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- The public may also 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 or via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received by the [City Clerk](#) 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 virtual participation in 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
904 6th Street

June 10, 2024
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Planning Committee (Report)
 - b. Port/City Liaison Committee (Report)
4. **Public Comment**
 - a. Public Comment - William Turner
5. **Consent Agenda**
 - a. Minutes of June 3, 2024 (Action)
 - b. Approval of claims in the amount of \$514,451.25 (Report)
6. **Public Hearings**
 - a. * Ordinance 4082: Transportation Improvement Plan (Discussion/Possible Action)
7. **Other Business**
 - a. Resolution 3158: Lodging Tax Funding for The Rick Epting Foundation of the Arts Christmas Concert (Discussion/Action)
 - b. Interlocal Agreement #23-092-PRK-004 with Skagit County for Thompson Trail Trestle Feasibility Study Funding (Discussion/Action)
 - c. * Land Capacity Analysis (Discussion)
8. **Adjournment**

Per the council rules of procedure, a person who wishes to provide public comment at this meeting may do so:

- *On matters pertaining to a particular agenda item at the invitation of the chair at the time the City Council takes up discussion of that agenda item. Items open for public comment are indicated with an asterisk (*)*
- *On any other matter specifically pertaining to the City of Anacortes during the Public Comment agenda item.*

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.

June 10, 2024
6:00 p.m.

6. ГЛАВА 1

✓ XUMUA MU
✓ JOE COOMER.
✓ Linda Jennings
✓ TERESA BAKER

Analogous Affordable Housing
Earthquake Forest Fire² & Drought
climate change / comp PLAN
TIP

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From: William Turner <bill.h.turner@gmail.com>
Sent: Wednesday, June 5, 2024 9:21 AM
To: John Coleman; CityClerk
Cc: City Council
Subject: 2025 Comprehensive plan

***** This email is from outside the City of Anacortes network. Please use caution when clicking on links, opening attachments, or replying. *****

John Coleman,

For those of us who have been promoting affordable housing in Anacortes since the 2016 Comprehensive Plan, it is clear that few if any of the stated goals set in 2016 for housing have been met. In general, small houses or housing units are not affordable here for those in need. A number of RCWs have come from the State to help us, since 2016, but none has been fully implemented.

So now we approach the update for 2025 plan. I would like to see a review by planning of these issues since 2016. Have goals been met, and what in the 2016 plan helped and what did not. This will greatly help us figure out much better the path forward. I will help.

Sincerely,

Bill Turner

Sent from my iPad

Anacortes City Council Minutes - June 3, 2024

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of June 3, 2024 at 6:00 p.m. Councilmembers TJ Fantini, Ryan Walters, Anthony Young, Carolyn Moulton, Bruce McDougall, and Amanda Hubik were present. Councilmember Christine Cleland-McGrath participated in the meeting remotely via Zoom.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller thanked Community Action for the valuable guidance provided to community members in need, and city staff for supporting the Anacortes Water Front Festival over the past weekend. He announced that a [virtual Americans with Disabilities Act workshop](#) is to be held on June 4th from 6-7pm, and that the Planning Department will host a Community Open House for the Comprehensive Plan Update on June 5th from 6-8pm in the City Council Chambers. He then reminded the public about the [online budget survey](#) that will remain open through August, the Art Walk on June 7th from 6-8pm, a Port of Anacortes RV Park ribbon cutting on June 6th at 4pm, First Command Financial ribbon cutting on June 6th at 5pm, and Wellness for Life expansion ribbon cutting on June 8th at 11am. He then announced the Daughters of the American Revolution 80th D-Day commemoration at Causland Park at 6pm on June 6th, the Kids Fishing Derby on Saturday, June 8th at Heart Lake. Finally, he announced that the online document portal is intermittently offline due to a technical issue.

Housing Affordability and Community Services Committee

Ms. Moulton reported from the Housing Affordability and Community Services Committee meeting held May 29th. The topics discussed included a quarterly housing providers meeting, accessibility for youth services in Skagit County, incentives for building multifamily housing, including a multifamily tax exemption and a sales tax exemption for multifamily housing developers.

Public Works Committee

Ms. Moulton reported from the Public Works Committee meeting held earlier in the evening. The topics discussed included the Transportation Improvement Plan, the ladder truck manufacturing process, two replacement ambulances, and a review of traffic safety issues.

Lodging Tax Advisory Committee

Mr. Walters reported from the Lodging Tax Advisory Committee meeting held earlier in the day. The topics discussed included a funding request for a Christmas concert program and the revised application form.

Public Comment

Mayor Miller invited the public to comment on any item not on the agenda. No one present wished to address the Council on any topic not already on the agenda.

Consent Agenda

Ms. Moulton moved, seconded by Mr. Young, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

a. Minutes of May 28, 2024

b. Approval of claims in the amount of \$196,822.22

The following vouchers/checks were approved for payment:

EFT numbers: 109526 through 109553, total \$173,264

Check numbers: 109554 through 109563, total \$9,839.52

Wire transfer numbers: 347834 through 348431, total \$13,718.70

- c. Special Event: Annual Turkey Trot
- d. Special Event: High School Graduation Parade
- e. Resolution 3157: Dismissing Chidester Appeal of SDP-2024-0001

Public Hearings

Public Hearing: Community Development Block Grant (CDBG) 2024 Action Plan

Planning, Community, and Economic Development Coordinator Stephanie Snyder introduced the CDBG 2024 Action Plan, providing responses to Council members' questions from the previous regular meeting.

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

At 6:15pm Mayor Miller closed the public hearing.

CAROLYN MOULTON moved, seconded by ANTHONY YOUNG, to approve the CDBG 2024 Action Plan. Vote: Ayes - ANTHONY YOUNG, RYAN WALTERS, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDUGALL, AMANDA HUBIK, TJ FANTINI. Nays - None. Result: Passed

Other Business

Office of Public Defense Update

Administrative Services Director Emily Schuh introduced Public Defender Crystal Chappell, who presented an update on office activities over the past year, including taking the office paperless via the Defender Data application, joining the county JARS calendar rotation, contracting with the Office of Assigned Counsel for screening those eligible for a public defender, an audit of overflow attorney contracts, and receipt of a \$30,000 grant award from the State Office of Public Defense for 2024-2025. Ms. Schuh provided an update on the Washington State Bar Association's revised Standards for Indigent Defense Services, referring to a slide presentation that was added to the packet materials for the meeting.

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

Discussion topics included:

- The reason for the reduction in the case load threshold.
- Funding for public defense attorneys.
- Shortage of public defense attorneys.
- Credit system for calculating case load.
- Current case load trends.
- Consequences of not having adequate public defense coverage.
- Impact on indigent screenings through the Office of Assigned Counsel.
- Social worker availability and care model.

Adjournment

There being no further business, at approximately 6:52 p.m. the Anacortes City Council meeting of June 3, 2024 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 June 10, 2024 City Council meeting:

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

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
342773	2/26/2024	I6630292	HD FOWLER COMPANY INC	SUPPLIES FOR WATER MAINTENANCE	\$ 3,359.12	wdist
342886	2/29/2024	I6633345	HD FOWLER COMPANY INC	SUPPLIES FOR WATER MAINTENANCE	\$ 339.90	wdist
348784	3/13/2024	147345	FRONTIER FORD	PARTS FOR VEHICLE #170	\$ 66.87	dshop
343981	3/18/2024	I6646276	HD FOWLER COMPANY INC	SUPPLIES FOR WATER MAINTENANCE	\$ 470.23	wdist
343979	3/19/2024	I6646532	HD FOWLER COMPANY INC	SUPPLIES FOR WATER MAINTENANCE	\$ 166.59	wdist
348509	3/29/2024	INV068574	TRAFFIC SAFETY SUPPLY CO. INC	SUPPLIES FOR STREET DEPT	\$ 391.44	dshop
348510	4/8/2024	INV068853	TRAFFIC SAFETY SUPPLY CO. INC	SUPPLIES FOR STREET DEPT	\$ 935.27	dshop
348794	4/12/2024	0568601	EBSCO INFORMATION SERVICES	THE WEEK US EDITION ANNUAL SUBSCRIPTION	\$ 162.12	publib
348798	4/15/2024	0001585	CITY OF BURLINGTON	DARK FIBER & RACK FEE	\$ 275.00	fiber
348508	4/18/2024	13263	ARROW CONSTRUCTION SUPPLY	SUPPLIES FOR STREET DEPT	\$ 4,509.76	dshop
348653	4/29/2024	13289	ARROW CONSTRUCTION SUPPLY	SUPPLIES FOR STREET DEPT	\$ 8,487.49	dshop
348770	4/30/2024	204244	VANTAGE POINT SOLUTIONS, INC.	CALEA COMPLIANCE SUPPORT - APRIL 2024	\$ 275.00	fiber
348627	4/30/2024	1379	WIDENER & ASSOCIATES	WWTP OUTFALL PERMITTING SERVICES - APRIL 2024	\$ 6,562.00	pw1
348503	5/6/2024	56064	SCRAP-IT	JUNK VEHICLE DISPOSAL	\$ 1,550.61	dshop
348656	5/10/2024	13329	ARROW CONSTRUCTION SUPPLY	SUPPLIES FOR STREET DEPT	\$ 5,739.20	dshop
348555	5/16/2024	287334328849X0527202	AT&T MOBILITY	City Cell Phones 4/20-5/19/24	\$ 4,297.50	finance
348773	5/16/2024	0055053	FACET NW, INC.	SHORELINE PERMIT MONITORING PROJECT - THROUGH 4/30/24	\$ 3,907.50	plan
347833	5/16/2024	I6701959	HD FOWLER COMPANY INC	UTILITY LOCATE MARKING PAINT	\$ 710.72	wdist
348769	5/17/2024	14521422	BROWN AND CALDWELL	WTP SEEQ ADVANCE ANALYTICS SUPPORT - 3/29-4/25/24	\$ 4,807.70	dwtp

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
348779	5/17/2024	0197662	GEOENGINEERS, INC.	ON-CALL CRITICAL AREAS-RELATED SERVICES - 4/24-5/10/24	\$ 3,581.50	plan
348635	5/20/2024	1137	FIDALGO CLEANING	APD CLEANING & SUPPLIES 5/20-6/2/24	\$ 875.00	apd
348643	5/20/2024	2407-1	MAKERS ARCHITECTURE	ANACORTES CLIMATE ELEMENT - APRIL 2024	\$ 6,606.25	plan
348560	5/20/2024	9964675371	VERIZON WIRELESS	SCADA COMMUNICATIONS PUMP STATIONS 4/21-5/20/24	\$ 1,236.40	dwwtp
348807	5/20/2024	1154635597	WILSON DDS, NICHOLAS J	DENTAL SERVICE, LEOFF 1 RETIREE, D. MEAD	\$ 190.00	hr
348801	5/20/2024	18824	WILSON ENGINEERING, LLC	WWTP PUMP STATION 16 RECONSTRUCTION - DESIGN - THROUGH 05/17/2024	\$ 34,609.60	pw1
348658	5/21/2024	358987	BAY CITY SUPPLY	SUPPLIES FOR FACILITIES	\$ 1,002.83	pwfac
348505	5/21/2024	PSI00194497	WOOD'S LOGGING SUPPLY	PARTS FOR EQUIP #2933	\$ 10.29	dshop
348671	5/22/2024	282855	ENNIS-FLINT, INC, FLINT TRADING DIVISION	SUPPLIES FOR STREET DEPT	\$ 1,382.20	dshop
348421	5/22/2024	45230	SKAGIT PUBLISHING LLC	PUBLISH AA-516691	\$ 48.72	pw1
348644	5/22/2024	9568807996	T MOBILE	PHONE PRODUCTION- APD CASE 24-A02611	\$ 50.00	apd
348650	5/22/2024	PS-INV108710	WHITNEY EQUIPMENT CO INC	PUMP STATION MAINTENANCE - PUMP	\$ 28,843.14	dwwtp
348567	5/23/2024	896807	CASCADE COLUMBIA DISTRIBUTION	SODIUM FLUORIDE - 1 PALLET / 44 BAGS	\$ 3,289.00	dwtp
348476	5/23/2024	0319694-IN	NELSON-REISNER DISTRIBUTOR INC	LUBE OIL	\$ 208.86	dshop
348616	5/23/2024	0319826-IN	NELSON-REISNER DISTRIBUTOR INC	INCINERATOR FUEL	\$ 3,625.58	dwwtp
348662	5/23/2024	240585	T-SHIRTS BY DESIGN	WA PARK STAFF SUPPLIES	\$ 217.60	parks1
348663	5/23/2024	240586	T-SHIRTS BY DESIGN	REC PROGRAM SUPPLIES	\$ 728.96	parks1
348192	5/23/2024	LTAC 24 RaceWeek 3	WHIDBEY ISLAND RACE WEEK LLC	REIMBURSEMENT FOR EVENT EXPENDITURES LTAC FUNDING 2,454.35	\$ 2,454.35	plan
348808	5/23/2024	1154635597	WILSON DDS, NICHOLAS J	DENTAL SERVICE, LEOFF 1 RETIREE, D MEAD.	\$ 832.00	hr
348559	5/24/2024	0041762	FERGUSON ENTERPRISES, INC	MAINTENANCE SUPPLIES - INCINERATOR	\$ 792.39	dwwtp
348802	5/24/2024	0197737	GEOENGINEERS, INC.	CAP SANTE EAST SIDE TRAIL CRITICAL AREAS ASSESSMENT - 04/20/2024 - 05/17/2024	\$ 1,890.00	parks1
348474	5/24/2024	12P50105	MOTOR TRUCKS, INC	PARTS FOR VEHICLE #222	\$ 976.46	dshop

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
348506	5/24/2024	00115099	OWEN EQUIPMENT COMPANY	PARTS FOR VEHICLE #610	\$ 1,127.22	dshop
348659	5/25/2024	271873	LAKESIDE INDUSTRIES, INC.	CEMETERY MAINTENANCE SUPPLIES	\$ 205.93	parks1
348501	5/25/2024	271879	LAKESIDE INDUSTRIES, INC.	1 1/4" & 1 1/2" ROCK SALES	\$ 292.80	dshop
348800	5/25/2024	11409706	WORLD WIDE TECHNOLOGY, LLC	DROP CABLES	\$ 7,181.89	fiber
348657	5/26/2024	9965201915	VERIZON WIRELESS	WTP SCADA 4/27-5/26/24	\$ 911.15	dwtp
348772	5/27/2024	010654	ISSQUARED, INC	BARRACUDA EMAIL PROTECTION SERVICES 6/19-6/18/25	\$ 29,346.63	infosys
348556	5/28/2024	24-13403	EDGE ANALYTICAL, INC	LAB TESTING - SIDE STREAM NITROGEN MONTHLY	\$ 40.80	dwtp
348557	5/28/2024	24-13404	EDGE ANALYTICAL, INC	LAB TESTING - INFLUENT NITROGEN MONTHLY	\$ 40.80	dwtp
348766	5/28/2024	IN956584	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - 5/24	\$ 729.00	fiber
348473	5/28/2024	888140	NORTH CASCADE INSURANCE	CHANGE INSURANCE COVERAGE YU2-Z51-292530-023	\$ 1,802.00	finance
348502	5/28/2024	00115114	OWEN EQUIPMENT COMPANY	PARTS FOR EQUIP #715	\$ 336.07	dshop
348661	5/28/2024	240594	T-SHIRTS BY DESIGN	REC PROGRAM SUPPLIES	\$ 2,341.38	parks1
348637	5/28/2024	360-293-4900-0912865	ZIPLY FIBER	APD BAC LINE 5/28-6/27/24	\$ 98.67	apd
348547	5/28/2024	360-293-6427-0218975	ZIPLY FIBER	CITY HALL 911 5/28-6/27/24	\$ 92.25	finance
348558	5/28/2024	360-299-0972-1017915	ZIPLY FIBER	PHONE BILL - WWTP 5/28-06/27/24	\$ 508.38	dwtp
348791	5/28/2024	360-299-2484-0726025	ZIPLY FIBER	LIBRARY 5/28-6/27/24	\$ 69.36	publib
348548	5/28/2024	360-299-3674-0214175	ZIPLY FIBER	OPS PHONE LINE: 05/28-6/27/24	\$ 82.85	dshop
348636	5/28/2024	360-299-6615-0615165	ZIPLY FIBER	APD 911 LINE 5/28-6/27/24	\$ 86.15	apd
348768	5/29/2024	3RU478	BUD CLARY FORD/HYUNDAI	FORD MAVERICK HYBRID FOR WATER DISTRIBUTION	\$ 38,600.16	pw1
348799	5/29/2024	3399947	DAILY JOURNAL OF COMMERCE	LEGAL NOTICE FOR RFP OPERATIONS SITE UTILIZATION AND MASTER PLAN	\$ 107.30	pw1
348652	5/29/2024	14049733	HACH COMPANY	CL17 REAGENT SETS X 36	\$ 2,984.98	dwtp
348550	5/29/2024	I6713374	HD FOWLER COMPANY INC	SUPPLIES FOR WATER MAINTENANCE	\$ 833.42	wdist

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
348551	5/29/2024	I6713376	HD FOWLER COMPANY INC	SUPPLIES FOR WATER MAINTENANCE	\$ 2,180.09	wdist
348654	5/29/2024	23087	INDUSTRIAL RESOURCES, INC.	MAINTENANCE SUPPLIES	\$ 271.50	dwwtp
348666	5/29/2024	871	SPORTSITES, INC.	SUBSCRIPTION FOR SPORTSITES 5/1/24-4/30/2025	\$ 5,000.00	parks1
348549	5/30/2024	359613	BAY CITY SUPPLY	SUPPLIES FOR FACILITIES	\$ 192.35	pwfac
348507	5/30/2024	004	HICKMAN, LANA	YOUTH ART CLASSES	\$ 329.00	pkrec
348809	5/30/2024	10860757	NAVIA BENEFIT SOLUTIONS, INC	MAY FLEXIBLE SPENDING PARTICIPANT FEE	\$ 167.70	hr
348563	5/30/2024	240603	T-SHIRTS BY DESIGN	STAFF UNIFORMS	\$ 34.82	dwwtp
348570	5/30/2024	52131285	UNIVAR USA INC	SODIUM HYDROXIDE	\$ 6,524.70	dwtp
348626	5/31/2024	2024-06-01	ALLEN & UNGER CONSULTING	INCLUSIVE LEADERSHIP TRAINING	\$ 7,426.12	hr
348638	5/31/2024	248 984 6277 5	CASCADE NATURAL GAS CORP.	WTP 5/1-5/30/24	\$ 4,822.78	dwtp
348649	5/31/2024	90111821	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 6,014.81	dwtp
348574	5/31/2024	24-13311	EDGE ANALYTICAL, INC	LAB TESTING - EFFLUENT TESTING QUARTERLY	\$ 99.45	dwwtp
348573	5/31/2024	24-13442	EDGE ANALYTICAL, INC	LAB TESTING - SLUDGE METALS BI MONTHLY ODD MONTH	\$ 293.25	dwwtp
348670	5/31/2024	283045	ENNIS-FLINT, INC, FLINT TRADING DIVISION	SUPPLIES FOR STREET DEPT	\$ 4,146.59	dshop
348783	5/31/2024	148206	FRONTIER FORD	PARTS FOR VEHICLE #022	\$ 72.55	dshop
348629	5/31/2024	14053267	HACH COMPANY	CL17 MAINTENANCE KITS X 4 FOR PLANT	\$ 5,082.48	dwtp
348771	5/31/2024	1200624209	HDR ENGINEERING, INC	WTP LEAD AND COPPER RULE (LCR) SAMPLING PLAN - 3/31-5/4/24	\$ 873.31	dwtp
348797	5/31/2024	272546	LAKESIDE INDUSTRIES, INC.	ROCK DUMP FEES	\$ 387.79	dshop
348795	5/31/2024	272547	LAKESIDE INDUSTRIES, INC.	ROCK SALES FOR STREET DEPT	\$ 1,611.20	dshop
348796	5/31/2024	272548	LAKESIDE INDUSTRIES, INC.	5/8" & 3/4" ROCK SALES	\$ 1,170.77	dshop
348569	5/31/2024	RefundMorgan	MORGAN, SAMANTHA	WA PARK CAMPING REFUND	\$ 30.00	parks1
348623	5/31/2024	0524	NELSON, BONNIE	AGING MASTERY PROGRAM ADMINISTRATION - MAY 2024	\$ 1,035.00	pkrec
348804	5/31/2024	CL76600	NELSON-REISNER DISTRIBUTOR INC	VEHICLE FUEL - 05/24	\$ 28,486.46	finance
348765	5/31/2024	IN956971	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - 5/24	\$ 10,704.96	fiber
348767	5/31/2024	IN956986	NOANET	BACKUP INTERNET SERVICE - 5/24	\$ 300.00	fiber

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
348568	5/31/2024	RefundOlivares	OLIVARES, KRYSTAL	WA PARK CAMPING REFUND	\$ 20.00	parks1
348811	5/31/2024	39173	ORCA INFORMATION, INC	BACKGROUND CHECKS - NEW HIRES	\$ 477.00	hr
348562	5/31/2024	L0237962871	PANGELINAN, KATHLEEN	LICENSING FEES FOR VEHICLE #1010	\$ 61.75	dshop
348792	5/31/2024	200000666863	PUGET SOUND ENERGY INC	LIBRARY 10TH STREET LED 5/1-5/31/2024	\$ 12.79	publib
348793	5/31/2024	200000667218	PUGET SOUND ENERGY INC	LIBRARY 10TH & M ST 5/1-5/31/2024	\$ 26.38	publib
348628	5/31/2024	220025931985	PUGET SOUND ENERGY INC	CHERRY LN & ORCHARD AVE ST LIGHTS: 5/1-5/31/24	\$ 9.38	dshop
348630	5/31/2024	220030712800	PUGET SOUND ENERGY INC	STREET LIGHTS: 5/1-5/31/24	\$ 5.36	dshop
348640	5/31/2024	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 3/28-4/29/24	\$ 13,800.35	dshop
348618	5/31/2024	300000325005	PUGET SOUND ENERGY INC	STREET LIGHTS: 4/6-5/6/24	\$ 81.42	dshop
348625	5/31/2024	300000340004	PUGET SOUND ENERGY INC	STREET LIGHTS: 4/27-5/9/24	\$ 43.06	dshop
348566	5/31/2024	RefundRheaume	RHEAUME, ANDREW	WA PARK CAMPING REFUND	\$ 10.00	parks1
348615	5/31/2024	286687	SETINA MANUFACTURING CO INC	PARTS FOR VEHICLES #3008,3009,3010	\$ 1,980.44	dshop
348648	5/31/2024	5140	SOFTRESOURCES LLC	ERP SOFTWARE SELECTION - CONSULTING SERVICES - THROUGH MAY 2024	\$ 4,000.00	admsrv
348669	5/31/2024	47727	ZUMAR INDUSTRIES, INC.	SUPPLIES FOR STREET DEPT	\$ 418.89	dshop
348778	6/1/2024	1061	BE ENTERPRISES LLC	2024 JANITORIAL SERVICES - AS NEEDED - CITY HALL & SENIOR CENTER - MAY 2024	\$ 5,520.00	pw1
348504	6/1/2024	1062	BE ENTERPRISES LLC	MAY 2024 JANITORIAL SERVICES PUBLIC RESTROOMS	\$ 3,575.10	plan
348776	6/1/2024	1063	BE ENTERPRISES LLC	2024 JANITORIAL SERVICES - APRIL 2024	\$ 8,827.30	pw1
348780	6/1/2024	21261	JUSTICE WORKS, LLC	JUSTICE WORKS SUBSCRIPT RENEWAL 5/1-5/31/24	\$ 60.00	pubdef
348655	6/1/2024	June 12024	LYNDEN YOGA COLLECTIVE	CLASSES FOR MARCH, APRIL AND MAY	\$ 1,125.00	medic
348651	6/1/2024	3163	OAB ENGINEERING, LLC	JUNE SERVICE: 29-3	\$ 150.00	medic
348660	6/1/2024	10624	PORT OF ANACORTES	JUNE MOORAGE FOR MARINE 29	\$ 312.37	medic
348619	6/1/2024	5069554743	RICOH USA, INC	S/N C86111493 COURT 3/1-5/31/224	\$ 119.27	court
348641	6/1/2024	5069554805	RICOH USA, INC	S/N C86138600 APD HALLWAY 3/1-5/31/24	\$ 47.89	apd
348621	6/1/2024	5069554957	RICOH USA, INC	S/N C86079893 LIBRARY PUBLIC 3/1-5/31/24	\$ 304.35	publib

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
348639	6/1/2024	5069555076	RICOH USA, INC	S/N C86138599 APD FRONT OFFICE COPIES 5/1-5/31/24	\$ 59.17	apd
348642	6/1/2024	00005W5A83224	UNITED PARCEL SERVICE, INC	UPS SHIPPING; WEEK ENDING 6-1-24	\$ 25.74	apd
348803	6/1/2024	0542005-001	UNUM LIFE INS CO OF AMERICA	JUNE - UNUM LONG TERM CARE INSURANCE	\$ 1,247.70	hr
348631	6/3/2024	266893	DATABAR, INC	UB #9 ENVELOPES	\$ 123.35	finance
348672	6/3/2024	24-15413	EDGE ANALYTICAL, INC	WATER ANALYSIS - BACT FINISHED	\$ 19.00	dwtp
348673	6/3/2024	24-15419	EDGE ANALYTICAL, INC	WATER ANALYSIS - TCR NORTH	\$ 133.00	dwtp
348812	6/3/2024	9337484787	GRAYBAR ELECTRIC COMPANY, INC	NOKIA SUPPORT	\$ 40,236.21	fiber
348774	6/3/2024	649281	REECE, STORMIE	DEPOT CLEANING SERVICE-MAY	\$ 1,606.00	parks1
348667	6/3/2024	062024	SCOTT MILO GALLERY/FRAMEMAKER	ART WALK ADVERTISING-JUNE 2024	\$ 40.00	parks1
348788	6/3/2024	INV32890	SEAWESTERN, INC.	2-100' FT, 3-50' LENGTHS 5' HOSE	\$ 4,567.37	medic
348813	6/3/2024	MAY 2024	THE LAW OFFICE OF	PROSECUTION SERVICES - MAY	\$ 8,500.00	attorney
348814	6/3/2024	MAY 2024 CC	THE LAW OFFICE OF	PROSECUTION SERVICES -CC MAY	\$ 1,210.00	attorney
348777	6/3/2024	3201	WASHINGTON ASSOCIATION OF	WACDL MEMBER RENEWAL	\$ 180.00	pubdef
348632	6/3/2024	2406697	WASHINGTON STATE PATROL	BACKGROUND CHECKS; MAY 2024	\$ 145.75	apd
348775	6/4/2024	June 2024	COMMUNITY ACTION OF SKAGIT CTY	ANACORTES COMMUNITY ACTION OFFICE & CARE SPECIALIST - JUNE 2024	\$ 5,000.00	plan
348787	6/4/2024	AFD 24	ISLAND HOSPITAL	MAY AMBULANCE SUPPLIES	\$ 1,695.29	medic
348764	6/4/2024	200012505505	PUGET SOUND ENERGY INC	WTP 5/1-5/31/24	\$ 93,082.55	dwtp
	Total				\$ 514,401.25	



City Council Agenda Bill

Meeting Date: June 10, 2024 **Agenda Item:** 6.a.

