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



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

June 9, 2025
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Housing Affordability and Community Services Committee (Report)
 - b. Planning Committee (Report)
 - c. Port / City Liaison Committee (Report)
 - d. Public Safety Committee (Report)
4. **Public Comment**
5. **Consent Agenda**
 - a. Minutes of June 2, 2025 (Action)
 - b. Approval of claims in the amount of \$670,645.01 (Action)
 - c. Contract Award: Ben Root Skate Park Restroom & Parking Lot Project - Design #25-136-PRK-001 (Action)
6. **Closed Record Decision Hearing**
 - a. Closed Record Decision Hearing for SDP-2025-0001 - Curtis Wharf Shore Power & Pump Out (Port of Anacortes) (Discussion/Action)
7. **Other Business**
 - a. * 2025 Comprehensive Plan Periodic Update - Progress Update (Discussion)
 - b. Contract Award: WTP Intake Station Condition Assessment #25-165-WTR-001 (Discussion/Action)
 - c. Contract Award: 17th Street Drainage Improvement Project - Design #25-166-STM-001 (Discussion/Action)

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

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

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

- d. Amendment to Interlocal Agreement #24-282-PLN-001 with the Washington State Department of Commerce for Paper to Digital Permitting Grant (Discussion/Possible Action)
8. **Adjournment**

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

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- *On any other matter specifically pertaining to the City of Anacortes during the Public Comment agenda item.*

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Anacortes City Council Minutes - June 2, 2025

Call to Order

Mayor Matt Miller called to order the June 2, 2025, Anacortes City Council meeting at 6:00 p.m. Councilmembers TJ Fantini, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik were present.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller congratulated Mr. Fantini for earning a certificate of municipal leadership from the Association of Washington Cities. He then announced that the city phone system would be updated to Ring Central on Friday, June 6th, with departmental cell phones the primary means of contacting the city during the scheduled outage. Finally, he announced that this Friday, June 6th will be the first Friday Art Walk and Waterfront Festival.

Public Works Committee

Ms. Moulton reported from the Public Works Committee meeting held earlier in the evening. The topics discussed included traffic safety issues such as parking, crosswalks and excessive speed.

Public Comment

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

Consent Agenda

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

a. Minutes of May 27, 2025

b. Approval of claims in the amount of \$475,941.19

The following vouchers/checks were approved for payment:

EFT numbers: 112636 through 112662, total \$343,811.15

Check numbers: 112663 through 112671, total \$118,333.72

Wire transfer numbers: 369965 through 370287, total \$13,796.32

c. Contract Modification: Paper To Digital Permitting - Large Format Building Files Digitization #24-282-PLN-002

Other Business

Senator Liz Lovelett and Representative Alex Ramel, 40th Legislative District Post Session Legislative Update

Administrative Services Director Emily Schuh introduced Senator Liz Lovelett and Representative Alex Ramel, who provided a post-session legislative update. Senator Lovelett shared information about the state budget process that occurred during the recently concluded 2025 legislative session, particularly balancing the K-12 education budget, funding for transportation projects, and fulfilling obligations to state employees. She then mentioned bills and policies she worked on relevant to Anacortes, which were subdividing small lots being used for middle housing to ensure more opportunities for homeownership, making the climate element a required piece of the Comprehensive Plan update, and [SB 5284](#) that provides for companies that produce packaging waste to fund and assist development of more robust and universally available recycling systems.

Representative Ramel mentioned that housing remained a high priority and one of the largest challenges, adding that the state legislature approved the largest ever contribution to the housing trust fund. He then mentioned his work on a bill that supports multifamily tax exemption and another that enables cities to adopt self-certification

for accessory dwelling units, which could reduce permitting timelines. He then provided a summary of measures relevant to the community including a measure on rent stabilization limiting annual rent increases to 10%, maintaining investments in the ferry system, adding \$100 million to the budget in grants for public safety paired with an optional local sales tax. Finally, he acknowledged unsuccessful efforts to raise the property tax levy limit to 3%, to allow for real estate excise tax expenditures on affordable housing, and to include the planned event center in the state capital budget.

Discussion topics included:

- A statewide list of recyclables to mitigate confusion about what can be processed and transparency regarding where it is shipped after being processed.
- Public safety grants.
- Real estate excise tax uses.
- Appreciation for the teamwork of the local state delegation and good communication with the council and the community.
- Simplifying language in legislation to ease implementation and continue to fix small things.
- Development regulation funding.
- Open line of communication with local government and trade organizations.
- Short-term rental tax and finding the middle ground to contribute to affordable housing initiatives.
- Advocating for opportunities to give local governments more tools.

2025 City of Anacortes Legislative Priorities Outcomes

Administrative Services Director Emily Schuh provided a summary of the outcomes for the city's 2025 legislative priorities, referring to a slide presentation that was added to the packet materials for the meeting.

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

Discussion topics included:

- Funding for three additional boats and retrofitting ferries for electrification.
- How does funding for Skagit Stabilization Center compare to the amount that was requested?
- Helpful for the public to understand what happened and what did not happen.
- Understanding the session's impact on Anacortes.
- Opportunities for collaboration during difficult fiscal conditions.
- Federal funding for the community event center on the 2026 federal appropriations budget.

Ben Root Skate Park Restroom & Parking Lot Project - Design #25-136-PRK-001

Assistant Parks and Recreation Director Bob Vaux re-introduced proposed contract #25-136-PRK-001 with MacKay Sposito for the Ben Root skate park restroom and parking lot design contract, referring to a presentation that was added to the packet materials for the meeting.

Discussion topics included:

- Addressing the community's concerns about safety, utility and cost-effectiveness.
- Harming the majority trying to mitigate the behavior of a few.
- Cost comparison of CXT-model versus Portland Loo.
- No community consensus regarding the choice.
- CXT is the fiscally responsible option.

- Americans with Disabilities Act compliance and access to public facilities.
- Legislation mandating increased access to changing tables.
- Why is the issue with the wheelchair turning radius unique to Washington?
- Analyze the overall public restroom strategy generally to make it better serve the public.
 - Plan for keeping public restrooms cleaner than presently found.
- Similar to the restrooms that were installed in Washington Park.
- Orientation of the restroom and minimizing surrounding vegetation to enhance public safety.
- Bring the contract back on consent at the next regular meeting.

Transportation Master Plan

Public Works Director Andrew Rheume introduced Senior Transportation Planner Chris Comeau of [Transpogroup](#) who provided an overview of the Transportation Master Plan, referring to a slide presentation that was added to the packet materials for the meeting. Mayor Miller added that he serves on the Transportation Committee of the Skagit Council of Governments and that he and Ms. Moulton both serve on the Skagit Transit board, which provide important lines of communication for cooperation on transportation issues.

Discussion topics included:

- A single reference location for all transportation-related plans and policies is a preferred approach.
- A red-line version will be included when the measure comes before the council for adoption by July 1st.
- Road carrying capacity.
- Yellow is suggested over orange as part of the color scheme.
- Are there requirements for prioritizing different groups for complete streets?
 - Americans with Disabilities Act compliance.
 - Prioritizing different groups in different streets.
- The truck route list on p. 22 does not match the city code. Helpful to cite the code.
- SR 20 and Reservation Road intersection.
- A corridor plan between Sharpes Corner and the Duane Berentson Bridge to reduce the number of intersections.
 - The Department of Transportation deemed the plan obsolete.
 - The stretch of road is eligible for safety improvements through the Combined Safety Action Plan.
- 12th Street and K Avenue intersection.
 - Address vehicle capacity limitations or change the Growth Management Act level of service standard.
- Annual concurrency report just prior to the presentation of the Transportation Improvement Program.
- Varied street standards for each neighborhood.
- Options for funding.
- Bicycle Pedestrian Advisory Committee contributions.
- How the projects are sorted in the list in the packet.
- Addressing excessive vehicle speeds.
- City-wide travel awareness campaign.
- Future opportunities for public input.
 - Available for public input throughout the Comprehensive Plan review process.
- Which projects for active transportation will be selected for deeper consideration? Is there a determined criterion?
 - Coupling with road maintenance and utility repair projects.

- Partnering with other agencies or entities to maximize fiscal capacity.
- Send the draft 2026 TIP projects spreadsheet prior to the council for further study.
 - Public access to the spreadsheet.

Mayor Miller invited members of the audience to comment on this agenda item.

Ursula Edelman of Anacortes asked if there was a way for teens to participate in the process and how the city would reach out to them, particularly regarding public transportation routes between downtown, the high school, and residential neighborhoods? Mr. Comeau responded that the city is working with Skagit Transit and the Anacortes School District to ensure safe routes to school are included in the plans and that information is made available to the teen community.

Port of Anacortes Intergovernmental Disposition of Property and Property Use Agreement

City Attorney Darcy Swetnam introduced the intergovernmental disposition of property and property use agreement with the Port of Anacortes, referring to a slide presentation that was added to the packet materials for the meeting. She then introduced Port of Anacortes Director of Planning, Properties & Environmental Brenda Treadwell, who thanked city staff and leadership for their work and cooperation on this project.

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

Discussion topics included:

- Market Street realignment.
- Guideline for the value of park property versus street property.
 - Port land at the end of 9th Street will compensate for the loss of city park land.

Bruce McDougall moved, seconded by Ryan Walters, to authorize the mayor to execute the intergovernmental disposition of property and property use agreement with the Port of Anacortes.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Bruce McDougall, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Executive Session

Potential Real Estate Transaction per RCW 42.30.110(1) (30 minutes)

At 8:25 pm, Mayor Miller announced that the City Council and the City Attorney would convene in Executive Session per RCW 42.30.110 (1) for approximately 30 minutes to discuss a potential real estate transaction. The mayor advised that the regular meeting would then adjourn with no final action having been taken.

Councilmembers TJ Fantini, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik attended the executive session.

At 8:55 pm, Mayor Miller announced that the council would remain in executive session for an additional 15 minutes until approximately 9:10 pm. At 9:10 pm, Mayor Miller announced that the council would remain in executive session for an additional 10 minutes until approximately 9:20 pm.

Adjournment

There being no further business, at approximately 9:20 p.m. the Anacortes City Council meeting of June 2, 2025 was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the June 9, 2025 City Council meeting:

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

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
370396	5/14/2025	110250031419	EJ USA, INC	SUPPLIES FOR STORM DEPT	\$ 1,579.85	dshop
370443	5/20/2025	6114029313	VERIZON WIRELESS	SCADA COMMUNICATIONS PUMP STATION 4/21 - 5/20/25	\$ 1,249.30	dwwtp
370340	5/22/2025	923901	CASCADE COLUMBIA DISTRIBUTION	SODIUM HYPOCHLORITE	\$ 14,170.33	dwwtp
370383	5/24/2025	317037	LAKESIDE INDUSTRIES, INC.	SUPPLIES FOR WATER MAINTENANCE	\$ 1,223.47	dshop
370548	5/28/2025	122624	JWC ENVIRONMENTAL, INC	MAINTENANCE SUPPLIES - INCLUDES TARIFFS	\$ 1,183.31	dwwtp
370339	5/28/2025	310740	NORTHSTAR CHEMICAL INC.	PLANT CHEMICALS - SODIUM BISULFITE	\$ 2,975.68	dwwtp
370566	5/29/2025	25-0959	OVERTON SAFETY TRAINING INC	SERVICE CRANE TRUCK SAFETY TRAINING	\$ 4,220.00	dwwtp
370453	5/29/2025	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 4/1-4/30/25	\$ 22,996.23	dshop
370575	5/31/2025	DB250010-1	BLYTHE MECHANICAL, INC	WWTP WORKSHOP HEATING SYSTEM & EXHAUST FAN REPLACEMENT	\$ 36,229.53	dwwtp
370463	6/2/2025	0338563-IN	NELSON-REISNER DISTRIBUTOR INC	INCINERATOR FUEL	\$ 4,416.65	dwwtp
370550	6/3/2025	June 2025	COMMUNITY ACTION OF SKAGIT CTY	ANACORTES COMMUNITY ACTION OFFICE & CARE SPECIALIST - JUNE 2025	\$ 7,041.66	plan
370541	5/31/2025	44112	ORCA INFORMATION, INC	NEW HIRE BACKGROUND INVESTIGATION	\$ 651.00	hr
370539	6/1/2025	0542005-001	UNUM LIFE INS CO OF AMERICA	JUNE UNUM LONG TERM CARE INSURANCE	\$ 1,517.07	hr
370540	6/3/2025	10980794	NAVIA BENEFIT SOLUTIONS, INC	APRIL FLEXIBLE SPENDING PARTICIPANT FEE	\$ 146.20	hr
370547	3/27/2025	0335023-IN	NELSON-REISNER DISTRIBUTOR INC	MAINTENANCE SUPPLIES	\$ 261.14	finance
370442	4/22/2025	379300A	BAY CITY SUPPLY	DISHWASHER SOAP, MICROFIBER MOP HEADS	\$ 551.57	medic
370291	4/22/2025	6802	PORT TOWNSEND FOUNDRY LLC	PARKS MEMORIAL BENCH PLAQUE	\$ 273.36	parks1
370561	4/26/2025	331590	CIVICPLUS, INC.	CIVIC PLUS SOCIAL MEDIA ARCHIVING SUBSCRIPTION	\$ 7,182.73	infosys

