

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



**Anacortes City Council
NOTICE OF SPECIAL MEETING**

May 6, 2019
5:00 p.m.

Municipal Building Council Chambers
904 6th Street

NOTICE IS HEREBY GIVEN that the regular Anacortes City Council meeting of May 6, 2019 will begin at 5:00 p.m.

The Public Works Committee meeting scheduled for 5:00 p.m. on May 6, 2019 has been cancelled.

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Media**



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

May 6, 2019

Special Start Time
5:00 p.m.

PRELIMINARY AGENDA

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Department of Health Award to Anacortes Water System: Most Innovative Water Treatment Plant in the State for 2018
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of April 29, 2019
 - b. Approval of Claims in the amount of: \$719,779.26
 - c. Ordinance 3043: No Parking Beechwood Lane
6. **Public Hearings**
 - a. * 2019 CDBG Action Plan Review and Approval (Discussion/Possible Action)
7. **Other Business**
 - a. Contract Award: Library Main Floor Carpet Design & Installation 19-073-FAC-001 (Discussion/Possible Action)
 - b. Planning Commission Recommendation: Development Regulations and Zoning Map Amendments - Division 6, potentially Division 4 (Discussion)
8. **Executive Session (20 Minutes)**
 - a. Potential real estate transaction per RCW 42.30.110 (b)
9. **Adjournment**

Per Resolution 1949, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting. Citizens wishing to speak will please sign in at the back of the Council Chambers prior to the start of the meeting. The Mayor may limit comments to those who have signed in, and may limit the time allotted to each speaker to facilitate the orderly progress of the meeting.*

The City of Anacortes encourages people with disabilities to participate in public meetings.
For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning May 13, 2019

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

May 13, 2019

Special Meeting: Special Start Time: 5:00 p.m.

- Contract Award: Fire Station 3 Upgrades (18-156-FIR-003) (Consent)
- Contract Award: Library RFID Equipment (19-075-LIB-001) (Consent)
- Contract Modification: Pilot-Scale & Full-Scale Testing for WTP Filters Re-Rating Assistance (17-110-WTR-001) (Consent)
- Resolution 2041: Rejection of all Bids for Senior Center Metal Roof Installation 19-066-FAC-001 (Consent)
- Closed Record Decision Hearing: Randy Click & Donna Jung Conditional Use Permit CUP-2018-0003 to permit conversion of 3 short term rentals to single-family residences along with allowing construction of a single-family residence on the vacant lot (Discussion/Possible Action)
- Resolution 2043: Amending the Water System Plan (Discussion/Possible Action)
- Public Hearing: Ordinance 3041: Providing for the Acquisition of Property for the Improvement of the Water Utility (Discussion/Possible Action)
- Planning Commission Recommendation: Development Regulations and Zoning Map Amendments - Division 5 (Discussion)
- Municipal Broadband Fiber: Residential and Business Pricing (Discussion)

May 20, 2019

Special Meeting: Special Start Time: 5:00 p.m.

- Resolution 2042: Lodging Tax Application - Heart of Anacortes 2019 Music Event (Consent)
- Planning Commission Recommendation: Development Regulations and Zoning Map Amendments (Discussion/Potential Action)
- Finance Update (Discussion)
- Ordinance 3042: Amending the 2019/2020 Biennial Budget (Discussion/Possible Action)

May 28, 2019

June 3, 2019

June 10, 2019

- Closed Record Decision Hearing, Swinomish Indian Tribal Community Conditional Use Permit & SEPA environmental review to permit an addition/ expansion to an existing and permitted opioid treatment facility/clinic located on the subject property. The expansion includes adding an approximate 21,019 square foot 3-story addition to the north side of the existing treatment facility, an approximate 260 square foot one-story open air bus shelter, and a new approximate 50-space parking area

June 17, 2019

June 24, 2019

July 1, 2019

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works - CANCELLED, Monday, May 6, 2019, , Main Conference Room, City Hall
- Port/City Liaison, Tuesday, May 7, 2019, 8:30 AM, Port of Anacortes
- Finance, Wednesday, May 8, 2019, 5:00 PM, Main Conference Room, City Hall
- Skagit County Law & Justice Council, Wednesday, May 8, 2019, 8:15 AM, Mount Vernon
- Planning - CANCELLED, Monday, May 13, 2019, 12:00 AM, Main Conference Room, City Hall
- Parks & Recreation, Thursday, May 16, 2019, 6:00 PM, Main Conference Room, City Hall
- Public Works, Monday, May 20, 2019, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, May 22, 2019, 5:00 PM, Main Conference Room, City Hall
- Planning, Tuesday, May 28, 2019, 5:00 PM, Main Conference Room, City Hall

City Council Minutes – April 29, 2019

Mayor Laurie Gere called to order the advertised special Anacortes City Council meeting of April 29, 2019 at 5:00 p.m. Councilmembers Eric Johnson, Anthony Young, Ryan Walters, Brad Adams, Carolyn Moulton. Bruce McDougall and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

Executive Session

At approximately 6:01 p.m. Mayor Gere announced that City Council and the City Attorney would convene in Executive Session per RCW 42.30.110(i) for approximately 30 minutes to discuss potential litigation or litigation and that following the executive session the regular meeting would reconvene with no action having been taken. At approximately 5:33 p.m. the mayor called the regular session back to order.

Announcements and Committee Reports

Finance Committee: Mr. Walters reported from the committee meeting the prior Wednesday that the committee had reviewed the upcoming budget amendment with Finance Director Steve Hoglund. Mr. Johnson added that the committee had also discussed the public works facilities budget.

Ms. Moulton reported from the Skagit Homeless Housing Plan Task Force. She explained that the plan is updated every five years and said the current update is due for completion in December. Ms. Moulton advised that Anacortes involvement in the update would include a public meeting in Anacortes and participation in a countywide community survey. She said she would keep Council informed as the process continued.

Public Comment

No one present wished to address the Council on any topic not already on the agenda.

Consent Agenda

Mr. Johnson removed Item 6c, Contract Award: Street Sweeper Purchase 19-080-ERR-001, from the Consent Agenda. Mr. Adams moved, seconded by Mr. Miller, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

- a. Minutes of April 22, 2019
- b. Approval of Claims in the amount of: \$369,740.36

The following vouchers/checks were approved for payment:
EFT numbers: 93023 through 93063, total \$165,086.64
Check numbers: 93064 through 93096, total \$202,097.29
Wire transfer numbers: 248679 through 248924, total \$3,135.38

- c. Contract Award: Street Sweeper Purchase 19-080-ERR-001

Mr. Johnson thanked Finance Director Steve Hoglund for the additional explanatory materials included in the packet for this contract on which action had been postponed at the April 22, 2019 meeting. Mr. Johnson invited his colleagues to consider the larger questions of the appropriate level of Council oversight for major equipment purchases and the best means of tracking Council's policy decisions. He suggested memorializing such decisions by resolution to allow convenient searching of prior actions. Councilmembers discussed the city's equipment rental policy specifically. Mr. Hoglund noted that the current practice for management of that fund had been reviewed by the state auditors several times with satisfactory results. Mr. Miller suggested that perhaps a cost threshold should be established over which Council would be involved in deciding to purchase equipment. Mr. Johnson moved, seconded by Mr. Young, to approve Consent Agenda Item 5c. The motion carried unanimously by voice vote.

OTHER BUSINESS

Planning Commission Recommendation: Development Regulations and Zoning Map Amendments - Division 4

Senior Planner Libby Grage invited Council to continue review of the development regulations update, focusing on Division 4 which was largely addressed in Title 17, Zoning, of the current code. Ms. Grage referenced the staff memo included in the packet materials which identified key updates proposed for Division 4. She suggested that after a brief summary of the content and organization of the division, the discussion then focus on five topics Council had flagged for additional discussion at its April 15, 2019 meeting. Ms. Grage introduced Bob Bengford of MAKERS to guide the discussion. Mr. Bengford's slide presentation was added to the packet materials for the meeting.

Mr. Bengford first reviewed the general structure of Division 4, referring to the April 18, 2019 draft of Title 19 – Unified Development Code. Mr. Johnson asked why the future land use designations map did not use the same codes as Title 19. Mr. Bengford and Planning Director Don Measamer explained the distinction between land use designations and zoning designations and pointed to the land use designations used on pages I-16 through I-20 of the adopted 2016 Comprehensive Plan. Mr. Measamer said that upon adoption of the development regulations there would be only one zoning map, implementing the comp plan map, so the designations would be consistent.

Mr. Walters said that 19.40.010(B)(2) did not specify the process by which the director was authorized to revise the Official Zoning Map. Mr. Measamer agreed and said staff would reword that section to refer to the procedures chapter.

Regarding Chapter 19.45, Industrial Uses, Mr. Johnson requested additional future discussion of conditional and permitted uses in that zone.

Mr. Bengford then turned to the five discussion items addressed in his slide presentation.

Table 19.42.030, reconsider by-right height increase in Commercial (C) & Central Business District (CBD) zones: Mr. Bengford and Mr. Measamer explained the options the Planning Commission had considered and its eventual recommendation to increase the height limits in the C and CBD zones (to 50 feet and 65 feet, respectively) without requiring density bonus features, presuming that the proposed affordable housing provisions would discourage use of height bonus provisions and may be challenging to administer/enforce. Councilmembers discussed at length what would define an “affordable” housing unit and how unit size correlated with affordability. Councilmembers generally supported small unit bonuses but explored the appropriate size or sizes for such units. Ms. Moulton suggested that to demonstrate a commitment to affordable housing the development regulations should be consistent with Ordinance 3017 establishing AMC Chapter 19.46, the temporary affordable housing demonstration program. Mr. Measamer reported that developer input during Planning Commission consideration indicated that affordable housing programs were overly burdensome to administer but that height bonuses for including some number or percentage of units under 600 SF would not be and could be reviewed after several years to see if that was in fact achieving more affordable units. He noted that such a provision could be extended to the CBD and C zones, not just the R4 zone. He requested direction from Council. After additional discussion, councilmembers agreed that staff should draft new language that would offer height bonuses for including some percentage of 600 SF units in the C and CBD zones. Mr. Measamer confirmed that the language would need to be opened for written public comment prior to adoption. Mr. Bengford asked if that only applied to a residential or mixed use building in those zones, not an office building. Councilmembers discussed that the bonus Option 2: Affordable Units, would possibly be desirable for non-profits such as the Anacortes Housing Authority or Anacortes Family Center but not private developers. Mr. Measamer noted that option had been retained in the R4 zone.

19.42.140 building height exceptions: Mr. Bengford and Mr. Measamer explained the building height exceptions, referencing 19.42.120(B) in the April 18, 2019 draft regulations. Mr. Bengford advised that near the end of the Planning Commission consideration, a comment came in about the need to allow an increase in the height exception (from 10 feet to 15 feet) for rooftop elevator housing/screening on buildings over four stories in height based on modern functional needs of such facilities. He said staff recommended increasing the exception from 10 feet to 15 feet. No councilmembers objected to the new language for 19.42.120(B)(2) as proposed by staff. Mr. Measamer confirmed that Council would need to accept written public comment on this language if it wished to adopt it. Mr. Walters asked that staff draft language to require rooftop decks allowed under the height exceptions to be open to *all* residents of a building. Mr. Measamer agreed.

Building Height Clarification in the LM Zone: Mr. Bengford then presented staff recommendations for updates to Table 19.42.030 and 19.42.120(C)(2) to clarify the base vs. bonus height in the LM zones. The intent was to allow 50 foot maximum height for non-residential structures in the LM zone along the Guemes Channel by conditional use, but to allow 50 foot maximum height for non-residential structures outright for the LM zone at the Anacortes airport, consistent with the existing Development Agreement between the city and the Port of Anacortes. After some discussion, councilmembers reached consensus that the maximum height in the LM zone along the Guemes Channel should be 35 feet, not 50 feet. Mr. Measamer agreed to reword the section to limit the height to 35 feet along the Guemes Channel and 50 feet at the airport where there is a functional need such as for an air control tower. Mr. Measamer said that change would also warrant public comment. Mr. Adams and Ms. Moulton inquired about maintaining the 35 foot limit at the airport as well, for consistency and due to homes in the neighborhood. Mr. Walters reminded that airport structures were vested at 50 feet in the current Development Agreement with the Port. Mr. Measamer recommended leaving the development regulations consistent with that agreement.

Table 19.42.070, review bonus incentives in the MMU zone: Mr. Bengford then invited discussion of the height bonus options in the MMU zone east of Q Avenue (aka the MJB property) that would allow structures over the 45 foot base height. He explained that the regulations as drafted would allow height increase to 55 feet if one listed bonus feature was implemented and an increase to 65 feet if two features were implemented. Councilmembers discussed the feature list at length. Ms. Moulton clarified that feature 3 only required provision of space for a park; the city would have to build and maintain the park. Mr. McDougall and Mr. Walters argued that feature 6, upper level building step backs, should be required and should not qualify the project for a height bonus. Councilmembers questioned the value of rooftop vegetation on tall buildings and suggested bonus-eligible landscaping should have to be visible by pedestrians. Mr. Miller suggested *requiring* projects to meet the key concepts outlined in LU 6-4 of the 2016 Comprehensive Plan and allowing features beyond that to function as bonus incentives. Mr. Measamer reminded that the Shoreline Master Program would constrain building height at the water's edge. Mr. Bengford reminded that the Planning Commission had been prepared to allow 65 foot building height outright and suggested that one or two additional features might be required but that optional features should be feasible for developers since the intent was to encourage taller buildings.

Councilmembers all agreed that feature 1, vertical mixed use design, should remain an optional bonus feature. Councilmembers all agreed that feature 6, upper level building step backs, should be required for any increase over the 45 feet base height. Mr. Measamer said staff would draft language accordingly. Ms. Moulton suggested that the park space addressed by feature 3 should be a percentage of the site rather than a flat square footage. Mr. Bengford said the city would not want any size smaller than 10,000 SF. Mr. Measamer suggested that staff craft language to clarify that the public space would be dedicated to the city which would then own and maintain the public park. Mr. Bengford suggested that the park space be allowed to be proportional to the building space, but in no case less than 10,000 SF. Mr. Adams and Mr. Miller warned that any such park would be unfunded.

At approximately 7:30 p.m. Mayor Gere called a five minute break. At 7:35 p.m. the mayor called the meeting back to order.

Councilmembers continued discussion of the proposed bonus features to allow added building height in the MMU zone east of Q Avenue, beginning with feature 7, permanent public art in a visible location. Mr. Johnson suggested changing the first sentence to read, “This could include murals, mosaics, sculptural elements ...” to allow more than one piece of art collectively valued at 1% of construction cost. Mr. Measamer agreed.

Councilmembers discussed feature 10, public restrooms, and wondered if that should be required rather than a bonus feature. Mr. Measamer reminded that the plumbing code would require a restroom for any public meeting space. Councilmembers discussed the need for public restrooms along the esplanade as well as at other waterfront parks but did not reach conclusions on language changes.

19.43.010(H)(3) regarding single purpose residential uses in the MMU zone [east of Q Avenue]: Mr. Bengford explained the Planning Commission recommendation to allow single purpose multifamily residential development by right in this zone on up to 60% of the development. He walked through the calculations for determining the 60%. Councilmembers discussed the 60% figure at length, attempting to determine if some other figure would be more appropriate. Mr. Bengford reminded that currently residential development on the site is a conditional use and that an entirely commercial project with no residential would be allowed outright but no such project has been built. Councilmembers agreed that the Comprehensive Plan goal for the site was mixed use development and that guarding against too much residential was the key. Mr. Measamer advised that the Planning Commission recommendation for up to 60% residential reflected concern for the impact of commercial development on downtown businesses and also the desire to make mixed use projects pencil out. After additional discussion, Mr. Measamer confirmed that Council was comfortable with the 60% recommended by the Planning Commission. Mr. Johnson asked just how applicants were expected to demonstrate that “proposed building(s) do not adversely impact the general vicinity” as called for by 19.42.070(A)(1). Mr. Measamer clarified that 19.42.070(A) only applied west of Q Avenue (above the Washington State Ferries terminal). Mr. Walters suggested that 19.42.070(A)(3) say that the project be conditioned to help improve the view from the selected viewpoints chosen in 19.42.070(A)(1). Mr. Measamer agreed to have staff draft language accordingly.

Mr. Adams referred to Table 19.41.050 and asked what had determined that retail uses over 25,000 SF would require a conditional use permit in the MMU zone. Mr. Bengford provided the rationale for that recommendation; Mayor Gere offered for comparison that Safeway is 50,000 SF. Mr. Walters asked if a maximum size had been considered, perhaps no retail spaces over 100,000 SF. Mr. Adams suggested that he did not want to reignite the big box store debate but said he did not favor imposing a maximum size. Mr. Miller and Ms. Moulton both indicated they would support a 100,000 SF cap. Mr. Young and Mr. McDougall said they would support a cap at either 75,000 SF or 100,000 SF. Mr. Measamer polled councilmembers and received mostly head nods to change “>50,000 NFA” as a conditional use in the MMU to “50,000 – 100,000 NFA”. Mr. Adams confirmed that his colleagues supported retaining a conditional use process for 25,001 to 50,000 NFA in the MMU. Councilmembers then discussed a cap of 75,000 SF. Mr. Walters suggested that staff bring back language proposing a cap of between 75,000 and 100,000 SF and taking public comment on that range. Mr. Measamer agreed.

At approximately 8:25 p.m. Mr. Measamer suggested continuing the discussion at the next City Council meeting, given the time and the duration of the meeting thus far. Mr. Bengford briefly introduced the fifth discussion item, 19.43.010 regarding garage setbacks, because he would not be able to attend the City Council meeting on May 6.

There being no further business, at approximately 8:30 p.m. the Anacortes City Council meeting of April 29, 2019 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 May 6, 2019 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
249018	3/1/2019	5056009199	RICOH USA, INC	S/N C86152062 HR COPIES 2/1-2/28/19	\$ 19.54	hr
248804	3/6/2019	PLN-2019-0003	CITY OF ANACORTES	SEPA REVIEW - UPDATE TO PARKS & ACFL	\$ 800.00	parks1
249206	3/7/2019	Pay App 4	AWARD CONSTRUCTION, INC.	CHLORINATION CONVERSION PROJECT - CONSTRUCTION	\$ 256,531.98	pw1
248592	3/18/2019	19363	SUNLAND BARK & TOPSOILS	BARK	\$ 26.79	parks1
249219	3/19/2019	5445448491	SIEMENS INDUSTRY, INC	2019 HVAC CONTROL SYSTEMS SERVICE	\$ 10,033.01	pw1
248591	3/20/2019	19368	SUNLAND BARK & TOPSOILS	BARK	\$ 26.79	parks1
249126	3/28/2019	9827087683	VERIZON WIRELESS	City Cell Phones 3/29/19-03/28/2019	\$ 11,032.97	finance
247678	3/29/2019	050602	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES - W.T. PRESTON	\$ 4.76	museum
249232	3/29/2019	WN-0000218058	WHIDBEY NEWS TIMES	LIBRARY PERIODICAL WHIDBEY NEWS TIMES 4/19-3/20	\$ 110.00	publib
248584	3/31/2019	39093	CORRECT EQUIPMENT, INC	SEAL RING	\$ 146.75	dwwtp
248813	4/1/2019	904893144	BSN SPORTS, LLC	VOLLEYBALLS	\$ 92.14	pkrec
249217	4/1/2019	0156777	GEOENGINEERS, INC.	ON-CALL ENVIRONMENTAL SERVICES CONSULTANT - CALWEST 1/9/19-2/22/19	\$ 2,017.90	plan
249116	4/1/2019	INV-00027949	PACIFIC MOBILE STRUCTURES, INC	REMOVAL COSTS - JOB SHACK #1	\$ 958.00	dshop
249118	4/1/2019	INV-00028568	PACIFIC MOBILE STRUCTURES, INC	REMOVAL COSTS JOB SHACK #2	\$ 986.15	dshop
248802	4/2/2019	4-2-19	NORTHWEST PARKING EQUIPMENT	2ND QUARTER PAY STATION MAINTENANCE	\$ 461.98	parks1
249246	4/4/2019	39573558	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 117.97	publib
249248	4/4/2019	39573559	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 192.18	publib
248590	4/5/2019	7134	URBAN FORESTRY SERVICES, INC	PLANTINGS	\$ 1,152.22	parks1
248226	4/6/2019	051203	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES - W.T. PRESTON	\$ 9.96	museum
248810	4/8/2019	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 3-7 TO 4-4-19	\$ 4,057.10	parks1
249021	4/9/2019	1106108694	FERRELLGAS, LP	6405 SUNSET AVE - PROPANE	\$ 210.12	parks1
249223	4/9/2019	1720007263	PATEL DDS, RAMAN	LINDQUIST, THAD, DENTAL SERVICES	\$ 1,250.00	hr
248496	4/10/2019	92626424	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 4,876.56	dwwtp
248663	4/10/2019	CM2019-08	PHOTOGRAPHY BY MARK GARDNER	MOM-SON DANCE PHOTOS	\$ 234.79	pkrec
249013	4/11/2019	E03894	PARRETT, SCOTT	FASTENERS #704A	\$ 27.88	dshop
248812	4/12/2019	905022720	BSN SPORTS, LLC	BASKETBALLS	\$ 527.85	pkrec
249220	4/15/2019	GIS-9167	GEOGRAPHIC INFORMATION	GIS SUPPORT THROUGH 3/31/19	\$ 1,546.13	pw1
249247	4/15/2019	39715293	INGRAM LIBRARY SERVICES, LLC	BOOKS - JUVENILE	\$ 657.24	publib
249249	4/15/2019	39715291	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 86.06	publib
248845	4/16/2019	2018332	GATEWAY CONTROLS, INC	SOUTH GATE REPAIR	\$ 1,487.56	dwwtp
248957	4/16/2019	1706965	MILES SAND & GRAVEL CO.	WASHED ROCK FOR CLYDE WAY- STREET DEPT	\$ 296.75	dshop

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
248951	4/17/2019	747932	CASCADE COLUMBIA DISTRIBUTION	SODIUM FLUORIDE	\$ 2,178.00	dwtp
249130	4/17/2019	92626426	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 4,892.96	dwtp
248801	4/17/2019	2-553331-22	DIAMOND RENTALS, INC.	PORTABLE TOILET RENTAL	\$ 342.00	parks1
249224	4/18/2019	9501197185	ARROW INTERNATIONAL, INC.	45MM EZ-IO NEEDLES	\$ 562.50	medic
249111	4/18/2019	19000260 RU 05700	KRUGER	MICROSAND	\$ 4,396.92	dwtp
249135	4/18/2019	1279904	SURETY PEST CONTROL	MUSEUM INSECTS AND RODENT MAINTENANCE	\$ 48.45	pwfac
248803	4/19/2019	177940M-5	BIRCH EQUIPMENT CO., INC	CONTAINER RENTAL @ DEPOT	\$ 152.18	parks1
248805	4/19/2019	917 600 0000 9	CASCADE NATURAL GAS CORP.	VOLUNTEER RESTROOM GAS 3/20-4/18/19	\$ 31.58	parks1
248806	4/19/2019	638 000 0000 0	CASCADE NATURAL GAS CORP.	CEMETERY 3/19-4/17/19	\$ 38.56	parks1
248807	4/19/2019	538 000 0000 1	CASCADE NATURAL GAS CORP.	CEMETERY 3/19-4/18/19	\$ 26.55	parks1
248811	4/19/2019	260 037 3822 1	CASCADE NATURAL GAS CORP.	DEPOT 3/19-4/18/19	\$ 200.36	parks1
248910	4/19/2019	169 400 0000 9	CASCADE NATURAL GAS CORP.	STA 2: 3/19 - 4/17	\$ 64.24	medic
248912	4/19/2019	674 400 0000 7	CASCADE NATURAL GAS CORP.	STA 1: 3/20-4/18/19	\$ 101.53	medic
249231	4/19/2019	154 700 0000 9	CASCADE NATURAL GAS CORP.	LIBRARY 3/20 -4/18/19	\$ 670.00	publib
249218	4/19/2019	2914-21904116	FCS GROUP	SEWER COST OF SERVICE AND RATE DESIGN STUDY	\$ 7,448.75	pw1
249244	4/19/2019	39793684	INGRAM LIBRARY SERVICES, LLC	BOOKS - JUVENILE	\$ 31.24	publib
249250	4/19/2019	39793685	INGRAM LIBRARY SERVICES, LLC	BOOKS - ADULT	\$ 875.80	publib
249070	4/19/2019	001-431482	PISTON SERVICE OF ANACORTES	FUEL FILTER- VEH #426	\$ 15.01	dshop
249072	4/19/2019	189514	SKAGIT FARMERS SUPPLY	ETHANOL FREE UNLEADED	\$ 43.12	dwtp
249017	4/19/2019	872929	USA BLUE BOOK	LAB WASH BOTTLES X 6	\$ 48.93	dwtp
249214	4/20/2019	ReimbFarnsworth	FARNSWORTH, DIANA	WLA CONFERENCE DIANA FARNSWORTH	\$ 253.68	publib
249243	4/20/2019	842100373-00001	VERIZON WIRELESS	SCADA SERVICE FOR PUMP STATIONS 3/21-4/20/19	\$ 1,110.15	dwwtp
248959	4/21/2019	8136 50 291 0005268	WAVE	FIBER LEASE WTP TO CITY HALL 5/1-5/31/19	\$ 320.60	finance
248900	4/22/2019	19-13595	EDGE ANALYTICAL, INC	TCR ANALYSIS BOOSTERS	\$ 165.00	dwtp
249230	4/22/2019	5019	FIRE SERVICE REPAIR, LLC	2019 PUMP TESTS - ALL 5 FIRE APPARATUS	\$ 1,938.23	medic
249242	4/22/2019	0077558-IN	LIBERTY PROCESS EQUIPMENT INC	RETAINING RING, STATOR AND STATOR GASKET	\$ 2,695.95	dwwtp
248960	4/22/2019	001-431761	PISTON SERVICE OF ANACORTES	MISC FILTERS- SHOP STOCK	\$ 248.01	dshop
248953	4/22/2019	8127093800	SHRED-IT USA, LLC	OLD RECORDS DESTROYED - APD	\$ 55.25	apd
248958	4/22/2019	8127096570	SHRED-IT USA, LLC	CONTAINER SHREDDING - CITY HALL	\$ 41.54	hr
248954	4/22/2019	2859	SKAGIT COUNTY SHERIFF'S OFFICE	NW MINI CHAIN; 1ST QTR 2019	\$ 1,560.33	apd
249136	4/22/2019	1280144	SURETY PEST CONTROL	INSECTS AND RODENT MAINTENANCE FOR WA PARK	\$ 70.66	pwfac
248955	4/23/2019	19-13923	EDGE ANALYTICAL, INC	BACT ANALYSIS FINISHED	\$ 15.00	dwtp
248956	4/23/2019	19-14051	EDGE ANALYTICAL, INC	TCR ANALYSIS BOOSTERS	\$ 165.00	dwtp
248947	4/23/2019	RefundMindfulness	MINDFULNESS NORTHWEST	REFUND CANCELLED RENTAL AT SENIOR	\$ 135.00	parks1
248950	4/23/2019	MV211347	MOTOR TRUCKS, INC	MISC GASKETS- #7913	\$ 27.43	dshop

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
248914	4/23/2019	190570	T-SHIRTS BY DESIGN	2 PAIRS CLASS B PANTS	\$ 245.66	medic
249020	4/23/2019	190579	T-SHIRTS BY DESIGN	CO-ED VOLLEYBALL SHIRTS	\$ 20.62	parks1
248949	4/23/2019	331 0458181	UNIFIRST CORPORATION	LAUNDRY SERVICE- WATER DEPT	\$ 59.39	wdist
248961	4/24/2019	300-10055996	ALL BATTERY SALES & SERVICE	WIRE PROTECTOR & HEADLAMPS- SHOP STOCK	\$ 77.83	dshop
249233	4/24/2019	1991212686	ARAMARK	STA 3 MAT, MOP SERVICE	\$ 21.74	medic
249207	4/24/2019	Pay App 2	C JOHNSON CONSTRUCTION, INC	2019 WATERLINE REPLACEMENT PROJECT	\$ 165,936.38	pw1
249212	4/24/2019	Pay App 1	C JOHNSON CONSTRUCTION, INC	FIDALGO BAY ROAD REPAIRS - CONSTRUCTION	\$ 156,266.65	pw1
249133	4/24/2019	92626428	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 4,900.96	dwtpt
249069	4/24/2019	WAANA114712	FASTENAL COMPANY	CARBON STEEL THREADED ROD- #704	\$ 10.53	dshop
249198	4/24/2019	WAANA114591	FASTENAL COMPANY	PLOW BOLTS- #410	\$ 34.46	dshop
249127	4/24/2019	9155404537	GRAINGER	PERFORMANCE KIT	\$ 53.73	dwwtp
249019	4/24/2019	41600312728	LES SCHWAB TIRE CENTERS	TIRE TUBE- #11-974	\$ 16.30	dshop
249011	4/24/2019	001-431956	PISTON SERVICE OF ANACORTES	SENSOR & GASKET- #7913	\$ 7.79	dshop
249112	4/24/2019	1159725	SKAGIT PUBLISHING LLC	PUBLISH SVH-1892213	\$ 96.72	finance
249113	4/24/2019	1159741	SKAGIT PUBLISHING LLC	PUBLISH AA-1890601 AA-1891619	\$ 178.64	finance
248952	4/24/2019	331 0458343	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 59.49	dwtpt
249066	4/24/2019	1803037	WASHINGTON TRACTOR, INC	REAR AXLE PARTS- VEH #704	\$ 267.25	dshop
249068	4/24/2019	1803039	WASHINGTON TRACTOR, INC	MAINTENANCE KIT- VEH #426	\$ 263.04	dshop
249071	4/25/2019	1991214733	ARAMARK	OPS MAT CLEANING: 04/25/19	\$ 34.96	dshop
249106	4/25/2019	1991214732	ARAMARK	OPS & PARKS LAUNDRY SVC FOR	\$ 63.79	finance
249234	4/25/2019	1991214723	ARAMARK	STA 2 MAT, MOP SERVICE	\$ 21.74	medic
249235	4/25/2019	1991214724	ARAMARK	STA 1 MAT, MOP SERVICE	\$ 21.74	medic
249108	4/25/2019	8498 30 017 0487207	COMCAST	CITY HALL INTERNET CONNECTION 5/5-6/4/19	\$ 191.12	finance
249203	4/25/2019	01-32555	CUMMINS, INC.	REPLACED ROCKER COVER, COOLANT, & O-RINGS- #7913	\$ 2,458.96	dshop
249216	4/25/2019	21352	ECONOWASH LAUNDRY & DRY	UNIFORM CLEANING	\$ 358.44	apd
249067	4/25/2019	19-12857	EDGE ANALYTICAL, INC	BACT ANALYSIS RAW	\$ 49.00	dwtpt
249200	4/25/2019	012563814	GALLS, LLC.	UNIFORM SHIRT; NEW EMP MOWRER	\$ 67.38	apd
249023	4/25/2019	10162107	GARRETT, HOLLY	CANCELLATION GROUP TENT 7/1 & 7/2	\$ 160.00	parks1
249015	4/25/2019	62956/2	HB JAEGER	8" CONCXPL FERNCO	\$ 24.98	dshop
249016	4/25/2019	62957/2	HB JAEGER	STORM WATER SUPPLIES	\$ 659.14	dshop
249240	4/25/2019	R739149	KAMAN INDUSTRIAL TECHNOLOGIES	SINGLE POINT LUBRICATOR	\$ 518.07	dwwtp
249073	4/26/2019	3509	ANACORTES TOWING, LLC	TOWING; APD CASE 19-A02631	\$ 163.05	apd
249074	4/26/2019	1991214727	ARAMARK	APD NYLON MATS CLEANED	\$ 16.31	apd
249213	4/26/2019	1904007Cc	CH MURPHY/CLARK-ULLMAN, INC	WWTP PUCKER RING REFRACTORY REPLACEMENT	\$ 28,881.59	dwwtp
249221	4/26/2019	1904008C	CH MURPHY/CLARK-ULLMAN, INC	WWTP PUCKER RING REFRACTORY REPLACEMENT	\$ 14,402.75	dwwtp

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
249215	4/26/2019	0157729	GEOENGINEERS, INC.	ON-CALL ENVIRONMENTAL SERVICES CONSULTANT - CALWEST 2/23/19-4/19/19	\$ 586.75	plan
249128	4/26/2019	41600313001	LES SCHWAB TIRE CENTERS	FLAT TIRE REPAIR- VEH #513	\$ 43.42	dshop
249115	4/26/2019	19-87263-1	MILLENNIUM	FIBER CABLE, WOODEN REEL	\$ 775.16	wdist
249238	4/26/2019	610624	MISTER T'S AWARDS &	LOGO NAME TAGS, LIBRARY	\$ 75.00	hr
249139	4/26/2019	MV211652	MOTOR TRUCKS, INC	RIGHT FRONT FENDER- VEH #607	\$ 292.26	dshop
249075	4/26/2019	644498	NYBO, ZABRINA	REIMBURSE FOR UNIFORM ALTERATIONS; CSO NYBO	\$ 18.00	apd
249119	4/26/2019	001-432253	PISTON SERVICE OF ANACORTES	FILTERS- SHOP STOCK	\$ 19.28	dshop
249120	4/26/2019	001-432295	PISTON SERVICE OF ANACORTES	FILTER- SHOP STOCK	\$ 7.49	dshop
249138	4/26/2019	001-432288	PISTON SERVICE OF ANACORTES	TRAILER WIRE- VEH #821	\$ 7.89	dshop
249129	4/26/2019	178253	SCOTT RICHARDS INSURANCE, INC	ADD 2018 17FT RIB ER390	\$ 300.14	finance
249134	4/26/2019	S5-4356495	SEATTLE AUTOMOTIVE DIST INC	WINDSHIELD WIPERS- SHOP STOCK	\$ 240.01	dshop
248893	4/26/2019	KT569880	UNIVAR USA INC	SODIUM HYDROXIDE 25% SOLUTION	\$ 4,327.22	dwwtp
249202	4/27/2019	00005W5A83179	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK END 4-27-19	\$ 20.25	apd
249225	4/28/2019	360-293-6427- 0218975	FRONTIER COMMUNICATIONS	CITY HALL 911 4/28-5/27/19	\$ 77.03	finance
249226	4/28/2019	360-588-1422- 0822015	FRONTIER COMMUNICATIONS	APD BUSINESS LINE (4/28/19-5/27/19)	\$ 299.85	apd
249227	4/28/2019	360-299-6615- 0615165	FRONTIER COMMUNICATIONS	APD 911 LINE (4/28/19-5/27/19)	\$ 70.21	apd
249228	4/28/2019	360-588-9248- 0619005	FRONTIER COMMUNICATIONS	APD BACKUP LINE (4/28/19-5/27/19)	\$ 206.68	apd
249229	4/28/2019	360-293-4900- 0912865	FRONTIER COMMUNICATIONS	APD BAC LINE (4/28/19-5/27/19)	\$ 82.87	apd
249236	4/28/2019	360-299-2484- 0726025	FRONTIER COMMUNICATIONS	LIBRARY PHONE 4/28 - 5/27/19	\$ 56.22	publib
249239	4/28/2019	360-299-0813- 1017915	FRONTIER COMMUNICATIONS	WWTP 4/28-5/27/19	\$ 309.06	dwwtp
249201	4/29/2019	3512	ANACORTES TOWING, LLC	TOWING; APD CASE 19-A02674	\$ 163.05	apd
249237	4/29/2019	1991218509	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$ 73.86	dwwtp
249199	4/29/2019	042519	FIDALGO CLEANING	APD CLEANING & SUPPLIES	\$ 700.00	apd
249114	4/29/2019	ReimbJones	JONES, ROBERT	PUB DEF CONF	\$ 81.77	court
249132	4/29/2019	166371	NAPA	MUD FLAPS- #510	\$ 28.24	dshop
249137	4/29/2019	166427	NAPA	SPLASH GUARD- VEH #510	\$ 42.81	dshop
249117	4/29/2019	2019-ANA	PACIFIC NORTHWEST CLEAN	PNCWA MEMBERSHIP DUES WWTP STAFF	\$ 130.00	dwwtp
249222	4/30/2019	0542005-001	UNUM LIFE INS CO OF AMERICA	MAY, LEOFF LONG-TERM CARE PREMIUM	\$ 1,024.90	hr
248907	5/1/2019	20190501	CHOWANEC, WILLIAM	STA 3 RENT: MAY	\$ 2,160.00	medic

Total

\$719,779.26



City Council Agenda Bill

Meeting Date: 5/6/2019 **Agenda Item:** Item 5c

Subject: Beachwood Lane No Parking Ordinance

Staff Contact: Fred Buckenmeyer

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

Action Type	
X	Ordinance No. 3043
	Code Revision?
	Resolution No.
	Contract
	Public Hearing
	Staff Report

Summary Statement: As a follow up to the facts and findings of the Beachwood Short Plat this ordinance creates a no parking zone on the entirety of the Lane.