Agenda Item Title: Ordinance 4082: Transportation Improvement Plan

Staff Contact(s): Andrew Rheume

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
GREG FRANCIOCH	Public Hearing
Andrew Rheume	

Item Summary: The six-year Transportation Improvement Program (TIP) is a short-range planning document that is annually updated based on needs and policies identified in the 2016 Anacortes Comprehensive Plan Transportation Element and the current Capital Facilities Plan. The TIP is required to be updated annually by July 1st (RCW 35.77.010) through a public hearing and City Council approval. It represents Anacortes' current complete list of needed projects and programs for the next six years. The document also identifies secured or reasonably expected revenues and expenditures for each of the projects included in the TIP. Typically, projects listed in the first three years of the document are shown as having secured funding while projects in the last three years can be partially or completely unfunded.

Budget Impact:

None, the budget authorization for transportation projects and capital transportation programs is the Capital Facilities Plan.

Previous Action: The last City of Anacortes Transportation Improvement Plan was passed by Ordinance 3008.

Recommended Motion: Close the public hearing and approve the 2024 TIP

Alternative Actions: Continue the public hearing to June 17th.

Attachments (listed in order presented):

1. Six-Year (2025-2030) Transportation Improvement Plan (TIP)

ORDINANCE NO. 4082

**AN ORDINANCE APPROVING THE SIX-YEAR (2025-2030) ANACORTES
TRANSPORTATION IMPROVEMENT PLAN (TIP)**

WHEREAS, pursuant to RCW 35.77 the City of Anacortes must approve a Six-year Transportation Improvement Plan (TIP) by July 1 of every year; and

WHEREAS, the City's TIP will be used to inform Skagit Council of Governments Regional Transportation Improvement Plan which then informs the State of Washington Transportation Improvement Plan; and

WHEREAS, pursuant to RCW 35.77.010 a public hearing on the City's TIP has been held; and

WHEREAS, the adoption of the TIP is a procedural action and containing no substantive standards respecting use or modification of the environment and is categorically exempt from environmental review under terms of WAC 197-11-800(19).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ANACORTES, WASHINGTON, DOES HEREBY ORDAIN that the attached 2025-2030 Anacortes Transportation Improvement Plan be the official 6-year plan for transportation related projects in Anacortes.

EFFECTIVE DATE. This Ordinance shall take effect from and after five (5) days after its passage and publication as required by law.

PASSED AND APPROVED this ____ day of _____, 2024.

CITY OF ANACORTES:

Matt Miller, Mayor

Attest:

Steve Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney



City of Anacortes Six-Year (2025-2030) Transportation Improvement Plan (TIP)

Project Summaries:

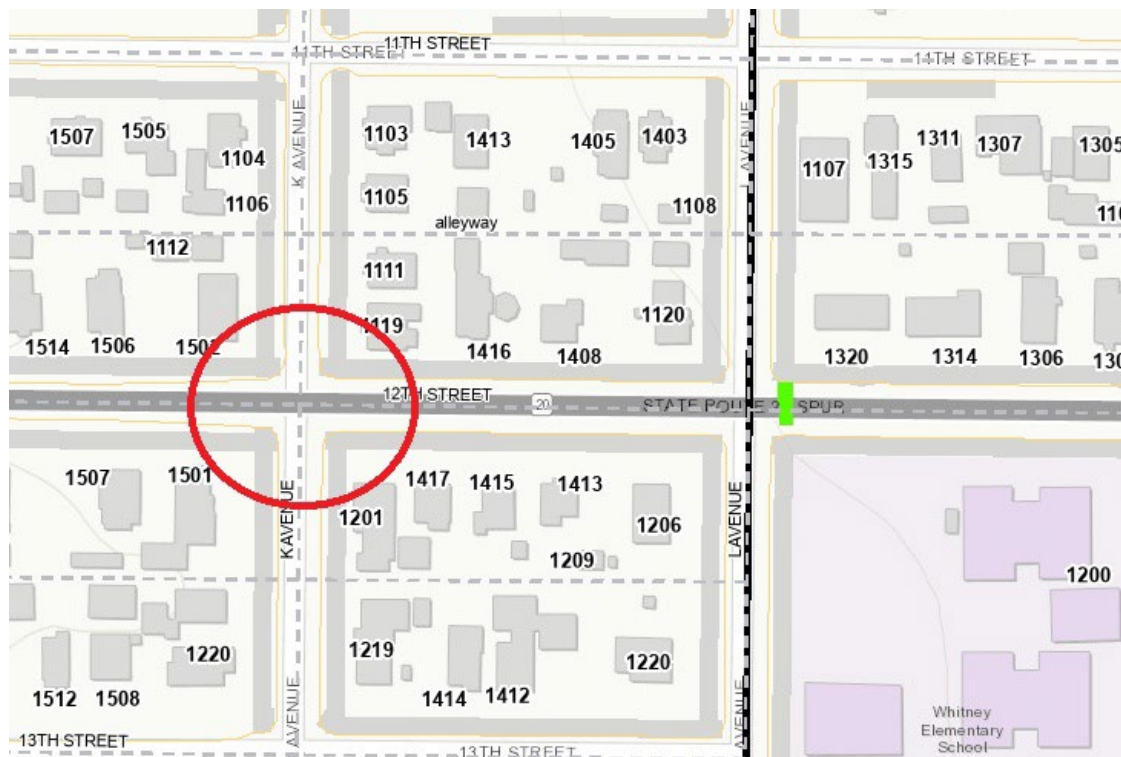
Project name: 12th St. and K Ave. Intersection

TIP #: #1

Description: The City's 2016 Comprehensive Plan identifies this intersection delay as LOS D in 2015 and dropping to a LOS F in 2036. Capacity improvements options include signal, roundabout, right-in-right-out, or westbound acceleration lane.

Funding range: 2028-2029

Cost: \$2,500,000



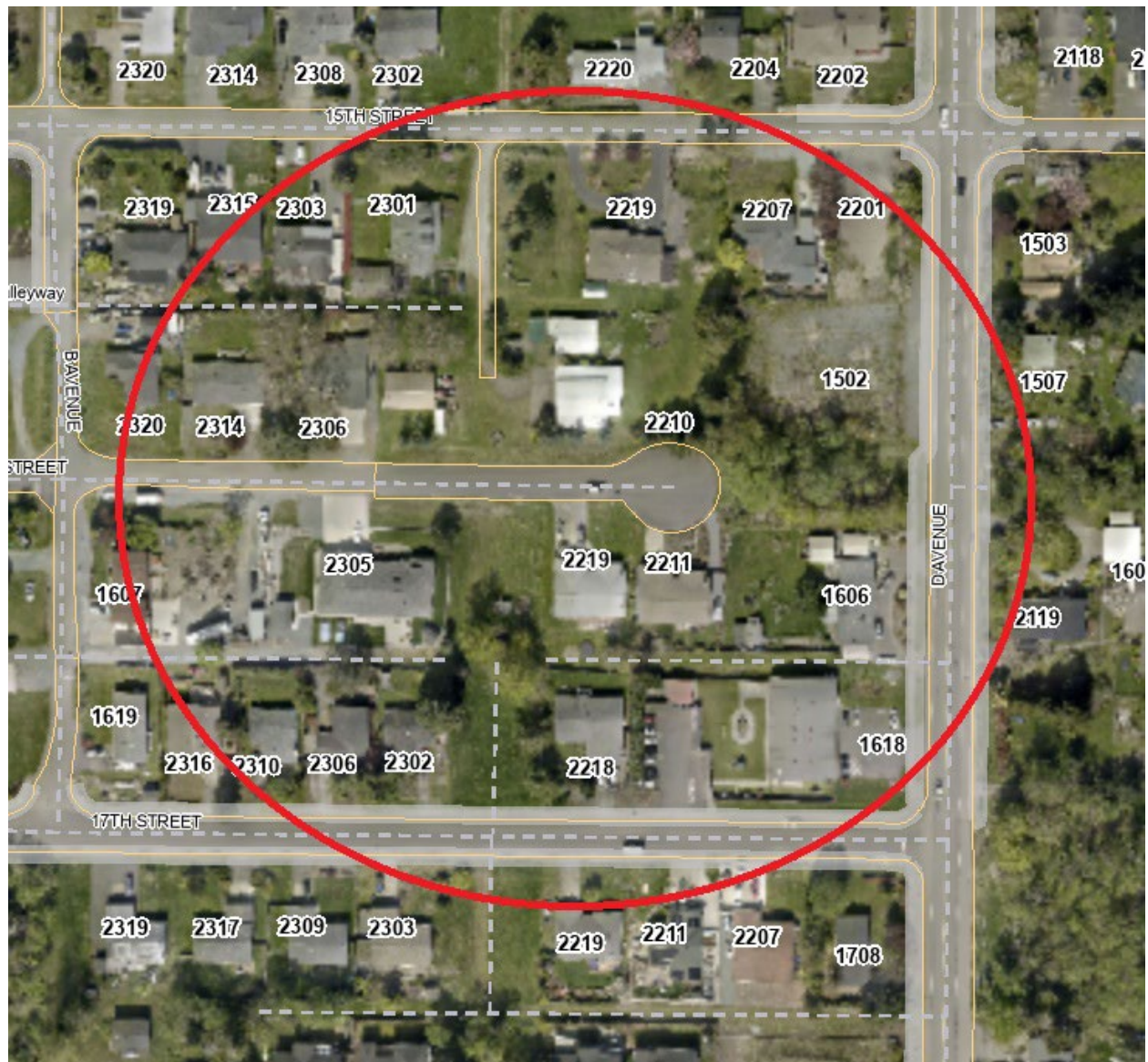
Project name: 16th St. Improvements

TIP #: #2

Description: In coordination with the Samish Indian Nation Early Learning Center, improvements will occur in the right-of-way on D Ave., 16th St. and C Ave. Transportation related improvements include but are not limited to traffic circles for traffic calming, traffic curb and gutter, sidewalks, driveway entrances, curb ramps, paint striping and markings, rectangular rapid flashing beacons, signs, and asphalt pavement. Work will occur on D Ave. 15th St.-16th St., D Ave 16th St.-17th St., and 16th St. C Ave.-D Ave.

Funding range: 2025

Cost: \$2,300,000



Project name: Fidalgo Bay Road Reconstruction

TIP #: #3

Description: The Samish Indian Nation is interested pursuing grant funding the reconstruct Fidalgo Bay Road to improve access to their Nation's main economic resource. Inclusion of this project on the City's Transportation Plan will help to facilitate grant acquisition.

Funding range: 2025-2027

Cost: \$9,500,000



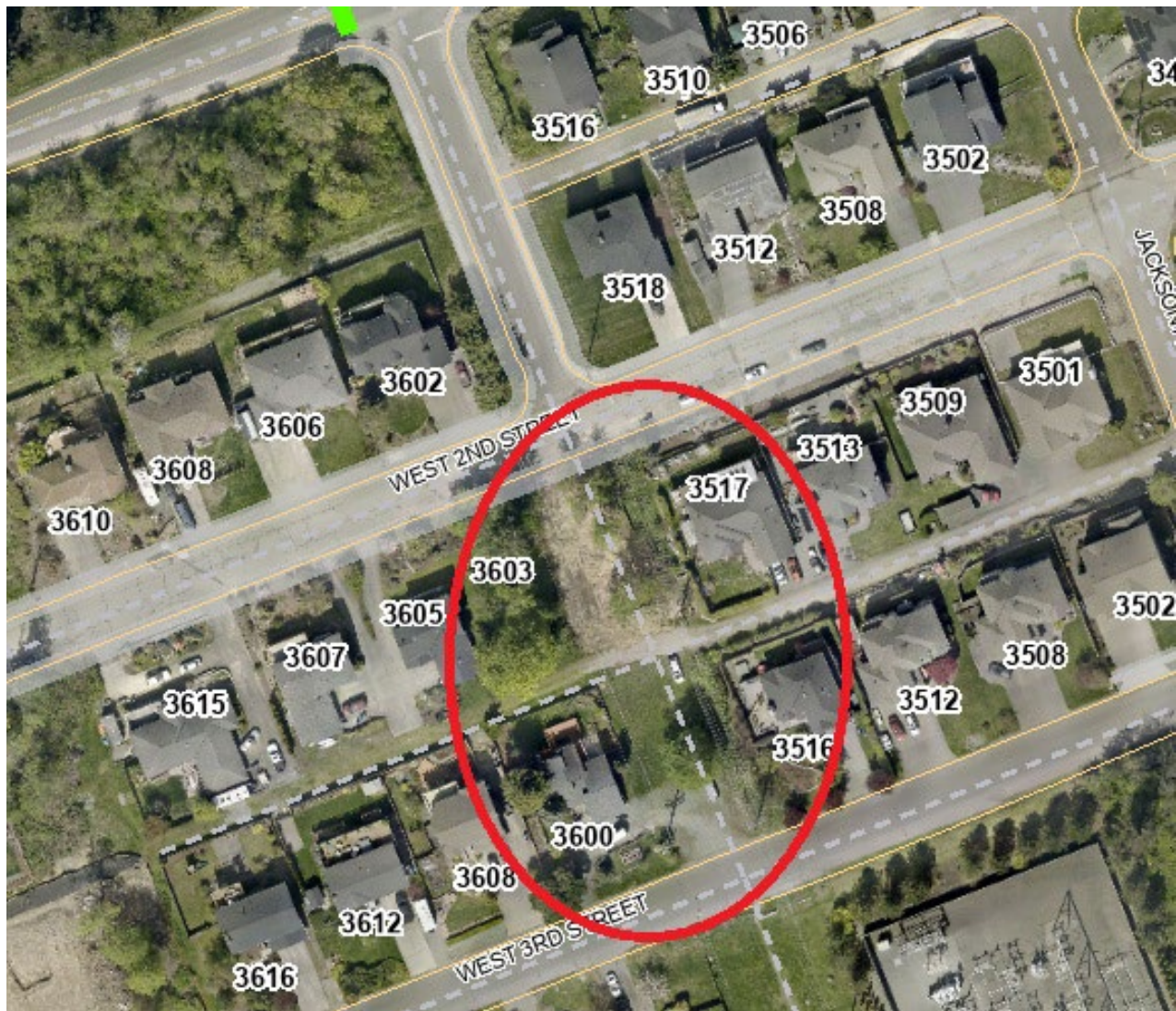
Project name: Kansas Ave.

TIP #: #4

Description: Complete roadway construction for Kansas Avenue from West 3rd Street to West 2nd Street. Improved street network and pedestrian safety adding direct route to the arterial/collector network.

Funding range: 2026-2027

Cost: \$550,000



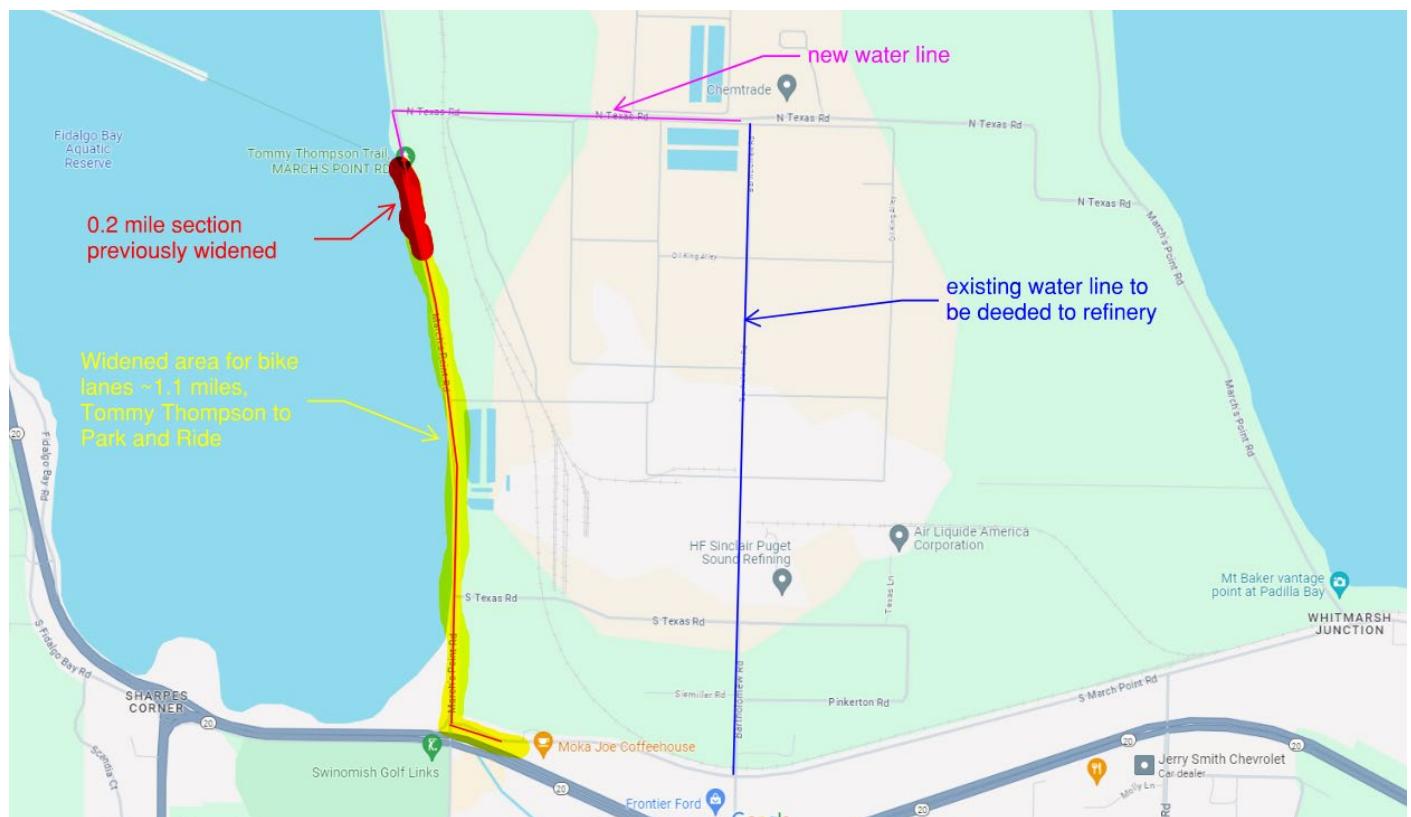
Project name: March Point Road - Trestle – Park & Ride - Trail

TIP #: #5

Description: In conjunction with a waterline replacement project, the City will construct bike lanes along both sides of West March's Point Road and South March's Point Road connecting the Tommy Thompson Trail to the South March's Point Park & Ride; a distance of approximately 1.1-miles. The project includes Connecting Washington grant funds to be administered through WSDOT Local Programs.

