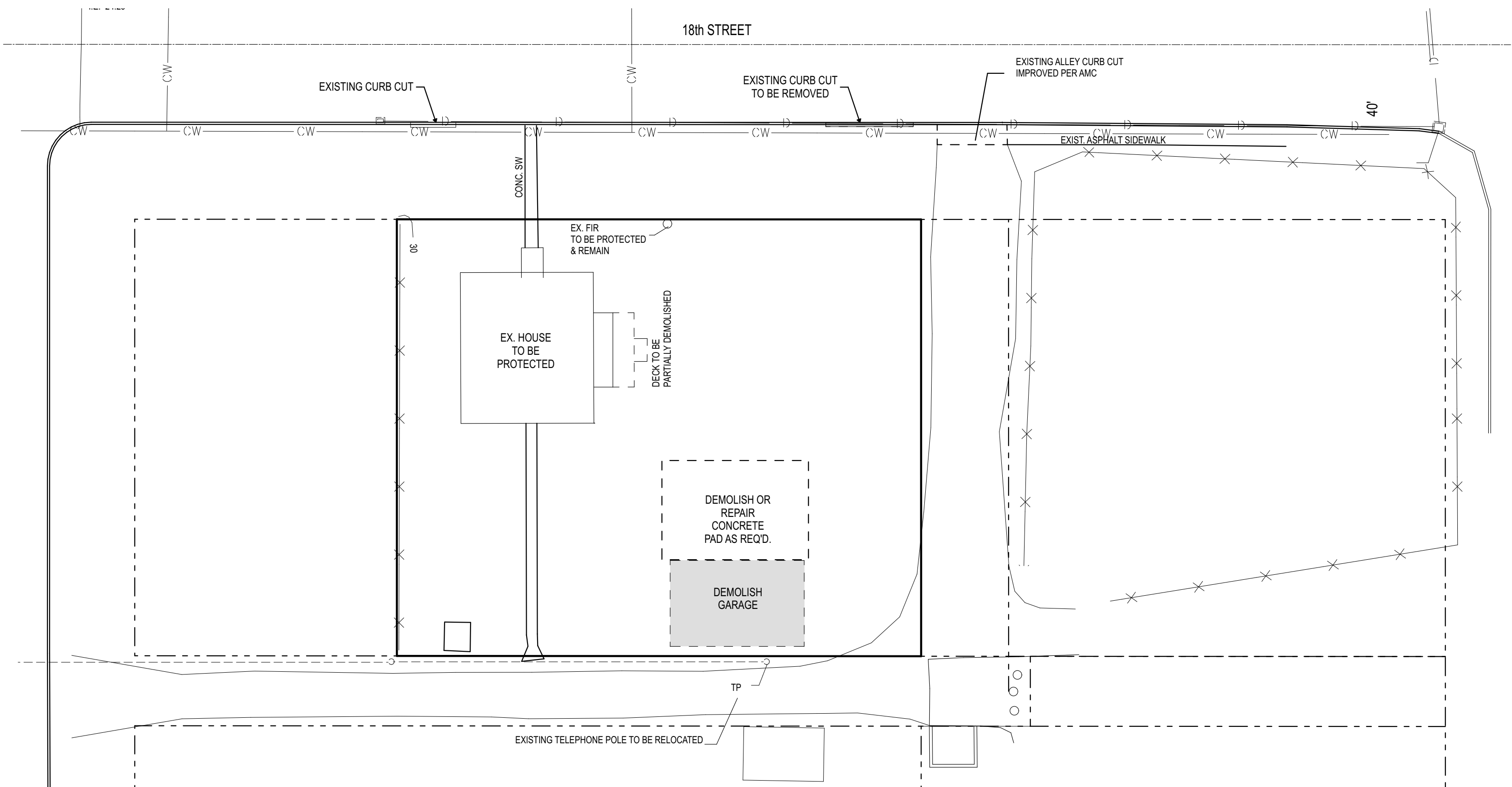
PROJECT
INFORMATION

CONDITIONAL USE
PERMIT

SHEET NO:

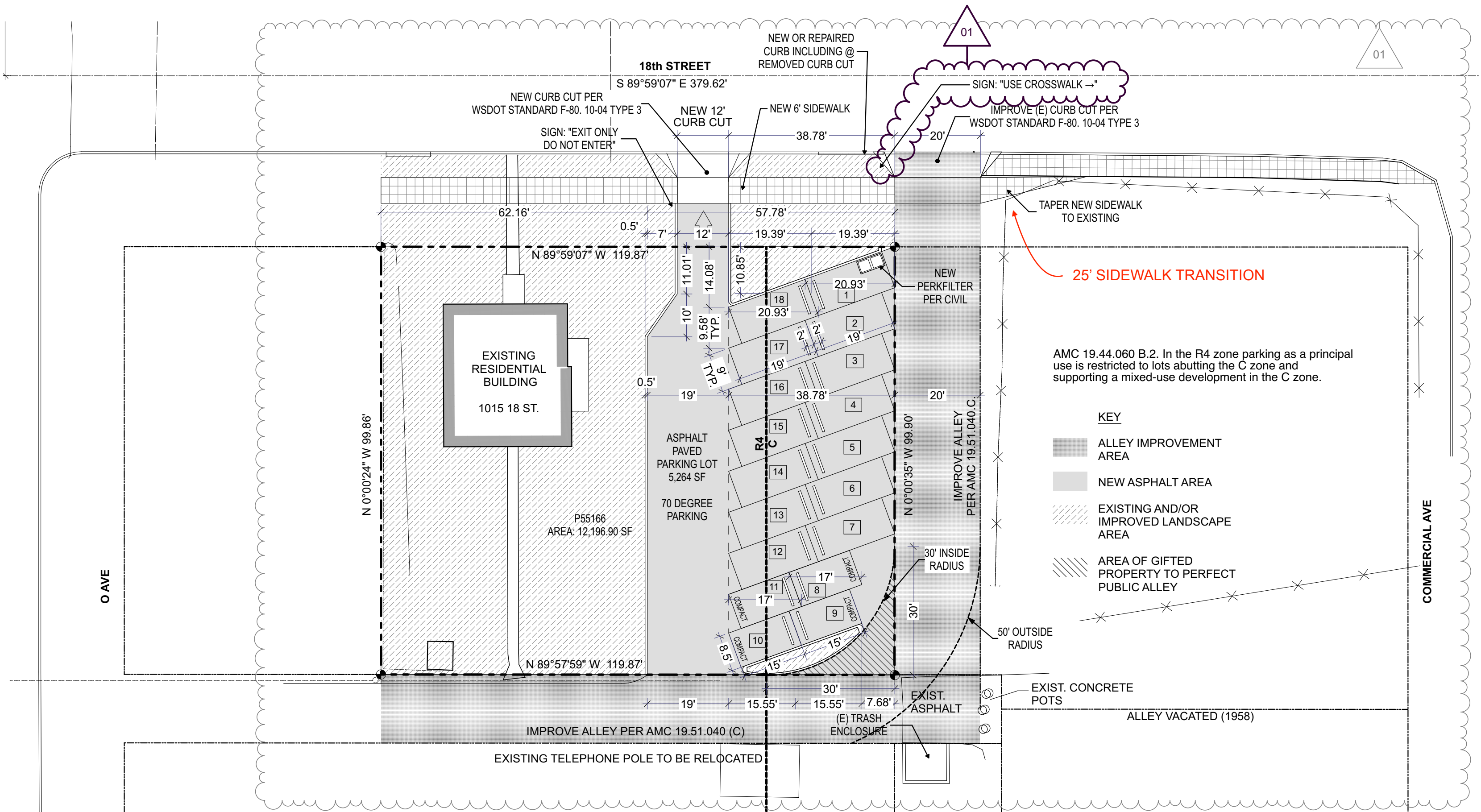
A0.0

DPD APPROVAL STAMP:



1 DEMOLITION PLAN

SCALE: 1" = 20'



2 SITE PLAN

SCALE: 1" = 20'

DEMOLITION AND SITE PREPARATION NOTES:

- CONTRACTOR SHALL BE RESPONSIBLE FOR REVIEWING ALL DRAWINGS AND SPECIFICATIONS TO DETERMINE THE EXTENT OF EXCAVATION AND DEMOLITION REQUIRED TO RECEIVE SITE IMPROVEMENTS.
- ANY DISCREPANCIES OR CONFLICTS BETWEEN THE DRAWINGS AND EXISTING CONDITIONS, EXISTING CONDITIONS TO REMAIN, TEMPORARY CONSTRUCTION, PERMANENT CONSTRUCTION AND WORK OF ADJACENT CONTRACTS SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER BEFORE PROCEEDING. ITEMS ENCOUNTERED IN AREAS OF EXCAVATION THAT ARE NOT INDICATED ON THE DRAWINGS, BUT ARE VISIBLE ON SURFACE, SHALL BE THE CONTRACTOR'S RESPONSIBILITY AND SHALL BE REMOVED AT NO ADDITIONAL COST TO THE OWNER.
- THE CONTRACTOR SHALL INCLUDE IN THE BID THE COST OF REMOVING ANY EXISTING SITE FEATURES AND APPURTENANCES NECESSARY TO ACCOMPLISH THE CONSTRUCTION OF THE PROPOSED SITE IMPROVEMENTS. THE CONTRACTOR SHALL ALSO INCLUDE IN THE BID THE COST NECESSARY TO RESTORE SUCH ITEMS IF THEY ARE SCHEDULED TO REMAIN AS PART OF THE FINAL SITE IMPROVEMENTS. REFER TO PLANS TO DETERMINE EXCAVATION, DEMOLITION AND TO DETERMINE THE LOCATION OF THE PROPOSED SITE IMPROVEMENTS.
- THE OWNER RESERVES THE RIGHT TO REVIEW ALL MATERIALS DESIGNATED FOR REMOVAL AND TO RETAIN OWNERSHIP OF SUCH MATERIALS. IF THE OWNER RETAINS ANY MATERIAL THE CONTRACTOR SHALL MAKE ARRANGEMENTS WITH THE OWNER TO HAVE THOSE MATERIALS REMOVED OFF SITE AT NO ADDITIONAL COST.
- UNLESS SPECIFICALLY NOTED TO BE SAVED / STOCKPILED OR REUSED / RELOCATED , ALL SITE FEATURES CALLED FOR REMOVAL SHALL BE REMOVED WITH THEIR FOOTINGS, ATTACHMENTS, BASE MATERIAL, ETC, TRANSPORTED FROM THE SITE TO BE DISPOSED OF IN A LAWFUL MANNER AT AN ACCEPTABLE DISPOSAL SITE AND AT NO COST TO THE OWNER.
- ALL EXISTING SITE FEATURES TO REMAIN SHALL BE PROTECTED THROUGHOUT THE CONSTRUCTION PERIOD. ANY FEATURES DAMAGED DURING CONSTRUCTION OPERATIONS SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE OR CITY OF ANACORTES AT NO ADDITIONAL COST.
- DURING EARTHWORK OPERATIONS, CONTRACTOR SHALL TAKE CARE TO NOT DISTURB EXISTING MATERIALS TO REMAIN, OUTSIDE THE LIMITS OF EXCAVATION AND BACKFILL AND SHALL TAKE WHATEVER MEASURES NECESSARY, AT THE CONTRACTOR'S EXPENSE, TO PREVENT ANY EXCAVATED MATERIAL FROM COLLAPSING. ALL BACKFILL MATERIALS SHALL BE PLACED AND COMPACTED AS SPECIFIED TO THE SUBGRADE REQUIRED FOR THE INSTALLATION OF THE REMAINDER OF THE CONTRACT WORK.
- ALL ITEMS CALLED FOR REMOVAL SHALL BE REMOVED TO FULL DEPTH INCLUDING ALL FOOTINGS, FOUNDATIONS, AND OTHER APPURTENANCES, EXCEPT AS SPECIFICALLY NOTED OTHERWISE.
- CLEAR AND GRUB VEGETATION SHALL INCLUDE REMOVAL OF GRASS, SHRUBS, AND UNDERBRUSH, REMOVAL OF ROOTS, ROUGH GRADING, INSTALLATION OF LOAM (IF APPLICABLE), FINE GRADING, SEEDING AND TURF ESTABLISHMENT BY THE CONTRACTOR.
- THE STORAGE OF MATERIALS AND EQUIPMENT WILL BE PERMITTED AT LOCATIONS DESIGNATED BY OWNER OR OWNER'S REPRESENTATIVE. PROTECTION OF STORED MATERIALS AND EQUIPMENT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL PROTECT EXISTING TREES TO REMAIN, CONTRACTOR SHALL INSTALL TREE PROTECTION BARRIER AFTER CLEARING UNDERBRUSH AND TAKE DUE CARE TO PREVENT INJURY TO TREES DURING CLEARING OPERATIONS.
- THE CONTRACTOR SHALL MAKE ALL ARRANGEMENTS FOR THE ABANDONMENT, ALTERATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE AND ANY OTHER PRIVATE UTILITIES BY THE UTILITY OWNER AT NO ADDITIONAL COST TO THE OWNER.
- SEE CIVIL, MECHANICAL, AND ELECTRICAL DRAWING FOR ADDITIONAL DEMOLITION NOTES

ZONING SUMMARY

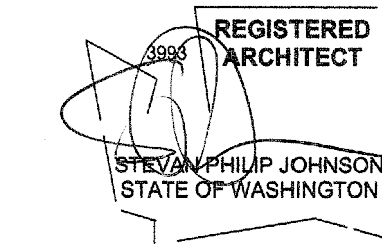
Permit : ANACORTES ZONING CODE SUMMARY JOA+P Project #2019.20			
AMC CITE	REQUIRED/PERMITTED	PROPOSED	NOTES/REFERENCE
19.40.010	Project Zoning (Per City of Anacortes GIS zoning Map)		
	Western 90' of Site: R4	R4	19.040.010 C.3.
	Eastern 30' of Site: C	West 90' : R4, East 30' : C	
C.3.	Where a zone boundary divides a lot or tract, the boundary must be determined by map scaling unless the actual dimensions are shown on the map.		
19.40.	Zones established		
.030 F.1	R4 : A transition from commercial development to residential areas	Single Family/ Parking	
.040 B.1	C : A variety of general service and retail commercial uses	Parking	
19.41.040	Permitted uses		
R4 Existing	Single Family Residential permitted outright	West 54' of R4 zone to stay single fam.	
R4 Proposed	Parking (Conditionally allowed per 19.44.060 B.2. and 19.36)	East 36' of R4 zone to be for parking	In support of 1700-1720 Commercial Ave
	19.44.060 B.2. In R4 zone parking as principal use is restricted to lots abutting the C zone and supporting a mixed use development in the C zone.		See Conditional Use Application
C Proposed	Parking permitted outright	30' of C zone to be for parking	
19.41.040	Permitted uses		
R4	Parking (Conditionally allowed per 19.44.060 B.2.)	Parking in support of Commercial	
	19.44.060 B.2. In R4 zone parking as principal use is restricted to lots abutting	Development at 1700-1720	
19.42.020	Form and Intensity standards for residential zones		
R4	Minimum lot width circle (lot with alley access): 25 feet	N/A	
	Density maximum: None	N/A	
	Lot coverage, maximum percentage: 50%	No new buildings	
	Landscaped are, minimum percentage: 20%	TBD	
	Height maximum with bonus: 50 feet	N/A	
	Street setback, minimum: 10 feet	Parking setback 10' from 18th St.	L1
	Side street setback, minimum: 10 feet	N/A	A2.0
	Interior side setback, minimum: 5 feet	N/A	
	Interior side setback - second floor, minimum: 7.5 feet	N/A	
	Rear setback, minimum: 10 feet	N/A	
C	Height max: 40 feet	No new buildings	
	Landscaped area, minimum percentage: 10%	TBD	
	Street setback, minimum: 0 feet	Parking setback 10' from 18th St.	
	Interior side setback, minimum: 0 feet	Fences provided	
	Rear setback, minimum: 0 feet	N/A	
19.44.060	Commercial Use - Parking		
B.2	In R4 zone, parking as a principal use is restricted to lots abutting the C zone and supporting a mixed use development.	Parking lot to support Starbucks commercial development across 18th st.	
19.61.040	Block Frontage Designation		
C	No block frontage designation applies to the project.	N/A	
19.64.040	Number of Parking Spaces Required		
C	No block frontage designation applies to the project.		Per AMC Block Frontage Map
	1710 Commercial Ave (8,356 SF Retail)		
	Retail less than 15,000 SF		
	Min Required Parking (3 per 1,000 SF NFA): 26 Stalls		
	Max Allowed Parking (5 per 1,000 SF NFA): 42 Stalls		
	1700 Commercial Ave (2,560 SF Restaurant)		
	Min required Parking: (4 per 1,000 SF NFA): 11 Stalls		
	Max Allowed Parking: (14 per 1,000 SF NFA): 36 Stalls		
TOTAL	Minimum: 37 Stalls Maximum: 78 Stalls	1700 Commercial: 28 1710 Commercial: 29 1015 18th Ave.: 18 Total: 75 Stalls	

Anacortes Municipal Code 2019

Printed: 1/27/20 3:44 PM

JOHNSON OAKLIEF
ARCHITECTURE & PLANNING LLC

2124 THIRD AVENUE, SUITE 200
SEATTLE, WA 98121 206-448-7580



#Client Company

#Client Full Address

02	REVISION 2	07.29.20
01	PARKING LAYOUT REV.	02.20.20

NO.	DESCRIPTION	DATE
-----	-------------	------

REVISIONS

PROJECT NO:	JOAP 2019.20
DATE:	01/27/2020
DRAWN BY:	EL
APPROVAL:	SJ

PARKING LOT

1715 O Ave. Anacortes, WA

DEMO PLAN & SITE PLAN

CONDITIONAL USE PERMIT

SHEET NO:

A1.0

DPD APPROVAL STAMP:

1015 18th Street Parking Lot

GENERAL NOTES:

1. WORK HOURS:

THE CITY OF ANACORTES ORDINANCE ALLOWS WORK FROM 7:00 AM TO 10:00 PM, SEVEN DAYS A WEEK (COA ORD. #2316). SOMEONE IN CHARGE SHALL BE ON-SITE AT ALL TIMES WHEN WORK IS IN PROGRESS. IF WORK IS DONE ON WEEKENDS, PLEASE INFORM THE PROJECT MANAGER SO THE CITY OF ANACORTES CAN HAVE AN INSPECTOR ON-SITE. CONTRACTOR WILL BE BILLED FOR CITY OF ANACORTES OVERTIME.

2. CALL 48 HOURS BEFORE THE FOLLOWING:

FOR INSPECTION CONTACT 360.299.1951.

- PRIOR TO WORK START UP.
- PRIOR TO ANY UTILITY CONSTRUCTION IN THE RIGHT-OF-WAY.
- PRIOR TO POURING CAST-IN-PLACE CONCRETE STRUCTURES.
- PRIOR TO PLACING ANY CRUSHED ROCK ON ROADWAY SUBGRADE.
- PRIOR TO PLACING CURB, GUTTERS AND SIDEWALKS.
- PRIOR TO ASPHALT PAVING.

3. MATERIALS AND WORKMANSHIP:

- ALL MATERIALS USED, MUST MEET WSDOT, APWA AND CITY OF ANACORTES SPECIFICATIONS
- ALL WORK AND MATERIALS THAT DO NOT MEET THE ABOVE SPECIFICATIONS, MUST BE REMOVED AS DIRECTED BY THE PROJECT INSPECTOR.
- SUBGRADE COMPACTION TESTS:** WILL BE DONE BEFORE AN C.S.B.C. IS PUT IN PLACE. ALL TRENCHES WILL BE TESTED FOR COMPACTION. THE MATERIAL TESTING LAB NEEDS 24-HOUR NOTICE. USE THE TESTING PROTOCOL PROVIDED BY THE CITY. ITEMS TO BE COMPACTION TESTED: INCLUDE THE PIPE BEDDING (SECTION 7-08.3(1)C), BACKFILL (SECTION 7-08.3(3) AND SUB-GRADE FOR SURFACING (SECTION 2-08.3(2) AND ASPHALT (SECTION 5-04.3(10)B).
- INSPECTIONS:** ALL ASPECTS OF THIS PROJECT WILL BE INSPECTED INCLUDING PIPING, BACKFILL, SUB-GRADE, CONCRETE AND ASPHALT, AS WELL AS FORMS, CURB, GUTTER AND SIDEWALK. IF A PORTION GETS BACKFILLED BEFORE INSPECTION, THE CONTRACTOR WILL DIG UP THAT PORTION FOR INSPECTION. 24-HOUR NOTICE REQUIRED. KNOW THE SCHEDULE AND LET THE CITY KNOW.
- TESTING PROTOCOL:** PRIOR TO CONSTRUCTION, A PROCTOR AND SIEVE ANALYSIS SHALL BE SUBMITTED BY THE CITY OF ANACORTES ON ALL MATERIAL USED IN THE RIGHT-OF-WAY. SEE THE CITY OF ANACORTES TESTING SCHEDULE.
- ALL COMPACTION TEST SHALL BE APPROVED BY THE CITY OF ANACORTES ENGINEER AND PROJECT MANAGER PRIOR TO PLACING OF CRUSHED SURFACING, ASPHALT, CURB, GUTTER AND SIDEWALK (INCLUDING TRENCH RESTORATION WHEN TEST MAY BE REQUIRED IN EACH LIFT).
- CITY OF ANACORTES MAY REQUIRE ADDITIONAL TESTS ON SUBGRADE, TRENCHES, CONCRETE, OR ASPHALT. THE COST OF TESTING SHALL BE PAID FOR AS INDICATED IN THE CONTRACT DOCUMENTS.

4. TRAFFIC CONTROL AND PUBLIC SAFETY:

- FLAGGING:** ALL FLAGGERS MUST HAVE FLAGGING CERTIFICATES AND MUST HAVE ATTENDED A FLAGGING COURSE OR AN OFF-DUTY POLICE OFFICER IS REQUIRED. THE JOB WILL BE SHUT DOWN IF ANY UNCERTIFIED PEOPLE ARE FLAGGING. A STOP WORK ORDER WILL BE GIVEN AND WORK WILL NOT PROCEED UNTIL A CERTIFIED PERSON IS FLAGGING.
- SIGNAGE:** ALL SIGNAGE MUST BE PER THE MANUAL UNIFORM TRAFFIC DEVICES. BEFORE THE JOB IS TO BEGIN, PROPER SIGNAGE WILL BE IN PLACE WITH FLAGGERS IN PLACE IF NEEDED. EXTRA SIGNAGE MAY BE NEEDED. BE READY TO RENT SIGNS IF NEEDED.
- TRAFFIC CONTROL PLAN:** NEEDS TO BE SUBMITTED AND APPROVED BY THE PUBLIC WORKS DIRECTOR PRIOR TO CONSTRUCTION START. TRAFFIC CONTROL PLAN SHALL INCLUDE THE LOCATION OF SIGNAGE, FLAGGERS, WORK ZONE, SAFE ZONE, AND TRAFFIC FLOW AND NEEDED DIMENSIONS. NO DETOURS ALLOWED WITH APPROVAL FROM THE PUBLIC WORKS DIRECTOR.
- FOR STREET CLOSURE:** CALL 911 OR FOR CELL PHONES, CALL 360.336.3131.
- CONSTRUCTION SAFETY:** IS THE RESPONSIBILITY OF THE CONTRACTOR.

5. ROADWAY EMBANKMENT AND SUBGRADE CONSTRUCTION:

- CRUSHED SURFACING SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY. NO RECYCLED MATERIAL ALLOWED.
- EMBANKMENT AND SUBGRADE MUST BE COMPACTED TO 95% OF MAXIMUM DENSITY.
- PROPER MOISTURE MUST BE MAINTAINED THROUGHOUT PLACING AND COMPACTING.
- COMPACTION TESTING TO BE PERFORMED BY AN INDEPENDENT LAB. USE A "MODIFIED PROCTOR".

6. TRENCHES IN DEVELOPED RIGHT-OF-WAY:

SEE CITY OF ANACORTES STANDARD CONSTRUCTION DETAILS AND SECTION 7 OF THE CURRENT WSDOT SPECIFICATIONS FOR ROAD, BRIDGE AND MUNICIPAL CONSTRUCTION.

- PIPE ZONE SHALL BE COMPACTED TO 90% OF MAXIMUM DENSITY.
- TRENCH ZONE SHALL BE COMPACTED TO 95% FO MAXIMUM DENSITY IN 12-INCH LIFTS.
- CRUSHED SURFACING SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY. NO RECYCLED MATERIAL ALLOWED.

7. DRAINAGE SYSTEM CONSTRUCTION:

- ANY PERMANENT FLOW CONTROL FACILITY USED AS A TEMPORARY SETTLING BASIN SHALL BE MODIFIED WITH THE NECESSARY EROSION CONTROL MEASURES AND SHALL PROVIDE ADEQUATE STORAGE CAPACITY. IF THE FACILITY IS TO FUNCTION AS AN INFILTRATION SYSTEM, THE TEMPORARY FACILITY MUST BE GRADED SO THAT THE BOTTOM AND SIDES ARE AT LEAST THREE (3) FEET ABOVE THE FINAL GRADE OF THE PERMANENT FACILITY.
- OVERFLOWS, SPILLWAYS, GRAVEL FILTER WINDOWS, MUST BE CONSTRUCTED PER PLANS AND SPECIFICATIONS. NO DEVIATIONS. AS-BUILT FOR VERIFICATION REQUIRED.
- QUARRY ROCK MUST BE SOUND "HARD" DURABLE ROCK. NO RECYCLED MATERIAL.
- GRASS LINED SWALES SHALL BE CONSTRUCTED PER THE DETAILS PROVIDED. NO DEVIATION ALLOWED. ALL SWALES MUST BE OPERATIONAL BEFORE ACCEPTANCE.
- CATCH BASINS MUST BE SET TO LINE GRADE USING NO MORE THAN TWO (2) ADJUSTMENT BRICKS.
- MINIMUM 1-FOOT SEPARATION BETWEEN PIPES IN TYPE II CATCH BASINS.

8. RESTORATION OF RIGHT-OF-WAY:

- CONTRACTOR MUST LEAVE THE RIGHT-OF-WAY, EQUAL TO EXISTING OR BETTER CONDITION.
- PLACE COMPACTED TOPSOIL (SECTION 9-14.1(1), (2) AND (3)) AND SEED ALL AREAS DISTURBED BY EXCAVATION. (SECTION 9-14.2)
- ALL DRAINAGE SYSTEMS MUST BE FULLY CLEANED, RESTORED AND OPERATIONAL BEFORE FINAL ACCEPTANCE. (SECTION 7-07.3)

9. FINAL INSPECTION AND ACCEPTANCE:

SEE SECTION 1-05.11 AND SECTION 1-08.5

- WHEN THE CONTRACTOR HAS COMPLETED ALL OF THE WORK ON THE APPROVED PLANS, THE CONTRACTOR WILL:
 - COMPLETE THE "FINAL INSPECTION GUIDELINES FOR CONTRACTORS INSPECTION FORM".
 - GIVE THE COMPLETED "FINAL INSPECTION GUIDELINES FOR CONTRACTORS INSPECTION FORM" TO THE PUBLIC WORKS INSPECTOR AND REQUEST A SITE INSPECTION. ALL SITE INSPECTIONS ARE ON WEDNESDAY BETWEEN 9 AM TO 12 PM.
- THE PROJECT MANAGER, ENGINEER OF RECORD, INSPECTOR, CONTRACTOR AND OTHER CITY OF ANACORTES DEPARTMENTS WILL WALK THE SITE AND CREATE A PUNCH LIST. THE CONTRACTOR WILL COMPLETE THE PUNCH LIST AND CHECK OFF EACH ITEM, THEN RETURN IT TO THE INSPECTOR FOR REINSPECTION. THE INSPECTOR WILL VERIFY THAT ITEMS ON THE WALK THROUGH ARE COMPLETED.
- THE CITY WILL NOT MAKE THE FINAL INSPECTION UNTIL THE PHYSICAL WORK REQUIRED BY THE CONTRACT AND APPROVED PLANS, INCLUDING FINAL CLEAN-UP AND ALL WORK ORDERED BY THE PROJECT MANAGER, HAS BEEN COMPLETED. (SECTION 1-05.11)
- FINAL APPROVAL OF THE PROJECT WILL NOT BE GRANTED UNTIL "AS-BUILTS" OR "DRAWING OF RECORD" (BOTH DIGITAL AND HARD COPY) HAVE BEEN RECEIVED AND APPROVED BY THE PROJECT MANAGER.
- THE CONTRACTOR MUST FURNISH ALL DOCUMENTATION REQUIRED BY LAW, TO ALLOW THE CITY OF ANACORTES TO PROCESS FINAL ACCEPTANCE OF THE CONTRACT.

10. MISCELLANEOUS:

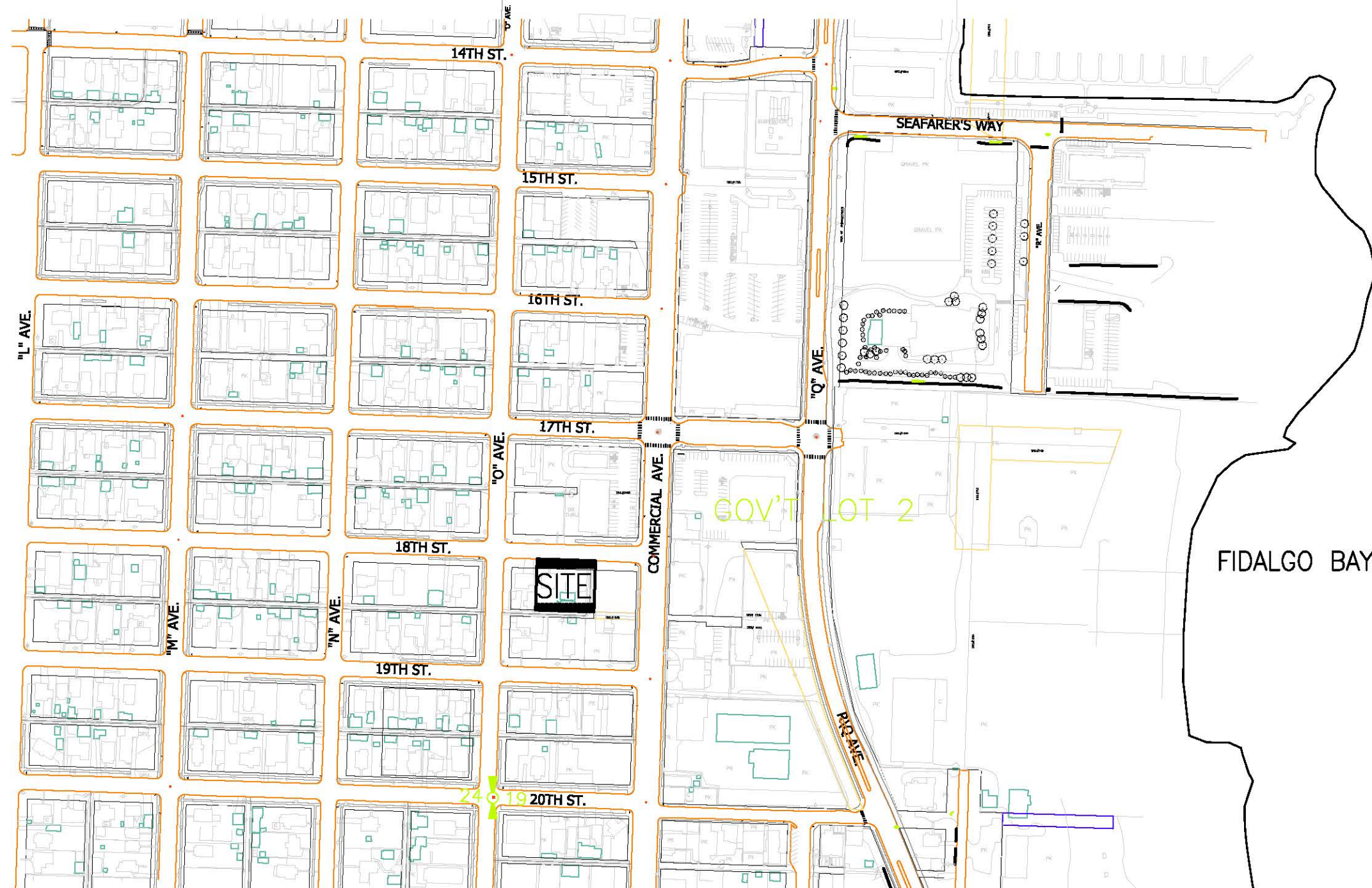
- AS-BUILTS/DRAWING OF RECORD: REFER TO "GEN-13 - DRAWING OF RECORD".
- UTILITY LOCATE NUMBER: 1.800.424.5555. REQUIRED BEFORE STARTING ANY GROUND WORK.

STORM DRAINAGE NOTES

- ALL WORK SHALL CONFORM TO THE CURRENT WSDOT SPECIFICATIONS FOR ROAD, BRIDGE AND MUNICIPAL CONSTRUCTION, CITY OF ANACORTES DRAINAGE CODES AND ORDINANCES AND THE CITY OF ANACORTES ENGINEERING AND DEVELOPMENT STANDARDS.
- ALL POLY-VINYL CHLORIDE PIPE (PVC) AND FITTINGS SHALL CONFORM TO AND MEET THE REQUIREMENTS OF THE LATEST ASTM SPECIFICATION D3034. PIPE AND FITTINGS SHALL MEET STANDARD DIMENSION RATIO 35. PROVISIONS MUST BE MADE FOR CONTRACTION AND EXPANSION AT EACH JOINT WITH A RUBBER RING, SECURELY PLACED TO PREVENT DISPLACEMENT.
- ALL CONCRETE STORM PIPE SHALL BE RUBBER GASKETED, REINFORCED CONCRETE CULVERT PIPE CONFORMING TO SECTION 9-05.3(2) OF THE SAID APWA STANDARD SPECIFICATIONS.
- ALL CORRUGATED POLYETHYLENE PIPES (CPEP) SHALL BE SMOOTH INTERIOR AND MANUFACTURED FROM HIGH-DENSITY POLYETHYLENE RESIN, WHICH SHALL MEET OR EXCEED THE REQUIREMENTS OF TYPE III, CATEGORY 4 OR 5, GRADE P33 OR REQUIREMENTS OF ASHTO M249. ALL FITTINGS AND ACCESSORIES SHALL BE MANUFACTURED AND FURNISHED BY THE PIPE SUPPLIER.
- ALL 12-INCH THRU 36-INCH DIAMETER CORRUGATED POLYETHYLENE PIPE (CPE) FOR STORM SEWER AND CULVERTS SHALL COMPLY WITH THE REQUIREMENTS OF WSDOT/APWA SECTION 9-05.19 CORRUGATED POLYETHYLENE CULVERT PIPE. JOINTS SHALL BE SOIL-TIGHT. ALL 3-INCH THRU 10-INCH DIAMETER CORRUGATED POLYETHYLENE PIPE (CPE) SHALL COMPLY WITH ALL THE REQUIREMENTS OF AASHTO M252 AND BE MANUFACTURED WITH A SMOOTH INTREGRAL LINING THAT COMPLIES WITH ALL MATERIAL AND STIFFNESS REQUIREMENTS OF ASHTO M294. JOINTS SHALL BE SOIL TIGHT AS DEFINED IN SECTION 9-05.19.
- ALL FITTINGS SHALL BE OF LIKE MATERIAL AS THE PIPE FURNISHED BY THE PIPE SUPPLIER.
- ALL PIPES SHALL BE SUITABLE FOR USE AS A GRAVITY DRAIN CONDUIT.
- THE END OF THE ROOF AND FOOTING DRAIN STUB OUTS SHALL BE MARKED "STORM DRAIN" ON A PVC PIPE.
- THE MARKER SHALL EXTEND A MINIMUM OF 36-INCHES ABOVE THE GROUND. THE PORTION ABOVE THE GROUND SHALL BE LABELED "STORM SEWER" WITH BLACK LETTERS. IT SHALL ALSO IDENTIFY THE INVERT OF THE STUB.
- CLEAN-OUTS SHALL HAVE CAST IRON CASES.
- DRIVEWAY CULVERTS LOCATED WITHIN THE RIGHT-OF-WAY SHALL BE OF SUFFICIENT LENGTH TO PROVIDE A MINIMUM 3:1 SLOPE FROM THE EDGE OF THE DRIVEWAY TO THE BOTTOM OF THE DITCH.
- FOOTING DRAINS, ROOF DOWN SPOUT AND CURTAIN DRAINS ARE TO BE CONNECTED TO THE STORM DRAINAGE OR SWALES AS SHOWN ON THE CONSTRUCTION PLANS.
- MINIMUM SLOPE ON ROOF AND FOUNDATION DRAIN STUBS SHALL BE 0.5% AND HAVE A MINIMUM OF 1-FOOT OF COVER. ROOF DRAINS AND FOUNDATION DRAINPIPPES SHALL BE CONSTRUCTED OF PVC ASTM D3034 SDR 35, AND ASTM F679.
- DRAINAGE OUTLETS (STUB OUTS) SHALL BE PROVIDED FOR EACH INDIVIDUAL LOT. STUB-OUTS SHALL CONFORM TO THE FOLLOWING:
 - EACH OUTLET SHALL BE SUITABLY LOCATED AT THE LOWEST ELEVATION ON THE LOT, SO AS TO SERVICE ALL FUTURE ROOF DOWNSPOUTS, FOOTING DRAINS, DRIVEWAYS, YARD DRAINS, AND ANY OTHER SURFACE OR SUBSURFACE DRAINS NECESSARY TO RENDER LOTS SUITABLE FOR THEIR INTENDED USE. EACH OUTLET SHALL HAVE FREE-FLOWING, POSITIVE DRAINAGE TO AN APPROVED STORM WATER CONVEYANCE SYSTEM OR TO AN APPROVED OUTFALL LOCATION.
 - OUTLETS ON EACH LOT SHALL BE LOCATED WITH A SECTION OF PVC PIPE MARKED "STORM" ON THE END OF THE PIPE AND SHALL EXTEND 36-INCHES ABOVE THE GROUND.
 - DRAINAGE EASEMENTS ARE REQUIRED FOR DRAINAGE SYSTEMS DESIGNED TO CONVEY FLOWS THROUGH INDIVIDUAL LOTS.
 - THE ENGINEER/CONTRACTOR IS RESPONSIBLE FOR COORDINATING THE LOCATIONS OF ALL STUB OUT CONVEYANCE LINES WITH RESPECT TO UTILITIES (E.G., POWER, GAS TELEPHONE, CABLE, ETC.)
 - ALL INDIVIDUAL STUB OUTS SHALL BE PRIVATELY OWNED AND MAINTAINED BY THE LOT OWNER.
- CATCH BASINS AT THE CURB LINE SHALL BE RECESSED 0.1 FEET.
- ALL STORM DRAINAGE STRUCTURES, SUCH AS CATCH BASINS AND MANHOLES, NOT LOCATED WITHIN A TRAVELED, PAVED ROADWAY OR CONCRETE SIDEWALK, SHALL HAVE LOCKING LIDS. ALL DRAINAGE STRUCTURES ASSOCIATED WITH A PERMANENT DETENTION FACILITY SHALL HAVE LOCKING LIDS. ALL DRAINAGE STRUCTURES LOCATED WITH A BIKE OR WALKING PATH SHALL HAVE LOCKING LIDS.
- ALL CATCH BASIN GRATES SHALL INCLUDE THE STAMPING "OUTFALL TO STREAM, DUMP NO POLLUTANTS".
- CATCH BASINS SHALL CONFORM TO TYPE I, TYPE 11, OR THE INLET TYPE AS DEFINED IN SAID APWA STANDARD SPECIFICATIONS AND STANDARD PLANS WITH FLAT TOP FRAME AND GRATE.
- CATCH BASINS MUST BE SET TO LINE GRADE USING NO MORE THAN TWO (2) ADJUSTMENT RINGS.
- THE CAST IRON FRAME MAY BE PLACED FLANGE DOWN ON THE ADJUSTMENT BLOCKS IN LIEU OF PRECAST COLLAR. THE INSTALLATION OF CATCH BASINS SHALL INCLUDE FINAL ADJUSTMENT AS MAY BE REQUIRED TO FINISH GRADE. INSTALLATION WITH THE PAVED ROADWAY SHALL BE PER THE CITY OF ANACORTES TYPE I CATCH BASIN WITH 18-INCH BARRIER CURB DETAIL UNLESS SPECIFIED AS A THRU-CURB INLET.
- CAST IRON FRAME FOR TYPE I CATCH BASIN SHALL ACCOMMODATE A 20-INCH X 24-INCH GRATE.
- A LOW PRESSURE AIR TEST AT 5 PSI FOR 15 MINUTES FOR SEWER MAINS IS REQUIRED. THE CITY OF ANACORTES MAINTENANCE CAMERA CREW WILL VIDEO SANITARY SEWER AND STORM SEWER MAINS. CALL 360.293.1921 TO SCHEDULE APPOINTMENT. 48-HOUR NOTICE REQUIRED. (SECTION 7-17.3(2)H).
- THE CONTRACTOR SHALL BE REQUIRED TO PLACE METALLIC TAPE OVER ALL NON-METALLIC PIPES. THE METALLIC TAPE SHALL BE A MINIMUM OF 2-INCHES IN WIDTH AND PLACED CONTINUOUSLY THE LENGTH OF THE STORM DRAIN TRENCH.
- ANY TRENCHES FOR STORM DRAINS SHALL BE IN ACCORDANCE WITH THE SECTION 7 OF THE CURRENT WSDOT SPECIFICATIONS FOR ROAD, BRIDGES AND MUNICIPAL CONSTRUCTION.
- ANY PERMANENT FLOW CONTROL FACILITY USED AS A TEMPORARY SETTLING BASIN SHALL BE MODIFIED WITH THE NECESSARY EROSION CONTROL MEASURES AND SHALL PROVIDE ADEQUATE STORAGE CAPACITY. IF THE FACILITY IS TO FUNCTION AS AN INFILTRATION SYSTEM, THE TEMPORARY FACILITY MUST BE GRADED SO THAT THE BOTTOM AND SIDES ARE AT LEAST THREE (3) FEET ABOVE THE FINAL GRADE OF THE PERMANENT FACILITY.
- OVERFLOW, SPILLWAY, GRAVEL FILTER WINDOWS MUST BE CONSTRUCTED PER PLANS AND SPECIFICATIONS. NO DEVIATIONS. AS-BUILT FOR VERIFICATION REQUIRED.
- AA. QUARRY ROCK MUST BE SOUND "HARD" DURABLE ROCK. NO RECYCLED MATERIAL.
- BB. GRASS LINED SWALE SHALL BE CONSTRUCTED PER THE DETAILS PROVIDED. NO DEVIATIONS ALLOWED. ALL SWALES MUST BE OPERATIONAL BEFORE ACCEPTANCE.
- CC. MINIMUM 1-FOOT SEPARATION BETWEEN PIPES IN TYPE II CATCH BASINS.

DUST CONTROL NOTES

- Dust control shall be maintained during construction by watering the construction road when and where truck traffic is concentrated.