Background: During the approval process for the development, Landed Gentry requested a deviation from the City's road design standards. Standards called for a 32 foot wide road with parking and they requested, with staff support, a 20 foot wide road with no parking. Their request was, in part, due to narrow lot configuration. Council approved this request on [March 16, 2015](#).

Budget Impact	
Amount Budgeted	
Budget Account (BARS)	
Proposed Expenditure	
Budget Amendment Required?	
Revenue Source	

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: City Council approved roadway deviation December 2014.

Competing Viewpoints Considered: N/A

Recommended Motion: I move to approve Ordinance 3043 which restricts parking on Beachwood Lane.

Alternative Actions: Do not approve the ordinance and allow parking on Beachwood Lane.

Attachments: Ordinance 3043; Exhibit A which is an aerial view of Beachwood Lane

ORDINANCE NO. 3043

AN ORDINANCE REGARDING PARKING RESTRICTIONS ON BEACHWOOD LANE

**THE CITY COUNCIL OF THE CITY OF ANACORTES DOES HEREBY
ORDAIN AS FOLLOWS:**

WHEREAS, During the permitting process the developer requested and was granted by council, an exception to the code regarding roadway widths. Due to narrow lot configuration council approved a 20 foot wide road, down from 32 feet wide, with no parking allowed on the Lane,

NOW, THEREFORE, be it ordained that the following section be added to AMC 10.12.030 to read as follows:

No person shall park a vehicle or trailer on the entirety of Beachwood Lane.

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 6th day of May, 2019.
.

CITY OF ANACORTES:

Laurie Gere, Mayor

ATTEST:

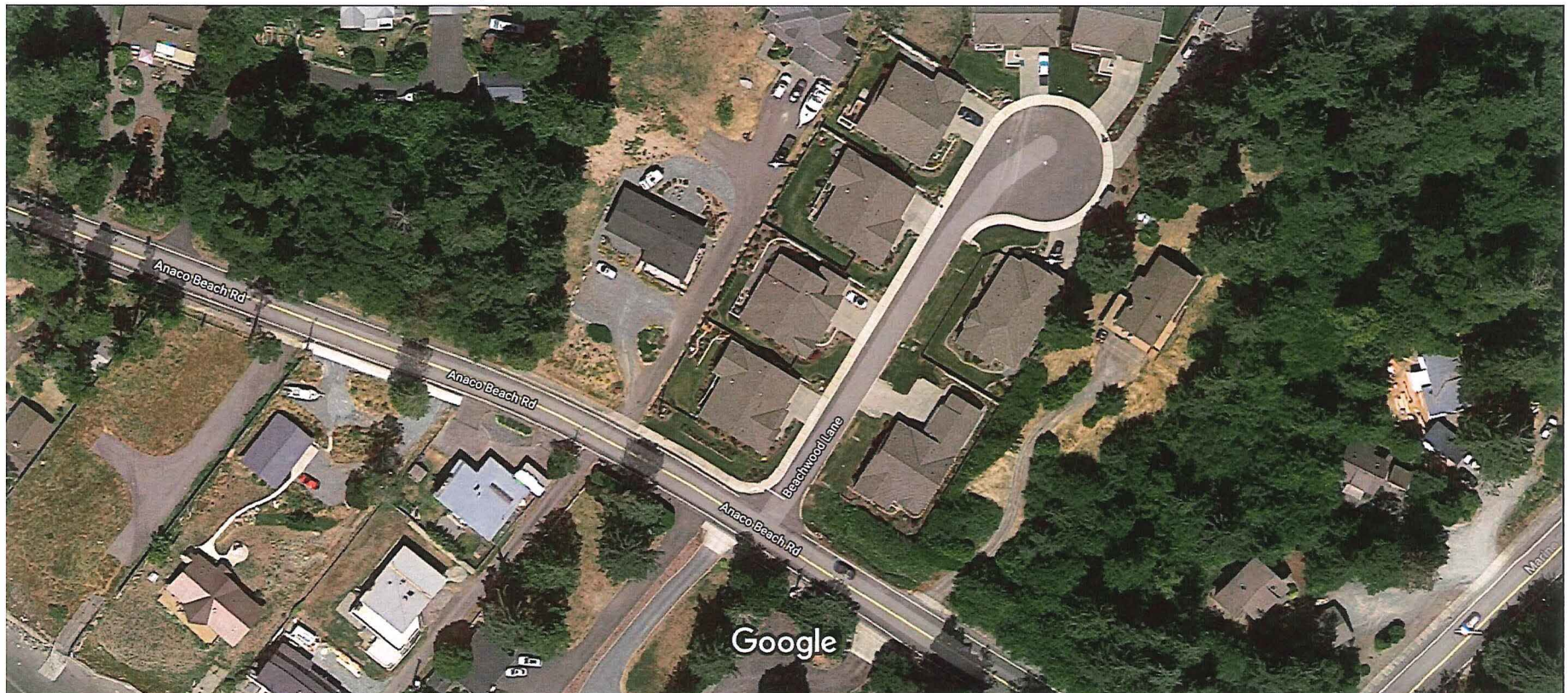
Steve Hoglund, City Clerk Treasurer

APPROVED AS TO FORM:

Darcy Swetnam, City Attorney



Beachwood Lane, Anacortes, WA



Imagery ©2019 Google, Map data ©2019 Google 50 ft

Exhibit A

Home 4409 Orchard Avenue, Anacortes, WA

EDIT

Hotel Matignon Rue de Varenne, Paris, France

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



Anacortes City Council

**Municipal Building Council Chambers
904 Sixth Street**

**May 6, 2019
5:00 p.m.**

PUBLIC COMMENT SIGN IN SHEET

Per Resolution 1949, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk (*) may do so as those items are considered by Council during the course of the meeting. Citizens wishing to speak will please sign in at the back of the Council Chambers prior to the start of the meeting. The Mayor may limit comments to those who have signed in and may limit the time allotted to each speaker to facilitate the orderly progress of the meeting. These rules are intended to promote an orderly system of holding a public hearing or meeting, to give every person who wishes to speak an opportunity to be heard, and to ensure that no individual is embarrassed by exercising his or her right to free speech.

Please print your name legibly so we can recognize you correctly in the minutes. Thank you!

Name	Topic
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Continue on back of sheet as needed







City Council Agenda Bill

Meeting Date: 5/6/2019 **Agenda Item:** 6a

Subject: Community Development Block Grant (CDBG) 2019 Action Plan.

Staff Contact: Don Measamer/Joann Stewart

Approved for Submittal to Council by	
X	Don Measamer, Planning Director

Action Type	
	Contract
X	Public Hearing

Summary Statement: The hearing tonight is the final of two required hearings to consider the proposed projects and the development of the Action Plan. The City's allocation this year is \$108,496. To date, no comments have been submitted on the development of this plan. 4 applications for funding were submitted: Anacortes Family Center for public services, City of Anacortes Public Facilities for safe crosswalk at approx. 26th and R Avenue, City Hall Public Facilities Finance & Building Dept. Service counters, and M Avenue Sidewalk Access ramps. These are all eligible projects under CDBG.

Background: The Consolidated Plan comprises the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by HUD. The Action Plan outlines the projects that will be funded during the program year. The City's Planning Department undertakes the planning process for submission of its Consolidated Plan/Strategic Plan and yearly Action Plans.

Budget Impact	
Amount Budgeted	
Budget Account (BARS)	
Proposed Expenditure	
Budget Amendment Required?	
Revenue Source	HUD

Proposed Contract	
Contractor	
Amount	
Start Date	
End Date	

Previous Council/Committee Action: Review of draft Action Plans and proposed projects at City Council [meeting](#) of March 25, 2019

Competing Viewpoints Considered: N/A

Recommended Motion: Motion to accept the proposed projects and draft Action Plan for submittal to HUD.

Alternative Actions: Re-distribute allocations from City Hall service counter project to sidewalk access curb cuts.

Attachments (listed in order presented): Mayor/Council Memorandum, Draft Action Plan, 2019 Applications for funding



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT

DATE: May 6, 2019

TO: Mayor and City Council

FROM: Don Measamer/Joann Stewart
Planning, Community, & Economic Development

SUBJECT: 2019 CDBG Action Plan

ACTION: Review & Recommend 2019 Action Plan and Projects for Submittal to HUD

Briefing

The Consolidated Plan comprises the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by the U.S. Department of Housing and Urban Development (HUD). The City Planning Department is undertaking the planning process for submission of its 2019 Action Plan, a component of the Consolidated Plan. The Action Plan outlines the projects that will be funded during the program year. The application period to apply for funding this year was January through February.

The City is required to hold 2 public hearings on the development of the plans. This year, the public comment period began March 18, 2019 and concluded on April 16, 2019. We did not receive any public comments on the development of the plan.

The City of Anacortes has been allocated \$108,496. After evaluation of the proposed projects, city staff recommends the following projects be funded with this year's CDBG:

2019 PROPOSED PROJECTS

Projects	Amount Requested	Amount Granted
Public Services – Anacortes Family Center	15% of Grant	\$16,274
R Avenue & 26 th Street (approx.) crosswalk	\$50,000	\$50,000
Anacortes City Hall Service Counters – Finance & Building Department Removal of Architectural Barriers	\$55,000	\$25,000
City of Anacortes Public Facilities – Sidewalk Ramps – Removal of Architectural Barriers	\$50,000	\$45,222

The 15% public services funding is always taken off the top of the full grant amount to provide the maximum amount for this funding (awarded to the Anacortes Family Center).

The R Avenue Crosswalk project is a viable project due to the fact that R Avenue is a main thoroughfare in and out of Anacortes with a dense low income residential neighborhood on the west side and businesses and recreation areas on the east side. Creating an additional crosswalk on this roadway will provide easier access for the residents to transportation, work and leisure activities.

The City Hall service counters in Finance and the Building departments do not adequately serve those citizens and employees with mobility issues. This project will bring portions of the counter to a height that will accommodate individuals that are unable to or is difficult for them to do business with the city at the current height. After a more thorough review of this project with the Public Facilities manager, it was determined that the modifications would only be performed on a portion of the services counters. This brought the costs down to approximately \$25,000 for both counters.

There will be approximately \$17,222 of funding left after these three projects that can be applied to sidewalk access ramps through the city. The City also has approximately \$28,000 of left-over funding from previous years that can be added to this project to install approximately 6 access ramps. The proposed ramps will be installed at intersections along M Avenue between 3rd and 11th Streets.

Finally, all funding for 2019 will be applied to projects with no administration costs being withdrawn from the annual allocation. This allows 20% more funding to be applied to actual projects.

We did not receive any other requests for funding.

Recommendation

Review and provide a recommendation on the projects and submittal of the Plan to HUD.

Attachments.

2019 Action Plan

Public Services Funding Request

Public Facilities R Avenue Crosswalk

Public Facilities City Hall Service Desks

Public Facilities Sidewalk Access Curb Cuts



CITY OF ANACORTES
CDBG 2019
DRAFT ACTION PLAN

Contents

Executive Summary.....	2
AP-05 Executive Summary - 91.200(c), 91.220(b)	2
PR-05 Lead & Responsible Agencies - 91.200(b)	5
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)	6
AP-12 Participation - 91.401, 91.105, 91.200(c)	12
Expected Resources	14
AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)	14
Annual Goals and Objectives	16
AP-35 Projects - 91.420, 91.220(d)	18
AP-38 Project Summary	19
AP-50 Geographic Distribution - 91.420, 91.220(f)	24
AP-85 Other Actions - 91.420, 91.220(k)	28
Program Specific Requirements.....	30

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

This chapter outlines the City's one-year Action Plan for 2019, which will further the goals and strategies of the Strategic Plan and is the spending plan for the City's 2019 Community Development Block Grant (CDBG) funds. The activities in this plan will be accomplished with funds received during this program year under the CDBG program for meeting housing and community development objectives. The allocation for this year's funding is \$108,496. The activities detailed in this section must meet the CDBG National Objectives as outlined in the introduction to the Strategic Plan. The Mayor of Anacortes has designated the Planning, Community & Economic Development Department responsible for the planning, development, and implementation of its CDBG Program.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The goals of this plan include funding supportive services to help individuals and families from becoming homeless, supporting efforts to reduce poverty, constructing public facility upgrades to provide suitable living environments through the removal of architectural barriers to accommodate mobility restricted individuals. The City has elected not to utilize the administration portion of the funding and instead apply the 20% allocation to projects. 2019 proposed funding goals being considered for funding are listed below:

- Public Service - Anacortes Family Center - Homelessness/assist special needs populations - Create suitable living environs - %15 of total allocation = \$16,274
- R Avenue Cross Walk in vicinity of 26th Street – include flashing beacons, ramps, fencing, signage = approximately \$50,000
- City of Anacortes Municipal Building – Removal of Architectural Barriers Service Counter retrofits (Finance Department & Building Department) = \$25,000

- 6 curb cuts located on M Avenue between 3rd and 11th Streets to remove barriers to mobility challenged individuals = approximately \$45,222 (\$17,222 from 2019 allocation plus \$28,000 from previous years)

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In reviewing activities accomplished with its federal funding from previous years, the City of Anacortes advanced its goals of improving conditions, creating better housing resources and opportunities, and assisting human service organizations in providing effective support services to priority low-income and homeless populations. The projects were selected based on consultation with local agencies and in response to the area's countywide Continuum of Care Plan. The Anacortes Family Center, recipient of the full public services portion of the annual CDBG, provided that 86% of the 65 households (175 individuals - 96 of which were children) in their program during 2017 successfully graduated from the Family Center program and entered permanent, safe housing with jobs and incomes to support their new lives. The Center received a total of 398 applications for services, a slight increase from the previous year. In 2016, the asbestos abatement project provided safer living environments with the removal and replacement of the flooring in the Harbor House apartment complex. Asbestos floor tiles in the 50 unit housing complex were severely deteriorated and were replaced with new environmentally safe flooring. Exposure to asbestos and broken, cracked tiles create accessibility issues especially for mobility impaired individuals. The City also allocated funding in 2016 to assist the Anacortes Housing Authority with upgrades to the Harbor House apartment complex with the purchase of new appliances. The Housing Authority replaced 40 year old ovens in the Harbor House 50 unit apartment complex with new ovens. The new ovens include operational knobs on the front of the appliance to provide safer, more efficient means of food preparation for the residents. Many residents of this complex are confined to wheelchairs and reaching across hot burners to adjust the heating elements created a potentially dangerous situation for these individuals. In the same complex, HUD funding was used to cover costs of water heater replacement in 8 units. These water heaters had deteriorated and caused leaking which created more issues within the units.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In deciding the 2019 program year allocations, the City of Anacortes conducted two public hearings (March 25, 2019 and May 6, 2019; originally the city scheduled the 2nd meeting to occur on April 22 but had to reschedule that meeting to May 6, 2019. All notices were published on the website and in the local newspaper and attached for review) and encouraged public comment in conjunction with the CDBG program. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notice for the 30

day comment period and meetings was posted on the City's website on March 1, 2019 and published in the local newspaper on March 6, 2019, April 10, 2019, and April 24, 2019. The public comment period began on March 18, 2019 and ended on April 16, 2019.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No public comments were submitted in response to the development of the plan. City Council, during the meeting of March 25, 2019, asked for clarification on the City Hall removal of architectural barriers project. City staff met with Public Works staff to determine the full extent of the project. It was determined that the project would consist only of installation of counters to accommodate individuals with mobility issues and not cover expanded construction adjacent to the counters. This reduced the request from \$55,000 to approximately \$25,000.

6. Summary of comments or views not accepted and the reasons for not accepting them

The City did not reject any views or comments on the development of this Action Plan.

7. Summary

The overall goal of the community planning and development programs available from the City of Anacortes with CDBG funding is to assist in the development of affordable housing for low and moderate income households, reduce poverty in Anacortes, assist in creating better living conditions for low income households and provide funding to assist human service agencies serving low-income populations. A review of the projects and activities implemented in program years 2016, 2017, and 2018 demonstrate that the City is making progress in fulfilling its goals. The City intends to continue to work closely with HUD staff to improve performance in timely implementation of identified community development strategies and CDBG administrative activities. The City did not hinder Consolidated Plan implementation by action or willful inaction.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	ANACORTES	Planning, Community & Economic Development

Table 1 – Responsible Agencies

Narrative

The city of Anacortes is a member of the Skagit County Home Consortium which is comprised of 20 municipalities. Anacortes is a participating CDBG entitlement jurisdiction that administers its own CDBG programs. The planning, development, and implementation of the CDBG program in Anacortes has been designated to the Planning, Community & Economic Development Department by the Mayor of Anacortes.

Consolidated Plan/Action Plan Development/Management Contact Information

Joann Stewart
Planning Community & Economic Development
City of Anacortes
904 6th Street, P.O. Box 547
Anacortes, WA 98221
(360) 293-1907; joanns@cityofanacortes.org

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City performed an extensive outreach program to consult and coordinate with non-profit agencies, affordable housing providers, government agencies and other entities.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City held two public hearings to obtain input from all citizens of the community. The first public hearing was held on March 25, 2019. This meeting provided an opportunity to discuss the objectives of the Action Plan and proposed projects for 2019. The next meeting was to be held on April 22, 2019, but was subsequently continued to May 6, 2019. This meeting concluded the review of projects and recommended the 2019 Action Plan be forwarded to HUD for review and approval.

The City sent inquiries to various organizations and individuals to obtain current information on pressing needs within the community. Input was received from Community Action Agency of Skagit County, the Anacortes Community Health Council (comprised of representatives of churches, private organizations, social service agencies, city departments and community groups who provide support for Anacortes citizens), the Anacortes Family Center, and the City of Anacortes Housing Affordability & Community Services Committee.

The Anacortes Community Health Council member agencies include:

Anacortes Family Center; Anacortes Senior Activity Center; Island Hospital Community Health Resource Center; The Salvation Army; St. Vincent de Paul; Anacortes 100 Food Bank; Christ Episcopal Church; Anacortes United Methodist Church; Anacortes/San Juan Island Chapter of the American Red Cross; Anacortes First Baptist Church; Anacortes Christian Church; Anacortes Police Department; Skagit Senior Information and Assistance; Anacortes Noon Kiwanis Club; Anacortes Boys and Girls Club; Skagit County Youth and Family Services; Pilgrim Congregational Church; Anacortes Housing Authority; Christ the King Community Church; Westminster Presbyterian Church/Dinner at the Brick.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City incorporates the Skagit County Continuum of Care plans which prioritizes the use of HOME and CDBG funds toward the goals of ending homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City has coordinated with Skagit County Department of Public Health & Community Services, Skagit County Coalition to End Homelessness, and Community Action through the HOME Consortium efforts. These organizations are responsible for using ESG funds and for administering HMIS (Homeless Management Information System) for service providers operating in the Consortium region. Their goals, strategies, activities and outcomes have been incorporated in the Consolidated Plan.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Community Action of Skagit County
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Regional Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in multi-agency meetings, one-on-one consultation with staff, board meetings, participated in various committees in which CASC provided input. Anticipate increased coordination of homeless activities and public services.

2	Agency/Group/Organization	Anacortes Community Health Council
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment Business/Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff is a member of this organization which meets monthly to discuss the current situation of those in need within the community, case-by-case review of needs, solutions to those needs and other services available to help. Roundtable meetings provide information and resources to improve the coordination of services.
3	Agency/Group/Organization	Anacortes Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and board meetings; outcomes include city/HA working in collaboration to locate property to develop more housing units.
4	Agency/Group/Organization	Anacortes Family Center
	Agency/Group/Organization Type	Homeless Needs/Housing Services – Victims of Domestic violence
	What section of the Plan was addressed by Consultation?	Homeless Needs – families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one consultation and group meetings; working closely with Family Center staff to determine funding, develop transitional housing and locating additional funding options to achieve success.
5	Agency/Group/Organization	City of Anacortes
	Agency/Group/Organization Type	Local government
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Economic Development Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Monthly meetings with group to determine strategies to address lack of affordable housing within community

Identify any Agency Types not consulted and provide rationale for not consulting

There were no community agencies that were not consulted. The Home Trust of Skagit is now a CBDO and the city contacted that organization to discuss housing needs.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Skagit County Community Services	The Strategic Plan has adopted the major strategies of the 10 year plan.
2016 Comprehensive Plan update	City of Anacortes	Creating a better, coordinated strategy for LMI affordable homes and related issues
North/West Basin Concept Plan	Port of Anacortes	Creating a better, coordinated strategy for public facilities improvements
2017 Affordable Housing Strategic Plan	City of Anacortes	Creating a coordinated strategy for the development of affordable homes & community services within the community
Skagit County Natural Hazards Mitigation Plan	Skagit County	Creating a coordinated strategy for the community in the event of a natural or man-made disaster
Fiber Optics Installation	City of Anacortes	Creating opportunities to help low income residents connect to broadband services to narrow the digital divide

Table 3 - Other local / regional / federal planning efforts

Narrative

The City coordinated efforts with the County, the Anacortes Housing Authority, the Anacortes Family Center, the Anacortes Community Health Council and the City of Anacortes Affordable Housing & Community Services Committee to share concerns, determine the needs and routes to follow to address the needs.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In deciding the 2019 program year funding allocations, the City of Anacortes conducted two public hearings (March 25, 2019 and May 6, 2019) and encouraged public comment on the development of the City's CDBG Action Plan. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notices for the 30 day comment period and meetings were posted on the City's CDBG website on March 1, 2019 and April 22, 2019 and published March 6, 2019, April 10, 2019, and April 24, 2019. The public comment period began on March 18, 2019 and ended April 16, 2019.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

The impact this had on the goal setting was the need for more affordable housing and living wage jobs. The City plans to work toward achieving these goals utilizing CDBG funding and other funding sources

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/ broad community	The first meeting included a large public audience but no one from the audience provided any comment. Council members discussed the projects as outlined in the summary.	City Councilmembers discussed the proposed projects and asked for clarification on the costs to upgrade the service counters. Staff met with Public Facility staff and determined the costs and determined the costs would be reduced as Public Facilities staff would limit the work to counter upgrades only.	There were no comments that were not accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City expects to utilize the entire allocation of \$108,496 for program year 2019. It is expected that there is approximately \$28,000 in left over funding which will be applied to the sidewalk access curb cuts. This funding will advance the goals of this plan to create better access to services, and fund supportive services to help individuals and families from becoming homeless and support efforts to reduce poverty.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation:	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Public Facilities Improvements; Public Services	\$108,496	0	Approx. \$28,000	Estimated at \$136,496		Funds used for public services, public facilities

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds the City receives through the Community Development Block Grant (CDBG) are used to leverage other federal, state, local and private resources to meet housing and community development needs. While matching funds are not currently required for the City's CDBG program, the City anticipates that most major projects will be funded primarily through non-CDBG resources.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs

identified in the plan

The City has identified core areas where infrastructure improvements are needed to allow easy access for all individuals and in particular, disabled residents and visitors. The work between community involvement and the 2016 Comprehensive Plan update has identified areas through the core downtown that are being proposed for development of a central hub that will include residential development, retail, public services, restaurant, grocery and entertainment establishments that will be easily and safely accessible.

Discussion

Through the development of the 2016 Comprehensive Plan, a unique vision is coming together to create a cohesive, well-laid out community with affordable housing and pedestrian mobility key factors in determining the paths to the central hub as described above. Zoning regulations are being reviewed for changes that will allow greater density, multi-family mixed use development, and greater mobility which will help create more affordable living space within the central hub of downtown.

In addition, one area within the City has been designated an Opportunity Zone. City Planning staff is working to encourage development within this zone that will accommodate and enhance opportunities for the lower income population with this zone as well as throughout the entire community.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homelessness/Assist Special Needs Populations	2019	2020	Homeless	Tract 940600	Homelessness/Assist special needs population	CDBG: 15% \$16,274	Public service activities other than Low/Moderate Income Housing Benefit: 191 Persons Assisted
2	26 th Street & R Avenue Pedestrian Crossing City Hall	2019	2020	Public Improvements	Tract 940600	Public Improvements / expanded economic opportunities	CDBG: \$50,000	Public Facility activity other than low/mod income housing benefit Presumed Benefit
3	Customer Service Counters (2) Remodel	2019	2020	Public Facilities	Tract 940600	Removal of Architectural Barriers / Public Facilities Improvements / Assist Special Needs	CDBG: \$25,000	Public Facility activity other than low/mod income housing benefit Presumed Benefit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Approximately 20 curb cut installations throughout city (backup project if funding allows)	2019	2020	Public Improvements	Predominantly Tract 940600 and throughout city	Public Improvements/removal of architectural barriers	CDBG: \$17,222 plus left over funding of \$28,000 = \$45,222	Public Facility activity other than low/mod income housing benefit Presumed Benefit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Anacortes Family Shelter / Public Services funding to assist in client management
	Goal Description	Homelessness /Assist Special Needs Populations/Decent housing/Suitable living environment
2	Goal Name	26 th Street & R Avenue Pedestrian Crossing
	Goal Description	Public Improvements / Predominantly low income neighborhood to provide access to transportation for jobs and essential shopping, entertainment/Suitable living environment
3	Goal Name	City Hall Customer Service Counter Remodel
	Goal Description	Public Facilities Improvements / Removal of Architectural Barriers / Presumed Benefit
4	Goal Name	20 curb cut installations at intersections throughout city (backup project if funding allows)
	Goal Description	Public Improvements / Removal of Architectural Barriers / Presumed Benefit/Economic Benefit/Suitable living environment

AP-35 Projects - 91.420, 91.220(d)

Introduction

The projects chosen are based on HUD criteria that the activity meet at least one of the national objectives (benefit to low and moderately low income persons, aid in the prevention or elimination of slums or blight, and meet a need having a particular urgency) and they meet the criteria established in the City's Strategic Plan. The City determined that the public services funding be provided to the Anacortes Family Shelter as the Center meets a need of particular urgency by assisting families and women who would otherwise end up living on the streets.

#	Project Name
1	Anacortes Family Center
2	26 th & R Avenue Pedestrian Crossing
3	City Hall Customer Service Counter Remodel
4	Proposed Pedestrian Curb Cuts throughout City

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City established priorities for allocating resources and long range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs that generally are either priced out of housing or are unable to maintain stable housing.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives outlined in the 2018-2022 Strategic Plan reflect these

priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide safe and stable transitional and permanent housing for families and individuals in need.

A major obstacle to address underserved needs is lack of funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	Anacortes Family Center
	Target Area	Tract 940600
	Goals Supported	Public service activities other than low/moderate income housing benefit
	Needs Addressed	Homelessness/housing information services/permanent housing placement/supportive services
	Funding	CDBG: %15 of total allocation = \$16,274
	Description	Public Services Allocation - Support Family Center staffing who provide case management services to homeless families staying at the facility.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The Anacortes Family Center estimates service for approximately 191 individuals which includes families with children. The program provides intensive self-sufficiency based services and shelter for homeless single women, children and families with children in crisis, most often due to domestic violence. Approximately 60% of the clients will be children. Nearly all of the clients have complex issues involving generational violence, poverty and mental illness
	Location Description	1011 27th Street, Anacortes, WA The facility is a secure complex that can only be accessed via electronic passcode and visual acceptance.
2	Planned Activities	The Center provides housing for 60-90 days and intensive case management and life skills education to assist the household with gaining the skills and resources needed to become fully self-sufficient. In 2015, the Center provided successful transition to stable living/working environments to approximately 86% of their clients.
	Project Name	26th & R Avenue Pedestrian Crossing
	Target Area	Tract 940600
	Goals Supported	Economic and Community Development
	Needs Addressed	Neighborhood Community & Economic Development

	Funding	CDBG: \$50,000
	Description	Construct lighted pedestrian cross walk across R Avenue and approximately 26th Street to provide access from predominantly low income neighborhood to businesses, parks, trails, shopping and transit
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	57% of the population adjacent to this project are low to very low (30% ami) families
	Location Description	R Avenue is a major roadway in Anacortes and allows traffic to move steadily in or out of the City. R Avenue is banked on either side by predominantly low to moderately low income households and includes a 46 unit Section 8 apartment complex for families. The cross walk will be located near this apartment complex between 27th & 26th Street, which will also accommodate other low income housing units nearby. This addition is being proposed because the roadway is very busy and does not have any lights to stop the traffic and allow for pedestrian crossing. The predominantly low income neighborhood on either side of the road must walk or travel many blocks before getting to a crosswalk to allow access to businesses, bus stops, shopping, nature, trails, and neighbors.
	Planned Activities	The City will contract with eligible contractor to install lighted/sound pedestrian crosswalk on busy 4 lane road. This will include striping, lights to notify drivers of pedestrian in crosswalk, fencing around median crossing area, curb cuts on 4 sides to accommodate mobility impaired pedestrians access.
3	Project Name	City Hall Customer Service Counter Remodel
	Target Area	Tract 940600
	Goals Supported	Public Facilities Improvements Activities other than low/moderate income housing benefit / Removal of Architectural Barriers / Presumed Benefit
	Needs Addressed	Neighborhood Community & Economic Development
	Funding	CDBG: \$25,000

	Description	Provide access improvements for persons with mobility limitations
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Presumed benefit
	Location Description	City of Anacortes City Hall Building
	Planned Activities	Installation of access improvements or removal of access barriers for persons with mobility restrictions. Service counters in Finance Department and Building Department will be rebuilt to accommodate individuals with mobility restrictions
4	Project Name	Curb Cuts on roadway intersections to allow access for mobility impaired pedestrians, proposed
	Target Area	M Avenue between 3rd and 11th Streets, tract 940600
	Goals Supported	Public Facility Activity other than low/mod housing – Community & Economic Development
	Needs Addressed	Neighborhood and Community Economic Development
	Funding	CDBG \$45,222 (\$17,222 from 2019 + \$28,000 from previous years)
	Description	Remove existing inadequate curb ramps at street intersections and replace with ramps to allow full and easy access to lower street level to mobility impaired individuals for crossing
	Target Date	6/30/2020
	Estimated type and number of families to benefit	Presumed benefit
	Location Description	M Avenue between 3rd and 11th Streets

	Planned Activities	City will contract with eligible contractor to remove existing barriers of inadequate curb cuts and replace with new concrete base and pads to provide distinguishable stamped base for access to street crossings. There will be minimal ground disturbance with this project.
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DRAFT

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Anacortes is located on Fidalgo Island in Skagit County with 12.5 miles of saltwater shoreline, four freshwater lakes, and 3000 plus acres of city-owned forestlands and city-owned parks. Anacortes is approximately 20 miles from the county seat in Mount Vernon, Washington. A majority of public services available to the citizens of Skagit County are provided in the Mount Vernon area.

The current population of Anacortes is approximately 15,778 citizens (US 2010 Census). Anacortes has one area with a concentration of moderately low to low income households, Census Tract 940600 with 57.6% LMI households. The overall low, to moderately low, income households in Anacortes is approximately 34%.

While Anacortes has one census tract (940600) with the highest concentration of persons living below the poverty level, there are smaller concentrations of low income households interspersed throughout the City. The City establishes priorities for allocating resources and long-range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs who are generally either priced out of housing or are unable to maintain stable housing.

In addition, within the City has been designated an Opportunity Zone, a portion of which lies within this census tract (940600). City Planning staff is working to encourage development within this zone that will accommodate and enhance opportunities for the lower income population with this zone as well as throughout the entire community.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives listed in the Strategic Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan

strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion is allocated to services that provide multiple benefits to households in dire situations and the remaining resources are directed to projects that provide safe and stable environments, transitional and permanent housing for families and individuals in need.

Geographic Distribution

Target Area	Percentage of Funds
Tract 940600	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Census Tract 940600 contains the highest concentration of low to moderately low households.