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
370557	4/29/2025	8282123412	MOTOROLA SOLUTIONS INC	PURCHASE OF MOTOROLA APX NEXT PORTABLE RADIOS - QUOTE ITEM 2	\$ 3,152.24	medic
370558	4/29/2025	8282123469	MOTOROLA SOLUTIONS INC	PURCHASE OF MOTOROLA APX NEXT PORTABLE RADIOS - QUOTE ITEMS 10 & 11	\$ 1,977.82	medic
370562	5/1/2025	7470	MOUNTAIN LAW, PLLC	PUBLIC DEFENSE JARS AGREEMENT - MAY 2025	\$ 800.00	pubdef
370289	5/11/2025	8498 30 017 0464628	COMCAST	WA PARK INTERNET SERVICE	\$ 113.16	parks1
370379	5/14/2025	573961	PROFORCE LAW ENFORCEMENT	HOLSTERS (LH)	\$ 385.59	apd
370376	5/19/2025	038 200 0000 2	CASCADE NATURAL GAS CORP.	APD 4/18-5/16/25	\$ 1,793.95	apd
370569	5/19/2025	19754	WILSON ENGINEERING, LLC	WWTP PUMP STATION 16 RECONSTRUCTION - DESIGN - MAY 2025	\$ 5,364.00	pw1
370563	5/20/2025	1200720100	HDR ENGINEERING, INC	CITY ENGINEER ON CALL - WATER AND WASTEWATER - 3/30/25-5/3/25	\$ 4,693.79	pw1
370560	5/20/2025	1200720617	HDR ENGINEERING, INC	WTP LEAD AND COPPER RULE (LCR) SAMPLING PLAN - 3/30/25-5/3/25	\$ 4,313.56	dwtp
370564	5/20/2025	2407-13	MAKERS ARCHITECTURE	ANACORTES CLIMATE ELEMENT - THROUGH 4/30/25	\$ 12,442.58	plan
370586	5/21/2025	07-250522355	CUMMINS, INC.	POINTE BOOSTER STATION GENERATOR REPLACEMENT PROJECT - GENERATOR - CABINET	\$ 17,495.95	pw1
370585	5/21/2025	07-250522366	CUMMINS, INC.	A AVE STATION GENERATOR REPLACEMENT PROJECT - GENERATOR PURCHASE - CABINET	\$ 19,985.43	pw1
370542	5/21/2025	41600561289	LES SCHWAB TIRE CENTERS	SERVICE FOR VEHICLE #042	\$ 82.67	dshop
370388	5/21/2025	90246097	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 5,381.35	dwtp
370556	5/22/2025	24567.00-7	GRAY & OSBORNE INC	DEPOT MARKET PLAZA EXPANSION PROJECT - DESIGN - 4/30/25-5/17/25	\$ 1,110.37	parks1
370555	5/23/2025	P0002-80	QCC QUALITY CONTROLS CORP.	ON-CALL PROFESSIONAL SERVICES AT THE WTP - APRIL 2025	\$ 1,470.00	dwtp
370290	5/24/2025	316980	LAKESIDE INDUSTRIES, INC.	PARKS MAINTENANCE SUPPLIES	\$ 189.38	parks1
370582	5/27/2025	9300029164	GRAYBAR ELECTRIC COMPANY, INC	AERIAL SPAN CABLE CLAMP	\$ 360.35	fiber

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370336	5/28/2025	25-13837	EUROFINS ENVIRONMENT TESTING	LAB TESTING - EFFLUENT MONTHLY	\$ 107.69	dwwtp
370337	5/28/2025	25-13890	EUROFINS ENVIRONMENT TESTING	LAB TESTING - INFLUENT NITROGEN MONTHLY	\$ 40.80	dwwtp
370338	5/28/2025	25-13891	EUROFINS ENVIRONMENT TESTING	LAB TESTING - SIDE STREAM NITROGEN MONTHLY	\$ 40.80	dwwtp
370371	5/28/2025	25-13963	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS- BACT RAW	\$ 71.00	dwtp
370381	5/28/2025	25-14220	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS- BACT RAW	\$ 70.00	dwtp
370584	5/28/2025	250528Driveway	NEW LANDSCAPE LLC	DRIVEWAY REPAIR	\$ 2,804.86	fiber
370374	5/28/2025	360-293-4900-0912865	ZIPLY FIBER	APD BAC LINE 5/28-6/27/25	\$ 98.23	apd
370467	5/28/2025	360-299-0973-1017915	ZIPLY FIBER	360-299-0973-101791-5 WWTP 5-28 TO 6-27-2025	\$ 550.53	dwwtp
370549	5/28/2025	360-299-2484-0726025	ZIPLY FIBER	LIBRARY PHONE (5-28 TO 6-27-2025)	\$ 69.79	publib
370373	5/28/2025	360-299-6615-0615165	ZIPLY FIBER	APD 911 LINE 5/28-6/27/25	\$ 91.25	apd
370391	5/28/2025	90247275	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 5,377.74	dwtp
370572	5/28/2025	ESO-168493	ESO SOLUTIONS, INC	ESO EHR - JULOTA INTERFACE - 6/27/25-6/26/26	\$ 917.64	medic
370382	5/28/2025	INV00722891	USA BLUE BOOK	LAB SUPPLIES	\$ 2,533.69	dwtp
370399	5/28/2025	INV43172	SEAWESTERN, INC.	STREAMLIGHT FOR EA OF NEW AMBULANCES	\$ 498.26	medic
370401	5/28/2025	INV43173	SEAWESTERN, INC.	SCBA REPAIR PARTS	\$ 38.18	medic
370390	5/29/2025	14517032	HACH COMPANY	LAB SUPPLIES	\$ 3,107.59	dwtp
370389	5/29/2025	25-14981	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS- BACT RAW	\$ 70.00	dwtp
370334	5/29/2025	2500274	T-SHIRTS BY DESIGN	EXTRA VOLLEYBALL SHIRT	\$ 143.62	pkrec
370450	5/29/2025	300000290043	PUGET SOUND ENERGY INC	STREET LIGHTS: 4/2-5/1/25	\$ 8,195.46	dshop
370335	5/29/2025	360-293-6427-0218975	ZIPLY FIBER	CITY HALL 911 5/28-6/27/25	\$ 92.19	finance
370384	5/29/2025	379853	BAY CITY SUPPLY	SUPPLIES FOR FACILITIES	\$ 52.64	pwfac
370581	5/29/2025	9300030796	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC CABLES	\$ 5,612.45	fiber
370444	5/30/2025	1604958	LIFE ASSIST, INC	PREP PADS, MEGAMOVERS, EXAM GLOVES.	\$ 1,383.08	medic
370372	5/30/2025	25-011-PLN-006	DOWNTOWN ANACORTES ALLIANCE	2025 LODGING TAX FUNDING - EARTH DAY - DAA	\$ 2,500.00	plan
370466	5/30/2025	25-13896	EUROFINS ENVIRONMENT TESTING	LAB TESTING - THICKENED SLUDGE	\$ 209.10	dwwtp

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
370559	5/30/2025	25-16124	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - BACT FINISHED	\$ 22.00	dwtp
370554	5/30/2025	25-16130	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - TCR NORTH	\$ 154.00	dwtp
370394	5/30/2025	LTR0852C	INTERNAL REVENUE SERVICE	IRS PENALTY	\$ 9,182.88	finance
370375	5/30/2025	ReimbScheepers	SCHEEPERS, EDWIN	REIMB - COFFEE PROVIDED FOR PATROL TACTICS TRAINING; SCHEEPERS	\$ 178.80	apd
370583	5/31/2025	FB-2923	CITY OF MOUNT VERNON	DARK FIBER, MAY 2025	\$ 525.00	fiber
370567	5/31/2025	IN963253	NOANET	DEDICATED INTERNET ACCESS - MAY 2025	\$ 4,310.00	fiber
370447	6/1/2025	3525	OAB ENGINEERING, LLC	JUNE DATA SERVICES @ 29-3	\$ 150.00	medic
370545	6/1/2025	6/1/25	PORT OF ANACORTES	ELECTRICITY AND ENVIRONMENTAL FOR MARINE 29 MOORAGE	\$ 16.00	medic
370398	6/2/2025	1603142	LIFE ASSIST, INC	AIRWAY KITS, SCALPELS, EAR SENSORS	\$ 381.35	medic
370402	6/2/2025	1603482	LIFE ASSIST, INC	ENDO TUBES,MEGA MOVERS, CANNULAS.	\$ 3,583.42	medic
370553	6/2/2025	200000666863	PUGET SOUND ENERGY INC	LIBRARY 10TH STREET LED 5/2-6/1/2025	\$ 18.32	publib
370552	6/2/2025	200000667218	PUGET SOUND ENERGY INC	LIBRARY 10TH & M ST 5/2-6/1/2025	\$ 30.79	publib
370400	6/2/2025	2025 0605Exam	WASHINGTON STATE DEPARTMENT	RRIGHT OF WAY EXAM FEE - MILES LOFGREN	\$ 25.00	wdist
370465	6/2/2025	24-192-WTR-0011	VECA ELECTRIC & TECHNOLOGIES	RETAINAGE RELEASE	\$ 3,720.48	pw1
370403	6/2/2025	5071486585	RICOH USA, INC	S/N C86150637 CARNEGIE 3/1-5/31/25	\$ 125.95	finance
370446	6/2/2025	6/2/2025 - 7	ISLAND HEALTH	APRIL AMBULANCE SUPPLIES	\$ 2,128.18	medic
370580	6/2/2025	CC MAY 25	THE LAW OFFICE OF	PROS ATTY SERVICES- CC	\$ 1,787.50	attorney
370579	6/2/2025	MAY 25	THE LAW OFFICE OF	PROS ATTY SERVICES- MAY	\$ 8,700.00	attorney
370448	6/2/2025	Pay App 1	RAW LAND CONSTRUCTION LLC	COMMERCIAL AVENUE WATER SERVICE REPLACEMENTS	\$ 107,973.56	pw1
370578	6/3/2025	03188	SKAGIT COUNTY SHERIFF'S OFFICE	MAY JAIL TAX PAYMENT PER CONTRACT	\$ 94,749.74	finance
370577	6/3/2025	21-043-FIN-001	ANACORTES FAMILY CENTER	MAY AFFORDABLE HOUSING TAX PAYMENT	\$ 28,121.84	finance
370576	6/3/2025	21-247-FIN-001	ANACORTES HOUSING AUTHORITY	MAY AFFORDABLE HOUSING TAX PAYMENT	\$ 28,121.84	finance
370571	6/3/2025	25-024-FAC-0011	COMMERCIAL FIRE PROTECTION INC	RETAINAGE RELEASE	\$ 142.50	pw1
370588	6/3/2025	CL91269	NELSON-REISNER DISTRIBUTOR INC	VEHICLE FUEL - MAY	\$ 30,050.60	finance

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
370551	6/3/2025	Pay App 14	SUMMITX CONTRACTORS, INC	EDA FIBER EXPANSION - CONSTRUCTION	\$ 70,129.11	fiber
370589	6/3/2025	RI106669319	FRANCOTYP-POSTALIA, INC	MAILING MACHINE QUARTERLY RENTAL 6/1-8/31/25	\$ 130.56	finance
370565	6/30/2025	INV117373	VECTOR SOLUTIONS	VECTOR LMS FIRE DEPT TRAINING HISTORY MANAGEMENT SOFTWARE - 6/30/25-6/29/26	\$ 3,918.66	medic
370546	5/23/2025	25052311	FREEDOC	PAPER TO DIGITAL PERMITTING - LARGE FORMAT BUILDING FILES DIGITIZATION	\$ 47,080.20	plan
370385	5/28/2025	360-299-3674-0214175	ZIPLY FIBER	OPS PHONE LINE: 5/28-6/27/25	\$ 83.13	dshop
370449	5/28/2025	XA116015286:01	RWC INTERNATIONAL	PARTS FOR VEHICLE #612	\$ 131.28	dshop
370452	5/29/2025	300000325005	PUGET SOUND ENERGY INC	STREET LIGHTS: 4/8-5/7/25	\$ 92.11	dshop
370451	5/29/2025	300000340004	PUGET SOUND ENERGY INC	STREET LIGHTS: 4/30-5/29/25	\$ 52.51	dshop
370454	5/29/2025	824161	BLADE CHEVROLET, INC	PART FOR VEHICLE #028	\$ 523.94	dshop
370574	6/3/2025	308106	LAKESIDE INDUSTRIES, INC.	SUPPLIES FOR STORM DEPT	\$ 209.90	dshop
370590	6/4/2025	POB 547	UNITED STATES POSTAL SERVICE	PO BOX 547 1 YR RENEWAL 7/1/25-6/30/2026	\$ 436.00	finance
	Total				\$ 670,645.01	



City Council Agenda Bill

Meeting Date: June 9,
2025

Agenda Item: 5.c.