VICINITY PLAN
SCALE: 1"=300'

1. CITY OF ANACORTES:

- STEVEN LANGE: PROJECT MANAGER
OFFICE: 360.299.1983
CELL: 360.661.3468
FAX: 360.293.1938
EMAIL: STEVEL@CITYOFANACORTES.ORG
- JUSTIN: PUBLIC WORKS INSPECTOR
OFFICE: 360.299.1972
CELL: 360.661.3547
FAX: 360.293.1938
EMAIL: JIMB@CITYOFANACORTES.ORG
- ERIC SHJARBACK: ASSISTANT CITY ENGINEER
OFFICE: 360.293.1920
FAX: 360.293.1938

THE PROJECT MANAGER IS THE KEY PERSON OF CONTACT FOR THE CITY OF ANACORTES REGARDING TECHNICAL AND ENGINEERING MATTERS.
THE PUBLIC WORKS INSPECTOR IS THE KEY PERSON OF CONTACT FOR THE CITY OF ANACORTES FOR QUALITY ASSURANCE, SAFETY, FIELD COORDINATION AND INSPECTIONS.

ANY OTHER CITY PERSONEL SHOWING IMPLIED AUTHORITY ON-SITE SHOULD BE DIRECTED TO THE PROJECT MANAGER. IF THE PROJECT MANAGER IS UNAVAILABLE, THE LINE OF COMMUNICATION SHOULD BE FOLLOWED.

2. ADDITIONAL CONTACT INFORMATION:

- CITY OF ANACORTES STREET DEPARTMENT
BILL LARSEN: FOREMAN
OFFICE: 360.293.1921
COMCAST CABLE
Bill Inama, Construction Maintenance
CELL: 360-815-8354
FAC: 360-527-8302
EMAIL: bill_inama@cable.comcast.com
- CASEY JONES: NEW CONSTRUCTION
CELL: 425.508.7335
FAX: 360.527.8302
EMAIL: CASEY_JONES@CABLE.COMCAST.COM
- CASCADE NATURAL GAS
Ted McCommant
OFFICE: 360.336.3842,
Cell: 360-708-4689
FAX: 360.336.2564
EMAIL: ted.mccommant@cngc.com
- PUGET SOUND ENERGY
Jane Major-Municipal Construction Planner
OFFICE: 360-766-5571
CELL: 360-791-2748
EMAIL: Jane.major@pse.com
- Frontier
Bret Murdock
OFFICE: 360-707-0641
CELL: 425-417-7085
FAX: 360-757-4338
EMAIL: brett.t.murdock@ftr.com
- PSE/INTOLIGHT
Lane Mahler: Project Manager
OFFICE: 425-462-3624
CELL: 425-429-1356
FAX: 425.462.3149
EMAIL: lane.mahler@PSE.COM

DEVELOPER:

COMPANY NAME: Madrona Real Estate Investors
OWNER NAME: Brad Augustine
OFFICE: 206-623-7662
CELL:
FAX:
EMAIL: Brada@MadronaRealEstate.com

ENGINEERING FIRM:

COMPANY NAME: Herrigstad Engineering PS
OWNER NAME: Dale Herrigstad
OFFICE: 360-299-8804
CELL: 360-770-2585
FAX:
EMAIL: dale@herrigstad.com

OWNER REPRESENTATIVE (PROJECT MANAGER)

NAME: James Sullivan
OFFICE: 206-623-7662 Ext 107
CELL: 206-536-2951
FAX:
EMAIL: JamesS@MadronaRealEstate.com

MATERIAL TESTING COMPANY:

COMPANY NAME:
OWNER NAME:
OFFICE:
CELL:
FAX:
EMAIL:

EROSION CONTROL SUPERVISOR:

NAME: TBD
OFFICE
CELL
EMAIL:

SCHEDULE OF DRAWINGS

- Cover Sheet, Vicinity Plan & Construction Notes
- Existing Site Plan
- Erosion Control Plan
- Site Improvements Plan
- Perk Filter and BMP Details
- Details

CONSTRUCTION SEQUENCE

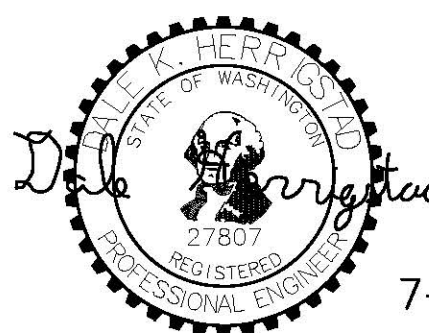
- INSTALL TEMPORARY EROSION CONTROL MEASURES.
- COMPLETE OFFSITE STORM WATER IMPROVEMENTS.

PROJECT DATUM
NAVD88 AT TOP OF
SDMH RIM IN NE
CORNER OF
INTERSECTION NEAR
CURB AT 18TH & "O"
AVENUE.
ELEV.=30.09'
NAVD88

PW#20-XXX-DEV

This plan sheet is accepted for construction in accordance with the City of Anacortes ordinances and policies. Actual performance of the design with applicable laws is the sole responsibility of the professional engineer, whose name and stamp appear on this sheet. Acquiring, complying with, and providing mitigation for all Federal, State, County, and Local Laws, permits, and mandates, including but not limited to the Endangered Species Act, Federal Wetland Permit, State Department of Fisheries Hydrologic Permit, Federal Flood Plain Permits, National Pollutant Discharge Elimination System Permits is the responsibility of the Developer, Landowner, and their Engineer. The issuance of this permit shall not be construed as proof of compliance with applicable laws and permit requirements.

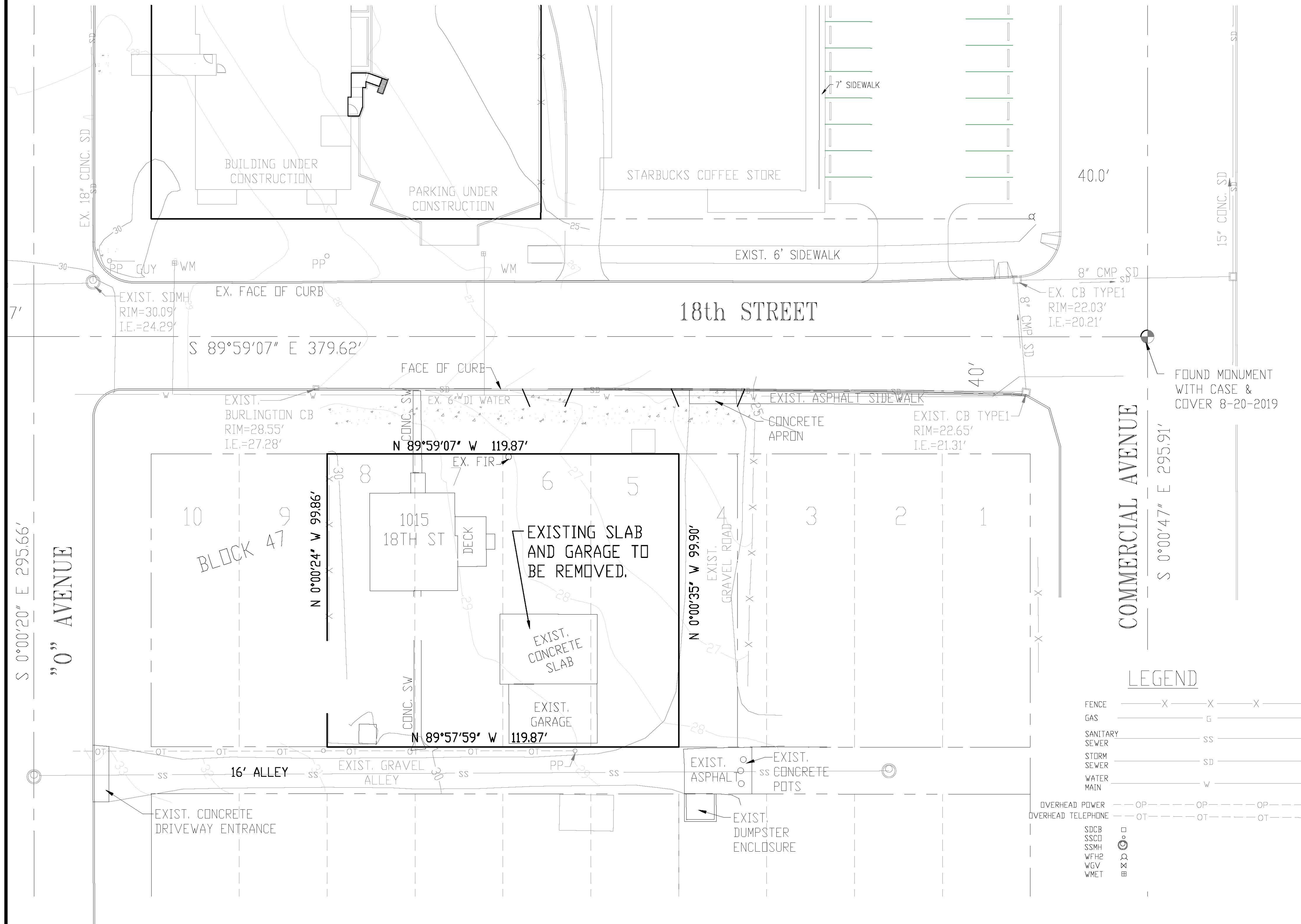
CITY ENGINEER DATE
The acceptance will expire one year from the date noted above.



7-27-2020

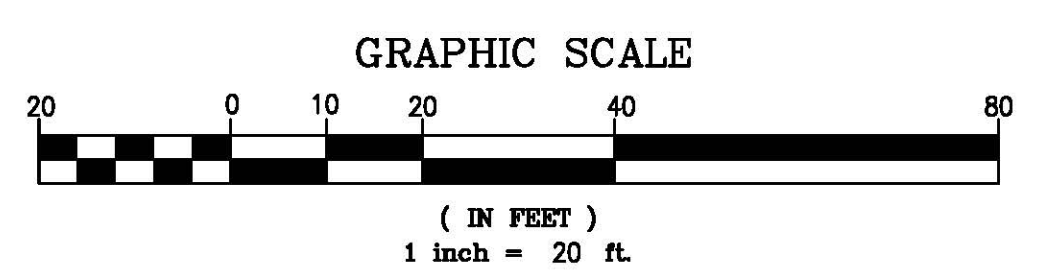
Rev. A, July 27, 2020

REVISIONS	BY	DATE
HERRIGSTAD ENGINEERING & SURVEYING DALE K. HERRIGSTAD P.E., P.L.S. 4320 WHISTLE LAKE ROAD ANACORTES, WA 98221 (360) 299-8804		
Parking Lot 1015 18th Street Owner: Madrona Real Estate Investments X LLC 1320 East Pike Street Seattle, WA 98122		
Cover Sheet Construction Notes & Vicinity Plan		
SHEET NO. C1 REV.: A		
JOB NO: 2019-101		
DATE: July 2020		
SCALE: Noted		
DRAWN: D. HERRIGSTAD		
CHECK: D. HERRIGSTAD		
SHEET 1 of 6		



LEGEND

- FENCE X X X
- GAS G
- SANITARY SEWER SS
- STORM SEWER SD
- WATER MAIN W
- OVERHEAD POWER OP OP OP
- OVERHEAD TELEPHONE OT OT OT
- SDCB
- SSCO
- SSMH
- WFH2
- WCV
- WMET



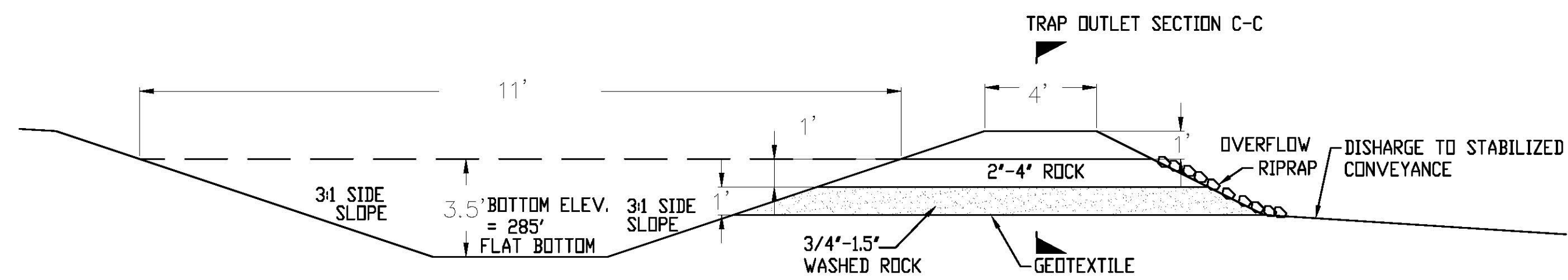
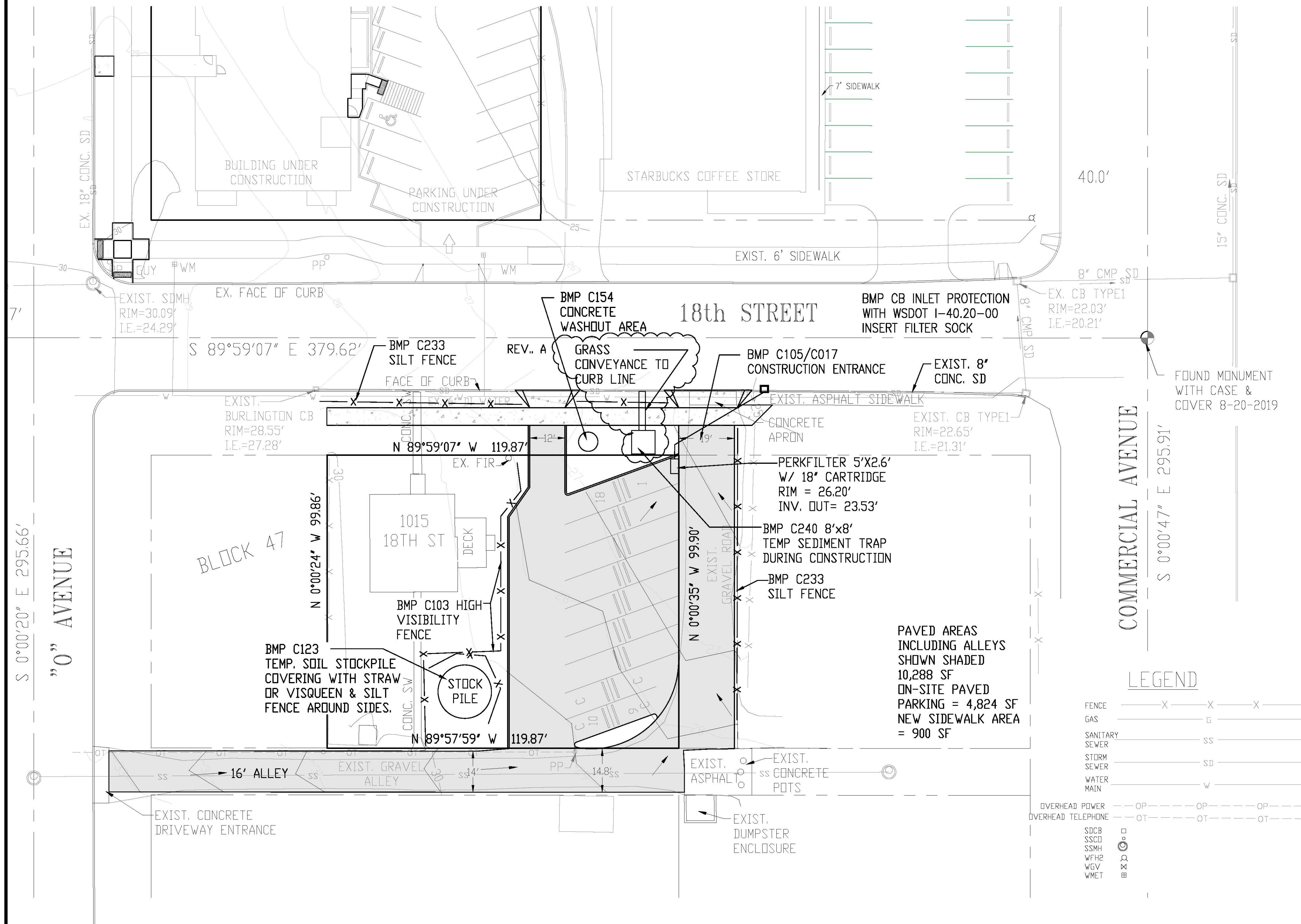
4-17-2020 Rev. - April 17, 2020

PW#20-XXXX-DEV

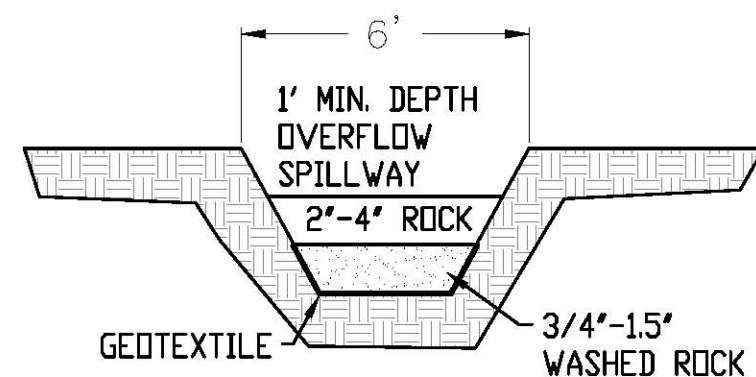
This plan sheet is accepted for construction in accordance with the City of Anacortes ordinances and policies. Actual conformance of the design with applicable laws is the sole responsibility of the professional engineer, whose name and stamp appear on this sheet. Acquiring, complying with, and providing mitigation for all Federal, State, County, and Local Laws, permits, and mandates, including but not limited to the Endangered Species Act, Federal Wetland Permit, State Department of Fisheries Hydraulics Permit, Federal Flood Plain Permits, National Pollutant Discharge Elimination System Permits is the responsibility of the Developer, Landowner, and their Engineer. The issuance of this permit shall not be construed as proof of compliance with applicable laws and permit requirements.

CITY ENGINEER DATE
The acceptance will expire one year from the date noted above.

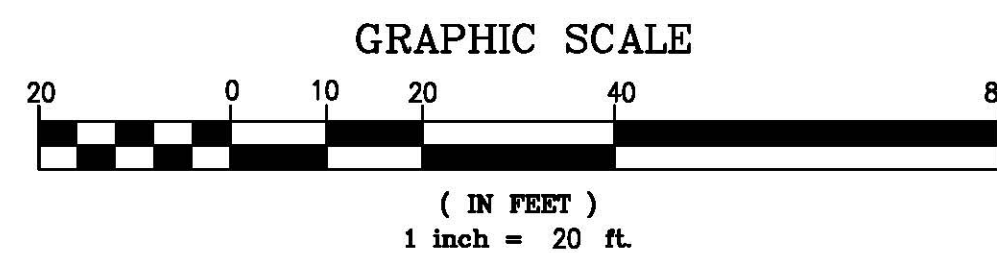
REVISIONS		BY	DATE
HERRIGSTAD ENGINEERING & SURVEYING DALE K. HERRIGSTAD P.E., P.L.S. 4320 WHISTLE LAKE ROAD ANACORTES, WA 98021 (360) 299-8804			
Existing Site Plan			
Parking Lot 1015 18th Street Owner: Madrona Real Estate Investments LLC 1320 East Pike Street Seattle, WA 98122			
SHEET NO. C2 REV.: -			
JOB NO: 2019-101			
DATE: April 2020			
SCALE: Noted			
DRAWN: D. HERRIGSTAD			
CHECK: D. HERRIGSTAD			
SHEET 2 OF 6			



TYPICAL TRAP CROSS SECTION B-B
SCALE: 1"=5'



TRAP OUTLET SECTION C-C
SCALE: 1"=5'



TESC NOTES

A. A Certified Erosion and Sediment Control Supervisor is required. The ESC Supervisor must have attended and Erosion and Sediment Control class within 3years from today's date. Must provide certification card.

B. The Certified Erosion and Sediment Control Supervisor will oversee and be responsible for all erosion control. The facilities shall be inspected daily and maintained to ensure proper functioning. Written records shall be kept of weekly reviews and after every significant storm event of the ESC facilities during the wet season (October 1 to April 30). Monthly reviews during the dry season (May 1 to September 30). Written records shall be turned into the Project Manager or Inspector on a weekly basis at the weekly scheduled project meetings.

C. Shall be in place per the approved set of plans prior to any construction start.

D. The erosion control shall be inspected once a day and modified to meet the surrounding conditions as needed.

E. Provide a sign displaying a 24-hour contact number and name of the ESC Supervisor. The letter size shall be a minimum of 2" letters. This shall be in place prior to construction start. Remember, the look of the sign will be a reflection of the Contractor and Developer and Development.

F. The storm drain system and existing ditches shall be cleaned daily (Section 707.3). All drainage systems shall be cleaned to the acceptance of the City of Anacortes prior to acceptance of the project.

G. Stabilized construction entrances and roads shall be installed at the beginning of construction and maintained during the duration of the project. Additional measures may be required such as wash pads to ensure that all paved areas are kept clean. No mud is allowed to enter onto City streets.

H. Any soils exposed that will not be disturbed for two (2) days during the wet season or seven (7) days in the dry season shall be immediately stabilized with the approved ESC methods (seeding, mulching, plastic covering, etc.)

I. Two (2) weeks prior to the beginning of the wet season (October 1), all disturbed areas shall be reviewed to identify which ones can be seeded in preparation for the winter rains. Disturbed areas shall be seeded within one (1) week of the beginning of the wet season. A sketch map of those areas to be seeded and those areas to remain uncovered shall be submitted to the Project Manager. The Project Manager can require seeding in additional areas in order to protect surface waters, adjacent properties or drainage facilities.

J. Penalties for an Erosion Control violation are subject to a \$300 to \$1000 fine under Chapter 17.66 - Penalties for Violation. Each day is considered a different violation.

K. Remove all temporary erosion control measures when the site is landscaped and soils are stabilized.

L. All Dewatering shall discharge into a sediment trap or sediment pond.

M. The contractor is to provide to the city inspector their spill prevention program to be in place during construction.

N. A sign shall be posted at the project site that complies with AMC chapter 17.40.060(E) regulating signage within the City of Anacortes. The sign shall advertise the name and phone number of the Contractor who is accessible 24/7 to handle complaints.

O. Work hours are limited to 7:00 AM to 10:00 PM, Sunday to Saturday. No work outside these hours are permitted.



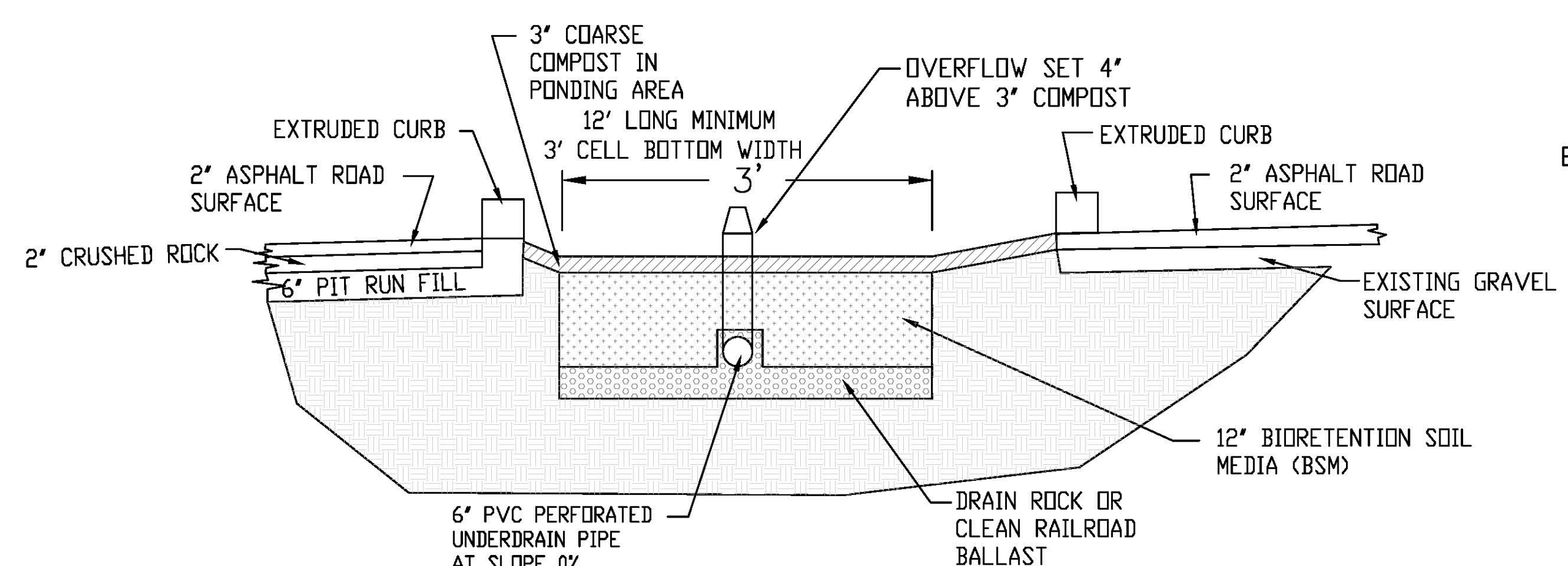
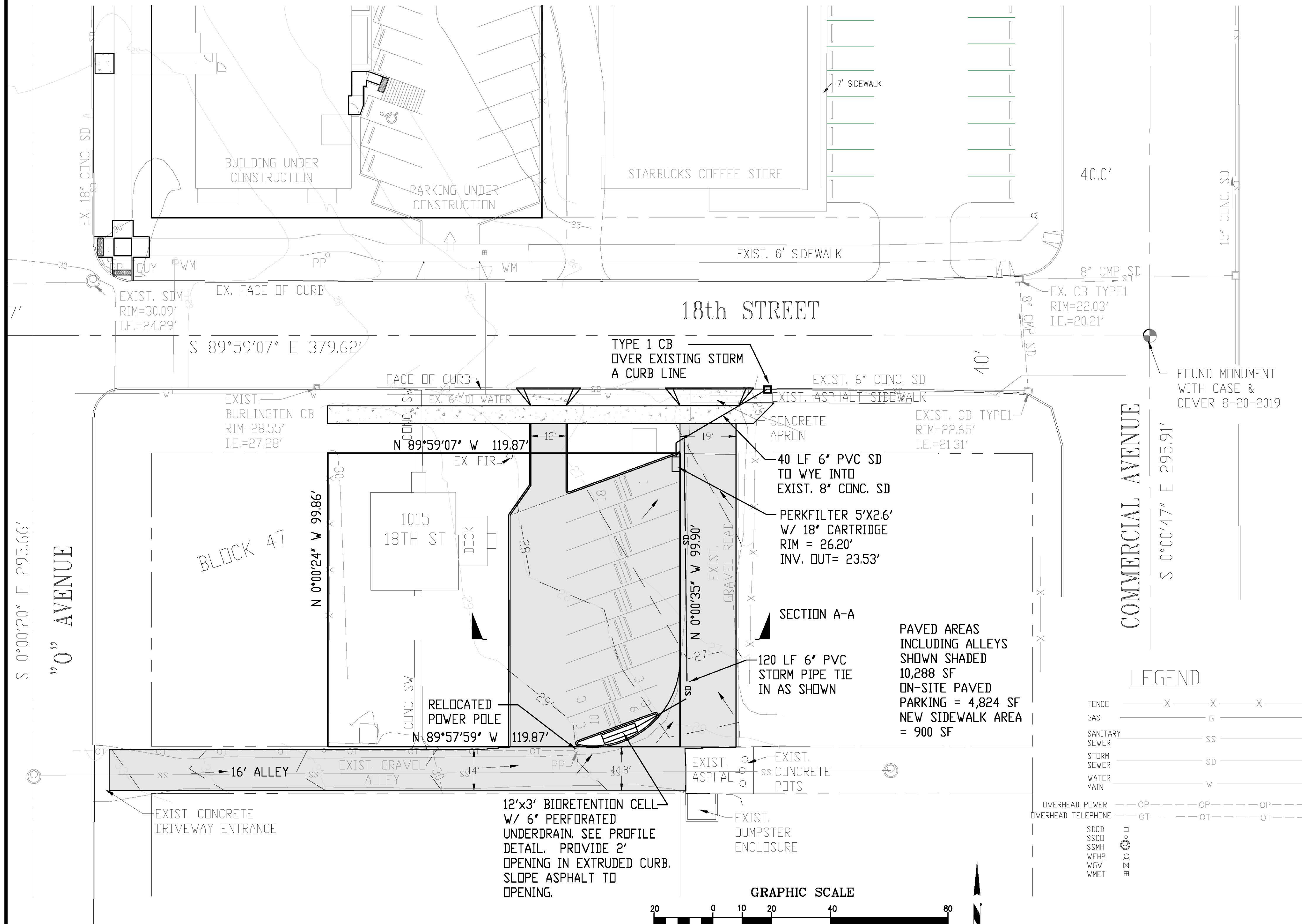
7-27-2020 Rev. A, July 27, 2020

PW#20-XXXX-DEV

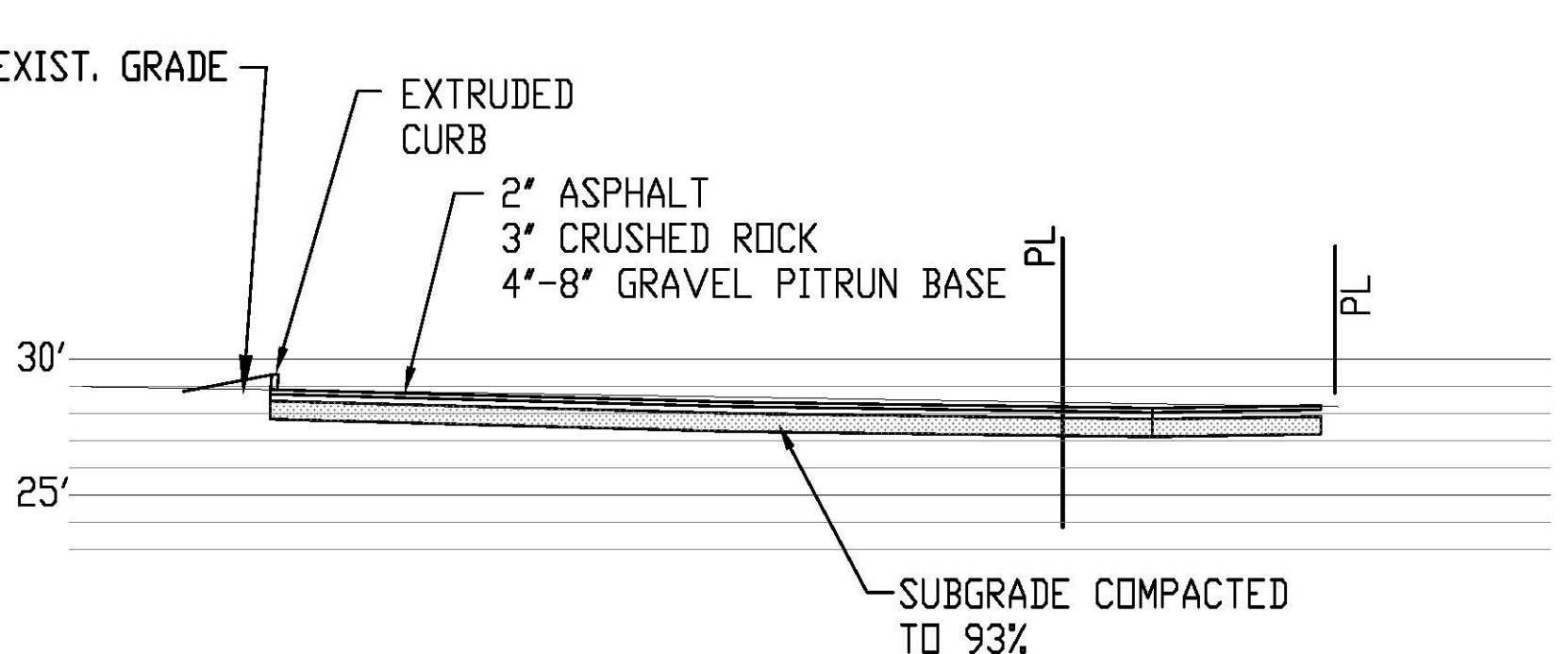
This plan sheet is accepted for construction in accordance with the City of Anacortes ordinances and policies. Actual conformance of the design with applicable laws is the sole responsibility of the professional engineer, whose name and stamp appear on this sheet. Acquiring, complying with, and providing mitigation for all Federal, State, County, and Local Laws, permits, and mandates, including but not limited to the Endangered Species Act, Federal Wetland Permit, State Department of Fisheries Hydraulics Permit, Federal Flood Plain Permits, National Pollutant Discharge Elimination System Permits is the responsibility of the Developer, Landowner, and their Engineer. The issuance of this permit shall not be construed as proof of compliance with applicable laws and permit requirements.

CITY ENGINEER DATE
The acceptance will expire one year from the date noted above.

REVISIONS	BY	DATE
HERRIGSTAD ENGINEERING & SURVEYING DALE K. HERRIGSTAD P.E., P.L.S. 4320 WHISTLE LAKE ROAD ANACORTES, WA 98221 (360) 299-8804		
Parking Lot 1015 18th Street Owner: Madrona Real Estate Investments LLC 1320 East Pike Street Seattle, WA 98122		
Erosion Control & Grading Plan		
SHEET NO. C3 REV.: A		
JOB NO: 2019-101		
DATE: July 2020		
SCALE: Noted		
DRAWN: D. HERRIGSTAD		
CHECK: D. HERRIGSTAD		
SHEET 3 OF 6		



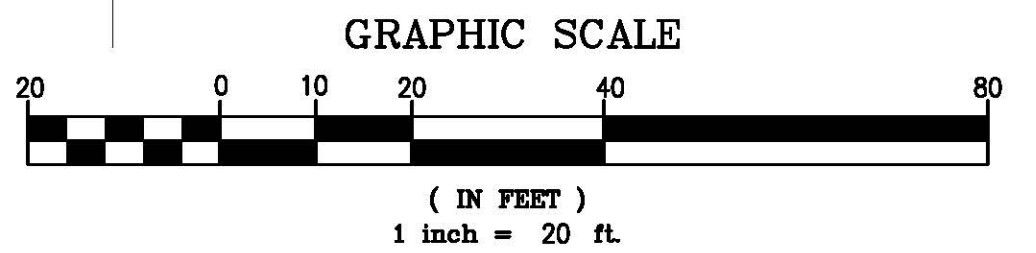
BIORETENTION CELL TYPICAL SECTION DETAIL
NOT TO SCALE



SECTION A-A
SCALE: 1"=20' HORIZONTAL/ 1"=10' VERTICAL

LEGEND

FENCE	---	X	---	X	---	X	---
GAS	---	G	---				
SANITARY SEWER	---	SS	---				
STORM SEWER	---	SD	---				
WATER MAIN	---	W	---				
OVERHEAD POWER	---	OP	---	OP	---	OP	---
OVERHEAD TELEPHONE	---	OT	---	OT	---	OT	---
SBCB	---	□					
SSCO	---	□					
SSMH	---	□					
WPH2	---	⊗					
WVW	---	X					
WMET	---	⊗					



- CURB/GUTTER AND SIDEWALK WORKMANSHIP AND AESTHETICS
1. CURB/GUTTER AND SIDEWALK CONSTRUCTION SHALL FOLLOW A TRUE AND UNIFORM HORIZONTAL AND VERTICAL ALIGNMENT.
 2. THE VERTICAL AND HORIZONTAL SURFACE SHALL BE A SMOOTH BROOM FINISH WITH NO DETECTABLE FINISHING BLEMISHES, UNDULATIONS, RIPPLES, SWELLS, WAVES, RUTS, FURROWS, GRAFFITI OR OTHER OBJECTIONABLE MARKS. THE END RESULT SHALL BE A NEAT AND PROFESSIONALLY FINISHED APPEARANCE.
 3. THE EDGE FINISH ADJACENT TO THE EXPANSION JOINT MATERIAL SHALL BE CLEAN AND FREE OF EXCESS SLURRY. THE EXPANSION JOINT MATERIAL SHALL BE TRIMMED TO A LEVEL EVEN WITH THE ADJACENT CONCRETE RESULTING IN A NEAT AND PROFESSIONALLY FINISHED APPEARANCE.
 4. THE CITY ENGINEER IN HIS SOLE DISCRETION RESERVES THE AUTHORITY TO ORDER THE REMOVAL OF SECTIONS OF CURB/GUTTER AND SIDEWALK THAT DO NOT MEET THE WORKMANSHIP AND AESTHETIC STANDARDS OF THE CITY OF ANACORTES.
 5. SECTIONS OF NEWLY CONSTRUCTED CURB/GUTTER AND SIDEWALK THAT EXHIBIT CRACKING FOLLOWING THE CURING, SHALL BE SUBJECT TO REMOVAL AND REPLACEMENT.
 - CRACKING RESULTING FROM SUB-BASE FAILURE OR CONSTRUCTION SITE DAMAGE SHALL BE IMMEDIATELY REMOVED AND REPLACED TO THE NEAREST EXPANSION JOINT.
 - MINOR HAIR LINE STRESS CRACKS MAY, AT THE DISCRETION OF THE PROJECT MANAGER, BE MONITORED AND RE-EVALUATED FOR POSSIBLE REMOVAL AT THE END OF THE MAINTENANCE PERIOD.

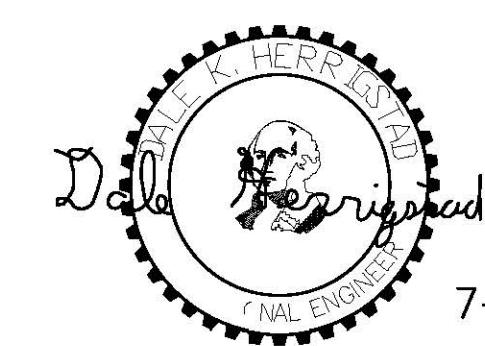
DEVELOPER:
COMPANY NAME: Madrona Real Estate Investments LLC
OWNER NAME: Brad Augustine
OFFICE: 206-623-7662
CELL: 206-538-2950
FAX:
EMAIL: brada@madronarealestate.com

ENGINEERING FIRM:
COMPANY NAME: Herrigstad Engineering PS
OWNER NAME: Dale Herrigstad
OFFICE: 360-299-8804
CELL: 360-770-2585
FAX:
EMAIL: dale@herrigstad.com

PW#20-XXXX-DEV

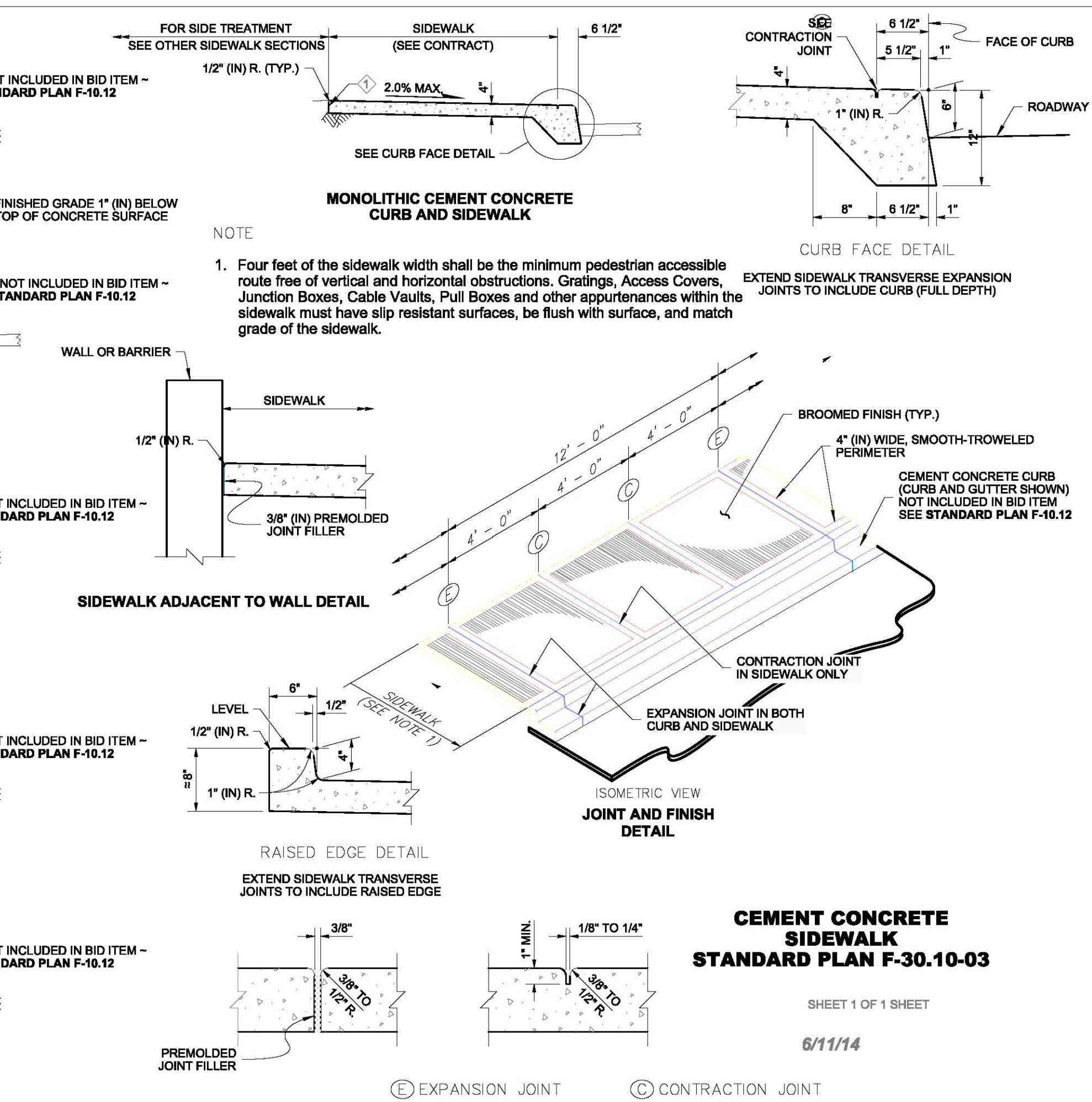
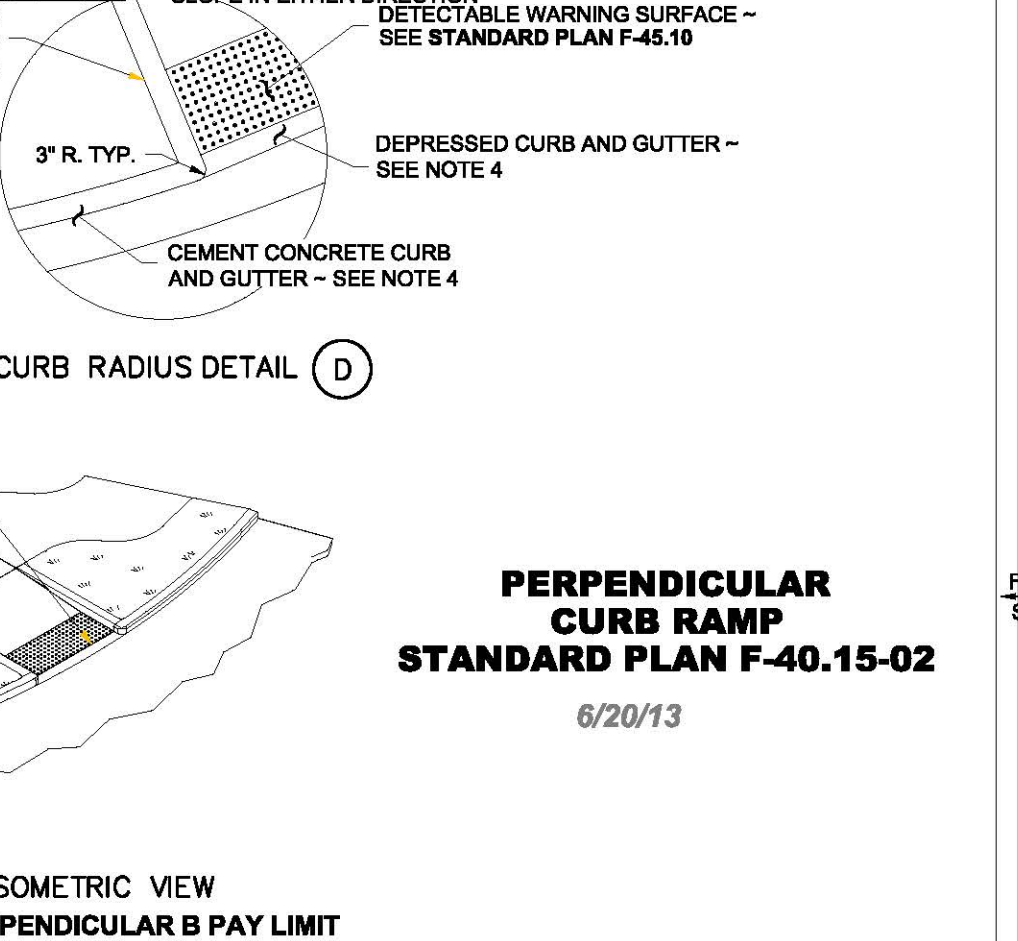
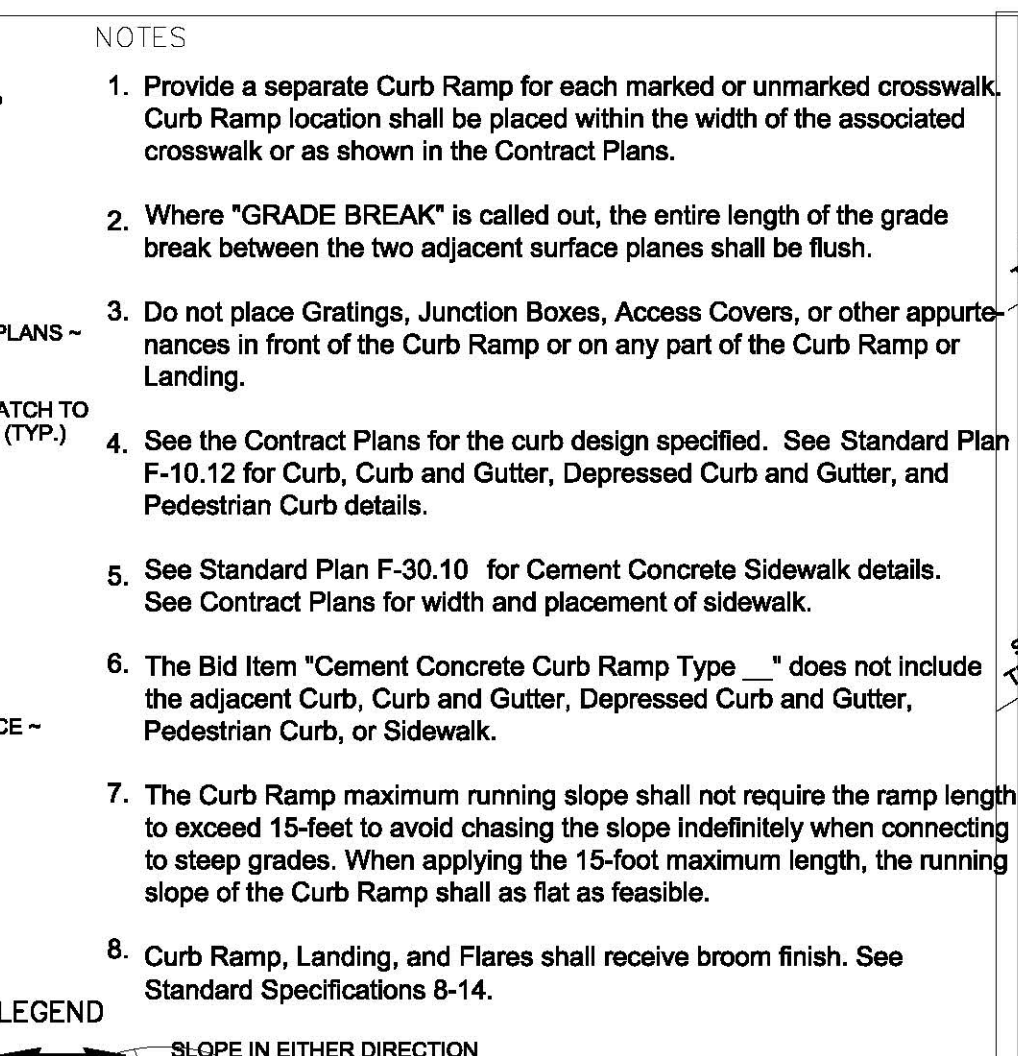
This plan sheet is accepted for construction in accordance with the City of Anacortes ordinances and policies. Actual conformance of the design with applicable laws is the sole responsibility of the professional engineer, whose name and stamp appear on this sheet. Acquiring, complying with, and providing mitigation for all Federal, State, County, and Local Laws, permits, and mandates, including but not limited to the Endangered Species Act, Federal Wetland Permit, State Department of Fisheries Hydraulics Permit, Federal Flood Plain Permits, National Pollutant Discharge Elimination System Permits is the responsibility of the Developer, Landowner, and their Engineer. The issuance of this permit shall not be construed as proof of compliance with applicable laws and permit requirements.