Discussion

This is where a majority of the public housing complexes are located and the projects put forth for this year's funding are located in this area. This area is also located between the highway leaving the city and the downtown business core and is adjacent to the marine industrial zoning where many jobs and recreation opportunities are located. This area needs to be improved to allow better access to the businesses, recreation and entertainment to allow better opportunities to the individuals and families living in these tracts. Constructing safer crosswalks that are more convenient will open the busy corridor that connects the lower income neighborhood to the opportunities offered outside of their blocks of homes.

AP-75 Barriers to affordable housing - 91.420, 91.220(j)

Introduction

The City of Anacortes is committed to promoting safe, affordable housing and reducing homelessness through the City's funding, partnership, and policy efforts.

The City of Anacortes developed an affordable housing action plan to create strategies to work toward the development of affordable housing within our community. The Strategic Plan sets forth the goals, strategies and action items to guide the City in implementing its affordable housing policy and ultimately reduce the barriers to affordable housing.

Actions planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing include the current amendments to the City's Development Regulations which include:

- Simplifying standards for accessory dwelling units (ADUs) to encourage production (increasing housing supply for renters and income for homeowners);
- Encouraging small-lot single family development with a variety of lot design options (which may have lower purchase prices compared to typical large lot homes);
- Explicitly allowing cottage housing in most zones as a small-scale detached living option;
- Explicitly allowing townhouses as a small-scale attached living option;
- Explicitly defining duplex and triplex as attached living options and allowing a variety of configurations on a single site;
- Providing design standards to these new housing types to ensure livability and neighborhood compatibility;
- Providing flexibility for landscaping and lot coverage standards for multifamily and townhouse development in high-density zones to increase their economic feasibility;
- Explicitly allowing live-work development to support home-based business owners;
- Expanding allowance of multifamily development to the MS zone and MMU zone (previously CM and CM1);
- Raising base height limits in the CBD and C zones to increase residential (and non-residential) development capacity;
- Establishing a new height bonus for the R4 zone related to small and/or affordable units;
- Adjusting parking requirements for multifamily uses to reduce the costs of construction (often passed on to tenants);
- Providing new bike parking standards to support residents who cannot afford or choose not to own a car;
- Providing new standards for group living developments to encourage their development and support seniors and people with disabilities who are often on fixed incomes;
- Updating and streamlining permitting and processing provisions to shorten development timelines and increase predictability for builders.

- Waivers and reductions in impact fees and general facilities charges for new units that will be reserved for specified lower income levels.

The City is continuing efforts to develop incentives to creative affordable housing. An example of these efforts include approving a multi-family apartment complex (20 units) be developed within a single family housing zone. The conditions for this development include the complex must remain affordable for 50 years, all rental units developed must be affordable to and occupied by households with an income of 50 percent or less of the area median income (determined by HUD) as adjusted by family size for Skagit County. The project applicant was also able to request a waiver or exemption for the requirements to pay impact fees for traffic, parks and fire services, permit application fees and general facilities charges for sewer, water, and stormwater. This project is expected to be complete before the end of 2019.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Because the City of Anacortes's annual CDBG grant is minimal, it is difficult to use CDBG for many other purposes than those already identified. However, the City does intend to invest other resources and effort toward the following actions: implementing a strategic plan to create affordable housing, establishing a community services center to provide services to low income residents, developing strategies to assist the chronically homeless with shelter. The City is actively engaged in reviewing and developing strategies to assist the most vulnerable in our community.

The City received an Opportunity Zone designation that encompasses a portion of census tract 940600 and is working to encourage development opportunities that will accommodate and enhance opportunities for the lower income population with this zone as well as throughout the entire community. The City is awaiting new regulations from HUD that will outline the use of CDBG funding to assist in Opportunity Zone development.

Actions planned to address obstacles to meeting underserved needs

The City, through the appointment of the Housing Affordability & Community Services Committee ("HACS"), a City Council committee, established a strategic plan to outline what the needs are and how to address those needs to eliminate the barriers to attaining affordable housing. This plan coordinates the goals of the 2016 Comprehensive Plan with incentives to develop affordable housing and provides a beginning for the City to create a more equitable and healthy community. This Strategic Plan was adopted on November 27, 2017. The City also provides information to housing loan lenders, property managers, and the public about fair housing laws and includes current state and federal information with links to this information on its Planning, Community & Economic Development CDBG website (<https://www.anacorteswa.gov/181/Fair-Housing>). The City will work in collaboration with the County and the Anacortes Housing Authority in developing fair housing guidelines according to the Affirmatively Furthering Fair Housing rule. The AFFH rule provides a new approach for planning and implementing locally-developed housing goals, actions and strategies to increase choice, mobility, preservation, community revitalization and other collaborative or outreach efforts designed to reduce disparities in access to opportunity and improve fair housing outcomes. This will assist in meeting our statutory obligation to affirmatively further fair housing as required by the Fair Housing Act and will be an immense help for the City in addressing underserved needs.

Actions planned to foster and maintain affordable housing

The City will work in partnership with the Anacortes Housing Authority to secure the resources necessary to rehabilitate the various HA complexes, an important low-income housing resource in Anacortes. The City will also work with the Housing Authority to promote development of more complexes to accommodate the growing wait list for affordable housing. The City appointed Housing Affordability & Community Services Committee, staffed by City Councilmembers, City staff and citizens

will continue to collaborate efforts to work on strategies to eliminate barriers to affordable housing and services within the City. The City is also working to encourage development of affordable housing in the recently designated Opportunity Zone in Anacortes.

Actions planned to reduce lead-based paint hazards

Code enforcement will address any and all lead based paint issues that may arise; additionally the City will include lead based paint hazard information in community education and outreach.

Actions planned to reduce the number of poverty-level families

The Public Services funding to the Anacortes Family Center provides intensive case management and life skills education to assist the households with gaining the skills and resources needed to become fully self-sufficient. The outlook of the community through the work on the 2016 Comprehensive Plan promises to promote more living wage jobs and create a community that would support lower priced housing. This will be accomplished through zoning changes and building incentives which are being developed at this time and expect to be finalized later this year.

Actions planned to develop institutional structure

The City is a partner with adjacent and regional jurisdictions in a regional HOME Consortium. The regional HOME Consortium will enhance the resource base for developing more affordable housing and for addressing institutional barriers to creating more affordable housing.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will support the efforts of the Anacortes Community Health Council and participate regularly in their multi-agency meetings. Active participation in the Council will improve the coordination of the City's Consolidated Plan goals and the efforts to reduce instability in the lower income community. The Housing Affordability & Community Services committee will work with the public and private housing and social service agencies to develop a strategy to eliminate barriers to affordable housing and services. The HACS Committee completed the Affordable Housing Strategic Plan in 2017 (<https://www.anacorteswa.gov/DocumentCenter/View/6370>) which is designed to provide pathways to development of affordable housing within our community. The City is also very committed to working with agencies to develop a community services center to help people find basic services at affordable rates and the HACS Committee is now working on a strategic plan to address the lack of services available to the lower income community.

Discussion

Funding continues to be the main obstacle to meeting underserved need. Obstacles include lack of sufficient financial resources to adequately address large projects such as permanent housing and shelters. The limit on the public services prohibits the City from adequately providing a greater service to households in need. In addition, not having clear ideas on where the services are located is a barrier to anyone looking for specific services; the efforts of the Affordable Housing & Community Services Committee are expected to eliminate those issues by providing a one stop shopping for services within the City.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. The 2019 Action Plan allocates the majority of the funding to projects that benefit the low to moderately low income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide better access to services for individuals and families in need.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

100% of the 2019 funding will be allocated to benefit low to moderate low income persons.



CDBG FUNDING APPLICATION PROGRAM YEAR 2019

Check the appropriate box to identify the type of funds for which you are applying:

☒ Public Service ☐ Planning ☐ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT)

\$ 15%

Project Title Support For Homeless Families at Anacortes

(If this project has been previously funded, please use the same title)

Project Description Funds will be used to *(Please attach additional page if necessary outlining project with specific numbers/goals):*

This funding will support homeless women, children and families. This will support client's access to 7 day a week case management, as well as weekly life skills and other supportive service.

Project Location *(physical address)* 1011 27th St. Anacortes, WA 98221

Number of Unduplicated People Directly Benefiting from this Project Approx. 200
individuals

Applicant Name

Anacortes Family Center

Mailing Address

2707 Commercial Ave.
Anacortes, WA 98221

Agency Director

Dustin Johnson, Executive Director

dustin@anacortesfamily.org

360-293-2993 ext 102

Name

Telephone #

e-mail address

Staff Contact

Heather Geer, Development Director

360-293-2993 ext. 114

heather@anacortesfamily.org

360-873-8728 fax

Name and Title

Telephone and Fax #

e-mail address

**Federal Tax I.D. # (req'd)

20-0775618

**DUNS # (req'd)

162358043

Type of Organization:

Public Agency

Private Nonprofit

Other *(Specify)*

X

Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)?

☐ Yes ☒ No

If not, are you planning on becoming a Certified CHDO or CBDO?

☐ Yes ☒ No

Authorized Signature

Date 1/31/19



CDBG FUNDING APPLICATION PROGRAM YEAR 2019

Check the appropriate box to identify the type of funds for which you are applying:

☐ Public Service ☐ Planning ☐ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT) \$ 50,000

Project Title R Avenue Cross Walk

(If this project has been previously funded, please use the same title)

Project Description Funds will be used to *(Please attach additional page if necessary outlining project with specific numbers/goals):*

Install lighted and ADA accessible cross walk between 26th & 27th Streets and R Avenue

Project Location *(physical address)* Approx between 26th & 27th Street & R Avenue, Anacortes

Number of Unduplicated People Directly Benefiting from this Project _____

Applicant Name City of Anacortes, Public Works Dept

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

Agency Director Fred Buckenmeyer

Name

Telephone #

e-mail address

Staff Contact Steve Lange, Engineering Tech 4

Name and Title

Telephone and Fax #

e-mail address

**Federal Tax I.D. # (req'd) _____

**DUNS # (req'd) _____

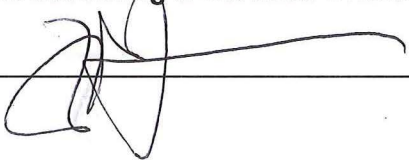
Type of Organization: **Public Agency** Municipality

Private Nonprofit

Other *(Specify)*

Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)? ☐ Yes ☐ No

If not, are you planning on becoming a Certified CHDO or CBDO? ☐ Yes ☐ No

Authorized Signature  Date _____



CDBG FUNDING APPLICATION PROGRAM YEAR 2019

Check the appropriate box to identify the type of funds for which you are applying:

☐ Public Service ☐ Planning ☒ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT) \$ 25,000

Project Title Architectural Barrier Removal to accommodate mobility impaired citizens and employees at City Hall

(If this project has been previously funded, please use the same title)

Project Description Funds will be used to (Please attach additional page if necessary outlining project with specific numbers/goals):

Upgrade 2 service counters (finance dept and building dept) to accommodate mobility impaired citizens – lower counters to provide better access to services

Project Location (physical address) Project will take place in a broad area in the oldest part of town City Hall, 904 6th Street, Anacortes, WA

Number of Unduplicated People Directly Benefiting from this Project Presumed Benefit

Applicant Name City of Anacortes

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

Agency Director Steve Hoglund/Don Measamer
Name Telephone #
e-mail address

Staff Contact Mac Jackson
Name and Title Telephone and Fax #
e-mail address

**Federal Tax I.D. # (req'd) _____

**DUNS # (req'd) _____

Type of Organization: Public Agency XX
Private Nonprofit _____
Other (Specify) _____

Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)? ☐ Yes ☒ No

If not, are you planning on becoming a Certified CHDO or CBDO? ☐ Yes ☒ No

Authorized Signature [Signature] Date 4/30/19



CDBG FUNDING APPLICATION PROGRAM YEAR 2019

Check the appropriate box to Identify the type of funds for which you are applying:

☐ Public Service ☐ Planning ☒ Capital Improvement

CDBG Fund Request (% OR \$ AMOUNT) \$ 45,222.00

Project Title ADA Pedestrian Improvements
(If this project has been previously funded, please use the same title)

Project Description Funds will be used to (Please attach additional page if necessary outlining project with specific numbers/goals):

Construct or upgrade approximately 6 ADA ramps on M Avenue between 3rd & 11th Streets

Project Location (physical address) Project will take place on M Avenue between 3rd & 11th Streets

Number of Unduplicated People Directly Benefiting from this Project Presumed Benefit

Applicant Name City of Anacortes

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

Agency Director Fred Buckenmeyer
Name Telephone #
e-mail address

Staff Contact Gunnar Christiansen
Name and Title Telephone and Fax #
e-mail address

**Federal Tax I.D. # (req'd) _____

**DUNS # (req'd) _____

Type of Organization: Public Agency XX
Private Nonprofit _____
Other (Specify) _____

Are you a Certified Housing Development Organization (CHDO) or Certified Community Based Development Organization (CBDO)? ☐ Yes ☒ No

If not, are you planning on becoming a Certified CHDO or CBDO? ☐ Yes ☐ No

Authorized Signature Gunnar H. Christiansen Date 30 April 2019



Contract 19-073-FAC-001: Library Main Floor Carpet

Anacortes Public Library
May 6, 2019

Why is the Project Needed?

- The Anacortes Public Library has 14,000 visitors per month on average
- Current carpet was installed in 2002
- The current carpeting has wrinkles, damaged areas, and needs to be replaced

Current Carpet – Main Floor

Waves and tears in the carpet through a high-traffic area



Current Carpet – Main Floor

Area where the carpet doesn't completely cover the floor and is covered by a rug and chairs



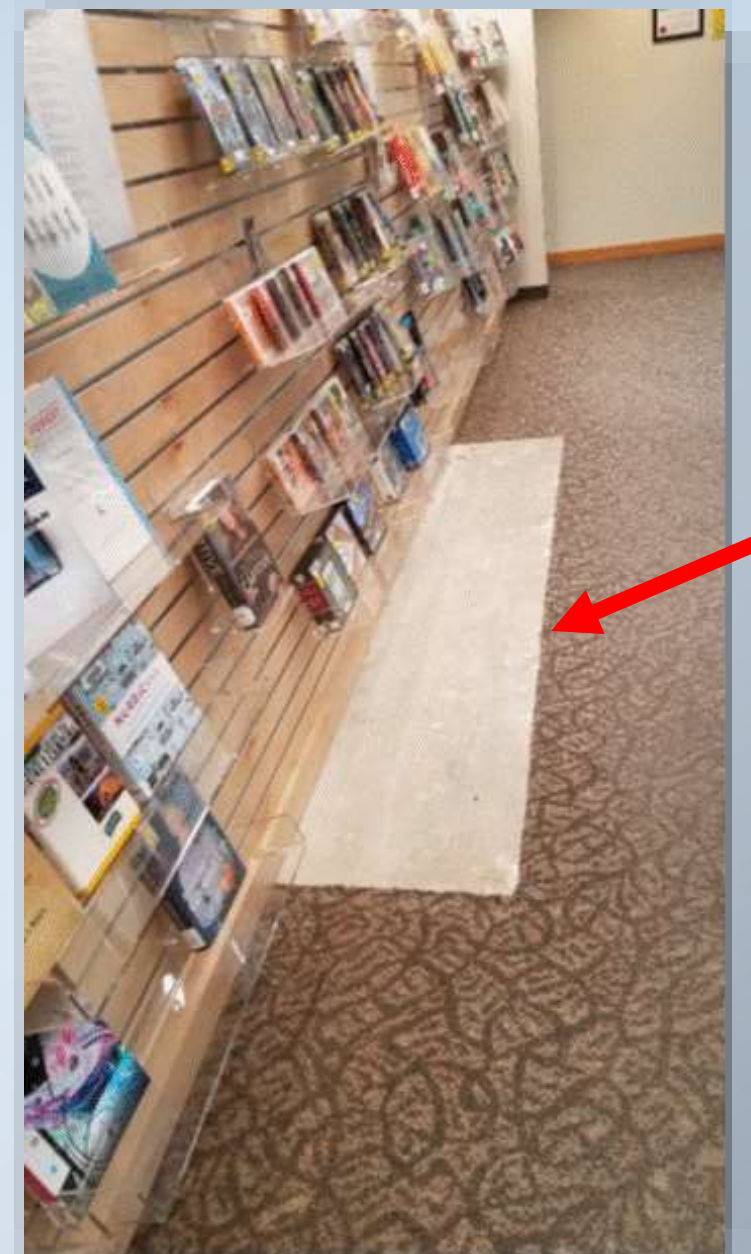
Current Carpet – Main Floor

Areas where the carpet has been patched with duct tape



Current Carpet – Main Floor

Area where the carpet doesn't cover an area formerly occupied by a shelf



Current Carpet – Main Floor

Large tears and wear in high traffic area





Current Carpet – Main Floor

Area where the trim around the edge of the carpet has fallen away

What Factors Influenced Cost?

- The removal of the existing carpet requires special equipment because the original carpet was affixed to concrete subfloor using super adhesive
- The current project includes wayfinding, designed specifically for the Anacortes Public Library and it's layout

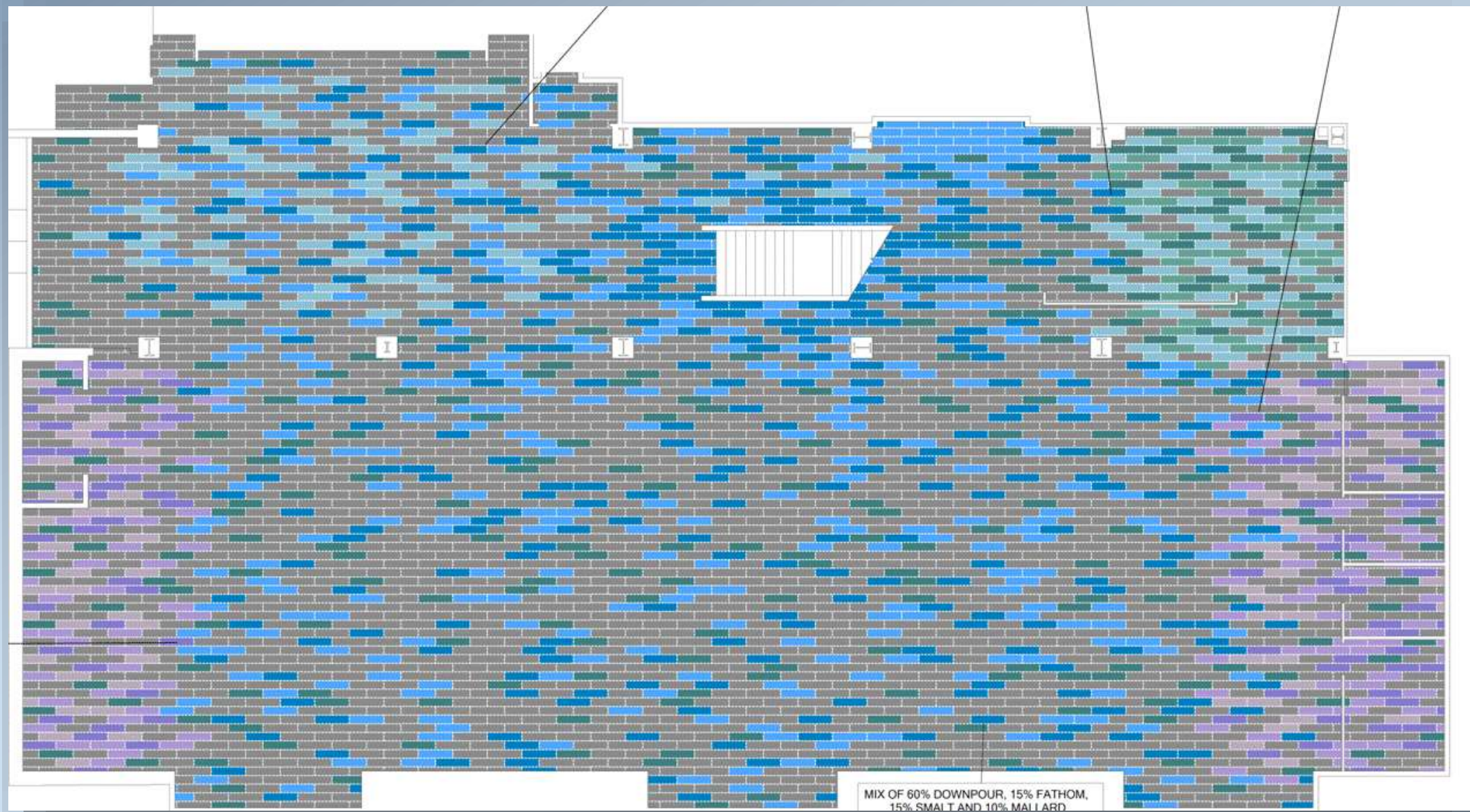
What Will the Project Look Like?

- The main floor carpet project will include carpet tiles
- Carpet tiles will be color coded to provide wayfinding for library patrons
- The project has been designed specifically for the Anacortes Public Library Layout

Why is Wayfinding Important?

- A growing number of library patrons either don't speak English, can't read, or are small children
- Wayfinding gives patrons a sense of place and direction in the space





MIX OF 60% DOWNPOUR, 15% FATHOM,
15% SMALT AND 10% MALLARD



Carpet Colors

25cm x 100cm PLANK
ASHLAR - RANDOM INSTALLATION

COLOR FIELD -
COL19-118 DOWNPOUR



A



COLOR FIELD -
COL19 FATHOM



B



COLOR FIELD -
COL196-201-19 BLUE AGAVE



C



COLOR FIELD PATINA -
PAT245-249 SMALT



D



COLOR FIELD -
COL129-10 BLACK ORCHID



J



COLOR FIELD -
COL129 PENNYROYAL



K



COLOR FIELD -
COL18 LOGWOOD



L



COLOR FIELD -
COL201 MALLARD



P



COLOR FIELD -
COL201-108 GREY TEAL



R



Project Timing

- Library has to be closed for two weeks to complete project because of work and moving books and shelves
- Work can't be done during summer months because the library is too busy
- Library needs to give ample notice to public for significant closures
- At this point, work can't be done until after school starts in the fall

Questions?





City Council Contract Agenda Bill

Meeting Date: 5/6/2019 **Agenda Item:** 7a

Subject: Contract Award - Library Main Floor Carpet Design & Installation #19-073-FAC-001

Staff Contact: Fred Buckenmeyer

Approved for Submittal to Council by: Darcy Swetnam, City Attorney
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Action Type: Contract Award

Summary Statement: City staff seeks City Council consent to award a contract in the amount of \$73,379.22 to Flooring Connections, Inc. to perform the Library Main Floor Carpet Design & Installation project. The project provides for the materials, equipment and labor to remove the existing carpet, prep, and design and install 988 square yards of new carpet, and 600 linear feet of rubber wall base at the Anacortes Public Library.

Background:

1. **History:** Carpet in the Library was originally installed in late 2002, and with the years of foot traffic it is failing and showing wear. Over the past 2 years we have begun to replace carpet throughout the Library. We have replaced carpet in the meeting room, children's area and craft room, and the entire public area of the 2nd floor.
2. **Key Terms:**
 - Total contract price of \$73,379.22 which includes \$5,873.04 in sales tax.
 - The Contractor will schedule work with the Project Manager, with all work complete by 12/31/19.
3. **Competitive Bidding:** In accordance with competitive bid requirements set forth under RCW 39.04.155 - Small Works Roster Contract Procedures, on April 3, 2019 an Invitation to Bid was sent to all contractors in the appropriate small works roster category. There were no bids received by the 4/9/18 2:00pm deadline. Because there was no response from our solicitation, RCW 35.23.352(1) allows us to enter into a contract without re-bidding. The Project Manager and evaluated the options and selected Flooring Connections, Inc. to perform the project.

Previous Council/Committee Action: Council discussed the contract at the [4/15/19](#) meeting.

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign a contract 19-073-FAC-001 with Flooring Connections, Inc. in the amount of \$73,379.22 to perform the Library Main Floor Carpet Design & Installation project.

Alternative Actions: Cancel the project; rebid the project

Attachments: Scope of Work, Contract 19-073-FAC-001

Contractor	Flooring Connections, Inc.
Contract Amount	\$73,379.22
Earmarked Funds	\$18,000.00
BARS #	001.713.518.30.48
Budget Amendment Required?	No - \$229,000 in BARs #, other projects will be adjusted/postponed
Start Date	Inception
End Date	12/31/19

SCOPE OF WORK

All work to be performed as scheduled with the Project Manager. Bidder is responsible for any and all permits that may be required.

Contractor shall furnish all materials, equipment and labor to remove the existing carpet, prep, and design and install 988 square yards of new carpet, and 600 linear feet of rubber wall base at the Anacortes Public Library, 1220 10th St, Anacortes, WA 98221, all in accordance with the specifications and Contract Provisions.

The scope of work includes the following:

1. Coordinate with the Project Manager and Library Director in the design of the carpet pattern.
2. Remove, haul, and dispose of old carpet.
3. Perform minimum preparation where needed.
4. Install 988 square yards of new Miliken Color Fields (multi) carpet in color pattern according to the approved design.
5. Install 600 linear feet of Johnsonite 4" Cove Base 72 Harbour.
6. Clean up all waste and debris at jobsite each day.



CONTRACT 19-073-FAC-001
AGREEMENT WITH
FLOORING CONNECTIONS INC.

This Contract is between the City of Anacortes, Washington, a Municipal Corporation (herein after referred to as "City"), and Flooring Connections Inc., a private contractor at 9025 Molly Lane, Anacortes, WA 98221 (herein after referred to as "Contractor").

PROJECT
Library Main Floor Carpet Design & Installation

1. **Scope of Work:** Contractor shall furnish all materials, equipment and labor to complete the Library Main Floor Carpet project at the Anacortes Public Library, 1220 10th St, Anacortes, WA 98221 in accordance with and as described in the City of Anacortes document entitled "Library Main Floor Carpet Design & Installation 19-073-FAC-001" issued April 3, 2019, which is hereby incorporated by reference and made a part hereof.
2. **Contract Price:** The Contractor will perform the scope of work above for a firm fixed price of **Seventy-Three Thousand Three Hundred Seventy-Nine Dollars and Twenty-Two Cents (\$73,379.22)**, which includes \$5,873.04 in sales tax at an 8.7% rate. This includes all labor and materials for the project. Before any payment is made by the City of Anacortes of sums under this contract, the contractor must provide a copy of the statement of *Intent to Pay Prevailing Wage* approved by the Department of Labor and Industries. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the contractor will be retained.
3. **Bonds:** Pursuant to RCW 39.08.010, the Contractor shall provide the City a performance bond and payment bond for the full contract amount to be in effect as detailed in the incorporated General Provisions. The City may at its option release the bonds once all the conditions of RCW 39.08.010-1a have been discharged.
4. **Time of Completion:** The Contractor will scheduled all work with the Project Manager, with all work complete by 12/31/19.
5. **Job Safety:** Contractor shall comply with all Department Labor & Industries and City of Anacortes safety standards.
6. **Contract Requirements:** Contractor must have a contractor license number, insurance, and City of Anacortes business license. **Prevailing Wage Law Applies.** Forms Needed: 1) Proof of Insurance with Additional Insured Endorsement (see General Provisions); 2) Intent to Pay Prevailing Wage; 3) Affidavit of Wages Paid; 4) Performance Bond; 5) Payment Bond; 6) Certification of Compliance with Wage Payment Statutes.
7. **Contract Documents:** The attached General Provisions and the above referenced Invitation to Bid are included in this Contract Agreement.

The Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents.

In Witness Whereof, all portions of the Contract Agreement have been signed or identified by the Owner and Contractor.

Owner:
City of Anacortes

Mayor

Date

Contractor:
Flooring Connections Inc.

Signature

Printed Name

Date

Contractor License #

1. Delivery. Advance coordination of the work shall be made with the Project Manager Mac Jackson, (360) 299-1961.

2. Subcontracts. The Contractor shall give notice reasonably in advance of placing any subcontract; preferably the Contractor shall identify subcontracts before subcontracted work begins. "Subcontract" means any contract entered into by a Sub-Contractor to furnish supplies or services for performance of the prime Contractor or a Sub-Contractor. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders. The following information shall be included (i) a description of the supplies or services to be subcontracted, (ii) identification of the type of subcontract to be used (iii) identification of the proposed Sub-Contractor, (iv) proposed subcontract price. Unless consent or approval specifically provides otherwise, consent by the City shall not constitute a determination

- (1) of the acceptability of any subcontract terms or conditions;
- (2) Of the allowability of any cost under this contract, or
- (3) To relieve the Contractor of any responsibility for performing this Contract.

The Contractor shall give immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any Sub-Contractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the City.

3. Taxes. The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Contractor must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Contractor's gross or net income, or personal property to which the City does not hold title. The City is exempt from Federal Excise Tax. Where applicable the City shall furnish a Federal Excise Tax Exemption certificate.

4. Invoicing. All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Title, Agreement Number and Price, or Amended Price. The Contractor must invoice **MONTHLY** for quantities delivered during the invoice period. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@cityofanacortes.org. Contractors may complete a City furnished ACH/EFT form to receive electronic payments directly to their financial institution. The City shall notify the Contractor within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Contractor shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

5. Withholding Payment. In the event the City determines that the Contractor has failed to perform any obligation under this Contract within the times set forth in this Contract, then the City may withhold from amounts otherwise due and payable to Contractor the amount determined by the City as necessary to cure the default, until the Contracting Officer determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to terminate or damages, provided that the City promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than 8 days after it determines to withhold amounts otherwise due. A determination of the Public Works Director set forth in such notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provisions of the Disputes clause of this Contract. The City may act in accordance with any determination of the Public Works Director which has become conclusive under this clause, without prejudice to any other remedy under the Contract, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount so paid or incurred from amounts due to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Contractor by reason of good faith withholding by the City under this clause.

6. Final Payment: Waiver Of Claim The contractor's acceptance of final payment (excluding withheld retainage) shall constitute a waiver of claims, except those previously and properly made and identified by the contractor as unsettled at the time request for final payment is made.

7. Inspection.

A. Of the Work

All materials furnished and work done shall be subject to inspection. The City Project Manager administering the Contract shall at all times have access to the work wherever it is in progress or being performed, and the Contractor shall provide proper facilities for such access and inspection. Such inspection shall not relieve the Contractor of the responsibility of performing the work correctly, utilizing the best labor and materials in strict accordance with the Specifications of the Contract. All material or work approved and later found to be defective shall be replaced without cost to the City.

B. Project Manager's Authority

The Project Manager shall have power to reject materials or workmanship which do not fulfill the requirements of these Specifications, but in case of dispute the Contractor may appeal to the City Attorney whose decision shall be final. The Contract shall be carried out under the general control of the representative of the City administering the Contract, who may exercise such control over the conduct of the work as may be necessary, in his or her opinion, to safeguard the interest of the City. The Contractor shall comply with any and all orders and instructions given by the representative of the particular Department administering the Contract in accordance with the terms of the Contract. Nothing herein contained, however, shall be taken to relieve the Contractor of his/her obligations or responsibilities under the Contract.

8. Warranty. The Contractor shall return to the project and repair or replace all defects in workmanship and material discovered within one year after Final Acceptance of the Work, including any necessary labor and materials. The Contractor shall start work to remedy any such defects within 7 calendar days of receiving City's written notice of a defect, and shall complete such work within the time stated in the City's notice. In case of an emergency, where damage may result from delay or where loss of services may result, such corrections may be made by the City's own forces or another contractor, in which case the cost of corrections shall be paid by the Contractor. In the event the Contractor does not accomplish corrections within the time specified, the work will be otherwise accomplished and the cost of same shall be paid by the Contractor. When corrections of defects are made, the Contractor shall then be responsible for correcting all defects in workmanship and materials in the corrected work for one year after acceptance of the corrections by City. In addition, the Contractor shall obtain and submit to the City any necessary documentation to secure any extended manufacturer's warranty and warranty terms. This guarantee is supplemental to and does not limit or affect the requirements that the Contractor's work comply with the requirements of the Contract or any other legal rights or remedies of the City.

9. Defense and Indemnity Agreement. The Contractor shall defend, indemnify and hold the City, its appointed and elective officers, officials, employees and volunteers harmless from any and all claims, injuries, including death at any time resulting there from, damages, losses or suits including attorney fees, to the extent caused by negligent acts, errors or omissions of the Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this Clause shall survive the expiration or termination of this Agreement.

10. Insurance.

A. Insurance Term: The Contractor shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Contractor's work through the term of the contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

B. Extended Coverage for Completed Operations: The Contractor shall maintain Commercial General Liability completed operations coverage for a period of three years following substantial completion of the work for the benefit of the Public Entity by naming the Public Entity an additional insured using Additional Insured-Completed Operations endorsement CG 20 37 10 01 or an endorsements providing at least as broad coverage.

C. No Limitation: The Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

D. Minimum Scope of Insurance: The Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. **The City of Anacortes and its officers, elected officials, employees, agents, and volunteers shall be named as an additional insured** under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

E. Minimum Amounts of Insurance: The Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.

F. Public Entity Full Availability of Contractor Limits: If the Contractor maintains higher insurance limits than the minimums shown above, the Public Entity shall be insured for the full available limits of Commercial General and Excess

or Umbrella liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Contractor.

G. Other Insurance Provision: The Contractor's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

H. Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

I. Verification of Coverage: The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Contractor before commencement of the work. Upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

J. Subcontractors' Insurance: The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

K. Notice of Cancellation: The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two (2) business days of their receipt of such notice.

L. Failure to Maintain Insurance: Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Contractor from the City.

11. Acceptance. Contractor acknowledges and agrees that these General Provisions are incorporated in, and are a part of, each purchase order or other agreement relating to the provision of goods and/or related services by Contractor. These General Provisions supersede all conflicting or additional terms pre-printed on any purchase order, quote, invoice, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

12. Registered or Licensed Contractor. The City is prohibited by RCW 39.06.010 from executing an Agreement with a Contractor who is not registered or licensed as required by the laws of the state. In addition, a City of Anacortes business license is required for any business working inside the city limits whose annual value of products, gross proceeds of sales, or gross income of the business in the city is more than \$2,000. Business licenses can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at bls.dor.wa.gov.

13. Discrimination Prohibited. During the performance of this Agreement, the Contractor and subcontractors shall not discriminate in violation of any applicable federal, state and/or local law or regulation on the basis of age, sex, race, creed, religion, color, national origin, marital status, disability, honorably discharged veteran or military status, pregnancy, sexual orientation, gender identity, or any other classification protected under federal, state, or local law. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of services under this Agreement. Contractor agrees to comply with the applicable provisions of State and Federal Equal Employment Opportunity and Nondiscrimination statutes and regulations.