Agenda Item Title: Contract Award: Ben Root Skate Park Restroom & Parking Lot Project - Design #25-136-PRK-001

Staff Contact(s): Jonn Lunsford, Bob Vaux

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Greg Francioch	Contract Award
Jonn Lunsford	

Item Summary: City staff seeks City Council consent to award a contract in the amount of \$69,380.00 to MacKay Sposito to provide design services for the Ben Root Skate Park Restroom & Parking Lot Project.

Background:

1. History: The project will include the construction of the parking lot and the delivery and installation of the CXT restroom unit. City Council approved Phase I of this project, including the comprehensive upgrade of the skating area, as well as the addition of the pump track. We will now take the next steps of relocating the TTPW restroom and adding the parking lot.

Estimated Schedule:

Design	June - Dec 2025
Bidding	Dec 2025 - Feb 2026
Construction	Feb - June 2026

2. Key Terms:

- Contract is on a time and materials basis not-to-exceed \$69,380.00.
- The period of performance under this Agreement is through September 1, 2026.

3. Competitive Bidding: Per RCW 39.80 this engineering consultant was selected from the City's MRSC Architectural, Landscape Architectural, and Engineering Service Roster to provide a proposal for this scope of work.

Budget Impact:

Consultant	MacKay Sposito
Contract Amount	\$69,380.00
Earmarked Funds	\$700,000.00
BARS #	108.410.594.76.60
Budget Amendment Required?	No
Start Date	Contract execution
End Date	9/1/2026

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 25-136-PRK-001 with MacKay Sposito in the amount of \$69,380.00 to perform the design of the Ben Root Skate Park Restroom & Parking Lot Project.

Alternative Actions: Not award the contract.

Attachments (listed in order presented):

1. 25-136-PRK-001
2. Skate Park RR Relocation



AGREEMENT #25-136-PRK-001

Between THE CITY OF ANACORTES AND MACKAY SPOSITO

BEN ROOT SKATE PARK RESTROOM & PARKING LOT PROJECT: DESIGN

This Agreement, hereinafter referred to as "Agreement", is made and entered into between the City of Anacortes, hereinafter referred to as the "City", and MacKay Sposito, hereinafter referred to as the "Consultant".

WHEREAS, the City requires the professional services of the Consultant;

NOW, THEREFORE, in consideration of mutual benefits accruing, it is agreed by and between the parties hereto as follows:

1. **Scope of Work.** Under this Agreement, the Consultant shall provide design services for the Ben Root Skate Park Restroom & Parking Lot Project as detailed in Exhibit A, which is attached hereto and incorporated by reference. All work shall be performed under the direction of Bob Vaux, or designee, hereinafter referred to as Project Manager.

2. **Price and Payment Terms.** The services provided under this Agreement shall be on a time and materials basis not-to-exceed **Sixty-Nine Thousand Three Hundred Eighty Dollars (\$69,380.00)**. The billable rates for services provided shall be in accordance with Exhibit A.

3. **Period of Performance.** The period of performance under this Agreement is from inception through September 1, 2026.

4. **Subcontracts.** The Consultant shall not subcontract the Scope of Work ("Work") unless detailed in this Agreement or the Project Manager approves in writing. If the Project Manager requests, the Consultant shall provide proof that the subcontractor has the experience, ability, and equipment the Work requires. "subcontractor" means an individual, partnership, firm, corporation, or joint venture who is sublet part of the Contract by the Consultant. Each request to subcontract shall include the following information (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 subcontractor, (iv) proposed subcontract price, (v) identification of the percentage of work to be performed by subcontract. Approval of subcontract shall not:

- a. Relieve the Consultant of any responsibility to carry out the Contract,
- b. Relieve the Consultant of any obligations or liability under the Contract,
- c. Create any contract between the City and the subcontractor, or
- d. Convey to the subcontractor any rights against the City.

Consultant remains fully responsible for obligations, services, and functions performed by its subcontractor to the same extent as if such obligations, services, and functions were performed by Consultant's employees, and for purposes of the Agreement such work will be deemed work performed by Consultant. The Consultant shall give immediate written notice, reference Clause Notices, of any action or suit filed and prompt notice of any claim made against the Consultant by any subcontractor or vendor that, in the opinion of the Consultant, may result in litigation related in any way to this Agreement, with respect to which the Consultant may be entitled to reimbursement from the City.

If dissatisfied with any part of the subcontracted Work, the Project Manager may request in writing that the subcontractor be removed. The Consultant shall comply with this request at once and shall not employ the subcontractor for any further Work under the Contract.

5. **Taxes.** The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Consultant must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Consultant'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.

6. **Invoicing.** All invoices shall include a cover page that states: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Manager Name, **Agreement Number**, Agreement Price, amount requested per invoice and cumulative invoiced amount. Invoices shall include actual hours worked by Period, by Labor Category. The Consultant must invoice MONTHLY for quantities delivered during the invoice

period, and no more frequently than monthly, and allow 30 calendar days from receipt of the invoice for payment. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@anacorteswa.gov. The City shall notify the Consultant within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Consultant 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.

7. **Withholding Payment.** In the event the City determines that the Consultant 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 Consultant 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 Consultant to terminate or damages, provided that the City promptly gives notice in writing to the Consultant 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 City Attorney set forth in such notice to the Consultant 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 Consultant 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 City Attorney 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 Consultant, (3) to set off any amount so paid or incurred from amounts due to become due the Consultant. In the event the Consultant obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Consultant by reason of good faith withholding by the City under this clause.

8. **Final Payment: Waiver of Claim.** The Consultant's acceptance of final payment shall constitute a waiver of claims, except those previously and properly made and identified by the Consultant as unsettled at the time request for final payment is made.

9. **Ownership and Use of Documents.** All finished and unfinished documents and material prepared by the Consultant with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to plans, specifications, reports, electronic and non-electronic data, and other design documents prepared by the Consultant. Pursuant to RCW 42.56.70, all information and documents produced under this Agreement may be subject to public disclosure.

10. **Assistance Regarding Patent and Copyright Infringement.** In the event of any claim or suit against City on account of any alleged patent or copyright infringement arising out of the performance of this Contract or out of the use of any material furnished or work or services performed hereunder, Consultant shall defend City against any such suit or claim and hold City harmless from any and all expenses, court costs, and attorney's fees in connection with such claim or suit.

11. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. However, 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 Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant'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 section shall survive the expiration or termination of this Agreement.

12. **General and Professional Liability Insurance.**

A. Insurance Term: The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation: Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance: Consultant shall obtain insurance of the types and coverages described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles when any motor vehicles are used in connection with work to be performed. Coverage shall be as least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrences form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. **The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy** with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance: Consultant 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 when any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence and \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision: The Consultant'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 Consultant's insurance and shall not contribute with it.

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

G. Verification of Coverage: The Consultant 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 Consultant **within 10 days of contract execution and before scheduling of the work**. Upon request by the City, the Consultant shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractor coverage. Failure of the City to demand such verification of coverage with these insurance requirements or failure of the City to identify a deficiency from the insurance documentation provided shall not be construed as a waiver of Consultant's obligation to maintain such insurance.

Verification of coverage shall include:

1. An ACORD certificate or a form determined by the City to be equivalent.
2. Copies of all endorsements naming the City as additional insured, showing the policy number. The Consultant may submit a copy of any blanket additional insured clause from its policies instead of a separate endorsement.
3. Any other amendatory endorsements to show the coverage required herein.
4. **A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements – actual endorsements must be submitted.**

H. Notice of Cancellation: The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance: Failure on the part of the Consultant 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 Consultant 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 sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits: If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

13. **Registered or Licensed.** The City is prohibited from executing an Agreement with a Consultant who is not registered or licensed as required by the applicable laws of the state for their profession. In addition, Anacortes Municipal Code requires that every business located within the city limits of Anacortes register the business with the state and include a City of Anacortes Endorsement. Businesses from outside city limits with a gross annual income of \$2,000 within Anacortes are also required to obtain a city endorsement. Business licenses and city endorsements can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at bls.dor.wa.gov.

14. **Inspection.** The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute the Consultant may appeal to the City Attorney, whose decision shall be final. The Consultant shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve the Consultant of their obligations or responsibilities under the Agreement. However, the Consultant shall be responsible for their own methods and conduct during the period of performance.

15. **Standard of Care.** The Consultant represents that they have the necessary knowledge, skill, and experience to perform the Services required by this Agreement. Consultant, and any persons employed by Consultant, shall use their professional skill and efforts to perform the Work in a professional manner consistent with sound practices, in accordance with the usually and customary professional care required for services of the type described in the Scope of Work herein provided at the same time and in the same locale. The City's remedy for a failure to meet the above Standard of Care shall be the re-performance of the Service or an equitable adjustment in the monies paid for the services, at the City's discretion.

16. **Standard Title VI / Non-Discrimination Assurances.** During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest agrees to the clauses in "Appendix A" and "Appendix E" of the Standard Title VI Assurances (USDOT1050.2A), which are hereby incorporated by reference and made a part hereof.

17. **Consultant 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 Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and subcontractors during the performance of this Agreement.

18. **Acceptance.** Consultant acknowledges and agrees that these contract terms 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 Consultant. These contract terms supersede all conflicting or additional terms pre-printed on any purchase order, quote, invoice, Consultant's website, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

19. **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.

20. Right to Terminate Agreement.

A. Termination for Default: If the Consultant 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 Consultant 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 Consultant shall not be entitled to receive any further payments under the Agreement until all work called for 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 Consultant. The Consultant 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 Consultant 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 Consultant shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work through the date of termination. If the City exercises its option under this Paragraph, the City shall not be responsible for payment 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.

21. **Changes/Additional Work**. The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant 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 Consultant 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.

22. **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.

23. **Non-assignable**. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

24. **Covenant Against Contingent Fees**. The Consultant warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that they have not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, 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.

25. **Disputes**

A. General: Differences between the Consultant 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 Consultant 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 Contracting Agent or the City, or (2) the happening of any event or occurrence, unless the Consultant 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 Consultant 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. Consultant 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 Consultant 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 Consultant 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 Consultant arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Consultant 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.

26. **Force Majeure.** Neither party shall be liable to the other or deemed in breach or default for any failure or delay in performance under this Agreement during the time and to the extent its performance is prevented by reasons of Force Majeure. For the purposes of this Agreement, Force Majeure means an occurrence that is beyond the reasonable control of and without fault or negligence of the party claiming force majeure and which, by exercise of due diligence of such party, could not have been prevented or overcome. Force Majeure shall include natural disasters, including fire, flood, earthquake, windstorm, avalanche, mudslide, and other similar events; acts of war or civil unrest when an emergency has been declared by appropriate governmental officials; acts of civil or military authority; freight embargoes; epidemics; pandemics; quarantine restrictions; labor strikes; boycotts; terrorist acts; riots; insurrections; explosions; and nuclear accidents. A party claiming suspension or termination of its obligations due to force majeure shall give the other party prompt written notice of the impediment and its effect on the ability to perform, with such notice to be provided no more than two (2) working days after the force majeure event or reasonable discovery of the event's impact on performance. Failure to provide such notice shall preclude recovery under this provision. 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 Consultant shall have no recourse against the City.

27. **Compliance with Laws.** The Consultant 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, executive proclamations, all applicable Washington Dept. of Labor & Industries (L&I) and Occupational Safety & Health Administration (OSHA) safety standards, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. The Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.

28. **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.

29. **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.