CITY ENGINEER DATE
The acceptance will expire one year from the date noted above.

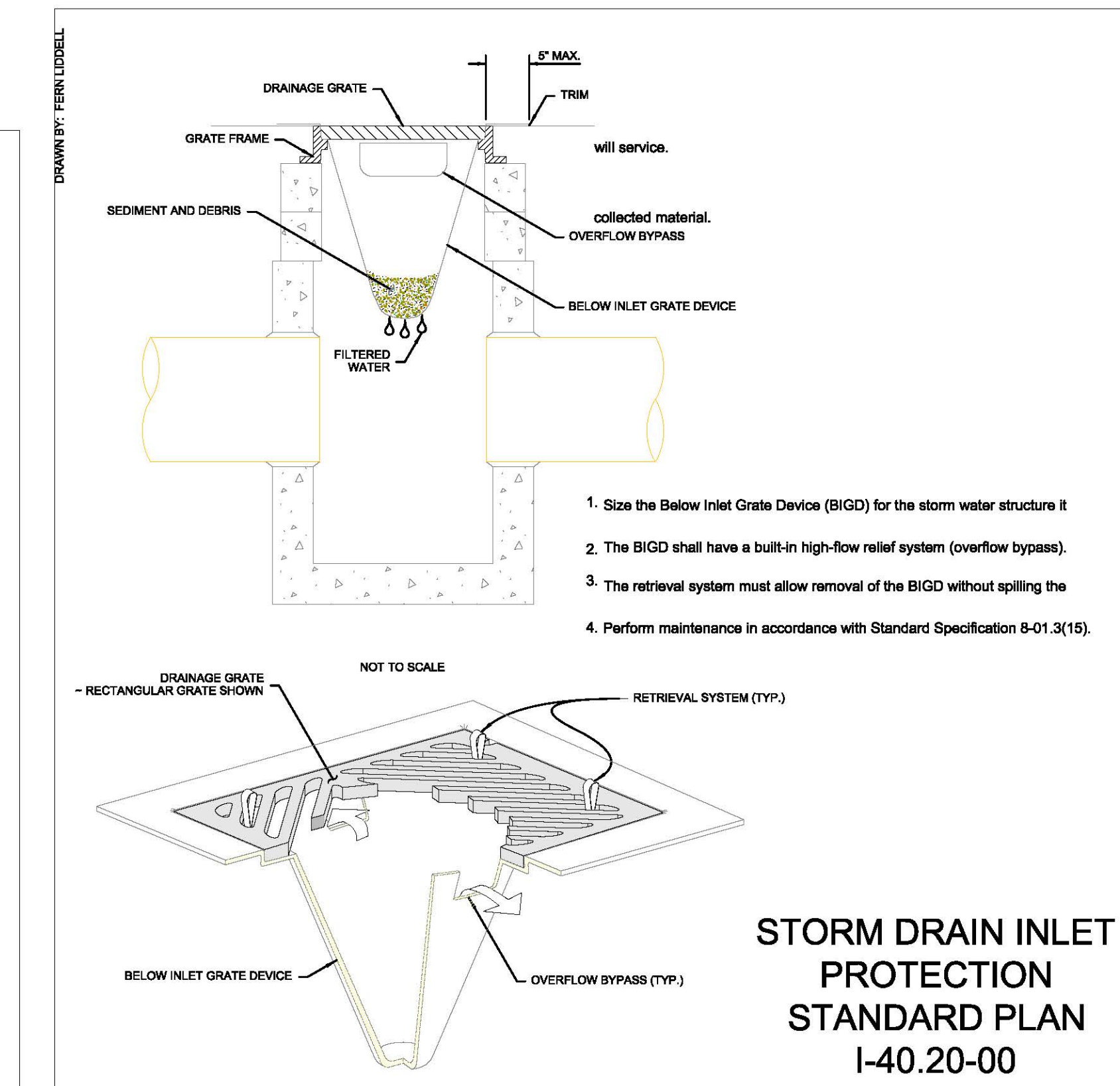
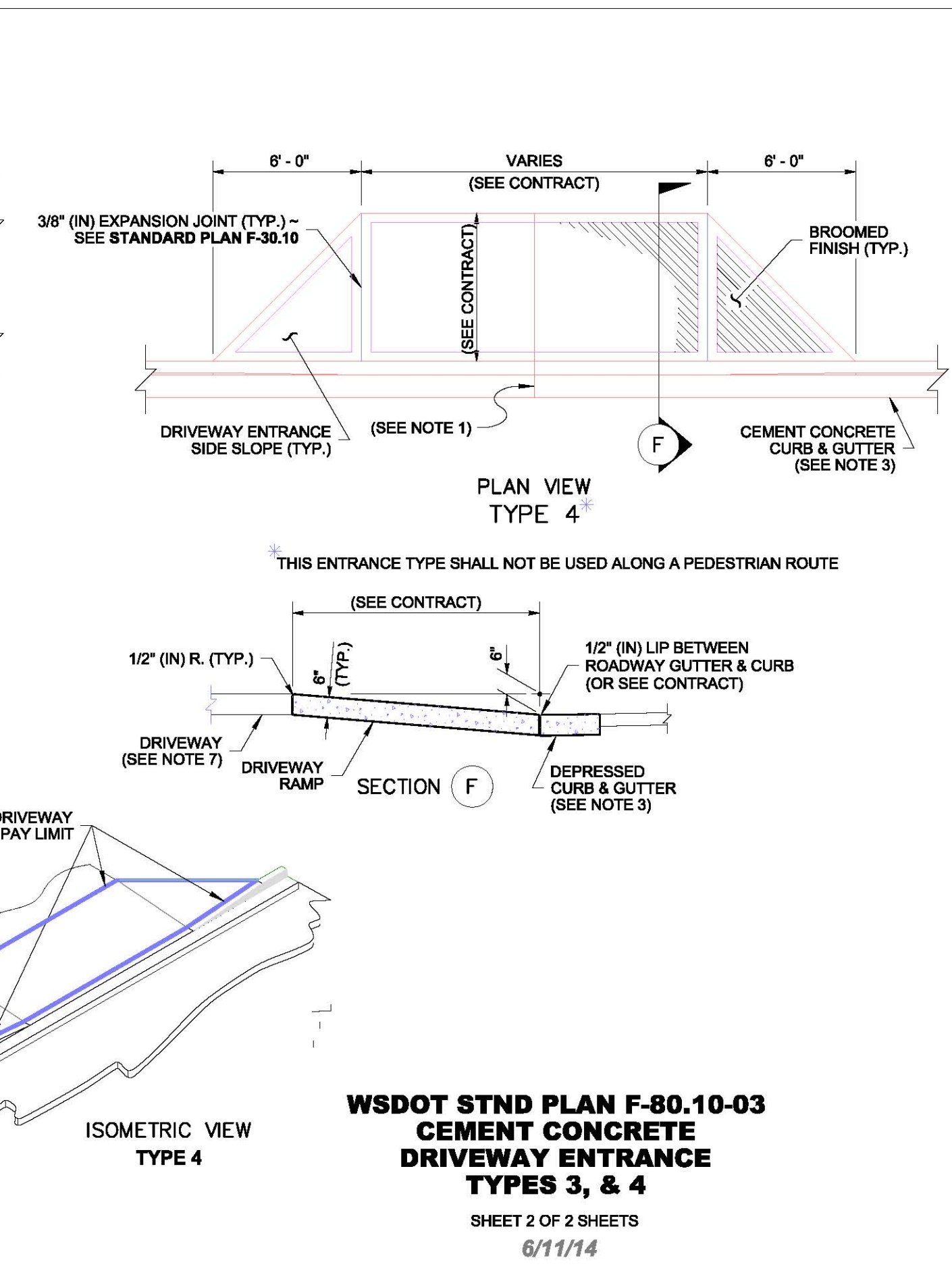


7-27-2020 Rev. A, July 27, 2020

REVISIONS	BY	DATE
HERRIGSTAD ENGINEERING & SURVEYING DALE K. HERRIGSTAD P.E., P.L.S. 4320 WHISTLE LAKE ROAD ANACORTES, WA 98221 (360) 299-8804		
Parking Lot 1015 18th Street Owner: Madrona Real Estate Investments LLC 1320 East Pike Street Seattle, WA 98122		
Site Improvements		
SHEET NO. C4 REV.: A		
JOB NO: 2019-101		
DATE: July 2020		
SCALE: Noted		
DRAWN: D. HERRIGSTAD		
CHECK: D. HERRIGSTAD		
SHEET 4 OF 6		



STORM DRAIN INLET
PROTECTION
STANDARD PLAN
I-40.20-00



This plan sheet is accepted for construction in accordance with the City of Anacortes ordinances and policies. Actual conformance of the design with applicable laws is the sole responsibility of the professional engineer, whose name and stamp appear on this sheet. Accidents, compliance with and provision of mitigation for all federal, State, County, and local Laws, permits, and mandates, including but not limited to the Endangered Species Act, Federal Wetland Permit, State Department of Fisheries Hydrolytics Permit, Federal Flood Plain Permits, National Pollutant Discharge Elimination System Permits is the responsibility of the Developer, Landowner, and their Engineer. The issuance of this permit shall not be construed as proof of compliance with applicable laws and permit requirements.

CITY ENGINEER	DATE
The acceptance will expire one year from the date noted above.	

Details		Parking Lot 1015 18th Street Owner: Madrona Real Estate Investments LLC 1320 East Pike Street Seattle, WA 98122	HERRIGSTAD ENGINEERING & SURVEYING DALE K. HERRIGSTAD P.E., P.L.S. 4320 WHISTLE LAKE ROAD ANACORTES, WA 98021 299-8804	REVISIONS	BY	DATE
SHEET NO. C6	REV.: -					
JOB NO: 2019-101						
DATE: April 2020						
SCALE: Noted						
DRAWN: D. HERRIGSTAD						
CHECK: D. HERRIGSTAD						
SHEET 6 OF 6						

GENERAL NOTES

THE GENERAL CONTRACTOR IS TO PROVIDE SUBGRADES 4" BELOW HARD SURFACES PLUS/MINUS .1 FOOT.

ALL ROUGH GRADING SHALL BE POSITIVE, DRAINING AWAY FROM ALL STRUCTURES.

ALL STONES LARGER THAN 1.5" DIAMETER SHALL BE REMOVED FROM THE GROWING MEDIUM.

TOPSOIL SHALL BE PLACED AT A MINIMUM DEPTH OF 4" IN ALL LAWN AND BED AREAS.

TOPSOIL SHALL BE TILLED INTO THE EXISTING SUBGRADE TO ELIMINATE SOIL INTERFACE PROBLEMS.

TOPSOIL SHALL BE RED-E'S WINTER MIX OR APPROVED EQUAL.

ALL BED AREAS TO RECEIVE 2" OF FINE GROUND FIR OR HEMLOCK BARK, COMPOSITION MULCHES ARE NOT AN ACCEPTABLE ALTERNATIVE.

TREES AND SHRUBS ARE TO BE PLANTED AT A DEPTH 3/4" HIGHER THAN THE LEVEL THAT THEY WERE GROWN IN THE NURSERY.

BARK MULCH IS NOT TO BE PLACED ABOVE THE ROOT CROWN.

ALL PLANTS SHALL AT LEAST CONFORM TO THE MINIMUM STANDARD ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSEYMEN.

LAWN AREAS ARE TO BE HYDROSEEDED WITH VAN DEN AKKER'S EMERALD VELVET MIX PER MANUFACTURER'S SPECIFICATIONS, OR APPROVED EQUAL. REMOVE ALL STONES LARGER THAN 1" FROM LAWN AREAS.

SUBSTITUTIONS ARE STRONGLY DISCOURAGED. IF PLANT AVAILABILITY IS A PROBLEM, CONTACT THE LANDSCAPE ARCHITECT FOR SOURCES OR ACCEPTABLE ALTERNATIVES.

IF THE SITE WORK IS DIFFERENT THAN SHOWN ON THE LANDSCAPE PLAN, OR POOR SOILS AND DEBRIS ARE DISCOVERED, REQUIRING CHANGES TO THE LANDSCAPE PLAN, CONTACT THE LANDSCAPE ARCHITECT FOR INSTRUCTION.

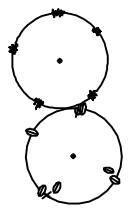
THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE LANDSCAPE DURING INSTALLATION, UNTIL FINAL ACCEPTANCE BY THE OWNER'S REPRESENTATIVE.

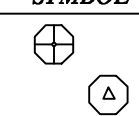
THE LANDSCAPE CONTRACTOR SHALL WARRANTY ALL MATERIALS AND WORKMANSHIP FOR A PERIOD OF ONE YEAR, FROM THE TIME OF FINAL ACCEPTANCE.

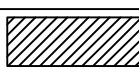
DURING THE WARRANTY PERIOD, THE LANDSCAPE CONTRACTOR WILL NOT BE RESPONSIBLE FOR PLANT DEATH CAUSED BY UNUSUAL CLIMATIC CONDITIONS, VANDALISM, THEFT, FIRE, OR POOR MAINTENANCE PRACTICES. THE LANDSCAPE ARCHITECT SHALL HAVE SOLE AUTHORITY TO DETERMINE THE CAUSE OF DEATH.

PLANT COUNTS PROVIDED ARE ESTIMATES ONLY. CONTRACTOR IS RESPONSIBLE FOR CALCULATING ALL FINAL AREA AND COUNTS.

LANDSCAPE PLANTING SCHEDULE

TREES				
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	3	Gleditsia triacanthos 'Shademaster' / Honey Locust	1 3/4" CAL.	B&B
	4	Magnolia grandiflora / Southern Magnolia	1 3/4" CAL.	B&B

SHRUBS				
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	23	Ilex x meserveae 'Blue Princess' / Blue Princess Holly	21" MIN. HT.	CON. GRWN, 3' O.C.
	24	Nandina domestica / Heavenly Bamboo	21" MIN. HT.	CON. GRWN, 3' O.C.

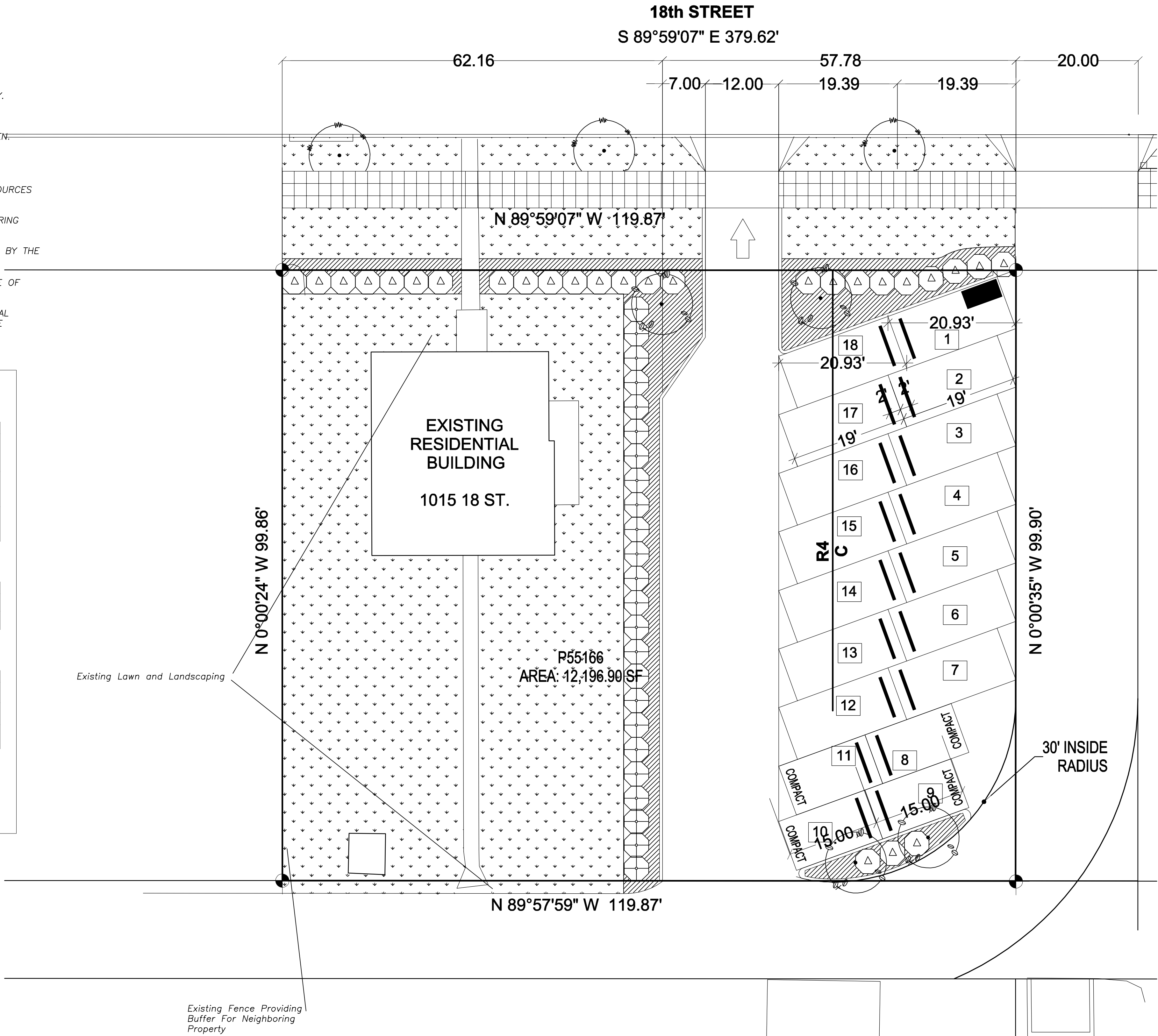
GROUND COVER				
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	CONDITION
	210	Rubus calycinoides / PROSTRATE SALMON BERRY	4" POTS	CON. GRWN, 18" O.C.
		Lawn		

Landscape Area Calcs:

Total Lot Area: 12,197 s.f.
Required Landscape Area: 1,830 s.f.
Provided Landscape Area: 5,225 s.f.

IRRIGATION ASSESSMENT

SUPPLEMENTAL HAND WATERING MAY BE NECESSARY FOR THE FIRST GROWING SEASON TO ESTABLISH PLANTINGS, BUT MAY NOT BE NECESSARY IN SUBSEQUENT YEARS, AS PLANTINGS ARE DROUGHT TOLERANT.



BY	REVISION	DATE
PJ	SITE PLAN CHANGES	9.30.19
PJ	SITE PLAN CHANGES	3.26.20

Paul Jay
Landscape Architect
2917 East Division
Mount Vernon, WA 98274
p. 360.659.8199
c. 425.210.1998
e. pauljaya@gmail.com

STATE OF
WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT
Paul Jay
PAUL JAY
CERTIFICATE NO. 566

1015 18th. Street Parking Lot

LANDSCAPE PLAN

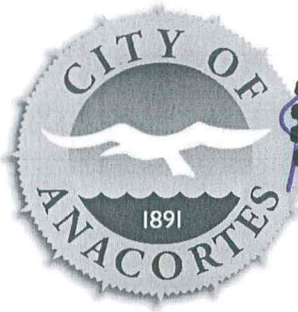
APPLICANT:
Madrona Real Estate

DATE:
9.11.19

PJLA JOB NO.:
DRAWN BY: PJ

CHECKED BY: PJ

LANDSCAPE PLAN
SHEET
L-1
OF 1



Storm Water Drainage Report Minimum Requirements 1 through 9

ENGINEERING DEPARTMENT

904 6th Street Anacortes, WA 98221

www.anacorteswa.gov

7-27-2020

Official Use Only: (Information to Inspectors)

Required Storm Water Facility and other related requirements:

Project Address: 1015 18th Street
Parcel Number: P55166
Permit Number: BLD-2020-

Submittal Date: _____
Revision Number: _____
Reviewer: _____
Acceptance Date (COA): _____

FRONT OF REPORT:

Submittal Checklist: (All items listed below are required for a complete submittal)

- Cover Sheet (Preparer to Provide): Project title, Location, Revision dates, Engineer's Stamp
- TAB 1: Minimum Requirement #1 – Preparation of Stormwater Site Plans
- TAB 2: Minimum Requirement #2 – Construction Stormwater Pollution Prevention (SWPP)
- TAB 3: Minimum Requirement #3 – Source Control of Pollution
- TAB 4: Minimum Requirement #4 – Preservation of Natural Drainage Systems and Outfalls
- TAB 5: Minimum Requirement #5 – On-site Stormwater Managements
- TAB 6: Minimum Requirement #6 – Runoff Treatment
- TAB 7: Minimum Requirement #7 – Flow Control
- TAB 8: Minimum Requirement #8 – Wetland Protection
- TAB 9: Minimum Requirement #9 – Operation and Maintenance
- APPENDIX 1 - Survey performed by a Professional Land Surveyor
- APPENDIX 2 – Flow Control Exempt - Soils Analysis (Volume 1, Chapter 3.1.1)
- APPENDIX 3 - Model Soil Management Plan for BMP T5.13
- APPENDIX 4 - Determining Construction Site Sediment Damage Potential (Appendix 7)
- APPENDIX 5 - Site Plan with all applicable information (Minimum Size 11x17 – 30 scale)
- APPENDIX 6 - Documented Site Photos (North, South, East and West)
- APPENDIX 7 - Drainage BMP Facility Maintenance Covenant, if applicable. To be recorded prior to the Temporary Certificate of Occupancy, Certificate of Occupancy or Final Acceptance. **FLOW CONTROL EXEMPT**

Stormwater Management Requirements:

- Refer to the 2012\14 Department of Ecology Manual, as amended in 2014 for further required information.
- See also, City of Anacortes Municipal Code 19.76 for additional information
- See also, current Engineering Development Standards, Chapter 2- Storm Drainage for additional information.

Project Description and Summary:

Summary Table

	Existing	Proposed
Development Type		
Number of Lots	1	
Lot Acreage in SF	11,973 SF	
Soil Type(s)	Bow-Urban Land Complex HG C/D	
Site Sediment Transport Score (High\Low)	High 65	
Depth to Ground Water Table (Feet and Inches) (See completed Soils Analysis (Volume 1, Chapter 3.1.1))	N/A Flow Control Exempt	
Infiltration Rate during Rainy Season (Inch\Per Hour)	N/A Flow Control Exempt	
Impervious Surface (on-site)	2,788 sf	6,023 sf
Impervious Surface (off-site)	0	6,364 sf
New and Replaced Hard Surface Total (SF)	0	11,188 sf
Lot Coverage (Percentage)	0	50%
BMP (Required Minimum Requirement 5)	BMP T5.13 Post Construction Soils	
Water Quality Method (Minimum Requirement 6)	Perk Filter	
Water Quantity Method (Minimum Requirement 7)	N/A Flow Control Exempt	

Existing Site Conditions Summary:

(Additionally, provide information on previous permits, if any, like Grade and Fill, Clear and Grade, topography, vegetation, drainage, Critical Areas adjacent to the site and how it may affect this project if soils are disturbed, Soils Type (Included in Soils Analysis Report), Erosion Problem Areas, Construction Phasing\Sequence)

This project is located at 1015 18th Street. The existing site has a single family home and detached garage. There are no critical areas on or near the site. The site slopes down to the Northeast at an average of 3%. A gravel alley lies to the east and south of the site. A single family home lies to the west and 18th Street to the North.

There are no erosion problems due to the flat slope of the land.

Developed Conditions Summary:

(Additionally, to be shown on the site plan. Identify cut and fill areas, proposed slopes of all hard surfaces , proposed contours)

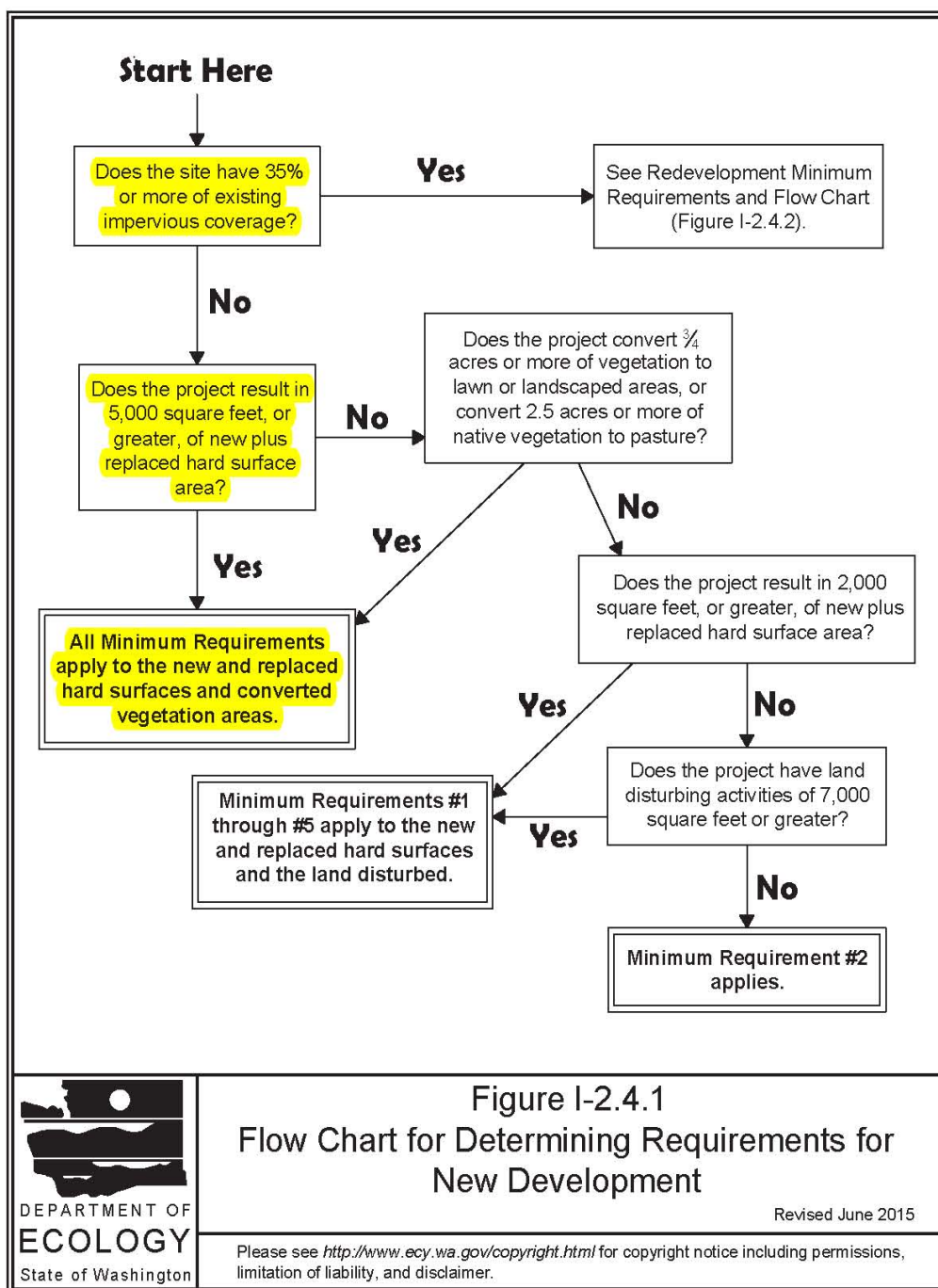
The developed project will include 4,824 square feet of on site parking and an additional 5,464 square feet of off site paving of the alley to the east and south. Also a 900 square foot sidewalk will be provided along the north frontage along 18th Street. Cuts and fills will be minimal with the new pavement following the existing grades for the most part and slopes matching existing slopes. The existing single family home will remain.

Drainage Basin (2007 Storm Comp Plan – City website\publicworks\engineering\comprehensive plans):
What Drainage Basin are you in? **F3** Identify any downstream drainage issues (Storm Comp Plan: Yes. If so, describe:

The City Stormwater Management Plan identifies this site in Basin F1 is generally located north of 22nd Street and east of “K” Avenue with a central section of Commercial Avenue is zoned Commercial and High Density Residential. The pipe has no surcharging issues and discharges at Outfall #40 at the Cap Sante Marina. The basin was modeled in the Stormwater plan as 65% impervious over the entire basin including Commercial and residential sites.

Complete the Applicability Requirements – Flow Chart (Figure I-2.4.1 Attached, Figure I-2.4.2 Attached

Figure I-2.4.1 Flow Chart for Determining Requirements for New Development



Does the project discharge to Flow Control Exempt Waters (per Minimum Requirement (MR) #7)?

- Yes**

REQUIRED: Implement the following BMPs where feasible:

 - BMP T5.13: Post-Construction Soil Quality and Depth.
 - BMP T5.10A, B, or C: Downspout Full Infiltration, Downspout Dispersion Systems, or Perforated Stub-out Connections
 - BMP T5.11 or T5.12: Concentrated Flow Dispersion or Sheet Flow Dispersion

NOT REQUIRED: Achievement of the LID Performance Standard. Applying the other BMPs in List #1 or List #2.

Did the project developer choose to meet the LID Performance Standard?

 - No**

REQUIRED: For each surface, consider the BMPs in the order listed in List #1 for that type of surface. Use the first BMP that is considered feasible.

NOT REQUIRED: Achievement of the LID Performance Standard.

REQUIRED: Meet the LID Performance Standard through the use of any BMP(s) in the 2014 SWMMWW except for Rain Gardens (the use of bioretention is acceptable).

REQUIRED for Projects Triggering MR #1-9*: Apply BMP T5.13 Post Construction Soil Quality and Depth.

NOT REQUIRED: Applying the BMPs in List #1 or List #2.
 - Yes**

Did the project developer choose to meet the LID Performance Standard?

 - Yes**

REQUIRED: For each surface, consider the BMPs in the order listed in List #1 for that type of surface. Use the first BMP that is considered feasible.

NOT REQUIRED: Achievement of the LID Performance Standard.
 - No**

REQUIRED: For each surface, consider the BMPs in the order listed in List #2 for that type of surface. Use the first BMP that is considered feasible.

NOT REQUIRED: Achievement of the LID Performance Standard.
- No**

Does the project trigger only MRs #1 - #5? (Per Figure 3.2 or Figure 3.3 in Appendix 1 of the 2013-2018 WWA Phase II Permit & Phase I Permit).

 - No (the project triggered only MR #2)**

No additional requirements
 - No (the project triggered only MRs #1 - #9)**

Is the project inside the UGA?

 - Yes**

Did the project developer choose to meet the LID Performance Standard?

 - Yes**

REQUIRED: For each surface, consider the BMPs in the order listed in List #1 for that type of surface. Use the first BMP that is considered feasible.

NOT REQUIRED: Achievement of the LID Performance Standard.
 - No**

REQUIRED: For each surface, consider the BMPs in the order listed in List #2 for that type of surface. Use the first BMP that is considered feasible.

NOT REQUIRED: Achievement of the LID Performance Standard.
 - No**

Is the project on a parcel of 5 acres or larger?

 - No**

REQUIRED: Meet the LID Performance Standard through the use of any BMP(s) in the 2014 SWMMWW except for Rain Gardens (the use of Bioretention is acceptable).

If the project can't meet the LID Performance Standard, it must seek and be granted an exception/variance.

REQUIRED: Apply BMP T5.13 Post-Construction Soil Quality and Depth.

NOT REQUIRED: Applying the BMPs in List #1 or List #2.
 - Yes**

REQUIRED: Meet the LID Performance Standard through the use of any BMP(s) in the 2014 SWMMWW except for Rain Gardens (the use of Bioretention is acceptable).

If the project can't meet the LID Performance Standard, it must seek and be granted an exception/variance.

REQUIRED: Apply BMP T5.13 Post-Construction Soil Quality and Depth.

NOT REQUIRED: Applying the BMPs in List #1 or List #2.

*Recommended by Ecology for projects triggering MRs #1 - #5.

TAB 1 (MINIMUM REQUIREMENT #1)

- **1-2.5.1 Minimum Requirement #1 – Prepare a Stormwater Site Plan**
 - 1.3 – Preparation of a Stormwater Site Plan
 - 1.3.1 – Stormwater Site Plans: Step-by-Step

Note: The level of detail needed for each step depends upon the project size. Provide a narrative description of each step.

1-3.1.1 Step 1 - Site Analysis: Collect and Analyze Information on Existing Conditions

Site analysis shall be submitted as part of the Existing Conditions Summary above. Part of the information in this step should be used to help prepare the Construction Stormwater Pollution Prevention Plan. Purpose of the Site Analysis is to provide for a Low Impact Development site design that is intended to compliment the predeveloped conditions of the site.

The existing site has a single family home and detached garage. The site slopes down to the Northeast at an average of 3%. A gravel alley lies to the east and south of the site. A single family home lies to the west and 18th Street to the North. The uphill property is developed with single family homes with large grass areas that likely sheet flow onto the alley. Due to the low infiltration potential on this site, Low Impact BMPs are not feasible for this site.

A Stormwater site plan has been prepared showing erosion control methods for this site.

1-3.1.2 Step 2 - Prepare Preliminary Development Layout

Based upon the analysis of existing site conditions, locate the buildings, roads, parking lots, landscaping features, on-site stormwater management BMP's, and preliminary location of stormwater treatment and retention/detention facilities for the proposed development.

See Appendix 5 for the Preliminary Development Layout. BMP's will include covering soil stock piles and protecting down slope properties with silt fencing. The existing gravel alley will act as the construction entrance, BMP C107, until it is paved. Grading will only be in the area of the proposed parking area and exposed to erosion until the gravel subgrade is laid down. Treatment will be provided on site with the use of a Perk Filter for Basic treatment.

1-3.1.3 Step 3 - Perform Off-site Analysis (at Local Agency's Option): Use additional Sheets, if necessary,

Ecology recommends that local governments require an off-site analysis for projects that add 5,000 SF or more of new hard surfaces, or convert $\frac{3}{4}$ acres of vegetation to lawn or landscape areas, or convert 2.5 acres of forested area to pasture.

Off-site analysis extends to $\frac{1}{4}$ mile downstream of the project site.

The total of new and replace impervious area will be a total of 11,088 square feet. Currently storm water sheets from this site to the northeast and into 18th Street and into the city storm system at 18th and Commercial Avenue. The storm water flows to the north then east to the east side of Commercial Avenue entering a 15 inch storm pipe flowing to the north. The 15" concrete storm pipe transitions to an 18" at 17th Street and 21 inch pipe at 16th Street and continues to 14th Street where it enters a 36" concrete pipe approximately 1,320 feet from the project site or $\frac{1}{4}$ mile downstream. From here the 36 inch concrete pipe

flows to the east past “Q” Avenue and discharging into the Cap Sante Marina another 670 lineal feet.

The storm water is totally enclosed from the site to the discharge point at the bay.

As discussed above with the City Stormwater Management Plan identifies this site in Basin F1 is generally located north of 22nd Street and east of “K” Avenue with a central section of Commercial Avenue is zoned Commercial and High Density Residential. The pipe has no surcharging issues and discharges at Outfall #40 at the Cap Sante Marina. The basin was modeled in the Stormwater plan as 65% impervious over the entire basin including Commercial and residential sites.

This site is FLOW CONTROL EXEMPT.

1-3.1.4 - Determine Applicable Minimum Requirements

Establish project size thresholds for the application of Minimum Requirements to new development and redevelopment projects. Figures 2.4.1 (*Attached*) and 2.4.2 (*Attached*) provide the same thresholds in a flow chart format. Based on the preliminary layout, determine whether Minimum Requirements #1 through #5 apply to the project; or, whether Minimum Requirements #1 through #9 apply.

Please note, that Minimum Requirement #1 through #5 may trigger additional Minimum Requirements, such as Flow Control.

We are adding or replacing 11,088 square feet of hard surfacing and removing approximately 2,000 square feet of hard surfacing which triggers minimum requirements 1 through 9.

1-3.1.5 Step 5 - Prepare a Permanent Stormwater Control Plan (Refer to this section of the Ecology Manual for requirements.)

A storm water plan is provided in the developed site plan in Appendix 5. The drainage system will be described in minimum requirement #5 below.

1-3.1.6 Step 6 - Prepare a Construction Stormwater Pollution Prevention Plan (**MR#2 – 13 Elements**)

Refer to Chapter II-3 – Planning for a detailed description of each element. See also attached Tables 4.1.1 (Source Control BMP's by SWPPP Element) and Table 4.2.1 (Runoff Conveyance and Treatment BMP's by SWPPP Element).

See the following 13 Elements of the SWPPP.

1-3.1.7 Step 7 - Complete the stormwater site plan

The Stormwater Site Plan encompasses the entire submittal to the Local Agency with drainage review authority. Refer to this section of the Manual for further clarification of each item and what is required. See below:

- Project Overview
- Existing Conditions Summary
- Off-site Analysis Report
- Permanent Stormwater Control Plan
- Construction Stormwater Pollution Prevention Plan
- Special Reports and Studies
- Other Permits
- Operation and Maintenance Manual
- Declaration of Covenant for Privately Maintained Flow Control and Treatment Facilities. *(See attached Drainage BMP Maintenance Covenant BMP Agreement)*
- Declaration of Covenant for Privately Maintained On-site Stormwater BMP's *(See attached Drainage BMP Maintenance Covenant BMP Agreement)*
- Bond Quantities Worksheet, if applicable

The project overview has been provided at the beginning of this report along with an existing conditions description. Maps are included in the attachments.

1-3.1.8 Step 8 - Check Compliance with all Applicable Minimum Requirements

A Stormwater Site Plan as designed and implemented should specifically fulfill all Minimum Requirements applicable to the project. The Stormwater Site Plan should be reviewed to check that these requirements are satisfied.

To take place during review and during and after construction.

TAB 2 (MINIMUM REQUIREMENT #2)

- **1-2.5.2 Minimum Requirement #2 – Construction Stormwater Pollution Prevention Plan (SWPP)**
 - All projects are required to complete Minimum Requirement 2.
 - Refer to the 13 Elements of the SWPP (See document below, complete and attach)
 - See attached Table 4.1.1, Table 4.2.1 and Table
 - Provide Engineering Calculations as an attachment for Sediment Ponds\Traps, Diversions, Waterways and Runoff/Stormwater Detention Calculations.