Funding range: 2025

Cost: \$250,000



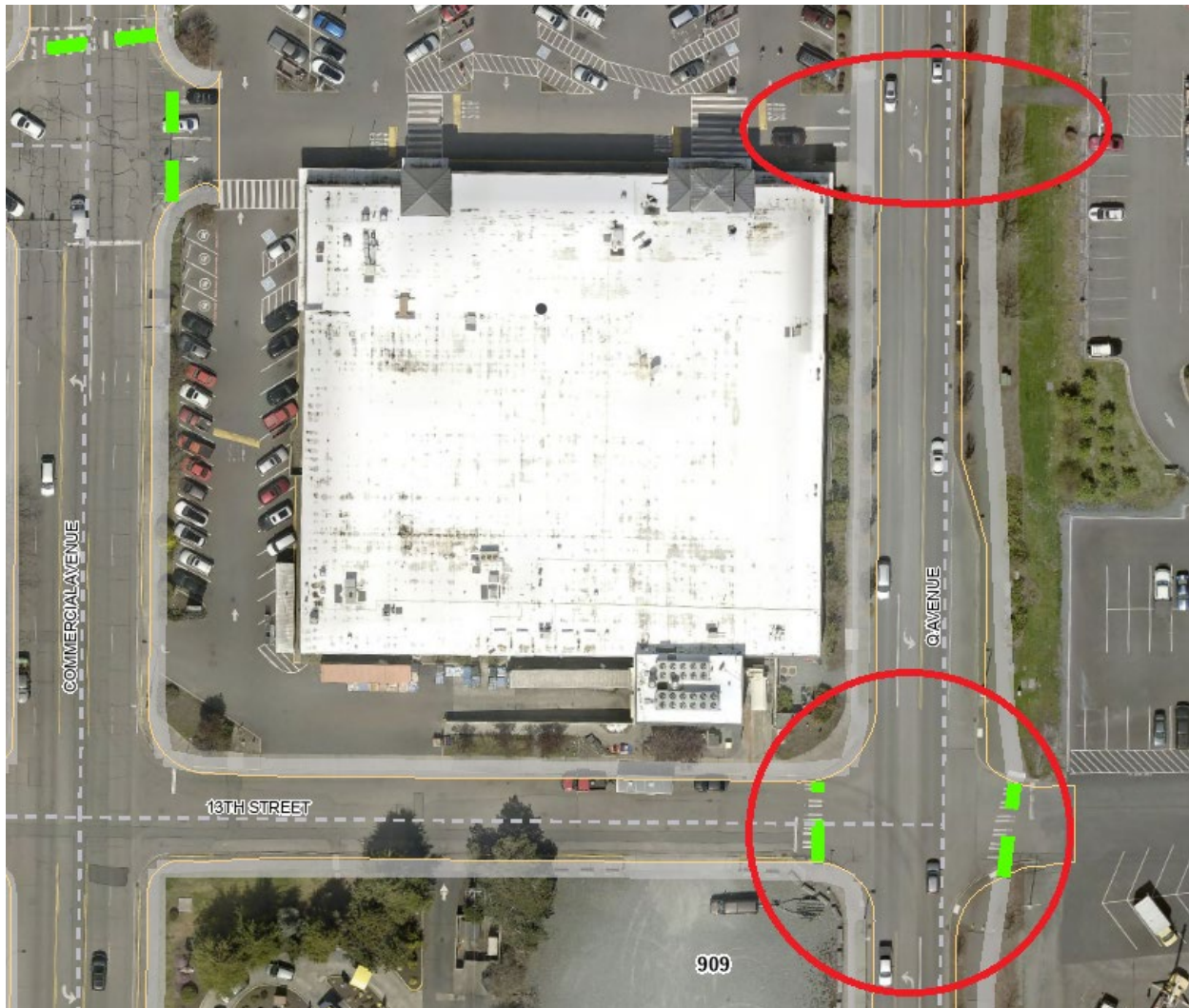
Project name: Q Ave. Pedestrian Improvements

TIP #: #6

Description: Intersection improvements at 13th and Q Ave and mid-block crossing at Safeway driveway to Port of Anacortes parking lot.

Funding range: 2025

Cost: \$458,000



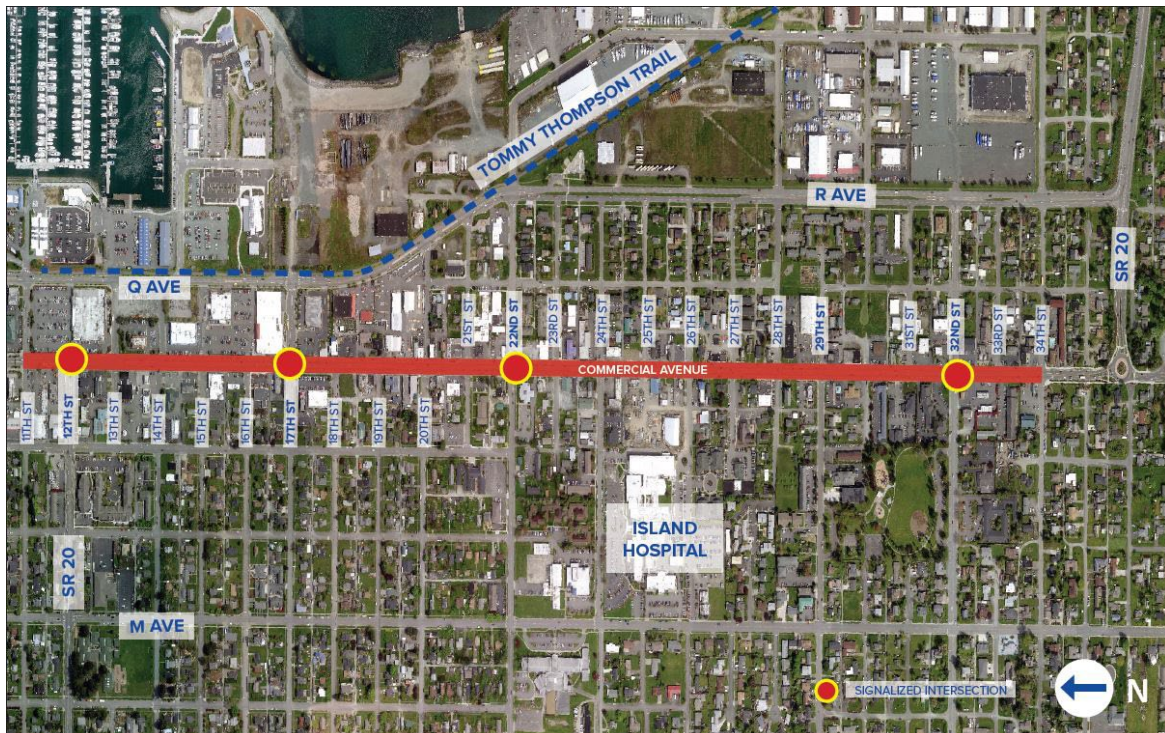
Project name: South Commercial Phase II-V - 14th to 34th

TIP #: #7

Description: Implements Comp. Plan Policy LU-7.2 relating to enhancing and promoting non-motorized access on South Commercial Ave, and Transportation element policies prioritizing pedestrian and bicycle travel modes in planning and budgeting decisions.

Funding range: 2026-2029

Cost: \$63,400,000



Project name: South Commercial Phase I - 11th to 13th

TIP #: #8

Description: Implements Comp. Plan Policy LU-7.2 relating to enhancing and promoting non-motorized access on South Commercial Ave, and Transportation element policies prioritizing pedestrian and bicycle travel modes in planning and budgeting decisions.

Funding range: 2025

Cost: \$5,000,000



Project name: South March Point Road Reconstruction

TIP #: #9

Description: Reconstruction of South March Point Road to enhance the high-volume use road. Project will include 10-foot-wide driving lanes, 5-foot bike path, 8-foot multi-modal use path, landscaping, water quality and RRFBs. The Swinomish Indian Tribal Community is constructing a rehab facility in the area that is changing the feel of the LM1 road design. In order to reduce speeds in this area, the roadway needs to feel different than an LM1 roadway.

Funding range: 2027

Cost: \$2,550,000



Project name: SR20 Spur (Oakes Ave.) Sidewalk Improvements

TIP #: #10

Description: Construction of curb, gutter, and sidewalk on Oakes Avenue.

Funding range: 2026

Cost: \$1,000,000'



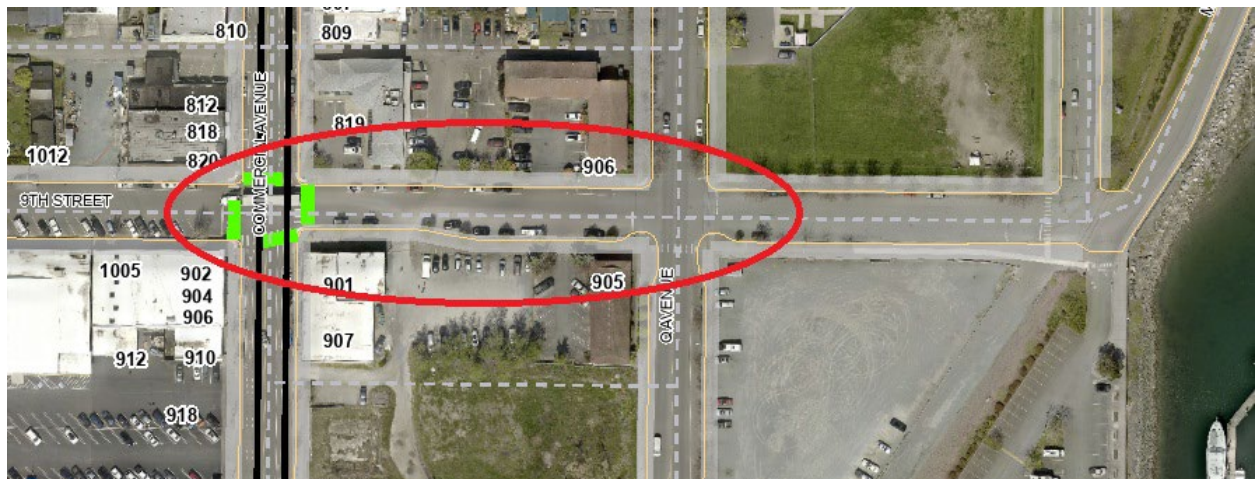
Project name: Pedestrian Link Between Downtown and Marina (9th St. connection with Commercial Ave.)

TIP #: #11

Description: Enhance the pedestrian connections between downtown and Fidalgo Bay waterfront. Key considerations: Improve pedestrian crossings on Q/R Avenue near Cap Sante Marina, enhanced streetscape work for the 1 blocks of 9th from commercial to the beginning of the Port projects at 9th and Q designed to make a pleasant pedestrian connection between downtown and the waterfront. This would include landscaping, benches and public art, and would be timed in concert with the Port of Anacortes NW Basic Redevelopment Phase 2.1.

Funding range: 2026

Cost: \$500,000



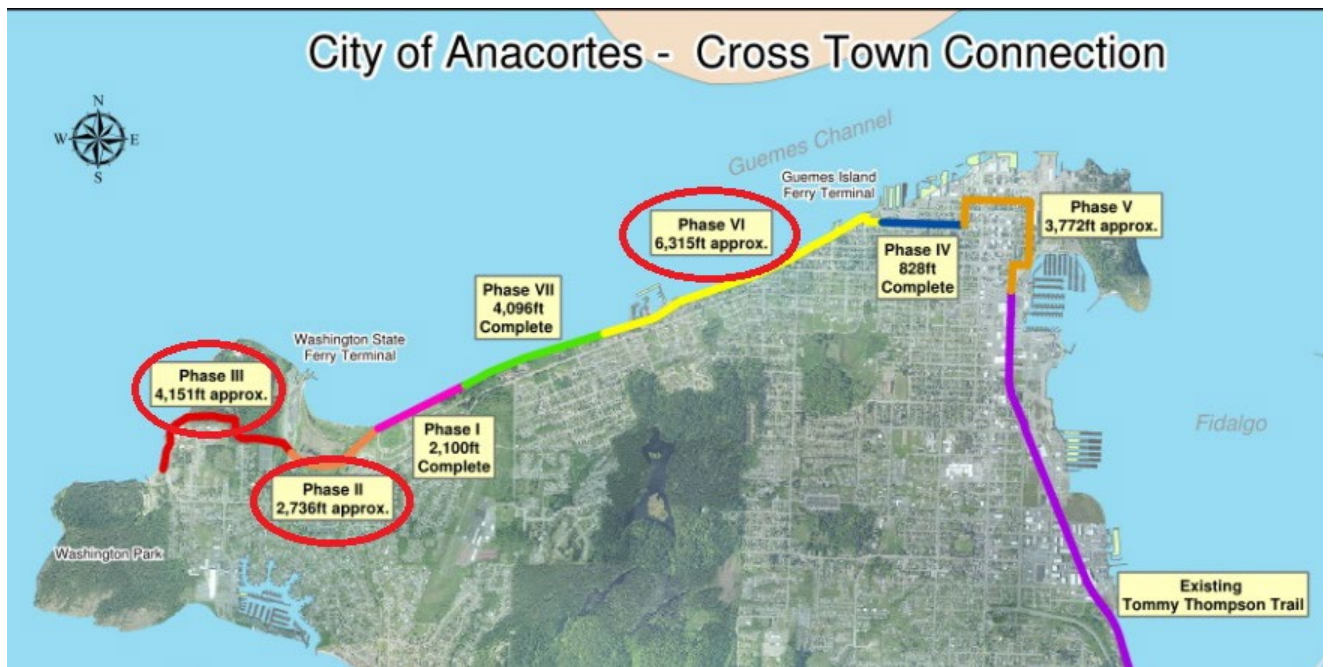
Project name: Guemes Channel Trail Phases II, III, & VI

TIP #: #12

Description: Design and construct a bicycle and pedestrian trail: Phase II - Ferry Terminal Road to Edwards Way | Phase III - Ferry Terminal Road to Washington Park | Phase VI - Hartford Ave. vicinity to 6th St. vicinity.

Funding range: 2027-2030

Cost: \$7,500,000



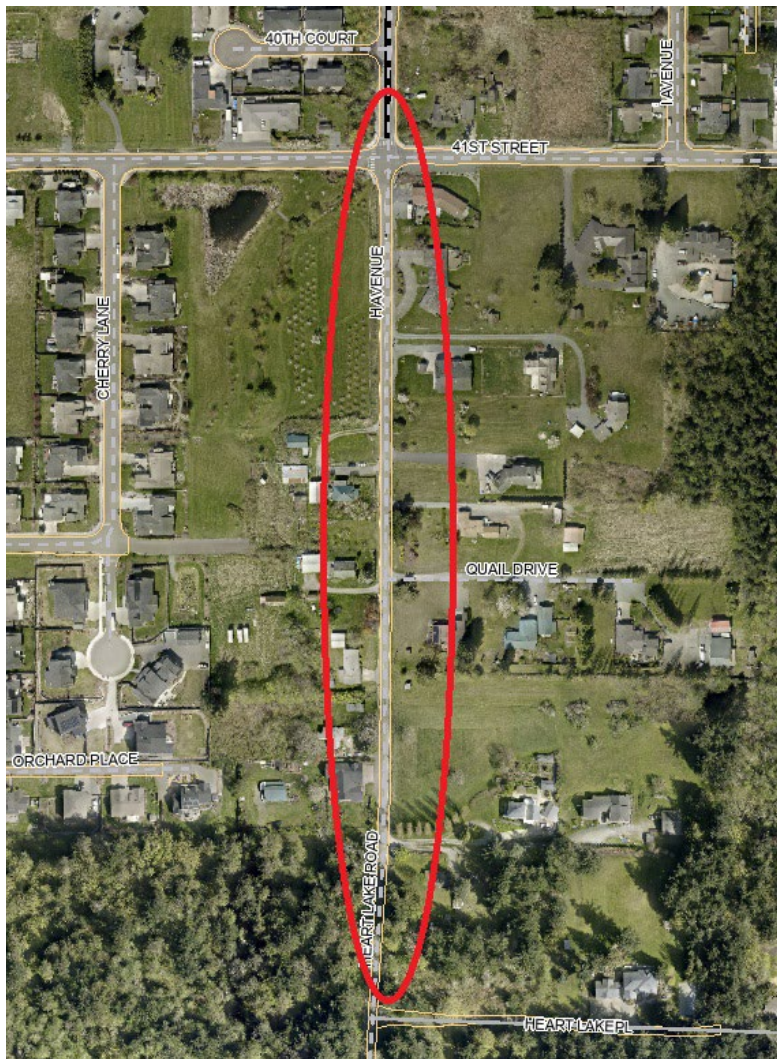
Project name: H Ave. Anacortes Forest Lands (ACFL) Connector Trail

TIP #: #13

Description: Construction of a new shared use path along H Avenue from 41st Street to the trailhead of ACFL Trail #208.

Funding range: 2025

Cost: \$250,000



Project name: Shannon Point Trail

TIP #: #14

Description: To build a single-track forest trail connecting Washington Park to the Washington State Ferry Terminal. The route would be primarily located on Western Washington University land and shared by hikers and bicycles.

Funding range: 2025

Cost: \$50,000



Program Summaries:

Program name: ADA Ramps Program

TIP #: #15

Description: Modify existing non-compliant ramps and build new ramps. Prioritization of ramps in 2025 and beyond will be based on the new 2024 Public ROW ADA Transition Plan.

Funding range: 2025-2030

Cost: \$735,000



Program name: Annual Pavement Management Program

TIP #: #16

Description: A yearly project that provides multiple pavement management methods such as asphalt overlay, slurry seal, chip seal and crack sealing.

Funding range: 2025-2030

Cost: \$10,800,000



Program name: Non-Motorized Transportation Improvement Program

TIP #: #17

Description: Various non-motorized transportation improvements to provide extensions of multimodal trail network for both cyclists and pedestrians

Funding range: 2025-2030

Cost: \$74,230



Program name: Sidewalks and Trip Hazards Program

TIP #: #18

Description: Pedestrian safety projects to eliminate trip hazards and fill in sidewalk gaps.

Funding range: 2025-2030

Cost: \$1,200,000



Projects Funding Summaries:

									Funding Type				
TIP #	Project Name	2025	2026	2027	2028	2029	2030	Project Total	Federal	State	Tribal	Local	Unknown
#1	12th St. and K Ave. Intersection	\$ -	\$ -	\$ -	\$ 260,000	\$ 2,240,000	\$ -	\$ 2,500,000				X	X
#2	16th St. Improvements	\$ 2,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,300,000			X		
#3	Fidalgo Bay Road Reconstruction	\$ 1,000,000	\$ -	\$ 8,500,000	\$ -	\$ -	\$ -	\$ 9,500,000		X	X		
#4	Kansas Ave.	\$ -	\$ 50,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 550,000				X	
#5	March Point Road - Trestle - P&R - Trail	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	X				
#6	Q Ave. Pedestrian Improvements	\$ 458,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 458,000		X		X	
#7	South Commercial Phase II-V - 13th to 34th	\$ 3,400,000	\$ 6,000,000	\$ 18,000,000	\$ 18,000,000	\$ 18,000,000	\$ -	\$ 63,400,000		X		X	X
#8	South Commercial Phase I - 11th to 13th	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	X	X		X	
#9	South March Point Road Reconstruction	\$ -	\$ -	\$ 2,550,000	\$ -	\$ -	\$ -	\$ 2,550,000	X			X	X
#10	SR20 Spur (Oakes Ave.) Sidewalk Improvements	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000				X	X
#11	Pedestrian Link Between Downtown and Marina	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000				X	X
#12	Guemes Channel Trail Phases II, III, and IV	\$ -	\$ -	\$ 328,000	\$ -	\$ 3,172,000	\$ 4,000,000	\$ 7,500,000		X		X	X
#13	H Ave. ACFL Connector Trail	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000		X		X	
#14	Shannon Point Trail (Guemes Channel Trail Phase III)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	X			X	
	Investment total per year	\$ 12,708,000	\$ 7,550,000	\$ 29,878,000	\$ 18,260,000	\$ 23,412,000	\$ 4,000,000						

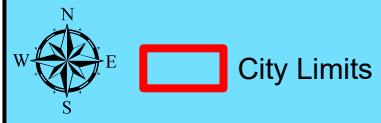
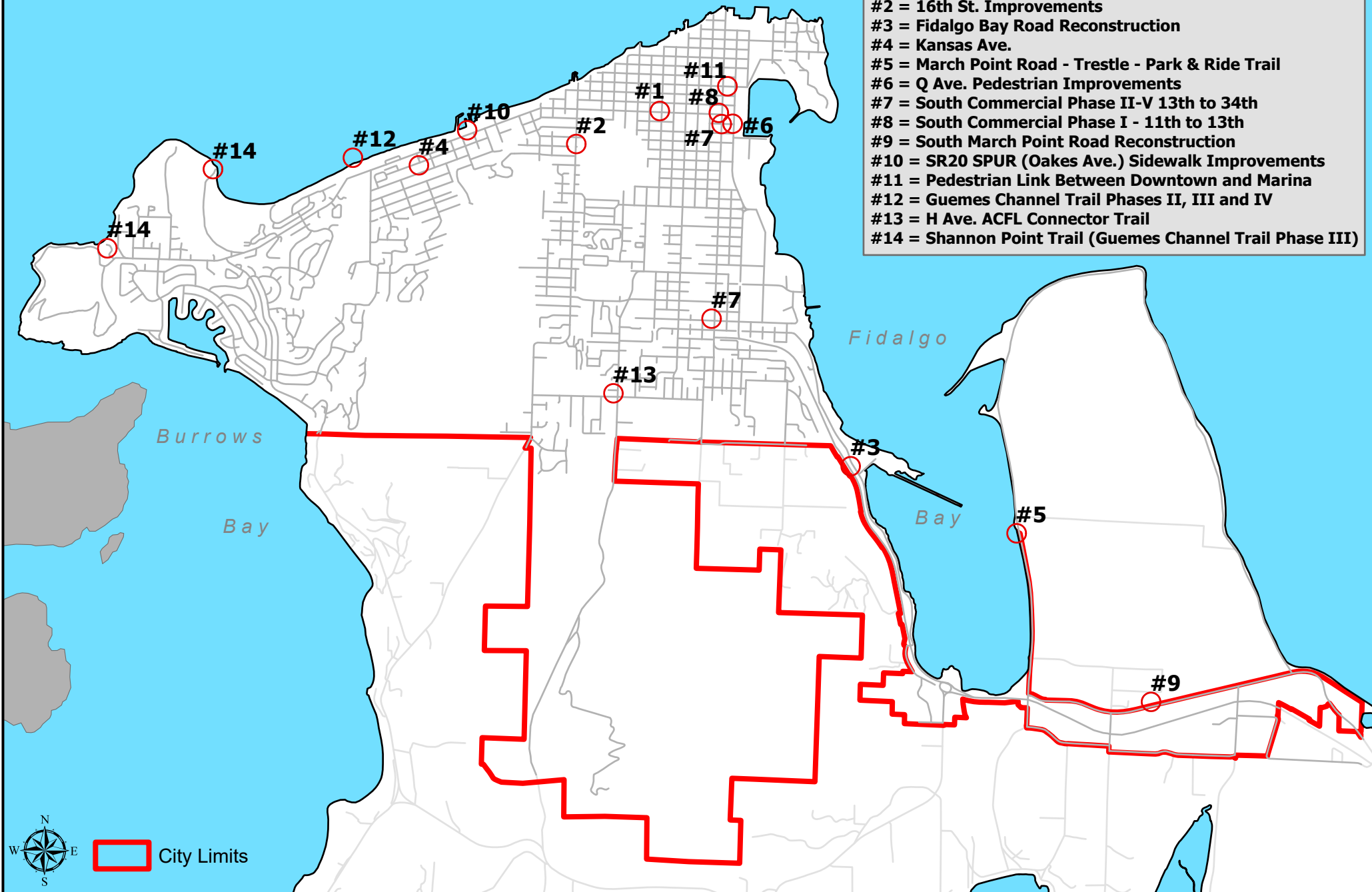
Programs Funding Summaries:

TIP #	Program Name	2025	2026	2027	2028	2029	2030		Six Year Total	Local Funds
#15	ADA Ramps Program	\$ 115,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 135,000	\$ 140,000		\$ 735,000	X
#16	Annual Pavement Management Program	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000		\$ 10,800,000	X
#17	Non-Motorized Improvement Program	\$ 11,500	\$ 12,000	\$ 12,600	\$ 13,230	\$ 13,900	\$ 14,500		\$ 74,230	X
#18	Sidewalk Trip Hazards Program	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000		\$ 1,200,000	X
	Investment total per year	\$ 2,126,500	\$ 2,132,000	\$ 2,137,600	\$ 2,143,230	\$ 2,148,900	\$ 2,154,500	\$ -	\$ 12,809,230	



Transportation Improvement Plan (TIP) Six-Year (2025-2030)

- #1 = 12th St & K Ave Intersection
- #2 = 16th St. Improvements
- #3 = Fidalgo Bay Road Reconstruction
- #4 = Kansas Ave.
- #5 = March Point Road - Trestle - Park & Ride Trail
- #6 = Q Ave. Pedestrian Improvements
- #7 = South Commercial Phase II-V 13th to 34th
- #8 = South Commercial Phase I - 11th to 13th
- #9 = South March Point Road Reconstruction
- #10 = SR20 SPUR (Oakes Ave.) Sidewalk Improvements
- #11 = Pedestrian Link Between Downtown and Marina
- #12 = Guemes Channel Trail Phases II, III and IV
- #13 = H Ave. ACFL Connector Trail
- #14 = Shannon Point Trail (Guemes Channel Trail Phase III)





City Council Agenda Bill

Meeting Date: June 10, 2024 **Agenda Item:** 7.a.