30. **Survival of Agreement Termination.** The articles relating to Indemnification / Hold Harmless, Taxes, Ownership and Use of Documents, Assistance Regarding Patent and Copyright Infringement, The City's Right to Terminate Agreement, Governing Law, and Disputes, shall survive completion of the services, payment in full of the compensation and termination of this Agreement.

31. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given and received (a) when personally delivered, or delivered by same-day courier; or (b) on the third business day after mailing by registered or certified mail, postage prepaid, return receipt requested; or (c) upon delivery when sent by prepaid overnight express delivery service (e.g., FedEx, UPS); or (d) when sent by email and upon the receipt by the sending party of written confirmation by the receiving party; provided, however, that an automated email confirmation of delivery or read receipt shall not constitute such confirmation. Notices shall be sent to the following addresses:

CITY:
City of Anacortes
Tiffany Matson
904 6th Street
PO Box 547
Anacortes, WA 98221
contracts@anacorteswa.gov

CONSULTANT:
Mackay Sposito
Eric L. Pilcher
33810 Weyerhaeuser Way, Suite 130
Federal Way, WA 98001
epilcher@mackaysposito.com

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind 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. Each of the persons signing below on behalf of any party hereby represents and warrants that they are signing with full and complete authority to bind the party on whose behalf of whom they are signing, to each and every term of this Agreement.

CITY OF ANACORTES

MACKAY SPOSITO

By _____

By _____

Date _____

Title _____

Date _____

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

April 9, 2025

Job# 24-304

Bob Vaux
Parks & Recreation, Assistant Director
City of Anacortes
904 6th Street
Anacortes, WA 98221

Re: Ben Root Skatepark, Phase II
R Avenue, Anacortes, WA 98221

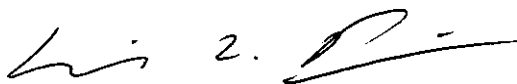
Dear Bob:

Thank you for the opportunity to provide consulting services for the City of Anacortes (City). This proposal covers civil design and landscape architecture services for design and construction documents to accommodate a CXT restroom and parking lot at the Ben Root Skatepark. MacKay Sposito provided similar services for the recent redesign of the skatepark and pump track as a subconsultant to Grindline Skateparks, Inc. As a result, we are quite familiar with the site and are excited to continue being members of your team.

Our proposed scope of work (including project assumptions and exclusions) and fee is provided in Attachment 'A'. MacKay Sposito proposes to accomplish this scope of services on a time and materials (T&M) basis. MacKay Sposito will bill against the established budgets as necessary and will not exceed the budgets without written authorization from the City.

We are grateful for the opportunity to work with the City. We have a great team at MacKay Sposito that will be able to provide you with a multitude of services, facilitating a smooth process through design, permitting, and construction. We are eager to be in your corner, doing what we can to make this project a success. Let me know if you have any questions or if there is anything I can do for you.

Sincerely,



Eric L. Pilcher, P.E.
Project Manager

(Attachment "A")

**Ben Root Skatepark, Phase II – Anacortes, Washington
Professional Services**

Scope of Work

1.0 PRE-DESIGN SERVICES

Upon authorization of the contract, MacKay Sposito will proceed with the following work as part of pre-design services.

1.1 PROJECT START-UP

- 1.1.1 Attend a kick-off meeting (via MS Teams or similar) with the City and the design team to review the scope, budget, and schedule.
- 1.1.2 Gather information needed for the Civil Permit and associated documents, including engineering requirements, standards, and specifications that will impact the design.
- 1.1.3 Provide project management and coordinate tasks with the project team and sub-consultants.

2.0 DESIGN DEVELOPMENT / CONFIRMATION

MacKay Sposito will proceed with the following design development tasks.

2.1 DESIGN DEVELOPMENT COORDINATION

- 2.1.1 Provide project management and coordinate tasks with the project team.
- 2.1.2 Attend up to two conference calls with the City to discuss the design and solicit feedback.
- 2.1.3 Provide budget progress updates during coordination meetings.

2.2 CIVIL DESIGN DEVELOPMENT

- 2.2.1 Review the previous parking lot design that was prepared as an additive alternate, but not selected, for the prior Skatepark reconstruction. Confirm the efficacy of the prior design and necessary adjustment to accommodate a CXT restroom building.
- 2.2.2 Prepare updated Design Development Drawings.
Civil Sheets will include:
 - Project Cover, Municipal Standard Notes, and Project Specific Notes
 - Erosion Control Plan and Details

- Demolition and Clearing Plan
- Site Plan
- Grading and Drainage Plan
- Utility Plan
- Municipal standard details (where applicable)
- Project specific details

2.2.3 Identify necessary revisions to the prior stormwater Drainage Report in accordance with the Stormwater Management Manual for Western Washington.

2.2.4 Prepare draft specification.

2.2.5 Update the construction cost estimate.

2.3 LANDSCAPE DESIGN DEVELOPMENT

2.3.1 Prepare updated Design Development Drawings.

Landscape sheets will include:

- Materials Plan
- Planting Plan
- Irrigation Plan
- Material Details (preliminary)
- Planting and Irrigation Notes and Details, including product selection

2.3.2 Prepare draft specifications.

2.3.3 Update the construction cost estimate.

2.4 PRE-PERMITTING SERVICES

2.4.1 Pre-Application

Prepare for and attend a pre-application meeting with the City (via MS Teams or similar) to understand and negotiate the permit process and Civil Permit package submittal requirements.

3.0 CONSTRUCTION DOCUMENTS

Upon approval of the design development plans, MacKay Sposito will proceed with the following construction document tasks.

3.1 CONSTRUCTION DOCUMENT COORDINATION

3.1.1 Provide project management and coordinate tasks with the project team.

3.1.2 Attend up to four conference calls with the City to discuss the design and solicit feedback.

- 3.1.3 Attend two public meetings (via MS Teams or similar) to present the design to the Anacortes Park Board and City Council.

3.2 CIVIL CONSTRUCTION DOCUMENTS (60%/90%/100% CONTRACT DOCUMENTS)

- 3.2.1 Based on review comments from design development, MacKay Sposito will prepare 60% Construction Drawings improvements.
Civil Sheets will include:
- Project Cover, Municipal Standard Notes, and Project Specific Notes
 - Erosion Control Plan and Details
 - Demolition and Clearing Plan
 - Site Plan
 - Grading and Drainage Plan
 - Utility Plan
 - Municipal standard details (where applicable)
 - Project specific details
- 3.2.2 The above drawings and associated documents will be revised based on feedback obtained from the City to prepare a 90% set of construction documents suitable for permit submittal.
- 3.2.3 The 90% set will be further refined based on City feedback and municipal reviews to prepare the 100% construction documents.
- 3.2.4 Prepare a 90% and final Drainage Report.
- 3.2.5 Prepare a 90% and final Construction Stormwater Pollution Prevention Plan in accordance with the Stormwater Management Manual for Western Washington.
- 3.2.6 Prepare 90% and final specifications. The final specifications will include special sections as needed for project-specific work.
- 3.2.7 Prepare a 90% and final Engineer's Cost Estimate, which may be formatted to serve as a bid schedule within the project manual.

3.3 LANDSCAPE CONSTRUCTION DOCUMENTS (60%/90%/100% CONTRACT DOCUMENTS)

- 3.3.1 Based on review comments from design development, MacKay Sposito will prepare 60% Construction Drawings.
Landscape Drawings sheets will include:
- Materials plan
 - Material details
 - Planting plan
 - Irrigation plan
 - Planting and irrigation notes and details plans

- 3.3.2 The above drawings and associated documents will be revised based on feedback obtained from the City to prepare a 90% set of construction documents suitable for permit submittal.
- 3.3.3 The 90% set will be further refined based on City feedback and municipal reviews to prepare the 100% construction documents.
- 3.3.4 Prepare 90% and final specifications. The final specifications will include special sections as needed for project-specific work, including site fixtures to be installed.
- 3.3.5 Prepare a 90% and final Landscape Cost Estimate, which may be formatted to serve as a bid schedule within the project manual.

3.4 PERMITTING SERVICES

- 3.4.1 Assemble and submit the site development plans and associated documentation as required for the civil permit.
- 3.4.2 Address comments received during the permitting process and coordinate responses from appropriate team members.

4.0 PROCUREMENT/BIDDING SUPPORT

MacKay Sposito will perform the following tasks to assist the City of Anacortes in procuring a construction contract.

4.1 BIDDING SUPPORT

- 4.1.1 Prepare and deliver four (4) full-size-print paper copies of the drawings and one (1) bound copy of the full contract specifications.
- 4.1.2 Attend a pre-bid meeting. Assist in preparing formal responses to questions that arise during the meeting.
- 4.1.3 Assist in developing an addendum to the bid documents, if necessary.

Assumptions and Exclusions

ASSUMPTIONS AND EXCLUSIONS

REGULATORY ASSUMPTIONS

1. The local agencies governing this project are the City of Anacortes (City) and Washington Department of Ecology.
2. The City will provide as-built information on adjacent existing utilities, including storm lines.
3. The site is located on property owned by the City of Anacortes (City), but is managed and maintained by the City Parks & Recreation Dept.
4. The City has adopted the 2019 Edition of the Department of Ecology's Stormwater Management Manual for Western Washington ("SWMMWW"), with local amendments.
5. A pre-application meeting will be held with the City to determine specific submittal requirements and procedures; we have included time to attend this meeting in our scope of work.
6. Water service is available through the City's Utility Services Department.
7. Sewer service is available through the City's Public Works Department.
8. The permit applicant will be the City. MS will prepare and submit the Civil permit packages. Permits related to the CXT structure will be by others.
9. A new or updated SEPA checklist is not expected to be required and has not been scoped.
10. All public notices will be provided by the City.
11. We assume that no appeals or requests for variances to the codes and regulations are necessary. They are not included in this scope of work.
12. MacKay Sposito shall not be responsible for changes to the documents required by the jurisdiction based upon rules, regulations, codes or requirements of the jurisdiction that are not written regulations or correspondence from the jurisdiction. Changes required due to unwritten rules, regulations, codes or requirements by the jurisdiction shall be considered additional services that are not part of this contract
13. Critical areas studies and/or mitigation are not included within this scope.
14. It is anticipated that less than 1 acre will be disturbed; therefore, coverage under the construction stormwater general permit will not be required.

DESIGN ASSUMPTIONS

1. Our proposal is based on discussion with the City in December 2024.
2. Civil designs will be in accordance with established City, Skagit County, Ecology, and WSDOT standards.
3. The scope includes
 - a. Review/ confirmation of the prior parking lot design
 - b. Parking lot access/ egress directly from R Avenue

- c. Site design to accommodate a CXT pre-fabricated restroom unit
 - d. Coordination and review of a cultural resources study by others.
 - e. Updates to the previous storm drainage report.
 - f. Preparation of a bid package for the new parking lot and CXT unit.
- 4. Arborist services such as tree health assessments and/or mitigation to improve the viability of potentially impacted trees are not included within this scope of work.
- 5. Structural design (including retaining walls in excess of four feet) is not included within this scope of work.
- 6. The design of fences in excess of 6 feet in height is not included within this scope.
- 7. Drawings will be prepared using AutoCAD 2018 (or later) with Civil 3D. A typical specific sheet size of 22" x 34" will be utilized, unless otherwise required for agency submittals.
- 8. Specifications for project-specific work will be prepared in accordance with CSI MasterFormat. Divisions 00 and 01 are excluded.
- 9. Electronic CAD files requested by the City and/or utility purveyors will be provided "as-is". Conversions of files for layering control, line type, line weight, object replacement, etc. is not included within this scope.

EXCLUSIONS

The following services are not included, but may be made available or procured from a sub-consultant under additional scope:

- 1. Surveying services, including topographic survey, boundary confirmation, boundary line adjustment/lot consolidation
- 2. Right-of-way/property acquisition
- 3. SEPA checklist preparation
- 4. Preparation of easements or covenant documents, including supporting exhibits and legal descriptions. If easements are required, we will coordinate with the City's surveying consultant.
- 5. Phase 1 Environmental Site Assessment. This is not expected to be required as there is no apparent site history of commercial/industrial uses at the project site.
- 6. Cultural resources study. If a study is required for RCO grant funding, we expect that it will be obtained locally through a separate contract.
- 7. Arborist services (e.g., tree identification, health and risk assessment, and/or mitigation)
- 8. Public outreach activities. However, we will be available for a MS Teams presentation (or similar) to the Park Board and/or City Council, if needed.
- 9. Preparation and processing of variance requests and/or appeals
- 10. Structural design, including design of retaining walls, gabions, and/or rockeries more than four feet total height, inclusive of footings (scope and fee will be provided as an additional service if warranted based on design development)
- 11. Construction Stormwater General Permit compliance through the WA State Dept. of Ecology
- 12. Engineering and Landscape Architecture services during construction (scope and fee will be provide as an additional service if requested following contractor procurement)
- 13. Material testing and formal "inspections".