Table 4.1.1 Source Control BMP's by SWPPP Element

BMP or Element Name	Element #1 Preserve Vegetation/Mark Clearing Limits	Element #2 Establish Construction Access	Element #5 Stabilize Soils	Element #6 Protect Slopes	Element #9 Control Pollutants	Element #11 Maintain BMPs	Element #12 Manage the Project	Element #13 Protect Low Impact Development
BMP C101: Preserving Natural Vegetation	✓							
BMP C102: Buffer Zones	✓							✓
BMP C103: High Visibility Plastic or Metal Fence	✓							✓
BMP C105: Stabilized Construction Entrance / Exit		✓						
BMP C106: Wheel Wash		✓						
BMP C107: Construction Road/Parking Area Stabilization		✓						
BMP C120: Temporary and Permanent Seeding			✓	✓				
BMP C121: Mulching			✓	✓				
BMP C122: Nets and Blankets			✓	✓				
BMP C123: Plastic Covering			✓					
BMP C124: Sodding			✓					
BMP C125: Topsoiling / Composting			✓					
BMP C126: Polyacrylamide for Soil Erosion Protection			✓					
BMP C130: Surface Roughening			✓	✓				
BMP C131: Gradient Terraces			✓	✓				
BMP C140: Dust Control			✓					
BMP C150: Materials On Hand						✓	✓	
BMP C151: Concrete Handling					✓			
BMP C152: Sawcutting and Surfacing Pollution Prevention					✓			
BMP C153: Material Delivery, Storage and Containment					✓			
BMP C154: Concrete Washout Area					✓			
BMP C160: Certified Erosion and Sediment Control Lead						✓	✓	
BMP C162: Scheduling							✓	

Table 4.2.1 Runoff Conveyance and Treatment BMP's by SWPPP Element

Version Date: October 7, 2019 Previous Version Date: February 20, 2019

BMP or Element Name	Element #3 Control Flow Rates	Element #4 Install Sediment Controls	Element #6 Protect Slopes	Element #7 Protect Drain Inlets	Element #8 Stabilize Channels and Outlets	Element #9 Control Pollutants	Element #10 Control De- Watering	Element #13 Protect Low Impact Development
BMP C200: Interceptor Dike and Swale			✓					✓
BMP C201: Grass-Lined Channels			✓					
BMP C202: Channel Lining					✓			
BMP C203: Water Bars	✓		✓					
BMP C204: Pipe Slope Drains			✓					
BMP C205: Subsurface Drains			✓					
BMP C206: Level Spreader			✓					
BMP C207: Check Dams			✓					✓
BMP C208: Triangular Silt Dike (Geotextile Encased Check Dam)			✓					✓
BMP C209: Outlet Protection					✓			
BMP C220: Storm Drain Inlet Protection				✓				
BMP C231: Brush Barrier		✓						✓
BMP C232: Gravel Filter Berm		✓						
BMP C233: Silt Fence		✓						✓
BMP C234: Vegetated Strip		✓						✓
BMP C235: Wattles		✓						
BMP C236: Vegetative Filtration							✓	
BMP C240: Sediment Trap	✓	✓						
BMP C241: Temporary Sediment Pond	✓	✓						
BMP C250: Construction Stormwater Chemical Treatment						✓		
BMP C251: Construction Stormwater Filtration						✓		
BMP C252: High pH Neutralization Using CO ₂						✓		
BMP C253: pH Control for High pH Water						✓		

**13 Elements of SWPPP
(Construction Stormwater Pollution Prevention Plan)**

Please check off boxes to show that each element has been read and understood. Provide details where applicable and if certain aspects are unnecessary or exempt, clearly justify. Details of the 13 Elements and the correlating BMPs are listed **Above from** the 2014 Stormwater Management Manual for Western Washington (SWMMWW). A link is provided on the City of Anacortes website, under Planning, Community, & Economic Development Department, as well as under Stormwater on the Engineering Division of Public Work's page.

Owner Name: Madrona Real Estate Investment X Inc.

Site Address: 1015 18th Street

Prepared By: Dale Herrigstad PE

The Stormwater checklist or building permit determined that:

- | | |
|---|---|
| ☐ The 13 elements must be addressed for construction activity adding under 2,000 sq. ft. of hard surface area. | ☐ These elements must be addressed for construction activity adding 2,000 sq. ft. or more of hard surface area. This means that an attached narrative and site plan are required with this document. |
|---|---|

Under each element, provide the BMP's that will be applicable to your project. Use the attached Tables provided.

ELEMENT 1: Preserve Vegetation/Mark Clearing Limits

- ☐ Before beginning land disturbing activities, including clearing and grading, clearly mark all clearing limits, sensitive areas and their buffers, and trees that are to be preserved within the construction area.
- ☐ Retain the duff layer, native top soil, and natural vegetation in an undisturbed state to the maximum degree practical.

A high visibility construction fence BMP C103 will be installed at the North, west and east perimeter of the construction site or where silt fence is used. BMP will be installed as first step of construction. BMP C233, Silt Fence will also be used to mark the north and east perimeter of the construction site including the access road. BMP to be monitored daily and repaired as needed.

ELEMENT 2: Establish Construction Access

- ☐ Limit construction vehicle access and exit to one route, if possible.
- ☐ Stabilize access points with a pad of quarry spalls, crushed rock, or other equivalent BMPs, to minimize tracking onto roads.
- ☐ Locate wheel wash or tire baths on site, if the stabilized construction entrance is not effective in preventing tracking sediment onto roads.
- ☐ If sediment is tracked off site, clean the affected roadway thoroughly at the end of each day, or more frequently as necessary (ex: wet weather). Remove sediment from roads by shoveling, sweeping, or pick up and transport the sediment to a controlled sediment disposal area.
- ☐ Conduct street washing only after sediment is removed in accordance with the above bullet.
- ☐ Control street wash wastewater by pumping back on site or otherwise preventing it from discharging into systems tributary to waters of the State.

The construction entrance will be limited to one location at 18th Street on the north side of the project with BMP C105 or C107 (Construction Entrance.)

Version Date: October 7, 2019 Previous Version Date: February 20, 2019

**Any dirt or mud that is tracked onto the roadway will be clean immediately.
To be installed prior to construction. BMP to be monitored daily and repaired as needed.**

ELEMENT 3: Control Flow Rates

- Protect properties and waterways downstream of development sites from erosion and the associated discharge of turbid waters due to increases in the velocity and peak volumetric flow rate of stormwater runoff from the project site.
- Where necessary to comply with the bullet above, construct stormwater retention or detention facilities as one of the first steps in grading. Assure that detention facilities function properly before constructing site improvement (e.g. impervious surfaces).
- If permanent infiltration ponds are used for flow control during construction, protect these facilities from siltation during the construction phase.

A silt fence BMP C233 is to be installed north boundary along 18th Street and the east boundary of the existing gravel alley. A temporary sediment trap will be identified for the northeast corner of the property for use as conditions require.

ELEMENT 4: Install Sediment Controls

- Design, install, and maintain effective erosion controls and sediment controls to minimize the discharge of pollutants.
- Construct sediment control BMPs (sediment ponds, traps, filters, etc.) as one of the first steps in grading. These BMPs shall be functional before other land disturbing activities take place.
- Minimize sediment discharges from the site. The design, installation and maintenance of erosion and sediment controls must address factors such as the amount, frequency, intensity and duration of precipitation, the nature of resulting stormwater runoff, and soil characteristics, including the range of soil particle sizes expected to be present on the site.
- Direct stormwater runoff from disturbed areas through a sediment pond or other appropriate sediment removal BMP, before the runoff leaves a construction site or before discharge to an infiltration facility. Runoff from fully stabilized areas may be discharged without a sediment removal BMP, but must meet the flow control performance standard in Element #3, bullet #1.
- Locate BMPs intended to trap sediment on-site in a manner to avoid interference with the movement of juvenile salmonids attempting to enter off-channel areas or drainages.
- Provide and maintain natural buffers around surface waters, direct stormwater to vegetated areas to increase sediment removal, and maximize stormwater infiltration.
- Where feasible, design outlet structures that withdraw impounded stormwater from the surface to avoid discharging sediment that is still suspended lower in the water column.

Per BMP C233 a silt fence will be installed as noted in element 3. To be installed prior to the start of construction. BMP to be monitored daily and repaired as needed. BMP C162 Scheduling.

ELEMENT 5: Stabilize Soils

- Stabilize exposed and unworked soils by application of effective BMPs that prevent erosion. Applicable BMPs include, but are not limited to: temporary and permanent seeding, sodding, mulching, plastic covering, erosion control fabrics and matting, soil application of polyacrylamide (PAM), the early application of gravel base early on areas to be paved, and dust control.
- Control stormwater volume and velocity within the site to minimize soil erosion.
- Control stormwater discharges, including both peak flow rates and total stormwater volume, to minimize erosion at outlets and to minimize downstream channel and stream bank erosion.
- Soils must not remain exposed and unworked for more than the time periods set forth below to prevent erosion.
 - During the dry season (May 1 – Sept 30): 7 days

- During the wet season (Oct 1 – Apr 30): 2 days
- Stabilize soils at the end of the shift before a holiday or weekend if needed based on the weather forecast.
- Stabilize soil stockpiles from erosion, protect with sediment trapping measures, and where possible, be located away from storm drain inlets, waterways, and drainage channels.
- Minimize the amount of soil exposed during construction activity.
- Minimize the disturbance of steep slopes.
- Minimize soil compaction and, unless infeasible, preserve topsoil.

Stabilize exposed and unworked soils by application of effective BMPs that prevent erosion.

Applicable BMPs include, but are not limited to: temporary and permanent seeding, sodding, mulching and plastic covering. Install plastic covering per BMP C123 on Soils Stockpiles. BMP to be monitored daily and repaired as needed. Refer to Table 4.1.1 in MR #2.

ELEMENT 6: Protect Slopes

- Design and construct cut-and-fill slopes in a manner to minimize erosion. Applicable practices include, but are not limited to, reducing continuous length of slope with terracing and diversions, reducing slope steepness, and roughening slope surfaces (Ex: track walking).
- Divert off-site stormwater (run-on) or ground water away from slopes and disturbed areas with interceptor dikes, pipes, and/or swales. Off-site stormwater should be managed separately from stormwater generated on the site.
- At the top of slopes, collect drainage in pipe slope drains or protected channels to prevent erosion.
 - *Temporary pipe slope drains must handle the peak volumetric flow rate calculated using a 10-minute time step from a Type 1A, 10-year, 24-hour frequency storm for the developed condition. Alternatively, the 10-year, 1-hour flow rate predicted/indicated by an approved continuous runoff model, increased by a factor of 1.6, may be used. The hydrologic analysis must use the existing land cover condition for predicting flow rates from tributary areas outside the project limits. For tributary areas on the project site, the analysis must use the temporary or permanent project land cover condition, whichever will produce the highest flow rates. If using the Western Washington Hydrology Model (WWHM) to predict flows, bare soil areas should be modeled as “landscaped” area.
 - Where 15-minute time steps are available in an approved continuous runoff model, they may be used directly without a correction factor.
- Place excavated material on the uphill side of trenches, consistent with safety and space considerations.
- Place check dams at regular intervals within constructed channels that are cut down a slope.
- Consider soil types and its potential for erosion.
- Stabilize soils on slopes, as specified in Element 5.
- BMP combinations are the most effective method of protecting slopes with disturbed soils. Ex: Use both mulching and straw erosion control blankets.

The site is flat with a 3% slope and slope protection will not be an issue.

ELEMENT 7: Protect Drain Inlets

- Protect all storm drain inlets made operable during construction so that stormwater runoff does not enter the conveyance system without first being filtered or treated to remove sediment.
- Clean or remove and replace inlet protection devices when sediment has filled one-third of the available storage (unless a different standard is specified by the product manufacturer).
- Where possible, protect all existing storm drain inlets so that stormwater runoff does not enter the conveyance system without first being filtered or treated to remove sediment.
- Keep all approach roads clean. Do not allow sediment and street wash water to enter storm drains

without prior and adequate treatment unless treatment is provided before the storm drain discharges to waters of the State.

- Inlets should be inspected weekly at a minimum and daily during storm events.

Per detail I-40.20-00 Storm Drain Inlet protection devices will be installed at existing catch basins in the immediate vicinity of the project.

To be installed prior to the start of any construction. Nearest CB is just east of the site at the intersection of 18th Street and Commercial Avenue.

BMP to be monitored daily and repaired as needed.

ELEMENT 8: Stabilize Channels and Outlets

- Design, construct, and stabilize all on-site conveyance channels to prevent erosion from the following expected peak flows:
 - *Channels must handle same peak volumetric flow rate as temporary pipe slope drains listed in Element 6, above.
- Provide stabilization, including armoring material, adequate to prevent erosion of outlets, adjacent streambanks, slopes, and downstream reaches at the outlets of all conveyance systems.
- The best method for stabilizing channels is to completely line the channel with a blanket product first, then add check dams as necessary to function as an anchor and to slow the flow of water.

No stormwater runoff will be conveyed off site via channels, swales, or streams.

ELEMENT 9: Control Pollutants

- Design, install, implement, and maintain effective pollution prevention measures to minimize the discharge of pollutants.
- Handle and dispose of all pollutants, including waste materials and demolition debris that occur on-site in a manner that does not cause contamination of stormwater.
- Provide cover, containment, and protection from vandalism for all chemicals, liquid products, petroleum products, and other materials that have the potential to pose a threat to human health or the environment. On-site fueling tanks must include secondary containment. Secondary containment means placing tanks or containers within an impervious structure capable of containing 110% of the volume contained in the largest tank within the containment structure. Double-walled tanks do not require additional secondary containment.
- Conduct maintenance, fueling, and repair of heavy equipment and vehicles using spill prevention and control measures. Clean contaminated surfaces immediately following any spill incident.
- Discharge wheel wash or tire bath wastewater to a separate on-site treatment system that prevents discharge to surface water, such as closed-loop recirculation or upland land application, or to the sanitary sewer, with local sewer district approval. Wheel wash or tire bath wastewater should not include wastewater from concrete washout areas.
- Apply fertilizers and pesticides in a manner and at application rates that will not result in loss of chemical to stormwater runoff. Follow manufacturers' label requirements for application rates and procedures.
- Use BMPs to prevent contamination of stormwater runoff by pH-modifying sources. The sources for this contamination include, but are not limited to: bulk cement, cement kiln dust, fly ash, new concrete washing and curing waters, waste streams generated from concrete grinding and sawing, exposed aggregate processes, dewatering concrete vaults, concrete pumping, and mixer washout waters. Adjust the pH of stormwater if necessary to prevent violations of the water quality standards.
- Assure that washout of concrete trucks is performed off-site or in designated concrete washout areas only. Do not wash out concrete trucks onto the ground, or into storm drains, open ditches, streets, or streams. Do not dump excess concrete on site, except in designated concrete washout areas. Concrete spillage or concrete discharge to surface waters of the State is prohibited. Do not use upland land applications for discharging wastewater from concrete washout areas.
- Obtain written approval from Ecology and provide to the City before using chemical treatment other

than CO2 or dry ice to adjust pH.

- ☐ Woody debris may be chopped and spread on site.
- ☐ Conduct oil changes, hydraulic system drain down, solvent and de-greasing cleaning operations, fuel tank drain down and removal, and other activities which may result in discharge or spillage of pollutants to the ground or into stormwater runoff using spill prevention measures, such as drip pans.
- ☐ Clean contaminated surfaces immediately following any discharge or spill incident. Emergency repairs may be performed on-site using temporary plastic placed beneath and, if raining, over the vehicle.

Per BMP C154 a Concrete Washout Area is to be installed onsite to capture contaminated water from concrete washouts. To be installed prior to foundation / concrete installation.

BMP to be monitored daily and repaired as needed.

Contractor is to provide spill prevention kits for excavation and concrete crews are required on Site.

ELEMENT 10: Control De-Watering

- ☐ Discharge foundation, vault, and trench dewatering water, which have characteristics similar to stormwater runoff at the site, into a controlled conveyance system before discharge to a sediment trap or sediment pond.
- ☐ Discharge clean, non-turbid de-watering water, such as well-point ground water, to systems tributary to, or directly into surface waters of the State, as specified in Element 8, provided the de-watering flow does not cause erosion or flooding of receiving waters or interfere with the operation of the system. Do not route clean dewatering water through stormwater sediment ponds. Note that "surface waters of the State" may exist on a construction site as well as off site; for example, a creek running through a site.
- ☐ Handle highly turbid or contaminated dewatering water separately from stormwater.
- ☐ Other treatment or disposal options may include:
 1. Infiltration
 2. Transport off-site in a vehicle, such as a vacuum flush truck, for legal disposal in a manner that does not pollute state waters.
 3. Ecology-approved on-site chemical treatment or other suitable treatment technologies.
 4. Sanitary or combined sewer discharge with local sewer district approval, if there is no other option.
 5. Use of a sedimentation bag with outfall to a ditch or swale for small volumes of localized dewatering.
- ☐ Construction equipment operation, clamshell digging, concrete tremie pour, or work inside a cofferdam can create highly turbid or contaminated dewatering water.
- ☐ Discharging sediment-laden (muddy) water into waters of the State likely constitutes a violation of water quality standards for turbidity. The easiest way to avoid discharging muddy water is through infiltration and preserving vegetation.

No deep excavation is proposed and dewatering should not be an issue.

If dewatering is needed all discharge will be directed to a temp. sed. trap BMP C240 prior to discharge to the city storm drainage system. The sediment trap will be designed for a typical 4,600 sf impervious area or 0.11 acres where the developed 2 year flow is 0.03 cfs X 2080 sf/cfs flow = 62 sf surface area plan or 8'x8' square surface pond area minimum.

ELEMENT 11: Maintain BMPs

- ☐ Maintain and repair all temporary and permanent erosion and sediment control BMPs as needed to assure continued performance of their intended function in accordance with BMP specifications.
- ☐ Remove all temporary erosion and sediment control BMPs within 30 days after achieving final site stabilization or after the temporary BMPs are no longer needed. Some temporary erosion and sediment control BMPs are bio-degradable and designed to remain in place following construction such as compost socks.
- ☐ Provide protection to all BMPs installed for the permanent control of stormwater from sediment and compaction. All BMPs that are to remain in place following completion of construction shall be

examined and placed in full operating conditions. If sediment enters the BMPs during construction, it shall be removed and the facility shall be returned to the conditions specified in the construction documents.

- ☐ Remove or stabilize trapped sediment on site. Permanently stabilize disturbed soil resulting from removal of BMPs or vegetation.

BMP to be monitored daily and repaired as needed and or as required by the City of Anacortes. Weekly reports are required to be submitted to the building department.

ELEMENT 12: Manage the Project – Projects subject to Minimum Requirements 1-9 must have a Certified Erosion and Sediment Control Lead (CESCL) for site inspections. Projects subject to Minimum Requirements 1-5 do not require the inspector to be certified. By the initiation of construction, the SWPPP must identify the CESCL or inspector, who shall be present on-site or on-call at all times.

- ☐ Phase development projects to the maximum degree practicable and take into account seasonal work limits to prevent soil erosion and prevent transporting sediment from the site during construction.
- ☐ Inspection and monitoring – Inspect, maintain, and repair all BMPs as needed to assure continued performance of their intended function.
- ☐ Maintain, update, and implement the SWPPP.
- ☐ Clearing and grading activities for developments shall be permitted only if conducted using an approved site development plan (e.g., subdivision approval).
- ☐ From Oct 1 through Apr 30, clearing, grading, and other soil disturbing activities is permitted only if shown that the site operator will prevent silt-laden runoff from leaving the site through a combination of the following:
 1. Site conditions including existing vegetative coverage, slope, soil type, and proximity to receiving waters.
 2. Limit activities and the extent of disturbed areas.
 3. Proposed erosion and sediment control measures.

Weather conditions can influence the seasonal limitation on site disturbance. The City of Anacortes has the authority to take enforcement action per AMC 19.76 Stormwater.

- ☐ The following activities are exempt from the seasonal clearing and grading limitations:
 1. Routine maintenance and necessary repair of erosion and sediment control BMPs;
 2. Routine maintenance of public facilities or existing utility structures that do not expose the soil or result in the removal of the vegetative cover to soil
 3. Activities where there is 100% infiltration of surface water runoff within the site in approved and installed erosion and sediment control facilities.

BMP to be monitored daily and repaired as needed and the responsibility of the owner. Project does require a certified CESCL.

ELEMENT 13: Protect Low Impact Development BMPS

- ☐ If implementing any bioretention facilities or rain gardens, refer to the applicable BMP sections of the Manual for requirements.

No LID BMPS are proposed.

Applicant Signature

Date

TAB 3 (MINIMUM REQUIREMENT #3)

• 1-2.5.3 Minimum Requirement #3 – Source Control of Pollution

All known, available and reasonable source control BMP's must be applied to all projects. Source control BMP's must be selected, designed, maintained according to the reference Ecology Manual.

The intent of source control BMP's is to prevent stormwater from coming in contact with pollutants. They are a cost-effective means of reducing pollutants in stormwater, and, therefore, should be considered in all projects.

All Commercial Properties, Industrial Properties, and Multi-Family Properties, Boatyards, Sand and Gravel Mining Operations are required to comply with this Minimum Requirement.

Refer to Chapter IV-2.1 Applicable (Mandatory) Operational Source Control BMP's

S421 BMPs for Parking and Storage of Vehicles and Equipment

Description of Pollutant Sources: Public and commercial parking lots such as retail store, fleet vehicle (including rent-a-car lots and car dealerships), equipment sale and rental parking lots, and parking lot driveways, can be sources of toxic hydrocarbons and other organic compounds, including oils and greases, metals, and suspended solids.

Pollutant Control Approach: If the parking lot is a **high-use site** as defined below, provide appropriate oil removal equipment for the contaminated stormwater runoff.

Applicable Operational BMPs:

- If washing a parking lot, discharge the washwater to a sanitary sewer, if allowed by the local sewer authority, or other approved wastewater treatment system, or collect washwater for off-site disposal.
- Do not hose down the area to a storm sewer or receiving water.

Vacuum sweep parking lots, storage areas, and driveways regularly to collect dirt, waste, and debris.

Applicable Treatment BMPs: An oil removal system such as an API or CP oil and water separator, catch basin filter, or equivalent BMP, approved by the local jurisdiction, is necessary for parking lots meeting the threshold vehicle traffic intensity level of a *high-use site*.

Vehicle High-Use Sites

Establishments subject to vehicle high-use intensity are significant sources of oil contamination of stormwater. Examples of potential high use areas include customer parking lots at fast food stores, grocery stores, taverns, restaurants, large shopping malls, discount warehouse stores, quick-lube shops, and banks. If the PGIS for a high-use site exceeds 5,000 square feet in a threshold discharge area, an oil control BMP from the Oil Control Menu (in Volume V) is necessary. A high-use site at a commercial or industrial establishment has one of the following characteristics: (Gaus/King County, 1994)

- Is subject to an expected average daily vehicle traffic (ADT) count equal to or greater than 100 vehicles per 1,000 square feet of gross building area: or
- Is subject to storage of a fleet of 25 or more diesel vehicles that are

over 10 tons gross weight (trucks, buses, trains, heavy equipment, etc.).

Basic treatment is proposed for the parking area of the parking lot with the use of a Perk Filter treatment system. See Minimum Requirement #6 for the design.

TAB 4 (MINIMUM REQUIREMENT #4)

- **Minimum Requirement #4 – Preservation of Natural Drainage Systems and Outfalls**

Natural drainage patterns shall be maintained and discharges from the project shall occur at the natural location, to maximum extent practicable. The manner by which runoff is discharged from the project site must not cause a significant adverse impact to downstream receiving waters and down gradient properties. All outfalls require energy dissipation.

The objective is to preserve and utilize drainage systems to the fullest extent because of the multiple stormwater benefits these systems provide; and to prevent erosion at the downstream of the discharge location.

Refer to the reference manual for supplemental guidelines and additional information under this section.

Will this project disturb the Natural Drainage System or Outfall of the project Site? NO. If yes, refer to section I.2.5.4 for Supplemental Guidelines for additional information.

No change in drainage is proposed for this site.

TAB 5 (MINIMUM REQUIREMENT #5)

- **Minimum Requirement #5 – On-site Stormwater Management**

Project thresholds that trigger Minimum Requirements #1 through #5, shall utilize the On-site Stormwater Management BMP's from List #1 for all surfaces within each type of surface in List #1; or, Demonstrate compliance with the LID Performance Standard. Projects selecting this option cannot use Rain Gardens. They may choose to use Bioretention BMP's as described in Chapter V-7 – Infiltration and Bioretention Treatment Facilities to achieve the LID Performance Standard.

Refer to this section of the reference Manual for all Feasibility or Infeasibility Criteria for List #1 and List #2.

Is this project Flow Control Exempt? Yes (See Appendix I-E: Flow Control-Exempt Surface Water). If yes, provide reasoning from the applicability section of 1-2.5.7 Minimum Requirement #7: Flow Control). If No, then the project triggers Minimum Requirement #7 (1-2.5.7) and possibly Minimum Requirement #8 (1-2.5.8).

The flow from this site is an enclosed drainage system to Fidalgo Bay and a flow control exempt body of water.

If the project is Flow Control Exempt, select from the list below (Skip List 1 and List 2).

- **BMP T5.13 Post Construction Soils Quality and Depth**
 - BMP T5.10A: Downspout Full Infiltration, or;
 - BMP T5.10B Downspout Dispersion Systems, or;
 - **BMP T5.10C: Perforated Stub-out Connections, or;**
 - BMP T5.11 Concentrated Flow Dispersion, or;
 - BMP T5.12 Sheet Flow Dispersion
-

All sites are required to utilize BMP T5.13 – Post Construction Soil Quality and Depth.

For each surface, consider the BMP's in the order listed for that type of surface. Use the first BMP that is considered feasible. No other on-site Stormwater Management BMP is necessary for that surface. Feasibility shall be determined by evaluation against:

1. Design criteria, limitations and infeasibility criteria identified for each BMP in this manual, and;
2. Competing needs criteria listed in Chapter V-5 – On-site Stormwater Management.

Lawn and Landscaped Area:

- **BMP T5.13: Post-Construction Soil Quality and Depth.** (*Attach Detail in Report*)
Refer to this site for requirements and specifications. All projects are required to utilize this BMP.

[http://www.soilsforsalmon.org/pdf/Soil BMP Manual.pdf](http://www.soilsforsalmon.org/pdf/Soil_BMP_Manual.pdf)

See **Appendix 3** for the "Model Soil Management Plan for BMP T5.13" to be submitted with Drainage Report and Application Material.

An alternate document acceptable to the City of Anacortes is a Test Report provided by the Soils Supplier that identifies the soils to be used meet the specifications outlined under Minimum Requirement 5. The specifications are in both WSDOT and CSI Formats. For specifications, refer to the above referenced PDF.

This submittal can be a deferred submittal since most projects are not sure who the supplier will be at the time of building permit application. For projects that trigger Minimum Requirements 1 through 5, the Test Report will be provided to the Building Department. Projects triggering Minimum Requirements 1 through 9, the Test Report will be provided to the Engineering Department.

____ Dale Herrigstad _____
Applicant Signature

____ July 27, 2020 ____
Date

BMP T5.13: Post-Construction Soil Quality and Depth

Purpose and Definition

Naturally occurring (undisturbed) soil and vegetation provide important stormwater functions including: water infiltration; nutrient, sediment, and pollutant adsorption; sediment and pollutant biofiltration; water interflow storage and transmission; and pollutant decomposition. These functions are largely lost when development strips away native soil and vegetation and replaces it with minimal topsoil and sod. Not only are these important stormwater functions lost, but such landscapes themselves become pollution generating pervious surfaces due to increased use of pesticides, fertilizers and other landscaping and household/industrial chemicals, the concentration of pet wastes, and pollutants that accompany roadside litter.

Establishing soil quality and depth regains greater stormwater functions in the post development landscape, provides increased treatment of pollutants and sediments that result from development and habitation, and minimizes the need for some landscaping chemicals, thus reducing pollution through prevention.

Applications and Limitations

Establishing a minimum soil quality and depth is not the same as preservation of naturally occurring soil and vegetation. However, establishing a minimum soil quality and depth will provide improved on-site management of stormwater flow and water quality.

Soil organic matter can be attained through numerous materials such as compost, composted woody material, biosolids, and forest product residuals. It is important that the materials used to meet the soil quality and depth BMP be appropriate and beneficial to the plant cover to be established. Likewise, it is important that imported topsoils improve soil conditions and do not have an excessive percent of clay fines.

This BMP can be considered infeasible on till soil slopes greater than 33 percent.

Design Guidelines

- Soil retention. Retain, in an undisturbed state, the duff layer and native topsoil to the maximum extent practicable. In any areas requiring grading remove and stockpile the duff layer and topsoil on site in a designated, controlled area, not adjacent to public resources and critical areas, to be reapplied to other portions of the site where feasible.
- Soil quality. All areas subject to clearing and grading that have not been covered by impervious surface, incorporated into a drainage facility or engineered as structural fill or slope shall, at project completion, demonstrate the following:
 1. A topsoil layer with a minimum organic matter content of 10% dry weight in planting beds, and 5% organic matter content in turf areas, and a pH from 6.0

to 8.0 or matching the pH of the undisturbed soil. The topsoil layer shall have a minimum depth of eight inches except where tree roots limit the depth of incorporation of amendments needed to meet the criteria. Subsoils below the topsoil layer should be scarified at least 4 inches with some incorporation of the upper material to avoid stratified layers, where feasible.

2. Mulch planting beds with 2 inches of organic material
3. Use compost and other materials that meet these organic content requirements:
 - a. The organic content for “pre-approved” amendment rates can be met only using compost meeting the compost specification for [BMP T7.30: Bioretention Cells, Swales, and Planter Boxes \(p.959\)](#), with the exception that the compost may have up to 35% biosolids or manure.

The compost must also have an organic matter content of 40% to 65%, and a carbon to nitrogen ratio below 25:1.

The carbon to nitrogen ratio may be as high as 35:1 for plantings composed entirely of plants native to the Puget Sound Lowlands region.
 - b. Calculated amendment rates may be met through use of composted material meeting (a.) above; or other organic materials amended to meet the carbon to nitrogen ratio requirements, and not exceeding the contaminant limits identified in Table 220-B, Testing Parameters, in [WAC 173-350-220](#).

The resulting soil should be conducive to the type of vegetation to be established.

- Implementation Options: The soil quality design guidelines listed above can be met by using one of the methods listed below:
 1. Leave undisturbed native vegetation and soil, and protect from compaction during construction.
 2. Amend existing site topsoil or subsoil either at default “pre-approved” rates, or at custom calculated rates based on tests of the soil and amendment.
 3. Stockpile existing topsoil during grading, and replace it prior to planting. Stockpiled topsoil must also be amended if needed to meet the organic matter or depth requirements, either at a default “pre-approved” rate or at a custom calculated rate.
 4. Import topsoil mix of sufficient organic content and depth to meet the requirements.

More than one method may be used on different portions of the same site. Soil that already meets the depth and organic matter quality standards, and is not compacted, does not need to be amended.

Planning/Permitting/Inspection/Verification Guidelines & Procedures

Local governments are encouraged to adopt guidelines and procedures similar to those recommended in Guidelines and Resources For Implementing Soil Quality and Depth BMP T5.13 in WDOE Stormwater Management Manual for Western Washington. This document is available at: http://www.soilsforsalmon.org/pdf/Soil_BMP_Manual.pdf

Maintenance

- Establish soil quality and depth toward the end of construction and once established, protect from compaction, such as from large machinery use, and from erosion.
- Plant vegetation and mulch the amended soil area after installation.
- Leave plant debris or its equivalent on the soil surface to replenish organic matter.
- Reduce and adjust, where possible, the use of irrigation, fertilizers, herbicides and pesticides, rather than continuing to implement formerly established practices.

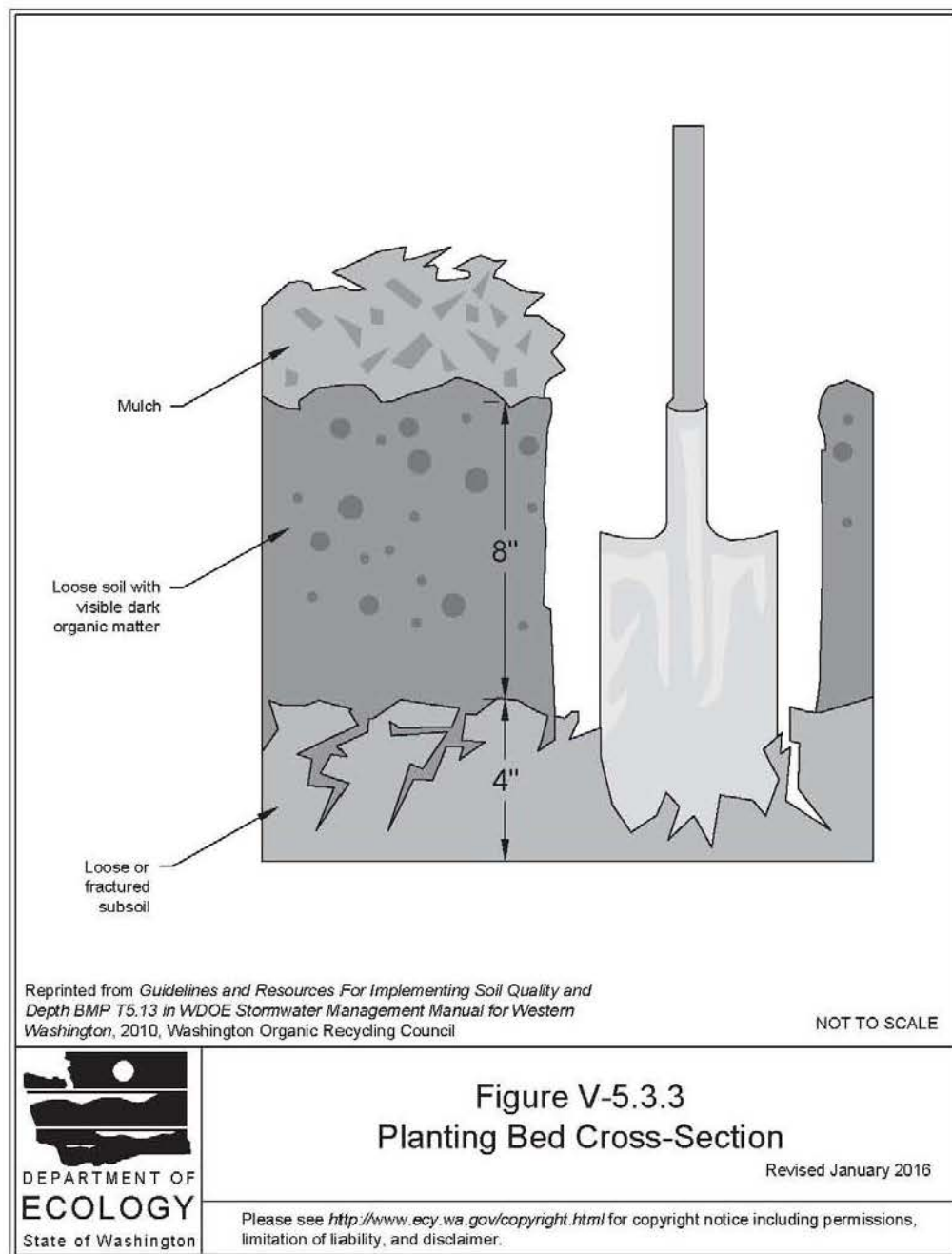
Runoff Model Representation

Areas meeting the design guidelines may be entered into approved runoff models as "Pasture" rather than "Lawn."

Flow reduction credits can be taken in runoff modeling when [BMP T5.13: Post-Construction Soil Quality and Depth](#) is used as part of a dispersion design under the conditions described in:

- [BMP T5.10B: Downspout Dispersion Systems \(p.905\)](#)
- [BMP T5.11: Concentrated Flow Dispersion \(p.905\)](#)
- [BMP T5.12: Sheet Flow Dispersion \(p.908\)](#)
- [BMP T5.18: Reverse Slope Sidewalks \(p.937\)](#)
- [BMP T5.30: Full Dispersion \(p.939\)](#) (for public road projects)

Figure V-5.3.3 Planting bed Cross-Section



TAB 6 – (MINIMUM REQUIREMENT 6 - RUNOFF TREATMENT)

Refer to 1.2.5.6 and provide the required information for this Minimum Requirement.

Threshold requirements for determining the applicability of runoff treatment.

Projects in which the total of pollution-generating hard surface (PGHS) is 5,000 square feet or more in a threshold discharge area of the project, or

Projects in which the total of pollution-generative pervious surfaces (PGPS)-not including permeable pavements-is three-quarters (3/4) of an acre or more in a threshold discharge area, and from which there will be a surface discharge in a natural or man-made conveyance system from the site.

This analysis will consider the amount of New pollution-generating surface that will be conveyed to the treatment system located on the subject private property and not in public right-of-way. The total PGHS projected for this pollution-generating surface that included all of the on site parking area and all of the alley that will be paved is 10,288 square feet and greater than the 5,000 square foot threshold. 2012 Manual V-4.1.3 Flows Requiring Treatment.

7,800 square feet (0.18 acres) of the impervious paved area will be directed to a storm water treatment mechanical treatment system or “Perk Filter”. The remaining 2,488 square feet (0.06 acres) of alley mostly west of the parking area will be directed to a Bioretention Cell located in the planter area at the south end of the diagonal parking stripes.

The total disturbed site is 0.25 acres and less than the $\frac{3}{4}$ acre PGPS threshold.

Treatment is required. An Oldcastle Stormwater Solutions “Perk Filter” Concrete catch basin will be utilized for parking lot storm water treatment that is DOE approved for Primary Treatment. The following is the flow design for the parking lot at 0.18 acres of paved surface.

WWHM2012 PROJECT REPORT

Project Name: default
Site Name: Parking Lot
Site Address: 1015 18th Street
City : Anacortes
Report Date: 4/17/2020
Gage : Burlington
Data Start : 1948/10/01
Data End : 2009/09/30
Precip Scale: 0.83
Version Date: 2016/02/25
Version : 4.2.12

PREDEVELOPED LAND USE

Name : Basin 1	
<u>Pervious Land Use</u>	<u>acre</u>
C, Forest, Flat	.18
Pervious Total	0.18
<u>Impervious Land Use</u>	<u>acre</u>
Impervious Total	0
Basin Total	0.18

MITIGATED LAND USE

Version Date: October 7, 2019 Previous Version Date: February 20, 2019

Name : Basin 1

<u>Pervious Land Use</u>	<u>acre</u>
Pervious Total	0

<u>Impervious Land Use</u>	<u>acre</u>
PARKING FLAT	0.18
Impervious Total	0.18
Basin Total	0.18

ANALYSIS RESULTS

Predeveloped Landuse Totals for POC #1

Total Pervious Area:0.18

Total Impervious Area:0

Mitigated Landuse Totals for POC #1

Total Pervious Area:0

Total Impervious Area:0.18

Flow Frequency Return Periods for Predeveloped. POC #1

<u>Return Period</u>	<u>Flow(cfs)</u>
2 year	0.002233
5 year	0.004312
10 year	0.005947
25 year	0.008242
50 year	0.010086
100 year	0.012024

Flow Frequency Return Periods for Mitigated. POC #1

<u>Return Period</u>	<u>Flow(cfs)</u>
2 year	0.059701
5 year	0.083726
10 year	0.101413
25 year	0.125854
50 year	0.145626
100 year	0.166778

The development has an increase in flow durations from 1/2 Predeveloped 2 year flow to the 2 year flow or more than a 10% increase from the 2 year to the 50 year flow.

The development has an increase in flow durations for more than 50% of the flows for the range of the duration analysis.

Water Quality BMP Flow and Volume for POC #1

On-line facility volume: 0.016 acre-feet

On-line facility target flow: 0.023 cfs.

Adjusted for 15 min: 0.023 cfs.

Off-line facility target flow: 0.013 cfs.

Adjusted for 15 min: 0.013 cfs.

The design flow for the treatment system will be 0.023 cfs with an overflow 100 year design flow requirement of 0.17cfs.

The single cartridge 18" Perk Filter is designed for a treatment flow rate of 0.023 cfs and a total capacity of 1.3 cfs.

The outlet pipe will be an 6" PVC storm pipe at a depth of 2'-8" as shown on the approved shop drawings.

Treatment for the Alley will be a Bio-retention Cell located in the planter area just south of the painted parking. The paved area draining to the Bioretention cell is 2,488 square feet (0.06 acres). The following WWHM2012 is the design parameters for the 12' by 3' Bioretention Cell with 12" of engineered soils and 3" of compost top providing 98% water quality treatment. The cell will have a 6" perforated under drain and overflow. See Plan for detail.

WWHM2012
PROJECT REPORT

Project Name: default
 Site Name: Parking Treatment
 Site Address: 1015 18th Street
 City : Anacortes
 Report Date: 7/27/2020
 Gage : Burlington
 Data Start : 1948/10/01
 Data End : 2009/09/30
 Precip Scale: 0.80
 Version Date: 2016/02/25
 Version : 4.2.12

PREDEVELOPED LAND USE

<u>Pervious Land Use</u>	<u>acre</u>
C, Lawn, Flat	.06
Pervious Total	0.06

<u>Impervious Land Use</u>	<u>acre</u>
Impervious Total	0
Basin Total	0.06

MITIGATED LAND USE

<u>Pervious Land Use</u>	<u>acre</u>
Pervious Total	0

<u>Impervious Land Use</u>	<u>acre</u>
ROADS FLAT	0.06
Impervious Total	0.06
Basin Total	0.06

Name : Bioretention 1
 Bottom Length: 12.00 ft.
 Bottom Width: 3.00 ft.
 Material thickness of first layer: 1
 Material type for first layer: SMMWW 12 in/hr
 Material thickness of second layer: 0
 Material type for second layer: Sand
 Material thickness of third layer: 0
 Material type for third layer: GRAVEL
Underdrain used
 Underdrain Diameter (feet): 0.5
 Orifice Diameter (in.): 6
 Offset (in.): 0
 Flow Through Underdrain (ac-ft.): 5.812
 Total Outflow (ac-ft.): 5.89
 Percent Through Underdrain: 98.67
Discharge Structure
 Riser Height: 0.1 ft.
 Riser Diameter: 6 in.

TAB 7 – (MINIMUM REQUIREMENT 7 – FLOW CONTROL)

Refer to 1.2.5.7 and provide the required information for this Minimum Requirement.

Threshold requirements for determining the applicability of flow control.

- **Projects in which the total of effective impervious surfaces is 10,000 square feet or more in a threshold discharge area, or**
- **Projects that convert $\frac{3}{4}$ acres or more of vegetation to lawn or landscape, or convert 2.5 acres or more of native vegetation to pasture in a threshold discharge area, and from which there is a surface discharge in a natural or man-made conveyance system from the site, or**
- **Projects that through a combination of effective hard surfaces and converted vegetation areas cause a 0.10 cubic feet per second increase in the 100-year flow frequency from a threshold discharge area as estimated using the Western Washington Hydrology Model or other approved model and one-hour time steps (or a 0.15 cfs increase using 15-minute time steps).**

The total proposed new or replaced impervious hard surfaces is 11,188 square feet and above the 10,000 square feet threshold discharge area.