Agenda Item Title: Resolution 3158: Lodging Tax Funding for The Rick Epting Foundation of the Arts Christmas Concert

Staff Contact(s): Stephanie Snyder, John Coleman

Approved for Submittal to Council by **Action Type**

Stephanie Snyder

Motion

John Coleman

STEVE HOGLUND

DARCY SWETNAM

Item Summary: Since losing the Transit Shed as an event place for this annual Christmas Concert, the foundation has found a place to perform at Brodniak Hall at the High School. This event will cost the sponsor \$7000, and is \$3000 short of funds. This request is to keep the Christmas Concert free for all the residents of Anacortes to enjoy. Any revenue created by the sale of VIP seating or donations at the door will be granted to the Anacortes High School Arts Program.

Budget Impact:

\$3000 Lodging Tax Funds

Previous Action:

Recommended Motion: I move to approve Resolution 3158, utilizing \$3000 of Lodging Tax Funds to fund the Rick Epting Foundation of the Arts Christmas Concert 2024.

Alternative Actions:

Attachments (listed in order presented):

1. Resolution 3158

RESOLUTION 3158

A RESOLUTION AUTHORIZING DISTRIBUTION OF TOURISM PROMOTION FUNDS TO THE RICK EPTING FOUNDATION FOR THE ARTS FOR THE GEOFFREY CASTLE CELTIC CHRISTMAS CELEBRATION FOR THE PURPOSE OF KEEPING THE CHRISTMAS CONCERT FREE TO ANACORTES CITIZENS.

WHEREAS, the below listed organizations have been selected by the City to undertake projects designed to advertise, publicize, or distribute information or undertake other activities specifically authorized by RCW 67.28.180 for the purpose of attracting visitors to the City of Anacortes; and

WHEREAS, the City of Anacortes wishes to provide certain monies to this organization, which monies have been collected or will be collected as part of the Motel/Hotel Tax; and

WHEREAS, the City of Anacortes Lodging Tax Advisory Committee recommends approval of the funding for project application.

NOW, THEREFORE, BE IT RESOLVED BY THE ANACORTES CITY COUNCIL to authorize the distribution of tourism promotion funds to the following organization, at the award amount listed below as the official act and deed of the City of Anacortes:

Project	Agency	Request amount	Award Amount
GEOFFREY CASTLE CHRISTMAS CONCERT	Rick Epting Foundation for the Arts.	\$3,000	\$3,000

PASSED AND APPROVED by the City Council this 10th day of June, 2024.

CITY OF ANACORTES

Matt Miller, Mayor

ATTEST:

Steven D. Hoglund, City Clerk/Treasurer

APPROVED AS TO FORM:

By: _____

Darcy Swetnam, WSBA# 40530 City Attorney

HELP KEEP THE CHRISTMAS CONCERT FREE

Since 2007, Geoffrey Castle's Celtic Christmas Celebration has brought joy to thousands through out the region. The idea was to keep the concert FREE to the public as a holiday gift and thanks to the Port generously donating their now closed the Transit Shed and covering the cost of the production, we were able to continue that tradition for almost 20 years! Sadly, the event center has been closed and we have had to relocate the event and find funding elsewhere.

BRODNIAK HALL TO THE RESCUE!

There is good news: we have secured a date at the beautiful Brodniak Hall at the High School for Sunday Dec.1st! In order to keep the show free to the public and instead of charging a ticket price that many families can't afford, we are asking the City of Anchores to help keep the Christmas Concert Free.

DONATIONS

100 Reserved VIP tickets will be offered to the public for \$25 each with all proceeds along with donations at the door going to the Anacortes High School Performing Arts Programs. As in years past we will ask the public for food donations which will be distributed to local food banks, All donations will be managed by the The Rick Epting Foundation for the Arts a 501c3 non profit.

SUMMARY

This is the only free Christmas event of this kind in our region. This concert sells out yearly the Kirkland Performing Arts Center two nights in row with ticket prices starting at \$40. Attendees come to Anacortes from all over the region to enjoy a holiday tradition and donate food and money. This year the Rick Epting Foundation is so pleased to partner with the High School and support their Performing Arts Program.

Linda Ann Lipke

Board President

Rick Epting Foundation for the Arts



City of Anacortes 2025

Lodging Tax Funds Application

Background

Each year, the City of Anacortes solicits applications to fund projects that support and encourage tourism in the City. The funding source is the City's 4% tax on the furnishing of lodging within the City, called the "lodging tax."¹ Lodging tax revenue totals approximately \$350,000 annually. The average award is \$10,000 but typically varies from \$400 to \$123,000, and not all revenue is awarded each year. The City has a draft [Tourism Promotion Strategic Plan](#), which applicants are encouraged to read, that describes the City's priorities in allocation of lodging tax funds. For the 2023 funding cycle, the City is especially interested in new events that attract tourists during the early months of winter (October, November, December) and the late months of winter (January, February, March).

Application Requirements

Applications must be submitted on this application form. A separate application form is required for each project. Application forms that are not fully complete will not be accepted.

- For recurring events, applications **are due no later than 5 p.m. on Friday, August 30th, 2024**, and will be considered during the fall for funding starting January 1 of the following year. All applicants are encouraged to submit their applications by this deadline.
- For first-time or one-time projects, applications may be submitted at any time. The City may require 90 or more days to review and fund such an application, and funding may not be available until the following calendar year.

Via email (preferred):

as a native PDF to
stephanies@cityofanacortes.org

In person:

Stephanie Snyder
City Hall
904 Sixth Street
Anacortes

Eligible Projects

State law directs and authorizes the City to spend lodging tax revenue on:

- (a) **tourism** marketing;
- (b) the marketing and operations of special events and festivals designed to attract tourists;
- (c) supporting the **operations** and capital expenditures of **tourism-related facilities** owned or operated by a municipality or a public facilities district; or
- (d) supporting the operations of **tourism-related facilities** owned or operated by nonprofit 501(c)(3) or (c)(6) organizations.²

"Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor that is: (a)(i) Owned by a public entity; (ii) owned by a nonprofit organization described under section 501(c)(3) of the federal internal revenue code of 1986, as amended; or (iii) owned by a

¹ AMC Chapter 3.15 and RCW 67.28.181(2)(a).

² RCW 67.28.1816.

nonprofit organization described under section 501(c)(6) of the federal internal revenue code of 1986, as amended, a business organization, destination marketing organization, main street organization, lodging association, or chamber of commerce and (b) used to support tourism, performing arts, or to accommodate tourist activities.³

“Tourism” means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.⁴

Reporting Requirements

In recent years, the Legislature has added new requirements for use of lodging tax revenue. Applications must include estimates of how any moneys received will result in increases in the number of people traveling for business or pleasure on a trip:

- (i) away from their place of residence or business and staying overnight in paid accommodations;
- (ii) to a place fifty miles or more one way from their place of residence or business for the day or staying overnight; or
- (iii) from another country or state outside of their place of residence or their business.⁵

After using the lodging tax revenue, recipients must submit a report describing the actual numbers.⁶

Review of Applications

Consistent with state law, applications are reviewed by the City’s Lodging Tax Advisory Committee, which is appointed by the City Council and issues a recommendation on a funding amount to the City Council. The City Council can approve that amount, or a reduced amount.⁷ Awards are made via written contract. All contracts are reimbursement-based, i.e., the applicant must expend funds on approved items and then seek reimbursement under terms of the contract. No costs incurred prior to the execution of a contract can be reimbursed.

³ RCW 67.28.080.

⁴ RCW 67.28.080.

⁵ RCW 67.28.1816(2)(a).

⁶ RCW 67.28.1816(2)(c)(i)

⁷ RCW 67.28.1816(2)(b)(ii).

Application

Project Detail

Project name	Click here to enter text. Geoffrey Castle Christmas Concert
Date(s) of project	Click here to enter text. December 1, 2024
Amount of funding requested	Click here to enter text. X \$3000
Type of qualifying project	☐ Tourism Promotion/Marketing ☐ Operation of a Special Event/Festival designed to attract tourists ☐ Operation of a Tourism Promotion Agency ☐ Operation of a Tourism-Related Facility owned or operated or non-profit organization ☐ Operation and/or Capital Costs of a Tourism-Related Facility owned by a municipality

Applicant Detail

Applicant name	Click here to enter text. Rick Epting Foundation for the Arts
Type of applicant	☐ Individual ☒ Non-profit corporation ☐ Public agency ☐ Other: enter text.
Federal tax ID #	Click here to enter text. 27-0642294
Contact name	Click here to enter text. Linda Lipke
Mailing address	Click here to enter text. 2810 Morton Ave.,Anacortes
Email address	Click here to enter text. lalipke@gmail.com
Phone	Click here to enter text. 360-708-7770

Project Questionnaire

Describe your project.

Describe with specificity what aspects of your project you would spend the requested funds on.

Click here to enter text. Talent fees, venue rental, promotion

Promotion

Describe how you will promote your project to attract tourists.

Click here to enter text. Local and regional print media, social media, posters, rack card, Chamber event sites

Describe how you will promote lodging establishments, restaurants, and businesses located in Anacortes.

Click here to enter text.

Rack cards, posters, Chamber, social and print medias

Budget

Describe the overall budget for your project and entire budget costs.

Click here to enter text. \$7,000

What amount of that budget are you requesting from the city?

Click here to enter text. \$3,000

What would you cut from your proposed project if your application is not fully funded?

This is bare bones so we can not cut anything

[Click here to enter text.](#)

Tourism-Impact Estimate

Provide the following estimates of the number of visitors to Anacortes as a direct result of your project. For recurring events, provide actual data from prior years. Leave blank if prior year data is not available.

	Estimate	Actuals		
	2024	month/year	month/year	month/year
Overall attendance	Enter ###.	Enter ###.	Enter ###.	Enter ###.
Number of people traveling more than 50 miles or more one way from their place of residence or business for the day or staying overnight	Enter ###. 100	Enter ###. 12/24	Enter ###.	Enter ###.
Number of people traveling from another country or state outside of their place of residence or their business	Enter ###. 10	Enter ###.	Enter ###.	Enter ###.
Number of people staying in PAID accommodations (e.g., hotel, motel, bed-and-breakfast) in Anacortes	Enter ###. 50	Enter ###.	Enter ###.	Enter ###.
Number of paid lodging room nights resulting from your project (e.g., 25 rooms on Friday and 50 rooms on Saturday = 75 room nights)	Enter ###. 25	Enter ###.	Enter ###.	Enter ###.
Number of attendees who did not pay for overnight lodging	Enter ###. 500	Enter ###.	Enter ###.	Enter ###.

Describe methods you will use to track tourists for the purpose of mandatory reporting.

[Click here to enter text.](#) Survey at the event

Describe the prior success of your project in attracting tourists.

[Click here to enter text.](#)This event has been SRO for 15 years with attendees traveling from all over the region

Describe your target tourist audience (location, demographics, etc.)

[Click here to enter text.](#)

Families, Seniors, touring groups. This is the only free Christmas concert of this caliber regionally.

Attachments

Prior recipients for similar proposals must attach examples of ads, promotional materials, reports, or other materials they have generated with prior allocations of lodging tax funds.

List the titles of any attachments you have included with this application:

[Click here to enter text.](#)

Certification

- I am an authorized agent of the organization applying for funding.
- If awarded, my organization intends to enter into a Municipal Services Contract with the City; provide liability insurance for the duration of the contract naming the City as additional insured and in an amount determined by the City; and file for a permit to use City property, if applicable.
- I understand that the City will only reimburse those costs actually incurred by the Applicant and only after the service is rendered, paid for if provided by a third party, and a signed Request for Reimbursement form (or other form acceptable to the City) has been submitted to the City, including copies of invoices and payment documentation.
- I understand that the Applicant will be required to submit a report in a format determined by the City.

- I understand that all project activities must be identified in promotional and other business materials as having been funded by the City of Anacortes.
- I understand that once submitted, this application is a public record. The City may post part or all of it on the City website or provide it in response to public records request.

Signature	Click here to enter text. Linda Ann Lipke TYPE NAME IN PLACE OF SIGNATURE IF SUBMITTING ELECTRONICALLY
Printed name	Click here to enter text. Linda Ann Lipke
Title	Click here to enter text. Board President
Organization	Click here to enter text. Rick Epling Foundation for Mayor



City Council Agenda Bill

Meeting Date: June 10, 2024 **Agenda Item:** 7.b.

Agenda Item Title: Interlocal Agreement #23-092-PRK-004 with Skagit County for Thompson Trail Trestle Feasibility Study Funding

Staff Contact(s): JONN LUNSFORD

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
TIFFANY MATSON	Contract Award
JONN LUNSFORD	

Item Summary: City staff seeks City Council consent to enter into an interlocal agreement with Skagit County to receive \$58,000 in funding which will assist with the research and education efforts on the feasibility study of the removal and replacement of the Thompson Trail Trestle. The study is looking at the benefits to the health of Fidalgo Bay, including the removal of the causeway and creosote pilings supporting the trestle trail. It will also help with preliminary concept designs of a new trestle trail.

Background: The Project aims to remove the entire riprap causeway from the trestle back to Weaverling Spit. Full removal of the causeway will increase flow and flushing of the system which will improve nearshore habitat. The trestle, including 770 creosote pilings, will also be removed, and replaced with environmentally friendly/non-creosote material. This is a multiple year effort that will impact the local community during removal and subsequent new construction. This first phase of the Project is a feasibility study. Once complete, the City (in consultation with the County) will determine whether to pursue funding for the second phase of this project for the removal of the causeway and replacement of the trestle. Community education and outreach in support of this effort will be vital to this project's success and will involve the collaboration of multiple partners including the City of Anacortes, Skagit Marine Resources Committee (MRC), Washington State Department of Natural Resources, and Samish Indian Nation.

Budget Impact:
The County will reimburse the City up to \$58,000.00

Previous Action: Interlocal [23-092-PRK-002](#) for the Thompson Trail Trestle and Causeway Replacement Design Funding from DNR was approved at the [3/13/23](#)

Council meeting. Interlocal [23-092-PRK-003](#) with the Samish Indian Nation for project funding was approved at the [7/24/23](#) Council meeting. Contract [23-092-PRK-001](#) with Hanson Professional Services was approved at the [4/8/24](#) Council meeting.

Recommended Motion: I move that City Council authorize the Mayor to execute Interlocal Cooperation Agreement 23-092-PRK-004 between the City of Anacortes and Skagit County.

Alternative Actions: Not approve the interlocal.

Attachments (listed in order presented):

1. 23-092-PRK-004

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

CITY OF ANACORTES

AND

SKAGIT COUNTY

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Anacortes, a Washington municipal corporation ("City") and Skagit County, a political subdivision of the State of Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT. The City and the County may be individually referred to herein as a "party", and collectively referred to herein as the "parties".

RECITALS

WHEREAS, the parties are working cooperatively to pursue the Fidalgo Bay trestle Project, which aims to remove the entire riprap causeway from the trestle back to Weaverling Spit. Full removal of the causeway will increase flow and flushing of the system which is intended to improve nearshore habitat. The trestle, including 770 creosote pilings, will also be removed, and replaced with environmentally friendly/non-creosote material. This is a multiple year effort that will impact the local community during removal and subsequent new construction. Community education and outreach in support of this effort will be vital to this Project's success; and

WHEREAS, subject to the terms of this Agreement, this Project involves several partners including the City, Skagit Marine Resources Committee (MRC), Washington State Department of Natural Resources, and Samish Indian Nation. The City has funding for a feasibility study to better understand the cost, timing, and permit needs of this Project; and

WHEREAS, the Parties are mutually contributing funding and establishing the respective responsibilities of the Parties concerning the Project work to be performed by the City (including to develop a conceptual Project) design, subject to the terms of this Agreement.

AGREEMENT

The parties agree that the mutual benefit provided by the terms of this Agreement are adequate consideration of this Agreement.

1. PURPOSE: The purpose of this Agreement is to facilitate the County's work with the City, to accomplish work pursuant to Ecology's Grant Agreement No. OTGP-2023-SkCoPW-00006 (Skagit County Contract #C20230032, as amended by A20240039), the "Grant Agreement", for Task 5 Fidalgo Bay Trestle Replacement Phase One (the "Project").

2. RESPONSIBILITIES: The parties to this Agreement mutually agree as follows and as further provided under "Exhibit A" Scope of Work ("Project work"), attached hereto and incorporated by reference.

2.1 The County shall perform the following duties and obligations pursuant to the terms of this Agreement (upon and subject to the following conditions):

2.1.1 The County shall reimburse the City for completed work and services (as described per Section 2.2, below), pursuant to Section 4., below.

2.1.2 The County is not obligated to pay, provide, or expend any funds, and/or provide and/or perform any other services or other duties, unless otherwise specified herein.

2.2 City shall perform the following duties and obligations pursuant to the terms of this Agreement (upon and subject to the following conditions):

2.2.1 City shall perform the project work and services described per the Scope of Work in "Exhibit A", in a timely manner, attached hereto and incorporated by reference (herein the "work and services"). Such project work and services shall be performed to the satisfaction of the County, with County approval not to be unreasonably withheld. City shall be solely and separately responsible and liable for the project work and services performed pursuant to this Agreement. The City shall comply with the terms Task 5 of the Grant Agreement in performing the Project work and services, and the City hereby acknowledges receipt of a complete and correct copy of the Grant Agreement.

2.2.2 Upon completion of the work and services by City the City shall promptly submit invoices to the County for compensation in accordance with Section 4, below.

3. TERM OF AGREEMENT: The term of this Agreement shall be from the date of mutual execution through December 31, 2024, unless sooner terminated pursuant to the terms herein.

4. MANNER OF FINANCING: The County shall reimburse City for satisfactorily completed project work and services, performed as frequently as monthly, upon proper receipt of invoice(s) from City, through the duration of the Agreement as a payment to City for as further described per "Exhibit B" Compensation (attached hereto and incorporated by reference). The total amount to be reimbursed by the County to City pursuant to this Agreement shall not exceed Fifty-Eight Thousand Dollars (\$58,000). Upon request by the County, City shall provide reasonable adequate supporting documentation of expenditures for any and all funds provided to City by the County pursuant to the terms of this Agreement. The County is not obligated to pay, provide, or expend any funds, and/or provide and/or perform any other services or other duties, unless otherwise specified herein.

5. ADMINISTRATION: The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

5.1 The County's representative shall be the Natural Resources Division Manager of the Skagit County Public Works Department or their designee.

5.2 City's representative shall be the City's Parks and Recreation Director.

6. **TREATMENT OF ASSETS AND PROPERTY:** No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement. The City shall be and remain solely and separately liable and responsible for the use, maintenance, design, permitting, construction, repair, replacement, and/or operation of the project and any of the City's other infrastructure and other facilities pursuant to this Agreement.

7. **INDEMNIFICATION:** Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this contract except as expressly provided herein.

8. **LIMITATION OF LIABILITY:** Any third party having a claim against the City, however arising, shall have recourse only against the City, and shall have no recourse against the County, its appointed or elected officers, employees, volunteers or its/their assets or credits (subject to the terms of Section 7., herein).

9. **TERMINATION:** Any party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

10. **CHANGES, MODIFICATIONS, AMENDMENTS, AND WAIVERS:** The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

11. **SEVERABILITY:** In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

12. **USE OF DOCUMENTS AND MATERIALS PRODUCED:** The County shall have the right to use and distribute any and all documents, writings, programs, data, public records or other materials prepared by any party (and/or any party's contractors, consultants, and/or subcontractors), in connection with performance of this Agreement. Unless privileged or otherwise exempt from public disclosure, the parties recognize and agree that any documents and/or materials arising from and/or related to this Agreement may be subject to public disclosure pursuant to applicable law (including RCW 42.56). Copies of all writings, programs, data, public records or other materials prepared by City and/or its consultants or subcontractors, in connection with performance of this Agreement shall (upon request) be provided to the County.

13. **NO THIRD PARTY BENEFICIARIES:** This Agreement is not intended to nor does it create any third party beneficiary or other rights in any third person or party, including, but not limited to, property owners and/or residents in the vicinity of the work and services to be performed by the

City, members of the general public, and/or any agent, contractor, subcontractor, consultant, employee, volunteer, or other representative of either party.

14. VENUE AND CHOICE OF LAW: In the event that any litigation should arise concerning this Agreement, the venue of such action of litigation shall be in the Superior Court of the State of Washington in and for the County of Skagit. This Agreement shall be governed by the laws of the State of Washington.

15. CAPTIONS & COUNTERPARTS: The captions in this Agreement are for convenience and reference only and do not define, limit, or describe the scope or intent of this Agreement. This Agreement may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one agreement.

16. COMPLIANCE WITH LAWS: The parties to this Agreement shall comply with all applicable federal, state, and local laws, rules, and regulations in carrying out the terms and conditions of this Agreement.

17. NEUTRAL AUTHORSHIP: Each of the terms and provisions of this Agreement have been reviewed and negotiated, and represents the combined work product of the parties hereto. No presumption or other rules of construction which would interpret the provisions of this Agreement in favor of or against the party preparing the same shall be applicable in connection with the construction or interpretation of any of the provisions of this Agreement. The parties represent that they have had a full and fair opportunity to seek legal advice with respect to the terms of this Agreement and have either done so, or have voluntarily chosen not to do so. The parties represent and warrant that they have fully read this Agreement, that they understand its meaning and effect, that they are duly authorized to enter into this Agreement, and that they enter into this Agreement with full knowledge of its terms.

18. ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

CITY OF ANACORTES:

Matt Miller, Mayor

Date: _____, 2024

ATTEST:

Steven D. Hoglund, Clerk

APPROVED AS TO FORM:

Darcy Swetnam, Attorney

DATED this _____ day of _____, 2024.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Peter Browning, Chair

Lisa Janicki, Commissioner

Attest:

Ron Wesen, Commissioner

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director

“Exhibit A”
Scope of Work

The Fidalgo Bay trestle Project aims to remove the entire riprap causeway from the trestle back to Weaverling Spit. Full removal of the causeway will increase flow and flushing of the system which will improve nearshore habitat. The trestle, including 770 creosote pilings, will also be removed, and replaced with environmentally friendly/non-creosote material. This is a multiple year effort that will impact the local community during removal and subsequent new construction. This first phase of the Project is a feasibility study. Once complete, the City (in consultation with the County) will determine whether to pursue funding for the second phase of this project for the removal of the causeway and replacement of the trestle. Community education and outreach in support of this effort will be vital to this project's success and will involve the collaboration of multiple partners including the City of Anacortes, Skagit Marine Resources Committee (MRC), Washington State Department of Natural Resources, and Samish Indian Nation.

The Project work and services to be performed by the City pursuant to this Agreement are more particularly described as follows and is subject to and in accordance with the terms of Task 5 of the Grant Agreement.

- The City will conduct project work and services in collaboration with the Skagit MRC in the development of the preliminary conceptual design for the removal of the riprap causeway and the trestle's creosote pilings in Fidalgo Bay.
- The City will conduct project work and services in collaboration with the Skagit MRC in the development and dissemination of community outreach information about the project, to help community members understand the benefits of and process for the project and become aware of how they might help including:
 - Host a booth and share project information at the Skagit MRC's Fidalgo Bay Day event on Saturday, August 24, 2024.
 - Host and maintain the project web page on the City's website and post project information and updates.
 - Design, fabricate, and install no more than three (3) interpretive signs in an area agreed upon by the partners.
- Produce three (3), sixty (60) second videos regarding various aspects of the project that would be used on social media, websites or at public meetings to educate the public.
- The City will host at least three (3) meetings for Skagit MRC and other partners.
- The City will provide project updates on a monthly basis, or as often as needed, to the Skagit MRC.

Task 5 Deliverables	Estimated Due Dates
Interpretive Signage	12/27/24
Preliminary Conceptual Design	12/27/24
Educational Videos	12/27/24
Project Web Page	12/27/24

“EXHIBIT B”
Compensation

The total amount of compensation to be provided by the County to City for project work and services rendered pursuant to this Agreement shall not exceed Fifty-Eight Thousand Dollars (\$58,000).