14. Contractor is an Independent Contractor. The parties intend that an independent Contractor relationship will be created by this Agreement. No agent, employee or representative of the Contractor shall be deemed to be an agent, employee or representative of the City for any purpose. Contractor shall be solely responsible for all acts of its agents, employees, representatives and Sub-Contractors during the performance of this Agreement.

15. No Third Party Beneficiary Rights. This Agreement is not intended to and shall not be construed to give any Third Party any interest or rights (including, without limitation, any Third Party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided for in this Agreement.

16. The City's Right to Terminate Agreement.

A. Termination for Default: If the Contractor defaults by failing to perform any of the obligations of the Agreement or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Contractor in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere. If the Agreement is terminated for default, the Contractor shall not be entitled to receive any further payments under the Agreement until the Scope of Services under this Agreement has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default. If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

B. Termination for Public Convenience: The City may terminate the Agreement in whole or in part whenever the City determines, in its sole discretion that such termination is in the best interests of the City. Whenever the Agreement is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work through the date of termination. An equitable adjustment in the Agreement price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the City at any time during the term, whether for default or convenience, shall not constitute a breach of Agreement by the City.

17. Changes/Additional Work. The City may engage Contractor to perform services in addition to those listed in this Agreement, and Contractor will be entitled to additional compensation for authorized additional services or materials. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this Agreement. If conditions are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Contractor to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this Agreement is approved in writing by both parties.

18. Non-waiver. Waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provision.

19. Covenant Against Contingent Fees. The Contractor warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

20. Disputes

A. General: Differences between the Contractor and the City, arising under and by virtue of this Agreement shall be brought to the attention of the City at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The provisions of this Clause shall survive the expiration or termination of this Agreement.

B. Notice of Potential Claims: The Contractor shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the City, or (2) the happening of any event or occurrence, unless the Contractor has given the City a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the City. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

C. Detailed Claim: The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the City, the Contractor has given the City a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

D. Dispute Resolution: In the event of a dispute between the City and the Contractor arising out of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Contractor to have oversight over the administration of this Agreement. Said representatives shall meet within thirty (30) calendar days of receipt of detailed claim, and the parties shall make a good faith effort to achieve a resolution of the dispute. In

the event the parties are unable to resolve the dispute under the procedure set forth above, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties. If either party is dissatisfied with the outcome of the mediation, that party may then pursue any available judicial remedies.

21. Force Majeure. Definition: Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement if and to the extent that such party's performance of this Agreement is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and could not have been avoided by exercising reasonable diligence. Force majeure shall include acts of God, war, riots, strikes, fire, floods, epidemics, or other similar occurrences. Notification: If either party is delayed by force majeure, said party shall provide written notification within forty-eight (48) hours. The notification shall provide evidence of the force majeure to the satisfaction of the other party. Such delay shall cease as soon as practicable and written notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Contractor shall have no recourse against the City.

22. Governing Law. This Agreement shall be governed by and construed under the laws of the State of Washington. Any action brought under the Agreement or relating to the Project shall be brought in the Superior Court of the State of Washington in Skagit County Washington.

23. Compliance with Laws. The Contractor in the performance of this Agreement shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. Contractor will follow all applicable laws and requirements for excavation and disposal of material.

24. Severability. If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications 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.

25. Survival of Contract Termination. The provisions of the following paragraphs, the provisions of the non collusion affidavit, and the liability of the Contractor for default during the term of the Contract shall survive, notwithstanding the termination or invalidity of this Contract for any reason: Taxes; Warranty; The City's Right to Terminate Contract; Governing Law; Defense & Indemnity Agreement; Disputes.

26. Notices. Receipt of any notice shall be deemed effective three days after deposit of written notice in the U.S. mails, with proper postage and properly addressed. Notices shall be sent to the following addresses:

CITY:

City of Anacortes
Tiffany Matson
904 6th Street
PO Box 547
Anacortes, WA 98221

CONTRACTOR:

Flooring Connections Inc.
Julia Powell
9025 Molly Lane
Anacortes, WA 98221

27. Performance and Payment Bonds. The City is required by RCW 39.08.010, with limited exceptions, to obtain both a Performance and a Payment bond for each public works project. The City requires separate Performance and Payment bonds for 100% of the contract amount furnished on bond forms standardized by the City Attorney's office. The bonds must meet the following provisions:

- Be for the full amount of the project, including tax.
- Name City of Anacortes as the obligee.
- List the correct Project Name and Project Number.
- Be signed by both the surety (the Attorney in Fact) and the Contractor.
- Be issued by a surety authorized to do business in the State of Washington (listed on the Insurance Commissioners website) and which meets the AM Best Rating required in the Contract Documents. If no requirement exists, a minimum of AM Best Rating A-7 or better will be required.

Release of Bonds

Bonds will not be released until the project has been completed and finally accepted.

Performance Bonds – Performance Bonds will be released at the end of the warranty period or six months after the date of final acceptance, whichever is later. The City may at its option release the bond once all the conditions of RCW 39.08.010-1a have been discharged.

Payment Bonds – Payment Bonds will be released either 45 days after final acceptance of the project or upon receipt of releases from the Department of Revenue, Department of Employment Security and the Department of Labor and Industries, whichever is later. Release is contingent on the fact that no claims against the bond have been filed prior to the 45 day mark. If claims have been filed against the bond, it will not be released until the claims have been resolved.

Exceptions – On projects \$150,000 and under, the Contractor can, in lieu of providing a performance and payment bond, request to have the City withhold 10% of monies earned on the project for a period of 30 days after final acceptance of the completed work or until receipt of all necessary releases from the Department of Revenue and the Department of Labor and Industries and settlement of any liens filed under Chapter 60.28 RCW, whichever is later. This exception is dependent on pre-approval by the City Attorney, and the City reserves the right to reject requests to waive the bond requirements.

28. Retainage. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the Contractor will be retained. The Contractor may elect to execute a Retainage Bond. The bond must be furnished on a bond form standardized by the City Attorney's office and issued by a surety currently authorized by the State Insurance Commissioner to do business in Washington State. Retainage will be released **45 days after final acceptance**, provided that the following has occurred:

- 1) All liens placed against the project have been released. For projects over \$35,000, releases from the Department of Labor and Industries, Department of Employment Security and the Department of Revenue will also be required.
- 2) Affidavits of Wages paid for the final correct contract amount are approved and on file for the Contractor and any subcontractors.
- 3) Worker's Compensation Premiums for the Contractor and any subcontractors are current.

Note: If the City has approved the Contractor's request to waive the bond requirements, the City will withhold a total of 10% of the monies earned for a period of 30 days after final acceptance of the completed work or until receipt of all necessary releases from the Department of Revenue and the Department of Labor and Industries and settlement of any liens filed under Chapter 60.28 RCW, whichever is later.

29. WASHINGTON STATE PREVAILING WAGES

Washington State Prevailing Wages apply to all Work. The Contractor and any of its Subcontractors are required to pay their laborers and mechanics minimum wage in compliance with Washington State Prevailing Wage Laws. Before any payment is made by the City of Anacortes of any sums under this contract, the contractor and each subcontractor must provide the City with a copy of the statement of *Intent to Pay Prevailing Wages* approved by the Washington State Department of Labor and Industries (L&I). Following contract completion, the City will not release any funds retained, according to the provisions of RCW 60.28.010, until the contractor and each subcontractor has provided the City a copy of the *Affidavit of Wages Paid* approved by L&I. L&I provides the wage forms. Payment by the contractor or subcontractor of any fees are incidental to the project and all costs shall be included in other pay items of the project.

For contracts in excess of \$10,000, the contractor must post in a conspicuous place at the job site, a copy of the statement of *Intent to Pay Prevailing Wages* approved by L&I and the address and phone number of the Industrial Statistician where complaints or inquires may be made. The City will refer any dispute regarding the prevailing rate of wage to L&I for arbitration.

The State of Washington prevailing wage rates applicable for this public works project, which is located in Skagit County, may be found at the following website address of the Department of Labor and Industries: <https://fortress.wa.gov/lni/wagelookup/prvwagelookup.aspx>. The prevailing wage schedule in effect for the work under the contract is April 9, 2019. A copy of the applicable prevailing wage rates are also available for viewing at the office of the Owner, located at 904 6th Street, Anacortes, WA. Upon request, the Owner will mail a hard copy of the applicable prevailing wages for this project.

ANACORTES

Development Regulations Update

City Council Meeting

May 6, 2019

Division 6 Discussion



Division 6 – Project Design

19.60 Introduction

19.61 Block Frontage Standards

19.62 Site Planning

19.63 Building Design

19.64 Parking

19.65 Landscaping

19.66 Fences, Walls, and Hedges

19.67 Signs

19.68 Wireless Telecommunications Towers and Antennas [Reserved]

19.69 Standards, Generally

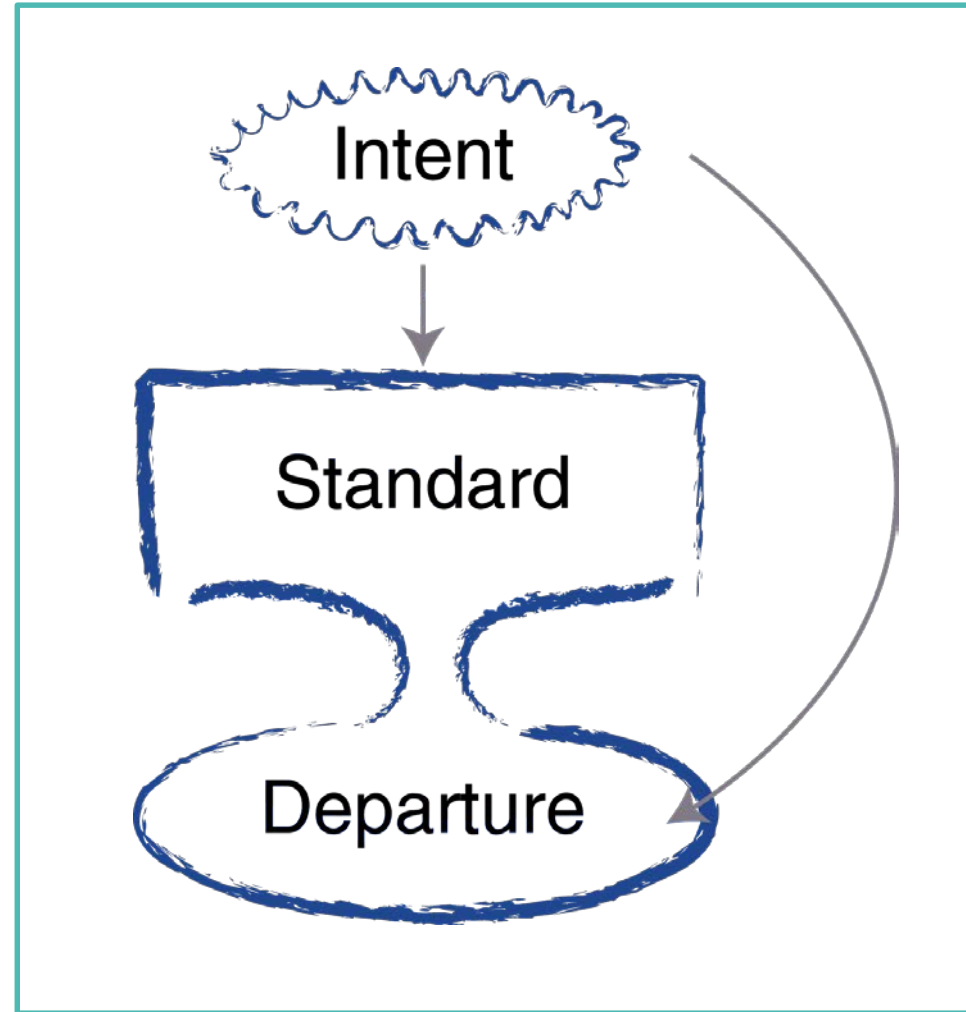
Discussion Items

1. 19.61 - regarding block frontage designations and allowance of parking in front of buildings on South Commercial Avenue
2. 19.61.180 - regarding framework development plans – better define “strategic large sites”
3. 19.63 - regarding corporate architecture and consolidation of articulation standards
4. 19.66 - regarding fencing, specifically along Oakes Avenue

Division 6 Approach: Predictability & Flexibility

- Clear minimum standards
- Provide options
- Offer strategic* departure opportunities

* *Departures opportunities apply only to those standards where Departures are specifically offered*



Applicability - Block Frontages, Site Planning & Building Design

- Commercial
- Multifamily
- Mixed-use
- HM and LM1 @ Hwy-20
- MS @ Storefront block frontages

Exempt:

- *Single family, duplex & triplex*
- *I, LM, AZ, and CM2 zones*
- *HM and LM1 not @ Hwy-20*
- *MS except Storefront block frontages*



19.61 - Block Frontage Concept

Designate building setback & orientation on a block by block basis with one of several block frontage designation types

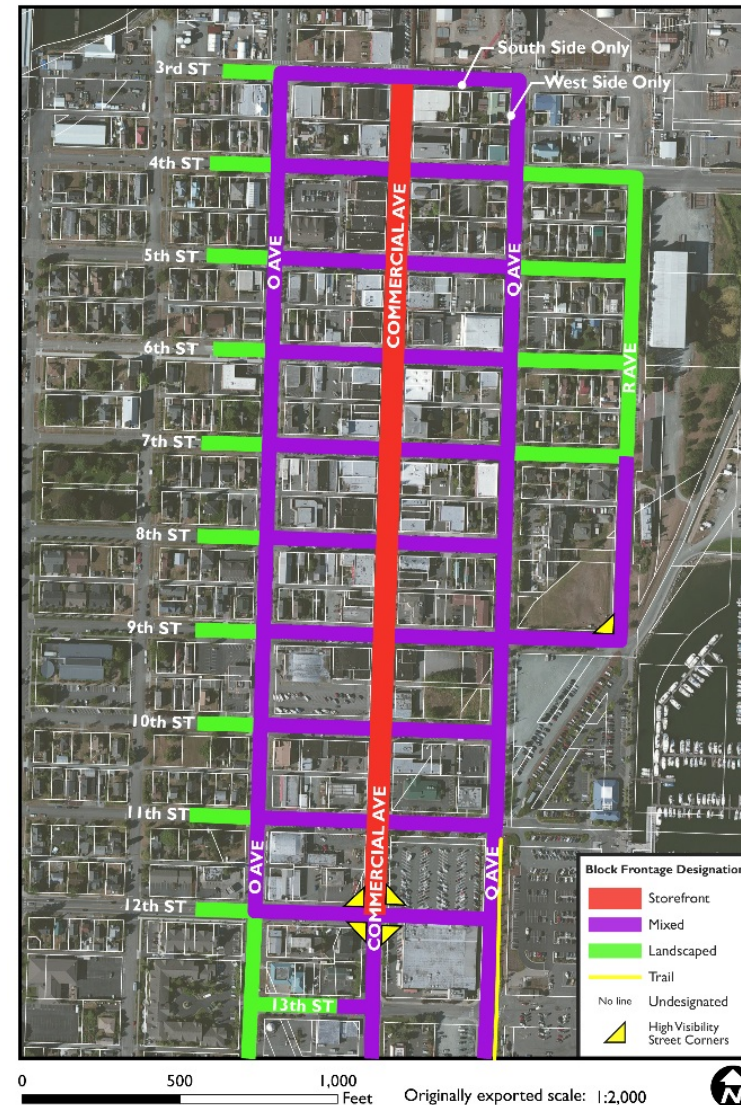


Table 19.61.030 Summary of key block frontage types.			
	Permitted Frontage	Parking Location	Details
Storefront			- No new parking adjacent to the street. - Special transparency, weather protection, and entry requirements. - Minimum commercial space height and depth. - No ground floor residential uses except lobbies for upper level units.
Mixed	↑ Storefront or Landscape Frontages allowed ↓		- Parking must be to the side or rear of buildings. For multi-building developments, no more than 50% of frontage may be parking. - Landscaping to soften façades of non-storefronts and buffer parking areas. - Minimum façade transparency requirements per use and setback.
Marine		Parking placed to the side or rear of buildings is preferred, but may be placed in front of buildings for certain uses and/or in exchange for improved public waterfront access.	- Landscaping to soften façades of non-storefronts and buffer parking areas. - Minimum façade transparency requirements per use and setback.
Landscape			- Parking must be to the side or rear of buildings. For multi-building developments, no more than 50% of frontage may be parking. - Landscaping to soften façades and buffer parking areas.
Undesignated	Storefront or Landscape Frontages allowed but not required	No parking lot location restrictions	- Landscaping soften façades of non-storefronts and buffer parking areas. - Minimum façade transparency requirements per use and setback.

19.61 - Block Frontage Concept.....Why???

It recognizes not all streets are the same.

For example, Commercial Avenue in the Downtown core obviously warrants a different treatment than side streets off of South Commercial Avenue.

Standards can be tailored for desired building/streetscape form.

Requirements for sidewalk widths, landscaping types, transparency, parking location, and other design issues can be adjusted to help shape the built environment.

The approach is adaptable to changing conditions.

If the context or community objectives change, the block frontage designation can also change.

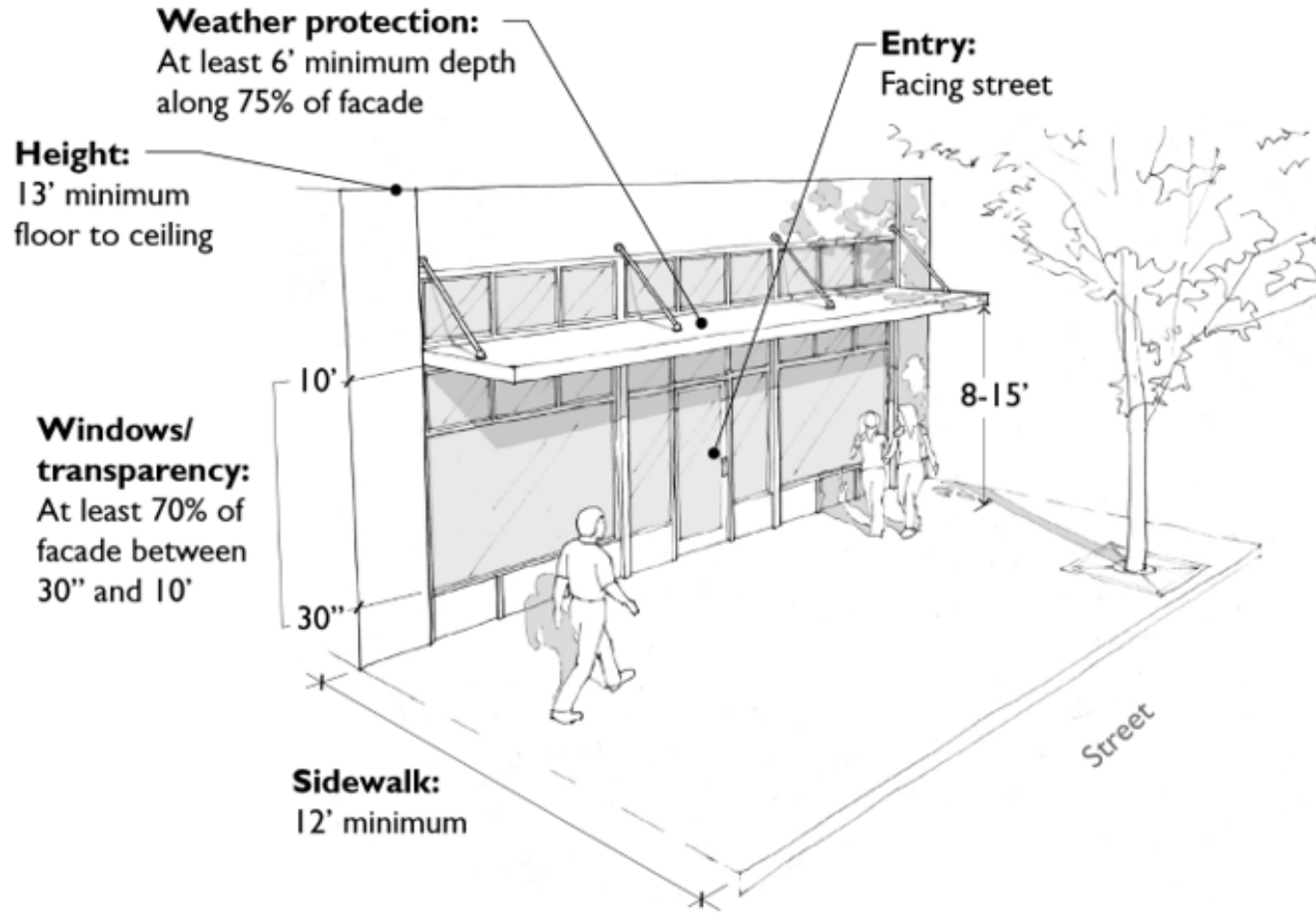
The approach has been successful elsewhere.

Numerous Washington cities have employed this approach for years - and it's helped them achieve community design objectives.

Example: Storefront Designation Vision

Figure 19.61.060(A)

Storefront vision and key standards.



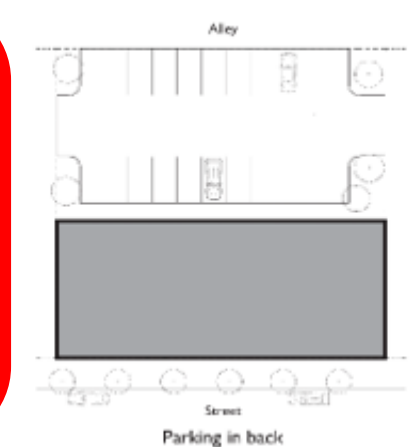
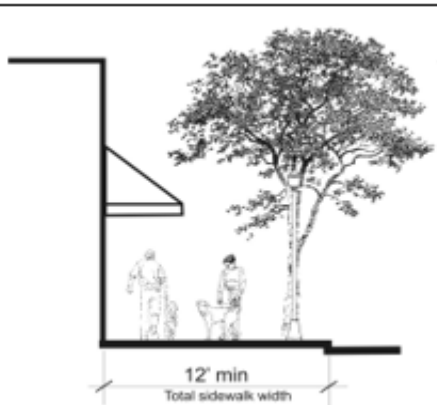
Storefront Standards

B. Standards. All development on sites with a Storefront block frontage designation must comply with the standards in Table 19.61.060(B) below:

Table 19.61.060(B) Storefront block frontage standards.		
The ➡ symbol refers to DEPARTURE opportunities in AMC 19.61.060(C) below.		
Element	Standards	Examples and Notes
Ground level		
Land use	Non-residential uses specified in Table 19.41.050 are required except for lobbies associated with residential or hotel/motel uses on upper floors.	
Floor to ceiling height	13' minimum (applies to new buildings only)	
Retail space depth	50' minimum on Commercial Avenue in the CBD zone and 20' minimum elsewhere (applies to new buildings only) ➡	
Building placement	Buildings must be placed at the street property line/back edge of the sidewalk. Additional setbacks are allowed for a widened sidewalk or pedestrian-oriented space [AMC 19.62.040(D)].	
Building entrances	Primary building entrances must face the street. For corner buildings, primary entrances may face the street corner.	

Corner building example

Storefront Standards, cont.

Façade transparency (see AMC 19.61.050)	At least 70% of the transparency zone. ➡	
Weather protection	Weather protection over the sidewalk is required along at least 75% of the storefront façade, and it must be a minimum of 6' deep and have 8' to 15' of vertical clearance. ➡ Weather protection must not interfere with street trees, street lights, street signs, or extend beyond the edge of the sidewalk.	
Parking location and vehicle access	New surface parking adjacent to the street is prohibited. ➡ Vehicular access for surface or structured parking from a storefront street is prohibited if there is access available from another street or alley. ➡	
Sidewalk width	12' minimum between the curb edge and the storefront façade (including clear/buffer zone with street trees). ➡ Setbacks and utility easements must also be considered and may result in a larger minimum sidewalk width.	

Storefront Standards, cont.

- C. DEPARTURE criteria.** Departures from the standards in Table 19.61.060(B) that feature the ☞ symbol will be considered per AMC 19.20.220 provided the alternative proposal meets the purpose of the standards and the following criteria:
1. Retail space depth. Departures from this standard are not allowed in the CBD zone. Elsewhere, reduced depths will be considered where the applicant can successfully demonstrate the proposed alternative design and configuration of the space is viable for a variety of permitted retail uses.
 2. Façade transparency. Façade transparency in the transparency zone may be a minimum of 40-percent if the façade design between ground level windows provides visual interest to the pedestrian and mitigates the impacts of blank walls.
 3. Weather protection. Other proposed alternative design treatments must provide equivalent weather protection benefits.
 4. Parking location. Departures from this standard are not allowed in the CBD zone. Elsewhere, there must be an acceptable tradeoff in terms of the amount and quality of storefront area that is integrated with the development and the applicable parking location departure. In addition, the alternative must include design features to successfully mitigate the visual impact of additional parking areas along designated storefront streets.
 5. Sidewalk width. Alternative designs may be considered where topographical challenges or approved city streetscape plans with different sidewalk standards exist. Alternative designs must be able to accommodate safe and comfortable pedestrian traffic anticipated for full block development.

Landscaped Designation Vision

Figure 19.61.070(A)

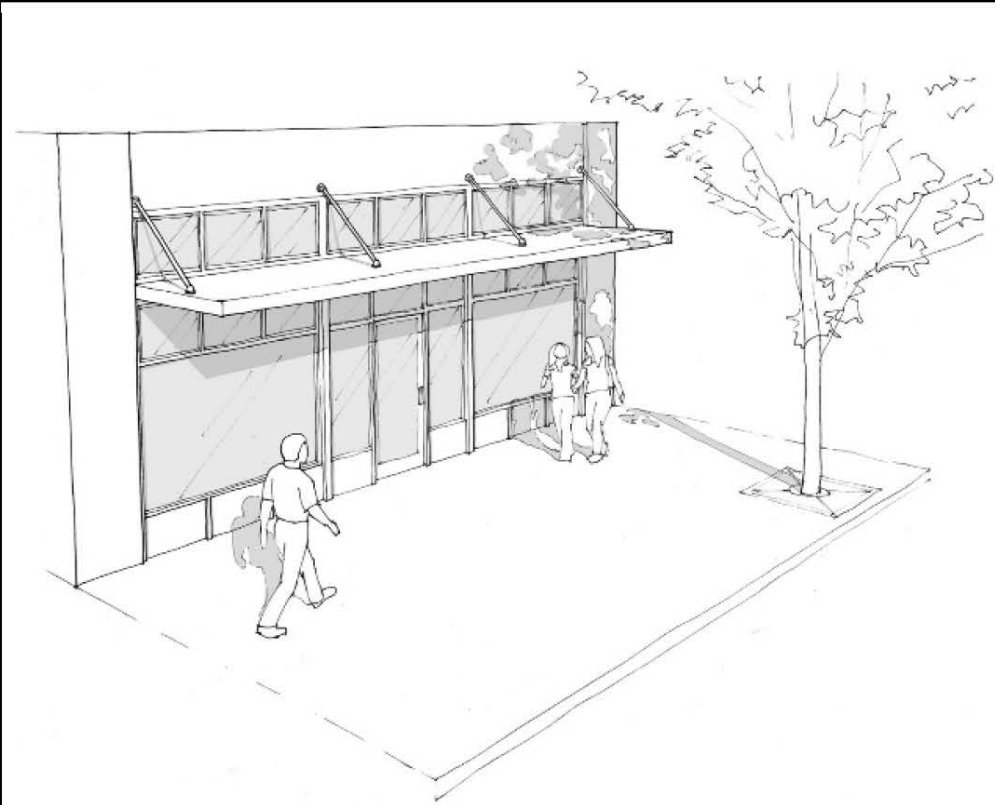
Landscaped frontage vision and key standards.



Mixed Designation Vision

Figure 19.61.080(A)

Mixed frontage vision and key standards.



OR



Mixed Designation

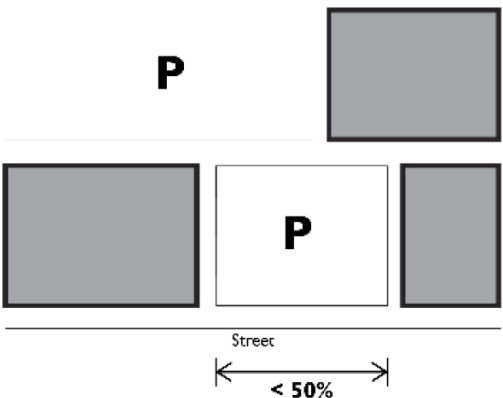
Parking location and vehicle access

Parking must be located to the side or rear of buildings. For multi-building developments, no more than 50% of the lot frontage can be occupied by off-street parking and driveways. ➡

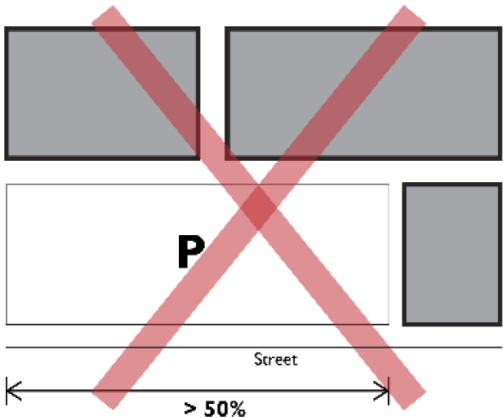
Vehicular access must comply with the provisions of AMC 19.53.030.

Any parking lots developed adjacent to the street must comply with landscaping provisions of AMC 19.65.070.

ACCEPTABLE
50% OR LESS PARKING IN FRONT



NO
MORE THAN 50% PARKING IN FRONT



Undesignated Block Frontages

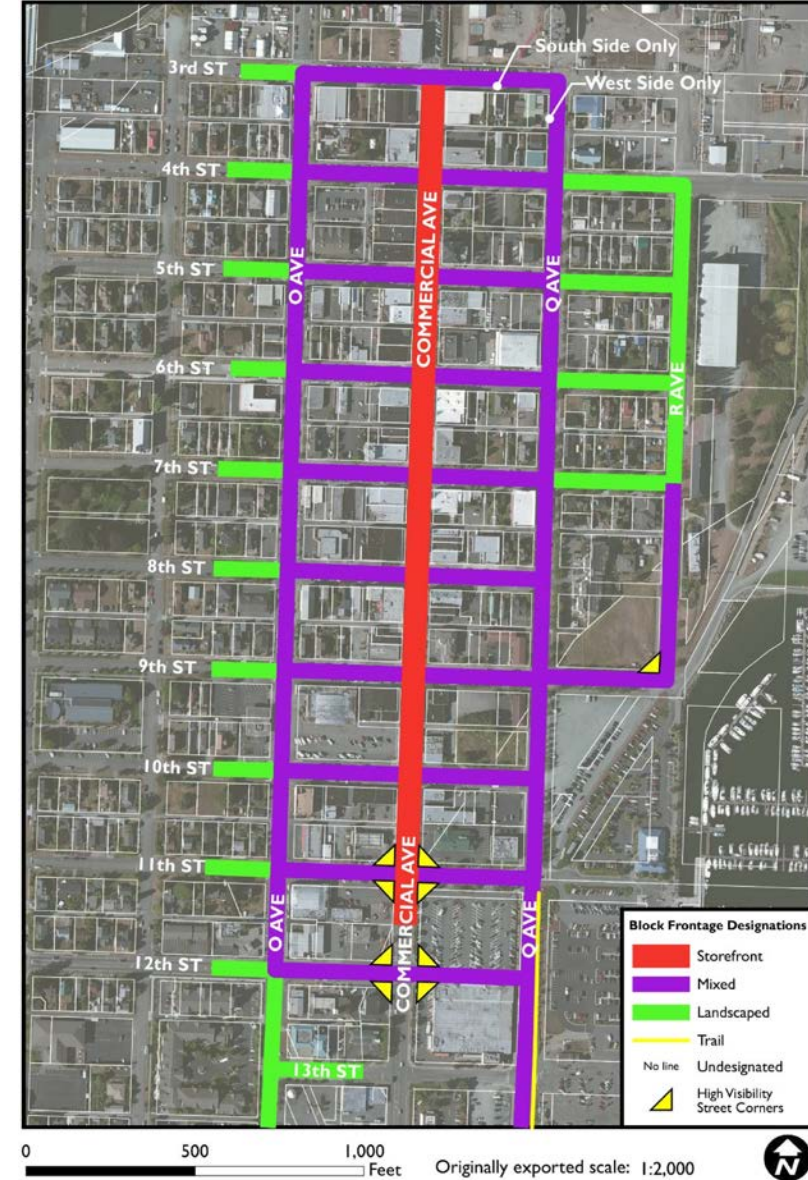
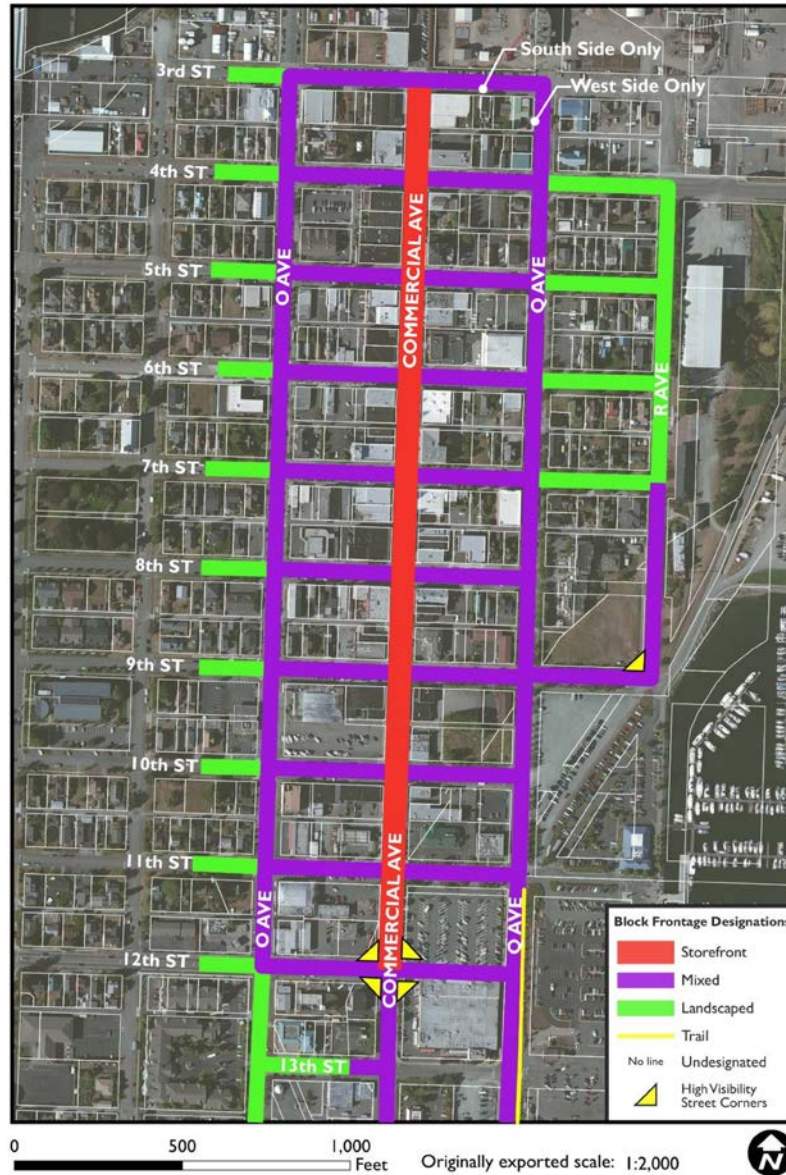
Table 19.61.110(C) Undesignated block frontage standards.	
The ➡ symbol refers to DEPARTURE opportunities in AMC 19.61.110(D) below.	
Element	Standards
Building placement	Where allowed in the applicable zone (see AMC 19.42.030), buildings may be placed up to the sidewalk edge provided they meet Storefront block standards in AMC 19.61.060 (this includes standards for ground level, building placement, building entrances, façade transparency, and weather protection elements). Otherwise, 10' minimum street setback except where greater setbacks are required by the zone (see AMC Chapter 19.12 Form and Intensity Standards).
Parking location and vehicle access	There are no parking lot location restrictions, except for required landscaping buffers in AMC 19.65.070.