(Attachment "B")**Ben Root Skatepark, Phase II – Anacortes, Washington
Professional Services**

Fees

MacKay Sposito will accomplish the above-described scope of services on a time and materials (T&M) basis, not to exceed the stated budgets without further authorization from the City. The estimated fees are summarized below:

Phase Description	Budget
1.0 Pre-Design Services	\$ 2,600.00
2.0 Design Development / Confirmation	\$ 15,100.00
3.0 Construction Documents ¹	\$ 44,900.00
4.0 Procurement / Bidding Support ²	\$ 5,180.00
Reimbursable Expenses ³	\$ 1,600.00
Total	\$ 69,380.00

Reimbursable expenses include full size plots, copies, and mileage charged to the project. For budgetary purposes, we have assumed 1.0 percent of the above-scoped soft costs. Materials and expenses will be billed on an actual cost plus 10% basis. Mileage will be billed in accordance with standard mileage rates published by the Internal Revenue Service.

¹ Includes \$8,000 in electrical sub-consultant fees.

² Includes \$800 in electrical sub-consultant fees.

³ Includes \$1000 in electrical sub-consultant expenses.

(Attachment "C")
Ben Root Skatepark, Phase II – Anacortes, Washington
Professional Services

Hourly Rate Schedule

(See attached 2025 Hourly Rate Schedule for Federal Way, Washington)

33810 Weyerhaeuser Way South, Suite 130 Federal Way, WA 98001
360-695-3411 www.mackaysposito.com

2025 HOURLY RATE SCHEDULE

Federal Way

<u>Title</u>	<u>Regular</u>	<u>Title</u>	<u>Regular</u>
Senior Principal	\$400.00	Survey Manager	\$254.00
Principal	\$326.00	Project Manager - Survey	\$234.00
Engineering Manager	\$286.00	Land Surveyor IV	\$216.00
Project Manager - Civil	\$254.00	Land Surveyor III	\$202.00
Project Engineer	\$234.00	Land Surveyor II	\$186.00
Engineer IV	\$214.00	Land Surveyor I	\$170.00
Engineer III	\$194.00	Survey Technician IV	\$168.00
Engineer II	\$176.00	Survey Technician III	\$152.00
Engineer I	\$160.00	Survey Technician II	\$138.00
Design Technician IV	\$186.00	Survey Technician I	\$122.00
Design Technician III	\$170.00	Survey Aid	\$106.00
Design Technician II	\$154.00	Chief of Parties	\$202.00
Design Technician I	\$138.00	Senior Party Chief	\$190.00
Landscape Manager	\$242.00	Senior Party Chief - Out of Town	\$196.00
Project Manager - Landscape	\$208.00	Survey Party Chief	\$182.00
Landscape Architect II	\$186.00	Survey Party Chief - Out of Town	\$188.00
Landscape Architect I	\$164.00	Senior Instrument Person	\$140.00
Landscape Designer IV	\$168.00	Senior Instrument Person - Out of Town	\$146.00
Landscape Designer III	\$152.00	Survey Instrument Person	\$128.00
Landscape Designer II	\$142.00	Survey Instrument Person - Out of Town	\$134.00
Landscape Designer I	\$128.00	UAV Pilot	\$186.00
Land Development Manager	\$292.00	GIS Mapping Specialist II	\$190.00
Planning Manager	\$264.00	GIS Mapping Specialist I	\$182.00
Project Manager - Planning	\$238.00	Stormwater Analyst	\$168.00
Senior Planner	\$212.00	Project Controls Manager	\$282.00
Planner IV	\$204.00	Contract Administrator	\$212.00
Planner III	\$194.00	Project Coordinator II	\$168.00
Planner II	\$176.00	Project Coordinator I	\$152.00
Planner I	\$160.00	Accounting Manager	\$250.00
Planning Technician	\$146.00	Project Accountant	\$172.00
Land Development Assistant	\$132.00	Administrative Manager	\$172.00
Environmental Manager II	\$228.00	Administrative Assistant	\$132.00
Environmental Manager I	\$202.00	Clerical	\$110.00
Natural Resource Specialist IV	\$182.00		
Natural Resource Specialist III	\$166.00		
Natural Resource Specialist II	\$146.00		
Natural Resource Specialist I	\$136.00		

The above rates cover salaries, overhead and profit. All other materials and expenses will be billed on an actual cost plus 10% basis. Overtime rates will be 1.5 times unless otherwise negotiated. These rates will be adjusted annually or as necessary to reflect market conditions. Sub-Consultants costs will be on actual cost plus 10% to compensate MacKay Sposito for Business Occupation Tax and administrative costs.

Per diem rates for travel within the continental United States will be billed in accordance with the rates published by the Office of Governmentwide Policy, General Services Administration (GSA) for the applicable fiscal year. Mileage will be billed in accordance with standard mileage rates published by the Internal Revenue Service.

Engineering categories are in accordance with ASCE Classifications. Rates detailed above do not apply to Federal or State contracts with specific Wage Determinations or mandated prevailing wage/fringe benefits minimum.

Proposal



Date: April 4, 2025
Project: Ben Root Skate Park Ph II
To: Mackay Sposito
33810 Weyerhaeuser Way South, Suite 130
Federal Way, WA 98001
Type of Services: Electrical Engineering

Project Summary

The project consists of an expansion to the existing Ben Root Skate Park consisting with a prefabricated restroom building and expanded parking.

Project Assumptions

1. This fee proposal is based on an email from Eric Plicher dated 3/6/2025.
2. The delivery method used as the basis of this proposal is Design-Bid-Build. PAE will be contracted through the Architect who is contracted with the owner. PAE will be the Engineer of Record for the "Scope of Design Work" and will provide "Deliverables and Scope of Services" as described in this proposal. The general contractor and subcontractors will be selected by bidding the project documents after the design is completed. A contingency will be carried by the owner appropriate to the industry standard of care.
3. The Owner and other Design Consultants will provide all pertinent information in a timely manner prior to project milestones. Including all connection requirements of prefabricated restroom building.
4. The Civil Engineer will provide AutoCAD drawings that includes all site elements including Phase I site.
5. Project structural engineer shall assist PAE by providing engineering for the light pole bases.
6. The project civil engineer will provide the design and be the engineer of record for any underground foundation drainage system (if required) for the project and issue the work as a "P" drawing if the local jurisdiction requires plumbing contractors to install the work.
7. A Landscape Architect and/or the Civil Engineer will be responsible for designing landscape irrigation systems.
8. Assumptions regarding existing site distribution.
 - a. "As-built" drawings, in electronic form, will be provided to the design team and will be relied upon to represent accurate existing conditions.
 - b. The existing site distribution in Phase I is sized adequately to support additional loads added by the project.
 - c. Owner will engage contractor to complete 30-day electrical metering for the space.
9. Per City of Anacortes EV charging will not be required for the parking lot.
10. Value Engineering Changes: The fees provided in this proposal can accommodate most changes to the design of the MEP systems due to the Value Engineering (VE) process through the end of the Design Development phase. However, VE design changes made at any time during the project, which require significant engineering and/or coordination re-work (i.e. engineering and/or coordination work previously completed is no longer valid, or useful, due to the changes) will be identified and an additional service proposal will be presented for approval.



11. Interaction or coordination with a third-party review hired by the owner is not included. If requested, PAE can provide an additional service proposal to review and respond to a third-party peer review, including substantiating the proposed design and potential modifications to the completed work.
12. The following deadlines are expected:
 - a. 60% Construction Document Progress
 - b. 100% Construction Document/ Building and MEP Permit

PAE Scope of Design Work

ELECTRICAL SYSTEMS

1. Site electrical: site power.
2. Lighting: PAE will provide lighting layouts, luminaire selection, lighting calculations and lighting controls for parking lot lighting.

PAE Deliverables and Scope of Services

CONSTRUCTION DOCUMENTS PHASE

1. Attend design meetings with the owner and other consultants. Meetings will include 2 via teleconference.
2. Finalize design calculations.
3. Provide deliverables for the Construction Documents Phase:
 - a. Working drawings in cooperation with project team necessary for permit and contract documents.
 - b. Project specifications necessary for permit and contract documents.
 - c. Energy code compliance forms for the lighting system. Compliance will be demonstrated for the parking lot lighting via the General Prescriptive Compliance Path in the current WSEC.

BIDDING PHASE

1. Review bids.
2. Review substitution request forms.
3. Provide design clarifications and addenda material.

CONSTRUCTION ADMINISTRATION PHASE

1. Perform one (1) onsite observation. Additional visits requested will be billed at our standard hourly rates.
2. Attendance at weekly job meetings is not included; however, PAE will attend specific meetings where our support to resolve specific mechanical and electrical issues as required.
3. Assist in construction coordination for system elements of the project.
4. Review system shop drawings.
5. Provide design clarifications where necessary.
6. Respond to RFIs.



PROJECT CLOSEOUT PHASE

1. Review record drawings prepared by contractor.
2. Review operation and maintenance instructions prepared by contractor.
3. Conduct final observation for electrical and prepare final observation report. Follow-up visits to recheck or verify contractor corrected items from the final observation report will be billed at our standard hourly rates.

Drawings and Coordination

PAE's final deliverables will include the contract drawings, not the AutoCAD file. If the general contractor would like to use the AutoCAD file for their purposes, a standard release form will need to be signed.

The contract drawings will be prepared in AutoCAD. The model elements will be graphically represented as generic objects with enough detail to communicate size, shape, location, and orientation of all equipment and appurtenances.

PAE will coordinate building systems with other disciplines based on the traditional Engineer of Record (EOR) "Standard of Care". The EOR's standard of care for the coordination of mechanical and electrical systems with structural, architectural and other discipline's system elements is such that everything must "fit" within the spaces allocated (i.e. plenums, shafts, mechanical and electrical rooms, etc.). However, the EOR is not responsible for resolving every clash detected by programs such as Navisworks.

As part of the Shop Drawing process, the general contractor and sub-contractors will be responsible to provide detailed coordination of service routing with the other trades (i.e. BIM LOD 400) prior to the start of construction and fabrication. If spatial conflicts arise where building system elements will not physically fit within the space allocated, the EOR will be notified and lead the resolution of the issue. Upon completion of the project the client may request the general contractor to provide a BIM LOD 500 file, which incorporates as-built conditions.

Excluded Services

This proposal does not encompass the following items:

1. Design services (civil) for utility connections beyond 5 feet of the building, except as specifically identified.
2. Electrical metering of existing electrical power systems, including providing meters and/or installation of meters.
3. Energy incentive program assistance.
4. Construction cost estimates for systems.
5. Record drawings.



Fees and Reimbursable Expenses

PAE will be compensated on a lump sum fee basis, excluding reimbursables, as shown in the following table. .

Electrical Engineering Service Fees

Phase	Fee
Construction Documents	\$8,000
Bidding	\$800
Construction Administration	\$5,000
Project Closeout	\$1,200
Total	\$15,000 \$8,800

Fees will be billed monthly in proportion to the services performed. Fees shall be paid within 30 days of billing. Fees not paid when due may be assessed 1 percent interest per month from billing date.

Reimbursable expenses will be billed at cost plus 10 percent. They include mark-up printing and reproduction costs; delivery services; extended travel costs including transportation, food and lodging; local travel costs including taxi, parking and mileage. It is assumed that all milestone printings will be provided by a reprographics firm hired by the architect, or owner and are not included.

PAE has estimated the reimbursable total expenses at **\$1000** and will not exceed this amount without prior authorization.

Project Schedule

Following is an estimated schedule for the proposed project. Delays beyond this time-period could affect the project fee. Fees would be renegotiated prior to the services being performed.

Phase	Start	Completion	Duration (Months)
Construction Documents	June 2025	December 2025	6 Months
Bidding	December 2025	February 2026	2 Months
Construction Administration	February 2026	June 2026	4 Months

Note: Project holds or delays more than 2 months may be subject to an additional service due to inefficiencies in staffing and engineering design process.

Permit Submittal Note: An early permit submittal (i.e. anything earlier than about 95% CD) will require the MEP engineering to advance well ahead of the architectural design to satisfy the level of completeness required by the code reviewers. Therefore, any re-work of design and engineering required due to design changes after the permit submittal will require an additional service to cover this work.