Such payment shall represent full compensation for all work performed and/or services rendered including, but not limited to, labor, supplies, equipment, and necessary incidentals.

Payment Schedule: City may invoice the County monthly. The final invoice for work performed through December 31, 2024, must be submitted by January 15, 2025.

City shall provide such supporting documentation for each invoice as the County may reasonably require. The County shall promptly pay each invoice properly submitted by and due City in the ordinary course of business.



City Council Agenda Bill

Meeting Date: June 10, 2024 **Agenda Item:** 7.c.

Agenda Item Title: Land Capacity Analysis

Staff Contact(s): John Coleman

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
GREG FRANCIOCH John Coleman	Staff Report

Item Summary: The Growth Management Act requires that counties and cities review their Comprehensive Plans and development regulations every 10 years to ensure that they are consistent with amendments to the GMA and to respond to updated population projections. On December 20, 2023 the Growth Management Act Steering Committee approved initial allocations of population, housing and employment growth in Skagit County. Staff presented those population and employment projections to the City Council on February 26, 2024. These projections are used by cities, towns, and Skagit County as they begin their planning processes to update their comprehensive plans by December 31, 2025.

In Skagit County, each jurisdiction must conduct land capacity analysis (LCA) to determine if there is sufficient capacity of land in their city limits and urban growth area (UGA) to accommodate projected growth. The LCA is used to help the city formulate land use policies in the 2025 Comprehensive Plan and determine if the UGA will need to be expanded to accommodate projected growth. The LCA is a key tool to help the city determine the potential development capacity for housing and jobs in the city through 2045, including capacity for housing units by income band to comply with recent updates to the GMA resulting from the passage of HB 1220.

Budget Impact:

Previous Action:

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented):

1. Anacortes LCA Draft Methodology DRAFT v3 2024-05-28
2. Public Comment - Ian Munce
3. Land Capacity Analysis

Anacortes Comprehensive Plan

Land Capacity Analysis Methodology **DRAFT v3**

May 28, 2024

Introduction

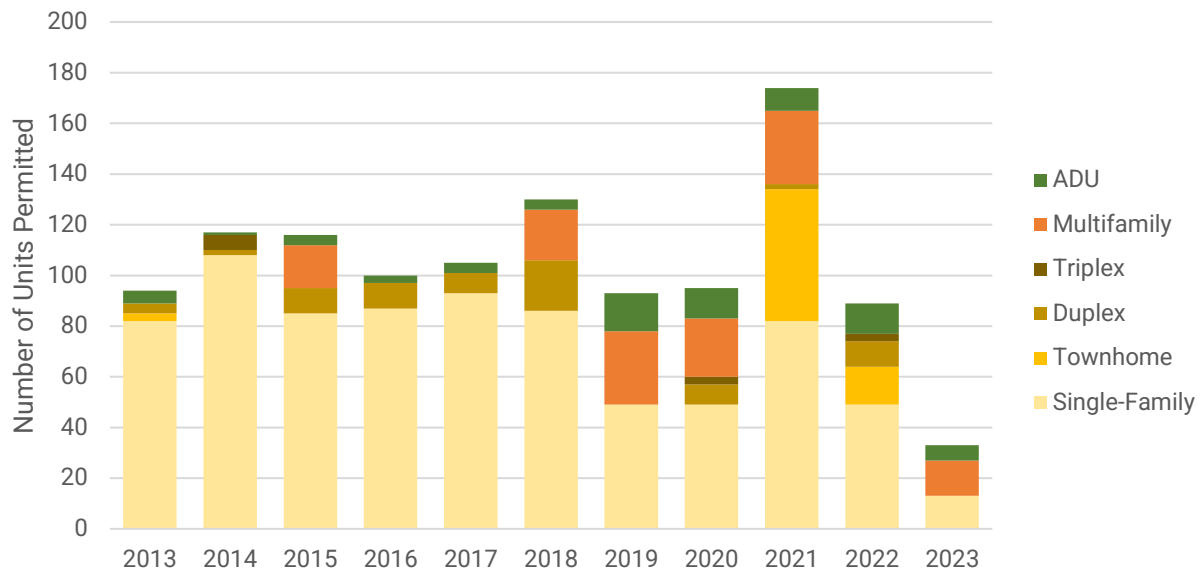
Leland Consulting Group (LCG) was retained as part of a consultant team led by MAKERS Architecture & Urban Design to assist the City of Anacortes in its 2025 Comprehensive Plan update. As part of this work, LCG conducted a Land Capacity Analysis (LCA) to determine potential development capacity for housing and jobs in the city through 2045, including capacity for housing units by income band to comply with recent updates to the GMA resulting from the passage of HB 1220. This report details the methodology and results of this analysis, which was based on the methodologies in the following documents and guidebooks:

- Department of Commerce *2012 UGA Guidebook*
- Department of Commerce *2018 Buildable Lands Guidelines*
- Department of Commerce *2023 Commerce Guidance for Updating Your Housing Element*
 - Note: this guidebook also adds methodology for housing unit capacity analysis by income band to comply with HB 1220
- Anacortes' 2015 Land Capacity Analysis methodology
- Recent Land Capacity Analysis Methodologies used in Snohomish and Whatcom Counties

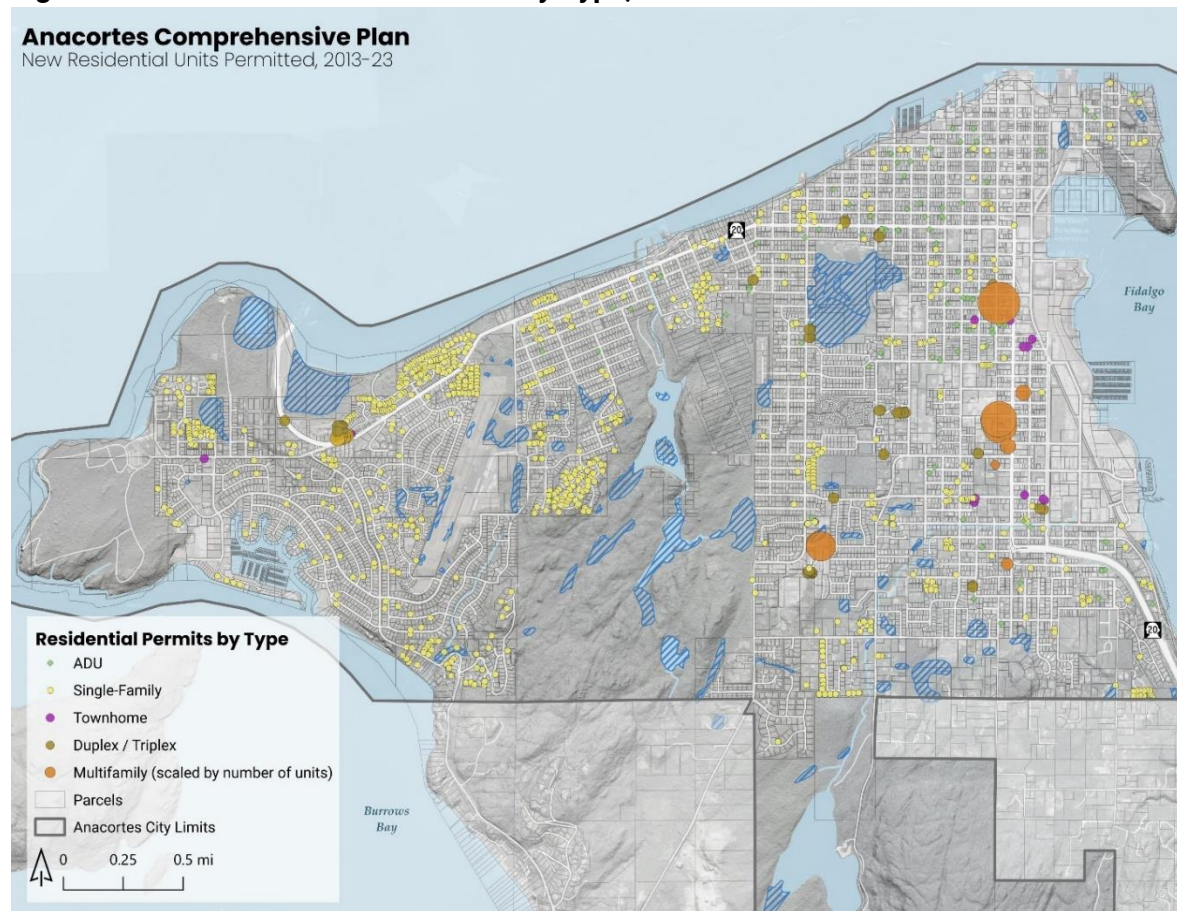
Review of Development Since 2013

Residential development in Anacortes over the past 10 years was analyzed using permit data provided by the city. Overall, a total of **1,146 housing units** have been permitted since 2013. As shown below in Figure 1, there has been an increase in middle housing types (duplexes, triplexes, and townhomes) and accessory dwelling units (ADUs) in recent years. Middle housing types accounted for 14 percent of all permits since 2013, ADUs accounted for 7 percent, and 12 percent of permitted units since 2013 were apartments.

The map below in Figure 2 shows the locations of permitted residential development since 2013. Single-family development has been focused primarily in new subdivisions with some scattered development around the city. Multifamily development has occurred mostly in the R-4 zone.

Figure 1. Housing Units Permitted in Anacortes by Type, 2013-2023


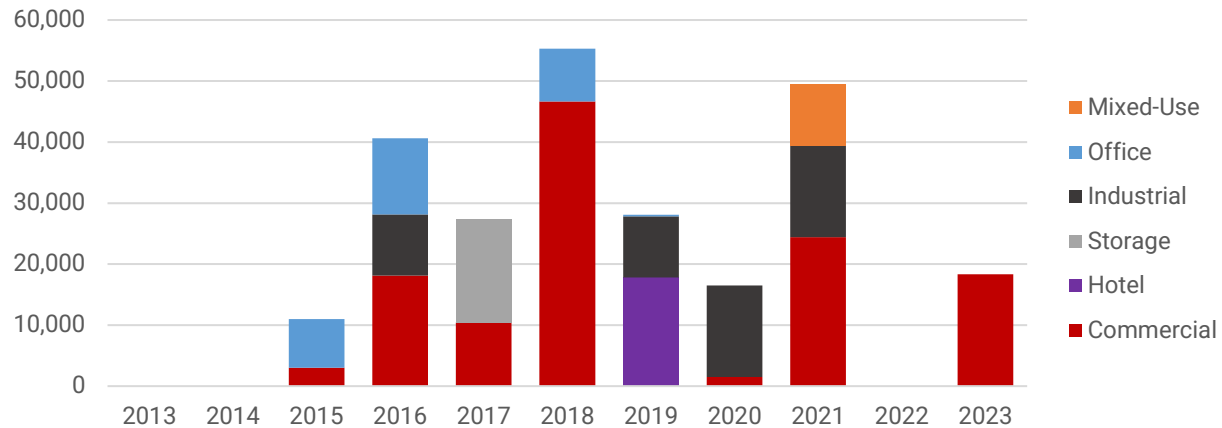
Source: City of Anacortes, Leland Consulting Group

Figure 2. Residential Permit Locations by Type, 2013-2023


Source: City of Anacortes, Leland Consulting Group

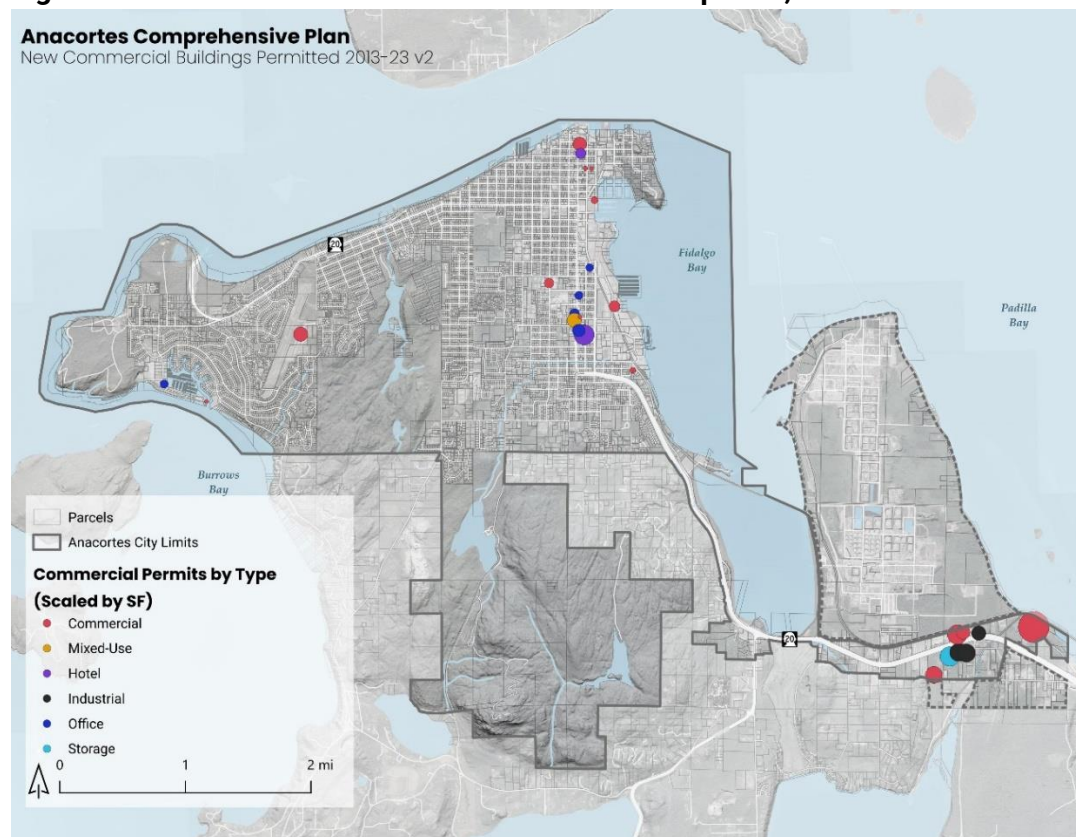
There has also been some commercial development in the past decade, primarily marine, storage, and industrial buildings, along with some office development and a hotel expansion. As shown below in Figure 3, commercial development has slowed down overall since the pandemic. The map in Figure 4 shows the locations of this development, much of which is clustered near the refinery along March Point Road.

Figure 3. Square Feet of Commercial Development Permitted in Anacortes by Type, 2013-23



Source: City of Anacortes, Leland Consulting Group

Figure 4. Locations of Commercial Permitted Development, 2013-2023



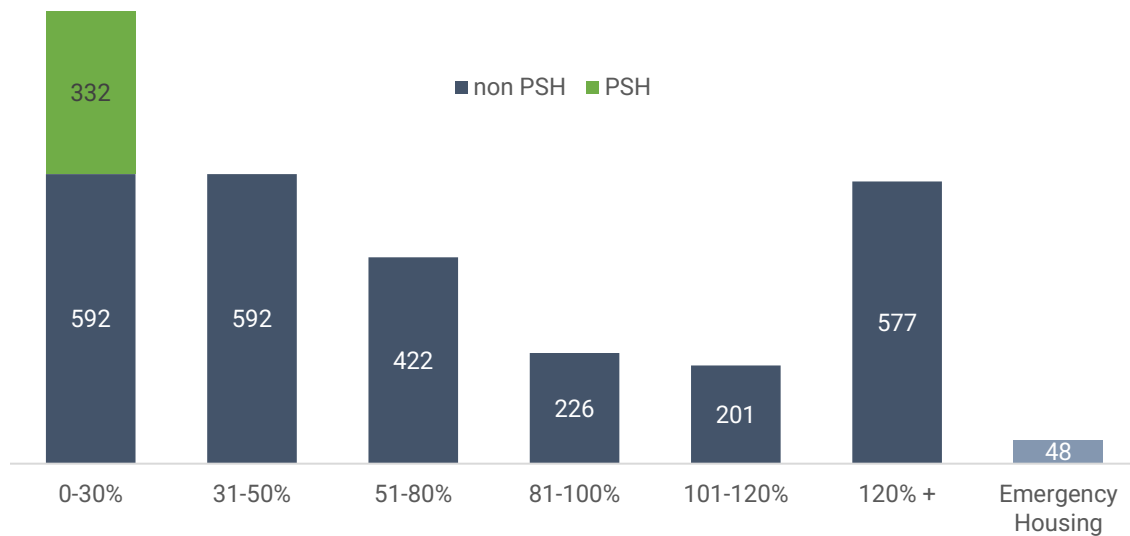
Source: City of Anacortes, Leland Consulting Group

Housing Needs and Employment Projections

In accordance with the GMA, all Skagit County jurisdictions are required to demonstrate that they have sufficient land capacity to accommodate the projected 2045 housing needs and jobs growth based on the Washington Office of Financial Management countywide forecasts as allocated to jurisdictions through the Countywide Planning Policies. As detailed in Skagit County Growth Management Act Steering Committee (GMASC) Resolution 2023-01, Anacortes' projected housing need is **2,942 new Housing Units between 2020 and 2045** and **3,145 new jobs between 2022 and 2045**. Per the GMA, (HB 1220), Anacortes must show capacity to accommodate the projected housing needs and employment growth within the city limits and urban growth area.

The housing unit projections are further broken down by what income band the housing units can serve, expressed as a percentage of the HUD Area Median Income (AMI). For reference, the 2024 AMI for Skagit County used in this analysis was **\$102,800**. The AMI is determined by the U.S. Department of Housing and Urban Development (HUD), and is generally higher than the Census-reported Median Household Income for a given city, since it is a countywide metric and adjusted for household size. The HUD AMI is used to determine eligibility and income limits for subsidized affordable housing units.

The projected housing needs for families earning under 30% AMI are broken down into permanent units (i.e. standard housing units) and permanent supportive housing (PSH), defined in the Department of Commerce guidebook as "subsidized, leased housing for people who are experiencing homelessness or are at risk of homelessness and living with a disabling condition." Finally, each jurisdiction received a projection for emergency housing needs, defined as "temporary accommodations for households who are experiencing homelessness or are at imminent risk of becoming homeless." Anacortes' housing baseline and 2045 projections by income band are shown below. Note that housing which has been developed or permitted since 2020 is counted towards meeting these projections, the baseline year for these housing unit projections is set by the Department of Commerce.

Figure 5. Net New Housing Units Needed in Anacortes, 2020-2045

Source: Skagit County Growth Management Act Steering Committee Resolution 2023-01

Parcel Classification

To determine developable land capacity in Anacortes, a set of assumptions was used to classify parcels as vacant, partially-used, or redevelopable. Critical area acreage was then deducted to arrive at net buildable parcel acreage by zone. The assumptions and methodology for this process are detailed below.

Parcels Excluded From Analysis

To develop the set of potential vacant, partially-used, and redevelopable parcels, assessment use codes from Skagit County assessor data were used to identify and remove certain parcels which are not considered as potential candidates to accommodate future growth within the next 20 years, based on Commerce guidance and staff input.

Parcels classified with the following assessment use codes were reviewed and excluded, when appropriate:

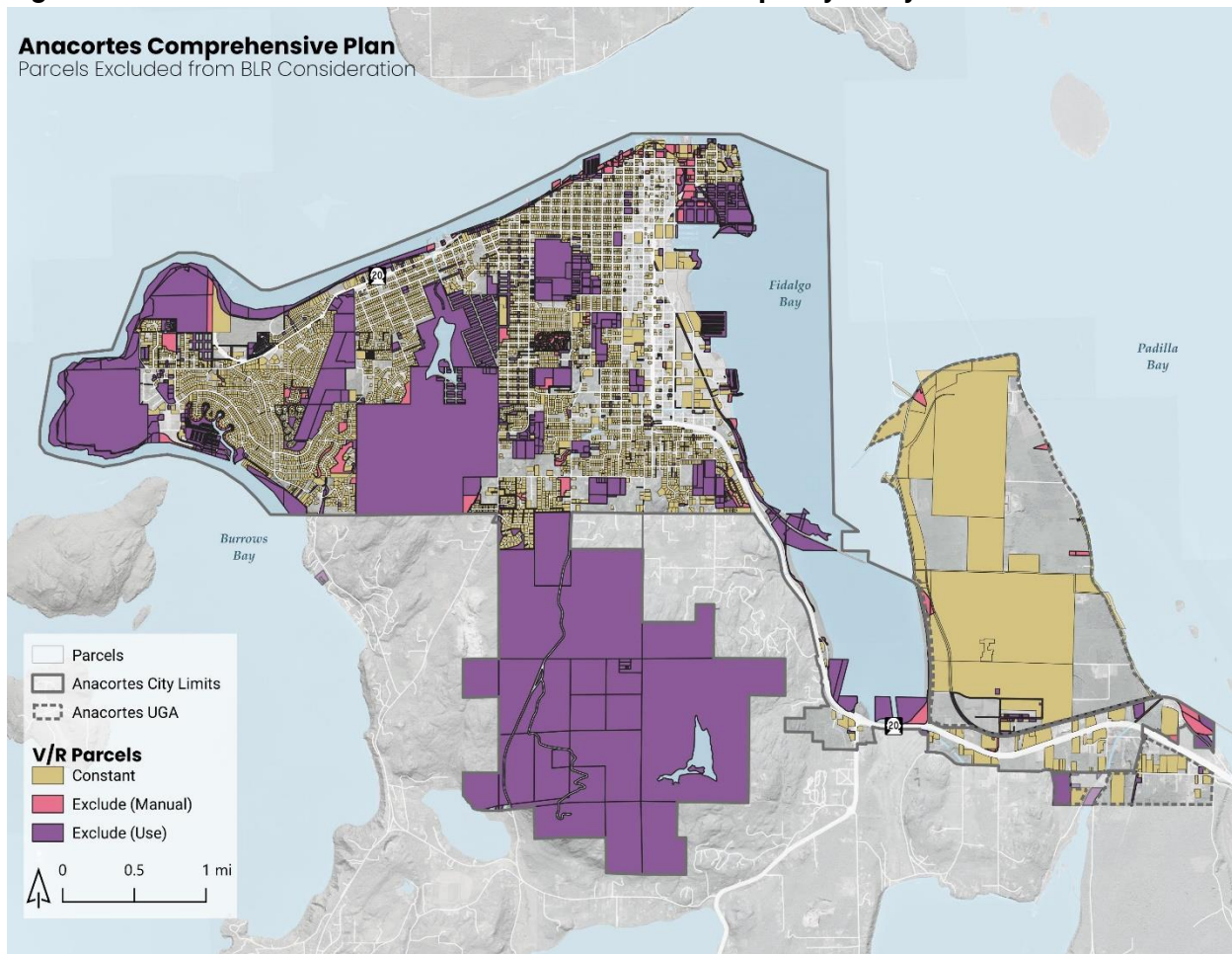
- (150) Mobile Home Parks
- (430) Aircraft Transportation
- (450) Highway & Street Right-Of-Way
- (480) Utilities
- (490) Other Transport/Community/Utilities
- (680) Education Services (Schools)
- (470) Communications
- (760) Parks
- (770) Cemetery
- (830) Current Use Farm and Agriculture

- (860) Reforestation
- (880) Designated/Classified Forest
- (890) Other Resource Protection
- (930) Water Areas
- (9790) Condo Moorage
- (740) Recreational Activities
- Parcels zoned P (Public)

Some parcels were removed manually based on visual inspection and staff input, including:

- Common areas of condominiums
- Small easements and sections of Right-Of-Way
- Parcels along the shoreline which are predominantly water
- Parcels needed for public purposes (such as wastewater treatment plant)

Finally, parcels with recently completed (in the last 10 years) or permitted development were excluded from consideration. The parcels removed from consideration in this land capacity analysis are shown below in Figure 6. This map also shows parcels classified as “Constant,” i.e. parcels which are not expected to redevelop over the planning horizon since they do not fall into any of the classifications discussed below (Vacant, Partially-Used, or Redevelopable).