1

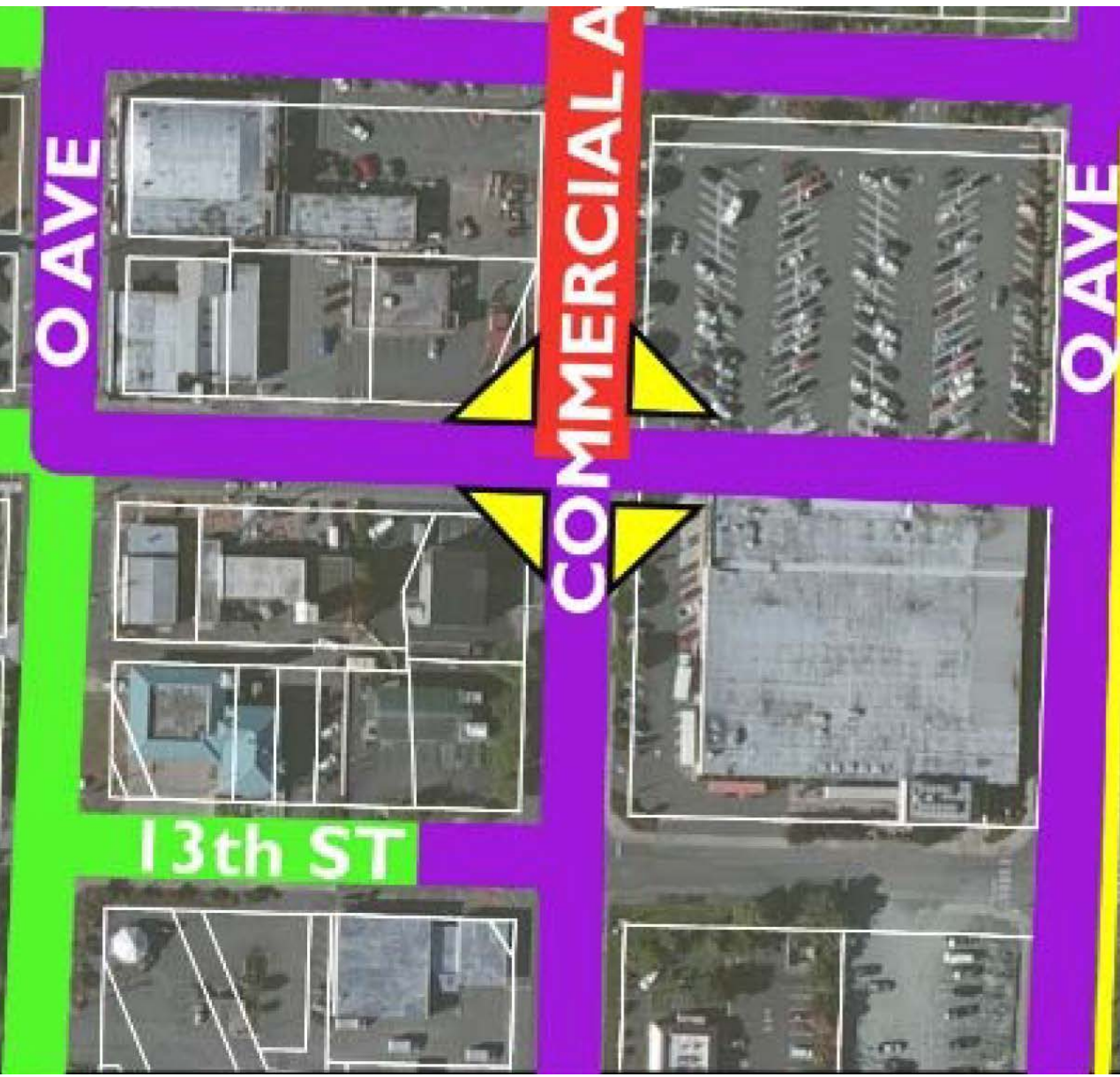
South Commercial Avenue



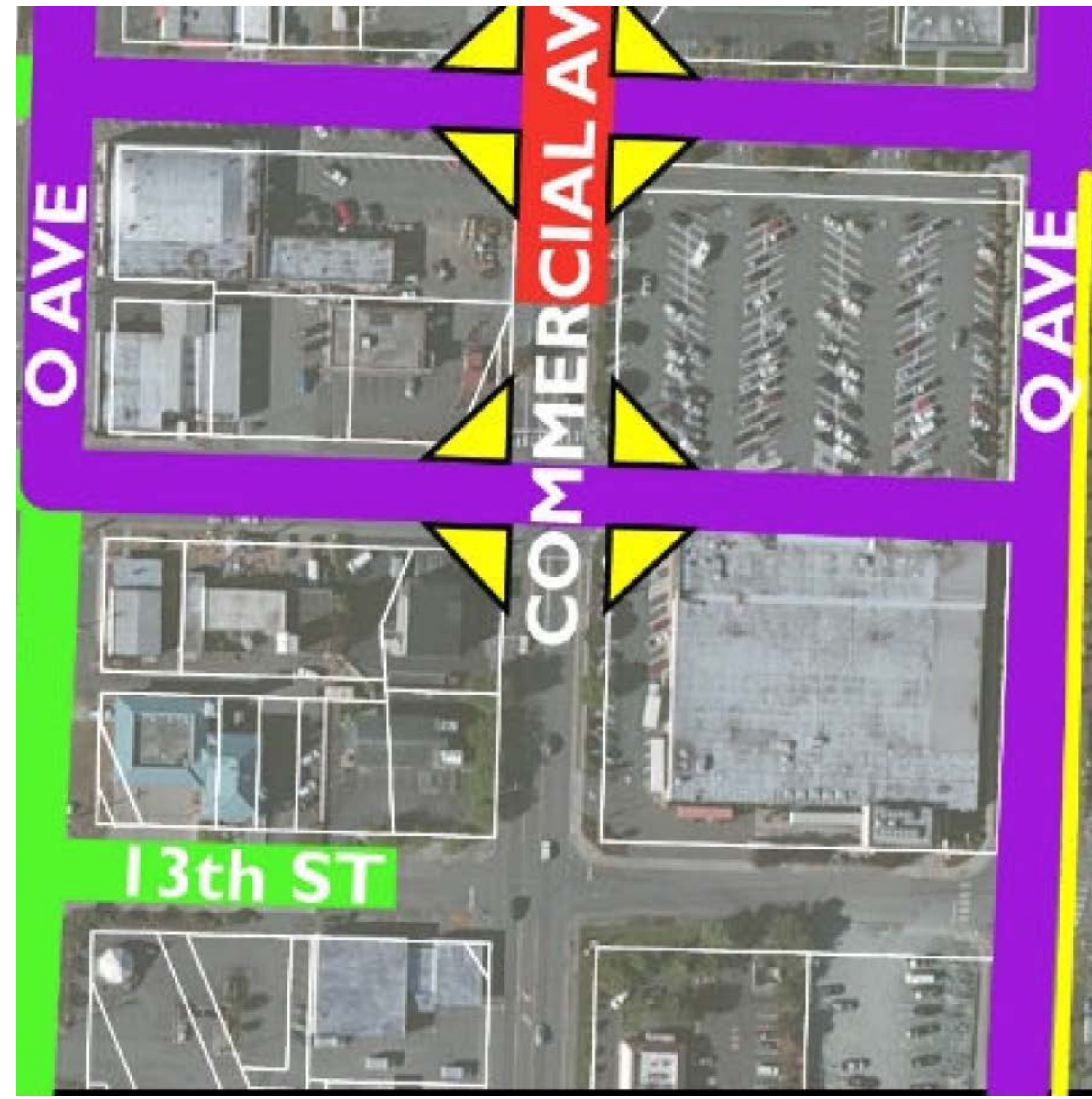
Updated Block Frontage Designations



2nd Draft



Planning Commission Rec.



Updated Block Frontage Designations



1

2nd Draft



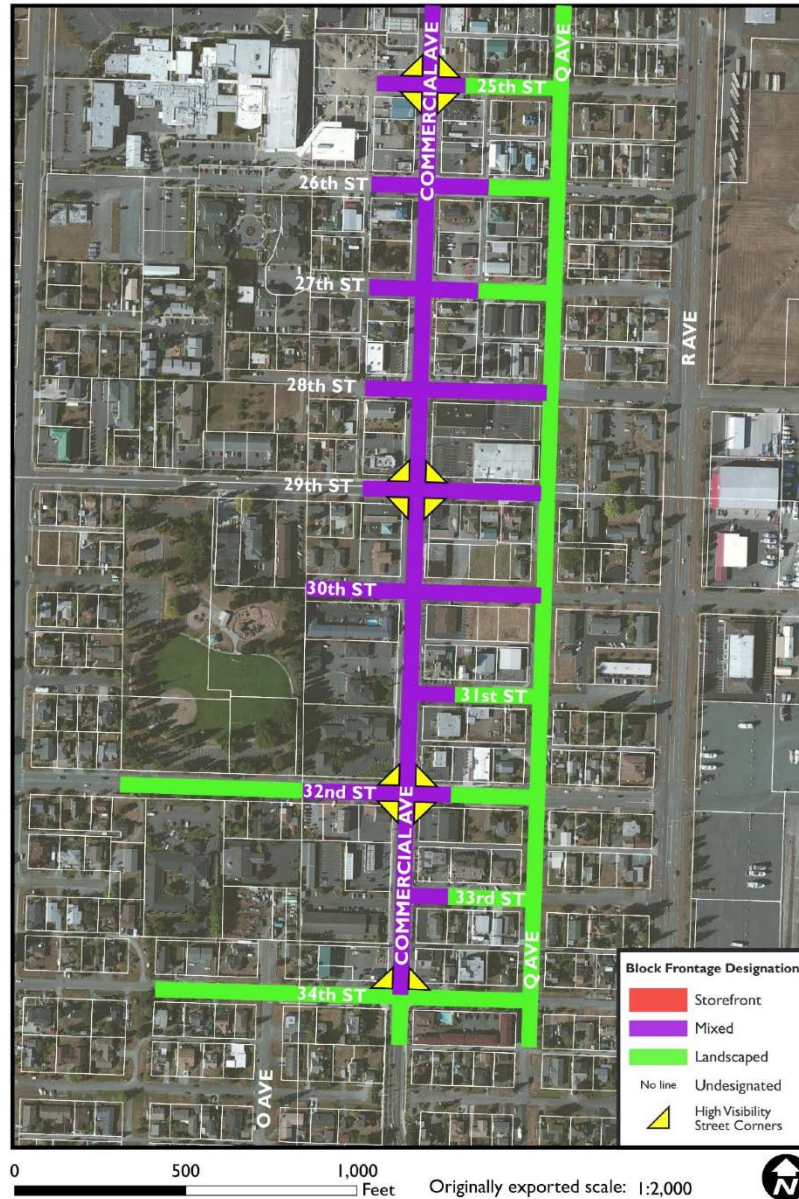
Looking north from 19th Street



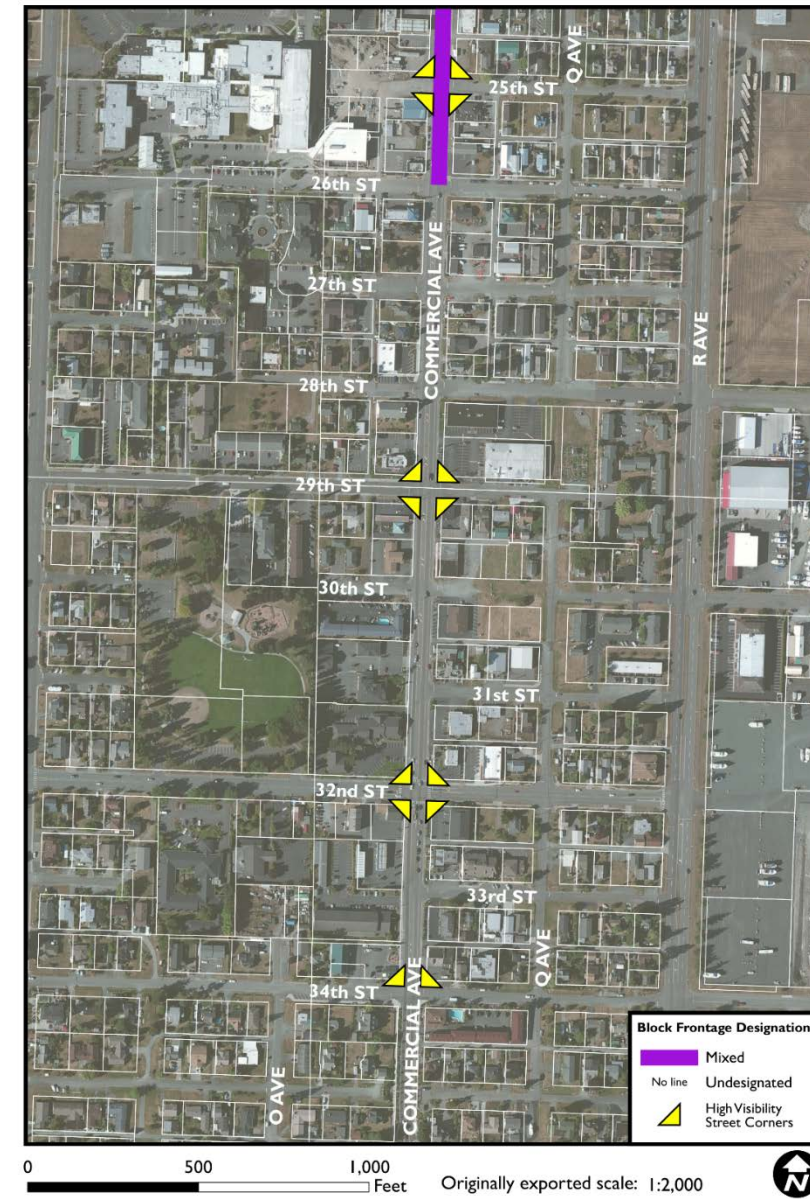
19.61.040

Updated Block Frontage Designations

2nd Draft

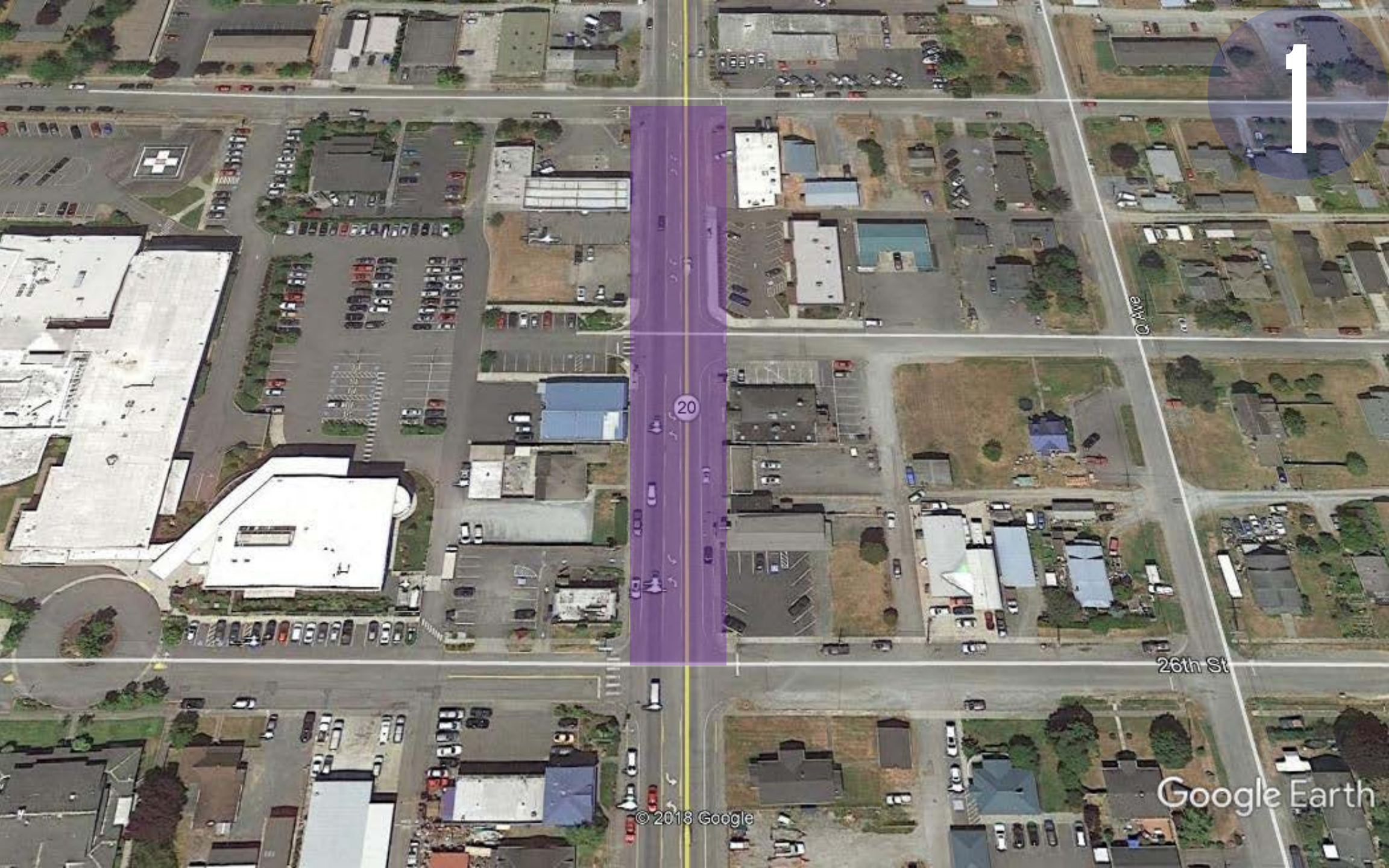


Planning Commission Rec.



1

South Commercial Avenue



South Commercial Avenue

1



Conflicting Issues:

- Desire to accommodate some flexibility (to allow choice for parking in front)
- Driveway/circulation standards may make it hard (but not impossible) to have parking in the front anyways



Comprehensive Plan Direction



Policy LU-7.2. Strengthen the visual appearance and economic vitality of South Commercial Avenue.

- A. Maintain and strengthen the function of the corridor for retail, commercial, and service uses.
- B. Encourage residential development on side streets and in the form of mixed-use buildings (housing over shops) complementary to retail/service uses.
- C. Craft and apply form-based design standards for South Commercial Avenue:

Key concepts to emphasize in the design standards:

- Provide for pedestrian-friendly building frontages.
- Promote façade massing and articulation that reinforces Anacortes's character and scale.
- Integrate high quality durable building materials and human scaled detailing.
- Encourage the integration of public space and amenities associated with non-residential uses.
- Emphasize landscaping elements as a major character defining feature of the corridor.
- Provide compatible site edges and sensitive service area design.
- Locate and design off-street parking to minimize visual impacts to South Commercial Avenue.

South Commercial Avenue

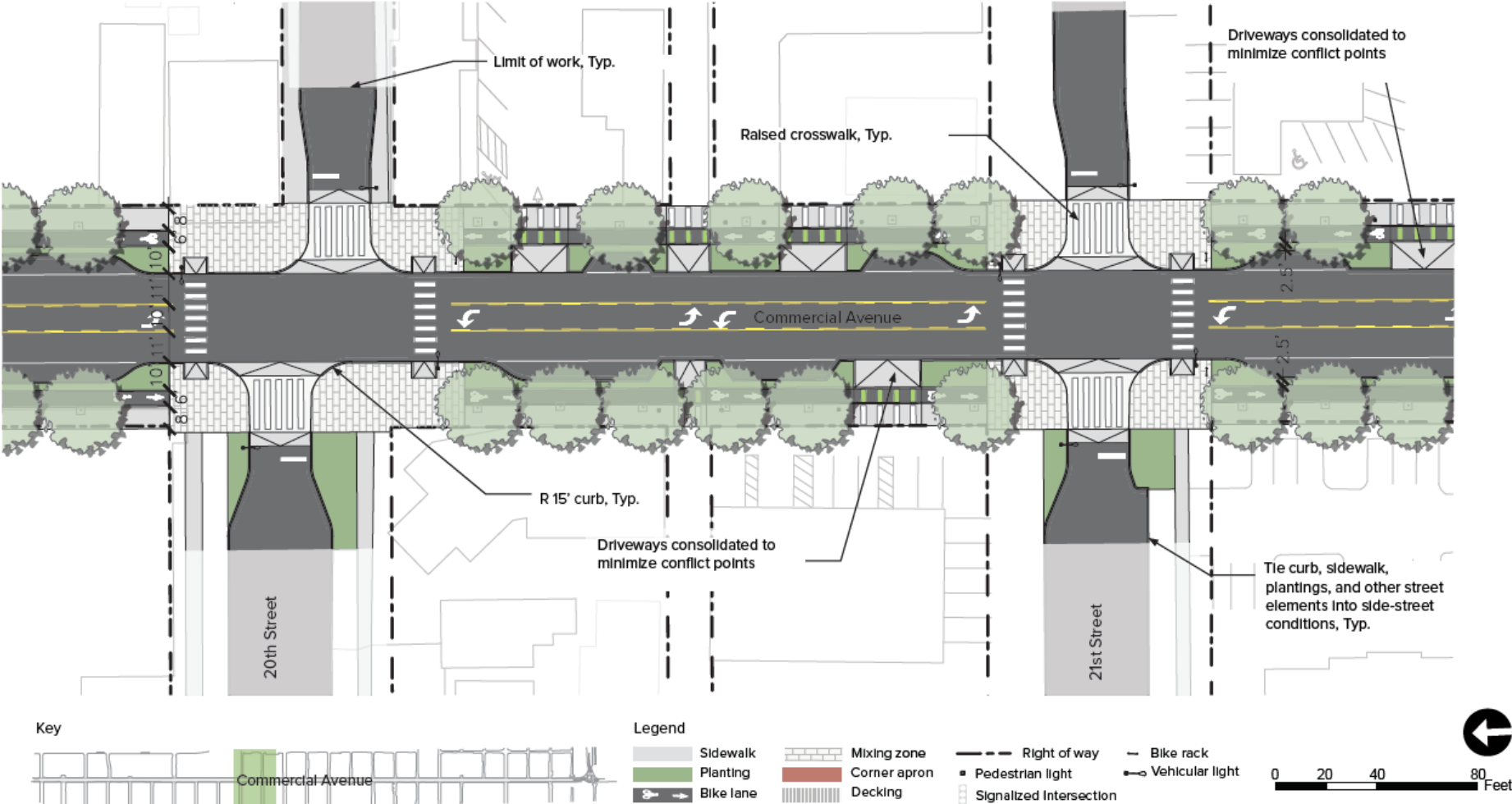
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Planned South Commercial Streetscape Improvements



Preferred Alternative



APRIL 2016 | ALTA PLANNING + DESIGN

SOUTH COMMERCIAL AVENUE CORRIDOR PLAN | CITY OF ANACORTES, WA

1

Thoughts on block frontage changes?



2

Framework Development Plans

1

19.20.230 - Framework development plans.

- A. Purpose and applicability.** Framework development plans apply to proposals to establish block frontage designations as established in AMC 19.61.180, adjust the list of permitted uses where specifically allowed in this title, and/or to obtain preliminary approval for a large and/or phased development proposal that depicts its major development and design parameters (i.e. major circulation and infrastructure systems, open spaces, block frontage designations, allocation of categories of land uses and development intensities among portions of the development site, and phasing of development over time).
- B. Procedures.** Framework development plan applications are subject to review procedures as established in AMC Chapter 19.20 Application Procedures. A framework development plan may be

2

Framework Development Plans

19.20.230 - Framework development plans.

- A. Purpose and applicability.** Framework development plans apply to proposals to establish block frontage designations as established in AMC 19.61.180, adjust the list of permitted uses where specifically allowed in this title, and/or to obtain preliminary approval for a large and/or phased development proposal that depicts its major development and circulation and infrastructure systems, open spaces, block frontage designations, and categories of land uses and development intensities among phasing of development over time).
- B. Procedures.** Framework development plan applications are established in AMC Chapter 19.20 Application Procedures.

19.43.010 offers opportunities to increase the amount of single purpose townhouses and multifamily development in the MMU zone east of Q Ave above 60%

2

Framework Development Plans

19.20.230 - Framework development plans.

A. Purpose and applicability. Framework development plans apply to proposals to establish block frontage designations as established in MC 19.61.180, adjust the list of permitted uses where specifically allowed in this title, and/or to obtain preliminary approval for a large and/or phased development proposal that depicts its major development and design parameters (i.e. major circulation and infrastructure systems, open spaces, block frontage designations, allocation of development intensities among portions of the development site, and

Figure 19.61.040(C) references optional framework development plan for the central Fidalgo Bay waterfront site, though concept could apply to another large and/or phased development as desired

Framework development plan applications are subject to review procedures as in Application Procedures. A framework development plan may be

2

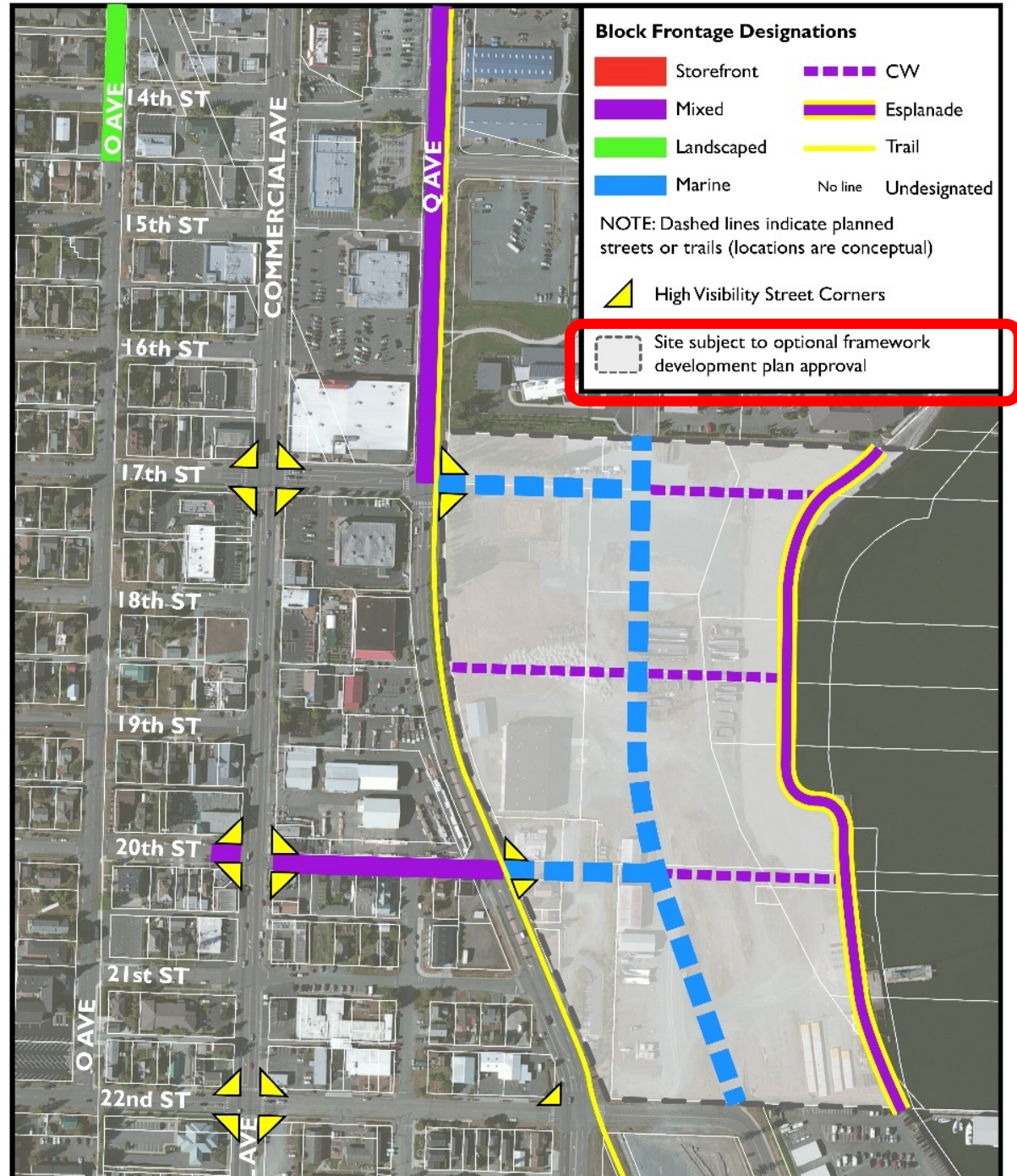
Framework Development

19.20.230 - Framework development plans.

A. Purpose and applicability. Framework development frontage designations as established in MC 19.61 specifically allowed in this title, and/or to obtain a development proposal that depicts its major development circulation and infrastructure systems, open space development intensities

3

Figure 19.61.040(C) references optional framework development plan for the central Fidalgo Bay waterfront site, though concept could apply to another large and/or phased development as desired



19.61.180 - Framework development plan.

Recently annexed or rezoned industrial or mixed-use properties along with strategic large sites necessitate a different approach to applying block frontage standards. The provisions below identify the purpose, applicable sites, block frontage designation options, and special standards for developing framework development plans.

A. Purpose.

1. To provide thoughtful and fair process to plan for the development of large and new commercial and mixed-use sites in Anacortes consistent with the goals and policies of the comprehensive plan.
2. To promote the arrangement of streets, buildings, open space, parking and service areas that creates a strong sense of community and enhances the character of Anacortes.
3. To avoid uncoordinated patterns of development that waste valuable land, compromise vehicular and pedestrian access, and degrade the character of Anacortes.