As discussed above with the City Stormwater Management Plan identifies this site in Basin F1 is generally located north of 22nd Street and east of “K” Avenue with a central section of Commercial Avenue is zoned Commercial and High Density Residential. The pipe has no surcharging issues and discharges at Outfall #40 at the Cap Sante Marina. The basin was modeled in the Stormwater plan as 65% impervious over the entire basin including Commercial and residential sites.

This site is FLOW CONTROL EXEMPT.

TAB 8 – (MINIMUM REQUIREMENT 8 – WETLAND PROTECTION)

Refer to 1.2.5.8 and provide the required information for this Minimum Requirement.

There are no wetlands on this site. The downstream system is enclosed to a discharge point at Fidalgo Bay. No downstream wetlands.

TAB 9 – (MINIMUM REQUIREMENT 9 – OPERATION AND MAINTENANCE)

Refer to 1.2.5.9 and provide the required information for this Minimum Requirement.

The New Castle Perk Filter will have a maintenance plan as recommended by the manufacturer.

The Bioretention Cell will be maintained as follows:

Bioretention Maintenance:

Bioretention areas require annual plant, soil, and mulch layer maintenance to ensure optimum infiltration, storage, and pollutant removal capabilities. In general, bioretention maintenance requirements are typical landscape care procedures and include:

- Watering: Plants should be selected to be drought tolerant and not require watering after establishment (2 to 3 years). Watering may be required during prolonged dry periods after plants are established.
- Erosion control: Inspect flow entrances, ponding area, and surface overflow areas periodically, and replace soil, plant material, and/or mulch layer in areas if erosion has occurred. Properly designed facilities with appropriate flow velocities should not have erosion problems except perhaps in extreme events. If erosion problems occur the following should be reassessed: (1) flow volumes from contributing areas and bioretention cell sizing; (2) flow velocities and gradients within the cell; and (3) flow dissipation and erosion protection strategies in the pretreatment area and flow entrance. If sediment is deposited in the bioretention area, immediately determine the source within the contributing area, stabilize, and remove excess surface deposits.
- Sediment removal: Follow the maintenance plan schedule for visual inspection and remove sediment if the volume of the ponding area has been compromised.
- Plant material: Depending on aesthetic requirements, occasional pruning and removing dead plant material may be necessary. Replace all dead plants and if specific plants have a high mortality rate, assess the cause and replace with appropriate species. Periodic weeding is necessary until plants are established.
- Weeding: Invasive or nuisance plants should be removed regularly and not allowed to accumulate and exclude planted species. At a minimum, schedule weeding with inspections to coincide with important horticultural cycles (e.g., prior to major weed varieties dispersing seeds). Weeding should be done manually and without herbicide applications. The weeding schedule should become less frequent if the appropriate plant species and planting density are used and the selected plants grow to capture the site and exclude undesirable weeds.
- Nutrient and pesticides: The soil mix and plants are selected for optimum fertility, plant establishment, and growth. Nutrient and pesticide inputs should not be required and may degrade the pollutant processing capability of the bioretention area, as well as contribute pollutant loads to receiving waters. By design, bioretention facilities are located in areas where

phosphorous and nitrogen levels may be elevated and these should not be limiting nutrients. If in question, have soil analyzed for fertility.

- **Mulch:** Replace mulch annually in bioretention facilities where heavy metal deposition is high (e.g., contributing areas that include gas stations, ports and roads with high traffic loads). In residential settings or other areas where metals or other pollutant loads are not anticipated to be high, replace or add mulch as needed (likely 3 to 5 years) to maintain a 2 to 3 inch depth.
- **Soil:** Soil mixes for bioretention facilities are designed to maintain long-term fertility and pollutant processing capability. Estimates from metal attenuation research suggest that metal accumulation should not present an environmental concern for at least 20 years in Bioretention systems, but this will vary according to pollutant load. Replacing mulch media in bioretention facilities where heavy metal deposition is likely provides an additional level of protection for prolonged performance. If in question, have soil analyzed for fertility and pollutant levels.

Default Bioretention Soil Media (BSM)

Projects which use the following requirements for the bioretention soil media do not have to test the media for its saturated hydraulic conductivity (aka. Infiltration rate). They may assume the rates specified in the subsection titled “Determining Bioretention Soil Mix Infiltration Rate.”

Mineral Aggregate

Percent Fines: A range of 2 to 4 percent passing the #200 sieve is ideal and fines should not be above 5 percent for a proper functioning specification according to ASTM D422.

Aggregate Gradation

The aggregate portion of the BSM should be well-graded. According to ASTM D 2487-98 (Classification of Soils for Engineering Purposes (Unified Soil Classification System)), well-graded sand should have the following gradation coefficients:

- Coefficient of Uniformity ($C_u = D_{60}/D_{10}$) equal to or greater than 4, and
- Coefficient of Curve ($C_c = (D_{30})^2 / (D_{60} \times D_{10})$) greater than or equal to 1 and less than or equal to 3.

[Table 7.4.1](#) provides a gradation guideline for the aggregate component of a Bioretention Soil Mix specification in western Washington (Hinman, Robertson, 2007). The sand gradation below is often supplied as a wellgraded utility or screened. With compost this blend provides enough fines for adequate water retention, hydraulic conductivity within recommended range (see below), pollutant removal capability, and plant growth characteristics for meeting design guidelines and objectives.

Table 7.4.1	
General Guideline for Mineral Aggregate Gradation	
Sieve Size	Percent Passing
3/8"	100
#4	95-100
#10	75-90
#40	25-40
#100	4-10
#200	-5

Where existing soils meet the above aggregate gradation, those soils may be amended rather than importing mineral aggregate.

Compost to Aggregate Ratio, Organic Matter Content, Cation Exchange Capacity

- **Compost to aggregate ratio:** 60-65 percent mineral aggregate, 35 – 40 percent compost by volume.

- Organic matter content: 5 – 8 percent by weight.
- Cation Exchange Capacity (CEC) must be > 5 milliequivalents/100 g dry soil Note: Soil mixes meeting the above specifications do not have to be tested for CEC. They will readily meet the minimum CEC.

Compost

To ensure that the BSM will support healthy plant growth and root development, contribute to biofiltration of pollutants, and not restrict infiltration when used in the proportions cited herein, the following compost standards are required.

- Meets the definition of “composted material” in [WAC 173-350-100](#) and complies with testing parameters and other standards in [WAC 173-350-220](#).
- Produced at a composting facility that is permitted by the jurisdictional health authority. Permitted compost facilities in Washington are included on a list available at <http://www.ecy.wa.gov/programs/swfa/organics/soil.html>
- The compost product must originate a minimum of 65 percent by volume from recycled plant waste comprised of as “yard debris,” “crop residues,” and “bulking agents” as those terms are defined in [WAC 173-350-100](#). A maximum of 35 percent by volume of “postconsumer food waste” as defined in [WAC 173-350-100](#) , but not including biosolids, may be substituted for recycled plant waste.
- Stable (low oxygen use and CO₂ generation) and mature (capable of supporting plant growth) by tests shown below. This is critical to plant success in a bioretention soil mixes.
- Moisture content range: no visible free water or dust produced when handling the material.
- Tested in accordance with the U.S. Composting Council “Test Method for the Examination of Compost and Composting” (TMECC), as established in the Composting Council’s “Seal of Testing Assurance” (STA) program. Most Washington compost facilities now use these tests.
- Screened to the following size gradations for Fine Compost when tested in accordance with TMECC test method 02.02-B, Sample Sieving for Aggregate Size Classification.”
- Fine Compost shall meet the following gradation by dry weight
- Minimum percent passing 2” 100%
- Minimum percent passing 1” 99%
- Minimum percent passing 5/8” 90%
- Minimum percent passing 1/4” 75%
- pH between 6.0 and 8.5 (TMECC 04.11-A). “Physical contaminants” (as defined in WAC 173-350-100) content less than 1% by weight (TMECC 03.08-A) total, not to exceed 0.25 percent film plastic by dry weight.
- Minimum organic matter content of 40% (TMECC 05.07-A “Loss on Ignition)
- Soluble salt content less than 4.0 dS/m (mmhos/cm) (TMECC 04.10-A “Electrical Conductivity, 1:5 Slurry Method, Mass Basis”)
- Maturity indicators from a cucumber bioassay (TMECC 05.05-A “Seedling Emergence and Relative Growth) must be greater than 80% for both emergence and vigor”)
- Stability of 7 mg CO₂-C/g OM/day or below (TMECC 05.08-B “Carbon Dioxide Evolution Rate”)

- Carbon to nitrogen ratio (TMECC 05.02A “ Carbon to Nitrogen Ratio” which uses 04.01 “Organic Carbon” and 04.02D “Total Nitrogen by Oxidation”) of less than 25:1. The C:N ratio may be up to 35:1 for plantings composed entirely of Puget Sound Lowland native species and up to 40:1 for coarse compost to be used as a surface mulch (not in a soil mix).

Design Criteria for Custom Bioretention Soil Mixes

Projects which prefer to create a custom Bioretention Soil Mix rather than using the default requirements above must demonstrate compliance with the following criteria using the specified test method:

- CEC $\geq$ 5 meq/100 grams of dry soil; USEPA 9081
- pH between 5.5 and 7.0
- 5 - 8 percent organic matter content before and after the saturated hydraulic conductivity test; ASTM D2974(Standard Test Method for Moisture, Ash, and Organic Matter of Peat and Other Organic Soils)
- 2-5 percent fines passing the 200 sieve; TMECC 04.11-A
- Measured (Initial) saturated hydraulic conductivity of less than 12 inches per hour; ASTM D 2434 (Standard Test Method for Permeability of Granular Soils (Constant Head)) at 85% compaction per ASTM D 1557 (Standard Test Method s for Laboratory Compaction Characteristics of Soil Using Modified Effort). Also, use [Appendix V-B](#), Recommended Procedures for ASTM D 2434 When Measuring Hydraulic Conductivity for Bioretention Soil Mixes.
- Design (long-term) saturated hydraulic conductivity of more than 1 inch per hour. Note: Design saturated hydraulic conductivity is determined by applying the appropriate infiltration correction factors as explained above under “Determining Bioretention soil mix infiltration rate.”
- If compost is used in creating the custom mix, it must meet all of the specifications listed above for compost except for the gradation specification. An alternative gradation specification must indicate the minimum percent passing for a range of similar particle sizes.

Soil Depth:

Soil depth must be a minimum of 18 inches to provide water quality treatment and good growing conditions for selected plants

Filter Fabrics:

Do not use filter fabrics between the subgrade and the Bioretention Soil Mix. The gradation between existing soils and Bioretention Soil Mix is not great enough to allow significant migration of fines into the Bioretention Soil Mix. Additionally, filter fabrics may clog with downward migration of fines from the Bioretention Soil Mix.

Underdrain (optional):

Where the underlying native soils have an estimated initial infiltration rate between 0.3 and 0.6 inches per hour, bioretention facilities without an underdrain, or with an elevated underdrain directed to a surface outlet, may be used to satisfy List #2 of Minimum Requirement #5. Underdrained bioretention facilities that drain to a retention/detention facility must meet the following criteria if they are used to satisfy list #2 of Minimum Requirement #5.

- the invert of the underdrain must be elevated 6 inches above the bottom of the aggregate bedding layer. A larger distance between the underdrain and bottom of the bedding layer is desirable, but cannot be used to trigger infeasibility due to inadequate vertical separation to the seasonal high water table, bedrock, or other impermeable layer.

- the distance between the bottom of the bioretention soil mix and the crown of the underdrain pipe must be not less than 6 but not more than 12 inches;
- the aggregate bedding layer must run the full length and the full width of the bottom of the bioretention facility;
- the facility must not be underlain by a low permeability liner that prevents infiltration into the native soil.

Figure 7.4.1.b depicts a bioretention facility with an elevated underdrain.

Figure 7.4.1.c depicts a bioretention facility with an underdrain and a low permeability liner. The latter is not considered a low impact development BMP. It cannot be used to implement List #2 of Minimum Requirement #5.

The volume above an underdrain pipe in a bioretention facility provides pollutant filtering and minor detention. However, only the void volume of the aggregate below the underdrain invert and above the bottom of the bioretention facility (subgrade) can be used in the WWHM or MGSFlood for dead storage volume that provides flow control benefit. Assume a 40% void volume for the Type 26 mineral aggregate specified below.

Underdrain systems should only be installed when the bioretention facility is:

- Located near sensitive infrastructure (e.g., unsealed basements) and potential for flooding is likely.
- Used for filtering storm flows from gas stations or other pollutant hotspots (requires impermeable liner).
- Located above native soils with infiltration rates that are not adequate to meet maximum pool and system dewater rates, or are below a minimum rate allowed by the local government.
- In an area that does not provide the minimum depth to a hydraulic restriction layer, e.g., high seasonal ground water.
-

The underdrain can be connected to a downstream open conveyance (bioretention swale), to another bioretention cell as part of a connected treatment system, daylight to a dispersion area using an effective flow dispersion practice, or to a storm drain.

Underdrain pipe:

Underdrains shall be slotted, thick-walled plastic pipe. The slot opening should be smaller than the smallest aggregate gradation for the gravel filter bed (see underdrain filter bed below) to prevent migration of material into the drain. This configuration allows for pressurized water cleaning and root cutting if necessary.

Underdrain pipe recommendations:

- Minimum pipe diameter: 4 inches (pipe diameter will depend on hydraulic capacity required, 4 to 8 inches is common).
- Slotted subsurface drain PVC per ASTM D1785 SCH 40.
- Slots should be cut perpendicular to the long axis of the pipe and be 0.04 to 0.069 inches by 1 inch long and be spaced 0.25 inches apart (spaced longitudinally). Slots should be arranged in four rows spaced on 45-degree centers and cover ½ of the circumference of the pipe. See Filter Materials section for aggregate gradation appropriate for this slot size.
- Underdrains should be sloped at a minimum of 0.5 percent unless otherwise specified by an engineer.

Perforated PVC or flexible slotted HDPE pipe cannot be cleaned with pressurized water or root cutting equipment, are less durable and are not recommended. Wrapping the underdrain pipe in filter fabric increases chances of clogging and is not recommended. A 6-inch rigid nonperforated observation pipe or other maintenance access should be connected to the underdrain every 250 to 300 feet to provide a clean-out port, as well as an observation well to monitor dewatering rates.

Underdrain aggregate filter and bedding layer.

Aggregate filter and bedding layers buffer the underdrain system from sediment input and clogging. When properly selected for the soil gradation, geosynthetic filter fabrics can provide adequate protection from the migration of fines. However, aggregate filter and bedding layers, with proper gradations, provide a larger surface area for protecting underdrains and are preferred.

- Guideline for underdrain aggregate filter and bedding layers with heavy walled slotted pipe (see underdrain pipe guideline above):

Sieve size	Percent Passing
¾ inch	100
¼ inch	30-60
US No. 8	20-50
US No. 50	3-12
US No. 200	0-1

The above gradation is a Type 26 mineral aggregate (gravel backfill for drains, City of Seattle).

- Place underdrain on a bed of the Type 26 aggregate with a minimum thickness of 6 inches and cover with Type 26 aggregate to provide a 1- foot minimum depth around the top and sides of the slotted pipe. See the *LID Technical Guidance Manual for Puget Sound* (2012) for a related figure.
- Note that the *LID Technical Guidance Manual for Puget Sound* (2012) is for additional informational purposes only. You must follow the guidance within this manual if there are any discrepancies between this manual and the *LID Technical Guidance Manual for Puget Sound* (2012).

Orifice and other flow control structures:

- The minimum orifice diameter should be 0.5 inches to minimize clogging and maintenance requirements.

APPENDIX 3 – Model Soil Management Plan for BMP T5.13

An alternate document acceptable to the City of Anacortes is a Test Report provided by the Soils Supplier that identifies the soils to be used meet the specifications outlined under Minimum Requirement 5. The specifications are in both WSDOT and CSI Formats. For specifications, refer to the above referenced PDF.

This submittal can be a deferred submittal since most projects are not sure who the supplier will be at the time of building permit application. For projects that trigger Minimum Requirements 1 through 5, the Test Report will be provided to the Building Department. Projects triggering Minimum Requirements 1 through 9, the Test Report will be provided to the Engineering Department.

DEFERRED SUBMITTAL: PROVIDE A TEST REPORT FROM SOILS SUPPLIER TO THE BUILDING DEPT.

PROJECT INFORMATION "Model Soil Management Plan for BMP T5.13" age # ____ of ____ pages
 Complete all information on page 1; only site address and permit number on additional pages.

Site Address / Lot No.: 5304 Sterling Drive / Lot #55 Skyline No.3. ____	
Permit Type:	Permit Number:
Permit Holder:	Phone:
Mailing Address: _____	
Contact Person:	Phone:
Plan Prepared By:	

ATTACHMENTS REQUIRED (Check off required items that are attached to this plan)

☐ Site Plan showing, to scale:	☐ Areas of undisturbed native vegetation (no amendment required) ☐ New planting beds and turf areas (amendment required) ☐ Type of soil improvement proposed for each area
☐ Soil test results (required if proposing custom amendment rates)	
☐ Product test results for proposed amendments	

AREA # _____ (should match Area # on Site Plan)

PLANTING TYPE ☐ Turf ☐ Undisturbed native vegetation ☐ Planting Beds ☐ Other: _____		
SQUARE FOOTAGE OF THIS AREA: _____ square feet		
SCARIFICATION ☐ Subsoil will be scarified	_____ inches (depth) of scarification needed to achieve finished total 12" loosened depth.	
PRE-APPROVED AMENDMENT METHOD: ☐ Topsoil import ☐ Amend with compost ☐ Stockpile and amend (_____ cu. yds. stockpiled)	_____ inches of compost or imported topsoil applied X <u>3.1</u> (conversion factor, inches to cubic yards) _____ = cu. yards per 1,000 sq. ft. X _____,000s sq.ft. in this area _____ = cubic yards of amendment → → → → → (needed to cover this area to designated depth)	PRODUCT: _____ QUANTITY: _____ CU. YDS.
CUSTOM AMENDMENT ☐ Topsoil import ☐ Topsoil & compost lift ☐ Amend ☐ Stockpile and amend (_____ cu. yds. stockpiled)	Attach test results and calculations. _____ inches organic matter or topsoil import X <u>3.1</u> _____ = cu. yards / 1,000 sq. ft. X _____,000s sq.ft. in this area _____ = cubic yards of amendment → → → → →	PRODUCT: _____ QUANTITY: _____ CU. YDS.
MULCH	_____,000 sq.ft. X <u>6.2</u> (conversion, to give 2 inch mulch depth) _____ = cubic yards of mulch → → → → →	PRODUCT: _____ QUANTITY: _____ CU. YDS.

TOTAL AMENDMENT/TOPSOIL/MULCH FOR ALL AREAS (complete on page 1 only, totaling all areas/pages in this Plan)

☐ Product #1: _____	☐ Quantity: _____ cu. yds.
☐ Test Results: % organic matter C:N ratio <25:1 (except mulch, or <35:1 for native plants)	"stable" (yes/no)
☐ Product #2: _____	☐ Quantity: _____ cu. yds.
☐ Test Results: % organic matter C:N ratio <25:1 (except mulch, or <35:1 for native plants)	"stable" (yes/no)
☐ Product #3: _____	☐ Quantity: _____ cu. yds.
☐ Test Results: % organic matter C:N ratio <25:1 (except mulch, or <35:1 for native plants)	"stable" (yes/no)

Date:	Inspector:	Approved:	Revisions Required:
Date:	Inspector:	Approved:	Revisions Required:

APPENDIX 4 – Determining Construction Site Sediment Damage Potential (Appendix 7 – NPDES Phase II Permit)

Note: See attached. All projects within the City of Anacortes are required to complete that document under Appendix 4.

Western Washington Phase II Stormwater Permit

i. APPENDIX 7 – Determining Construction Site Sediment Damage Potential

The following rating system allows objective evaluation of a particular development site's potential to discharge sediment. Permittees may use the rating system below or develop alternative process designed to identify site-specific features which indicate that the site must be inspected prior to clearing and construction. Any alternative evaluation process must be documented and provide for equivalent environmental review.

Step one is to determine if there is a sediment/erosion sensitive feature downstream of the development site. If there is such a site downstream complete step two, assessment of hydraulic nearness. If there is a sediment/erosion sensitive feature and it is hydraulically near the site then go to step three to determine the construction site sediment transport potential.

ii. STEP 1 – Sediment/Erosion Sensitive Feature Identification

Sediment/erosion sensitive features are areas subject to significant degradation due to the effect of sediment deposition or erosion. Special protection must be provided to protect them.

Sediment/erosion sensitive features include but are not limited to:

- i. Salmonid bearing fresh water streams and their tributaries or freshwater streams that would be Salmonid bearing if not for anthropogenic barriers;
- ii. Lakes;
- iii. Category I, II, and III wetlands;
- iv. Marine near-shore habitat;
- v. Sites containing contaminated soils where erosion could cause dispersal of contaminants; and
- vi. Steep slopes (25% or greater) associated with one of the above features.

Identify any sediment/erosion sensitive features, and proceed to step two. If there are none the assessment is complete.

iii. STEP 2 – Hydraulic Nearness Assessment

Sites are hydraulically near a feature if the pollutant load and peak quantity of runoff from the site will not be naturally attenuated before entering the feature. The conditions that render a site hydraulically near to a feature include, but are not limited to, the following:

- i. The feature or a buffer to protect the feature is within 200 feet downstream of the site.
- ii. Runoff from the site is tight-lined to the feature or flows to the feature through a channel or ditch.

A site is not hydraulically near a feature if one of the following takes place to provide attenuation before runoff from the site enters the feature:

- iv. Sheet flow through a vegetated area with dense ground cover
- v. Flow through a wetland not included as a sensitive feature
- vi. Flow through a significant shallow or adverse slope, not in a conveyance channel, between the site and the sensitive feature.

Identify any of the sediment/erosion sensitive features from step one that are hydraulically near the site, and proceed to step three. If none of the sediment/erosion sensitive features are hydraulically near the site, the assessment is complete.

vii. **STEP 3 – Construction Site Sediment Transport Potential**

Using the worksheet below, determine the total points for each development site. Assign points based on the most critical condition that affects 10% or more of the site.

If soil testing has been performed on site, the results should be used to determine the predominant soil type on the site. Otherwise, soil information should be obtained from the county soil survey to determine Hydrologic Soil Group (Table of Engineering Index Properties for step 1.D) and Erosion Potential (Table of Water Features for step 1.E)

When using the county soil survey, the dominant soil type may be in question, particularly when the site falls on a boundary between two soil types or when one of two soil types may be present on a site. In this case, the soil type resulting in the most points on the rating system will be assumed unless site soil tests indicate that another soil type dominates the site.

Use the point score from Step 3 to determine whether the development site has a high potential for sediment transport off of the site.

<u>Total Score</u>	<u>Transport Rating</u>
<100	Low
≥100	High

A high transport rating indicates a higher risk that the site will generate sediment contaminated runoff.

Construction Site Sediment Transport Potential Worksheet

A. <u>Existing slope of site (average, weighted by aerial extent):</u>	Points
2% or less ..	0
>2-5%	5
>5-10%	15
>10-15%	30
>15%	50
B. <u>Site Area to be cleared and/or graded:</u>	
<5,000 sq. ft	0
5,000 sq. ft. – 1 acre	30
>1 acres	50
C. <u>Quantity of cut and/or fill on site:</u>	
<500 cubic yards	0
500 – 5,000 cubic yards	5
>5,000 – 10,000 cubic yards	10
>10,000 – 20,000 cubic yards	25
>20,000 cubic yards	40
D. <u>Runoff potential of predominant soils (Natural Resources Conservation Service):</u>	Hydrologic
soil group A	0
Hydrologic soil group B	10
Hydrologic soil group C	20
Hydrologic soil group D	40
E. <u>Erosion Potential of predominant soils (Unified Classification System):</u>	GW, GP, SW,
SP soils	0
Dual classifications (GW-GM, GP-GM, GW-GC, GP-GC, SW-SM, SW-SC, SP-SM, SP-SC)	10
GM, GC, SM, SC soils	20
ML, CL, MH, CH soils	40
F. <u>Surface or Groundwater entering site identified and intercepted¹:</u>	
Yes	0
No	25
G. <u>Depth of cut or height of fill >10 feet:</u>	
Yes	25
No	0
H. <u>Clearing and grading will occur in the wet season (October 1 – May 1):</u>	Yes 50
No	0

TOTAL POINTS.....**65**

¹ If no surface or groundwater enters site, give 0 points.

APPENDIX 6 – Documented Site Photos (Show all directions of the site, including frontage)

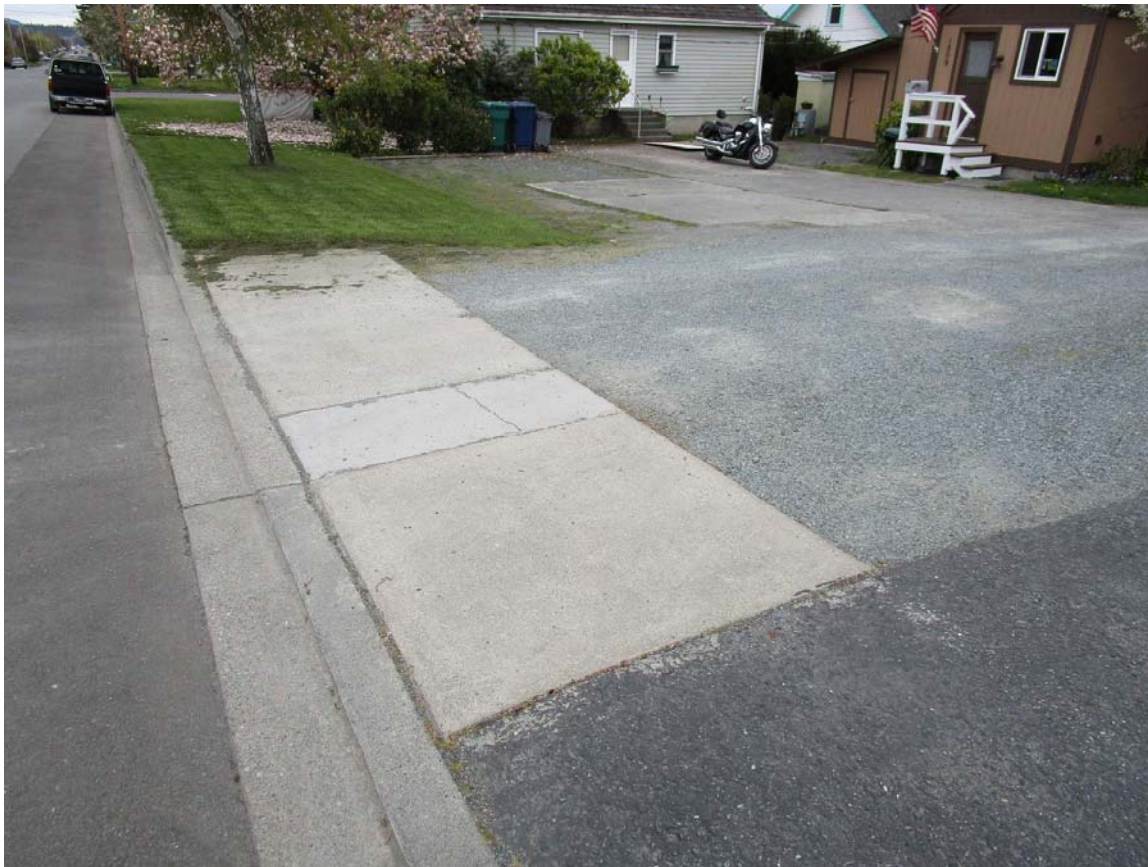
Location: 1015 18th Street

Description of the photo: Frontage at 18th Street

Photo taken by: Dale Herrigstad, 4-17-2020



Alley at "O" Avenue



APPENDIX 7 – Drainage BMP Facility Maintenance Covenant

Note: To be recorded prior to: 1) Temporary Certificate of Occupancy; 2) Final Certificate of Occupancy, and or; 3) Final Acceptance of the project.

This is Covenant is required for any Permanent Stormwater Facility constructed on a project site. The applicant should work with the the City of Anacortes Engineering Department on formalizing the document for recording.

April 23, 2020

Don Measamer
Director of Planning, Community & Economic Development
City of Anacortes: Planning, Community & Economic Development
904 6th Street
Anacortes, WA 98221

Re: Comments from March 25, 2020: Conditional Use Permit (CUP-2020-0001) for 1015 18th St.
Parking Lot; P55166; PRE-2019-0028

Mr. Measamer,

Comment Responses:

1. *Submit a revised packet with storm drain report and drawings.*
See revised drawing set including civil and landscape drawings and supplemental drainage report.
2. *Parking lot landscaping needs to be consistent with AMC 19.65.070 D, and the block frontage requirements, AMC Table 19.61.070 B, 10 ft minimum.*
Type C landscaping provided within the R4 portion of the site at a width equal or greater to 10' per Landscape Plan L1. The block frontage standard is "undesignated" and is defined by the two distinct zones that the property inhabits, Zone R4 and Zone C. Within the R4 portion of the site, there is a landscaped buffer along 18th St. at a width equal to or greater than 10' from the property line per the undesignated block frontage standard of landscape buffers being equal to or greater than the required building setback for that zone. Within the C zone the landscape buffer is greater than or equal to 0' from the property line. There is no setback required for buildings in the C zone. This is in accordance with AMC 19.65.070.D.6.a. AMC 19.61.110.C. and AMC 19.42.030.
3. *Parking stall design, 70 degree accepted.*
Per plans.

If you have any questions during your review please let us know.

Sincerely,



Erik H. Lund – Project Architect
Johnson Oaklief Architecture & Planning
Phone: (206) 448-7580 Cell: (718) 755-6513
Email: elund@j-arch.com

April 28, 2020

Don Measamer
Director of Planning, Community & Economic Development
City of Anacortes: Planning, Community & Economic Development
904 6th Street
Anacortes, WA 98221

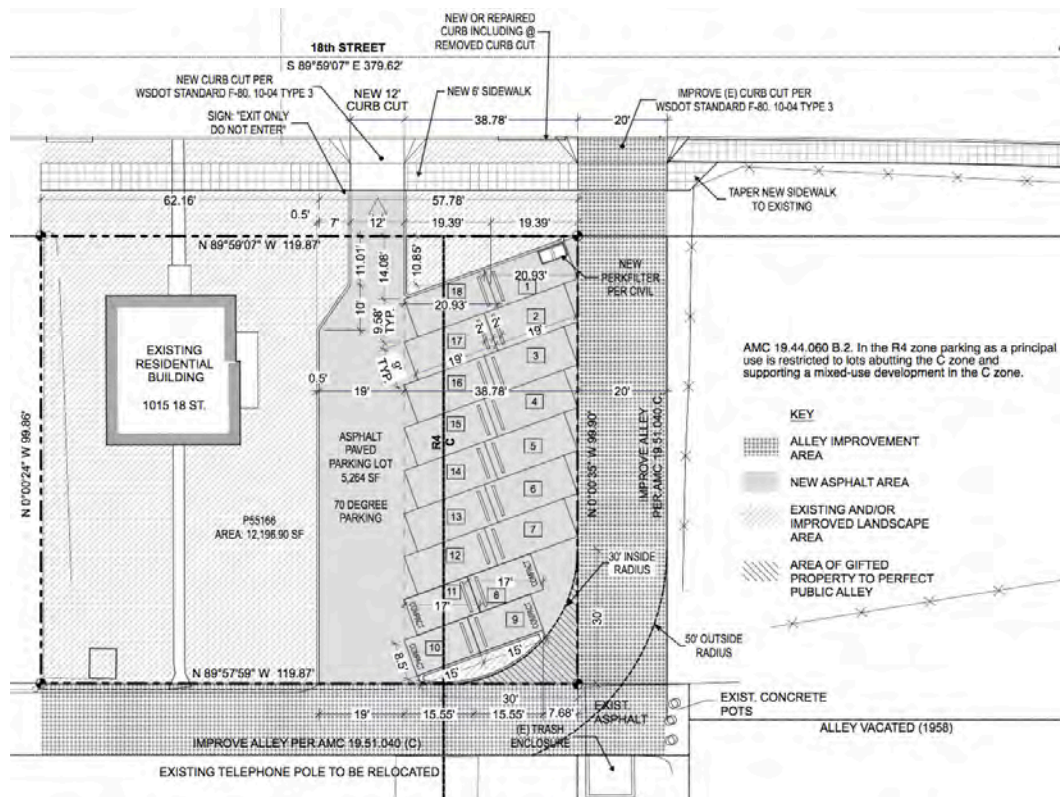
Re: Request for Departure: Conditional Use Permit (CUP-2020-0001) for 1015 18th St. Parking Lot; P55166; PRE-2019-0028

Mr. Measamer,

Summary

A departure to AMC 19.65.070 D.6.a. Parking Lot Perimeters is proposed per AMC 19.20.220. The departure would allow the portion of the parking lot in the commercially zoned area of the site to have no setback from the north property line (along 18th St).

The reason for this departure is the loss of usable land in the southeast corner of the site that is required to perfect ingress/egress of the public alley. When the public alley was vacated in 1958, no turning radius was provided between the north/south and east/west portions of the ROW. A 30' radius is required at this location to provide vehicular ingress/egress including emergency and sanitation vehicles.



Radius

In order to perfect the alley that exists between 18th St. and "O" Ave, a 30' turning radius is proposed. The radius is proposed to be defined as such:

Beginning in the NE corner of the 1015 18th St (Lot 5, Block 47 Map of the City of Anacortes, Skagit County WA),
thence South along the East property line of Lot 5 70.00 feet
thence to a curve to the right having a radius of 30 feet to the terminus of the line on the North line of a 16' alley.

The area between this arc and the southeast corner of lot 5 shall remain unobstructed.

Landscaping

No parking lot setback is proposed within the commercially zoned portion of the site. The parking will be angled at 70 degrees, allowing a triangle of landscaping in this scheme. The triangle will terminate at the NE corner of lot 5. This triangle is proposed to be landscaped with Type C landscaping.

If you have any questions during your review please let us know.

Sincerely,



Erik H. Lund – Project Architect
Johnson Oaklief Architecture & Planning
Phone: (206) 448-7580 Cell: (718) 755-6513
Email: elund@j-arch.com

July 28, 2020

Steven Lange
Project Manager/ Engineering Tech IV
City of Anacortes: Planning, Community & Economic Development
904 6th Street
Anacortes, WA 98221

Re: Comments from May 18, 2020: Conditional Use Permit (CUP-2020-0001) for 1015 18th St. Parking Lot; P55166; PRE-2019-0028

Mr. Lange,

Comment Responses:

General

1. *It is anticipated that all traffic will be existing on to O avenue as the narrative states.*
The anticipation of all traffic exiting onto O Avenue is not correct. There will not be a way for the cars in the western portion of the angled parking to turn around and get back to the alley when they are exiting. That is why the second curb cut exists. This access onto 18th St will only serve half of the parking stalls (9) and won't create large volumes of traffic onto 18th St.
2. *Project should provide a sign "Use Crosswalk"*
See A1.0/ 02 Site Plan for location of "USE CROSSWALK →" sign.
3. *No trash receptacles identified.*
Per the pre-application meeting recommendations, trash receptacles were encouraged but not required. We elect to not provide trash receptacles.
4. See responses from Civil Engineer.

Streets

1. *Sidewalk transitions should be at a minimum of 25'.*
See A1.0/ 02 Site Plan for 25' sidewalk transition from new to existing sidewalks.
2. *Recommend a 6' winf on the curb transions.*
We elect to continue using a 5' curb transition per WSDOT Standard Plan F-80, 10-3 Type 3 Concrete Driveway entrance.

Sewer

1. *Recommend replacing the existing side sewer to existing home prior to paving of the Public Alley.*
We elect to defer any improvements to side sewer of the existing house to future developments

Storm

See responses from Civil Engineer.

If you have any questions during your review please let us know.

Sincerely,

A handwritten signature in black ink, appearing to read 'EHLund'.

Erik H. Lund – Project Architect
Johnson Oaklief Architecture & Planning
Phone: (206) 448-7580 Cell: (718) 755-6513
Email: elund@j-arch.com

HERRIGSTAD ENGINEERING PS

Civil Engineer

4320 Whistle Lake Road
Anacortes, WA 98221

Dale Herrigstad, P.E.
(360) 299-8804

July 27, 2020

Mr. Steve Lange
Project Manager
City of Anacortes
PO Box 547
Anacortes, WA 98221

Subject: 1015 18th Street Parking Lot, City of Anacortes Storm Water Review dated May 18, 2020.

Dear Mr. Lange,

The following response is for the Stormwater review dated May 18, 2020 by Stacey Clear, of Grey & Osborne, Inc.

Storm Water Drainage Report

1. The runoff treatment analysis states that it will consider only the new pollution-generating impervious surface within the private property and not in the public right-of-way. This includes an area of approximately 7,800 square feet. The total new and replaced pollution-generating impervious surface is listed on Sheet C4 as 10,288 square feet. Since the alley is going from gravel to paved, it is considered new impervious surface. All new pollution-generating surfaces should be included in the runoff treatment analysis and the PerkFilter shall be sized accordingly.

I added the paved alley area to the MR #6 and designed a Bioretention Cell in the planter strip located along the alley. I revised MR #6 and added maintenance requirements to MR #9.

Civil Engineering Plans

Sheet C4

2. The temporary sediment trap discharge path to a stabilized conveyance system shall be shown on Sheet C3. The size of the sediment trap shall also be noted.

The sediment trap is noted as 8' X 8' on plans. The discharge conveyance is now noted towards curb.

3. The PerkFilter shall tie into a structure connected to the existing storm drain along the south side of 18th Street.

A type 1 catch basin was added to plans at tie to existing 8" storm line.

4. The storm drain along the south side of 18th Street shall be labeled with the size and type of pipe.

A label has been added to the storm line as 8" concrete storm drain.

I think this should answer all comments. Please let us know if you have any additional comments.

Sincerely,



Dale Herrigstad PE, PLS

July 20, 2020

Libby Grage
City of Anacortes
Planning, Community & Economic Development Department
Planning Manager
904 6th Street
Anacortes, WA 98221

RE: 1015 18th Street – Responses to Public Comments

Dear Libby:

Please find responses to comments made by the public regarding the proposed parking lot on the easterly portion of the 1015 18th Street property.

Public Comment #1

Comment: I would like to voice my support for the conditional use permit for the parking lot across 18th Street from Starbuck's. I live just up the street at 1112 18th and I welcome the proposed changes for parking.
Erica Pickett

Madrona Response: Thank you for your comment and your support. We believe the addition of a parking lot at 1015 18th will benefit the Fidalgo Flats Retail Center by freeing up customer and employee parking spaces in the retail center itself. In addition, the parking lot will reduce parking along 18th Street which should benefit the neighborhood.

Public Comments #2 & 3

This letter provides comments on the proposal by the City of Anacortes to approve the construction of a parking lot at 1015 18th Street. The proposal states that the parking lot is to provide additional off-street parking spaces to support the existing commercial development to the north of the site (Fidalgo Square). The subject property at 1015 18th Street is not currently paved. This project proposes to add impervious paved surface area to the property, which is located within a few hundred yards of the Fidalgo Bay Anacortes marine shoreline.

Impacts of impervious surfaces

Impervious surfaces facilitate the runoff of polluted storm water into nearby waterways. As explained by the Department of Ecology, "Rain hits roofs, roads, developed areas, and other hard surfaces and runs into storm drains. It then goes mostly untreated into lakes, streams, and rivers that drain to Puget Sound." <https://ecology.wa.gov/Water-Shorelines/Puget-Sound/Issues-problems/Toxicchemicals>. Such surface runoff constitutes the most common pathway for toxic chemicals to reach Puget Sound. *Id.*

In general, “surface runoff contribute[s] the largest [toxic chemical] loads to Puget Sound, typically accounting for more than one-half of the total [toxic chemical] loads from all pathways combined.” Control of Toxic Chemicals in Puget Sound; Assessment of Selected Toxic Chemicals in the Puget Sound Basin, 2007-2011; Washington State Department of Ecology, Publication No. 11-03-055, at 12. (accessed at <https://fortress.wa.gov/ecy/publications/documents/1103055.pdf>). In this study, the term “Puget Sound” encompasses Puget Sound, the Strait of Juan de Fuca, and the United States portions of the Straits of Georgia. *Id.*

Ecology notes that “the highest concentrations of toxic pollutants come from developed areas of residential, commercial/industrial, and agricultural land uses. These types of land uses have a large amount of impervious surfaces, like pavement and roofs that prevent rainwater from soaking directly into the ground,” and creates the conditions for toxic chemicals to be carried away in runoff.

<https://ecology.wa.gov/Water-Shorelines/Puget-Sound/Issues-problems/Toxicchemicals>.

The addition of any impervious surface in Anacortes will increase surface runoff and the loading of toxic chemicals into the marine waters adjacent to town. Indeed, the **removal** of pavement has been identified as one action that can help Puget Sound ecosystems recover from current levels of impairment. <https://stateofthesound.wa.gov/kids-kick-asphalt-out-of-the-school-yard-forcleaner-water/>

Comments

For the reasons outlined above, it is important to think carefully before adding new impervious surface area, especially in an area draining directly into Puget Sound. The current proposed parking lot is approximately 1000 feet from Fidalgo Bay. In light of these considerations, I have two comments. First, has it been demonstrated that the parking lot is actually necessary to the businesses at Fidalgo Square? Second, if the parking lot is truly necessary, can it be paved using more eco-friendly materials that allow water drainage?

Comment No. 1: Has it been demonstrated that the parking lot is actually necessary to the businesses at Fidalgo Square? I live one block from Fidalgo Square. I can see the area from my house, and walk past it almost every day. I have not seen any evidence that the businesses at Fidalgo Square actually need more parking. Moreover, there is a new parking lot behind the newly refurbished business (I believe it's to be a pizza place) at the north end of Fidalgo Square. I have lived in Anacortes for only a little over six months, and part of that time many establishments have curtailed their business due to the Covid-19 virus. However, I never saw evidence of a need for more parking before the virus quarantine hit. Therefore, I would appreciate seeing any documentation you have demonstrating the need for this new parking lot.

Comment No. 2: If the parking lot is truly necessary, can it be paved using more eco-friendly materials that allow water drainage? Now that people recognize the environmental have caused by impervious pavement, they have developed a number of eco-friendly alternatives. Several eco-friendly permeable paving solutions can be found here: <https://www.truegridpaver.com/eco-friendly-paving-solutions/>

In addition, the Puget Sound Action Team manual on low impact development, Low Impact Development; Technical Guidance Manual for Puget Sound, Puget Sound Action Team, 2005, includes a detailed discussion of various types of permeable paving. See pages 97-122. This document can be accessed at https://www.psp.wa.gov/downloads/LID/LID_manual2005.pdf. If the new parking lot at 1015 18th Street is truly necessary, I would ask the City of Anacortes and the project proponent to pave the lot using some type of permeable paving.

Thank you for providing me with notice and the opportunity to comment on this project.

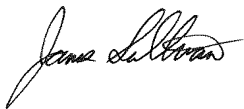
Sincerely,
s/ Katharine G. Shirey
Katharine G. Shirey

Madrona Response to Comment No. 1: Thank you for your comment. Madrona does not have any written documentation showing that an additional parking lot is required for the Fidalgo Flats Retail Center. However, we have managed the retail center for 20 years and have received many comments from tenants and customers regarding parking demand, especially during peak business hours. Currently we are in the middle of an unprecedented crisis that has dramatically reduced demand for parking. In addition, one of the retail center's largest tenants has not been open for business. Once we return to "business as usual" and the tenant is open for business, the additional parking will be important to the success of our tenant's businesses and will benefit the surrounding neighborhood by reducing demand for on-street parking.