Figure 6. Parcels Removed from Consideration in Land Capacity Analysis

Next, the remaining parcels in the city were classified as vacant, partially-used, or redevelopable, using the criteria below:

Vacant

Parcels in all zones were classified as **Vacant** if the Skagit County Assessor's improvement (building) value was less than \$10,000, or if the Assessor classified the parcel as "Unimproved Land."

Partially-Used

The **Partially-Used** classification refers to parcels in low- and medium-density residential zones (R1, R2, R2A, R3) which are large enough to be subdivided without rezoning. Parcels listed in Assessor data as a single-family use where the parcel size was greater than 3 times the minimum lot size were classified as Partially-Used. Per Commerce guidance, very high value properties where the improvement (building) value was greater than the 93rd percentile of improvement values in the city (\$772,368) were excluded, since it is unlikely that high-value homes on large properties would subdivide.

Redevelopable

This category applies to parcels which are not in low and medium-density residential zones. Parcels are considered **Redevelopable** if the improvement (building) value is less than the land value, or if the parcel currently shows a single-family use code in a zone that allows multifamily housing or commercial/industrial development. Per staff, some port-owned properties in active waterfront use, boat storage and parking lots are classified as Redevelopable rather than vacant, even though they do not have structures. Additionally, per staff, refinery-adjacent parcels in the HM zone were visually inspected and those without current structures were classified as Redevelopable.

Critical Areas

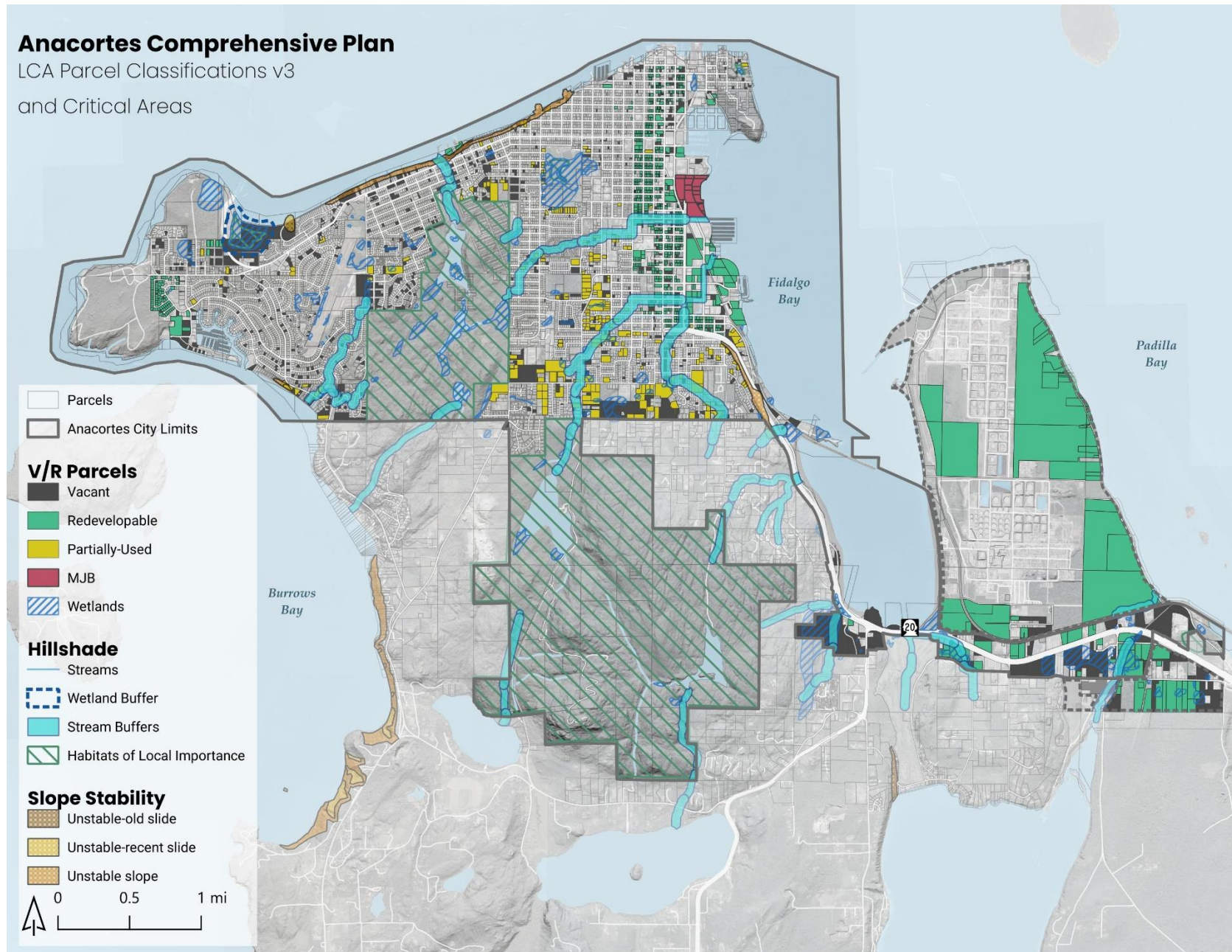
After determining the set of Vacant, Partially-Used, and Redevelopable parcels, the next step is to remove critical area acreage from the developable acreage of the parcels. For this analysis, mapped **wetlands**, **streams** with RMZ buffers, **habitats of local importance**, and **unstable slopes** were removed from the potentially developable parcel acreage. Note that Ship Harbor Wetland included a buffer of 300 feet per City staff, and for other wetland areas, wetland buffer widths can be highly variable depending on wetland category, functions provided, adjacent development, and other factors. Therefore, buffers were not applied to other wetlands in the analysis. It is assumed that associated buffer deductions for these other wetlands are accounted for in the reduction factors applied later in the analysis.

Total Acreage

The table below shows the Vacant, Partially-Used, and Redevelopable acreage in each zone, after the critical area acreage was removed. The locations of these parcels and of the critical areas are shown in the map below. Note that the MJB site has a separate analysis of potential development discussed later in this report and is therefore shown in its own category.

Zone Name	Abbreviation	Gross Vacant Acres (Less Critical Areas)	Gross Partially Used Acres (Less Structures and Critical Areas)	Gross Redevelopable Acres (Less Critical Areas)
RESIDENTIAL ZONES (AMC 19.40.030)				
Residential Low Density 1	R1	32.2	24.0	0.0
Residential Low Density 2	R2	69.9	5.7	3.4
Residential Low Density 2A	R2A	58.9	13.8	0.0
Residential Medium Density 3	R3	10.1	14.7	0.5
Residential Medium Density 3A	R3A	0.0	0.0	0.0
Old Town	Old Town	0.6	0.1	1.8
Residential High Density 4	R4	20.1	0.0	53.7
Residential High Density 4A	R4A	1.0	0.0	16.4
MIXED-USE ZONES (AMC 19.40.040)				
Central Business District	CBD	5.1	0.0	14.8
Commercial	C	18.3	0.0	29.8
Marine Mixed-Use	MMU	17.5	0.0	9.2
Commercial Marine	CM	5.9	0.0	2.4
Commercial Marine 2	CM2	0.4	0.0	15.0
Public Use	P	0.8	0.0	0.0
INDUSTRIAL ZONES (AMC 19.40.050)				

Light Manufacturing	LM	9.8	0.0	2.3
Light Manufacturing 1	LM1	100.0	0.0	98.6
Manufacturing and Shipping	MS	0.7	0.0	0.4
Heavy Manufacturing	HM	42.4	0.0	667.4
Industrial	I	3.9	0.0	37.0
Aeronautical Zone	AZ	0.0	0.0	0.0



Reduction Factor

Commerce’s HB 1220 guidance indicates that jurisdictions should reduce the amount of vacant and redevelopable acreage by a reasonable amount to account for land which may not be available for redevelopment due to the need for new **right-of-way, public space, stormwater facilities, or other dedications**, as well as a reasonable estimate of the amount of land that will remain **unavailable due to the market**. The Department of Commerce suggests a minimum reduction of 15% for vacant parcels and 25% for redevelopable parcels. Using these as minimum reductions, LCG extrapolated development trends from the past decade in each zone to see what share of Vacant/Partially-Used/Redevelopable acreage would develop if those trends continued. Based on this assessment, the reduction factor was increased for zones with comparatively less development and a larger amount of developable land. Following guidance in Commerce’s 2018 *Buildable Lands Guidelines*, reduction factors for vacant parcels were up to 50 percent in residential zones and up to 20 percent in commercial zones. Reduction factors for partially-used or redevelopable parcels were up to 60 percent in residential zones and up to 40 percent in commercial zones. One exception was the HM zone, where reduction factors were increased to 60 percent for vacant and 90 percent for redevelopable due to uncertainty over the potential for refinery expansion. Final reduction factors for Anacortes are shown below.

Figure 7. Reduction Factors Used in Anacortes Land Capacity Analysis

Zone Name	Vacant Reduction Factor	Redevelopable / Partially-Used Reduction Factor
RESIDENTIAL ZONES (AMC 19.40.030)		
R1	28%	31%
R2	15%	25%
R2A	15%	25%
R3	18%	25%
R3A	100%	100%
OT	15%	25%
R4	50%	60%
R4A	15%	25%
MIXED-USE ZONES (AMC 19.40.040)		
CBD	20%	40%
C	20%	40%
MMU	20%	40%
CM	20%	40%
CM2	15%	25%
P	20%	40%
INDUSTRIAL ZONES (AMC 19.40.050)		
LM	20%	40%
LM1	20%	40%
MS	20%	40%
HM	60%	90%
I	20%	40%
AZ	20%	40%

Housing and Job Density Assumptions

Having established the amount of available developable acreage, the next step in the analysis is to determine the share of this acreage which will redevelop as residential and nonresidential uses in each zone. As shown below, **Residential** zones are assumed to redevelop with 100% residential uses, and **Commercial Marine, Public, and Industrial** zones are not expected to see any residential development.

For the remaining mixed-use zones, recent development and policy trends were analyzed to develop assumptions for the residential/commercial mix. In 2019, the City updated development standards in the CBD and C zones to encourage more residential development. Since then, about 60 percent of development or permitted development acreage in the **C zone** has been residential. Given that the previous LCA assumed only 20 percent residential in this zone, an assumption of 50 percent was selected. In the **CBD zone**, less than 5 percent of development has been residential in recent years. However, given the changes in development regulations and the overall strong housing market in Anacortes and the region, this was increased to an assumption of 20 percent for this analysis.

One portion of the Marine Mixed Use zone contains the proposed **MJB** development, which was analyzed separately and is discussed later in this report. For the remainder of the MMU zone acreage in the western part of the city, a mix of condominiums and marine uses have been developed over the past decade, so an even split of commercial and residential was assumed.

Figure 8. Assumed Residential/Commercial Share for Anacortes Land Capacity Analysis

Zone		% Residential
RESIDENTIAL ZONES (AMC 19.40.030)		
Residential Low Density 1	R1	100%
Residential Low Density 2	R2	100%
Residential Low Density 2A	R2A	100%
Residential Medium Density 3	R3	100%
Residential Medium Density 3A	R3A	100%
Old Town	OT	100%
Residential High Density 4	R4	100%
Residential High Density 4A	R4A	100%
MIXED-USE ZONES (AMC 19.40.040)		
Central Business District	CBD	20%
Commercial	C	50%
Marine Mixed-Use	MMU	50%
Commercial Marine	CM	0%
Commercial Marine 2	CM2	0%
Public Use	P	0%
INDUSTRIAL ZONES (AMC 19.40.050)		
Light Manufacturing	LM	0%
Light Manufacturing 1	LM1	0%
Manufacturing and Shipping	MS	0%
Heavy Manufacturing	HM	0%
Industrial	I	0%

Residential Density

The next step was to estimate the density at which the resulting residential acreage could redevelop. Because Anacortes measures density in low- and medium-density residential zones by gross acreage (including one-half the width of the adjacent right-of-way) rather than net parcel acreage, and since allowed units based on site acreage are rounded up to the nearest whole number for fractions of 0.5 or higher per AMC 19.42.100(C), calculating density based on the zoning code is complex. Because of these provisions, the achieved densities in low- and medium-density zones (R1, R2, R3, and Old Town) can exceed the stated maximum density in the zoning code. In order to estimate future densities in these zones, different density calculations were developed for Partially-Used parcels and for Vacant parcels, since the Partially-Used category represents parcels which are large enough to be subdivided. For **Partially-Used** parcels, density assumptions were based on the minimum number of lots which could be achieved per acre, assuming one unit per lot, even if this exceeded the stated minimum density (due to the “rounding-up” provision discussed above). For **Vacant** parcels, assumed future density was based on the achieved density over the past 10 years or the maximum allowed density in the zoning code, whichever was greater.

In high-density residential zones (R4 and R4A), density assumptions were based on assumed **future development trends**. Given the changes in development standards intended to spur more multifamily development in the R4, it was assumed that 20 percent of future development would be multifamily residential, 10 percent would be duplexes or other middle housing, and the remaining 70 percent would be single-family. Given multifamily densities between 60-100 units per acre, seen in recent projects in the zone, this results in an assumed overall density of 20 units per acre. Assumed density in the R4A is assumed to be the maximum allowed under the zoning code. The table below shows the assumed residential density in each zone:

Figure 9. Assumed Densities for Anacortes Land Capacity Analysis

Zone	Minimum Lot Size	Minimum Density (du/ac)	Maximum Density (du/ac)	Minimum Lots per Acre	10 Years Achieved Residential Density (du/ac)	Assumed Density (du/ac) (Partially Used)	Assumed Density (du/ac) (Vacant/ Redevelopable)
R1	15,000		2	2.9	2.2	2.9	2.2
R2	7,500		4	5.8	4.5	5.8	4.5
R2A	6,000		6	7.3	4.2	7.3	6.0
R3	4,500			9.7	6.8	9.7	6.8
R3A	3,000			14.5		14.5	14.5
OldTown	6,000		9	7.3	7.9	7.3	7.9
R4	3,000			14.5	15.1		20.0
R4A	3,000		18	14.5	10.0		18
CBD		15					60.0
C		15			20.6		50.0
MMU		15			4.5		15.0

Employment Density

To determine density of employment capacity on the nonresidential acreage in Anacortes, a job density assumption was developed for each zone measured in jobs per acre, following a similar methodology as the previous Land Capacity Analysis. In the **C** and **CBD** zones, achieved job density over the past decade was calculated using permit data and those averages were used to develop assumptions for future jobs per acre. Absent recent permit data in **CM** and **CM2** zones, job density assumptions were used from the previous LCA. In the **MMU** and **Industrial** zones, the previous LCA assumption of 7.8 jobs per acre was used, since it fits within documented EPA average job density for industrial and warehousing uses, and there was not a sufficient sample size of data to calculate averages of recent development. In the **HM** zone, this was decreased to 5.0 jobs per acre to reflect uncertainty over the employment density of potential future refinery areas.

Figure 10. Job Density Assumptions Used for Anacortes Land Capacity Analysis

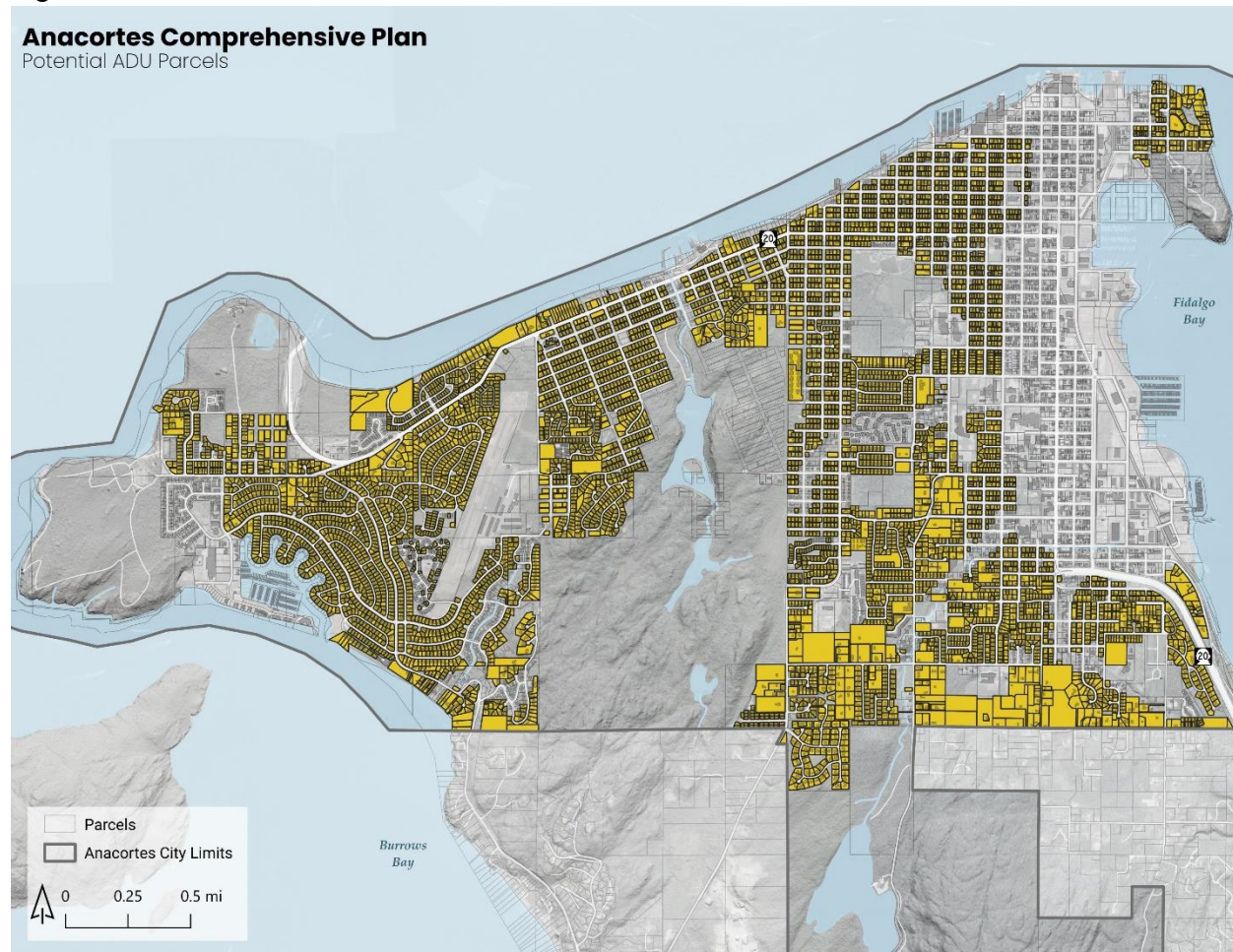
Zone Name	Abbreviation	10 years Achieved Jobs per Acre	Previous LCA Jobs/Acre	Assumed Jobs/Acre
MIXED-USE ZONES (AMC 19.40.040)				
CBD	CBD	37.0	21.8	37.0
C	C	45.0	21.8	45.0
MMU	MMU			7.8
CM	CM		15.0	15.0
CM2	CM2		15.0	15.0
P	P			
INDUSTRIAL ZONES (AMC 19.40.050)				
LM	LM		7.8	7.8
LM1	LM1		7.8	7.8
MS	MS		7.8	7.8
HM	HM		7.8	5.0
I	I		7.8	7.8
AZ	AZ			7.8

Additional ADU Capacity

HB 1337, passed by the legislature in 2023, requires that cities allow two ADUs, detached or attached, on all parcels currently zoned for low-density residential (i.e. single-family). As part of this capacity analysis, LCG considered the additional housing capacity that this new legislation could create in Anacortes. Parcels in the existing low- and moderate-density zones (R1, R2, R2A, R3, Old Town) were considered for this analysis. The built square footage was first removed from the parcel acreage, and then the remaining acreage within the allowed lot coverage ratio (per the zoning code) was calculated. Assuming at least 1,000 square feet would be required to construct an ADU, this resulted in a total of **5,952 parcels** which have sufficient space for an

ADU, as shown below on the map in Figure 11. Based on Commerce guidance and regional trends, LCG assumed that **five percent** of homeowners might choose to develop an ADU over the planning horizon. Assuming that a small share of those might also choose to construct 2 ADUs given new legislation, averaging **1.2 ADUs per lot**, this would result in an ADU capacity of **357 units**. This would average out to about **18 ADUs per year**, compared to **10.8 ADUs per year** which have been permitted on average yearly since 2019, according to city data.

Figure 11. Potential ADU Parcels in Anacortes



Source: City of Anacortes, LCG, Department of Commerce

MJB Site

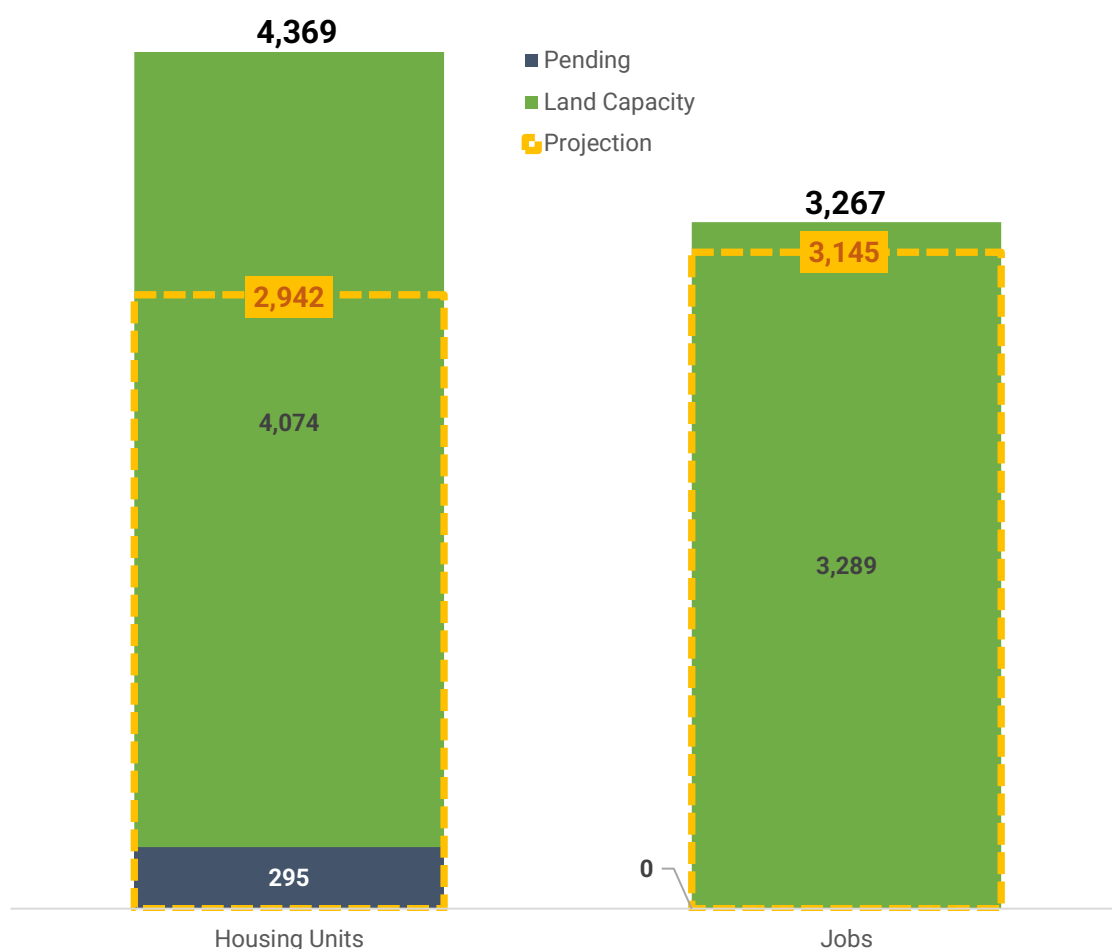
There are several parcels in the MMU zone in the east of the city that are owned by **MJB Properties LLC** and have been discussed as a potential master planned redevelopment site for several years, shown in red on the map on page 8. Because of existing planning efforts and studies involving this site, these parcels were excluded from the LCA acreage and assigned an estimated capacity of 414 units and 53 jobs, based on the developer's 2023 Traffic Impact Analysis for the site.