B. Applicable sites.

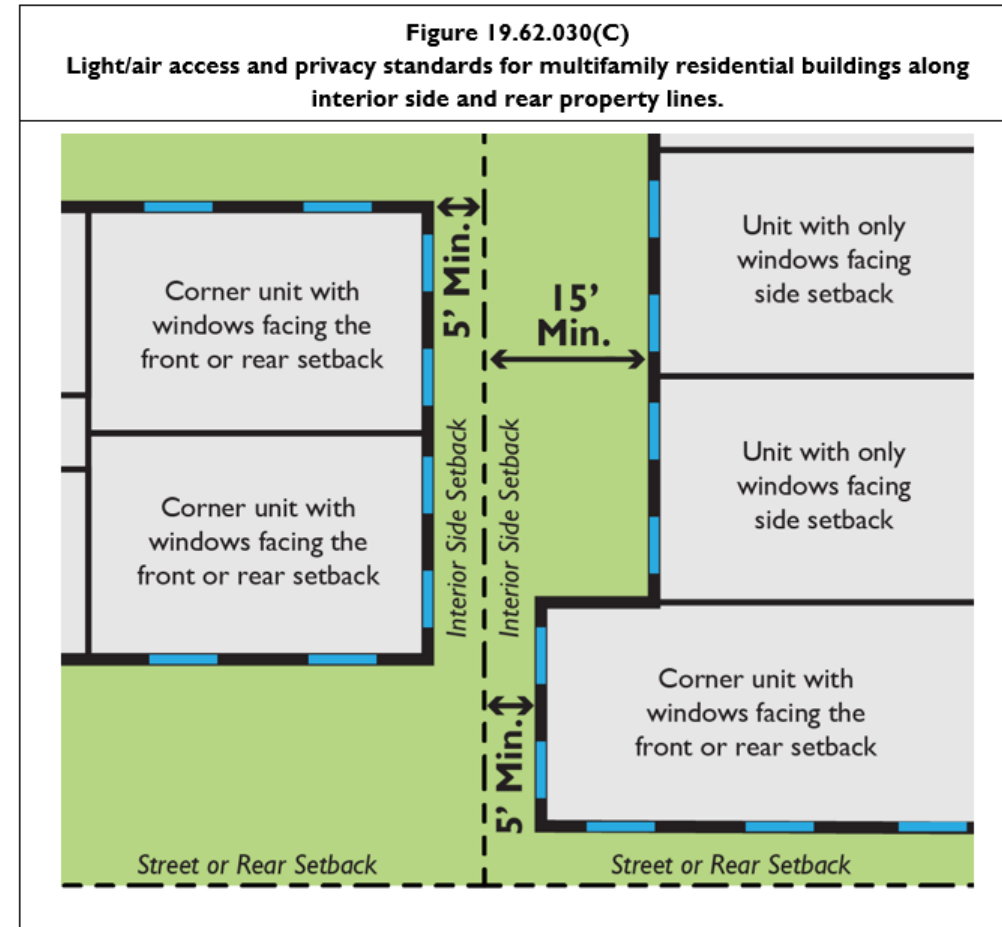
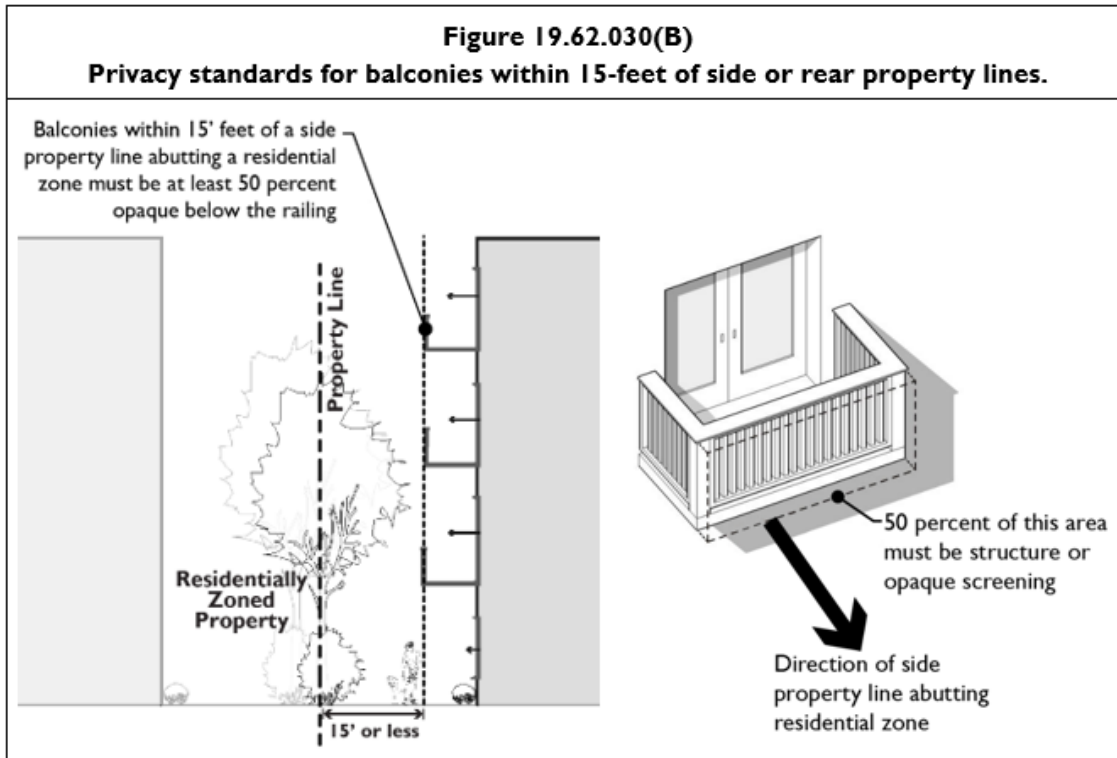
1. Sites shown in Figure 19.61.040(C).
2. Recently annexed sites zoned as one of the mixed-use or industrial zones that are not addressed in the block frontage maps in this chapter.
3. Sites recently rezoned to a mixed-use or industrial zone that are not addressed in the block frontage maps in this chapter.

C. Block frontage designations standards and options.

1. Prior to site development of applicable sites, a framework development plan must be developed, approved and recorded for the property per the procedures in AMC 19.20.030 and 19.20.230.
The plan must include:

19.62 - Site Planning

Relationship to adjacent properties



Residential Open Space

Figure 19.62.040(B)(2)
Shared open space examples.



The upper left example include a combination of open lawn area for informal recreation plus pathways and decorative landscape areas to enhance the setting for residents. The upper right courtyard includes pathways, seating areas, landscaped beds, and decorative lighting to provide a visual and physical amenity for residents.

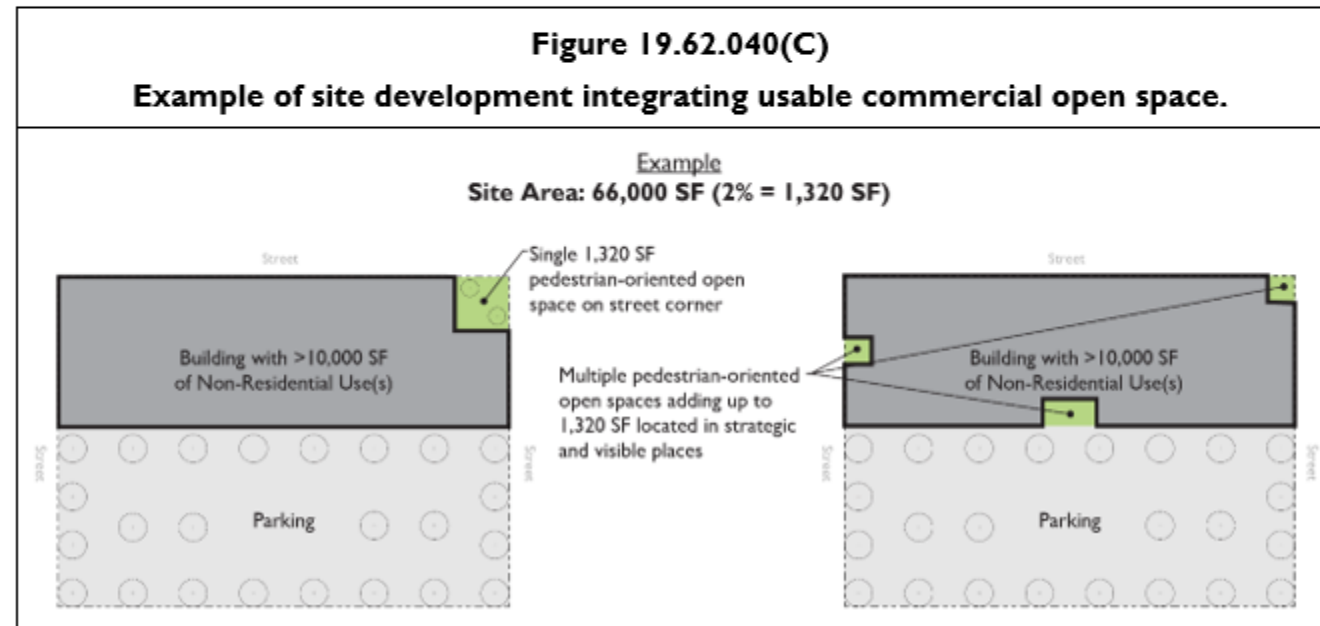


The left image above includes a covered gathering space with outdoor grills adjacent to a landscaped commons with a central pathway. The right image includes a pond/wetland type area with boardwalk and seating areas.

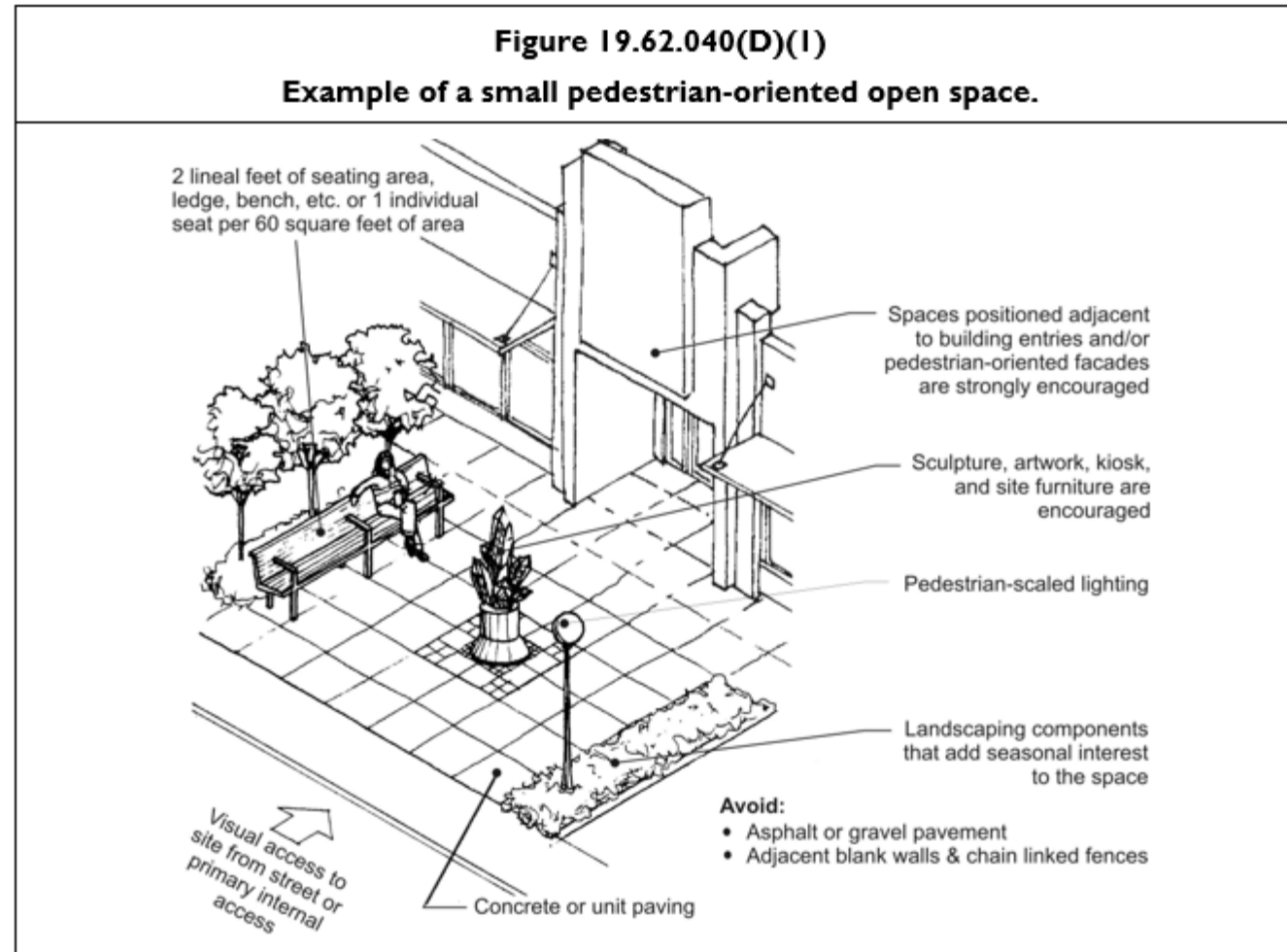
Commercial Open Space

C. Usable commercial open space. New developments with non-residential uses with more than 10,000-square-feet of gross floor area in the C, CBD, and MMU zones must provide open space equal to at least two-percent of the development site. The open space may be in the form of pedestrian-oriented open space per subsection (D) below, garden, play area and/or other open space feature that serves both as a visual amenity and a place for human activity. Portions of sidewalks that are wider than 12-feet and which meet the standards of pedestrian-oriented open space may be counted toward this requirement.

DEPARTURE: Open space area may be reduced to one-percent of the development site if the director finds the project includes exceptional design features and elements that meet the purpose of the standards. This includes open spaces that feature a combination of design (site materials, amenities, and configuration) and location/context that clearly exceed typical plaza designs found in the region.



Pedestrian-Oriented Open Space



Other Site Planning Elements

19.62.050 Internal pedestrian access and design

19.62.060 Vehicular circulation and parking

19.62.070 Service areas and mechanical equipment

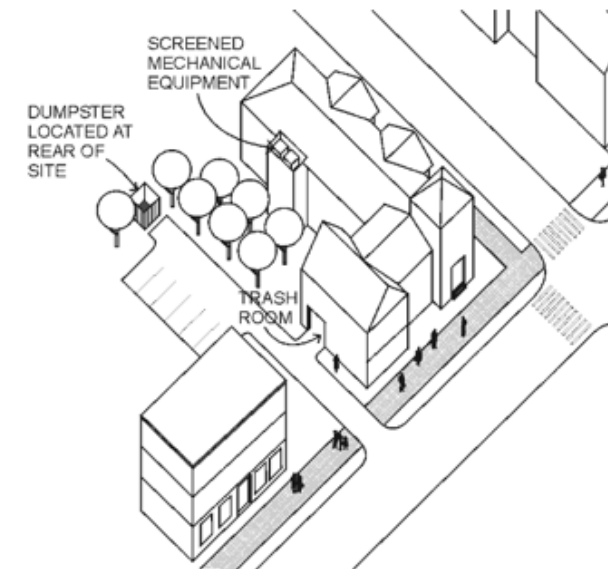
Figure 19.62.050(D)(5)

Example of a successful pedestrian sidewalk between parking lot and storefront.



Figure 19.62.070(B)

Service element location



Locate service elements to reduce impacts on the residential and pedestrian environment, and provide appropriate enclosure.

3

Corporate Architecture

19.63.030 - Building character. (NEW)

A. Purpose.

1. To promote buildings with an architectural character that reflects the region's aesthetic and is based on human scaled design details, durable high quality materials, sustainable design measures, and respond uniquely to the site's context.
2. To emphasize that high quality design is most critical to Anacortes's high visibility sites and corridors.
3. To avoid generic, corporate architectural design that degrades the character and identity of Anacortes.

B. Architecture that is defined predominately by corporate identity features and is difficult to adapt to other uses is prohibited. For example, some franchise convenience uses have very specific architectural features (such as a distinctive roofline design that functions as a sign) that reinforce their identity. As tenants change in these types of buildings, these corporate identity features can negatively impact the character of the area and identity of new tenants. These features can also be very expensive to reconfigure and adapt to new uses.



Corporate Architecture

Comprehensive Plan:

Goal LU-2. Community Design. Promote compatible pedestrian-oriented development that respects Anacortes's historic character and small town scale while strengthening its unique marine identity.

Public Feedback

Public feedback on this provision has been minimal. One commenter opposes the provision and suggests some corporate icons can be attractive and fit in, the ownership of the building is irrelevant, and wondered how the provision would apply to corporate uses like gas stations.





Arguments Against (or for adjustment)

- The formula restaurant/stores noted above have generally updated their franchise designs in a manner that's perhaps easier to convert to other uses (without huge cost to removing the key corporate identity elements).
- Perhaps given our block frontage standards along with the proposed façade articulation standards, that such standards are less necessary.
- Leaving such a provision out avoids potential future arguments on determining what elements are and are not corporate architecture.
- Perhaps such provision might be acceptable in downtown, or maybe South Commercial, but not along Highway 20?

3

Thoughts on corporate architecture?



19.63.030 - Building massing and articulation

- The second draft included separate façade articulation standards for multifamily buildings and buildings with non-residential uses.
- The Planning Commission recommended that we combine the standards in one provision



B. Façade articulation - non-residential. Storefronts and other buildings with non-residential uses on the ground floor must include articulation features every 30 feet (maximum) to create a **human-scaled** pattern. At least three of the following features must be employed at intervals no greater than 30 feet **on all building elevations facing the street or containing building entrances (alley facades exempt).**

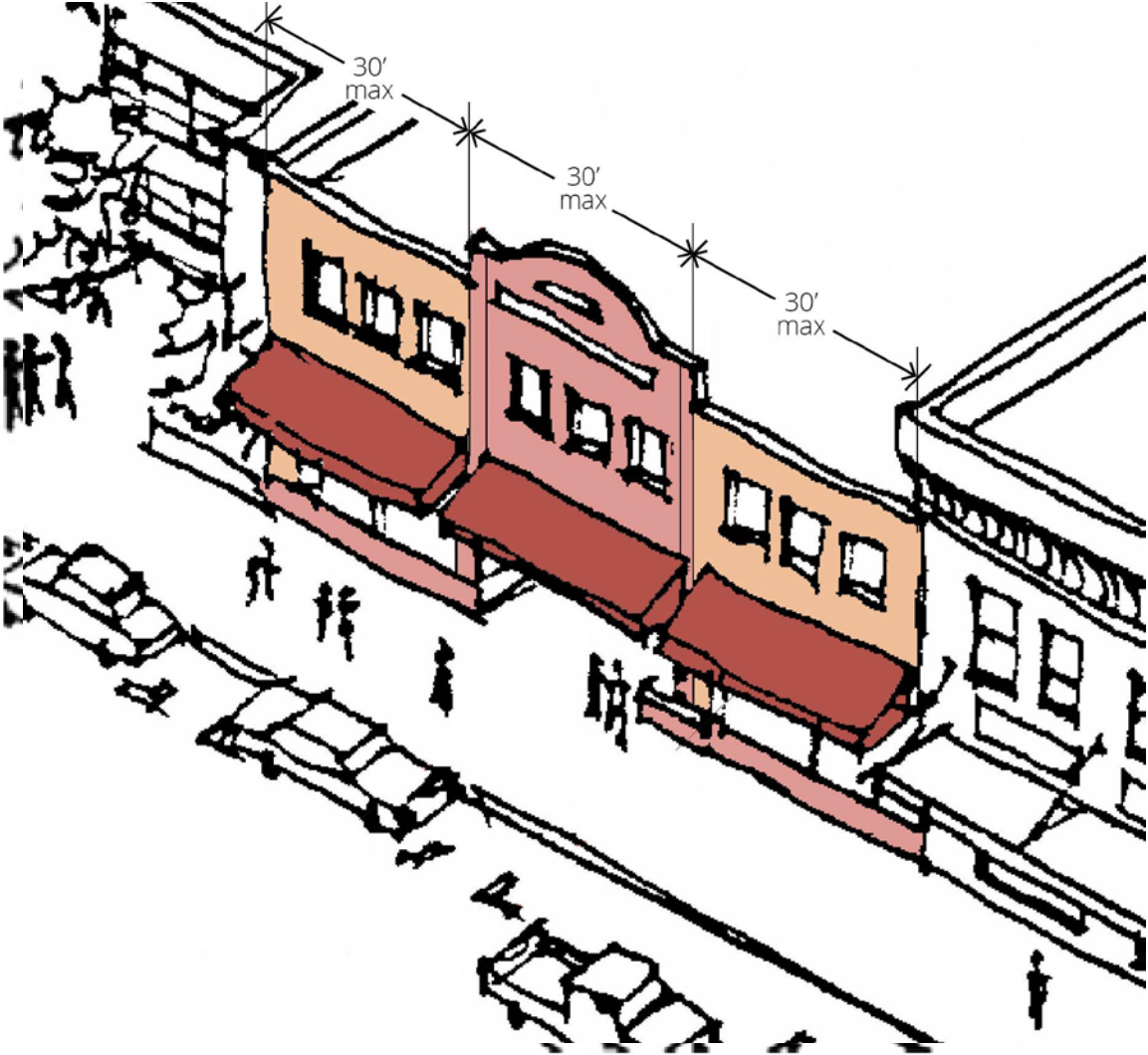
1. Window patterns and/or entries.
2. Use of weather protection features ❄️
3. Use of vertical piers/columns. ❄️
4. Change in roofline per subsection (F) below.
5. Change in building material or siding style.
6. Other design techniques that effectively reinforce a pattern of small storefronts compatible with the building's surrounding context. ❄️

Other features that could be used to meet the standards on block frontages that are not designated as Storefront:

7. Vertical elements such as a trellis with plants, green wall, art element.
8. Providing vertical building modulation of at least 12 inches in depth if tied to a change in roofline per subsection (F) below or a change in building material, siding style, or color.

Departures provided they meet the purpose of the standards and the design criteria set forth in subsection (D) below.

Figure 19.63.040(B)
Façade articulation examples.





C. Façade articulation - residential. Residential buildings must include articulation features at intervals that relate to the location/size of individual units within the building (or no more than every 30 feet) to break up the massing of the building and add visual interest and compatibility to the surrounding context. At least three of the following features must be employed at intervals no greater than the unit interval or 30 feet (whichever is less) **on all building elevations facing the street, park, or (lower intensity) zone edge:**

1. Use of windows and/or entries.
2. Change in roofline per subsection (F) below.
3. Change in building material, siding style, and/or window pattern.
4. Providing vertical building modulation if tied to a change in roofline modulation per subsection (F) below or a change in building material, siding style, or color. Balconies may be used to qualify for this option if they are recessed or projected from the façade by at least 18 inches. Juliet balconies or other balconies that appear to be tacked on to the façade will not qualify for this option unless they employ high quality materials and effectively meet the purpose of the standards.
5. Vertical elements such as a trellis with plants, green wall, art element.
6. Other design techniques that effectively break up the massing at no more than 30-foot intervals.

Departures will be considered provided they meet the purpose of the standards and the design criteria set forth in subsection (D) below.

Figure 19.63.040(C)

Residential façade articulation examples





Planning Commission Recommendation

19.63.030 - Building massing and articulation.

A. Purpose.

1. To employ façade articulation techniques that reduce the perceived scale of large buildings and add visual interest from all observable scales.
2. To create clear and welcoming building entries.

B. Exemption. Buildings with less than 60 horizontal-feet of façade are exempt from this section.

C. Façade articulation. Non-residential, mixed-use, and multifamily residential buildings must include façade articulation features at designated maximum intervals to create a human-scaled pattern. This standard applies to applicable building façades and other applicable building elevations facing parks, containing primary building entrances, and adjacent to lower intensity zones. Alley-facing building elevations not adjacent to a lower intensity zone are exempt.

1. The maximum horizontal length of intervals is:
 - a. MMU zone: 50-feet.
 - b. HM and LMI zone (where applicable): 60-feet.
 - c. Buildings in all other applicable zones: 30-feet.



Planning Commission Recommendation

2. At least three of the following articulation features must be employed in compliance with maximum interval standards in subsection (C)(I) above:
 - a. Use of windows and/or entries.
 - b. Use of weather protection features. 
 - c. Use of vertical piers/columns (applies to all floors of the façade, excluding upper level stepbacks). 
 - d. Change in roofline per subsection (F) below.
 - e. Change in building material, siding style, and/or window pattern (applies to all floors of the façade, excluding upper level stepbacks).
 - f. Vertical elements such as a trellis with plants, green wall, art element that meet the purpose of the standard.
 - g. Providing vertical building modulation of at least 12-inches in depth if tied to a change in roofline per subsection (F) below or a change in building material, siding style, or color. Balconies may be used to qualify for this option if they are recessed or projected from the façade by at least 18-inches. Juliet balconies or other balconies that appear to be tacked on to the façade will not qualify for this option unless they employ high quality materials and effectively meet the purpose of the standards.
 - h. Other design techniques that effectively reinforce a pattern of small facades compatible with the building's surrounding context.

DEPARTURES will be considered provided they meet the purpose of the standards and the design criteria in subsection (D) below. For example, a departure may propose a design with only two articulation features instead of three and/or the articulation features exceed the maximum articulation interval.



2. At least three of the following articulation features must be employed in compliance with maximum interval standards in subsection (C)(I) above:

Thoughts on adjustments to articulation standards?

- b. Use of weather protection features.
- c. Use of vertical piers/columns (applies to all floors of the façade, excluding upper level stepbacks).
- d. Change in roofline per subsection (F) below.
- e. Change in building material, siding style, and/or window pattern (applies to all floors of the façade, excluding upper level stepbacks).
- f. Vertical elements such as a trellis with plants, green wall, art element that meet the purpose of the standard.
- g. Providing vertical building modulation of at least 12-inches in depth if tied to a change in roofline per subsection (F) below or a change in building material, siding style, or color. Balconies may be used to qualify for this option if they are recessed or projected from the façade by at least 18-inches. Juliet balconies or other balconies that appear to be tacked on to the façade will not qualify for this option unless they employ high quality materials and effectively meet the purpose of the standards.
- h. Other design techniques that effectively reinforce a pattern of small facades compatible with the building's surrounding context.

DEPARTURES will be considered provided they meet the purpose of the standards and the design criteria in subsection (D) below. For example, a departure may propose a design with only two articulation features instead of three and/or the articulation features exceed the maximum articulation interval.

Building Details – Doors, Windows, Etc.

Figure 19.63.040(B)(1)

Examples of decorative or specially designed windows and entries.



Examples of decorative or specially designed windows and entries. A = openable storefront window. B = transom windows. C = openable window with decorative details. D = decorative window shades. E = Decorative door. F = recessed entry.

Figure 19.63.040(C)

Acceptable and unacceptable window design examples.



Recessed and/or trimmed windows.

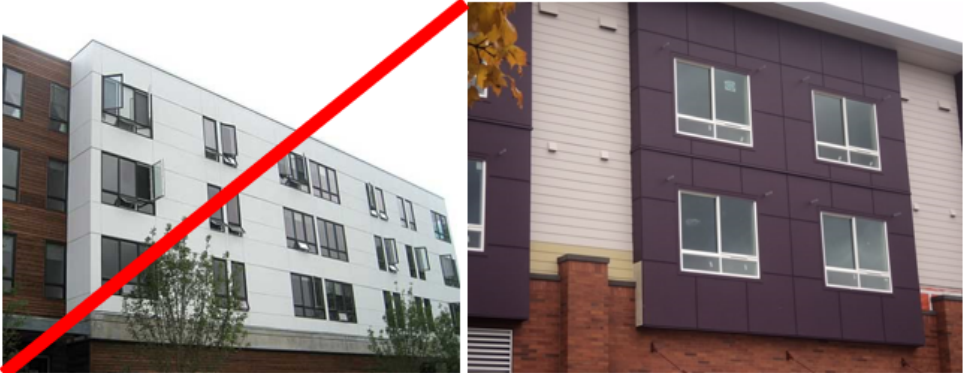


This window lacks any other detail that adds visual interest.

Building Material Standards

Figure 19.63.050(C)(4)
Acceptable and unacceptable cementitious wall board examples.

The above building uses cementitious wall board in different textures and colors to help articulate the façade. The white color replicates the board and batten style in the left image and green color in the right image effectively replicates horizontal wood siding.



The wall board panels covering a large area in a single color would not meet the purpose of the standards. The right image is a better example and combines larger panels (dark maroon color) with horizontal wall board siding (beige color) as effective articulation features. Below is a similar acceptable example.



Another acceptable wall board example replicating board and batten style with horizontal siding integrated with different colors and roofline modulation.

Figure 19.63.050(C)(1)
Acceptable concrete block use/design.



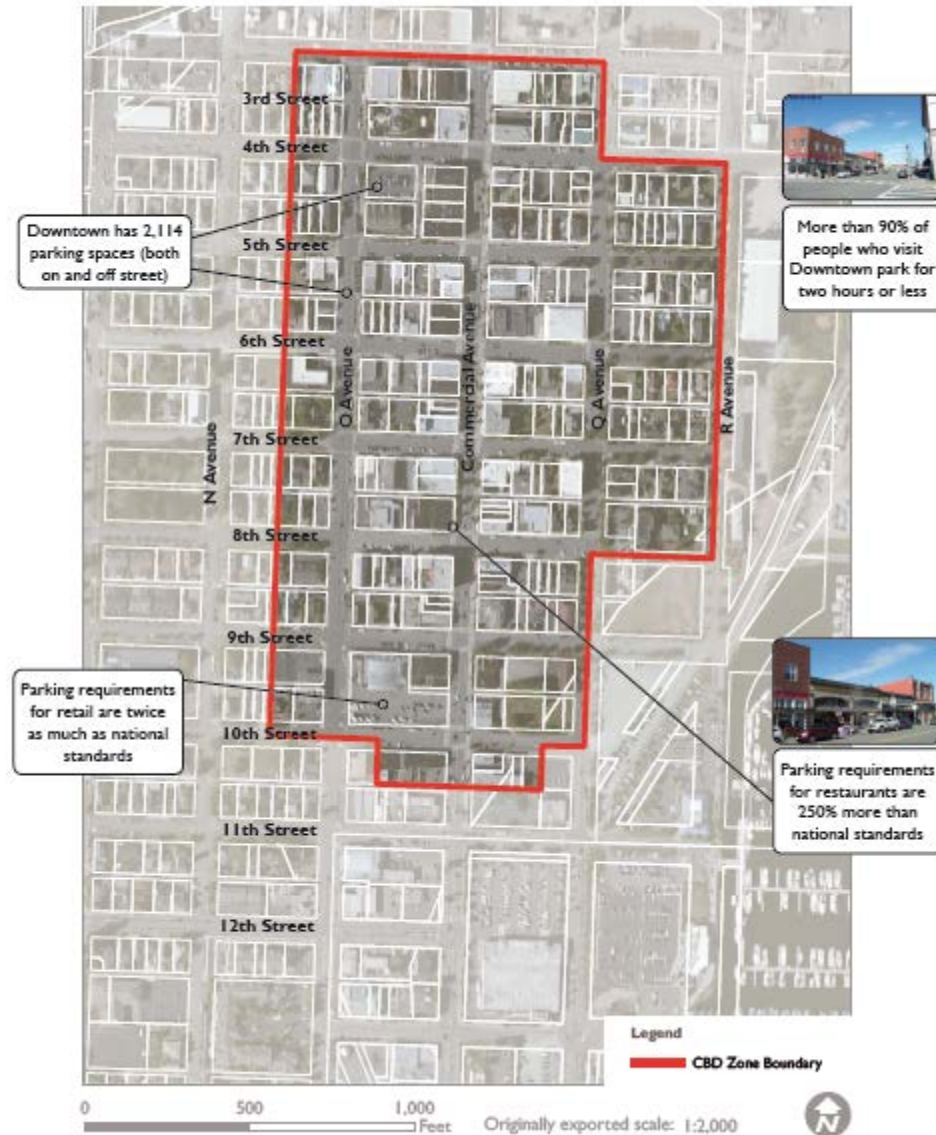
CMU is the primary cladding for the corner element above, but secondary to brick on the main façades. The corner element uses a combination of decorative split faced CMU closer to the sidewalk and smooth-faced CMU that is colored to look more like traditional white terra cotta tiles.

The above façade illustrates an acceptable alternative example, as CMU is used as the primary cladding material. Note the use of split-façade CMU's above each of the awnings and coupled with the use of smooth-façade CMU's on the vertical columns (which employ black accent tiles for added interest).

19.64 - Parking

- Guest parking for residential uses
- Off-street parking requirements (Table 19.64.040)
- Modifications to parking requirements
 - CBD discounts
 - Approach to change in use
 - Flexibility to minimum and maximum parking
- Shared parking provisions
- Parking for shell building permits
- Bicycle parking standards

Off-Street Parking Standards - Downtown



Proposal

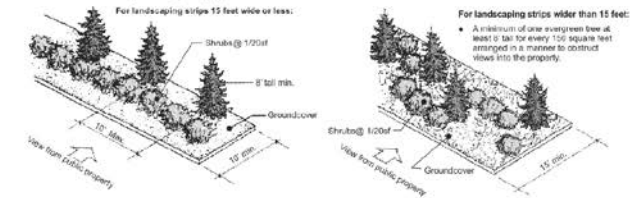
- Reduce minimum parking requirements by 50 percent in CBD zone
- Exempt ground floor commercial uses from parking requirements in the CBD zone
- Exempt existing buildings from conforming to parking requirements

19.65 - Landscaping

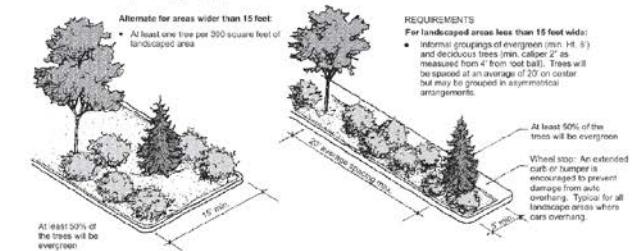
- Landscaping plans
 - Washington state licensed landscape architect or Washington-Certified Professional Horticulturalist (CPH) for multifamily and nonresidential developments with a development site area of 10,000-gsf or more.
- Defined landscaping types
- Updated buffer requirements
- Updated parking lot landscaping requirements
- Relaxed requirements in certain zones

New Landscaping Types

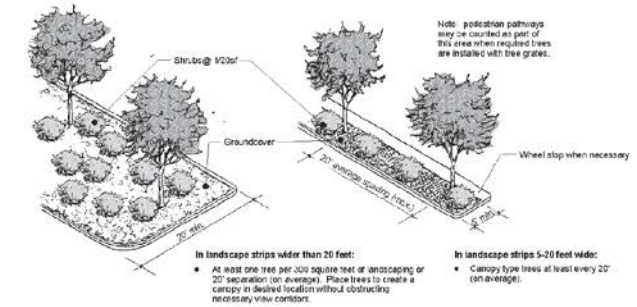
Landscaping Type A



Landscaping Type B



Landscaping Type C



Landscaping Type D

Refers to all other landscaped areas that do not qualify as Type A-C landscaping, a hedge, or rain garden. Native and low maintenance trees and shrubs are encouraged.

Landscaping Types E & F - Hedges, Rain Gardens, etc.