Standard Terms and Conditions

In lieu of a formal contract, the Standard Terms and Conditions attached are incorporated in, and made part of, this work authorization and any contract made between the parties relating to this work.

Proposed by:

Accepted by:

Allan Montpellier P.E.
PAE

Eric Pilcher P.E.
Mackay Sposito

Elise Keller

Date _____

EMK/ajm



Terms and Conditions

Applicability: These Terms and Conditions are a condition of the proposal. Acceptance of the proposal constitutes acceptance of these Terms and Conditions. In the event that subsequent or additional contract documents are executed by the parties, these Terms and Conditions shall become an addendum to those subsequent agreements, and shall be controlling in the case of conflicts with terms in those agreements.

Changes in Scope: Changes in scope of work or services, work performed out of sequence, revisions to the project, or inclusion of Additional Services will be considered changes to the scope outlined in the attached proposal. In the event such changes, revisions or inclusions increase the time or scope of work required, PAE shall be entitled to an adjustment of its fees in accordance with its standard hourly fee schedule.

Indemnity: Client and PAE each agree to indemnify, their respective officers, employees, and representatives, from and against liability, losses, damages and expenses, including reasonable attorneys' fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of Client and PAE, they shall be borne by each party in proportion to its negligence.

Dispute Resolution: Client and PAE agree that they shall first submit any and all unsettled claims, disputes and other matters in question between them arising out of or relating to this Agreement to mediations as a condition precedent to the institution of legal or equitable proceedings by either party. Unless the parties agree otherwise, mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. All disputes shall be resolved in the jurisdiction where the work is performed, and shall be subject to the laws of that state. In the event claims are asserted by either party against the other, arising out of the performance of the work in the attached proposal, or additional subsequent work arising out of the proposal, the prevailing party in any such dispute shall be entitled to an award of attorney fees, expert fees and costs incurred as a result of the claims asserted.

Standard of Care: The standard of care for all services performed or furnished by PAE under this Agreement will be the skill and care used by members of the same profession practicing under similar circumstances at the same time and in the same locality. PAE makes no warranties, express or implied, under this Agreement or otherwise, in connection with services provided.

Instruments of Service: All documents prepared or furnished by Consultant pursuant to this Agreement are instruments of Consultant's professional service, and Consultant shall retain an ownership and property interest therein, including all copyrights. Upon execution of this Agreement, Consultant grants Client a nonexclusive license to use instruments of Consultant's professional service for the purpose of designing, constructing, occupying or maintaining the Project, provided that Client shall comply with all obligations, including prompt payment of all sums when due, under this Agreement. Client agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants (collectively, Consultant) against any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from or allegedly arising from or in any way connected with the unauthorized reuse or modification of the construction documents by Client or any person or entity that acquires or obtains the construction documents from or through Client without the written authorization of Consultant. Client hereby understands and agrees that it may only rely upon design ideas, recommendations or concepts that are reduced to writing and stamped by PAE.

Limits of Liability: In recognition of the risks of the project, the Client agrees to limit the liability to the Design Professional under this proposal due to Design Professional's and its sub-consultant's negligent acts, errors, or omissions to an aggregate amount not to exceed \$50,000 or the total fee proposed above, whichever is greater.

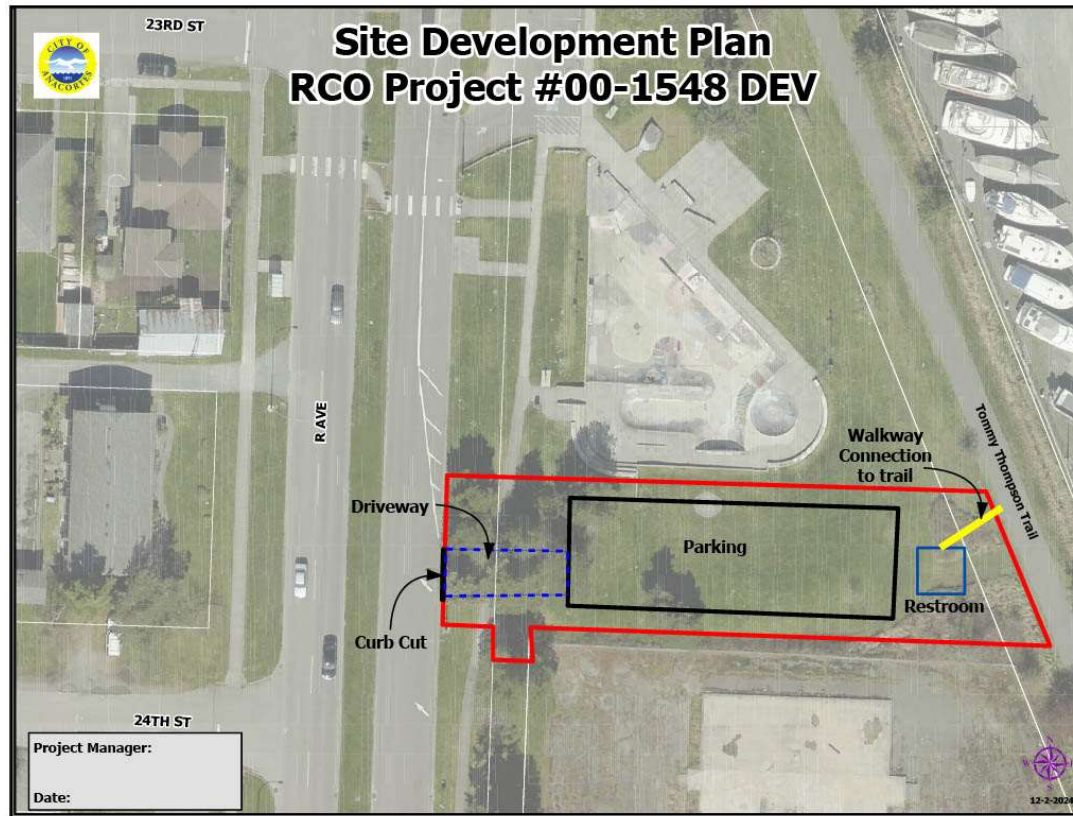
Proposal Duration: This proposal is valid for 60 days from issue date. Additional costs may be incurred if accepted after this date. Receipt of a signed, returned copy of this proposal will be PAE's formal authorization to proceed.



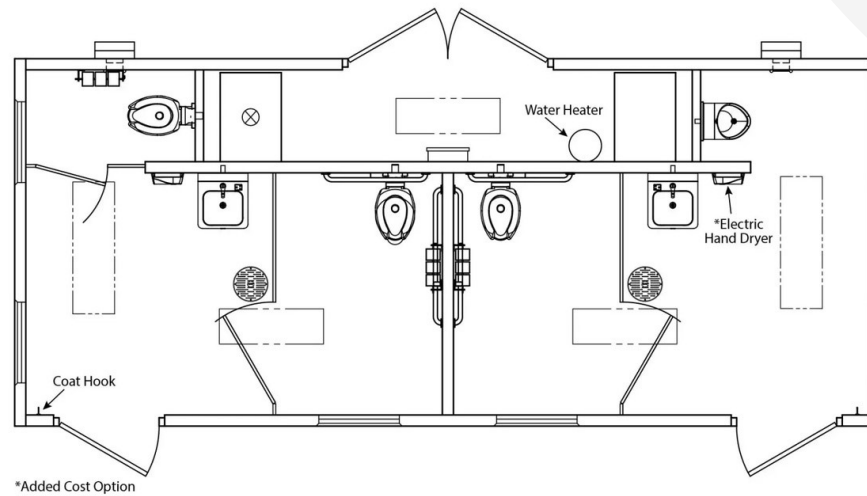
SKATEPARK RESTROOM RELOCATION & PARKING LOT



LOCATION



DESIGN





QUESTIONS ?





City Council Agenda Bill

Meeting Date: June 9,
2025

Agenda Item: 6.a.

Agenda Item Title: Closed Record Decision Hearing for SDP-2025-0001 - Curtis Wharf Shore Power & Pump Out (Port of Anacortes)

Staff Contact(s): Anna Dewey, Grace Pollard

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

Greg Francioch
Anna Dewey
Libby Grage
John Coleman

Closed Record Decision Hearing

Item Summary: The Port of Anacortes is seeking approval of a Shoreline Substantial Development Permit to install a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. This project will not change or expand the current uses of Curtis Wharf. Connection to a shore power system while at berth will allow vessels to reduce their greenhouse gas (GHG) emissions, diesel particulate matter, and noise impacts to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or a diesel-powered marine vacuum service to empty their blackwater tanks.

Budget Impact:

None

Previous Action: Planning Commission held the open-record pre-decision public hearing on Wednesday, May 28, 2025 and recommended that City Council approve the shoreline substantial development permit subject to the conditions recommended in the staff report.

Recommended Motion: I move to approve Shoreline Substantial Development Permit SDP-2025-0001 subject to the conditions of approval recommended by the Planning Commission as they are written in the staff report dated May 22, 2025.

Alternative Actions: Approve with additional or revised conditions, or deny the request.

Attachments (listed in order presented):

1. Staff Report_SDP-2025-0001
2. Exhibits A - L Combined
3. Planning Commission Recommendation SDP-2025-0001_SIGNED
4. DRAFT_City Council Findings of Fact, Conclusions of Law, and Decision
5. DRAFT_PowerPoint Presentation CC



Anacortes Planning, Community & Economic Development Department

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

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

SHORELINE SUBSTANTIAL DEVELOPMENT PERMIT: STAFF REPORT

File Number	SDP-2025-0001	Date of Report	May 22, 2025
Project Title	Curtis Wharf Upgrades	Related File(s)	PRE-2024-0018
Project Location	Curtis Wharf – 1108 2 nd Street (P31510)		
Request	The Port of Anacortes has requested a shoreline substantial development permit for the installation of a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. Connection to a shore power system while at berth will allow vessels to reduce their greenhouse gas (GHG) emissions, diesel particulate matter, and noise impacts to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or using a diesel-powered marine vacuum service to empty their blackwater tanks. This project will not change or expand the current use of Curtis Wharf, and there are no structural modifications associated with this work. All work will be done within existing disturbed/developed areas.		
Landowner/Applicant	Port of Anacortes 317 Commercial Avenue Anacortes, WA 98821		

SITE INFORMATION

Zoning	Manufacturing and Shipping (MS)	Comprehensive Plan Designation	Manufacturing / Shipping (MS)
Present Use of Property	Port facility, including a commercial marine pier.		
Critical Areas	Pursuant to Chapter 6 and Appendix “A” of the Shoreline Master Program (SMP) regulating critical areas, the subject development was reviewed for proximity to critical areas. SMP A-1: Frequently Flooded Areas Based on FEMA’s National Flood Hazard Mapping, the subject property is located within FIRM panel 5303170040A. The proposed work requires that a Flood Development Permit be obtained prior to the beginning of construction. SMP A-3: Geologically Hazardous Areas Based on the City mapping system, the subject property is in an identified area of tsunami hazard and seismic hazard area; however, the proposed shore power		

	pedestals and commercial pump out facility do not have a risk of hazard. Therefore, the provisions of this section would not apply. SMP A-5: Fish and Wildlife Conservation Areas Based on the City mapping system, the subject property is adjacent to an identified Critical Areas Habitat Group for smelt spawning and Dungeness Crab; however, the proposed shore power pedestals and commercial pump out facility will not exceed the existing developed footprint of the site, no encroachment into critical areas are proposed or permitted. It is determined that no net loss of critical habitat area or shoreline ecological function will occur.
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PROJECT LOCATION & SURROUNDING USES

	Zoning / Comprehensive Plan	Property Use
North	Manufacturing & Shipping (MS)	Guemes Channel
South	Manufacturing & Shipping (MS)	Port owned – industrial maritime facility
West	Light Manufacturing (LM)	Port owned – industrial maritime facility
East	Manufacturing & Shipping (MS)	Port owned – industrial maritime facility

PROCEDURAL

1. **Type of Review.** According to AMC Table 19.20.030-1 and 18.16.100(B), shoreline substantial development permit applications for projects valued \$1 million or more are considered a Type 4 review. For Type 4 reviews, the Planning Commission holds the open record public hearing, and the City Council renders the final decision regarding the proposed shoreline substantial development permit.
2. **Project History.**
 - A mandatory preapplication meeting was held on July 23, 2024, and the mandatory preapplication neighborhood meeting was held on April 24, 2025.
 - The project site is adjacent to a known cleanup site, Quiet Cove, but will not impact the cleanup site. The Port of Anacortes has an Agreed Order with the Department of Ecology for remediation of the site (No. DE11346).
 - The Port of Anacortes has a Right of Way Use Agreement with the City regarding use of 2nd Street (AFN 202206240050).
3. **Environmental Review.** The Port of Anacortes, as lead agency, determined the scope of work will not have a probable significant adverse impact on the environment; a determination of non-significance (DNS) does not require an environmental impact statement (EIS) under RCW 43.21C.030(2)(c). This determination was issued on November 6, 2024, and is on file with the Department of Ecology (SEPA #202404836). (Exhibit E)
4. **Public notice and reviewing departments/agencies.** A notice of application with a 30-day public comment period was published in the Anacortes American, posted on the project site and mailed to property owners within 300 ft. (Exhibit L)

Application Submitted	February 4, 2025
Determination of Completeness	April 1, 2025
Notice of Application & Public Hearing	April 16, 2025
Open Record Public Hearing (Planning Commission)	May 28, 2025
Close Record Decision Hearing (City Council)	June 9, 2025

5. **Reviewing departments/agencies.** The project application was routed for review to applicable City departments and outside agencies.
6. **Consideration of written comments and applicant responses.** The notice of application public comment period ended May 16, 2025. In making its recommendation, the Department considered timely received written comments and the applicant's responses, if any, as required in AMC 19.20.130(C).
 - 6.1. Applicable comments received from city staff have been incorporated into this staff report. No comments were received from the public or outside agencies.