Madrona Response to Comment No 2: Thank you for your comment. The City of Anacortes and the Department of Ecology have very specific regulations regarding the management of storm water run-off from impervious surfaces to protect the Puget Sound and local ecosystems. We have designed a drainage plan for the site based on the requirements of each of these entities. The current plan includes a Perk Filter System which catches and filters all stormwater runoff from the site before it drains in the city stormwater system.

If you have any questions regarding this letter or the project, please contact me at (206) 538-2951 or Brad Augustine at (206) 538-2950.

Sincerely,



James Sullivan
Asset Manager

cc Brad Augustine

BURLINGTON
P.O. Box 445
111 E. George Hopper Road, Burlington, WA 98233
Title: (360) 707-2158 • Fax: (360) 707-0460
Escrow: (360) 707-2312 • Fax: (360) 707-2012

OAK HARBOR
P.O. Box 1138
901 N.E. Midway Blvd., Oak Harbor, WA 98277
Title: (360) 675-2246 • Fax: (360) 675-0936
Escrow: (360) 679-5055 • Fax: (360) 679-3892



ANACORTES
3010 Commercial Avenue
Anacortes, WA 98221
Escrow: (360) 299-0565 • Fax: (360) 299-0779

FREELAND
P.O. Box 129
5595 S. Harbor Avenue, Suite C, Freeland, WA 98249
Escrow: (360) 331-4838 • Fax: (360) 331-4837

**STANWOOD/
CAMANO ISLAND**
P.O. Box 1769
7202-267TH N.W., Suite 101, Stanwood, WA 98292
Escrow: (360) 629-9737 • Fax: (360) 629-2152

☐ Burlington ☒ Anacortes ☐ Oak Harbor ☐ Freeland ☐ Camano/Stanwood

January 15, 2020

Bradford C. Augustine, Manager
Madrona Real Estate Investors X, LLC
1320 E Pike Street
Seattle, WA 98122-4020

Re: Order No.: 02-173835-OE

Dear Mr. Augustine,

Enclosed is your policy for title insurance on the above referenced transaction. It is recommended that you read your policy and retain the policy, as well as this letter, with your other paperwork pertaining to your property.

The order number referenced above will assure you prompt processing of future title orders involving this specific property. If you sell or obtain a loan on this property within five years, LAND TITLE & ESCROW OF SKAGIT & ISLAND COUNTY **WILL OFFER YOU THE BEST POSSIBLE REDUCED RATE**, at least 20 % off of our general schedule. To obtain these savings it will be necessary for you to advise the realtor and/or lender, that you wish to use LAND TITLE & ESCROW OF SKAGIT & ISLAND COUNTY for policies of title insurance that are required. This discount will automatically be applied at the time of order.

It has been a pleasure to have handled this real estate transaction for you and look forward to being able to serve you again in the future.

Sincerely,

LAND TITLE & ESCROW OF SKAGIT & ISLAND COUNTY

Eldon Brown, Jr., Manager

Enc.



OWNER'S POLICY OF TITLE INSURANCE

Policy Number **OX12948097**

Issued by Old Republic National Title Insurance Company

Any notice of claim and any other notice or statement in writing required to be given to the Company under this Policy must be given to the Company at the address shown in Section 18 of the Conditions.

COVERED RISKS

SUBJECT TO THE EXCLUSIONS FROM COVERAGE, THE EXCEPTIONS FROM COVERAGE CONTAINED IN SCHEDULE B, AND THE CONDITIONS, OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, a Minnesota corporation (the "Company") insures, as of Date of Policy and, to the extent stated in Covered Risks 9 and 10, after Date of Policy, against loss or damage, not exceeding the Amount of Insurance, sustained or incurred by the Insured by reason of:

1. Title being vested other than as stated in Schedule A.
2. Any defect in or lien or encumbrance on the Title. This Covered Risk includes but is not limited to insurance against loss from:
 - (a) A defect in the Title caused by
 - (i) forgery, fraud, undue influence, duress, incompetency, incapacity, or impersonation;
 - (ii) failure of any person or Entity to have authorized a transfer or conveyance;
 - (iii) a document affecting Title not properly created, executed, witnessed, sealed, acknowledged, notarized, or delivered;
 - (iv) failure to perform those acts necessary to create a document by electronic means authorized by law;
 - (v) a document executed under a falsified, expired, or otherwise invalid power of attorney;
 - (vi) a document not properly filed, recorded, or indexed in the Public Records including failure to perform those acts by electronic means authorized by law; or
 - (vii) a defective judicial or administrative proceeding.
 - (b) The lien of real estate taxes or assessments imposed on the Title by a governmental authority due or payable, but unpaid.
 - (c) Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
3. Unmarketable Title.
4. No right of access to and from the Land.
5. The violation or enforcement of any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
 - (a) the occupancy, use, or enjoyment of the Land;
 - (b) the character, dimensions, or location of any improvement erected on the Land;
 - (c) the subdivision of land; or
 - (d) environmental protection
 if a notice, describing any part of the Land, is recorded in the Public Records setting forth the violation or intention to enforce, but only to the extent of the violation or enforcement referred to in that notice.
6. An enforcement action based on the exercise of a governmental police power not covered by Covered Risk 5 if a notice of the enforcement action, describing any part of the Land, is recorded in the Public Records, but only to the extent of the enforcement referred to in that notice.
7. The exercise of the rights of eminent domain if a notice of the exercise, describing any part of the Land, is recorded in the Public Records.
8. Any taking by a governmental body that has occurred and is binding on the rights of a purchaser for value without Knowledge.
9. Title being vested other than as stated in Schedule A or being defective
 - (a) as a result of the avoidance in whole or in part, or from a court order providing an alternative remedy, of a transfer of all or any part of the title to or any interest in the Land occurring prior to the transaction vesting Title as shown in Schedule A because that prior transfer constituted a fraudulent or preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws; or

- (b) because the instrument of transfer vesting Title as shown in Schedule A constitutes a preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws by reason of the failure of its recording in the Public Records
- (i) to be timely, or
- (ii) to impart notice of its existence to a purchaser for value or to a judgment or lien creditor.
10. Any defect in or lien or encumbrance on the Title or other matter included in Covered Risks 1 through 9 that has been created or attached or has been filed or recorded in the Public Records subsequent to Date of Policy and prior to the recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

The Company will also pay the costs, attorneys' fees, and expenses incurred in defense of any matter insured against by this Policy, but only to the extent provided in the Conditions.

Issued through the Office of:

Land Title & Escrow of Skagit & Island County
3010 Commercial Ave.

Anacortes, WA 98221
(360) 299-0565

OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY
A Stock Company
400 Second Avenue South, Minneapolis, Minnesota 55401
(612) 371-1111

By

President

Attest

Secretary



Authorized Signature

LAND TITLE AND ESCROW

P.O. Box 445 / 111 East George Hopper Rd.
Burlington, WA 98233
(360) 707-2158 / 1 (844) 878-1519.

EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
 - (i) the occupancy, use, or enjoyment of the Land;
 - (ii) the character, dimensions, or location of any improvement erected on the Land;
 - (iii) the subdivision of land; or(iv) environmental protection;
or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
(b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
 - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
 - (b) not Known to the Company, not recorded in the Public Records at Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
 - (c) resulting in no loss or damage to the Insured Claimant;
 - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 9 and 10); or
 - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is
 - (a) a fraudulent conveyance or fraudulent transfer; or
 - (b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

CONDITIONS AND STIPULATIONS

1. DEFINITION OF TERMS

The following terms when used in this policy mean:

- (a) "Amount of Insurance": The amount stated in Schedule A, as may be increased or decreased by endorsement to this policy, increased by Section 8(b), or decreased by Sections 10 and 11 of these Conditions.
- (b) "Date of Policy": The date designated as "Date of Policy" in Schedule A.
- (c) "Entity": A corporation, partnership, trust, limited liability company, or other similar legal entity.
- (d) "Insured": The Insured named in Schedule A.
- (i) The term "Insured" also includes
 - (A) successors to the Title of the Insured by operation of law as distinguished from purchase, including heirs, devisees, survivors, personal representatives, or next of kin;
 - (B) successors to an Insured by dissolution, merger, consolidation, distribution, or reorganization;
 - (C) successors to an Insured by its conversion to another kind of Entity;
 - (D) a grantee of an Insured under a deed delivered without payment of actual valuable consideration conveying the Title
 - (1) if the stock, shares, memberships, or other equity interests of the grantee are wholly-owned by the named Insured,
 - (2) if the grantee wholly owns the named Insured,
 - (3) if the grantee is wholly-owned by an affiliated Entity of the named Insured, provided the affiliated Entity and the named Insured are both wholly-owned by the same person or Entity, or
 - (4) if the grantee is a trustee or beneficiary of a trust created by a written instrument established by the Insured named in Schedule A for estate planning purposes.
- (ii) With regard to (A), (B), (C), and (D) reserving, however, all rights and defenses as to any successor that the Company would have had against any predecessor Insured.
- (e) "Insured Claimant": An Insured claiming loss or damage.
- (f) "Knowledge" or "Known": Actual knowledge, not constructive knowledge or notice that may be imputed to an Insured by reason of the Public Records or any other records that impart constructive notice of matters affecting the Title.
- (g) "Land": The land described in Schedule A, and affixed improvements that by law constitute real property. The term "Land" does not include any property beyond the lines of the area described in Schedule A, nor any right, title, interest, estate, or easement in abutting streets, roads, avenues, alleys, lanes, ways, or waterways, but this does not modify or limit the extent that a right of access to and from the Land is insured by this policy.
- (h) "Mortgage": Mortgage, deed of trust, trust deed, or other security instrument, including one evidenced by electronic means authorized by law.
- (i) "Public Records": Records established under state statutes at Date of Policy for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without Knowledge. With respect to Covered Risk 5(d), "Public Records" shall also include environmental protection liens filed in the records of the clerk of the United States District Court for the district where the Land is located.
- (j) "Title": The estate or interest described in Schedule A.
- (k) "Unmarketable Title": Title affected by an alleged or apparent matter that would permit a prospective purchaser or lessee of the Title or lender on the Title to be released from the obligation to purchase, lease, or lend if there is a contractual condition requiring the delivery of marketable title.

2. CONTINUATION OF INSURANCE

The coverage of this policy shall continue in force as of Date of Policy in favor of an Insured, but only so long as the Insured retains an estate or interest in the Land, or holds an obligation secured by a purchase money Mortgage given by a purchaser from the Insured, or only so long as the Insured shall have liability by reason of warranties in any transfer or conveyance of the Title. This policy shall not continue in force in favor of any purchaser from the Insured of either (i) an estate or interest in the Land, or (ii) an obligation secured by a purchase money Mortgage given to the Insured.

3. NOTICE OF CLAIM TO BE GIVEN BY INSURED CLAIMANT

The Insured shall notify the Company promptly in writing (i) in case of any litigation as set forth in Section 5(a) of these Conditions, (ii) in case Knowledge shall come to an Insured hereunder of any claim of title or interest that is adverse to the Title, as insured, and that might cause loss or damage for which the Company may be liable by virtue of this policy, or (iii) if the Title, as insured, is rejected as Unmarketable Title. If the Company is prejudiced by the failure of the Insured Claimant to provide prompt notice, the Company's liability to the Insured Claimant under the policy shall be reduced to the extent of the prejudice.

4. PROOF OF LOSS

In the event the Company is unable to determine the amount of loss or damage, the Company may, at its option, require as a condition of payment that the Insured Claimant furnish a signed proof of loss. The proof of loss must describe the defect, lien, encumbrance, or other matter insured against by this policy that constitutes the basis of loss or damage and shall state, to the extent possible, the basis of calculating the amount of the loss or damage.

5. DEFENSE AND PROSECUTION OF ACTIONS

- (a) Upon written request by the Insured, and subject to the options contained in Section 7 of these Conditions, the Company, at its own cost and without unreasonable delay, shall provide for the defense of an Insured in litigation in which any third party asserts a claim covered by this policy adverse to the Insured. This obligation is limited to only those stated causes of action alleging matters insured against by this policy. The Company shall have the right to select counsel of its choice (subject to the right of the Insured to object for reasonable cause) to represent the Insured as to those stated causes of action. It shall not be liable for and will not pay the fees of any other counsel. The Company will not pay any fees, costs, or expenses incurred by the Insured in the defense of those causes of action that allege matters not insured against by this policy.
- (b) The Company shall have the right, in addition to the options contained in Section 7 of these Conditions, at its own cost, to institute and prosecute any action or proceeding or to do any other act that in its opinion may be necessary or desirable to establish the Title, as insured, or to prevent or reduce loss or damage to the Insured. The Company may take any appropriate action under the terms of this policy, whether or not it shall be liable to the Insured. The exercise of these rights shall not be an admission of liability or waiver of any provision of this policy. If the Company exercises its rights under this subsection, it must do so diligently.
- (c) Whenever the Company brings an action or asserts a defense as required or permitted by this policy, the Company may pursue the litigation to a final determination by a court of competent jurisdiction, and it expressly reserves the right, in its sole discretion, to appeal any adverse judgment or order.

6. DUTY OF INSURED CLAIMANT TO COOPERATE

- (a) In all cases where this policy permits or requires the Company to prosecute or provide for the defense of any action or proceeding and any appeals, the Insured shall secure to the Company the right to so prosecute or provide defense in the action or proceeding, including the right to use, at its option, the name of the Insured for this purpose. Whenever requested by the Company, the Insured, at the Company's expense, shall give the Company all reasonable aid (i) in securing evidence, obtaining witnesses, prosecuting or defending the action or proceeding, or effecting settlement, and (ii) in any other lawful act that in the opinion of the Company may be necessary or desirable to establish the Title or any other matter as insured. If the Company is prejudiced by the failure of the Insured to furnish the required cooperation, the Company's obligations to the Insured under the policy shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation, with regard to the matter or matters requiring such cooperation.
- (b) The Company may reasonably require the Insured Claimant to submit to examination under oath by any authorized representative of the Company and to produce for examination, inspection, and copying, at such reasonable times and places as may be designated by the authorized representative of the Company, all records, in whatever medium maintained, including books, ledgers, checks, memoranda, correspondence, reports, e-mails, disks, tapes, and videos whether bearing a date before or after Date of Policy, that reasonably pertain to the loss or damage. Further, if requested by any authorized representative of the Company, the Insured Claimant shall grant its permission, in writing, for any authorized representative of the Company to examine, inspect, and copy all of these records in the custody or control of a third party that reasonably pertain to the loss or damage. All information designated as confidential by the Insured Claimant provided to the Company pursuant to this Section shall not be disclosed to others unless, in the reasonable judgment of the Company, it is necessary in the administration of the claim. Failure of the Insured Claimant to submit for examination under oath, produce any reasonably requested information, or grant permission to secure reasonably necessary information from third parties as required in this subsection, unless prohibited by law or governmental regulation, shall terminate any liability of the Company under this policy as to that claim.

7. OPTIONS TO PAY OR OTHERWISE SETTLE CLAIMS; TERMINATION OF LIABILITY

In case of a claim under this policy, the Company shall have the following additional options:

- (a) To Pay or Tender Payment of the Amount of Insurance.

To pay or tender payment of the Amount of Insurance under this policy together with any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment or tender of payment and that the Company is obligated to pay.

Upon the exercise by the Company of this option, all liability and obligations of the Company to the Insured under this policy, other than to make the payment required in this subsection, shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation.

(b) To Pay or Otherwise Settle With Parties Other Than the Insured or With the Insured Claimant.

- (i) To pay or otherwise settle with other parties for or in the name of an Insured Claimant any claim insured against under this policy. In addition, the Company will pay any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment and that the Company is obligated to pay; or
- (ii) To pay or otherwise settle with the Insured Claimant the loss or damage provided for under this policy, together with any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment and that the Company is obligated to pay.

Upon the exercise by the Company of either of the options provided for in subsections (b)(i) or (ii), the Company's obligations to the Insured under this policy for the claimed loss or damage, other than the payments required to be made, shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation.

8. DETERMINATION AND EXTENT OF LIABILITY

This policy is a contract of indemnity against actual monetary loss or damage sustained or incurred by the Insured Claimant who has suffered loss or damage by reason of matters insured against by this policy.

- (a) The extent of liability of the Company for loss or damage under this policy shall not exceed the lesser of
 - (i) the Amount of Insurance; or
 - (ii) the difference between the value of the Title as insured and the value of the Title subject to the risk insured against by this policy.
- (b) If the Company pursues its rights under Section 5 of these Conditions and is unsuccessful in establishing the Title, as insured,
 - (i) the Amount of Insurance shall be increased by 10%, and
- (ii) the Insured Claimant shall have the right to have the loss or damage determined either as of the date the claim was made by the Insured Claimant or as of the date it is settled and paid.
- (c) In addition to the extent of liability under (a) and (b), the Company will also pay those costs, attorneys' fees, and expenses incurred in accordance with Sections 5 and 7 of these Conditions.

9. LIMITATION OF LIABILITY

- (a) If the Company establishes the Title, or removes the alleged defect, lien, or encumbrance, or cures the lack of a right of access to or from the Land, or cures the claim of Unmarketable Title, all as insured, in a reasonably diligent manner by any method, including litigation and the completion of any appeals, it shall have fully performed its obligations with respect to that matter and shall not be liable for any loss or damage caused to the Insured.
- (b) In the event of any litigation, including litigation by the Company or with the Company's consent, the Company shall have no liability for loss or damage until there has been a final determination by a court of competent jurisdiction, and disposition of all appeals, adverse to the Title, as insured.
- (c) The Company shall not be liable for loss or damage to the Insured for liability voluntarily assumed by the Insured in settling any claim or suit without the prior written consent of the Company.

10. REDUCTION OF INSURANCE; REDUCTION OR TERMINATION OF LIABILITY

All payments under this policy, except payments made for costs, attorneys' fees, and expenses, shall reduce the Amount of Insurance by the amount of the payment.

11. LIABILITY NONCUMULATIVE

The Amount of Insurance shall be reduced by any amount the Company pays under any policy insuring a Mortgage to which exception is taken in Schedule B or to which the Insured has agreed, assumed, or taken subject, or which is executed by an Insured after Date of Policy and which is a charge or lien on the Title, and the amount so paid shall be deemed a payment to the Insured under this policy.

12. PAYMENT OF LOSS

When liability and the extent of loss or damage have been definitely fixed in accordance with these Conditions, the payment shall be made within 30 days.

13. RIGHTS OF RECOVERY UPON PAYMENT OR SETTLEMENT

- (a) Whenever the Company shall have settled and paid a claim under this policy, it shall be subrogated and entitled to the rights of the Insured Claimant in the Title and all other rights and remedies in respect to the claim that the Insured Claimant has against any person or property, to the extent of the amount of any loss, costs, attorneys' fees, and expenses paid by the Company. If requested by the Company, the Insured Claimant shall execute documents to evidence the transfer to the Company of these rights and remedies. The Insured Claimant shall permit the Company to sue, compromise, or settle in the name of the Insured Claimant and to use the name of the Insured Claimant in any transaction or litigation involving these rights and remedies.

If a payment on account of a claim does not fully cover the loss of the Insured Claimant, the Company shall defer the exercise of its right to recover until after the Insured Claimant shall have recovered its loss.

- (b) The Company's right of subrogation includes the rights of the Insured to indemnities, guaranties, other policies of insurance, or bonds, notwithstanding any terms or conditions contained in those instruments that address subrogation rights.

14. ARBITRATION

Either the Company or the Insured may demand that the claim or controversy shall be submitted to arbitration pursuant to the Title Insurance Arbitration Rules of the American Land Title Association ("Rules"). Except as provided in the Rules, there shall be no joinder or consolidation with claims or controversies of other persons. Arbitrable matters may include, but are not limited to, any controversy or claim between the Company and the Insured arising out of or relating to this policy, any service in connection with its issuance or the breach of a policy provision, or to any other controversy or claim arising out of the transaction giving rise to this policy. All arbitrable matters when the Amount of Insurance is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Insured. All arbitrable matters when the Amount of Insurance is in excess of \$2,000,000 shall be arbitrated only when agreed to by both the Company and the Insured. Arbitration pursuant to this policy and under the Rules shall be binding upon the parties. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court of competent jurisdiction.

15. LIABILITY LIMITED TO THIS POLICY; POLICY ENTIRE CONTRACT

- (a) This policy together with all endorsements, if any, attached to it by the Company is the entire policy and contract between the Insured and the Company. In interpreting any provision of this policy, this policy shall be construed as a whole.
- (b) Any claim of loss or damage that arises out of the status of the Title or by any action asserting such claim shall be restricted to this policy.
- (c) Any amendment of or endorsement to this policy must be in writing and authenticated by an authorized person, or expressly incorporated by Schedule A of this policy.
- (d) Each endorsement to this policy issued at any time is made a part of this policy and is subject to all of its terms and provisions. Except as the endorsement expressly states, it does not (i) modify any of the terms and provisions of the policy, (ii) modify any prior endorsement, (iii) extend the Date of Policy, or (iv) increase the Amount of Insurance.

16. SEVERABILITY

In the event any provision of this policy, in whole or in part, is held invalid or unenforceable under applicable law, the policy shall be deemed not to include that provision or such part held to be invalid, but all other provisions shall remain in full force and effect.

17. CHOICE OF LAW; FORUM

- (a) Choice of Law: The Insured acknowledges the Company has underwritten the risks covered by this policy and determined the premium charged therefor in reliance upon the law affecting interests in real property and applicable to the interpretation, rights, remedies, or enforcement of policies of title insurance of the jurisdiction where the Land is located. Therefore, the court or an arbitrator shall apply the law of the jurisdiction where the Land is located to determine the validity of claims against the Title that are adverse to the Insured and to interpret and enforce the terms of this policy. In neither case shall the court or arbitrator apply its conflicts of law principles to determine the applicable law.
- (b) Choice of Forum: Any litigation or other proceeding brought by the Insured against the Company must be filed only in a state or federal court within the United States of America or its territories having appropriate jurisdiction.

18. NOTICES, WHERE SENT

Any notice of claim and any other notice or statement in writing required to be given to the Company under this policy must be given to the Company at 400 Second Avenue South, Minneapolis, Minnesota 55401-2499.

SCHEDULE A

Name and address of the issuing company: Land Title Company of Skagit County
111 East George Hopper Road, Burlington, WA 98233

Date of Policy:	September 18, 2019 at 10:42AM	Amount of Insurance:	\$ 450,000.00
Order No.:	02-173835-OE	Premium:	\$ 1,286.00
Policy No.:	OX12948097		
Address Reference:	1015 18th Street, Anacortes, WA 98221		

1. Name of Insured:

MADRONA REAL ESTATE INVESTORS X, LLC

2. The estate or interest in the Land that is insured by this policy is:

FEE SIMPLE ESTATE

3. Title is vested in:

THE NAMED INSURED

4. The land referred to in this policy is situated in the State of Washington, County of Skagit and is described as follows:

(See Schedule "A-1," attached.)

ALTA Owner's Policy (6/06)

Order No.: 02-173835-OE

Policy No.: OX12948097

SCHEDULE "A-1"

DESCRIPTION:

Lots 5, 6, 7 and 8, Block 47, "MAP OF THE CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON," as per plat recorded in Volume 2 of Plats, pages 4 through 7, records of Skagit County, Washington.

Situate in the City of Anacortes, County of Skagit, State of Washington.

SCHEDULE B

GENERAL EXCEPTIONS

Except as provided in Schedule B – Part II, this policy does not insure against loss or damage (and the company will not pay costs, attorneys' fees, or expenses) that arise by reason of:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by an inspection of the Land or that may be asserted by persons in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.
4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.

END OF GENERAL EXCEPTIONS

ALTA Owner's Policy (6/06)

Order No.: 02-173835-OE

Policy No.: OX12948097

SCHEDULE B

SPECIAL EXCEPTIONS:

This policy does not insure against loss or damage (and the Company will not pay costs, attorney's fees or expenses) which arise by reason of:

1. Municipal assessments and impact fees, if any, levied by the City of Anacortes.
2. Unrecorded leaseholds, if any; rights of vendors and holders of security interests on personal property installed upon said Land, and rights of tenants to remove trade fixtures at the expiration of the term.

END OF SPECIAL EXCEPTIONS

INFLATION ENDORSEMENT ATTACHED
TO AND MADE A PART OF POLICY OF TITLE INSURANCE
SERIAL NUMBER OX12948097 ISSUED BY

Old Republic National Title Insurance Company

HEREIN CALLED THE COMPANY

The Company, recognizing the current effect of inflation on real property valuation and intending to provide additional monetary protection to the Insured Owner named in said Policy, hereby modifies said Policy, as follows:

1. Notwithstanding anything contained in said Policy and any other Endorsements attached thereto to the contrary, the amount of insurance provided by said Policy, as stated in Schedule A thereof, is subject to cumulative annual upward adjustments in the manner and to the extent hereinafter specified.
2. "Adjustment Date" is defined, for the purpose of this Endorsement, to 12:01 a.m. on the first January 1 which occurs more than six months after the date of Policy, as shown in Schedule A of the Policy to which this Endorsement is attached, and on each succeeding January 1.
3. An upward adjustment will be made on each of the Adjustment Dates, as defined above, by increasing the maximum amount of insurance provided by said Policy (as said amount may have been increased theretofore under the terms of this Endorsement) by the same percentage, if any, by which the United States Department of Commerce Composite Construction Cost Index (based on 1967) for the month of September immediately preceding extends such index for the month of September one year earlier; provided, however, that the maximum amount of insurance in force shall never exceed 150% of the amount of insurance stated in Schedule A of said Policy, less the amount of any claim paid under said Policy which, under the terms of the Conditions and Stipulations, reduces the amount of insurance in force. There shall be no annual adjustment in the amount of insurance for years in which there is no increase in said Construction Cost Index.
4. In the settlement of any claim against the Company under said Policy, the amount of insurance in force shall be deemed to be the amount which is in force as of the date on which the insured claimant first learned of the assertion or possible assertion of such claim, or as of the date of receipt by the Company of the first notice of such claim, whichever shall first occur.
PROVIDED, HOWEVER, this Endorsement shall be effective only if one of the following conditions exists at Date of Policy:
 - A. The land described in this Policy is a parcel on which there is only a one-to-four family residential structure, including all improvements on the land related to residential use, in which the Insured Owner resides or intends to reside; or,
 - B. The land consists of a residential condominium unit, together with common elements appurtenant thereto and related to residential use thereof, in which the Insured Owner resides or intends to reside.

NOTE: In connection with a future application for title insurance covering said land, reissue credit on premium charges (if applicable at all) will be allowed only upon the original face amount of insurance as stated in Schedule A of said Policy.

The total liability of the Company under said policy and any endorsements therein shall not exceed, in the aggregate, the face amount of said policy and costs which the Company is obligated under the conditions and stipulations thereof to pay.

This Endorsement is made a part of said policy and is subject to all of the terms and provisions thereof and of any prior endorsements thereto. Except to the extent expressly stated, it neither modifies any of the terms and provisions of the policy and any prior endorsements, nor does it extend the effective date of the policy and any prior endorsements, nor does it increase the face amount thereof.

Signed under seal for the Company, but this Endorsement is to be valid only when it bears an authorized countersignature.

Order No.: 02-173835-OE

Issued by:

Old Republic National Title Insurance Company

Countersigned

LAND TITLE AND ESCROW

P.O. Box 445 / 111 East George Hopper Rd.
Burlington, WA 98233
(360) 707-2158 / 1 (844) 878-1519.

Authorized Signature

Land Title Company of Skagit County

Company

Burlington, Washington

City, State

Inflation Endorsement

ENDORSEMENT ATTACHED TO AND MADE A PART
OF POLICY OF TITLE INSURANCE
SERIAL NUMBER OX12948097 ISSUED BY

Old Republic National Title Insurance Company

HEREIN CALLED THE COMPANY

1. This Endorsement shall be effective only if at Date of Policy there is located on the land described in the policy a one to four family residential structure in which the insured owner resides, either at Date of Policy or within one year of Date of Policy, as the insured owner's principal residence. For the purpose of this endorsement the term "residential structure" is defined as the principal dwelling structure located on the land, together with a garage or carport used for storage of noncommercial vehicles. The term "residential structure" shall not include detached outbuildings (other than a garage or carport as defined herein), driveways, walkways, boat ramps, docks, recreational facilities of any kind, subsurface lines, pipes, tanks, septic systems and/or drainfields, plantings of any nature, perimeter fences or perimeter walls, or any other improvements which are not an integral part of the residential structure.
2. The Company hereby insures the insured owner against loss or damage which the insured owner shall sustain by reason of:
 - a) The existence at Date of Policy of any unrecorded statutory liens for labor or materials attaching to the estate or interest arising out of any work of improvement on the land in progress or completed at the Date of Policy, except those liens arising out of a work of improvement for which the insured has agreed to be responsible.
 - b) The removal of the residential structure or interference with the use thereof for ordinary residential purposes as the result of a final Court Order or Judgment, based upon the existence at the Date of Policy of:
 - (1) Any encroachment of the residential structure or any part thereof onto adjoining lands, or onto any easement shown as a special exception in Schedule B of the Policy, or onto any unrecorded subsurface easement;
 - (2) Any violation on the land of enforceable covenants, conditions or restrictions provided that this coverage shall not refer to or include the terms, covenants and conditions contained in any lease, sub-lease or contract of sale referred to in this Policy;
 - (3) Any violation of applicable zoning ordinances to the extent that such ordinances regulate (a) area, width or depth of the land as a building site for the residential structure; (b) floor space area of the residential structure; (c) setback of the residential structure from the property lines of the land; or (d) height of the residential structure.
 - c) Damage to the residential structure resulting from the exercise of any right to use the surface of the land for the extraction or development of the minerals shown as an exception in Schedule B, or excepted from the description of the land.

For purposes of this endorsement, the words "covenants," "conditions" or "restrictions" shall not be deemed to refer to or include any covenants, conditions or restrictions relating to environmental protection, except to the extent that a notice of violation or alleged violation affecting the land has been recorded in the public records at Date of Policy and is not excepted in Schedule B.

This Endorsement is made a part of the policy and is subject to all of the terms and provisions thereof and of any prior endorsements thereto. Except to the extent expressly stated, it neither modifies any of the terms and provisions of the policy and any prior endorsements, nor does it extend the effective date of the policy and any prior endorsements, nor does it increase the face amount thereof.

Signed under seal for the Company, but this Endorsement is to be valid only when it bears an authorized countersignature.
Order No.: 02-173835-OE

Issued by:

Old Republic National Title Insurance Company

Countersigned



Authorized Signature

Land Title & Escrow of Skagit & Island County

Company

Anacortes, Washington

City, State

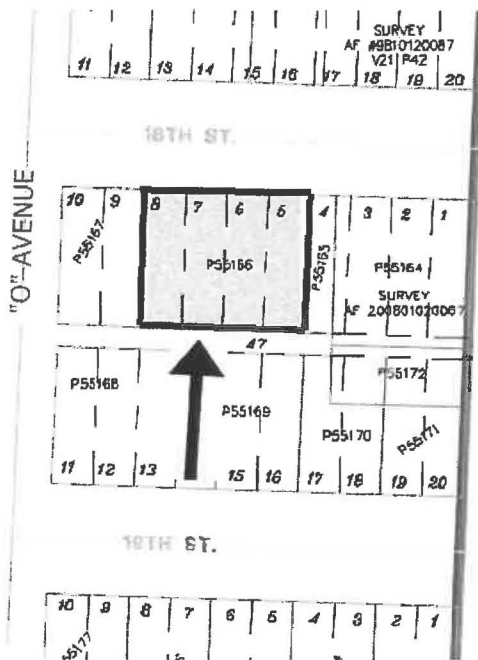
LAND TITLE AND ESCROW

P.O. Box 445 / 111 East George Hopper Rd.
Burlington, WA 98233
(360) 707-2158 / 1 (844) 878-1519.



Land Title & Escrow Company
Of Skagit County & Island County
"We deliver results...not just promises"

Order No. 02-173835



This sketch is a courtesy of LAND TITLE AND ESCROW COMPANY to assist in locating the premises. It is not based on a survey, and the Company assumes no liability for variations, if any, in dimensions and locations. This map does NOT purport to show all highways, roads, or easements affecting the property.



Finance Department

020049-0034 Erin W. 02/06/2020 03:54PM

PERMITS AND INSPECTIONS

MADRONA REAL ESTATE INVESTORS X LLC

CUP-2020-0001

Conditional Use Permit

Construct a private

parking lot with 18

pending

2020 Item: CUP-2020-0001

Conditional Use

Application 1,000.00

Publications 0.00

Mailing Fees 0.00

Payment Id: 272613

1,000.00

Subtotal 1,000.00

Total 1,000.00

CHECK 1,000.00

Check Number000121

Change due 0.00

Paid by: MADRONA REAL ESTATE INVESTORS X
LLC



Madrone Real Estate Investors X, LLC		121
CUP-2020-0001		02/06/2020
*** CUP-2020-0001 ***		01,000.00***
City of Anacortes		
200 Main St		
Anacortes, WA 98221		

Thank you for your payment

COPY
DUPLICATE RECEIPT

Exhibit 4
Public
Notices

LAND USE PERMIT NOTICE DISTRIBUTION

File Number: CUP-2020-0001
Project Name: 1015 18th St. Parking Lot



Notice of Application - Affidavit of Posting

Where	Date	By:	Notes
REQUIRED BY CODE			
Anacortes American	5/27/2020		
Applicant	5/27/2020		
Appellant	N/A		
Parties of Record	N/A		
Any person who requested notice	N/A		
Agencies with Jurisdiction or who commented	N/A		
WSDOT	N/A		
Skagit County	N/A		
300' Property Owners	5/27/2020	Dave Oicles	
Skagit County Assessor	N/A		
Posting property	5/27/2020	Dave Oicles	
COURTESY			
Webpage	5/27/2020		
City Hall	Not open		
Library	Not open		

Other Requests for Review

Anacortes School District
Port of Anacortes
Skagit Transit
DAHP
DOE - wetlands
Samish Tribe
Swinomish Tribe
Sauk-Suiattle Tribe
Skagit Coop

LAND USE PERMIT NOTICE DISTRIBUTION

File Number: CUP-2020-0001
Project Name: 1015 18th St. Parking Lot



Notice of Hearing - Affidavit of Posting

Where	Date	By:	Notes
REQUIRED BY CODE			
Anacortes American	9/2/2020		
Applicant	9/2/2020		
Appellant	N/A		
Parties of Record	9/2/2020		
Any person who requested notice	N/A		
Agencies with Jurisdiction or who commented	N/A		
WSDOT	N/A		
Skagit County	N/A		
300' Property Owners	9/2/2020		
Skagit County Assessor	N/A		
Posting property	9/2/2020	Dave Oicles	
COURTESY			
Webpage	5/27/2020		
City Hall	Not open		
Library	Not open		

Other Requests for Review

Anacortes School District
Port of Anacortes
Skagit Transit
DAHP
DOE - wetlands
Samish Tribe
Swinomish Tribe
Sauk-Suiattle Tribe
Skagit Coop



NOTICE OF APPLICATION and PUBLIC COMMENT PERIOD

File Number: CUP-2020-0001
Applicant: Madrona Real Estate Investments X LLC
Application Received: February 21, 2020
Complete Application: May 12, 2020
Notice Issued: May 27, 2020
Comments Due: June 17, 2020

Project Location: 1015 18th Street (Parcel #P55166)

Application Type / Description: The applicant proposes to construct a private parking lot on a parcel that has 2 different zoning designations. A portion of the parking lot will be within the R4 zone, and the remaining portion of the parking lot will be in the Commercial zone. A conditional use permit is required for the portion of the parking lot within the R4 zone. The parking lot will provide additional off-street parking spaces supporting an existing commercial development located to the north of the site, across 18th Street. The project includes demolition of an existing detached accessory structure, paving of approximately 4,824 square feet, striping for 18 parking stalls and drive aisles, installation of stormwater facilities, landscaping, sidewalk, and paving of the alleys to the east and south of the project site.

Other Required Project Permits/Approvals: The following permits may be required in addition to the above: construction plan approval, clearing /grading permit, right-of-way permit.

Existing Environmental Documents: This project is categorically exempt from SEPA review.

Document Availability: Application documents may be reviewed at <https://www.anacorteswa.gov/161/Planning-Community-Economic-Development> by clicking "Notices of Application" and then opening the appropriate project file number folder.

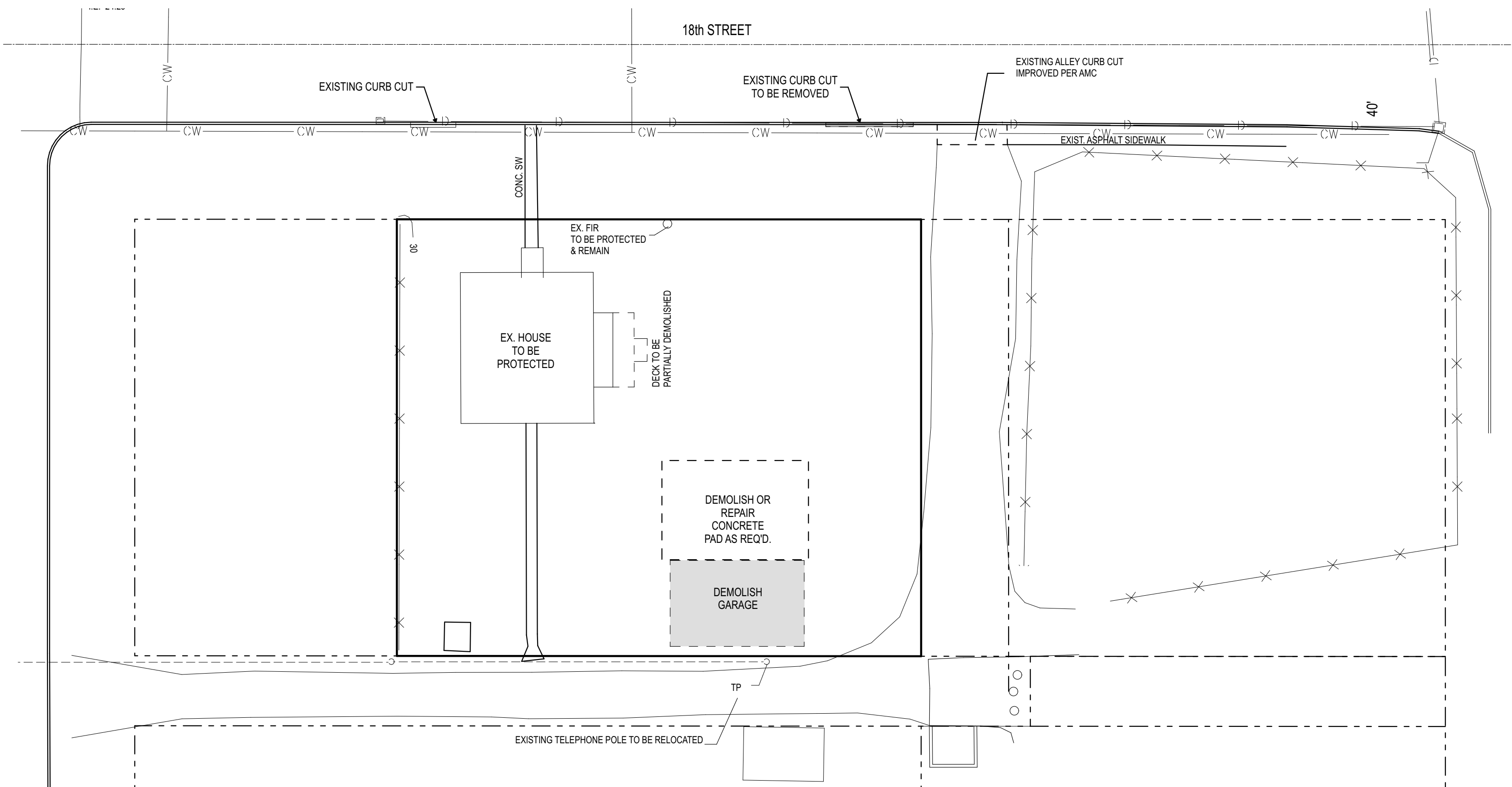
Public Comment Period: Written comments must be submitted to the contact below by **5:00 PM on June 17, 2020**. Any person may comment on the application, receive notice of and participate in any hearings, and request a copy of the decision, once made.

Public Hearing: A public hearing will be held before the Planning Commission with a subsequent closed record decision hearing by the City Council. A separate notice will be provided once these hearings have been scheduled.

Preliminary Determination of Consistency: At a minimum, this project will be subject to the following plans and regulations: Anacortes Municipal Code 19 Unified Development Code and the Anacortes Engineering Design Standards.

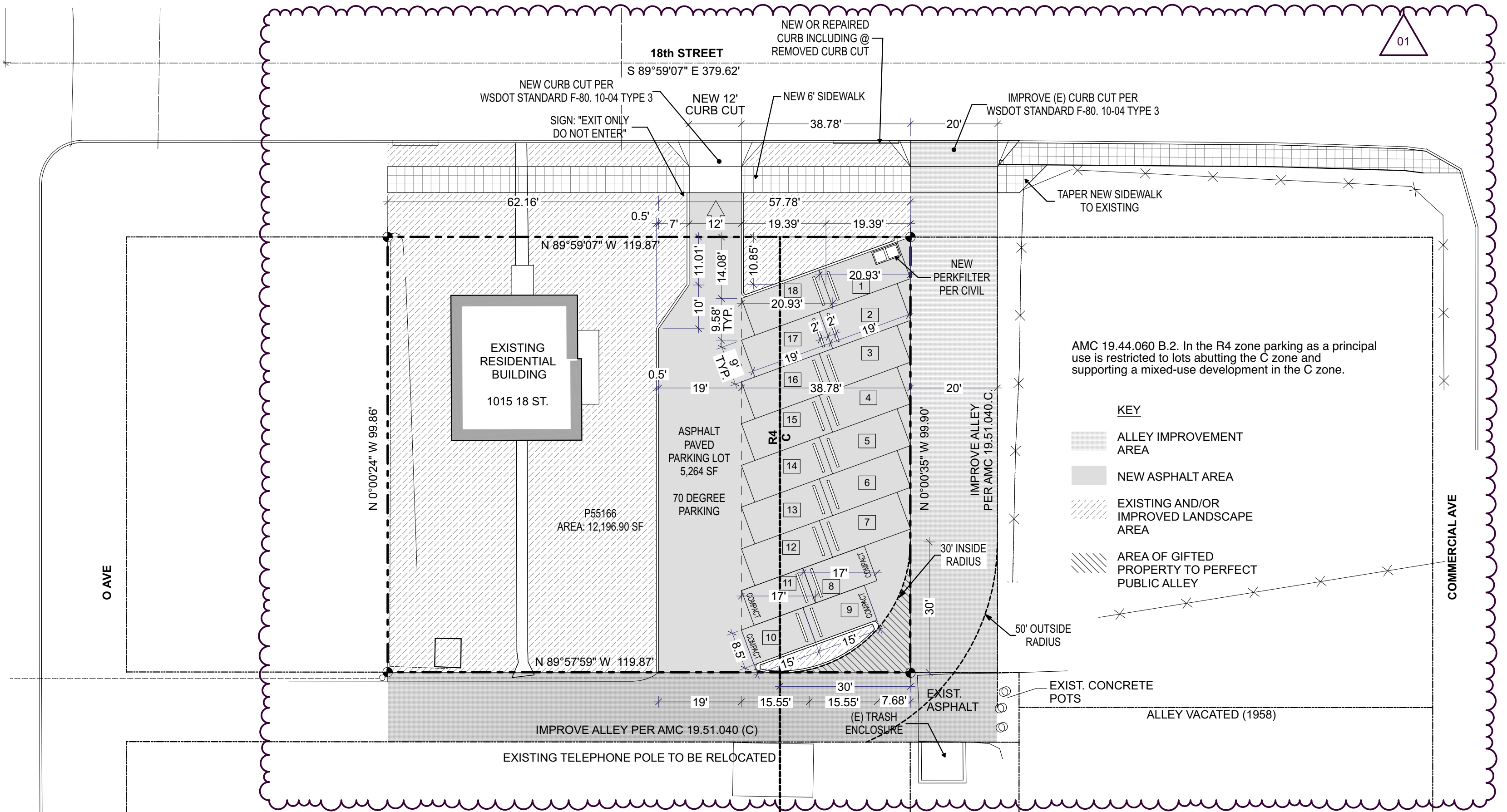
Appeals: There is no local appeal available for a Type 4 review process.