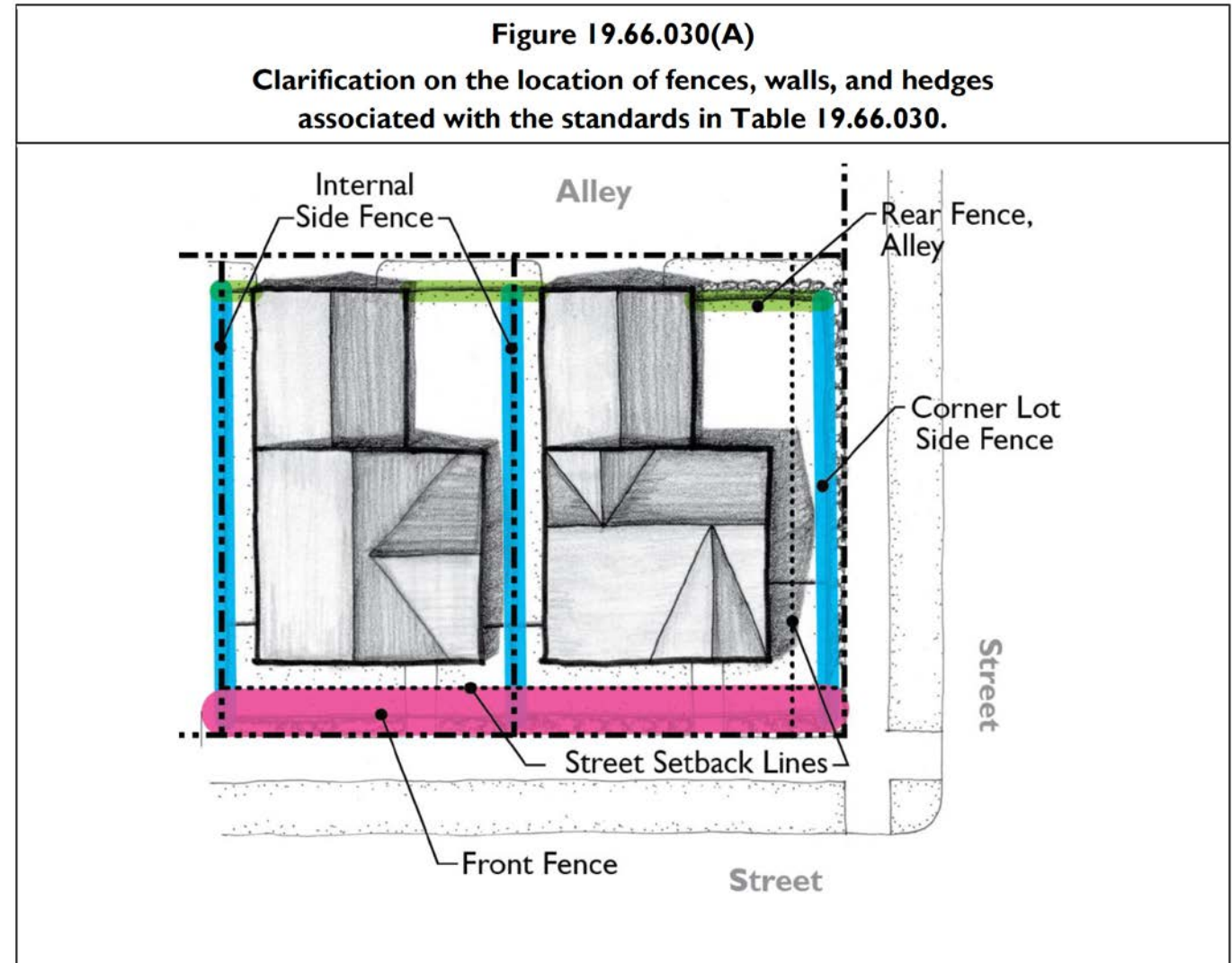


Required buffer types

	Existing Abutting Uses and Districts					
Developing Use	Street	R-1 & R-2 zones	R-3 & R-4 zones or Multi-family use	C, CBD, MMU & CM zones	HM, MS, CM2, I & LM zones	Park & trails
Multifamily	See block frontage standards	Fence, plus BC-5'	Fence, ABC-5', or path	Fence, BC-5', or path	Fence plus ABC-10'	Fence or ABCD-10'
Low intensity non-residential use	See block frontage standards	Fence, plus ABC-5'	Fence or AB-5'	Site site planning standards in chapter 19.62		See trail frontage standards
Moderate intensity non-residential use	See block frontage standards	Fence, plus ABC-10'	Fence plus ABC-5'			See trail frontage standards
High intensity non-residential use	See block frontage standards	Fence, plus ABC-15'	Fence plus ABC-10'			See trail frontage standards
Outdoor storage	See block frontage standards, plus A-10'	Fence, plus ABC-10'	Fence plus ABC-10'	Fence or A-5' or B-10'		Fence plus ABC-5' or A-10'
Heavy industry	See block frontage standards	Fence, plus ABC-20'	Fence plus ABC-20'	Fence plus ABC-5' or A-10'	Fence plus ABC-5' or A-10'	Fence plus ABC-10' or AB-20'

19.66 – Fences, Walls & Hedges

- Fences for res. zones
- Fences for MU + ind. Zones
- Prohibited fence types
- Retaining walls



4

19.66.030 - Fence standards in residential zones

- Discussion of fencing standards, particularly along Oakes Ave



Fence standards for residential zones

Figure 19.66.030(B)

Acceptable fences, walls, and hedges for the street setback for residential zones.



The left image uses a picket fence. The right image uses a low wrought iron fence.



The left image uses a low masonry retaining wall and the right image uses a low hedge.

Table 19.66.030			
Height standards for fences, walls, and hedges in residential zones by location.			
Location		Maximum height	Maximum height for homes with accessory daycare uses
Front	Within the street setback	42"	54", and any portion above 42" must be at least 50-percent transparent
	Elsewhere between the façade and street property line	7'	7'
Side	Corner lot – side fence, within 5-feet of any street property line	42"	54", and any portion above 42" must be at least 50-percent transparent
	Corner lot – side fence, more than 5-feet from any street property line	7'	7'
	Along/near any internal side property line	7'	7'
Rear	Along/near rear property line with or without an abutting alley	7'	7'
	Through lots – within 5' of a street property line	42"	54" within 5' of the property line, and any portion above 42" must be at least 50-percent transparent
	Through lots –5' or more from street property line	7'	7'

4

Fence standards for residential zones

Figure 19.66.030(C)

Unacceptable fences, walls, and hedges for the street setback for residential zones.



The fence and hedge are both taller than the maximum 42-inch height.

Figure 19.66.030(D)

Acceptable and unacceptable side fences on corner lots in residential zones or along through lots where the rear setback abuts a street.



The left example is a low picket fence. Taller fences like that in the middle image are acceptable along the side and rear setback, but are not allowed within 5-feet of a property line. The right image shows an acceptable example where the fence is setback from the sidewalk to allow space for landscaping.

Fences along Oakes



Fence standards for mixed-use & industrial zones

19.66.040 - Fences, walls, and hedges for mixed-use and industrial zones.

A. Fences within the street setback:

1. Fences within the street setback area are subject to applicable block frontage standards in AMC Chapter 19.61 Block Frontage Standards.
2. Supplemental street setback standards: Fences less than 10-feet from a property line are limited to 42-inches in height. Exceptions:
 - a. Day care uses are allowed fences up to 54-inches tall in this area, provided the portion of the fence above 42-inches is at least 30-percent transparent.
 - b. Within the industrial zones, this provision only applies to sites across the street the CBD zone or a residential zone.

B. Fences may be required along the side and/or rear property lines as a required buffer feature depending on the proposed use and existing abutting uses and zone per Table 19.65.070(A).

C. The maximum height for fences and walls is seven-feet. The director may allow taller fences provided they are necessary for functional and security purposes and the design of the fences meets the purposes of the standards.

19.66.070 - Fence types prohibited.

A. Chain link fences are prohibited in the following areas:

1. All non-industrial zones within ten-feet of a street right-of-way.
2. Industrial zones when across the street from the CBD zone or residential zones and within ten-feet of a street right-of-way.
3. Between a street right-of-way and the front of any residential building.

DEPARTURES to subsections (1) and (2) above per AMC 19.20.220 will be allowed where the design of the fence and landscape buffer treatment meets the purposes of the standards.



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Any adjustments to fence standards?

19.67 - Signs

The sign code is in need of substantial updates in terms of (1) code readability, (2) community design issues, and (3) legal issues. Below are some key suggestions.

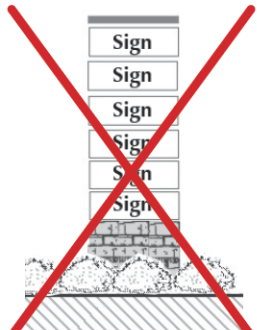
I. Update freestanding sign provisions

Current code still allows 20' tall pole signs in all non-residential districts. Except for perhaps the Highway 20 corridor, such signs are increasingly in conflict with the desired character of Anacortes. Specifically:

- Limit most freestanding signs to 6' in height. Allow taller signs (up to 10' in the central part of city) for larger developments or along Highway 20 (maybe up to 20')
- Emphasize monument signs over pole signs to improve the visual character of signs



The long term vision for South Commercial Avenue includes street trees which will block views of pole signs and make monument signs more appropriate.



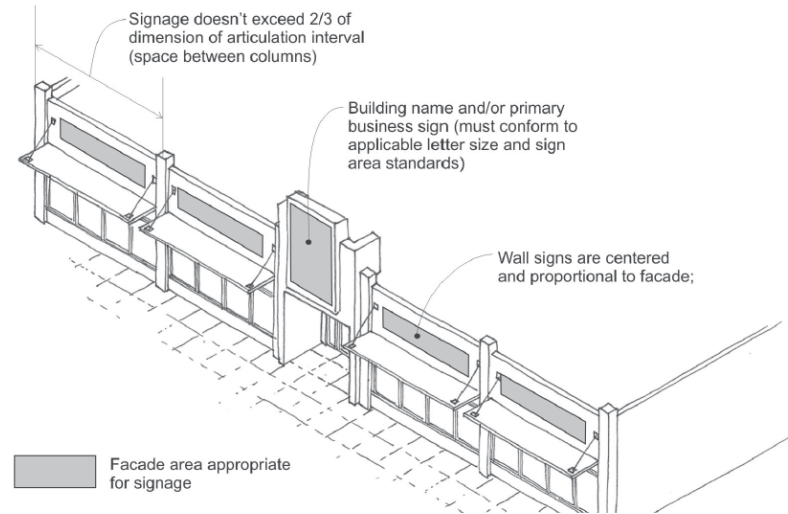
Monument sign examples.

19.67 - Signs

2. Add design standards for wall signs

Current code only features basic dimensional standards. Proposed concepts ensure that signs are better integrated into the building design.

- a. Wall signs must be proportional to the architectural features of the façade. Signs must be no wider than $\frac{2}{3}$ the width of storefront façade
- b. Wall signs shall not cover over significant architectural features, including windows, cornice lines, or columns



Wall signs must be proportional to the architectural features of the façade.



19.67 - Signs

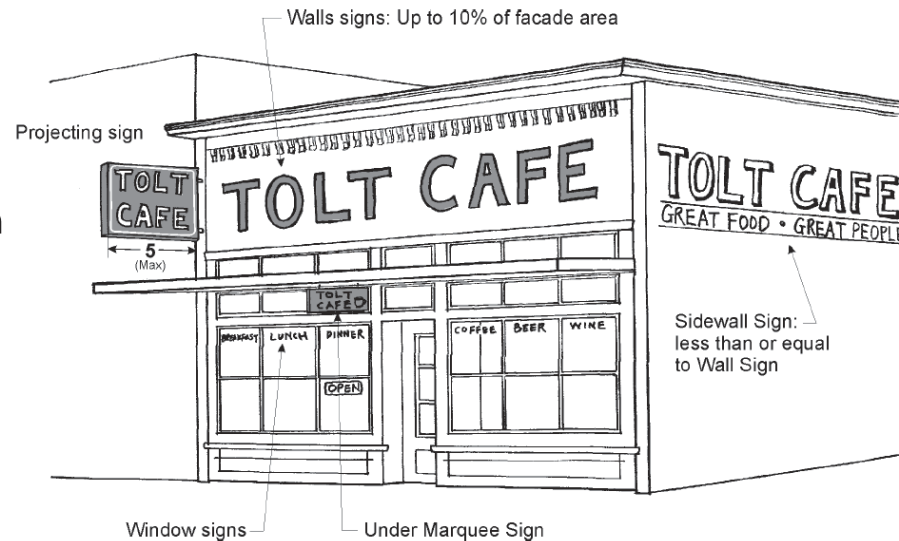
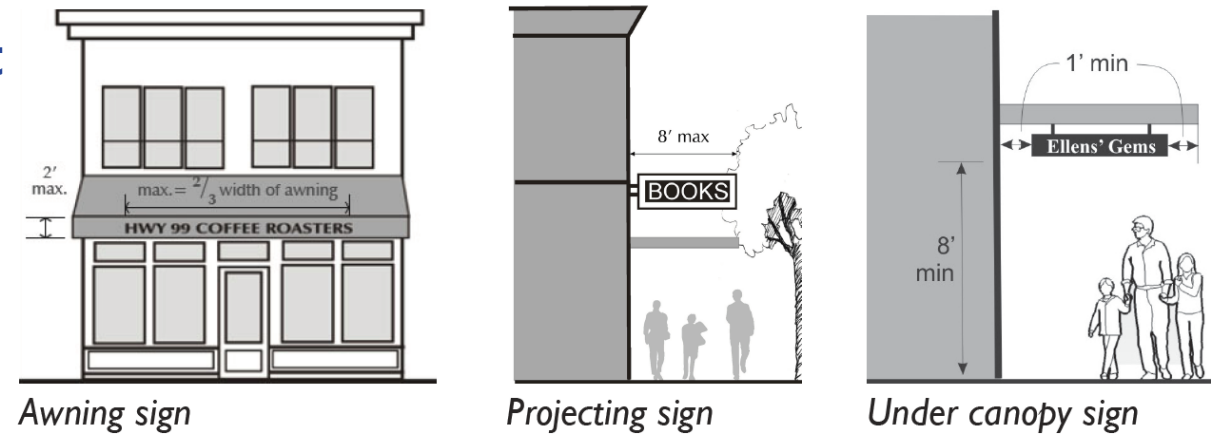
3. Add or update design standards for distinct sign types

- Projecting signs – allow for horizontally-oriented projecting sign types, and increase allowable projection from 4' to 8'
- Canopy or awning signs – clarify standards and apply proportional size rule. Sign shall be no more than $\frac{2}{3}$ the width of canopy or awning.
- Under canopy signs – allow, provided they have at least 8' of vertical sidewalk clearance.

4. Update/clarify sign area standards

We suggest updates that add common sense and flexibility to the sign code.

- Allow multiple sign types per street frontage, provided they meet design standards.
- Include maximum sign area standards by sign type rather than a single collective sign allowance for all signs. Eliminate maximum sign size provided the sign is proportional and meets other standards.



Current standards only allow for 3 sign types for each business. Consider allowing more flexibility.



19.67.040(C) - Sign Illumination

Table 19.67.040(C)(2)
Permitted signs illumination types.

Illumination Type		Permitted zones	Other requirements
Channel letter. Light is emitted through the front or face of the letters.		All mixed-use and industrial zones, except CBD	May be incorporated into a permitted wall, pole, or monument sign
Reverse channel letter. Letter faces are opaque and light source provides halo effect through backlighting.		All mixed-use and industrial zones and the MED-O zone	May be incorporated into a permitted wall, pole, or monument sign
Push-through. Letters are cut out of opaque sign face. Interior light shines through letter faces only.		All mixed-use and industrial zones and the MED-O zone	May be incorporated into a permitted wall, pole, or monument sign

Illumination Type		Permitted zones	Other requirements
Neon.		All mixed-use and industrial zones	May be incorporated into a permitted wall, projecting, window, pole, or monument sign
Internally-illuminated cabinet signs. Sign face is illuminated through translucent casing. This includes internally illuminated changeable copy signs.		LM, LMI, MS, I & HM	May be incorporated into a permitted wall, pole, pylon, or monument sign
Digital message signage.		All mixed-use and industrial zones, except CBD	Only allowed to be integrated on permitted monument and pole signs per AMC 19.67.080(D)
Internally-illuminated awning signs. Awning face is illuminated through awning material.		Not allowed in any zone	
Externally-illuminated sign.		All zones	Illumination techniques must focus the light on the sign and avoid glare to the sky, streets, sidewalks, and other public spaces, and adjacent uses.

19.67.060 - Sign Types & Standards

Table 19.67.060(A) Freestanding sign types and standards.				
Sign type	Location and street setback	Maximum quantity	Maximum height above existing grade	Maximum sign area
Monument sign A sign which is attached to the ground by means of a wide base of solid appearance. See AMC 19.67.080(B) for supplemental design standards. 	5' minimum street setback	1 monument, pylon, or post & arm sign/ lot frontage, except: 1 such freestanding sign per 150' of lot frontage where speed limit less than 35 mph 1 such freestanding sign per 200' of lot frontage where speed limit 35 mph or greater	See Table 19.67.080(B)(4) In LMI and HM zones within 100' of SR-20 right-of-way, maximum height is 30'	See Table 19.67.080(B)(4) In LMI and HM zones within 100' of SR-20 right-of-way, 1 sq. ft. per linear foot of SR-20 frontage, up to a maximum of 160 sq. ft.
Pylon sign A sign mounted on two posts. 	5' minimum street setback	1 monument, pylon, or post & arm sign/ lot frontage, except: 1 such freestanding sign per 150' of lot frontage where speed limit less than 35 mph 1 freestanding sign per 200' of lot frontage where speed limit 35 mph or greater	Monument sign standards apply per Table 19.67.080(B)(4) except pylon signs are limited to 8' in height In LMI and HM zones within 100' of SR-20 right-of-way, maximum height is 30'	Monument sign standards apply per Table 19.67.080(B)(4) In LMI and HM zones within 100' of SR-20 right-of-way, 1sf per linear foot of SR-20 frontage, up to a maximum of 160sf

19.67.110 – Temporary Sign Standards

Updates to comply with Supreme Court “content neutral” code ruling

- Separate standards for commercial and noncommercial temporary signs

Noncommercial Temporary Signs

Figure 19.67.110(F)

Size and duration of noncommercial temporary signs.

	Non-A-board sign in the public right-of-way	A-board sign in the public right-of-way	Any temporary sign on private property
Sign area, maximum	4-square-feet		12-square-feet
Height above grade, maximum	3-feet	See subsection (H)(4) for A-board (Type-4 temporary sign) standards	8-feet
Duration, maximum	180 days per calendar year unless otherwise limited by the temporary sign type		180 days per calendar year unless otherwise limited by the temporary sign type
Location requirements	See AMC 19.67.110(H)(4)(f)		See AMC 19.67.110(C)(1)

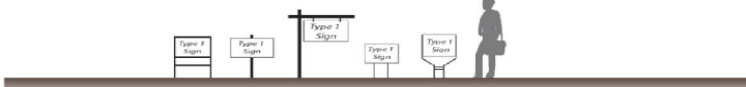
Commercial Temporary Signs

1. Construction signs
2. Exterior event signs
3. Residential real-estate signs
4. Commercial & industrial real-estate signs
5. Commercial temporary signs in a residential zones

4. Commercial and industrial real estate. Signs associated with commercial and industrial properties for sale or rent must comply with the following:
 - a. Location and quantity. Limited to one sign per lot frontage on the subject property.
 - b. Sign area. Maximum size of 16-square-feet.
 - c. Height. Maximum height of eight-feet above grade for properties adjacent to State Route 20 in the LMI or HM zones and six-feet above grade in all other areas.
 - d. *Permitted sign types: Types 1-3.*
 - e. Duration. Must be removed within five days of the final sale or rental.

Temporary Sign Types

Type 1 Sign Examples



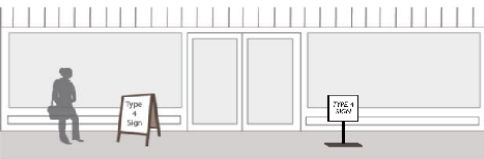
Type 2 Sign Examples



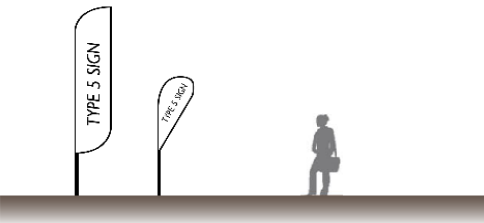
Type 3 Sign Examples



Type 4 Sign Examples

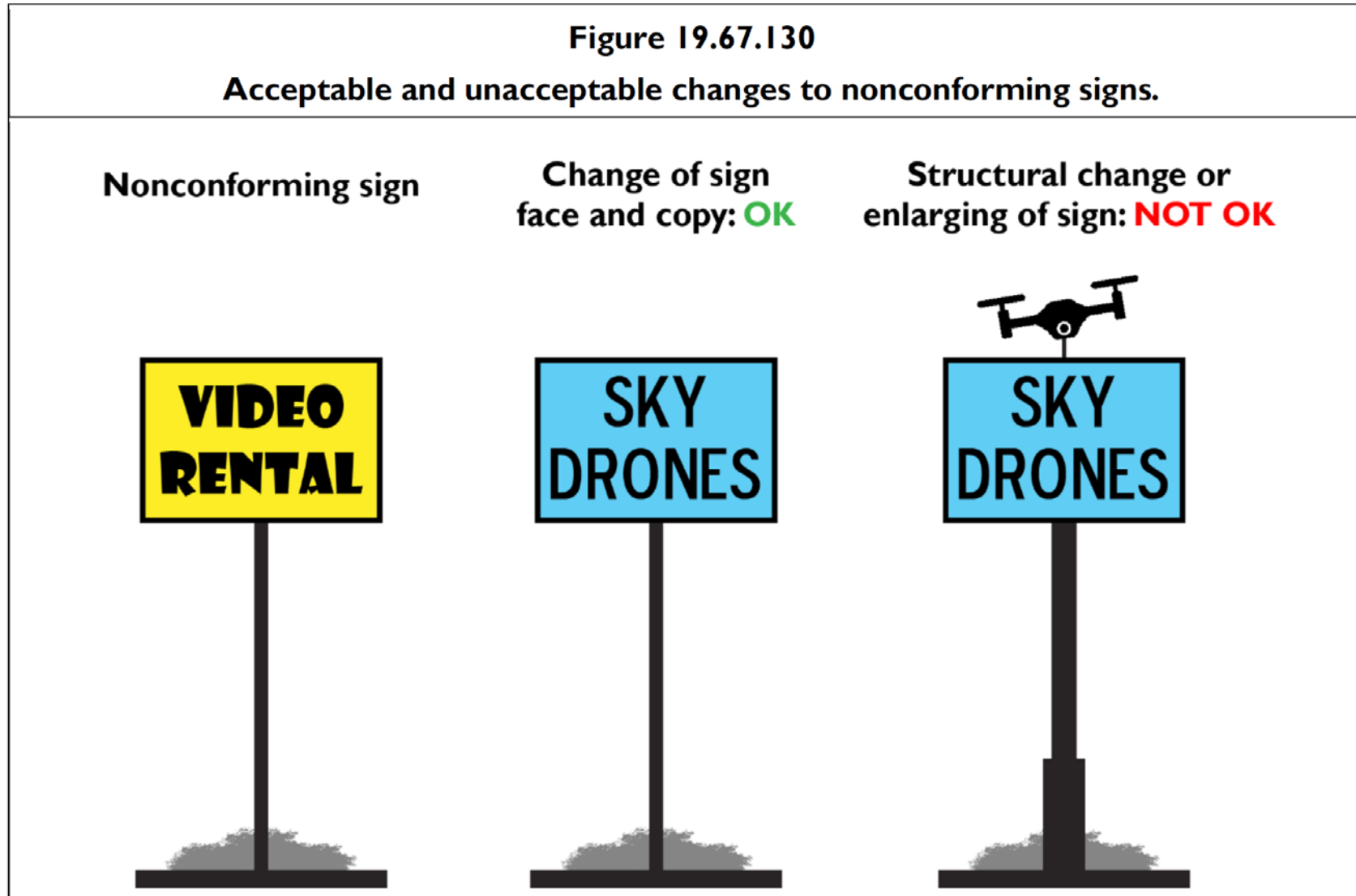


Type 5 Sign Examples



4. **Type 4 temporary signs.** Signs in this category must only include A-board and standing signs as defined by AMC 19.67.030. Signs in this category are typically associated with (but not limited to) the advertisement of retail businesses and announcement of public events.
 - a. Location. Type-4 temporary signs may only be displayed in the mixed-use, industrial, and overlay designations provided they comply with the standards herein.
 - b. Quantity.
 - i. Commercial use. One sign may be displayed per customer entrance, and no more than two signs may be displayed per business.
 - ii. Noncommercial use. Two signs per lot may be displayed for each single noncommercial purpose.
 - c. Size. Maximum sign area is six-square-feet (per face of dual sided signs).
 - d. Height. Maximum height of the sign when placed in its display position, including supports, is four-feet above grade (except for noncommercial signs located in a public right-of-way per subsection (F)).
 - e. Material. The sign face must be composed of a rigid material.
 - f. Placement standards:
 - i. Signs for a commercial use must be located within 15-feet of a customer entrance.
 - ii. Signs must maintain at least 25-feet of separation from other Type-4 temporary signs.
 - iii. Signs placed on a pathway or sidewalk must be placed to one side of the sidewalk or pathway and provide a minimum of four-feet of unobstructed sidewalk or pathway width. Signs must not be placed on sidewalks or pathways less than four-feet in width.
 - iv. Signs must not be located within center medians, traffic circles, traffic islands, and roundabouts.
 - g. Duration. Signs may only be displayed during the period beginning 30-minutes prior to the daily opening and ending 30-minutes following the daily closing of the business displaying the sign.

19.67.130 – Nonconforming Signs





Title 19 Update.....Until Next Time



City Council Agenda Bill

Meeting Date: 5/6/2019

Agenda Item: 7b

Subject: Development Regulations Update – Division 6

Staff Contact: Don Measamer, Libby Grage

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

Action Type	
	Ordinance No. 3040
x	Code Revision?
	Resolution No.
	Contract
	Public Hearing
	Staff Report

Summary Statement: At the Council meeting on May 6, 2019, Bob Bengford, Makers Architecture & Urban Design, and City staff will provide an overview of updated and new content proposed in **AMC Title 19 Division 6 – Project Design**. The topics within this division previously identified by Council for further discussion, include:

- 19.61, regarding block frontage designations and allowance for parking in front of buildings on South Commercial Avenue
- 19.61.180, regarding framework development plans – “strategic large sites”
- 19.63, regarding corporate architecture and consolidation or articulation standards
- 19.66, regarding fencing, specifically along Oakes Ave.

The City Council (working) Draft (4/18/19) of the proposed development regulations is available on the [project website](#), along with other project documents and information.

Background: City Council is in the process of reviewing the Planning Commission recommendation for amendments to the City’s development regulations, generally following the schedule below:

April 15, 2019 @ 5pm – Introduction

April 22, 2019 @ 5pm – Divisions 1-3

April 29, 2019 @ 5pm – Division 4

May 6, 2019 @ 5pm – Division 6, possible 4

May 13, 2019 @ 5pm – Division 5

May 20, 2019 @ 5pm – TBD

Additional meetings and adoption - TBD

In 2016 the City began the process of updating the development regulations to implement the 2016 Comprehensive Plan. Planning Commission recommended approval of the proposed amendments, with a number of modifications, at their April 10, 2019 meeting.

Updates to existing provisions in AMC Title 16 Subdivisions and Title 17 Zoning are proposed, along with their integration into Title 19 Unified Development Code. Updates to existing provisions in Title 19 are also proposed, along with the addition of entirely new standards, including community and project design standards. The changes to the code and zoning map are intended to implement key goals and policies of the [2016 Comprehensive Plan](#).

Previous Council/Committee Action: Council authorized a contract (16-081-IDS-001) with MAKERS Architecture & Urban Design, LLP to assist with the updates on October 17, 2016. Contract modifications were executed on December 7, 2017, May 22, 2018, and December 27, 2018. City Council and Planning Commission held a joint meeting to discuss the proposed amendments on May 9, 2018.

Competing Viewpoints Considered: The City received 154 official written comment letters/emails throughout the update process, along with numerous spoken public comments at Planning Commission meetings. Community feedback has resulted in numerous recommended refinements to the draft code. Written public comments and project team responses can be viewed [here](#).

Recommended Motion: N/A, discussion only.

Alternative Actions: N/A

Attachments (listed in order presented):

Staff memo re: Division 6 (dated 5/1/19)



Planning, Community, & Economic Development Department

Don Measamer, Director

Memorandum

To: Anacortes City Council
Date: May 1, 2019
From: Development Regulations Update project team
Subject: Title 19 Unified Development Code:
Summary for **Division 6 – Project Design**

INTRODUCTION

The purpose of this document is to summarize key proposed changes and new content within Division 6 of Title 19, including guiding Comprehensive Plan goals and policies. Future reports will cover the remaining Divisions and will be provided prior to City Council meetings covering each Division.

Division 6 was established by Ordinance 2992 in 2016. Its only contents currently are Ch. 19.60 Recreational Vehicle Parks.

The proposed changes in Division 6 are intended to update and integrate into Title 19 the site and building design, parking, landscaping, fences, signs and other special project-related provisions currently located in [AMC Title 17 Zoning](#). Strategic updates are included to improve organization and usability, clarity, and completely new content is added to implement the 2016 Comprehensive Plan. This document provides a general overview of proposed new provisions and changes to existing adopted standards, corresponding Comprehensive Plan guidance, and key issues discussed by the Planning Commission.

CONTENTS & UPDATE SUMMARY

Div./Ch.	Title	Other code location(s)	Proposed Updates Summary
19.60	<u>Recreational Vehicle Parks Introduction</u>	N/A	See Key Topics Discussion below.
19.61	<u>Block Frontage Standards</u>	N/A	
19.62	<u>Site Planning</u>	Title 17 – various chapters	
19.63	<u>Building Design</u>	Title 17 – various chapters	

19.64	<u>Parking</u>	AMC Ch. 17.46
19.65	<u>Landscaping</u>	AMC Ch. 17.41
19.66	<u>Fences, Walls, and Hedges</u>	AMC Ch. 17.52
19.67	<u>Signs</u>	AMC Ch. 17.40
19.68	<u>Standards, Generally</u>	AMC Ch. 17.54

2016 COMPREHENSIVE PLAN GUIDANCE

The regulations contained in Division 6 Project Design are essential to implementing many of the land use, community design, housing, and economic development goals in the [2016 Comprehensive Plan](#), including, but not limited to:

Goal LU-2. Community Design. Promote compatible pedestrian-oriented development that respects Anacortes's historic character and small town scale while strengthening its unique marine identity.

Goal LU-3. Historic Preservation. Protect, preserve and celebrate Anacortes's historic, cultural, and archaeological resources.

Goal LU-5. Community Gathering Space. Preserve and develop inviting and distinctive gathering spaces, with the greatest emphasis in Downtown and commercial areas.

Goal LU-6. Residential uses. Preserve and enhance the quality, character and function of Anacortes's residential neighborhoods.

Goal LU-7. Downtown and South Commercial Avenue. Enhance the character and economic vitality of Downtown and the South Commercial Avenue corridor.

Goal LU-8. Fidalgo Bay and Guemes Channel Waterfronts. Maintain and enhance Anacortes's waterfront as a unique and irreplaceable environmental, economic, and recreational amenity for the city.

Goal LU-10. Healthy Communities. Promote land use and community design that encourages healthy living and good connectivity between compatible uses.

Goal LU-11. Growth Management & Regional Coordination. Emphasize compact growth to minimize sprawl and protect Anacortes's Community Forestlands.

Goal H-2. Neighborhood Character. Promote the stability and vitality of residential and mixed use neighborhoods.

Goal ED-2. Retail & Commercial. Enhance commercial businesses that serve the community's needs for goods and services.

Goal ED-7. Enhance Regulatory Predictability. Streamline regulations and permitting.

Goal EC-4. Water quality. Protect and enhance water quality.

Goal EC-8. Sustainability. Increase the sustainability and efficiency of building practices in Anacortes.

Goal EC-11. Light Pollution. Reduce light pollution.

Goal T-3. Support Growth. Support the city’s and region’s growth strategy by focusing on moving people and goods within the city and beyond with a highly efficient multimodal transportation network for now and into the future.

Goal CF-7. Design & Location. Design and locate capital facilities with features and characteristics that support the environmental, energy efficiency, aesthetic, technical innovation, cost-effectiveness and sustainability goals.

Goal U-3. Sensitive Design. Mitigate negative impacts of utility systems to community members.

KEY TOPICS & POLICY LINKS

Each section below includes a summary of key proposed changes and guiding Comprehensive Plan policies (when applicable).

19.60 Introduction

Division 6 introduction provisions are key to determining applicability of the Division’s subsequent project design standards. Generally, new commercial and multifamily development is subject to the applicable project design provisions. 19.60.020 establishes three thresholds to determine how the standards are applied on a site when there are existing structures and uses. These thresholds use increases in floor area, rather than estimated construction costs versus the current structure value, so that the requirements can be more easily determined by project applicants early in the design stage.

Below is a summary of the threshold levels:

Levels	Description	Applicability
Level 1	All exterior remodels, building additions, and/or site improvements that cumulatively increase the gross floor area on a site by up to 50% within three years of permit issuance.	Only the proposed improvements must meet standards and not lead to further nonconformance.
Level 2	All improvements that cumulatively increase the gross floor area on a site by more than 50%, but not greater than 100%, within three years of permit issuance.	All standards that do not include repositioning the building or reconfiguring site development must apply.
Level 3	All improvements that cumulatively increase the gross floor area on a site by more than 100% within three years of the date of permit issuance.	Development must conform to all applicable standards.

See Figure 19.60.020 in the draft code for examples of the types of improvements that would be required for remodels/building additions falling within each “level”.

The introduction also clarifies that the provisions in this division include:

- Purpose statements (overarching objectives)

- Clear and predictable minimum standards
- Departures to certain standards that allow some flexibility in how standards are met.

19.61 Block Frontage Standards

Chapter 19.61 establishes new block frontage standards for multifamily and commercial areas in Anacortes. The standards include provisions designed to promote desired community character by designating building setback, landscape types, transparency, parking lot location and other design issues on a block-by-block basis. This community form-defining approach has successfully been employed by many other Washington communities. It is tailored to provide levels of specificity and flexibility that are appropriate to the community's context and goals.

Key Supporting 2016 Comprehensive Plan Policies

Applicable 2016 Comprehensive Plan policies implemented through the block frontage provisions include Policies LU-2.1, LU-6.4, LU-7.1, LU-7.2 and LU-8.4, which contain direction to adopt and administer user-friendly design standards for commercial and multi-family development. The policies contain emphasis on promoting safe and inviting pedestrian access and connections, pedestrian-oriented building frontages, human-scaled design details, use of landscaping as a defining feature, and reducing impacts of parking lots on the streetscape. Policies focus on particular geographic areas, including LU-7.1 regarding the CBD, LU-7.2 regarding South Commercial, and LU-8.4 regarding the MMU area along central Fidalgo Bay waterfront.

19.61.010 - .170 Block frontage designations

Six primary block frontage designation types are proposed: Storefront, Mixed, Marine, Landscaped, Gateway, and Undesignated.