DEPARTMENT REVIEW – FINDINGS OF FACT

1. The application was submitted by Kevin Anderson with the Port of Anacortes for the installation of a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. This project does not propose to change or expand the current use of Curtis Wharf.

- 1.1. The installation of a vessel pump out facility ensures vessels comply with local no discharge zones, and the new shore power will allow vessels to reduce their use of diesel-powered generators while at berth.
2. The proposed vessel sewage collection design includes mounting a peristaltic pump to the northeast corner of Curtis Wharf with an adjacent bypass force main connection for vessels with internal sewage ejection pumps.
 - 2.1. Backflow preventors will be installed downstream of the pump and downstream of the bypass force main connection.
 - 2.2. The force main will be suspended below the wharf by utility brackets, transitioning to buried piping where the wharf meets land.
 - 2.3. The force main length is short enough that the peristaltic pump's design capacity is capable of conveying vessel sewage directly to the existing City sanitary sewer manhole at "O" Avenue/ Railroad Avenue.
 - 2.4. The maximum discharge rate of the pump out facility will be limited to approximately 50 gallons per minute (gpm). Anticipated maximum usage is one vessel daily with a typical blackwater tank volume of approximately 1,000 gallons.
 - 2.5. A flowmeter will be installed for billing purposes and a sampling hatch for City staff to verify the strength of waste being discharged to the Anacortes Wastewater Treatment Plant. The Port will enter into a discharge agreement with the City of Anacortes and purchase capacity prior to the pump out operation.
3. The proposed mobile shore power system will be installed at two berth positions at Curtis Wharf to improve electric service for multiple types of vessels. It will allow vessels to connect to the shore-based electrical grid rather than reliance on their diesel generators.
 - 3.1. There is sufficient electrical service at the site for this level of shore power, and this system will consider the maximum utilization of the existing electrical system and capacity.
 - 3.2. The shore power pedestals will be mounted on a skid and easily moved by forklift.
 - 3.3. The conduit run will be undermounted or routed along the bullrails using appropriate armored conduit for marine use.
 - 3.4. The Port will track greenhouse gas (GHG) offsets from the operations of the shore power at Curtis Wharf and report these to the Department of Ecology and Washington State Department of Transportation.
4. The new pump out facility may reduce blackwater discharge into the Salish Sea, and the new shore power connection can reduce greenhouse gas (GHG) emissions, diesel emissions, in-water and near port noise by letting vessels cold-iron while they are at berth.
5. The proposed improvements will not alter the shoreline within the wharf, and the use of the wharf will remain the same. Improvements are designed to meet the needs of existing users and service levels at the wharf. The project is designed to serve current volumes of vessel traffic and will not result in any increase in the number of vessel trips or vessel usage.
6. All installation will be conducted using hand tools, either on top of the deck of Curtis Wharf or beneath from a work skiff, resulting in no potential for adverse environmental impacts.

7. The post-project operations at the wharf will be identical to the existing conditions, thus the proposed project will not result in any negative impacts to water quality.
8. The upland portion of the subject site is located within the Urban Maritime shoreline environment designation. The purpose of the Urban Maritime designation is to preserve a variety of water-dependent, water-oriented, and water-related public, commercial, and industrial uses such as those associated with the Port of Anacortes.
 - 8.1. According to Table 5.1 of the SMP, the proposed shore power pedestals and commercial pump out facility are considered an accessory use to the wharf, which is a “water-dependent industrial and port facilities” and is a permitted use in the Urban Maritime shoreline environmental designation.
 - 8.2. Due to the scope of work, the proposed development is not exempt from a Shoreline Substantial Development Permit.
 - 8.3. Development Regulation (DR) 5.11.3 No net loss of shoreline ecological function shall result from new development.
 - 8.4. Per Section 5.12(A)(9), except as otherwise stated, the comprehensive plan, zoning regulations, subdivision regulations, health regulations, and other adopted regulatory provisions apply within shoreline jurisdiction. In the event the provisions of this SMP conflict with provisions of other responsible local government regulations, the more protective of shoreline resources shall prevail.
9. The portion of the project site waterward of the OHWM is located within the Aquatic shoreline environment designation. The purpose of the Aquatic designation is to protect, restore and manage the unique characteristics and resources of marine waters, including habitat, ecology, navigation and public enjoyment.
 - 9.1. According to Table 5.1 of the SMP, the proposed shore power pedestals and commercial pump out facility are considered an accessory use to the wharf, which is a “water-dependent industrial and port facility” and is a permitted use in the Aquatic shoreline environment designation.
 - 9.2. Policy 5.6.9 Shoreline uses and modifications within the Aquatic environment should be designed and managed consistent with the Environmental Protection policies and regulations of Chapter 6 including, but not limited to, preservation of water quality, habitat, natural hydrographic conditions, and safe, unobstructed passage of fish and wildlife, particularly those species dependent on migration.
 - 9.3. Development Regulations (DR) 5.6.8 All feasible methods shall be employed to minimize over-water noise generation and pollution.
 - 9.4. Per Section 5.12(A)(10), where a use or modification may occur in the Aquatic environment as indicated in Table 5.1 and in the corresponding regulations for that use, it shall also be subject to any more restrictive permit processes or prohibitions on that use or modification as indicated for the adjacent shoreland environment.
10. SMP Chapter 6 provides policies and general regulations for environmental protection. Based on the application materials, *the proposed project is a continuation of the existing use of the site and will not result in a loss of ecological function or an adverse impact to critical areas*. Therefore, no compensatory mitigation measures are proposed with the installation of the shore power pedestals and commercial pump out facility.

- 10.1. As a result of the historic development and existing level of disturbance, the proposed project has negligible potential to impact critical saltwater habitat. The majority of these areas are not present within or adjacent to the project area.
 - 10.1.1. Q'elech'ilhch Park, adjacent to Curtis Wharf, is listed as smelt spawning habitat. The proposed project will have no mechanism to impact either smelt or sand lance spawning due to the nature of the proposed work.
 - 10.1.2. The project involves only superficial changes to the existing wharf and has no mechanism to affect migration corridors of juvenile salmonids. There will be no increase in overwater coverage, so there is no expected reduction to the quality of habitat within the wharf for juvenile salmonids.
 - 10.2. TESC measures will be implemented during construction, and the site will have operations source control best management practices (BMPs) in place to prevent ongoing impacts.
 - 10.3. The site is already highly modified from the natural state and the improvements will be entirely within the footprint of the existing pier. There is no existing vegetation on site.
 - 10.4. The project's construction and operation will not affect shoreline processes as designed.
 - 10.5. The project will not extend to or below the ordinary high-water mark (OHWM).
 - 10.6. Construction noise associated with a variety of construction equipment will occur for the duration of the project. The construction noise would only occur during daylight hours as permitted by the City of Anacortes noise ordinances. The expected noise levels are not significantly different than those from the uses at Curtis Wharf.
11. SMP Chapter 8 provides specific policies and regulations for specific uses. The performance standards contained herein augment standards established through other land development regulations. Where conflict arises between these and other applicable controls, the regulations that provide more protection to the shoreline area shall apply.
- 11.1. Industrial and Port Facilities**
- 11.1.1. Policy 8.6.1 Reserve shorelines that are particularly suitable for water-dependent and water-related industrial and port development for these uses.
 - 11.1.2. Policy 8.6.4 Encourage cooperative use of docks, cargo handling, storage, parking, and other accessory facilities among private or public entities in shoreline industrial and port areas.
 - 11.1.3. Policy 8.6.5 Ensure that land transportation and utility corridors serving ports and water-related industry follow the guidelines provided under the sections dealing with utilities and transportation.
 - 11.1.4. Policy 8.6.6 Only water-dependent industrial and port uses shall be permitted on shorelands with direct frontage on and practical access to navigable waterways.
 - 11.1.5. Policy 8.6.7 Opportunities for public access to the water are required at port and industrial sites, unless such access would interfere with operations or endanger public health and safety, or the proponent otherwise provides for equivalent access elsewhere in the City.
 - 11.1.6. Development Regulations (DR) 8.6.7 Industrial and port facilities shall be located, designed, constructed, and operated so as to minimize impacts to shoreline resources and adjacent property owners, as well as adjacent shoreline or water uses.
 - 11.1.7. Development Regulations (DR) 8.6.8 Port and industrial facilities shall provide public access to shoreline areas in accordance with Chapter 7, *Public Access*, taking into consideration constitutional and statutory limitations, public safety, health, and security.
 - 11.1.7.1. Public access to the project site is neither appropriate nor desirable because of maritime and public safety concerns. However, adjacent public access points will be maintained.

12. SMP Chapter 9 provides specific shoreline modification policies and regulations for specific uses. The performance standards contained herein augment standards established through other land development regulations. Where conflict arises between these and other applicable controls, the regulations that provide more protection to the shoreline area shall apply.

12.1. Fill

- 12.1.1. Policy 9.7.1 Fill should be located, designed, and constructed to protect shoreline ecological processes and functions.
- 12.1.2. Policy 9.7.2 Fill landward of the ordinary high-water mark should be permitted when necessary to support permitted uses, and when significant impacts can be avoided or mitigated.
- 12.1.3. Development Regulation (DR) 9.7.1 Fill for water-dependent uses and for public use shall be given priority.
- 12.1.4. Development Regulation (DR) 9.7.2 Fill shall be permitted only when in conjunction with a proposal or activity otherwise permitted under the SMP.
- 12.1.5. Development Regulation (DR) 9.7.4 Projects shall be located and designed to minimize the area of fill necessary to accommodate the use.
 - 12.1.5.1. Fill for this project is minimal and limited to where sewer pipes suspended under Curtis Wharf shift to buried pipes for connection to the sewer lateral. It is estimated that there will be fewer than 50 cubic yards of excavation.
- 12.1.6. Development Regulation (DR) 9.7.6 Fill shall be provided with some means for erosion control and/or shoreline stabilization consistent with the policies and regulations of Section 9.11, *Shoreline Stabilization Measures and Flood Protection Works*.
- 12.1.7. Development Regulation (DR) 9.7.9 Fills shall be located, designed, and constructed to protect shoreline ecological functions and ecosystem-wide processes.

CONCLUSIONS OF LAW

1. Improvements that are considered accessory to a water-dependent use (Curtis Wharf) are permitted in the Urban Maritime and Aquatic shoreline designations per the Anacortes Shoreline Master Program.
2. The proposed wharf improvements will adhere to the use preference listing in RCW 90.58.020.
3. The shoreline permit was reviewed for conformance with all applicable Shoreline Master Program regulations, including but not limited to, the above list.
4. The subject proposal is consistent with the Washington State's Shoreline Management Act, City of Anacortes' 2010 Shoreline Master Program and development regulations listed therein for developments within the Urban Maritime shoreline environment designation.
5. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.
6. Staff reserves the right to supplement the record of the case to respond to matters and information raised subsequent to the writing of this report.

RECOMMENDATION

Based upon the application, Findings of Fact, and Conclusions of the staff report, staff recommends that the Planning Commission *approve* the shoreline substantial development permit subject to the following conditions of approval:

1. The following city permits must be obtained prior to construction activities: sewer connection permit, Flood Development permit, and Right-of-Way permit.