For Project Information: Libby Grage, Planning Manager; Phone: (360) 299-1986
Email: libbyb@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221



1 DEMOLITION PLAN

SCALE: 1" = 20'



2 SITE PLAN

SCALE: 1" = 20'

DEMOLITION AND SITE PREPARATION NOTES:

1. CONTRACTOR SHALL BE RESPONSIBLE FOR REVIEWING ALL DRAWINGS AND SPECIFICATIONS TO DETERMINE THE EXTENT OF EXCAVATION AND DEMOLITION REQUIRED TO RECEIVE SITE IMPROVEMENTS.
2. ANY DISCREPANCIES OR CONFLICTS BETWEEN THE DRAWINGS AND EXISTING CONDITIONS, EXISTING CONDITIONS TO REMAIN, TEMPORARY CONSTRUCTION, PERMANENT CONSTRUCTION AND WORK OF ADJACENT CONTRACTS SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER BEFORE PROCEEDING. ITEMS ENCOUNTERED IN AREAS OF EXCAVATION THAT ARE NOT INDICATED ON THE DRAWINGS, BUT ARE VISIBLE ON SURFACE, SHALL BE THE CONTRACTOR'S RESPONSIBILITY AND SHALL BE REMOVED AT NO ADDITIONAL COST TO THE OWNER.
3. THE CONTRACTOR SHALL INCLUDE IN THE BID THE COST OF REMOVING ANY EXISTING SITE FEATURES AND APPURTENANCES NECESSARY TO ACCOMPLISH THE CONSTRUCTION OF THE PROPOSED SITE IMPROVEMENTS. THE CONTRACTOR SHALL ALSO INCLUDE IN THE BID THE COST NECESSARY TO RESTORE SUCH ITEMS IF THEY ARE SCHEDULED TO REMAIN AS PART OF THE FINAL SITE IMPROVEMENTS. REFER TO PLANS TO DETERMINE EXCAVATION, DEMOLITION AND TO DETERMINE THE LOCATION OF THE PROPOSED SITE IMPROVEMENTS.
4. THE OWNER RESERVES THE RIGHT TO REVIEW ALL MATERIALS DESIGNATED FOR REMOVAL AND TO RETAIN OWNERSHIP OF SUCH MATERIALS. IF THE OWNER RETAINS ANY MATERIAL THE CONTRACTOR SHALL MAKE ARRANGEMENTS WITH THE OWNER TO HAVE THOSE MATERIALS REMOVED OFF SITE AT NO ADDITIONAL COST.
5. UNLESS SPECIFICALLY NOTED TO BE SAVED / STOCKPILED OR REUSED / RELOCATED , ALL SITE FEATURES CALLED FOR REMOVAL SHALL BE REMOVED WITH THEIR FOOTINGS, ATTACHMENTS, BASE MATERIAL, ETC, TRANSPORTED FROM THE SITE TO BE DISPOSED OF IN A LAWFUL MANNER AT AN ACCEPTABLE DISPOSAL SITE AND AT NO COST TO THE OWNER.
6. ALL EXISTING SITE FEATURES TO REMAIN SHALL BE PROTECTED THROUGHOUT THE CONSTRUCTION PERIOD. ANY FEATURES DAMAGED DURING CONSTRUCTION OPERATIONS SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE OR CITY OF ANACORTES AT NO ADDITIONAL COST.
7. DURING EARTHWORK OPERATIONS, CONTRACTOR SHALL TAKE CARE TO NOT DISTURB EXISTING MATERIALS TO REMAIN, OUTSIDE THE LIMITS OF EXCAVATION AND BACKFILL AND SHALL TAKE WHATEVER MEASURES NECESSARY, AT THE CONTRACTOR'S EXPENSE, TO PREVENT ANY EXCAVATED MATERIAL FROM COLLAPSING. ALL BACKFILL MATERIALS SHALL BE PLACED AND COMPACTED AS SPECIFIED TO THE SUBGRADE REQUIRED FOR THE INSTALLATION OF THE REMAINDER OF THE CONTRACT WORK.
8. ALL ITEMS CALLED FOR REMOVAL SHALL BE REMOVED TO FULL DEPTH INCLUDING ALL FOOTINGS, FOUNDATIONS, AND OTHER APPURTENANCES, EXCEPT AS SPECIFICALLY NOTED OTHERWISE.
9. CLEAR AND GRUB VEGETATION SHALL INCLUDE REMOVAL OF GRASS, SHRUBS, AND UNDERBRUSH, REMOVAL OF ROOTS, ROUGH GRADING, INSTALLATION OF LOAM (IF APPLICABLE), FINE GRADING, SEEDING AND TURF ESTABLISHMENT BY THE CONTRACTOR.
10. THE STORAGE OF MATERIALS AND EQUIPMENT WILL BE PERMITTED AT LOCATIONS DESIGNATED BY OWNER OR OWNER'S REPRESENTATIVE. PROTECTION OF STORED MATERIALS AND EQUIPMENT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
11. THE CONTRACTOR SHALL PROTECT EXISTING TREES TO REMAIN, CONTRACTOR SHALL INSTALL TREE PROTECTION BARRIER AFTER CLEARING UNDERBRUSH AND TAKE DUE CARE TO PREVENT INJURY TO TREES DURING CLEARING OPERATIONS.
12. THE CONTRACTOR SHALL MAKE ALL ARRANGEMENTS FOR THE ABANDONMENT, ALTERATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE AND ANY OTHER PRIVATE UTILITIES BY THE UTILITY OWNER AT NO ADDITIONAL COST TO THE OWNER.
13. SEE CIVIL, MECHANICAL, AND ELECTRICAL DRAWING FOR ADDITIONAL DEMOLITION NOTES

ZONING SUMMARY

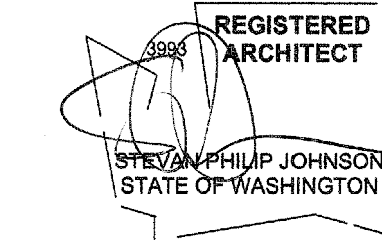
Permit : ANACORTES ZONING CODE SUMMARY JOA+P Project #2019.20			
AMC CITE	REQUIRED/PERMITTED	PROPOSED	NOTES/REFERENCE
19.40.010	Project Zoning (Per City of Anacortes GIS zoning Map) Western 90' of Site: R4 Eastern 30' of Site: C	R4 C West 90' : R4, East 30' : C	19.040.010 C.3.
C.3.	Where a zone boundary divides a lot or tract, the boundary must be determined by map scaling unless the actual dimensions are shown on the map.		
19.40.030 F.1	Zones established : A transition from commercial development to residential areas	Single Family/ Parking	
19.41.040 R4 Existing	Permitted uses : A variety of general service and retail commercial uses	Parking	
19.41.040 R4 Proposed	Single Family Residential permitted outright Parking (Conditionally allowed per 19.44.060 B.2. and 19.36) 19.44.060 B.2. In R4 zone parking as principal use is restricted to lots abutting the C zone and supporting a mixed use development in the C zone.	West 54' of R4 zone to stay single fam. East 36' of R4 zone to be for parking	In support of 1700-1720 Commercial Ave See Conditional Use Application
C Proposed	Permitted uses : A variety of general service and retail commercial uses	30' of C zone to be for parking	
19.41.040 R4	Permitted uses : A variety of general service and retail commercial uses	Parking in support of Commercial Development at 1700-1720	
19.42.020 R4	Form and Intensity standards for residential zones Minimum lot width circle (lot with alley access): 25 feet Density maximum: None Lot coverage, maximum percentage: 50% Landscaped area, minimum percentage: 20% Height maximum with bonus: 50 feet Street setback, minimum: 10 feet Side street setback, minimum: 10 feet Interior side setback, minimum: 5 feet Rear setback, minimum: 10 feet	N/A N/A No new buildings TBD N/A N/A N/A N/A	L1 A2.0
C	Height max: 40 feet Landscaped area, minimum percentage: 10% Street setback, minimum: 0 feet Interior side setback, minimum: 0 feet Rear setback, minimum: 0 feet	No new buildings TBD Parking setback 10' from 18th St. Fences provided N/A	
19.44.060 B.2	Commercial Use - Parking In R4 zone, parking as a principal use is restricted to lots abutting the C zone and supporting a mixed use development.	Parking lot to support Starbucks commercial development across 18th st.	
19.61.040 C	Block Frontage Designation No block frontage designation applies to the project.	N/A	
19.64.040 C	Number of Parking Spaces Required No block frontage designation applies to the project. 1710 Commercial Ave (8,356 SF Retail) Retail less than 15,000 SF Min Required Parking (3 per 1,000 SF NFA): 26 Stalls Max Allowed Parking (5 per 1,000 SF NFA): 42 Stalls 1700 Commercial Ave (2,560 SF Restaurant) Min required Parking: (4 per 1,000 SF NFA): 11 Stalls Max Allowed Parking: (14 per 1,000 SF NFA): 36 Stalls	1700 Commercial: 28 1710 Commercial: 29 1015 18th Ave.: 18 Total: 75 Stalls	Per AMC Block Frontage Map
TOTAL	Minimum: 37 Stalls Maximum: 78 Stalls		

Anacortes Municipal Code 2019

Printed: 1/27/20 3:44 PM

JOHNSON OAKLIEF
ARCHITECTURE & PLANNING LLC

2124 THIRD AVENUE, SUITE 200
SEATTLE, WA 98121 206-448-7580



#Client Company

#Client Full Address

01 PARKING LAYOUT REV. 02.20.20

NO. DESCRIPTION DATE

REVISIONS

PROJECT NO.: JOAP 2019.20

DATE: 01/27/2020

DRAWN BY: EL

APPROVAL: SJ

PARKING LOT

1715 O Ave. Anacortes, WA

DEMO PLAN & SITE
PLAN

CONDITIONAL USE
PERMIT

SHEET NO:

A1.0

DPD APPROVAL STAMP:

SKAGIT PUBLISHING
C/O ISJ PAYMENT PROCESSING CENTER
PO BOX 1570
POCATELLO ID 83204-1570
(360)424-3251
Fax (360)416-2161

ORDER CONFIRMATION

Salesperson: HALEY NAGY

Printed at 08/28/20 11:39 by ple30

Acct #: 210430

Ad #: 2032263

Status: New

CITY OF ANACORTES
PO BOX 547
ANACORTES WA 98221

Start: 09/02/2020 Stop: 09/02/2020
Times Ord: 1 Times Run: ***
STDS 1.00 X 26.31 Words: 556
Total STDS 26.50
Class: 0001 LEGAL NOTICES
Rate: AAOR Cost: 219.42
Affidavits: 1

Contact:
Phone: (360)293-1900
Fax#:
Email: LibbyB@cityofanacortes.org
Agency:

Ad Descrpt: AA-2032263
Given by: *
P.O. #: NOH-CUP-2020-0001
Created: hna30 08/28/20 11:05
Last Changed: ple30 08/28/20 11:39

PUB	ZONE	EDT	TP	START	INS	STOP	SMTWTFSS
AA	A	97	W	Wed 09/02/20	1	Wed 09/02/20	W
SVWN	A	97	W	Wed 09/02/20	1	Wed 09/02/20	SMTWTFSS

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

Name (print or type)

Name (signature)

(CONTINUED ON NEXT PAGE)

This ad has been reformatted for proofing purposes. Column breaks are not necessarily as they will appear in publication.



**NOTICE OF
VIRTUAL /
TELEPHONIC
PLANNING
COMMISSION
PUBLIC HEARING
& CITY COUNCIL
CLOSED RECORD
DECISION HEARING**

Project Name: 1015 18th Street Parking Lot

File Number: CUP-2020-0001

Applicant: Madrona Real Estate Investments X LLC

Applicant Contact: James Sullivan, 1320 E. Pike St., Seattle, WA 98122; Ph: 206-623-7662; james@madronarealestate.com

Project Location: 1015 18th Street (Parcel #P55166)

Application Type / Description:

The applicant proposes to construct a private parking lot on a parcel that has 2 different zoning designations. A portion of the parking lot will be within the R4 zone, and the remaining portion of the parking lot will be in the Commercial zone. A conditional use permit is required for the portion of the parking lot within the R4 zone. The parking lot will provide additional off-street parking spaces supporting an existing commercial development located to the north of the site, across 18th Street. The project includes demolition of an existing detached accessory structure, paving of approximately 4,824 square feet, striping for 18 parking stalls and drive aisles, installation of stormwater facilities, landscaping, sidewalk, and paving of the alleys to the east and south of the project site.

Environmental Review: The City of Anacortes determined the subject pro-

posal is categorically exempt from SEPA review.

public hearing you wish to comment on.

Staff Report: The staff report will be available no later than 5:00 p.m. on September 17, 2020 and Monday, October 5, 2020 at 6:00 PM

<https://www.anacorteswa.gov/161/Planning-Community-Economic-Development>

ment by clicking "Other Notices" and then opening the appropriate project file number folder (CUP-2020-0001). You may also request a copy by contacting the project contact listed below.

Public Hearing Information

To view the live Meetings/Hearings without participating:

Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or tune in to Channel 10.

Planning Commission Public Hearing

Wednesday, September 23, 2020 at 6:00 PM

Attending and Providing Comment at the Planning Commission Public Hearing:

1. To participate in the Public Hearing:

- On the date/time shown above, [click this link](https://us02web.zoom.us/j/85918981678) or copy/paste this URL into your browser: <https://us02web.zoom.us/j/85918981678> or Dial in to the meeting by phone: Dial in the US: +1 253-215-8782, enter the Meeting ID 859 1898 1678

2. Written comments received before 3:00 p.m. on the day of the Public Hearing will be distributed to the Planning Commission in advance of the public hearing. Comments can be submitted by:

- Emailing libby@cityofanacortes.org (include in the subject line *Public Comment for Planning Commission Meeting on [date]*) or
- Visit Watch Meetings on the City of Anacortes website and click the eComment link beside the agenda item for the

Attending the City Council Meeting:

- Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or tune in to Channel 10.

- On the Web: Click the link provided on the City website or enter this URL into your browser:

<https://us02web.zoom.us/j/89255646791>

- Via Telephone: Dial in the US: +1 253-215-8782, enter the Meeting ID 892 5564 6791

Appeals: There is no local appeal available for Type 4 City Council decisions.

Project Contact: Libby Grage, Planning Manager; Phone: (360) 661-3505;

libby@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Members of the public who require special assistance to participate in or access the public hearing may contact the [City Clerk](mailto:CityClerk@cityofanacortes.org) 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

**Published
September 2, 2020
AA-2032263**



**NOTICE OF
VIRTUAL / TELEPHONIC PLANNING COMMISSION PUBLIC HEARING
& CITY COUNCIL CLOSED RECORD DECISION HEARING**

Project Name: 1015 18th Street Parking Lot

File Number: CUP-2020-0001

Applicant: Madrona Real Estate Investments X LLC

Applicant Contact: James Sullivan, 1320 E. Pike St., Seattle, WA 98122; Ph: 206-623-7662;

james@madronarealestate.com

Project Location: 1015 18th Street (Parcel #P55166)

Application Type / Description: The applicant proposes to construct a private parking lot on a parcel that has 2 different zoning designations. A portion of the parking lot will be within the R4 zone, and the remaining portion of the parking lot will be in the Commercial zone. A conditional use permit is required for the portion of the parking lot within the R4 zone. The parking lot will provide additional off-street parking spaces supporting an existing commercial development located to the north of the site, across 18th Street. The project includes demolition of an existing detached accessory structure, paving of approximately 4,824 square feet, striping for 18 parking stalls and drive aisles, installation of stormwater facilities, landscaping, sidewalk, and paving of the alleys to the east and south of the project site.

Environmental Review: The City of Anacortes determined the subject proposal is categorically exempt from SEPA review.

Staff Report: The staff report will be available no later than 5:00 p.m. on September 17, 2020 and can be viewed at <https://www.anacorteswa.gov/161/Planning-Community-Economic-Development> by clicking "Other Notices" and then opening the appropriate project file number folder (CUP-2020-0001). You may also request a copy by contacting the project contact listed below.

Public Hearing Information

To view the live Meetings/Hearings without participating: Visit [Watch Meetings](#) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or tune in to Channel 10.

Planning Commission Public Hearing

Wednesday, September 23, 2020 at 6:00 PM

Attending and Providing Comment at the Planning Commission Public Hearing:

1. To participate in the Public Hearing:

- On the date/time shown above, click [this link](#) or copy/paste this URL into your browser: <https://us02web.zoom.us/j/85918981678> or
- Dial in to the meeting by phone: Dial in the US: +1 253-215-8782, enter the Meeting ID 859 1898 1678

2. Written comments received before 3:00 p.m. on the day of the Public Hearing will be distributed to the Planning Commission in advance of the public hearing. Comments can be submitted by:

- Emailing libbyb@cityofanacortes.org (include in the subject line *Public Comment for Planning Commission Meeting on [date]*) or

- Visit [Watch Meetings](#) on the City of Anacortes website and click the eComment link beside the agenda item for the public hearing you wish to comment on.

City Council Closed Record Decision Hearing

Monday, October 5, 2020 at 6:00 PM

Attending the City Council Meeting:

- Visit [Watch Meetings](#) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or tune in to Channel 10.
- On the Web: Click the link provided on the City website or enter this URL into your browser: <https://us02web.zoom.us/j/89255646791>
- Via Telephone: Dial in the US: +1 253-215-8782, enter the Meeting ID 892 5564 6791

Appeals: There is no local appeal available for Type 4 City Council decisions.

Project Contact: Libby Grage, Planning Manager; Phone: (360) 661-3505; libbyb@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Members of the public who require special assistance to participate in or access the public hearing may contact the [City Clerk](#) 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

SKAGIT PUBLISHING
C/O ISJ PAYMENT PROCESSING CENTER
PO BOX 1570
POCATELLO ID 83204-1570
(360)424-3251
Fax (360)416-2161

ORDER CONFIRMATION

Salesperson: HALEY NAGY

Printed at 08/28/20 11:39 by ple30

Acct #: 210430

Ad #: 2032263

Status: New

CITY OF ANACORTES
PO BOX 547
ANACORTES WA 98221

Start: 09/02/2020 Stop: 09/02/2020
Times Ord: 1 Times Run: ***
STDS 1.00 X 26.31 Words: 556
Total STDS 26.50
Class: 0001 LEGAL NOTICES
Rate: AAOR Cost: 219.42
Affidavits: 1

Contact:
Phone: (360)293-1900
Fax#:
Email: LibbyB@cityofanacortes.org
Agency:

Ad Descrpt: AA-2032263
Given by: *
P.O. #: NOH-CUP-2020-0001
Created: hna30 08/28/20 11:05
Last Changed: ple30 08/28/20 11:39

PUB	ZONE	EDT	TP	START	INS	STOP	SMTWTF
AA	A	97	W	Wed 09/02/20	1	Wed 09/02/20	W
SVWN	A	97	W	Wed 09/02/20	1	Wed 09/02/20	SMTWTF

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

Name (print or type)

Name (signature)

(CONTINUED ON NEXT PAGE)

This ad has been reformatted for proofing purposes. Column breaks are not necessarily as they will appear in publication.



**NOTICE OF
VIRTUAL /
TELEPHONIC
PLANNING
COMMISSION
PUBLIC HEARING
& CITY COUNCIL
CLOSED RECORD
DECISION HEARING**

Project Name: 1015 18th Street Parking Lot

File Number: CUP-2020-0001

Applicant: Madrona Real Estate Investments X LLC

Applicant Contact: James Sullivan, 1320 E. Pike St., Seattle, WA 98122; Ph: 206-623-7662; james@madronarealestate.com

Project Location: 1015 18th Street (Parcel #P55166)

Application Type / Description:

The applicant proposes to construct a private parking lot on a parcel that has 2 different zoning designations. A portion of the parking lot will be within the R4 zone, and the remaining portion of the parking lot will be in the Commercial zone. A conditional use permit is required for the portion of the parking lot within the R4 zone. The parking lot will provide additional off-street parking spaces supporting an existing commercial development located to the north of the site, across 18th Street. The project includes demolition of an existing detached accessory structure, paving of approximately 4,824 square feet, striping for 18 parking stalls and drive aisles, installation of stormwater facilities, landscaping, sidewalk, and paving of the alleys to the east and south of the project site.

Environmental Review: The City of Anacortes determined the subject proposal is categorically exempt from SEPA review.

positional is categorically exempt from SEPA review.

public hearing you wish to comment on.

Staff Report: The staff report will be available no later than 5:00 p.m. on September 17, 2020 and Monday, October 5, 2020 at 6:00 PM

<https://www.anacorteswa.gov/161/Planning-Community-Economic-Development>

ment by clicking "Other Notices" and then opening the appropriate project file number folder (CUP-2020-0001). You may also request a copy by contacting the project contact listed below.

Public Hearing Information

To view the live Meetings/Hearings without participating:

Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or tune in to Channel 10.

Planning Commission Public Hearing

Wednesday, September 23, 2020 at 6:00 PM

Attending and Providing Comment at the Planning Commission Public Hearing:

1. To participate in the Public Hearing:

On the date/time shown above, [click this link](https://us02web.zoom.us/j/85918981678) or copy/paste this URL into your browser: <https://us02web.zoom.us/j/85918981678> or Dial in to the meeting by phone: Dial in the US: +1 253-215-8782, enter the Meeting ID 859 1898 1678

2. Written comments received before 3:00 p.m. on the day of the Public Hearing will be distributed to the Planning Commission in advance of the public hearing. Comments can be submitted by:

• Emailing libby@cityofanacortes.org (include in the subject line *Public Comment for Planning Commission Meeting on [date]*) or
• Visit Watch Meetings on the City of Anacortes website and click the eComment link beside the agenda item for the

Attending the City Council Meeting:

• Visit [Watch Meetings](https://www.anacorteswa.gov/700/Watch-Meetings) on the City of Anacortes website (<https://www.anacorteswa.gov/700/Watch-Meetings>) or tune in to Channel 10.

• On the Web: Click the link provided on the City website or enter this URL into your browser:

<https://us02web.zoom.us/j/89255646791>

• Via Telephone: Dial in the US: +1 253-215-8782, enter the Meeting ID 892 5564 6791

Appeals: There is no local appeal available for Type 4 City Council decisions.

Project Contact: Libby Grage, Planning Manager; Phone: (360) 661-3505;

libby@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Members of the public who require special assistance to participate in or access the public hearing may contact the [City Clerk](#) 24 hours before the meeting to make special arrangements. Dial 360-299-1960.

**Published
September 2, 2020
AA-2032263**

FII ANACORTES LLC
C/O FRONTIER INDUSTRIES INC
909 26TH ST
ANACORTES, WA 98221

JACK N JOE LEGACY LLC
1809 COMMERCIAL AVE UNIT 100
ANACORTES, WA 98221

PRINTING MONEY LLC
1811 COMMERCIAL AVENUE
ANACORTES, WA 98221

GUMBO NURSERY LLC
1720 Q AVE
ANACORTES, WA 98221

AGGERGAARD SHANE & AGGERGAARD
JENNIFER
PO BOX 1718
ANACORTES, WA 98221

LUNSFORD BRET M AND CROWE
DENISE
11493 O AVE
ANACORTES, WA 98221

SANTEE ANAWA COMMERCIAL LLC
C/O WALGREEN'S CO
REAL ESTATE TAX DEPT
PO BOX 1159
DEERFIELD, IL 60015

MADRONA RE INVESTORS ONE LLC
1320 EAST PIKE STREET
SEATTLE, WA 98122

JANZEN RENE A
RICE SIGRID VOGEL
713 34TH ST
ANACORTES, WA 98221

MADRONA REAL ESTATE INVESTORS
VIII LLC
1320 E PIKE ST
SEATTLE, WA 98122

CHALLENGE INVESTMENTS I LLC
PO BOX 932
COUPEVILLE, WA 98239

CITY OF ANACORTES
PO BOX 547
ANACORTES, WA 98221

MADRONA REAL ESTATE INVESTORS X
LLC
1320 E PIKE STREET
SEATTLE, WA 98122

MELVIN PROPERTIES LLC
1603 41ST STREET
ANACORTES, WA 98221

MCPHEE MALCOLM
FIDALGO FUNCTIONAL PHYSICAL
THERAPY LLC
1813 O AVENUE
ANACORTES, WA 98221

HOUSING AUTHORITY OF ANACORTES
719 Q AVE
ANACORTES, WA 98221

CHALLENGE INVESTMENTS I LLC
ATTN JERRY SAIA
PO BOX 932
COUPEVILLE, WA 98238

KENNELLY PROPERTIES LLC
4918 196TH STREET SW
LYNNWOOD, WA 98036

KOCI KIRSTEN H
619 MAGNOLIA ST
WINDERMERE, FL 34786

SHIREY KATHARINE G
1015 19TH STREET
ANACORTES, WA 98221

RUNYON GAIL L
1019 19TH STREET
ANACORTES, WA 98221

NYMARK ANNE K
1101 19TH ST
ANACORTES, WA 98221

LARSON REVOCABLE LIVING TRUST
LARSON CHAD M TRUSTEE
LARSON LEAH J TRUSTEE
280 SW FRANCIS LANE
ISSAQUAH, WA 98027

LANE THOMAS G
1611 9TH ST
ANACORTES, WA 98221

CUSWORTH GAIL MARIE
1113 18TH ST
ANACORTES, WA 98221

HARRIS LINDSAY R
HARRIS MIRANDA
1112 19TH STREET
ANACORTES, WA 98221

MONTOUR BRUCE W
MONTOUR CHARLENE
1104 19TH STREET
ANACORTES, WA 98221

JOHNSTON MARGARET J T &
JOHNSTON ROBERT M
1517 36TH ST
ANACORTES, WA 98221

SANDSTROM PROPERTY HOLDINGS LLC
3701 BULLOCK CT
ANACORTES, WA 98221

PYKE LAWRENCE
PO BOX 454
ANACORTES, WA 98221

PICKETT ROBERT C & PICKETT ERICA K
1112 18TH ST
ANACORTES, WA 98221

LOGANBILL JENNIFER L
1108 18TH STREET
ANACORTES, WA 98222

KNAPP JOAN M
1104 18TH ST
ANACORTES, WA 98221

Exhibit 5
Department
Comments

From: [Koegel, Matt](#)
To: [Grage, Libby](#)
Subject: RE: CUP-2020-0001: 1015 18th St. Parking Lot - Request for review
Date: Wednesday, May 6, 2020 2:16:41 PM

Libby,

I spoke with the developer, he assured me that they would not obstruct our approach to the Verizon wireless dumpster enclosure located just east of the parking lot location. We enter off of 18th St. to service the dumpster and exit on 19th, thanks.

Matt Koegel
City of Anacortes
Solid Waste Supervisor
360-293-1921

From: Grage, Libby
Sent: Wednesday, May 6, 2020 2:06 PM
To: Development Review Group
Subject: CUP-2020-0001: 1015 18th St. Parking Lot - Request for review

Hi everyone,

Please take some time to review the attached project application. Please provide your review comments by **Thursday, May 21, 2020**.

Thank you!

Libby Grage | City of Anacortes
Planning, Community & Economic Development Department
Planning Manager
P.O. Box 547 | 904 6th Street | Anacortes, WA 98221
360.299.1986 (work) | 360-661-3505 (work cell)
libbyb@cityofanacortes.org | www.cityofanacortes.org

My incoming and outgoing email messages are subject to public disclosure requirements per RCW 42.56.

From: [Nemeth, Terry](#)
To: [Grage, Libby](#)
Subject: RE: CUP-2020-0001: 1015 18th St. Parking Lot - Request for review
Date: Thursday, May 7, 2020 7:48:24 AM

No water issues
thanks

From: Grage, Libby
Sent: Wednesday, May 6, 2020 2:06 PM
To: Development Review Group <DevelopmentReviewGroup@cityofanacortes.org>
Subject: CUP-2020-0001: 1015 18th St. Parking Lot - Request for review

Hi everyone,

Please take some time to review the attached project application. Please provide your review comments by **Thursday, May 21, 2020**.

Thank you!

Libby Grage | City of Anacortes
Planning, Community & Economic Development Department
Planning Manager
P.O. Box 547 | 904 6th Street | Anacortes, WA 98221
360.299.1986 (work) | 360-661-3505 (work cell)
libbyb@cityofanacortes.org | www.cityofanacortes.org

My incoming and outgoing email messages are subject to public disclosure requirements per RCW 42.56.

From: [Larson, Bill](#)
To: [Grage, Libby](#)
Subject: RE: CUP-2020-0001: 1015 18th St. Parking Lot - Request for review
Date: Friday, May 15, 2020 2:33:45 PM

Good with streets

From: Grage, Libby <LibbyB@cityofanacortes.org>
Sent: Wednesday, May 6, 2020 2:06 PM
To: Development Review Group <DevelopmentReviewGroup@cityofanacortes.org>
Subject: CUP-2020-0001: 1015 18th St. Parking Lot - Request for review

Hi everyone,

Please take some time to review the attached project application. Please provide your review comments by **Thursday, May 21, 2020.**

Thank you!

Libby Grage | City of Anacortes
Planning, Community & Economic Development Department
Planning Manager
P.O. Box 547 | 904 6th Street | Anacortes, WA 98221
360.299.1986 (work) | 360-661-3505 (work cell)
libbyb@cityofanacortes.org | www.cityofanacortes.org

My incoming and outgoing email messages are subject to public disclosure requirements per RCW 42.56.



ANACORTES PUBLIC WORKS DEPARTMENT

Steven Lange, Project Manager

P.O. BOX 547, ANACORTES, WA 98221

E-MAIL: stevel@cityofanacortes.org

PH(360) 293-1920

FAX(360) 293-1938

Review Summary 1: C.U.P

Date: May 27, 2020

To: Libby Grage, Planning Manager

From: Steven Lange

Subject: Review Summary for the 18th Street Parking Lot
(PW#20-137-DCM)

cc: Fred Buckenmeyer, Eric Shjarback, Don Measamer,

A review of the associated documents for the proposed 18th Street Parking Lot Project was completed by the Public Works Engineering Department on May 27, 2020.

This review takes into consideration the following submittals and reviews by others:

1. April 20, 2020: Drainage Report Submittal
2. May 18, 2020: Drainage Report reviewed by others and 3rd party.

Below are the findings.

General:

1. January 27, 2020 Narrative – Street and Traffic
 - Item 3: Public Works Engineering is fine with the dimension between the two driveways.
 - Item 5: The narrative is partially correct. The narrative has the traffic entering from 18th and existing the alley way. The plan has the traffic entering from the alley and existing onto 18th Street.

It is anticipated that all traffic will be existing on to O Avenue as the narrative states.
2. Project should provide a sign "Use Crosswalk ----->" to direct pedestrians to the intersection crosswalk to avoid an unintended mid-block crosswalk.
3. No trash receptacles identified.
4. Civil Construction Plans will be reviewed by Public Works Engineering after the Public Hearing process is completed and Facts and Findings are established.



• Water • Wastewater • Streets • Storm Drainage • Engineering • Solid Waste
• Transportation • Equipment • Capital Projects • Development Services

Streets:

1. Sidewalk transitions should be at a minimum of 25-feet. As proposed, is not a typical walking path of travel.
2. Recommend a 6-foot wing on the curb transition to reduce the curb hop with the back wheel. We utilize a 10-foot wing on new access locations along Commercial Avenue. Just a suggestion.

Sewer:

1. Recommend replacing the existing side sewer to the existing home prior to paving of the Public Alley Way. And or;

There is enough available space to construct another apartment complex in similar size to what is proposed across the street to the north. Just like the proposed apartment complex to the north, the side service stub size is 8-inch and is required to connect to a manhole.

Water:

1. No issues.

Storm:

1. Storm Water Report is being reviewed by 3rd Party. See attached review summary, dated May 18, 2020.
2. The storm report did not take into consideration the paving of the Public Alley Way. There is a concern from the Applicant\Developer about upsizing the proposed on-site perk filter system to accommodate for this additional runoff.

There was discussion about utilizing a portion of the on-site landscape area for a rain garden\bio-swale for water quality for the Public Alley Way. This would be maintained by the City of Anacortes. The applicant\Developer would provide an easement to the City of Anacortes for Storm\Water Quality purposes.

Thanks,



Steven Lange
Project Manager\Engineering Tech IV



- Water • Wastewater • Streets • Storm Drainage • Engineering • Solid Waste
• Transportation • Equipment • Capital Projects • Development Services



May 18, 2020

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

SUBJECT: STORMWATER PLAN REVIEW, 1015 18TH STREET PARKING LOT
CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON
G&O #20411.11

Dear Mr. Lange:

We received a submittal for the project on May 11, 2020.

The proposed project consists of constructing a parking lot at 1015 18th Street to serve the adjacent commercial businesses. The existing single-family residence at 1015 18th Street will remain and the detached garage will be removed. The proposal includes an 18-stall parking lot, alley improvements, and sidewalk north of the site along 18th Street.

The submittal included:

- Department/Agency Comment Form
- Master Land Use Permit Application
- Conditional Use Permit Application
- Civil Engineering Plans
- Stormwater Drainage Report

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

STORMWATER DRAINAGE REPORT

1. The runoff treatment analysis states that it will consider only the new pollution-generating impervious surface within the private property and not in the public right-of-way. This includes an area of approximately 7,800 square feet. The total new and replaced pollution-generating impervious surface is listed on Sheet C4 as 10,288 square feet. Since the



Mr. Steve Lange
May 18, 2020
Page 2

alley is going from gravel to paved, it is considered new impervious surface. All new pollution-generating surfaces should be included in the runoff treatment analysis and the PerkFilter shall be sized accordingly.

CIVIL ENGINEERING PLANS

2. The temporary sediment trap discharge path to a stabilized conveyance system shall be shown on Sheet C3. The size of the sediment trap shall also be noted.
3. The PerkFilter shall tie into a structure connected to the existing storm drain along the south side of 18th Street.
4. The storm drain along the south side of 18th Street shall be labeled with the size and type of pipe.

Please contact me if you have any questions regarding these comments.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in blue ink that reads "Stacey A. Clear".

Stacey A. Clear, P.E.

SAC/hh
Encl.



Planning, Community & Economic Development Department
904 6th Street; P.O. Box 547 Anacortes, WA 98221
360-299-1984 - pced@cityofanacortes.org

May 29, 2020

James Sullivan
Madrona Real Estate Investors X LLC
1320 E Pike St.
Seattle, WA 98122
Sent via email to: james@madronarealestate.com

Re: CUP-2020-0001 – 1015 18th St. Parking Lot
Complete Application & Technical Review Comments

Dear Mr. Sullivan,

The above referenced application was deemed complete on May 12, 2020. A notice of application has been distributed per city code requirements with a public comment period ending on June 17, 2020. After the public comment period has ended, the comments received will be transmitted to you for your written responses. Staff will then complete the Department's recommendation to the Planning Commission in preparation of the public hearing, which has not yet been scheduled.

Technical review of your application has resulted in the following comments:

1. See attached comments from Steven Lange, dated May 27, 2020.
2. Please update the information throughout the application documents to be consistent and reflect the most recent project design. A .pdf of the documents in the file are being attached to the email transmitting this letter.

Please respond in writing to each comment, revise plans and documents, and/or provide the requested information, as appropriate. Please send the above items (plans and responses) to libbyb@cityofanacortes.org when complete. Hard copies may be requested after initial review.

Also, please note that scheduling of quasi-judicial public hearings is temporarily postponed due to the COVID-19 pandemic; therefore, the city may not be able to issue its final decision on the application within the time limits provided in AMC 19.120.160. We will continue to communicate with you the anticipated scheduling for your application as the situation evolves.

Sincerely,

Libby Grage
Planning Manager

cc: Steven Lange, PW Engineering Department
Don Measamer, PCED Director



ANACORTES PUBLIC WORKS DEPARTMENT

Steven Lange, Project Manager

P.O. BOX 547, ANACORTES, WA 98221

E-MAIL: stevel@cityofanacortes.org

PH(360) 293-1920

FAX(360) 293-1938

Review Summary 1: C.U.P

Date: May 27, 2020

To: Libby Grage, Planning Manager

From: Steven Lange

Subject: Review Summary for the 18th Street Parking Lot
(PW#20-137-DCM)

cc: Fred Buckenmeyer, Eric Shjarback, Don Measamer,

A review of the associated documents for the proposed 18th Street Parking Lot Project was completed by the Public Works Engineering Department on May 27, 2020.

This review takes into consideration the following submittals and reviews by others:

1. April 20, 2020: Drainage Report Submittal
2. May 18, 2020: Drainage Report reviewed by others and 3rd party.

Below are the findings.

General:

1. January 27, 2020 Narrative – Street and Traffic
 - Item 3: Public Works Engineering is fine with the dimension between the two driveways.
 - Item 5: The narrative is partially correct. The narrative has the traffic entering from 18th and existing the alley way. The plan has the traffic entering from the alley and existing onto 18th Street.

It is anticipated that all traffic will be existing on to O Avenue as the narrative states.
2. Project should provide a sign "Use Crosswalk ----->" to direct pedestrians to the intersection crosswalk to avoid an unintended mid-block crosswalk.
3. No trash receptacles identified.
4. Civil Construction Plans will be reviewed by Public Works Engineering after the Public Hearing process is completed and Facts and Findings are established.



● Water ● Wastewater ● Streets ● Storm Drainage ● Engineering ● Solid Waste
● Transportation ● Equipment ● Capital Projects ● Development Services

Streets:

1. Sidewalk transitions should be at a minimum of 25-feet. As proposed, is not a typical walking path of travel.
2. Recommend a 6-foot wing on the curb transition to reduce the curb hop with the back wheel. We utilize a 10-foot wing on new access locations along Commercial Avenue. Just a suggestion.

Sewer:

1. Recommend replacing the existing side sewer to the existing home prior to paving of the Public Alley Way. And or;

There is enough available space to construct another apartment complex in similar size to what is proposed across the street to the north. Just like the proposed apartment complex to the north, the side service stub size is 8-inch and is required to connect to a manhole.

Water:

1. No issues.

Storm:

1. Storm Water Report is being reviewed by 3rd Party. See attached review summary, dated May 18, 2020.
2. The storm report did not take into consideration the paving of the Public Alley Way. There is a concern from the Applicant\Developer about upsizing the proposed on-site perk filter system to accommodate for this additional runoff.

There was discussion about utilizing a portion of the on-site landscape area for a rain garden\bio-swale for water quality for the Public Alley Way. This would be maintained by the City of Anacortes. The applicant\Developer would provide an easement to the City of Anacortes for Storm\Water Quality purposes.

Thanks,



Steven Lange
Project Manager\Engineering Tech IV



- Water ● Wastewater ● Streets ● Storm Drainage ● Engineering ● Solid Waste
● Transportation ● Equipment ● Capital Projects ● Development Services



May 18, 2020

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

SUBJECT: STORMWATER PLAN REVIEW, 1015 18TH STREET PARKING LOT
CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON
G&O #20411.11

Dear Mr. Lange:

We received a submittal for the project on May 11, 2020.

The proposed project consists of constructing a parking lot at 1015 18th Street to serve the adjacent commercial businesses. The existing single-family residence at 1015 18th Street will remain and the detached garage will be removed. The proposal includes an 18-stall parking lot, alley improvements, and sidewalk north of the site along 18th Street.

The submittal included:

- Department/Agency Comment Form
- Master Land Use Permit Application
- Conditional Use Permit Application
- Civil Engineering Plans
- Stormwater Drainage Report

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

STORMWATER DRAINAGE REPORT

1. The runoff treatment analysis states that it will consider only the new pollution-generating impervious surface within the private property and not in the public right-of-way. This includes an area of approximately 7,800 square feet. The total new and replaced pollution-generating impervious surface is listed on Sheet C4 as 10,288 square feet. Since the



Mr. Steve Lange
May 18, 2020
Page 2

alley is going from gravel to paved, it is considered new impervious surface. All new pollution-generating surfaces should be included in the runoff treatment analysis and the PerkFilter shall be sized accordingly.

CIVIL ENGINEERING PLANS

2. The temporary sediment trap discharge path to a stabilized conveyance system shall be shown on Sheet C3. The size of the sediment trap shall also be noted.
3. The PerkFilter shall tie into a structure connected to the existing storm drain along the south side of 18th Street.
4. The storm drain along the south side of 18th Street shall be labeled with the size and type of pipe.

Please contact me if you have any questions regarding these comments.

Sincerely,

GRAY & OSBORNE, INC.

Stacey A. Clear, P.E.

SAC/hh
Encl.

From: [Lange, Steve](#)
To: [Grage, Libby](#)
Cc: [Measamer, Don](#)
Subject: RE: 1015 18th St Parking Lot, Full Revised Submittal Documents
Date: Thursday, August 6, 2020 2:53:54 PM

Libby,

Reviewing my May 27, 2020 review summary, the following has not been addressed.

General:

1. Item 1: Did not review the narrative in the traffic report to see if it was corrected.
2. Item 2: Did not see the "Use Crosswalk" sign on the civil plans.
3. Item 3: No trash receptacle identified on the civil plans.

Streets:

1. Pedestrian transition was not revised per my request.

Sewer:

- Nothing on the Civils.

Storm:

- No report was submitted.
- No response to the Gray and Osborn review.
- Rain Garden was shown in the landscape area, per our conversation.

Thanks,
Steven Lange
Senior Engineering Tech

From: Grage, Libby <LibbyB@cityofanacortes.org>
Sent: Tuesday, August 4, 2020 10:54 AM
To: Lange, Steve <stevel@cityofanacortes.org>
Cc: Measamer, Don <don@cityofanacortes.org>
Subject: FW: 1015 18th St Parking Lot, Full Revised Submittal Documents

Hi Steve,

The applicant has revised the package to provide consistent information throughout and responded to your comments (see the very last couple of pages in the attached packet.)

Please let me know if they've addressed all your comments satisfactorily.

It looks like we'll be able to bring this to a public hearing on 9/23/20.

Thanks,

Libby Grage | City of Anacortes
Planning, Community & Economic Development Department
Planning Manager
P.O. Box 547 | 904 6th Street | Anacortes, WA 98221
360.299.1986 (work) | 360-661-3505 (work cell)
libbyb@cityofanacortes.org | www.cityofanacortes.org

My incoming and outgoing email messages are subject to public disclosure requirements per RCW 42.56.