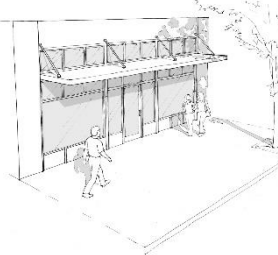
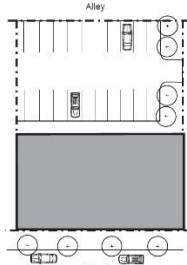
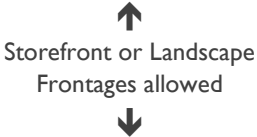
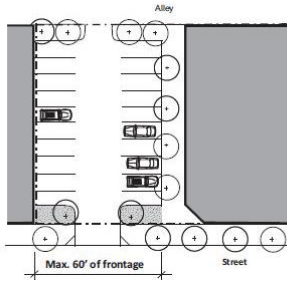
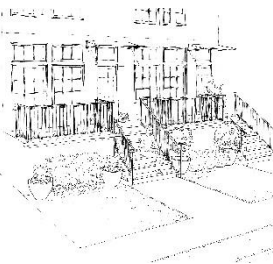
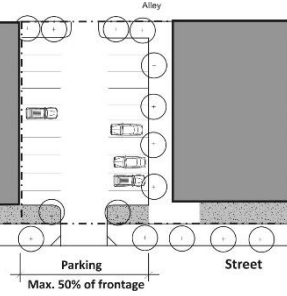
Table 19.61.030 Summary of key block frontage types.			
	Permitted Frontage	Parking Location	Details
Storefront			• No new parking adjacent to the street. • Special transparency, weather protection, and entry requirements. • Minimum commercial space height and depth. • No ground floor residential uses except lobbies for upper level units.

Table 19.61.030 Summary of key block frontage types.			
Mixed	 Storefront or Landscape Frontages allowed		• Parking must be to the side or rear of buildings and may occupy up to 60' of frontage. • Landscaping to soften façades of non-storefronts and buffer parking areas. • Minimum façade transparency requirements per use and setback.
Marine		Parking placed to the side or rear of buildings is preferred, but may be placed in front of buildings for certain uses and/or in exchange for improved public waterfront access.	• Landscaping to soften façades of non-storefronts and buffer parking areas. • Minimum façade transparency requirements per use and setback.
Landscape			• Parking must be to the side or rear of buildings. For multi-building developments, no more than 50% of frontage may be parking. • Landscaping to soften façades and buffer parking areas.
Gateway		No parking lot location restrictions	• Parking and outdoor storage areas must be setback at least 10' from property line • Landscaping to screen parking areas, and soften facades and chain link fencing. • Modest minimum transparency requirements based on setback
Undesignated	Storefront or Landscape Frontages allowed	No parking lot location restrictions	• Landscaping to soften façades of non-storefronts and buffer parking areas. • Minimum façade transparency requirements per use and setback.

Standards are also provided for Trail and Esplanade block frontages, which apply to properties that are adjacent to trails, such as Tommy Thompson Trail, and/or the Fidalgo Bay waterfront esplanade. A new Central Waterfront (CW) corridor and block frontage standards were added in the 2nd draft that apply to the Fidalgo Bay MMU-designated central waterfront site, and provide guidelines for corridors aimed at strengthening the physical and visual connection to the water.

Specific areas of PC discussion included:

- **Block frontage standards in industrial zones**

As initially proposed, the block frontage standards would have applied to all nonresidential and multifamily development except for development in the HM zone (when not abutting SR-20) and certain areas within the MS zone. The Director would have been able to waive or relax the provisions in the I, LM, MS, AZ, and CM2 zones depending on the anticipated number of employees and customers and the site's physical context. **The Planning Commission felt that the criteria for when the provisions could be waived or relaxed were not clearly defined and that the new standards were an unnecessary burden on desired development in industrial/manufacturing zones. Planning Commission recommended that development in the I, LM, AZ, and CM2 zones be exempt from compliance with the block frontage standards.**

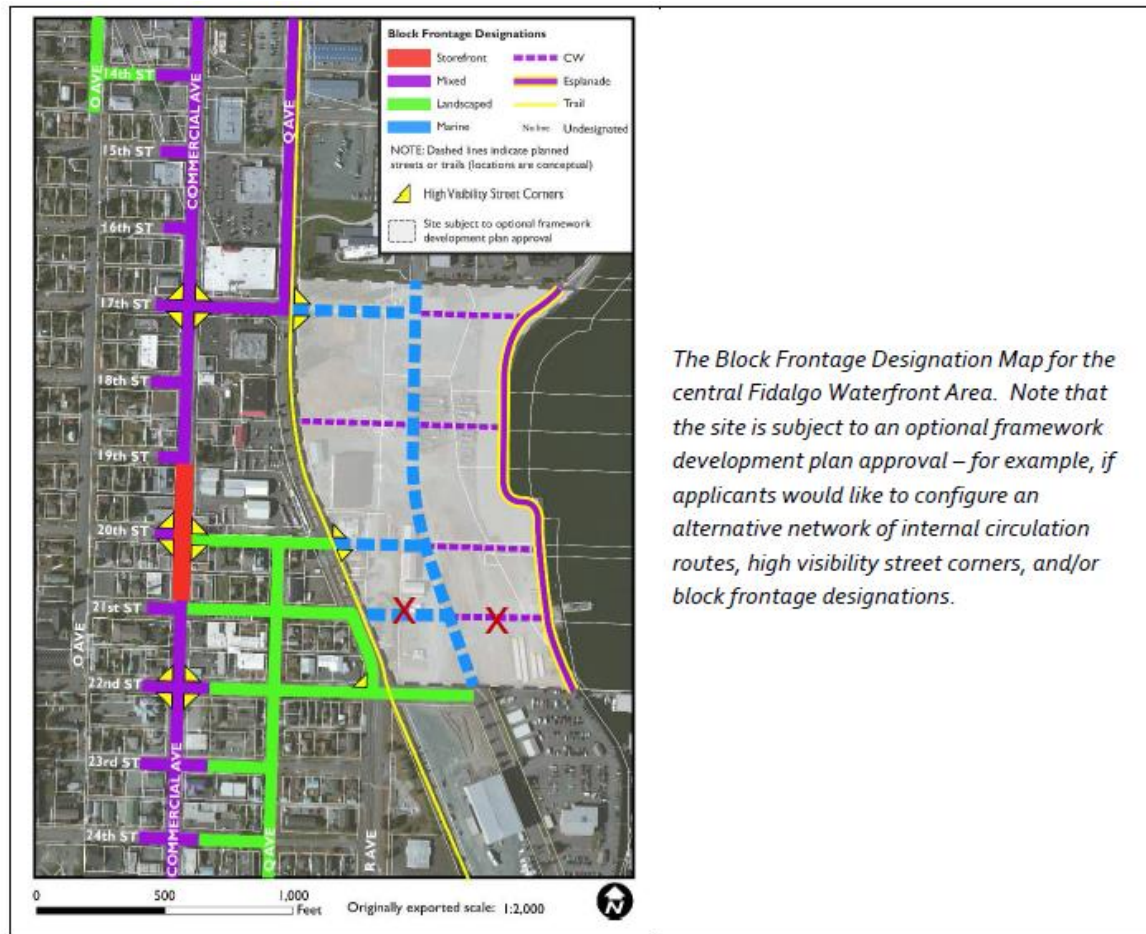
- **Block frontage designation along South Commercial Avenue**

Initially, the majority of South Commercial Avenue was proposed to have a "Mixed" block frontage designation, with a few "Storefront" and "Landscaped" blocks interspersed where appropriate based on existing development patterns. The "Mixed" designation limits parking lot location to the side or behind buildings to improve the visual appearance and pedestrian-friendliness of the streetscape. The Comprehensive Plan contains specific policy guidance regarding this issue in LU-7.2.C, which states "off-street parking should be located to minimize visual impacts"

Public comments focused on the vehicle-oriented nature of SR-20 /South Commercial Avenue corridor and allowing businesses the flexibility to configure their development sites with the needs of their clients/customers in mind, which sometimes may entail parking located between the street and building(s). **Ultimately, the Planning Commission decided to recommend un-designating the majority of the South Commercial Ave. corridor, while retaining the "Mixed" designation along the Medical Overlay frontage near Island Hospital. The "Undesignated" standards do not restrict placement of parking areas.**

19.61.180 Framework development plan

Comprehensive Plan Policy LU-8.4 encourages form-based design standards for the central Fidalgo Bay waterfront site that promote coordinated development that enhances the area's unique marine character. Policy LU-8.2 also encourages public/private partnerships to facilitate coordinated development. The draft regulations intentionally provide a path to development for large sites (like the central Fidalgo Bay waterfront site) without the need for a master plan. The framework development plan standards provide a procedure/process for large site master planning to provide design and implementation flexibility for large sites. The option for flexibility is desirable for: Alternative block frontage designations; internal circulation routing; infrastructure development; and permitted use and design standards flexibility.



19.62 Site Planning

AMC Ch. 19.62 establishes new site planning standards that guide how features of development are configured on a particular piece of property. The standards include provisions for site relationship to adjacent properties, internal open space, internal pedestrian access and design, vehicular circulation and parking, and service areas and mechanical equipment location/design. The site planning requirements apply primarily to multifamily and nonresidential development. Departures to some design standards are offered in certain circumstances.

Key Supporting 2016 Comprehensive Plan Policies

Applicable 2016 Comprehensive Plan policies implemented through the site planning provisions include Policies LU-2.1, LU-6.4, and LU-7.2, which emphasize development of design standards to provide compatible site edges, integrate usable open space for residents and large commercial uses, provide safe and attractive pedestrian and vehicular circulation, and integrate sensitive designs for service areas and elements.

19.62.030 -.040 Multi-family balconies; light and air access

1. For new multifamily development, new standards for design of balconies and rooftop decks within close proximity to side property lines. The new provision requires that balconies

within 15 feet of a side property line be at least 50% opaque to provide a measure of residential privacy.

2. New light and air access and privacy provisions for multifamily buildings to enhance livability. Dwelling units must be set back a minimum of 15' from the side and/or rear property line(s) when their only solar access (windows) is from the side of the building facing toward the side or rear property line.

19.62.040 - .060 Internal usable open space; pedestrian & vehicular access and design

1. New internal usable open space requirements for new multifamily and residential portions of mixed use development. The standards provide options for how the open space is achieved and criteria for ensuring that the open space is functional. Residential open space may be provided in a combination of ways – shared open space, ground level outdoor space, balconies, common indoor recreation areas, and shared roof top decks.

19.62.040.B allows both balconies and shared roof decks to provide up to 50% required open space each.

2. New usable commercial open space requirements for non-residential uses that are more than 10,000 sq. ft. gross floor area in the C, CBD and MMU zones. Standards include pedestrian oriented-open space design criteria to provide guidance in meeting usable open space requirements.
3. New internal site pedestrian access and design standards to improve pedestrian and bicycling environment by making it easier, safer, and more comfortable to walk or ride. Requirements for connections and circulation between uses and areas and pathway design are included.
4. New vehicular circulation and parking design standards, including internal roadway design requirements for large sites in the MMU zone, to ensure road function and enhance streetscape appearance.
5. New standards for drive-through facilities, including screening and vehicle stacking, as well as provisions for pedestrian safety and mitigating noise impacts on adjacent properties.

19.62.070 Service areas and mechanical equipment

New standards for locating and screening service areas and mechanical equipment to minimize adverse visual, odor, and noise impacts on the site and adjacent areas.

19.63 Building Design

AMC Title 17 contains some basic building design standards for various zones, including the CBD, CM, and C zones, based on building size and setback from the street. New AMC Ch. 19.63 updates and expands upon existing provisions related to building design, including building character, building massing and articulation, building details, building materials, and blank wall treatment. The design standards apply to all non-residential and multi-family development (the standards do not apply to single family residential development). There are opportunities for

relaxation of some of the standards in certain zones based on building location, site context, and other criteria. Departures to some design standards are offered in certain circumstances.

The building design approaches and standards have successfully been employed by many other Washington communities.

Key Supporting 2016 Comprehensive Plan Policies

Applicable 2016 Comprehensive Plan policies implemented through the building design provisions include, but are not limited to:

Policy LU-2.1.A. Employ site and building design techniques that promote safe and inviting pedestrian access and connections, particularly public access to and along the waterfront.

Policy LU-2.1.B. Provide building massing standards that respect the character and scale of Anacortes's business districts and residential neighborhoods.

Policy LU-2.1.C. Place an emphasis on human-scaled design details that contribute to the City's character and identity.

Policy LU-2.1.D. Promote the use of high quality durable materials that respect the site's historic context and enhance the City's maritime character.

Policy LU-2.1.E. Promote design that takes advantage of special vistas, particularly marine views from public spaces.

Policy LU-2.1.F. Encourage the use of landscaping elements as defining feature of Anacortes's character.

Policy LU-2.1.G. Develop special standards and guidelines for large site development that incorporate open space and landscaping as a unifying element, provide a connected system of pathways, integrate safe internal vehicular circulation, demonstrate sensitivity to the surrounding context, and take advantage of special on-site and nearby features.

Policy LU-2.1.H. Integrate opportunities for flexibility in the design guidelines by allowing multiple ways of achieving standards and allowing strategic design departures provided the project meets the design intent.

19.63.020 Applicability

Initially, building design standards were included as applicable to all non-residential and multifamily development, with the ability of the director to waive or relax certain standards based on the context of the site. **The Planning Commission ultimately recommended that development in the I, LM, LM1, MS, AZ, and CM2 zones be exempted from these standards, reasoning that they are not necessary for what the community expects to be large industrial/manufacturing buildings. The Commission saw the block frontage and landscaping standards as adequate for addressing the relationship between industrial buildings and public streets.**

19.63.030 Building character (not retained by PC)

In initial drafts of the code, a new prohibition was proposed on architecture that is defined predominantly by corporate identity features and is difficult to adapt to other uses. This provision was intended to promote buildings with an architectural character that reflects the region's aesthetic and retaining and enhancing the unique character and identity of Anacortes.

While the Commission understood the intent of this provision and acknowledged it has been successfully implemented elsewhere, they felt it would be difficult to enforce and that Anacortes already has a number of such buildings that contribute to the community's mix of styles. The Commission also agreed that the many other block frontage, site planning, and building design standards proposed should help improve the appearance of future projects.

19.63.30 Building massing and articulation

1. New standards for façade articulation and building massing are intended to reduce the perceived scale of large buildings, add visual interest, and create welcoming building entries. The standards contained a tool box of options for how the standards could be met.
2. Initially, separate standards and toolbox options were proposed for non-residential and residential buildings. The Planning Commission provided guidance to consolidate and simplify the articulation standards. While the Commission appreciated the nuance in the differing tool box options, they felt interpretation for mixed-use buildings was too confusing. The Commission also directed adding more graphics to the code to help further communicate the options available for meeting the standards.
3. The Commission recommended adjusting the initial maximum articulation intervals and façade width for the MMU zone upward, noting that the context of the City's MMU designated areas are different than Downtown and Commercial Avenue and these areas will likely see larger buildings where more flexibility is acceptable.

19.63.050 Building details

New standards are intended to encourage incorporation of design details and small-scale elements into building facades that are attractive at a pedestrian scale and that add visual interest, including:

1. New façade detail requirements for non-residential and mixed-use buildings in the C, CBD, MMU, CM and MED-O zones. A list of elements that meet the standard is provided for three categories – window and/or entry treatments, building elements and façade details, and building materials. One treatment from each category must be integrated into all new buildings and Level II and III improvements.
2. New standards for window design and cornice/roofline design for flat roof buildings.

19.63.060 Building materials

New provisions to encourage use of durable, high quality, and building materials that minimize maintenance costs, provide visual interest, articulate facades, and lend a sense of depth and richness to buildings. Highest priority is placed on the ground floor at the pedestrian scale.

1. New standards requiring high quality durable materials, including stone, brick, tile masonry or architectural concrete (first 2 feet only) for the first floor of non-residential and mixed-use buildings. Special conditions and limitations are added for the use of certain cladding materials, such as concrete block, metal siding, Exterior Insulation and Finish System (EIFS), and cementitious wall board paneling/siding (hardiboard). Departures are considered based on certain criteria.
2. Blank wall treatment standards are added for areas on the ground floor wall over 10' in height and greater than 15' in length not including a transparent window or door. A list of potential methods that meet the requirements is included.

19.64 Parking

Parking is a significant factor in the physical and financial feasibility of development projects, particularly in compact urban downtowns like Anacortes's. The current standards in AMC 17.46 are a one-size-fits-all approach and do not account for variations in location or specialized land uses. A 2015 parking study also had a number of recommendations to improve the balance between parking supply and demand. New AMC 19.64 updates and replaces existing off-street parking provisions located in AMC 17.46.

The proposed new standards include a method for computation of required parking spaces, provisions for the number of parking spaces required, dimensional standards for parking spaces, allowances for reduced parking requirements, and options for a parking in-lieu-fee and shared parking provisions. New bicycle parking requirements, performance assurance provisions, design and construction standards, and landscaping standards are also included. The parking requirements apply to all new land uses and buildings.

Key Supporting 2016 Comprehensive Plan Policies

Goal LU-7. Downtown and South Commercial Avenue. Enhance the character and economic vitality of Downtown and the South Commercial Avenue corridor.

Policy LU-7.1. Maintain and strengthen downtown as the center for civic, retail, cultural, dining and entertainment activity in Anacortes.

- B. Facilitate more opportunities for people to live downtown through regulatory changes and proactive communication with property owners and the development community. Key concepts:
 - Consider increasing flexibility for minimum parking requirements
- C. Craft and apply form-based design standards for downtown: Key concepts to emphasize in the design standards:
 - Locate and design off-street parking to minimize impacts to the retail and pedestrian environment. [Note: This is addressed in the draft block frontage standards and is more feasible if parking requirements are flexible.]
- G. Encourage multi-story construction with underground or structured parking that facilitates transit-friendly densities and vibrant pedestrian-oriented streetscapes. [Note: Structured parking has a higher cost-per-stall than surface parking and is

more feasible if parking requirements are flexible and adjusted to meet demonstrated demand.]

- I. Prioritize and implement recommendations in the Anacortes Parking Study, which identifies short and long-term strategies and alternatives for providing additional and better management of downtown public parking.

Policy T-2.28. Be flexible with development standards to promote infill by allowing alternate ways, such as narrower streets, modified parking requirements, one-way streets, and/or low-speed design streets to meet those standards where full compliance with standards is not feasible or desirable.

Policy T-3.23. Provide adequate parking space in high demand areas by:

- B. Investigating opportunities to reduce parking requirements,
- C. Identifying minimum and maximum parking standards,
- F. Considering funding the purchase of land for developing public parking lots,
- H. Developing a 'fee-in-lieu-of' parking space fee program for projects which are unable to meet on-site parking requirements and use these funds to provide parking or save for a larger parking project.

The draft code implements the Comprehensive Plan and the Anacortes Parking Study recommendations with new and updated parking requirements, including protections to ensure parking supply is adequate to meet projected parking demand.

19.64.030 Computation of required parking spaces

AMC 19.64.030(B): New requirements for guest parking in all residential developments, with ratios depending on housing type (SFR, MFR, cottage, townhouse, multifamily, etc.).

19.64.040 Number of parking spaces required

Table AMC 19.64.040: An expanded list of uses is provided. For key uses which typically have sprawling and under-utilized parking lots (like multifamily, retail, places of assembly, and industrial), minimum parking requirements are lowered and new maximum parking allowances are put in place. See the draft code for full details.

For many special uses the minimum requirement is a "Director decision", which is guided by one the following from the applicant:

- Documentation of actual parking demand for the proposed use; or
- Technical studies prepared by a qualified professional; or
- Documentation of parking requirements for the use in other comparable cities

19.64.050 Size of parking spaces

Minimum dimensions for parking facilities are provided, including allowance for compact parking spaces, and rules for parking spaces located on an alley.

19.64.060 Modifications to parking requirements

AMC 19.64.060: Reduced parking requirements are provided for a variety of situations. Numerous protections are built in to ensure parking supply is not exceeded by demand.

- In the CBD zone:
 - Minimum parking spaces required are reduced 50% from the citywide standard
 - Ground floor commercial uses are exempt from parking requirements
- In most zones outside of the CBD:
 - Minimum parking requirements may be reduced 50% with provision of a professional parking study demonstrating demand, designated carpool spaces, bicycle commuter facilities, car-sharing spaces, or other transportation-related options that reduce parking demand.
 - Maximum parking allowed may be increased 50% with provision of a professional parking study demonstrating demand and compliance with block front, site planning, and building design standards
- Existing mixed-use and industrial development that expand floor area less than 50 percent are exempt from parking requirements for the life of the building.

19.64.070 Parking fee-in-lieu

AMC 19.64.070: A placeholder for a parking fee-in-lieu option is provided. This allows up to 50-percent of required parking to be waived in select areas near Downtown in exchange for a fee payment to the city that goes toward shared public parking. In order for this option to be utilized, the City must first adopt a fee-in-lieu plan with provisions for the rates, collection, and use of funds. This plan will be developed in a subsequent public process.

19.64.080 Shared parking

AMC 19.64.080: The shared parking provisions (currently AMC 17.46.010.G-H) are updated to clarify the criteria and encourage use by developers and property owners. Key provisions that allow reduced parking requirements:

- When peak demand for the two (or more) uses occurs at distinctly different times of day and/or day of the week. For example, offices and movie theatres.
- The combined parking may be no less than 60 percent of what would normally be required for the uses separately
- The shared parking arrangement must be legally defined and recorded

19.64.100 Bicycle parking requirements

AMC 19.64.100: Detailed bicycle parking standards, including minimum long-term and short-term spaces by land use and design requirements. Developments requiring less than 10 vehicle parking spaces are proposed to be exempt from the bicycle parking standards in order to reduce potential complications for smaller developments. **There was some Planning Commission discussion questioning this exemption, given the Comp. Plan's emphasis on promoting alternative modes of transportation, including bicycling. Below are examples of development types that would be exempt from providing bicycle parking if this provision is retained:**

- 20 unit apartment building in CBD, or 10 unit apartment building elsewhere
- 2,000 square foot restaurant
- 3,300 square foot retail store

19.65 Landscaping

New AMC 19.65 significantly updates and replaces the existing landscaping provisions in AMC 17.41. The 2016 Comprehensive Plan provides that landscaping elements should be emphasized as a major character-defining feature for Anacortes. Current landscaping standards in AMC 17.41 are relatively minimal and provide little guidance for applicants and staff in the design and review of landscape plans. Updates to the landscaping standards are intended to provide clear standards and examples to meet the purposes of the chapter. The chapter is applicable to multifamily and nonresidential development.

Key Supporting 2016 Comprehensive Plan Policies

Landscaping is referenced in multiple goals and policies as a means of defining Anacortes' maritime and small town character, enhancing streets and public facilities, promoting native fauna and flora, and softening the appearance of large commercial and multifamily developments. Applicable 2016 Comprehensive Plan policies implemented through the landscaping provisions include, but are not limited to:

Policy LU-2.1.F Encourage the use of landscaping elements as a defining feature of Anacortes's character.

Policy LU-4.4. Develop policies and prescriptive designs to encourage property owners to landscape unimproved right-of-way with functional Low Impact Development features (e.g., bioswale, raingarden) or for use as private food gardens.

Policy LU-6.4. Integrate landscaping elements to soften building elevations, enhance neighborhood compatibility, and improve the setting for residents.

Policy LU-8.4.H: Emphasize landscaping elements as a major character defining feature [for the central Fidalgo Bay waterfront].

Policy EC-5.5. Encourage residents and businesses to install and maintain landscaping that includes native plants and provides year-round habitat for birds and other wildlife.

19.65.020 – Applicability

The requirements of 19.65 apply to all required landscaping installed or altered on all properties; the Director may waive or relax the provisions in the HM, I, LM, MS, and CM2 zones depending on the type of use, number of anticipated employees and customers, and the site's physical context.

19.65.030 Landscaped area, defined

A new definition is added for landscaped area, along with exceptions for sites with a Storefront block frontage designation, developments on sites that meet the storefront block frontage standards, and commercial or multifamily developments that have enclosed parking for more

than 50% of their required off-street parking (may use rooftop planting areas to meet requirements).

19.65.040 - .050 Landscape plans and plant material/installation standards

1. Detailed requirements for preparation of landscape plans are provided, including preparation by a Washington state licensed landscape architect or Washington-Certified Professional Horticulturalist for multifamily and nonresidential developments with a development site of 10,000 gross square feet or more.
2. Plant material and installation standards, including guidance for choosing species appropriate for Anacortes' climate, and standards and guidelines for new trees, shrubs, and groundcover are provided. Tree and plant diversity, soil augmentation and mulching, and installation standards will help improve survival of landscaping.

19.65.060 - .070 Landscaping types and landscaping site design standards

1. New landscaping "types" are added and described, including their intended function within the context of a site and adjoining properties. Planting standards and graphic examples are provided for Type A (full screen/visual barrier), Type B (filtered screen), Type C (see-through screen), and Type D (none of the above) landscaping.
2. New landscaping site design standards are added, including a table showing required landscape buffer type based on the developing use and the existing abutting uses and zones. For example, a new multifamily project adjacent to an R2 zone would require a 6' sight-screening fence and a 5' wide Type B or C landscape buffer between the uses. Departures are offered for all landscape types provided they proposed alternative meets the purpose of the chapter.
3. Parking lot landscaping – Updated standards clarify and simplify landscaping standards for both parking lot perimeters and interiors. Departures are allowed provided they meet the intent of softening the visual impact of large parking areas.
4. New irrigation standards provide options for how landscaped areas will be irrigated during their initial establishment period.

19.66 Fences, Walls and Hedges

Chapter 19.66 updates and replaces fence, wall, and hedge standards located within AMC 17.52. The updated standards are intended enhance Anacortes neighborhoods as walkable places and to help improve public safety by improving visibility in appropriate circumstances.

19.66.030 – .040 Fences, walls, and hedges in residential, mixed use, and industrial zones

1. New graphics are provided to clarify how the standards apply.
1. In residential zones, the overall maximum height is proposed to be reduced in the front yard setback (while allowing for an increase in the maximum height for the solid portion of a fence). Maximum height is also reduced for fences within 5-feet of a corner lot side street

property line or a through lot street property line. Exceptions are provided for residential daycare uses and fences or walls used in conjunction with a residential accessory use to multi-family developments, such as a tennis court. Standards for fences on internal side, rear and alley property lines remain the same as current.

2. In mixed-use and industrial zones, fences within the street setback area must meet the block frontage standards set forth in AMC Ch. 19.61. Fences less than 10-feet from a street property line have a maximum height of 42-inches, with exceptions for day care uses. In industrial zones, the provision only applies to sites across the street from the CBD zone or a residential zone.

19.66.050 – Fence, wall, hedge, and rockery measurements

A new method for measuring fence height is added to take into account sloping sites and typical fence construction methods.

19.66-070 – Fence types prohibited

Chain link fences are prohibited:

- In all non-industrial zones within 10' of a street right-of-way,
- Within industrial zones when across the street from the CBD zone or residential zones, and
- Within 10' of a right-of-way, and between a street right-of-way and the front of any residential building.

Departures are allowed where the design of the fence and landscape buffer treatment meets the purposes of the standards.

19.66.080 – Retaining walls and rockeries

New standards requiring terracing of retaining walls exceeding 5' and illustrations clarifying the requirements. Departures are provided where natural topographic or geologic features make compliance infeasible.

19.67 Signs

AMC Ch. 19.67 Signs completely updates and replaces AMC 17.40 Signs. Changes are intended to improve clarity, consistency, and ease of administration, as well as make the sign provisions compliant with a recent US Supreme Court decision related to regulation of speech based on sign content.

Key Supporting 2016 Comprehensive Plan Policies

Policies support balancing support for local businesses with aesthetic concerns created by signs. Applicable 2016 Comprehensive Plan policies implemented through the sign provisions include, but are not limited to:

Policy LU-2.1.C. Place an emphasis on human-scaled design details that contribute to the City's character and identity.

Policy LU-7.2. Strengthen the visual appearance and economic vitality of South Commercial Avenue.

Policy T-2.13. Revise development policies to reduce city sign clutter.

Policy ED-1.5. Support existing commercial, manufacturing and industrial enterprises as a vital part of Anacortes's economy.

19.67.020 Applicability

A new section clarifying that the sign code does not restrict speech on the basis of its content or viewpoint (per a recent U.S. Supreme Court decision) and an extensive list of sign types that are exempt from the standards.

19.67.030 Sign definitions

A nearly complete update and consolidation of sign definitions for easy reference. This includes an important new definition for the word "sign" itself that does not include painted wall designs or patterns that do not represent a product, service, or registered trademark. New definitions are added per the new sign type standards.

19.67.040 General requirements

Updated and expanded general requirements for signs including:

1. Restrictions on location for the purpose of protecting public property, preserving access on vehicular and pedestrian rights-of-way, and ensuring public safety.
2. Restriction on sign display types that distract the traveling public, create clutter, and mar the city's aesthetic, such as blinking signs visible from afar, aerial displays, etc.
3. Illumination standards and options dependent on zone and sign type
4. Provisions for sign material, structure, and electrical systems for safety purposes
5. Sign maintenance and inspection provisions

19.67.050 Measurement of sign area

New section describing how signs are measured for determining size limits described in subsequent sections. Standards are provided for multi-faced signs and graphic examples are provided.

19.67.060 – Sign types and standards

New tables containing specific standards for commercial sign types, which are categorized as freestanding signs (attached to the ground), building-mounted signs, and temporary signs. Planning Commission feedback guided development of the table approach, which includes rows for each sign type, including definitions, illustrations, locations and street setbacks, maximum quantity, maximum height, and maximum area. References to more detailed requirements are provided, where applicable.

19.67.070 – Sign types permitted by zone

A new table is provided outlining sign types permitted in residential zones, with reference specific development conditions based on sign and use type.

19.67.080 – .090 Supplemental standards for freestanding and building mounted signs

Detailed supplemental standards for each type of sign, including location and landscaping, materials and design, minimum base height, maximum size and height, digital sign copy provisions, and other specific requirements applicable to various sign types.

19.67.100 Noncommercial speech signs

This section clarifies that permanent noncommercial speech signs are mostly unregulated with minimal standards for size.

19.67.110 Temporary sign standards

New section with detailed standards for temporary signs, which do not require a permit. Key standards include:

1. General provisions regarding property owner permission and location restrictions for public safety. Temporary signs are allowed in public right-of-way with restrictions.
2. Requiring durable materials.
3. Prohibition on illumination.
4. Size and display duration standards for noncommercial temporary signs depending on location and type.
5. Standards for quantity, zone/location, size, height, and display duration for commercial temporary signs. These are categorized both by *purpose* and *design type*:
 - a. Temporary sign purpose
 - i. Construction signs for active construction sites
 - ii. Exterior event signs for promotional purposes
 - iii. Residential real estate signs
 - iv. Commercial and industrial real estate signs
 - v. Commercial signs in residential zones
 - b. Temporary sign type
 - i. Type 1 - Small yard signs
 - ii. Type 2 - Banners
 - iii. Type 3 - Large signs (typically used for real estate)
 - iv. Type 4 - A-board and standing signs
 - v. Type 5 - Feather signs
 - vi. Type 6 - Fixed aerial displays, balloons, and others affected by wind (these sign types are generally prohibited except for events)
6. Exception in number of temporary signs for qualifying community events.

19.67.120 - .150 Supplemental standards

Several updated and new sections provide supplemental standards:

1. Clarification of the relationship between zoning setbacks and sign setbacks from public streets.
2. Standards for when nonconforming signs are allowed and when they must be removed.

3. Provisions for violations of the sign code.
4. Legal severability.

19.68 Wireless Service Facilities

This new Chapter was adopted by Ordinance 3038 on February 25, 2019.

19.69 Standards, Generally

Ch. 19.69 contains the standards that currently exist in AMC 17.54 relating to noise, air pollution, exterior lighting, and glare or heat. Zone specific special standards in the LM, AZ, I and HM zones are also relocated (from AMC Title 17).



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning May 13, 2019

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

May 13, 2019

Special Meeting: Special Start Time: 5:00 p.m.

- Contract Award: Fire Station 3 Upgrades (18-156-FIR-003) (Consent)
- Contract Award: Library RFID Equipment (19-075-LIB-001) (Consent)
- Contract Modification: Pilot-Scale & Full-Scale Testing for WTP Filters Re-Rating Assistance (17-110-WTR-001) (Consent)
- Resolution 2041: Rejection of all Bids for Senior Center Metal Roof Installation 19-066-FAC-001 (Consent)
- Closed Record Decision Hearing: Randy Click & Donna Jung Conditional Use Permit CUP-2018-0003 to permit conversion of 3 short term rentals to single-family residences along with allowing construction of a single-family residence on the vacant lot (Discussion/Possible Action)
- Resolution 2043: Amending the Water System Plan (Discussion/Possible Action)
- Public Hearing: Ordinance 3041: Providing for the Acquisition of Property for the Improvement of the Water Utility (Discussion/Possible Action)
- Planning Commission Recommendation: Development Regulations and Zoning Map Amendments - Division 5 (Discussion)
- Municipal Broadband Fiber: Residential and Business Pricing (Discussion)

May 20, 2019

Special Meeting: Special Start Time: 5:00 p.m.

- Resolution 2042: Lodging Tax Application - Heart of Anacortes 2019 Music Event (Consent)
- Planning Commission Recommendation: Development Regulations and Zoning Map Amendments (Discussion/Potential Action)
- Finance Update (Discussion)
- Ordinance 3042: Amending the 2019/2020 Biennial Budget (Discussion/Possible Action)

May 28, 2019

June 3, 2019

June 10, 2019

- Closed Record Decision Hearing, Swinomish Indian Tribal Community Conditional Use Permit & SEPA environmental review to permit an addition/ expansion to an existing and permitted opioid treatment facility/clinic located on the subject property. The expansion includes adding an approximate 21,019 square foot 3-story addition to the north side of the existing treatment facility, an approximate 260 square foot one-story open air bus shelter, and a new approximate 50-space parking area

June 17, 2019

June 24, 2019

July 1, 2019

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works - CANCELLED, Monday, May 6, 2019, , Main Conference Room, City Hall
- Port/City Liaison, Tuesday, May 7, 2019, 8:30 AM, Port of Anacortes
- Finance, Wednesday, May 8, 2019, 5:00 PM, Main Conference Room, City Hall
- Skagit County Law & Justice Council, Wednesday, May 8, 2019, 8:15 AM, Mount Vernon
- Planning - CANCELLED, Monday, May 13, 2019, 12:00 AM, Main Conference Room, City Hall
- Parks & Recreation, Thursday, May 16, 2019, 6:00 PM, Main Conference Room, City Hall
- Public Works, Monday, May 20, 2019, 5:00 PM, Main Conference Room, City Hall
- Finance, Wednesday, May 22, 2019, 5:00 PM, Main Conference Room, City Hall
- Planning, Tuesday, May 28, 2019, 5:00 PM, Main Conference Room, City Hall