Results

Overall Results

Figure 12 below shows the overall results of the housing and jobs capacity analysis. Pending units developed since the baseline and/or permitted but not yet constructed are shown in dark blue, and additional zoned capacity for housing and jobs calculated as detailed above is shown in green. The targets are shown in dashed yellow boxes. Overall, **Anacortes has sufficient capacity to accommodate both housing and jobs projections**. The residential/commercial split in mixed-use zones described above, which assumes a higher share of housing than the previous LCA based on 2019 changes to development regulations, still provides sufficient jobs capacity, particularly when combined with additional industrial capacity in the refinery and other industrial/manufacturing zones.

Figure 12. Anacortes Housing Unit and Jobs Projections and Capacity Through 2045



The table below in Figure 13 shows the breakdown of total unit and job capacity by zone, after applying the densities discussed above to the net acreage (less critical areas and after market and infrastructure deductions) and subtracting units which would be lost to redevelopment.

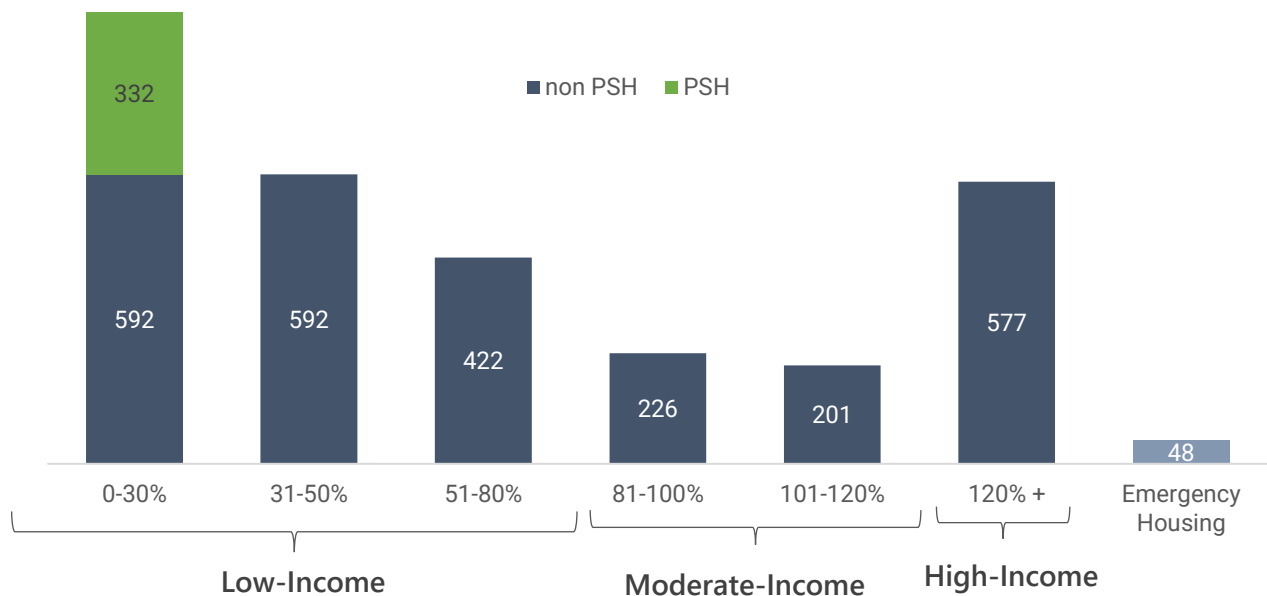
Figure 13. Housing Unit and Job Capacity by Zone in Anacortes, 2023-2045

Zone	Zone Abb	Net Housing Unit Capacity	Net Job Capacity
RESIDENTIAL ZONES (AMC 19.40.030)			
Residential Low Density 1	R1	99	0
Residential Low Density 2	R2	307	0
Residential Low Density 2A	R2A	376	0
Residential Medium Density 3	R3	166	0
Residential Medium Density 3A	R3A	0	0
Old Town	OT	14	0
Residential High Density 4	R4	457	0
Residential High Density 4A	R4A	159	0
MIXED-USE ZONES (AMC 19.40.040)			
Central Business District	CBD	315	385
Commercial	C	1,159	731
Marine Mixed-Use	MMU	251	76
Commercial Marine	CM	0	92
Commercial Marine 2	CM2	0	174
Public Use	P	0	0
INDUSTRIAL ZONES (AMC 19.40.050)			
Light Manufacturing	LM	0	71
Light Manufacturing 1	LM1	0	1,085
Manufacturing and Shipping	MS	0	6
Heavy Manufacturing	HM	0	419
Industrial	I	0	197
Aeronautical Zone	AZ	0	0
SPECIAL			
MJB Site		414	53
Additional ADUs		357	0
Pending		295	0

Housing Needs by Income Band

HB 1220 requires jurisdictions to analyze their housing capacity by what household income level the new units can serve. Each county establishes income-based projections for each city within the county, and the cities must then demonstrate that they have sufficient land capacity for the number of units allocated in each income band, as well as capacity for emergency housing unit projected needs. Anacortes' existing and projected housing unit needs for the 2020-2045 period are shown below in Figure 14.

Figure 14. Anacortes Projected Housing Needs by Income Band, 2020-2045



Source: Skagit County Growth Management Act Steering Committee Resolution 2023-01

Pending Units by Income Band

The first step in this analysis is to break down the units which have been built since 2020, are proposed, or are under construction based on the income level that they will serve. LCG analyzed existing average rents by zone and by unit size based on data from CoStar and corroborated with data from the Washington Center for Real Estate Research at the University of Washington. Average ownership housing prices from Zillow and Redfin were also analyzed. These rents and housing prices were then compared to the HUD Area Median Income (AMI) for the appropriate household size to determine what income levels (as a percentage of the AMI) could afford to rent or purchase housing in Anacortes without being cost-burdened (defined as spending more than 30 percent of household income on housing costs). This analysis showed that on average, apartments in the city are renting for **60-80% AMI**, condominiums are selling for around **120%**

Income Categories

This analysis uses three main income categories:

Low-Income (Households earning under 80% AMI)

Moderate-Income (Households earning 80-120% AMI)

High-Income (Households earning more than 120% AMI)

AMI, and single-family homes are selling for around **160-170% AMI**. Therefore, pending multifamily units were assigned to the low-income (0-80% AMI) category, middle housing such as duplexes, triplexes, and townhomes was assigned to the middle-income (100-120% AMI) category, and single-family housing assigned to the high-income (120% AMI+) category.

Land Capacity by Income Band

The next step in this analysis is to break down the land capacity for future units into income bands that those units could serve. Following Department of Commerce guidance, this is accomplished by grouping zones into **zone categories** based on the housing types that are allowed. This classification is shown below, along with the net unit capacity by zone:

Zone	HB 1220 Zone Category	Net Unit Capacity
R1	Low Density	99
R2	Low Density	307
R2A	Low Density	376
R3	Moderate Density	166
R3A	Moderate Density	0
OT	Moderate Density	14
R4	Low-Rise	457
R4A	Low-Rise	159
CBD	Mid-Rise	315
C	Mid-Rise	1,159
MMU	Mid-Rise	251
CM	Low-Rise	0
CM2	Low-Rise	0
MJB Site	Mid-Rise	414

Following this classification, the zone categories are then aggregated and future capacity assigned to various income bands based on the zone category. This breakdown is shown below, with pending units by zone category also shown:

HB 1220 Zone Category	Housing Types Allowed	Pending Units	Additional Unit Capacity	Assumed Affordability Level for Capacity Analysis
Low Density	Detached single-family homes	144	781	120% + AMI
Moderate Density	Townhomes, duplex, triplex, quadplex	109	180	80-120% AMI
Low-Rise	Walk-up apartments, condominiums (2-3 stories)	43	616	0-80% AMI
Mid-Rise	Apartments, condominiums		2,139	0-80% AMI
ADU	Accessory Dwelling Units		357	80-120% AMI

Finally, the housing targets by income band are compared with the above capacity breakdown by income band. The results are shown below in Figure 15. Figure 15. Anacortes Housing Targets and Capacity by Income Band

Figure 15. Anacortes Housing Targets and Capacity by Income Band

Income Band	Housing Needs	Aggregated Housing Needs	Pipeline Units	Remaining Housing Needs	Total Capacity	Surplus/ Deficit
0-30 PSH	332	1,938	43	1,895	2,755	860
0-30 Non PSH	592					
30-50	592					
50-80	422					
80-100	226	427	109	318	538	220
100-120	201					
120+	577	577	143	434	781	347
Total	2,942	2,942	295	2,647	4,074	1,127

Source: Washington Department of Commerce, Leland Consulting Group

This analysis shows that Anacortes has sufficient zoned capacity to meet both its overall housing target as well as its housing targets for low-, moderate-, and high-income households.

Adequate Provisions

The next step in the HB 1220 analysis requires cities to conduct an analysis of potential barriers to the construction of these units outside of land capacity, including development regulations, funding barriers, and permitting or process obstacles, using several checklists provided by the Department of Commerce. This analysis is forthcoming in May 2024.

From: Ian Munce <ianmunce@gmail.com>
Sent: Wednesday, June 5, 2024 4:31 PM
To: CityClerk
Subject: Land Capacity Analysis

***** This email is from outside the City of Anacortes network. Please use caution when clicking on links, opening attachments, or replying. *****

Good day,

I respectfully submit that a new land capacity analysis needs to be conducted citywide with new calculations based on the new Critical Area Ordinance. In my R1 neighborhood this will result in many fewer potential development sites.

I would also take this opportunity to point out that the City's Fidalgo North Basin Stormwater Plan incorrectly identifies the basin as 500 acres in size when in fact it is 2400 acres in size. This plan describes the basin as 'substantially developed' when this description does not fit the 300 acre R1 zone where most of the acreage is wetlands or wetland buffers. I apologize if these corrections have already been made.

Ian Munce



Anacortes Comprehensive Plan

6/10/24 City Council LCA/HB 1220

PREPARED FOR



MAY 2024

PREPARED BY

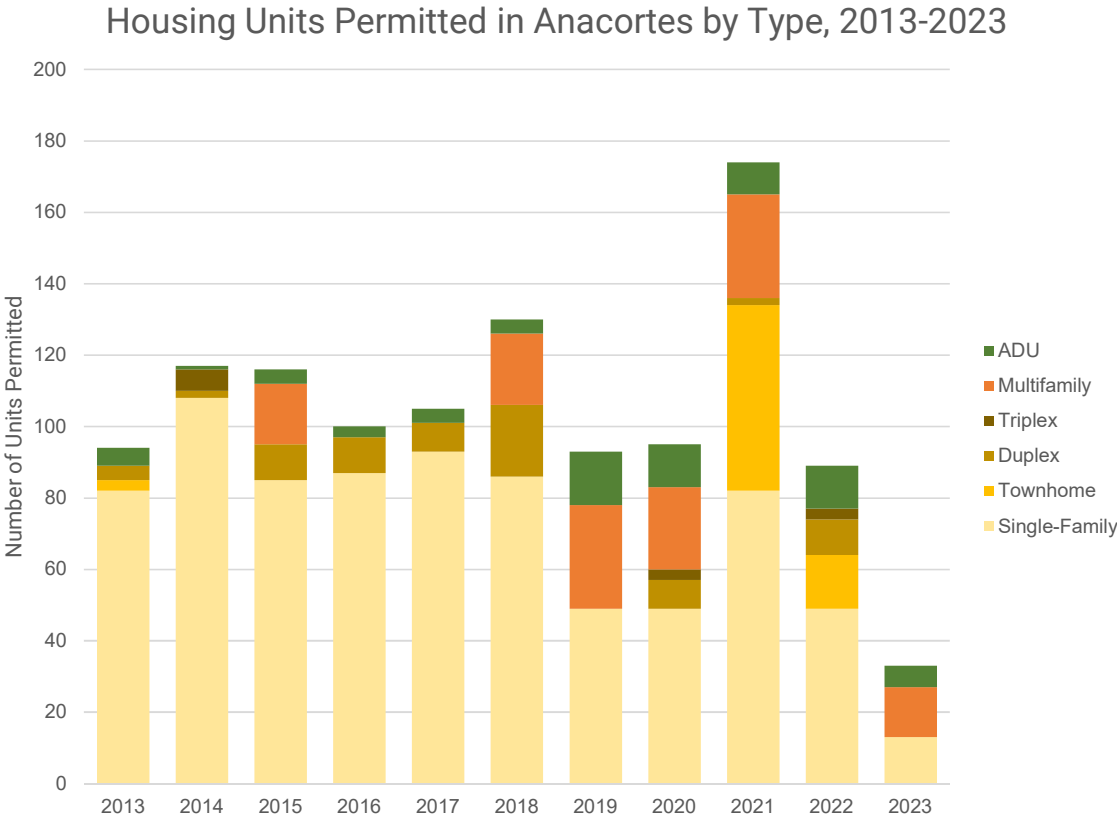
 LELAND CONSULTING GROUP

MAKERS
architecture • planning • urban design

Development Since 2013

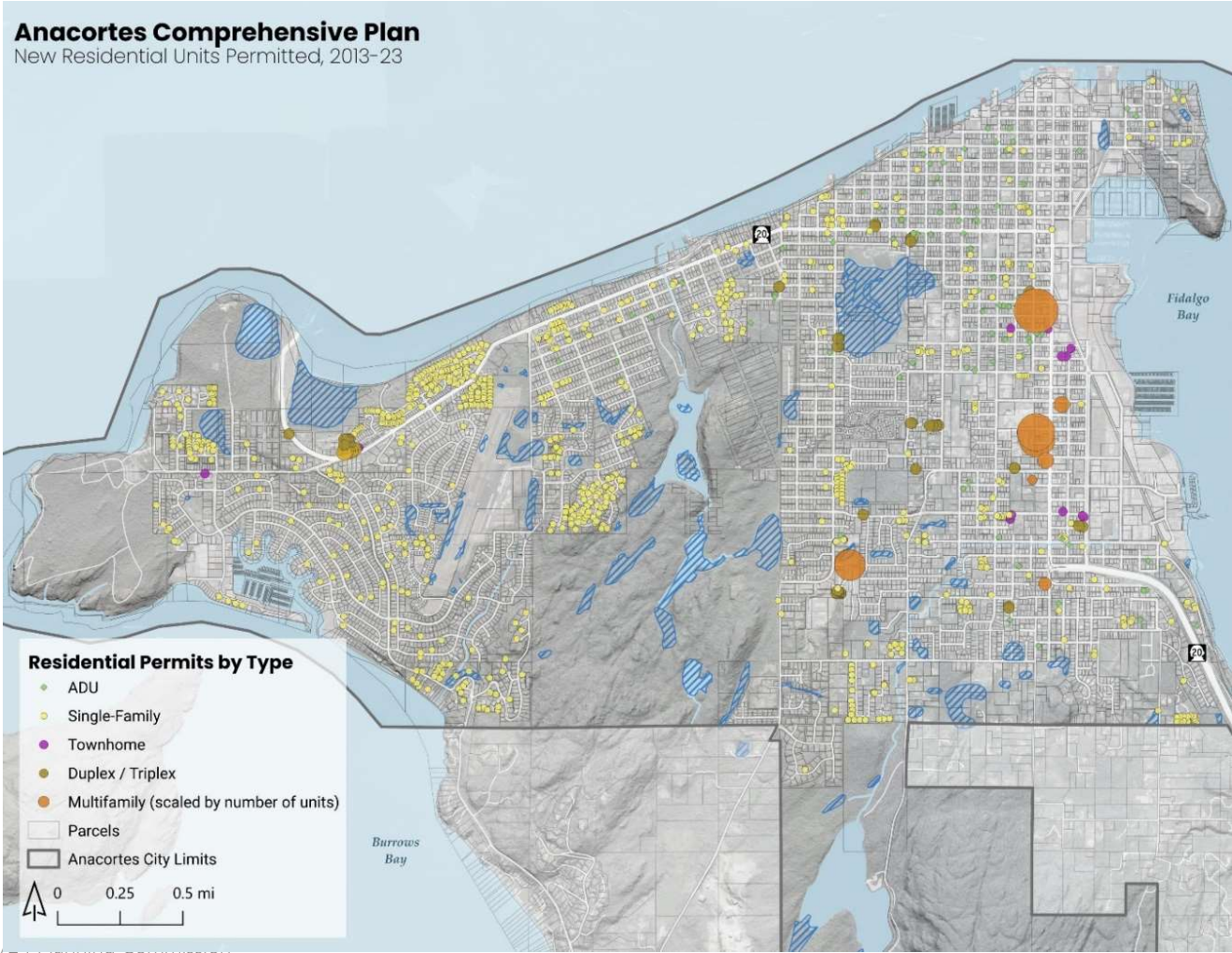
Residential Permits Since 2013

- 1,146 units have been permitted since 2013
- There has been an increase in ADUs and middle housing types in recent years



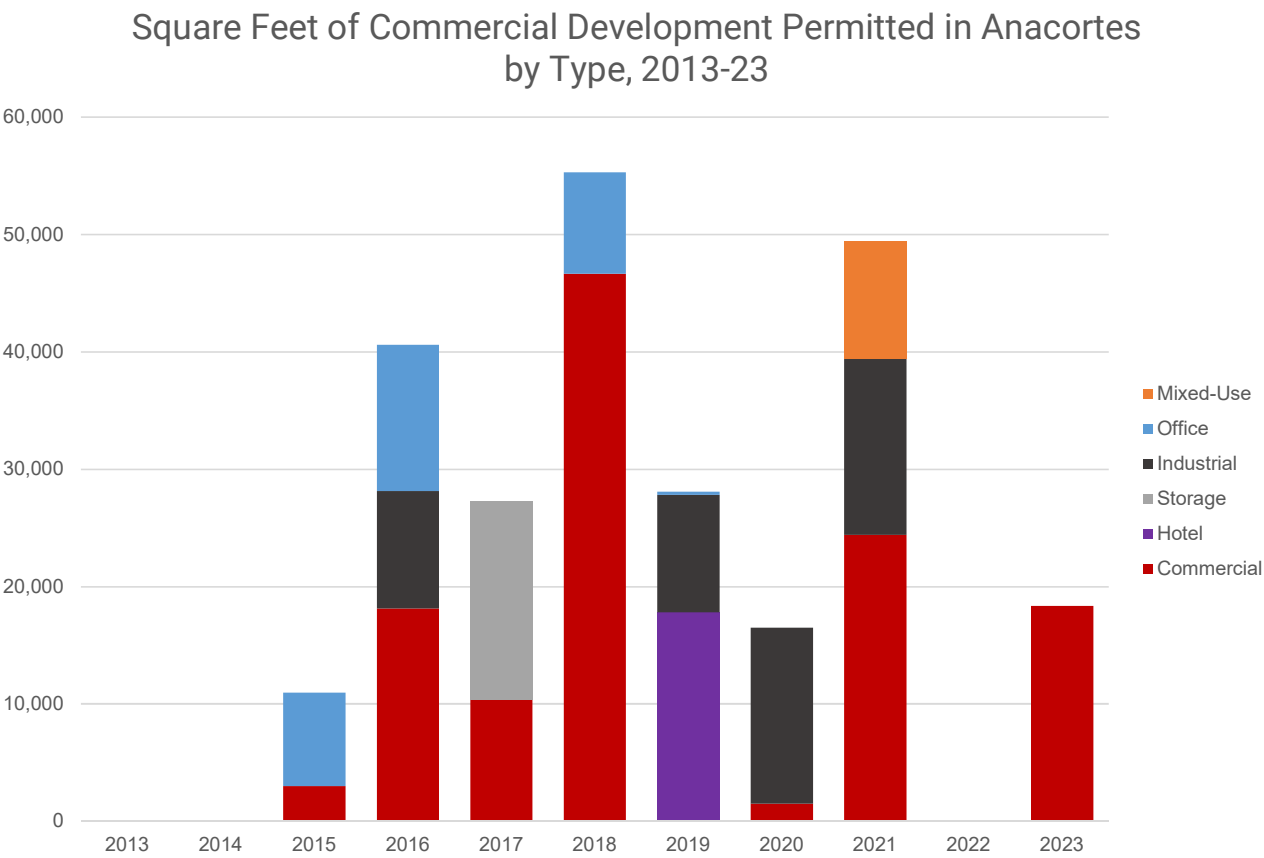
Residential Permits Since 2013

Anacortes Comprehensive Plan
New Residential Units Permitted, 2013-23

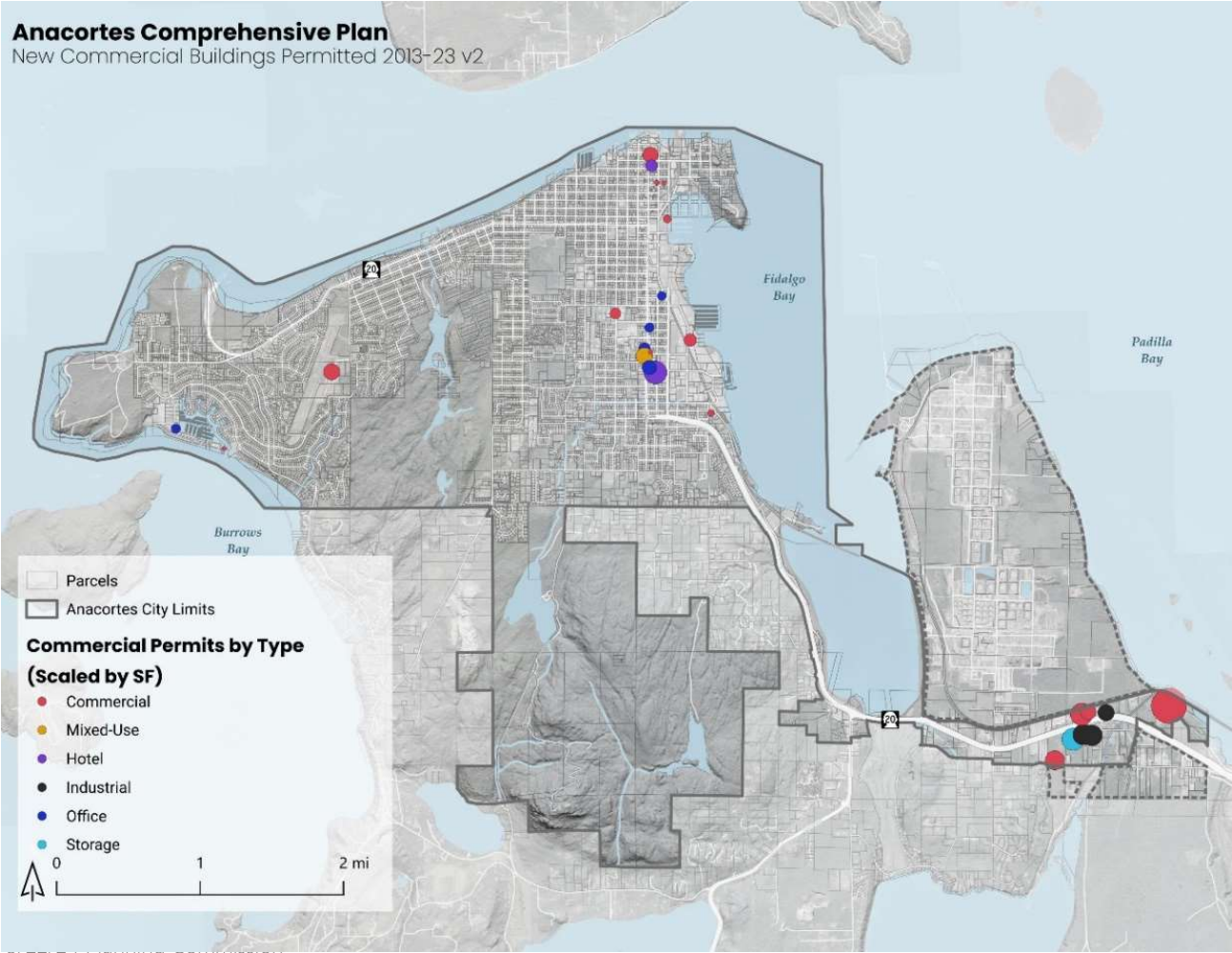


Commercial Permits Since 2013

There has been some commercial development since 2013 as well, including marine and industrial buildings as well as some office and hotel development.