From: Erik Lund <elund@j-arch.com>
Sent: Wednesday, July 29, 2020 10:47 AM
To: Grage, Libby <LibbyB@cityofanacortes.org>
Cc: James Sullivan <james@madronarealestate.com>
Subject: 1015 18th St Parking Lot, Full Revised Submittal Documents

Libby,

I went through your markups, including the most recent checklist from Steve Lange, and put together a complete, up-to-date set for your review. Please see attached. Changes included:

- Revised Narrative
- Revised Project Narrative Requirements Responses
- Revised Architectural Site Plan
- Revised Civil Drawings
- Revised Drainage Report
- Checklist Responses from Civil and Arch (at the end)

Thank you,

Erik Lund
Architectural Designer

WORKING REMOTELY. CELL # (718) 755 6513



Exhibit 6
Public
Comments

From: [ERICA PICKETT](#)
To: [Grage, Libby](#)
Subject: 1015 18th Street
Date: Sunday, June 7, 2020 1:30:14 PM

Hi, Libby.

I would like to voice my support for the conditional use permit for the parking lot across 18th Street from Starbuck's. I live just up the street at 1112 18th and I welcome the proposed changes for parking.

All the best,
Erica Pickett
360-293-6264
1112 18th Street

June 15, 2020

Libby Grage
Planning Manager
City of Anacortes
PO Box 547
Anacortes, WA 98221

City of Anacortes
*Planning, Community &
Economic Development*

Date Received:

6/15/20

Re: Proposed development of 1015 18th Street (Parcel #P55166)

This letter provides comments on the proposal by the City of Anacortes to approve the construction of a parking lot at 1015 18th Street. The proposal states that the parking lot is to provide additional off-street parking spaces to support the existing commercial development to the north of the site (Fidalgo Square). The subject property at 1015 18th Street is not currently paved. This project proposes to add impervious paved surface area to the property, which is located within a few hundred yards of the Fidalgo Bay Anacortes marine shoreline.

Impacts of impervious surfaces

Impervious surfaces facilitate the runoff of polluted storm water into nearby waterways. As explained by the Department of Ecology, "Rain hits roofs, roads, developed areas, and other hard surfaces and runs into storm drains. It then goes mostly untreated into lakes, streams, and rivers that drain to Puget Sound."

<https://ecology.wa.gov/Water-Shorelines/Puget-Sound/Issues-problems/Toxic-chemicals>. Such surface runoff constitutes the most common pathway for toxic chemicals to reach Puget Sound. *Id.*

In general, "surface runoff contribute[s] the largest [toxic chemical] loads to Puget Sound, typically accounting for more than one-half of the total [toxic chemical] loads from all pathways combined." Control of Toxic Chemicals in Puget Sound; Assessment of Selected Toxic Chemicals in the Puget Sound Basin, 2007-2011; Washington State Department of Ecology, Publication No. 11-03-055, at 12. (accessed at <https://fortress.wa.gov/ecy/publications/documents/1103055.pdf>). In this study, the term "Puget Sound" encompasses Puget Sound, the Strait of Juan de Fuca, and the United States portions of the Straits of Georgia. *Id.*

Ecology notes that "the highest concentrations of toxic pollutants come from developed areas of residential, commercial/industrial, and agricultural land uses. These types of land uses have a large amount of impervious surfaces, like pavement and roofs that prevent rainwater from soaking directly into the ground," and creates the conditions for toxic chemicals to be carried away in runoff.

<https://ecology.wa.gov/Water-Shorelines/Puget-Sound/Issues-problems/Toxic-chemicals>.

The addition of any impervious surface in Anacortes will increase surface runoff and the loading of toxic chemicals into the marine waters adjacent to town. Indeed, the **removal** of pavement has been identified as one action that can help Puget Sound ecosystems recover from current levels of impairment.

<https://stateofthesound.wa.gov/kids-kick-asphalt-out-of-the-school-yard-for-cleaner-water/>

Comments

For the reasons outlined above, it is important to think carefully before adding new impervious surface area, especially in an area draining directly into Puget Sound. The current proposed parking lot is approximately 1000 feet from Fidalgo Bay. In light of these considerations, I have two comments. First, has it been demonstrated that the parking lot is actually necessary to the businesses at Fidalgo Square? Second, if the parking lot is truly necessary, can it be paved using more eco-friendly materials that allow water drainage?

Comment No. 1: Has it been demonstrated that the parking lot is actually necessary to the businesses at Fidalgo Square?

I live one block from Fidalgo Square. I can see the area from my house, and walk past it almost every day. I have not seen any evidence that the businesses at Fidalgo Square actually need more parking. Moreover, there is a new parking lot behind the newly refurbished business (I believe it's to be a pizza place) at the north end of Fidalgo Square.

I have lived in Anacortes for only a little over six months, and part of that time many establishments have curtailed their business due to the Covid-19 virus. However, I never saw evidence of a need for more parking before the virus quarantine hit. Therefore, I would appreciate seeing any documentation you have demonstrating the need for this new parking lot.

Comment No. 2: If the parking lot is truly necessary, can it be paved using more eco-friendly materials that allow water drainage?

Now that people recognize the environmental harm caused by impervious pavement, they have developed a number of eco-friendly alternatives. Several eco-friendly permeable paving solutions can be found here:

<https://www.truegridpaver.com/eco-friendly-paving-solutions/>

In addition, the Puget Sound Action Team manual on low impact development, Low Impact Development; Technical Guidance Manual for Puget Sound, Puget Sound Action Team, 2005, includes a detailed discussion of various types of permeable paving. See pages 97-122. This document can be accessed at https://www.psp.wa.gov/downloads/LID/LID_manual2005.pdf.

If the new parking lot at 1015 18th Street is truly necessary, I would ask the City of Anacortes and the project proponent to pave the lot using some type of permeable paving.

Thank you for providing me with notice and the opportunity to comment on this project.

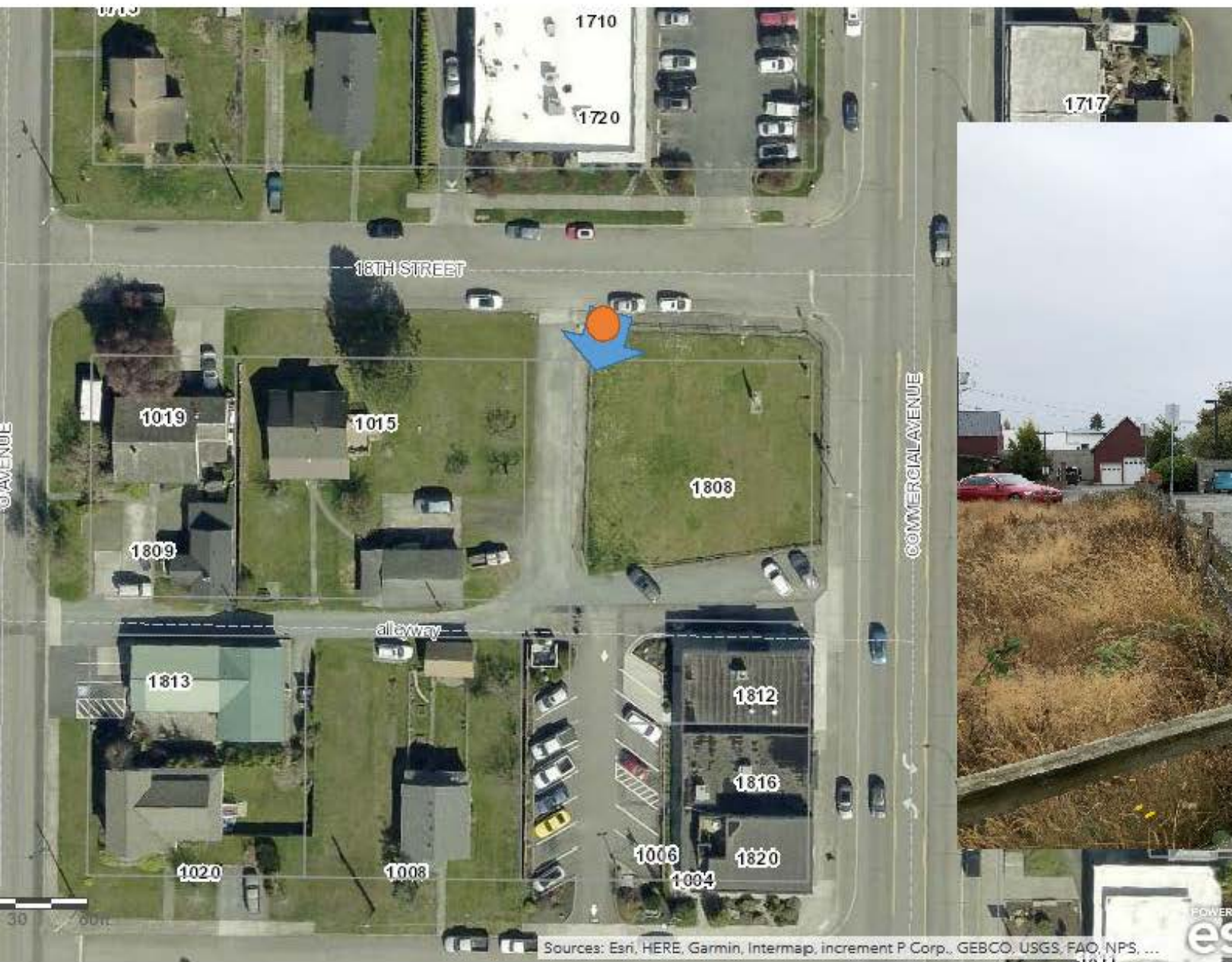
Sincerely,

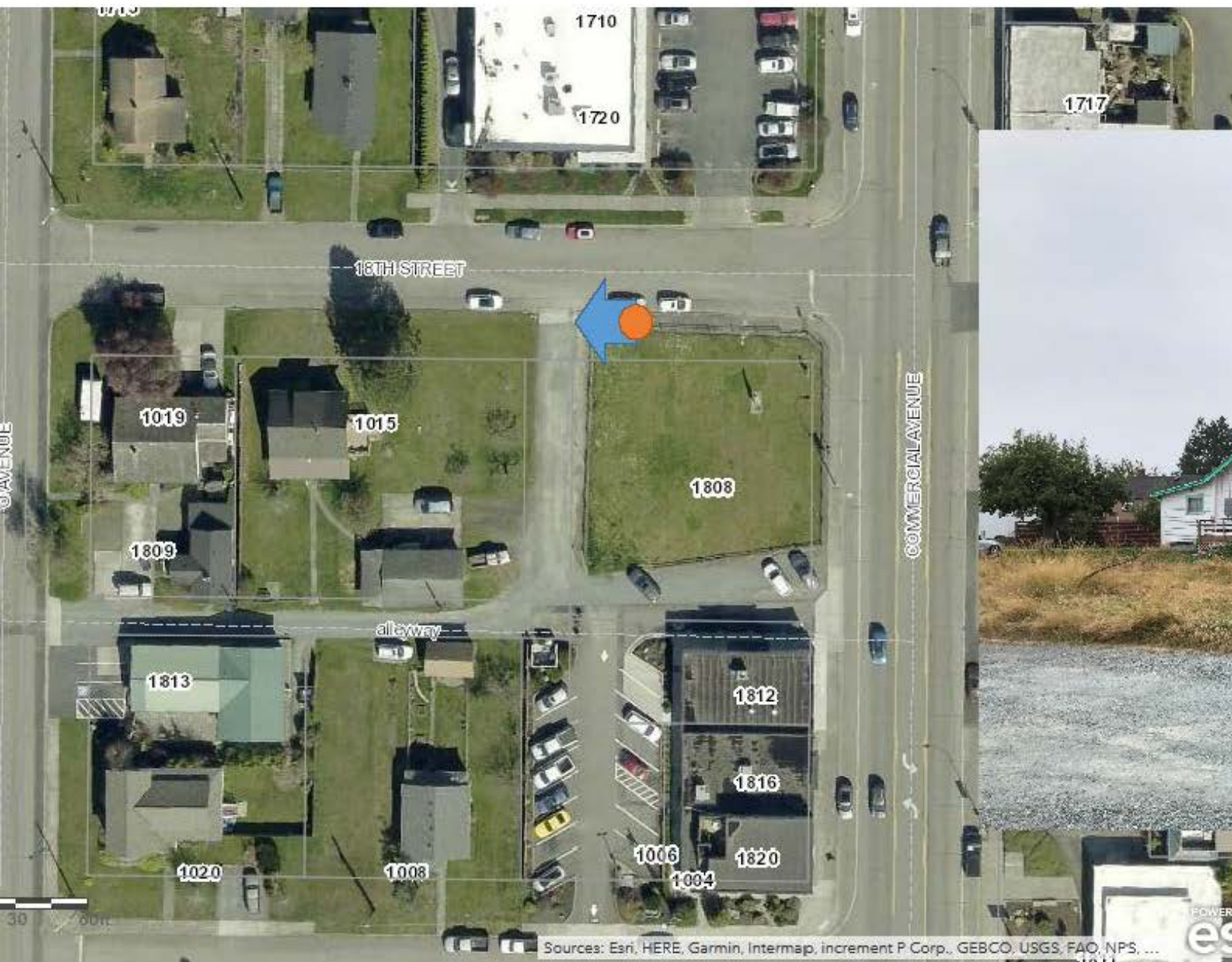
s/ Katharine G. Shirey
Katharine G. Shirey
1015 19th Street
Anacortes, WA 98221
kayshirey@gmail.com

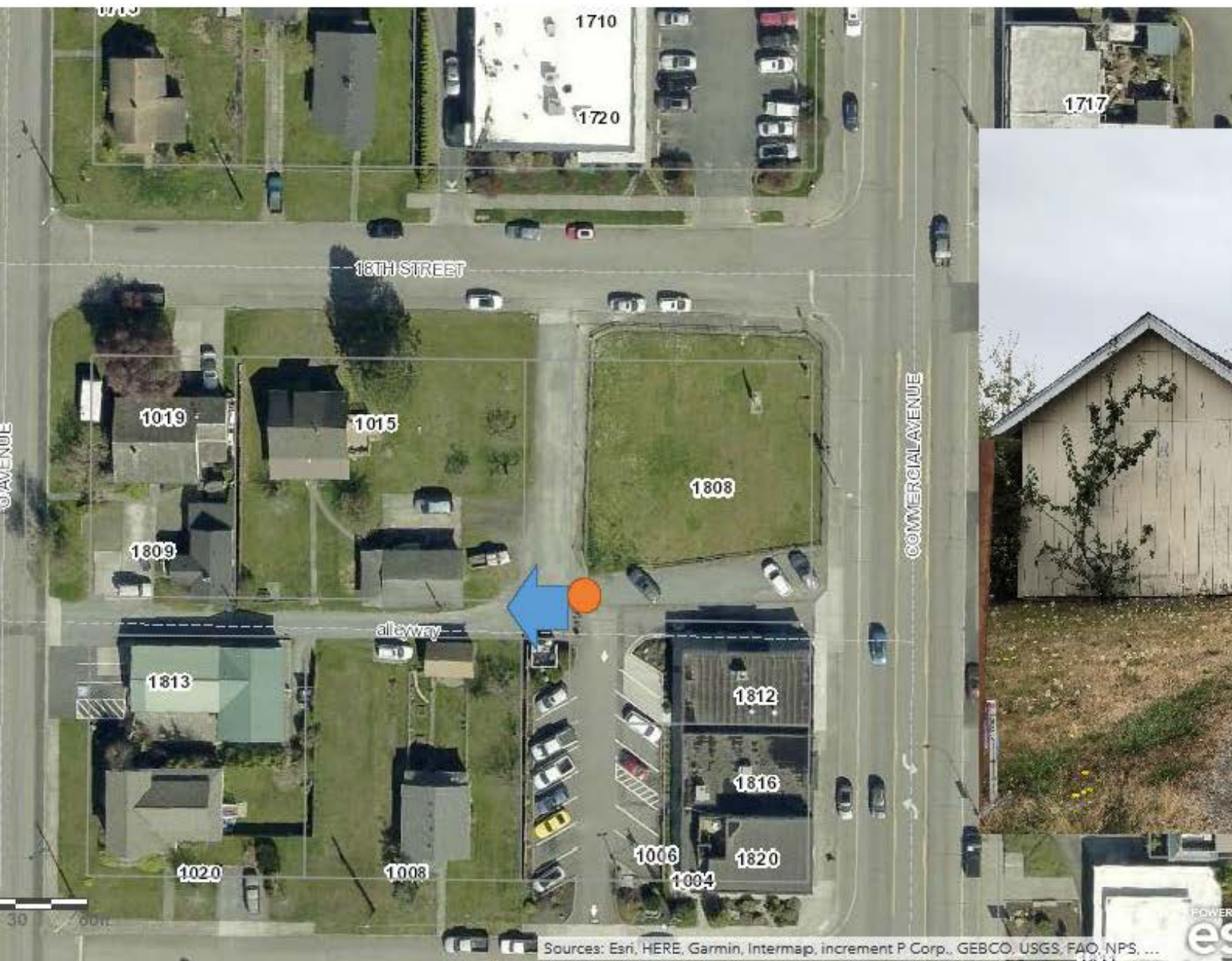


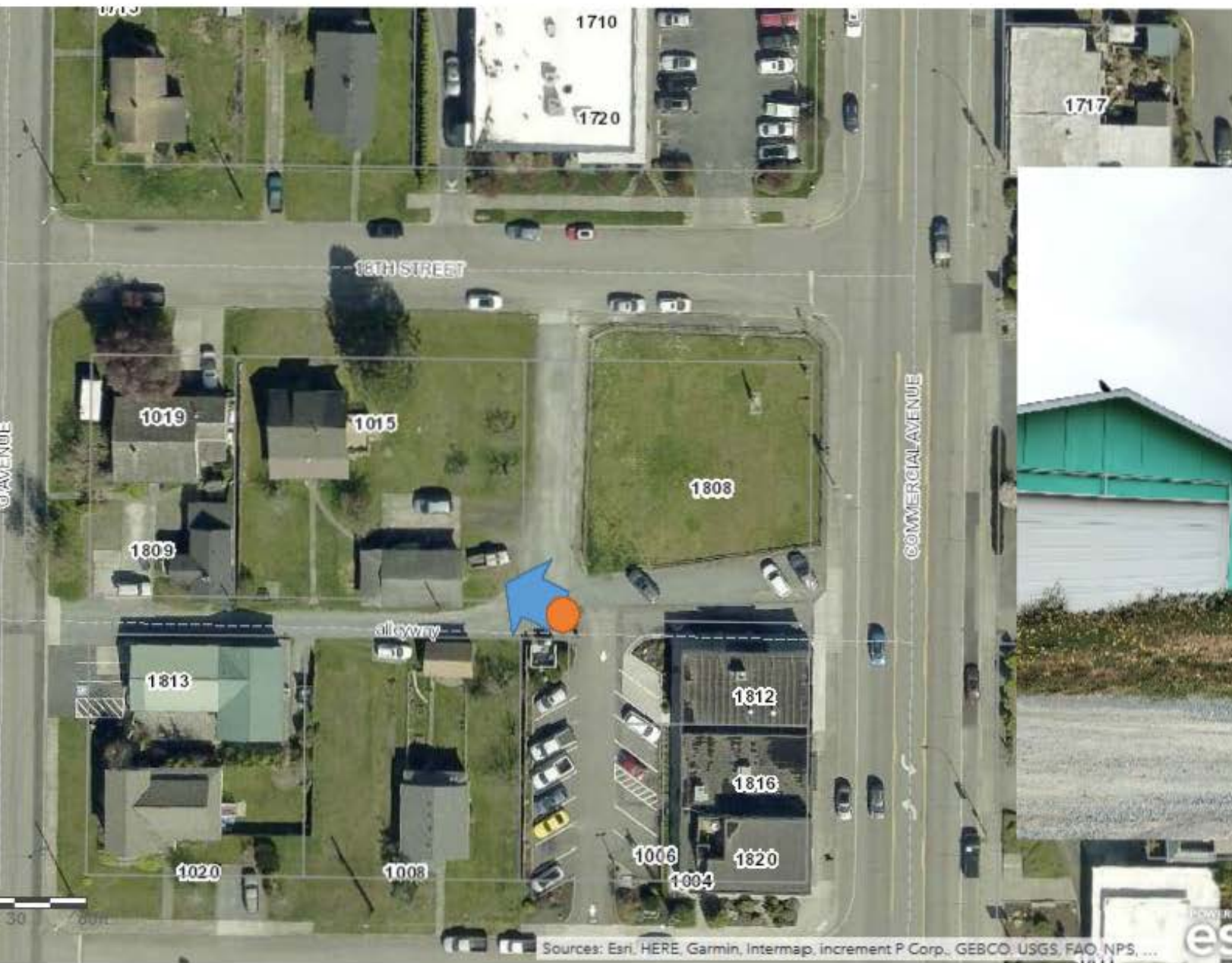
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, ...

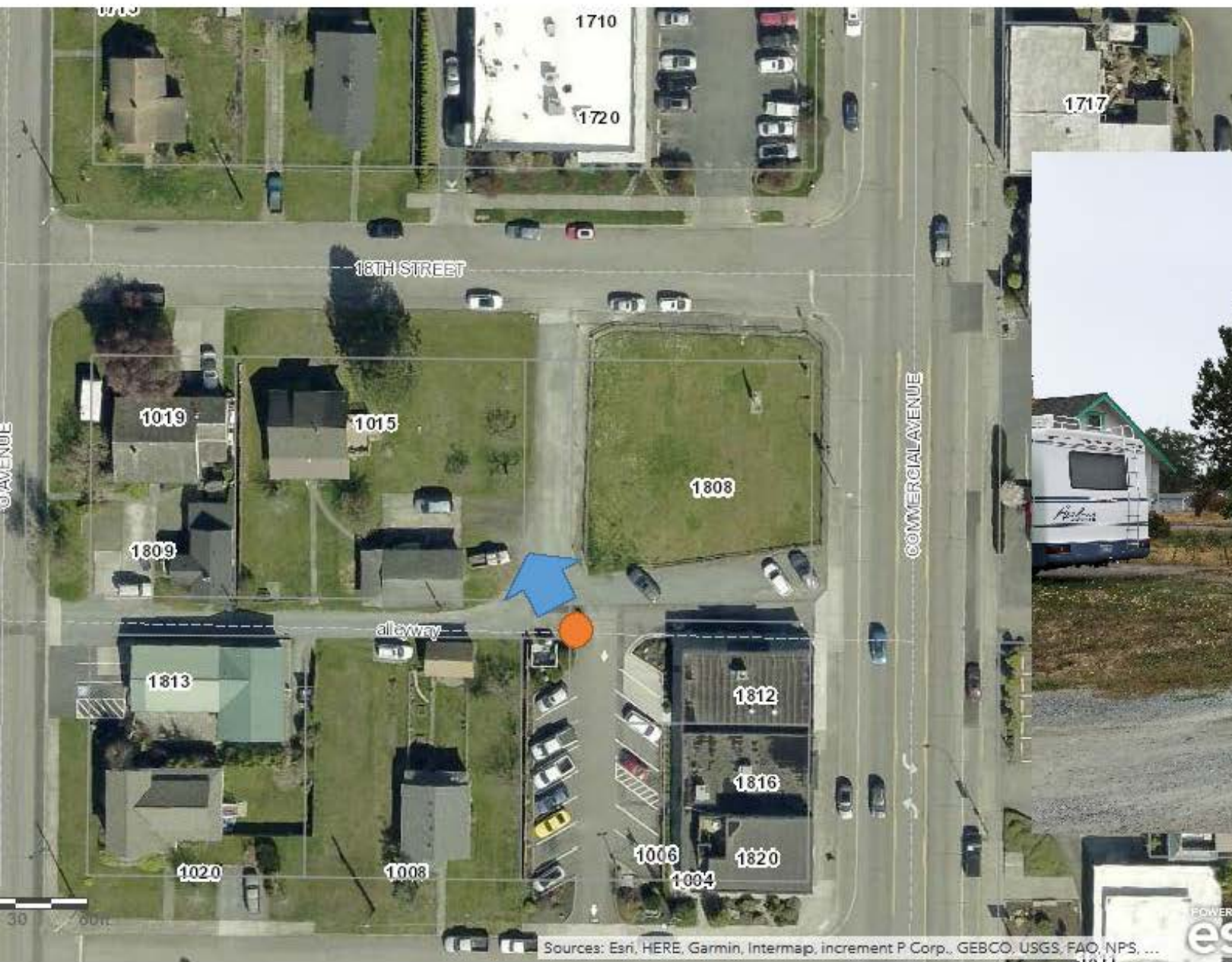
Esri

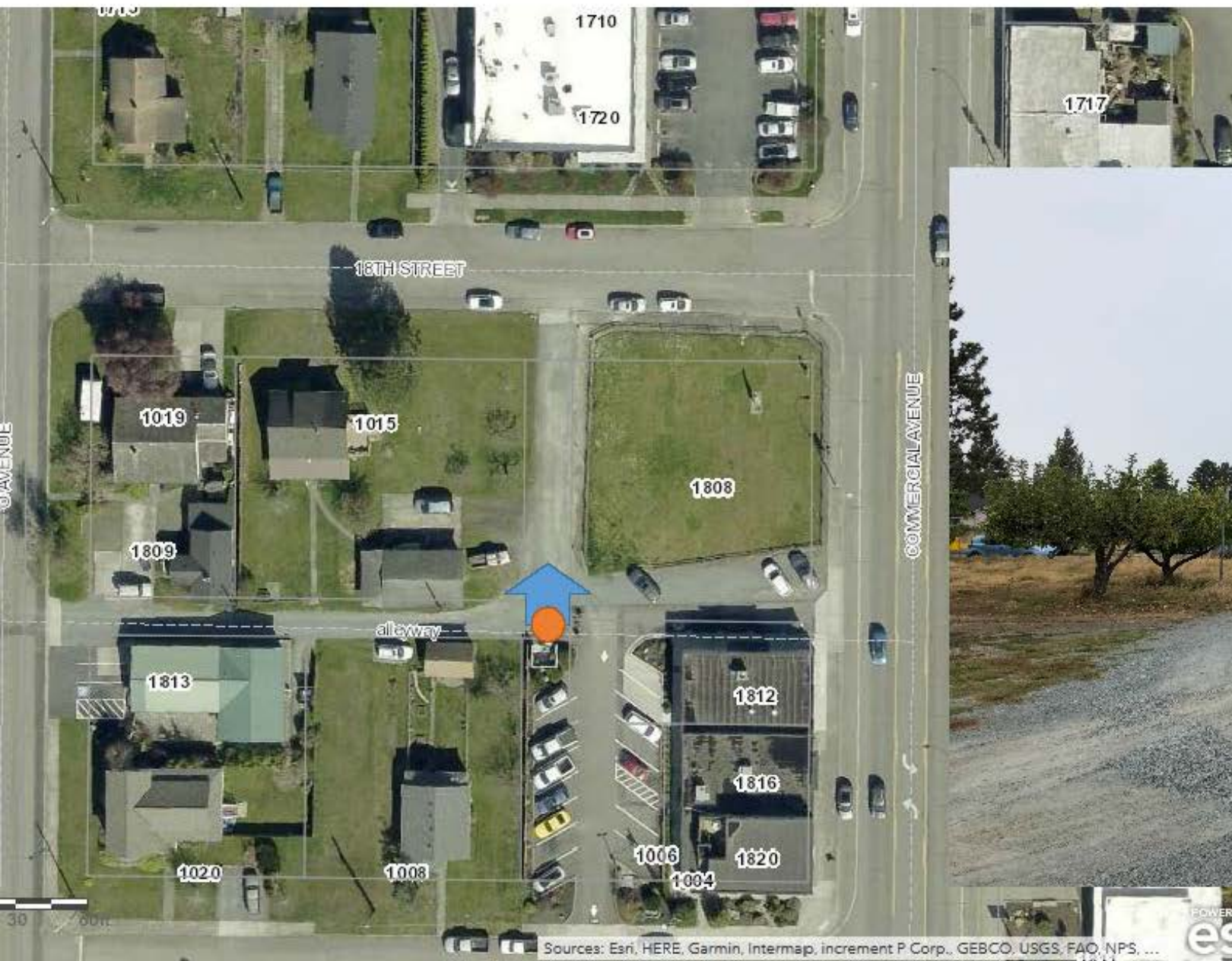


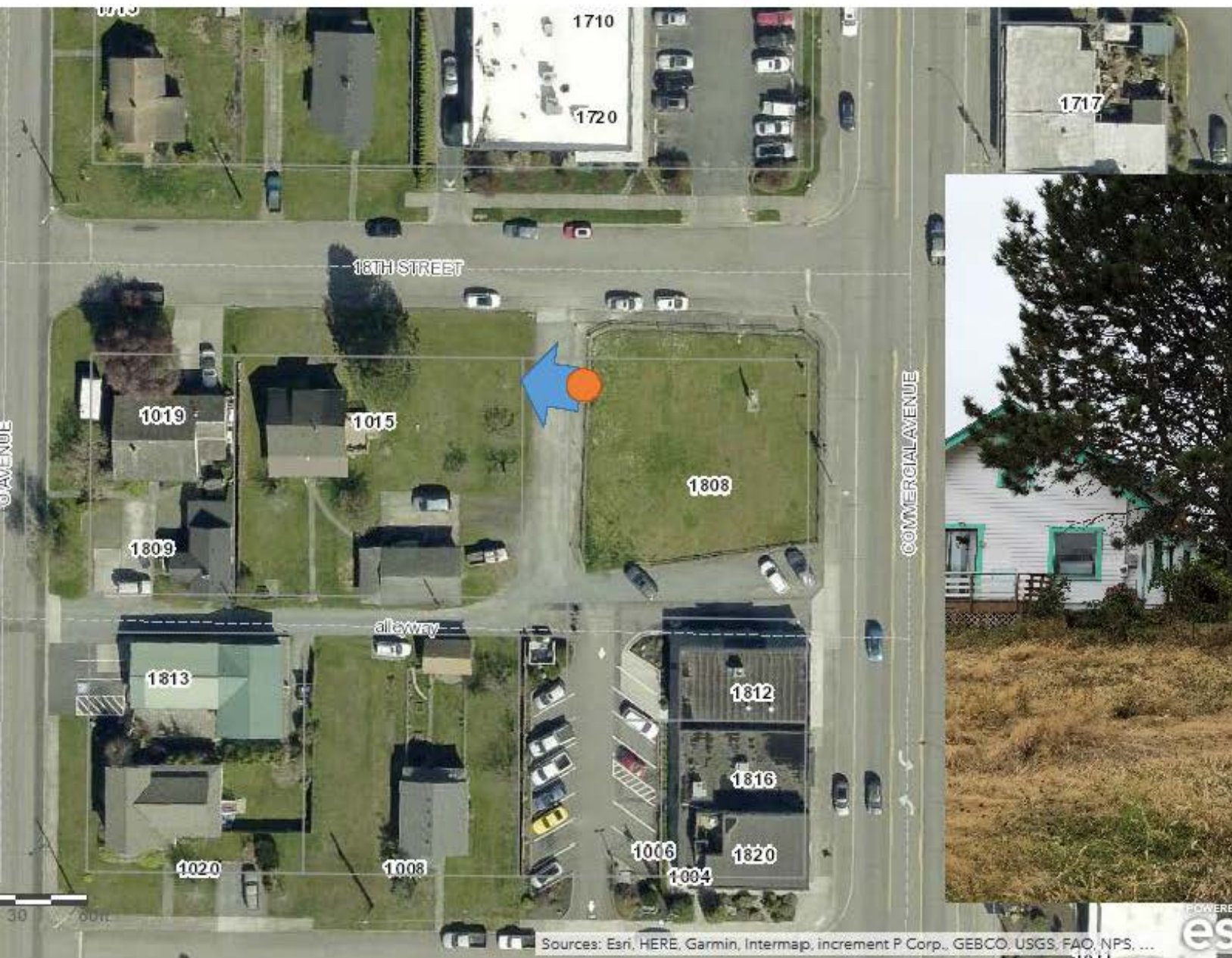


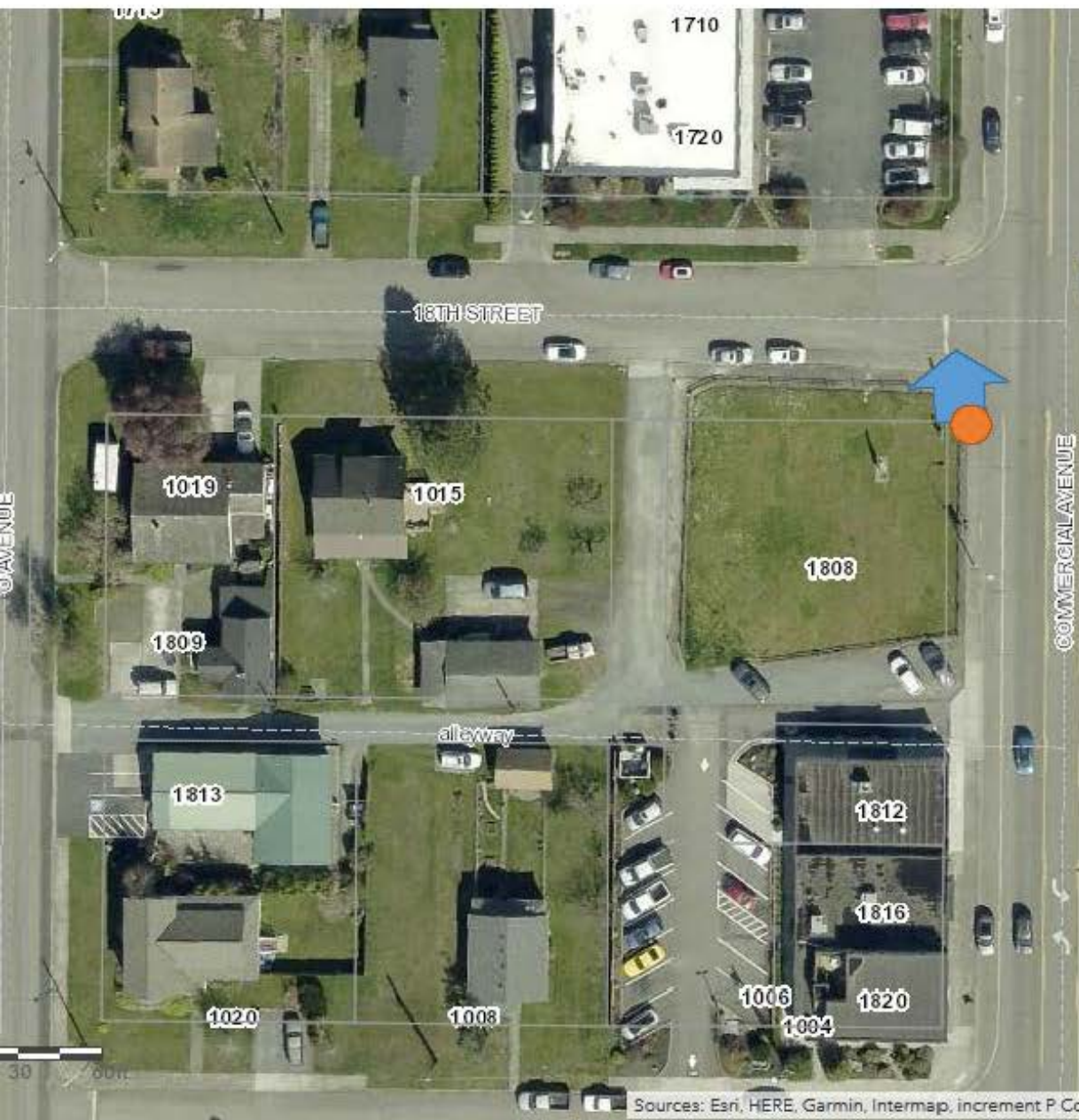


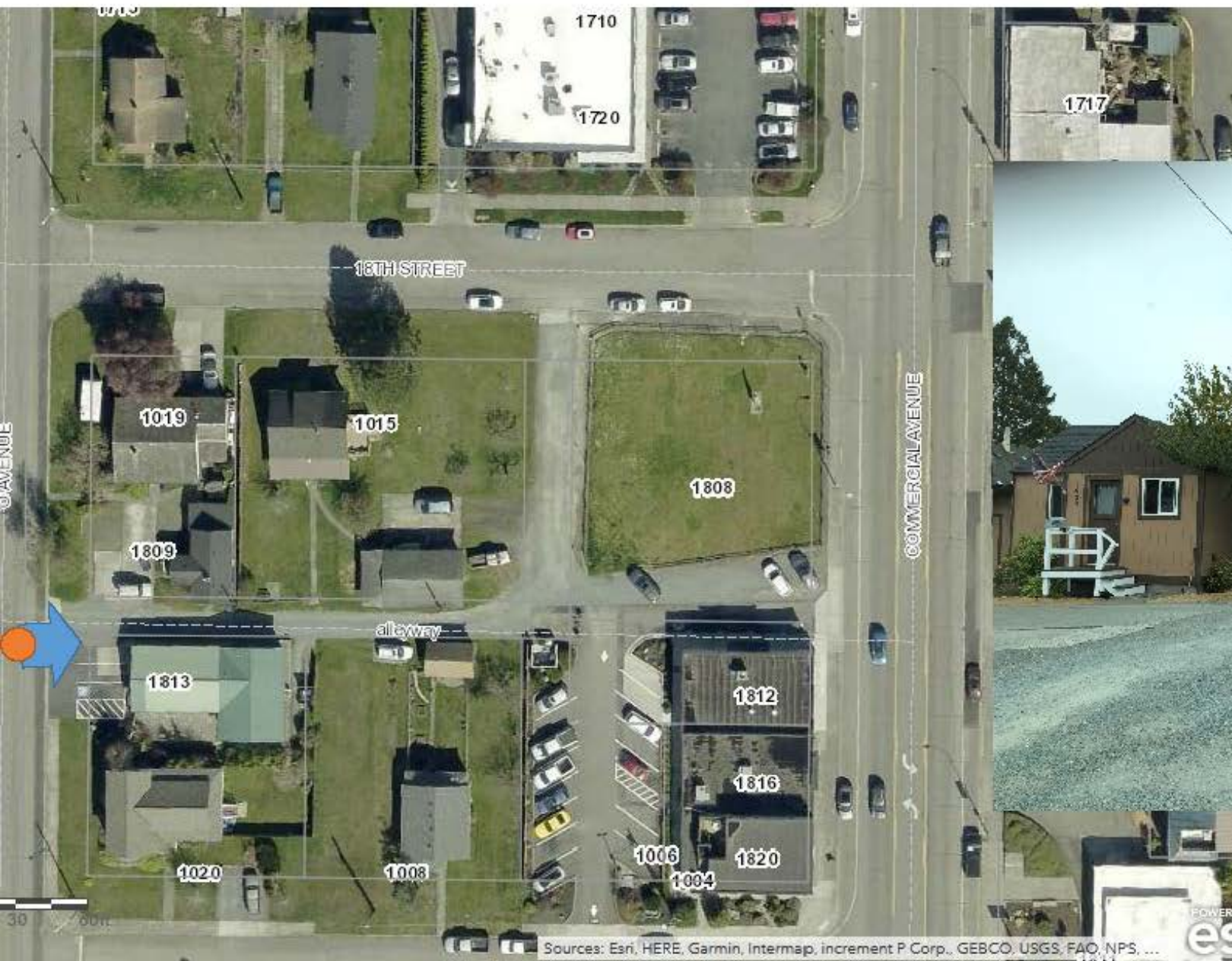














Planning Commission Public Hearing Minutes for September 23, 2020

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>.

Chair MacKenzie called the virtual Public Meeting of September 23, 2020, to order at 6:00 p.m.

Roll Call

Members Present: Commissioners Mount, Jeretzky, MacKenzie, Cortright, Graf, and Ruether

Absent: (one vacate position)

Staff Present: Don Measamer, Libby Grage, Dave Oicles, Tess Cooper, Steve Lange

Minutes From August 26, 2020 and September 9, 2020 will be presented at a later date.

Correspondence None

New Business

CUP-2020-0001: Chair MacKenzie opened the Public Hearing at 6:01pm for the Conditional Use Permit CUP-2020-0001 concerning a proposal for a parking lot on 18th St. Libby Grage, Planning Manager, gave a presentation for this private parking lot proposal. City Staff recommended approval with conditions, to the Planning Commission and City Council. Brad Augustine, owner of the parcels and applicant, mentioned the many complaints he has received over the years on the need for additional parking for the retail center he owns across the street of the proposed parking lot. Chair MacKenzie opened the floor to additional public comments. One more was received from Katharine Shirey of 1015 19th St. With no more public comments, Chair MacKenzie closed the floor to public comment at 6:46pm. Discussion ensued. A motion to approve was given by Commissioner Mount, with a second by Commissioner Cortright. The CUP-2020-0001 was approved by a 4-2 vote. Commissioners Ruether and Jeretzky voted "nay".

LPS-2020-0001: Chair MacKenzie opened the Public Hearing at 7:11pm for the Long Plat Subdivision permit LPS-2020-0001 concerning a proposal called The Crossings Cottage Development, a 21-lot plat with 18 cottages and 3 standard single family residences. Libby Grage, Planning Manager, gave a presentation of the proposal. Staff recommended approval with a multitude of conditions, to the Planning Commission and City Council. Chair MacKenzie opened the floor to additional public comments at 7:58pm. Two additional comments were received from Tom Glade of 210 Mansfield Ct, and Carol Bordin of 3934 W 12th St. With no more public comments, Chair MacKenzie closed the floor to public comment at 8:12pm. Discussion ensued. Additional information was provided by the applicant, Nels Strandberg and a wetland specialist Karla Galline. A motion to approve was given by Commissioner Jeretzky, and a second by Commissioner Cortright. All voted in favor 6-0 to approve LPS-2020-0001.

With no further discussion, Chair MacKenzie concluded the meeting at approximately 8:39 p.m.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning October 12, 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.

October 12, 2020

- Closed Record Decision Hearing: LPS-2020-0001 - The Crossings Cottages Preliminary Plat & Site Plan (Action)
- Public Hearing on Ordinance 3076: Extending Ordinance 3054, an Interim Ordinance Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in R4 Zone (Action)

October 19, 2020

- Public Hearing on Budgeted Revenue Sources, including 1% Property Tax Increase (Discussion)
- Review of 2021 Budget (Discussion)
- Access Anacortes Fiber Internet Update (Discussion)

October 26, 2020

- Review of 2021 Budget (Discussion)
- Thompson Train Purchase Proposals (Discussion / Possible Action)

November 2, 2020

- Public Hearing: 2021 Budget (Discussion)

November 9, 2020

November 16, 2020

November 23, 2020

- Resolution: Making a Declaration of Substantial Need for Setting the Property Tax Levy for 2021 (Action)
- Resolution ____: Setting the City's Year 2021 Property Tax Regular Levy Increase (Action)
- Ordinance ____: Adopting the 2021 Budget (Discussion/Possible Action)

December 7, 2020

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Oct 5, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Oct 6, 2020, 8:30 AM, Teleconference
- Public Safety, Tuesday, Oct 6, 2020, 10:00 AM, Teleconference
- Fiber, Thursday, Oct 8, 2020, 2:30 PM, Teleconference
- Housing Affordability & Community Services, Monday, Oct 12, 2020, 4:00 PM, Teleconference
- Planning, Monday, Oct 12, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Oct 14, 2020, 5:00 PM, Teleconference
- Public Works, Monday, Oct 19, 2020, 5:00 PM, Teleconference
- Fiber, Thursday, Oct 22, 2020, 2:30 PM, Teleconference
- Planning, Monday, Oct 26, 2020, 5:00 PM, Teleconference