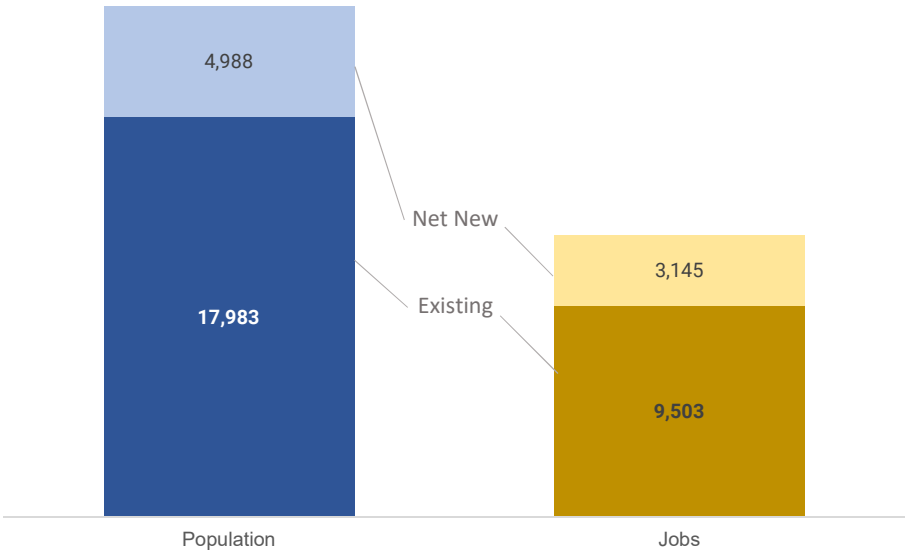
Commercial Permits Since 2013



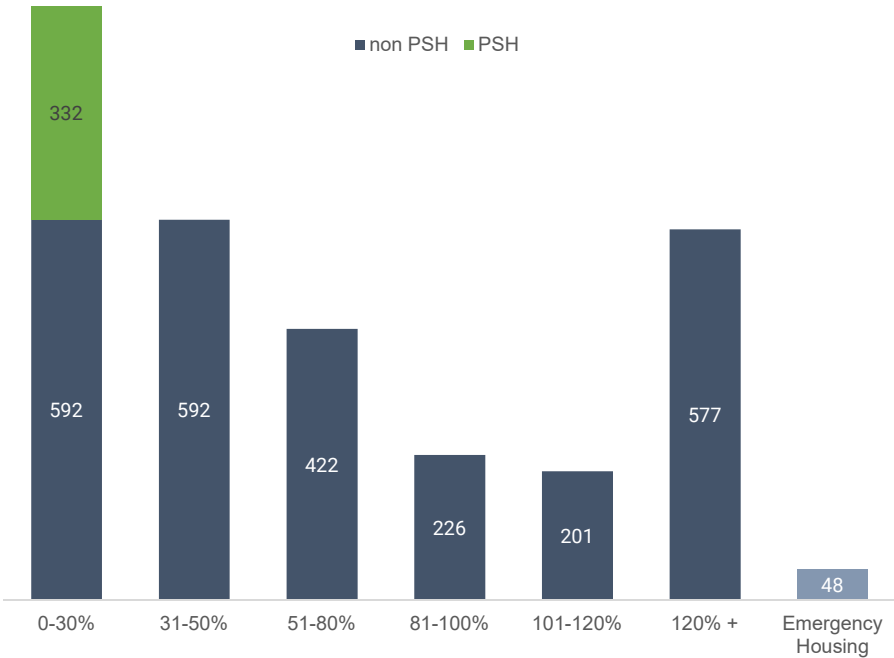
Land Capacity Analysis

Projections

Anacortes Projected Housing and Jobs, 2022-2045

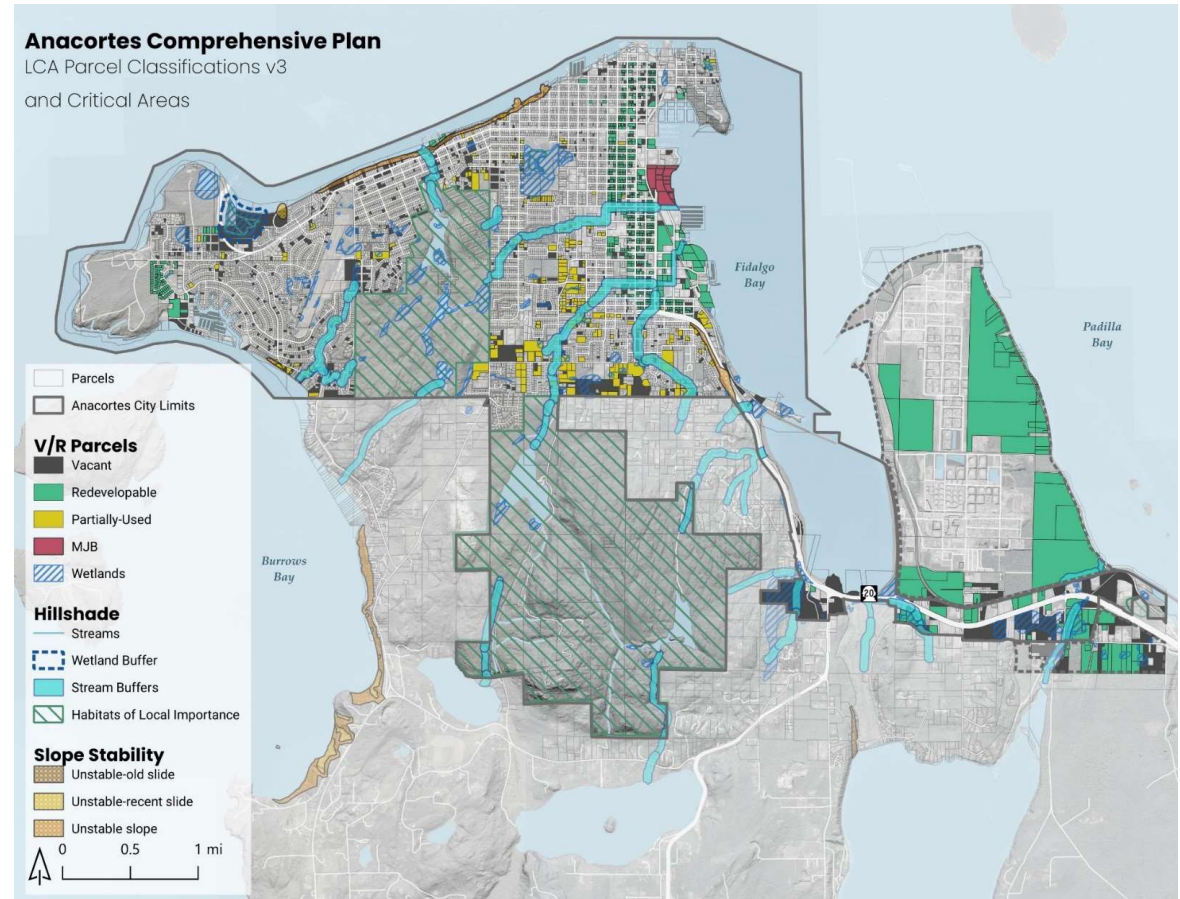


Net New Housing Units Needed in Anacortes, 2020-2045



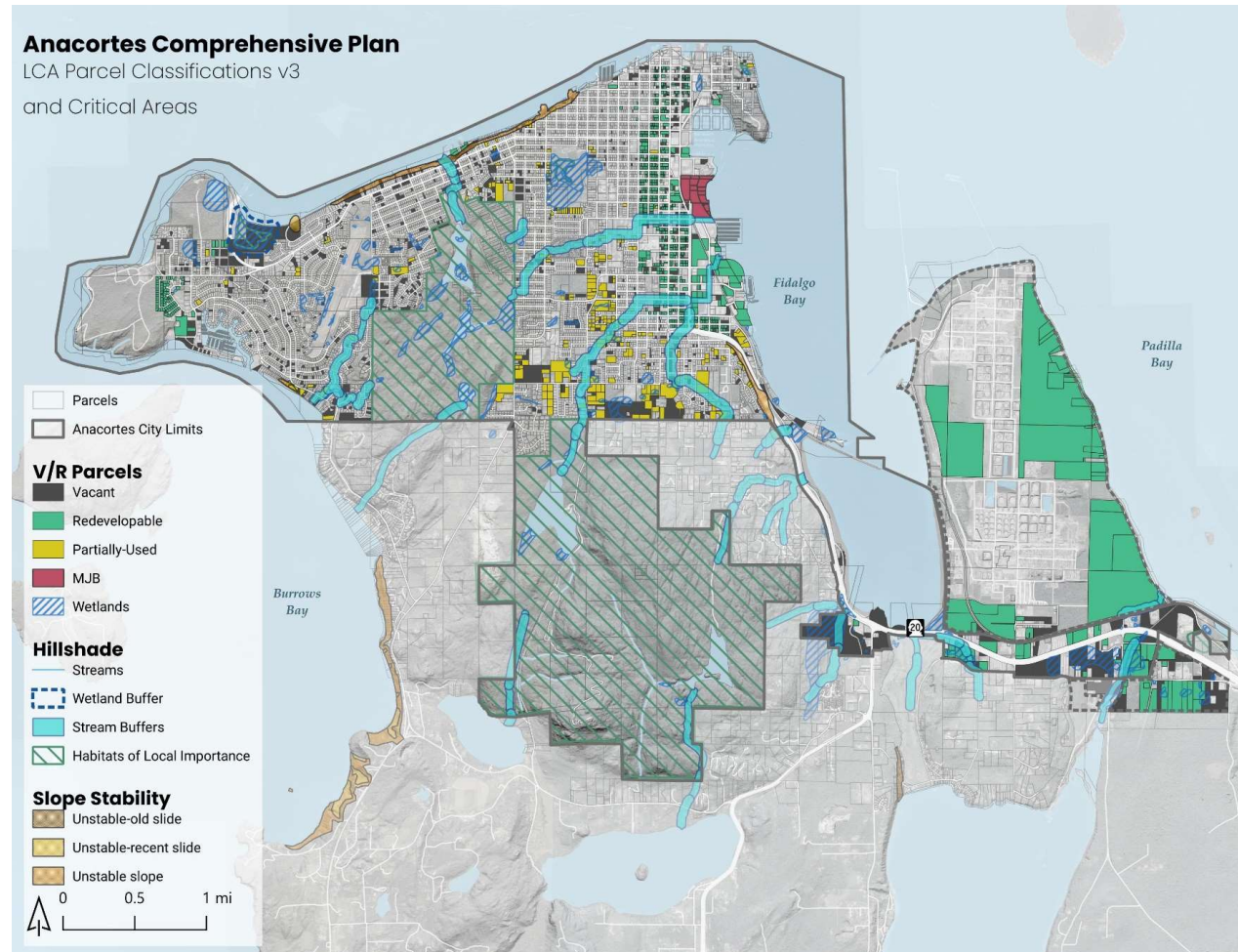
Parcel Classification

- **Vacant** – Value less than \$10,000
- **Partially-Used** – Low- and medium-density residential zones large enough to be subdivided (excluding very high value parcels)
- **Redevelopable** – Building value is less than land value, or single-family use in denser zone
- Exclude **Critical Areas** – Wetlands, streams, habitats, unstable slopes



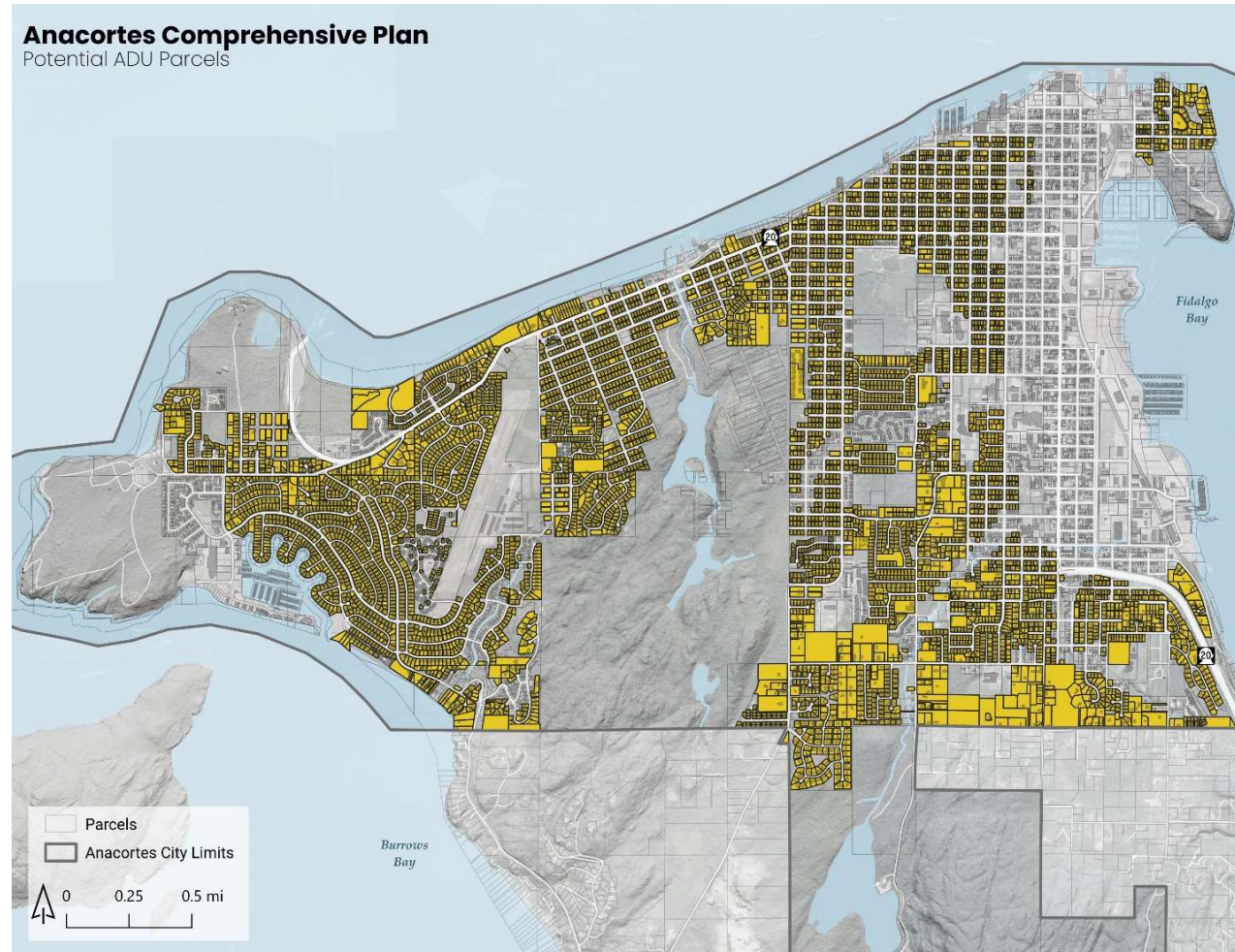
Parcel Status v3

- Status reflects two rounds of city feedback
- There are a few “Redevelopable” parcels in R4 (parking lots)
- Added refinery areas visually



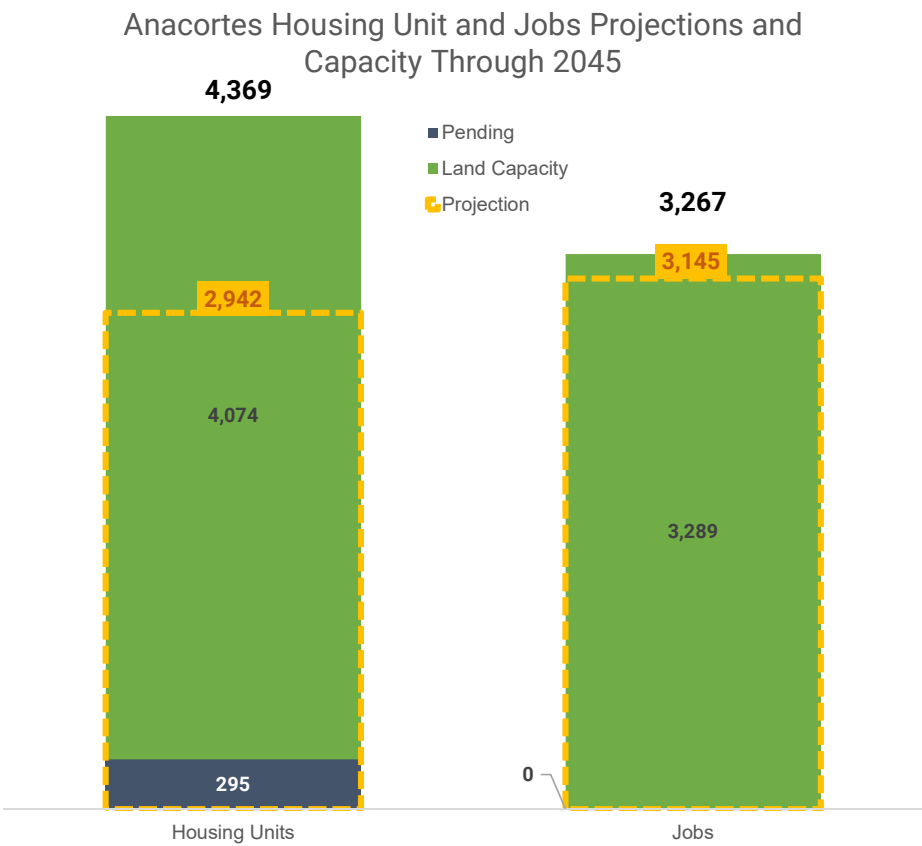
ADUs

- Parcels with **1,000 square feet** remaining within lot coverage ratio (after excluding existing buildings) may be able to accommodate an ADU
- Assume **5%** of owners may choose to build an ADU over the next 20 years, and some may build more than 1
- Resulting capacity for **357** ADUs



Overall Results

- Anacortes has sufficient zoned capacity to meet housing unit and job projections through 2045.



HB 1220 Requirements

HB 1220

- Breakdown of zoned capacity by income band
- Emergency housing
 - Hotel and emergency housing allowed by right in same zone
- Adequate Provisions Analysis
 - Ensures recent production aligns with need
 - Analysis of barriers to production
- Racially Disparate Impacts Analysis
 - Evaluates policies that can have disproportionate impacts on BIPOC residents



Housing Needs by Income

- HB 1220 requires cities to show capacity to accommodate a breakdown of their overall housing target by the **income levels** that the new housing units can serve
- This corresponds with **expected demand for new housing units** which can accommodate households at a variety of income levels in Anacortes over the next 20 years.
- Permanent supportive housing (PSH), “subsidized, leased housing for people who are experiencing homelessness or are at risk of homelessness and living with a disabling condition.”



High Income (>120% AMI)
Lower Density Single Family + Middle Housing

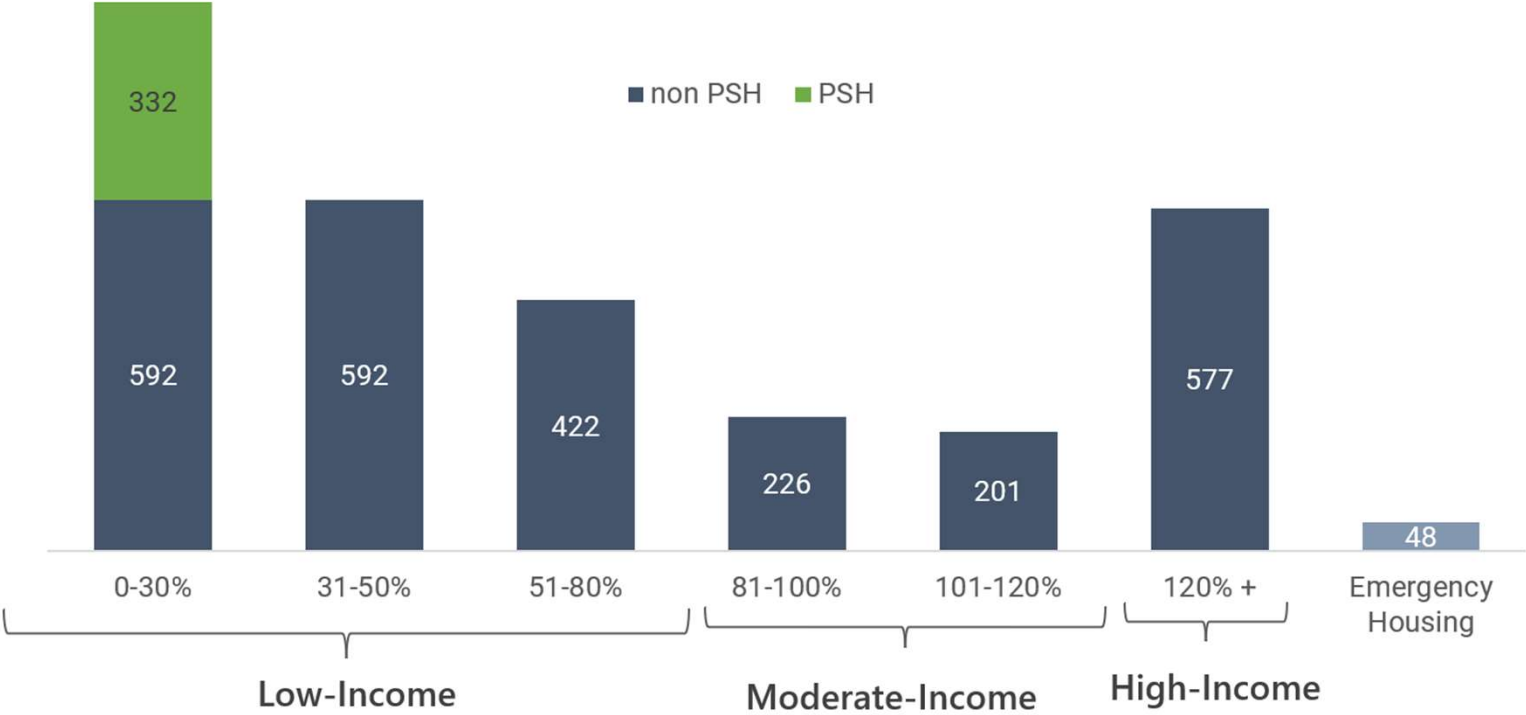


Moderate Income (80-120% AMI)
Moderate Density + Middle Housing



Low Income (0-80% AMI)
Multifamily + ADUs

Income Bands



Zone Categories

HB 1220 Zone Category	Housing Types Allowed	Pending Units	Additional Unit Capacity	Assumed Affordability Level for Capacity Analysis
Low Density	Detached single-family homes	144	781	120% + AMI
Moderate Density	Townhomes, duplex, triplex, quadplex	109	180	80-120% AMI
Low-Rise	Walk-up apartments, condominiums (2-3 stories)	43	616	0-80% AMI
Mid-Rise	Apartments, condominiums		2,139	0-80% AMI
ADU	Accessory Dwelling Units		357	0-80% AMI

Income Band Results

Income Band	Housing Needs	Aggregated Housing Needs	Pipeline Units	Remaining Housing Needs	Total Capacity	Surplus/ Deficit
0-30 PSH	332	1,938	43	1,895	2,755	860
0-30 Non PSH	592					
30-50	592					
50-80	422					
80-100	226	427	109	318	538	220
100-120	201					
120+	577	577	143	434	781	347
Total	2,942	2,942	295	2,647	4,074	1,127