2. All applicable permits (local, state, & federal) shall be secured before any construction activities begin. Copies of applicable local, state, and federal permits must be provided with your city sewer connection permit application, including but not limited to WA Dept. of Labor & Industries electrical permit.
3. Prior to issuance of the sewer connection permit, the Port of Anacortes shall enter into an agreement with the City of Anacortes in accordance with AMC Ch. 13.40 - Wastewater Collection and Treatment System, on forms acceptable to the City Attorney.
4. Prior to sewer connection permit final and pump-out operation, the Port of Anacortes shall provide as-built drawings to the Anacortes Public Works Department and provide a Construction Completion Report signed by the Engineer of Record.
5. A flow meter and sample point must be provided on-site (outside of public right-of-way). Location shall be accessible to city staff and must be constructed in accordance with City standards.
6. All general avoidance and minimization measures listed in the *No Effects Evaluation* by Grette Associates dated February 2025 shall be followed.
7. Q'elech'ilhch Park shall not be used to access the project site or to store construction materials. This includes crossing city land and launching from the park to access the project site.
8. Best Management Practices (BMPs) for use of the pump-out shall be developed and posted at Curtis Wharf prior to use of the pump-out system.
9. The scope of the project shall not exceed that as set out in the shoreline permit application and shall be valid only for the improvements described within the application materials, except as modified by this decision or other jurisdictional agencies. This permit does not include review or approval of any new uses.
10. Contractor shall incorporate marine related best management practices (BMPs) when conducting the work to prevent materials and debris from entering surface waters. Construction debris will not be allowed to enter surface waters. Construction debris bins shall be installed at work areas to capture potential debris or materials.
11. The applicant/landowner shall comply with federal statutes including but not limited to: Endangered Species Act, Clean Water Act, Marine Mammal Protection Act, and other federal statutes.
12. The project shall comply with all applicable Shoreline Master Program regulations, including but not limited to those listed above.
13. Development shall comply with AMC 18.16.130 regulating the time limit for shoreline permits as follows:
 - 13.1. *Construction, or substantial progress toward completion, must begin within two (2) years after approval of the permit. Substantial progress toward construction shall include, but not limited to, the letting of bids, making of contracts, purchasing of materials involved in development, but shall not include development or uses which are inconsistent with the Shoreline Management Act or the city's master program. In determining the running two-year period hereof, there shall not be included the time during which development was not actually pursued by construction and the pendency of litigation reasonably related thereto made it reasonable not to so pursue; provided, that the city may, in its discretion, extend the two-year time period for a reasonable time based on factors, including the inability to expeditiously obtain other governmental permits which are required prior to the commencement of construction.*
 - 13.2. *5-Year Permit Authorization: If construction has not been completed within five years of approval by the City of Anacortes, the city will review the permit, with prior notice to parties of record, and, upon showing of good cause, either extend the permit for one additional year, or*

terminate the permit. Prior to the city authorizing any permit extensions, it shall notify any parties of record and the Department of Ecology. Note: Only one single extension is permitted.

INFO FOR DEVELOPER

- Applicant must apply for a sewer connection permit and pay applicable permit and connection fees prior to issuance. Plans designed by a licensed engineer must be submitted that show the method of the pipe's attachment to the pier, supports, and how connections are made, along with other information required by the Building or PW Departments. The pipe must be constructed of material that is appropriate to withstand the marine environment conditions.



CITY OF ANACORTES

PLANNING, COMMUNITY, and ECONOMIC DEVELOPMENT DEPARTMENT



Application Submittal Checklist

Shoreline Permit

To be used for the following permit types:

- Substantial Development • Shoreline Variance • Shoreline Conditional Use •

[Anacortes Shoreline Master Program \(ASMP\)](#)

REQUIRED SUBMITTAL DOCUMENTS

ALL APPLICATION TYPES:

- ☒ This checklist, completed and signed
- ☐ [Agent Authorization Form](#), if applicable
- ☒ [Project Description](#)
- ☒ [Shoreline Site Development Plan Set](#)
- ☐ [Stormwater Minimum Requirements \(MR-1 to 9\)](#)
- ☒ [Stormwater Minimum Requirement 2 \(SWPPP\)](#), **only if** MR 1 to 9 are not required.
- ☒ State Environmental Policy Act [SEPA checklist](#) (if not exempt per [WAC 197-11-800](#) and [AMC 18.04.120](#))
- ☒ Joint Aquatic Resources Permit Application ([JARPA form](#)), for projects that include work below the OHWM or if another agency permit is required (visit the [Governor's ORIA Permitting website](#) to determine other agency permits that may be needed for your project).
- ☒ Supplemental studies and reports, if applicable (e.g., no net loss analysis and mitigation plan, habitat assessment, biological assessment, critical areas report, geotechnical study, view impact analysis, cultural resource survey, etc.)

CONDITIONAL USE OR VARIANCE PERMITS ONLY:

- ☐ [Conditional Use Permit Responses to Criteria](#) - SMP Section 3.1 (D)
- ☐ [Variance Permit Responses to Criteria](#) - SMP Section 3.2

IF APPLICABLE:

For projects occurring 1) Waterward of the OHWM. 2) Within the shoreline setback. 3) On a site containing a critical area or buffer. 4) Requiring a CUP or Variance. 5) Otherwise required to do so by the Anacortes SMP the following is also required:

- ☐ A Shoreline No Net Loss Analysis and Mitigation Plan (including [DOE-recommended components](#))

- ☐ Completed checklist: [Design techniques for avoiding and minimizing shoreline buffer impacts](#) (for projects proposing development within a shoreline buffer, setback, or vegetation conservation area)

DEFERRED SUBMITTALS

- ☐ Copies of Federal, State, and Local Permits and Approvals (required prior to building permit issuance).
- ☐ Financial guarantees for performance or maintenance.
- ☐ As-built drawings of infrastructure and/or mitigation installation ([Ecology DIY template](#) can be used for residential and other small mitigation projects).
- ☐ Mitigation monitoring report ([Ecology DIY template](#) can be used for residential and other small mitigation projects).
- ☐ Title notice documents.

X Kevin Anderson

Sign and date form verifying all required application submittal checklist items are complete.



Planning, Community, & Economic Development Department
904 6th St. / P.O. Box 947, Anacortes, WA 98221
360-293-1984



AGENT AUTHORIZATION FORM

Use this form to authorize someone other than the property owner to apply for permits for the subject property.

Project Name: Curtis Wharf SHore Power and Pump Out
Property Address: 116 O Ave
City, State, Zip: Anacortes, WA 98221

AUTHORIZATION STATEMENT

I / we, as the owners of the property identified above, authorize the below listed individual to act as our agent to submit applications, receive correspondence regarding the above-listed application, and sign and to receive notices on my/our behalf.

DESIGNATED AGENT

Agent Name: We are not using an agent at this time
Agent Address: _____
Agent City, State, Zip: _____

PROPERTY OWNER SIGNATURE(S)**

Signature: _____	Signature: _____
Printed Name: <u>Kevin Anderson</u>	Printed Name: _____
Title: <u>Environemntal Specialist</u>	Title: _____
Company: <u>Port of Anacortes</u>	Company: _____
Date: <u>1/30/2025</u>	Date: _____

**Each property owner listed must have their signature notarized.



STATE OF WASHINGTON)
) ss.
COUNTY OF SKAGIT

I certify that I know or have satisfactory evidence that _____ is
the person who appeared before me, and said person acknowledged that he/she signed this
instrument, and acknowledged it as a free and voluntary act for the uses and purposes
mentioned in this instrument.

Given under my hand and official seal this _____ day of _____, 20_____

Notary Public

(SEAL)

Residing at _____

My appointment expires _____

STATE OF WASHINGTON)
) ss.
COUNTY OF SKAGIT

I certify that I know or have satisfactory evidence that _____ is
the person who appeared before me, and said person acknowledged that he/she signed this
instrument, and acknowledged it as a free and voluntary act for the uses and purposes
mentioned in this instrument.

Given under my hand and official seal this _____ day of _____, 20_____

Notary Public

(SEAL)

Residing at _____

My appointment expires _____



Libby Grage, Planning Manager
Planning, Community, and Economic Development Department
PO BOX 547
Anacortes, WA 98221
2/2/2025



Dear Ms. Grage,

The Port of Anacortes (Port) submits this project narrative as part of our Shoreline Substantial Development Permit Application for MRT-70 & 71 Curtis Wharf Pump Out and Shorepower.

Introduction:

The Port operates Curtis Wharf, a commercial marine pier, on the shores of Guemes Channel. Curtis Wharf is located directly west of Pier 1 and directly east of Q'elech'ilhch Park (figure 1). Curtis Wharf is used primarily for lay-berthing harbor craft, fitting out vessels, re-fueling, cruise stops, and vessel repairs. More than 400 vessel stops each year are recorded at Curtis Wharf. Curtis Wharf is also the home of a seafood wholesaler/processor and small-scale cold storage. The Port proposes adding amenities to support existing vessel traffic and reduce the environmental burden of operation of Curtis Wharf. The Port proposes adding a commercial pump out facility for vessels to discharge directly into the sanitary sewer and shore power to permit vessels to "cold iron" while at berth. Cold ironing is the process when a vessel shuts down its engines/generator to run systems on grid power, reducing fuel consumption, noise, and emissions.



Figure 1: Curtis Wharf

The shore power pedestals will consist of two skid mounted pedestals with reels to allow for maximum pier

flexibly. These will be placed at the NW and NE corners of Curtis Wharf along the bull rail. These will be fed by conduits routed along the bull rail to the transformer just landward of Curtis Wharf. There is sufficient electrical service to support these. There will be minor upgrades to the breakers to facilitate safe use of these power pedestals. There are no structural modifications required for this work.

For the pump out facility, a pump with a reel and various fittings will be mounted at the NE corner of Curtis Wharf. The pump will likely be a peristaltic pump with a bypass to allow vessels with internal ejector pumps to discharge directly into the sanitary sewer system. The piping for the system will be undermounted on the pier sloped such that it self-drains and won't require frost protection. An accessible inline sample port and totalizer will be installed to permit City Wastewater staff to draw samples and calculate volumes of discharge. The under pier pipe will transition to underground at the uplands. The alignment of the sewer pipe will continue underground to an existing manhole in O Ave/Railroad Ave. The Port has been in conversation with City Public Works and Wastewater staff to ensure our proposal is suitable. Other than mounting under pier utility hangars and a single penetration of the pier, there are no modifications to Curtis Wharf proposed. Upland excavations will be less than 50 CY and consist entirely of the trenching for the sewer lateral.

Project construction will commence once permits and approvals are issued and weather is suitable. Best estimates for construction to start are late summer 2025. The Port is constrained for construction by current users of the pier (Seafood Processors) and grant funding. The sooner this project is permitted, the sooner we will begin. Construction of the project will utilize equipment and methods typical for construction of this type, including a small excavator, compactors, and dump trucks. The duration of the construction phase of the project will take approximately six weeks.

Shoreline Jurisdiction:

The proposed segregation curb will occur within shoreline zone. The site is zoned Marine Shipping (MS) and within the Urban Maritime (UM) shoreline environmental designation. Curtis Wharf is an active commercial pier and part of the Port's marine terminal, serving maritime commerce. The proposed utility upgrades are essential to reducing blackwater discharges to the Puget Sound, near-port and in-water noise, emissions, and increasing the amenities for current levels of vessel traffic. The proposed project supports the existing uses at the marine terminal and permitted in the UM shoreline designation.

Critical Areas:

No critical areas or environmentally sensitive areas are within the project footprint. The site is a FEMA mapped flood hazard zone; however, the utilities proposed area on an overwater structure and will be flood resistant.

Special Note on DR 6.4.22:

Chapter 4	MASTER PROGRAM ELEMENTS	RESPONSE
4.7.1	Preserve, protect, enhance and restore critical areas and shoreline ecological processes and functions through regulatory and non-regulatory means that may include required vegetated shoreline setbacks, acquisition of key properties, regulation of development, and incentives to encourage ecologically sound design and maintenance.	<i>The project site is a highly modified industrial site with no critical areas. Additional shoreline enhancements and protections are beyond the scope of the project.</i>
4.7.3	Achieve no net loss of shoreline ecological functions. This shall be accomplished by the use of Mitigation Sequencing, as defined in this master program, and as provided by WAC 173-26-201(2)(e).	<i>The project will not result in the loss of shoreline ecological functions. The project does not have a mechanism to impact shoreline ecological function.</i>

4.7.4	Identify unique and sensitive shoreline areas for permanent protection.	<i>No known unique or sensitive areas will be impacted.</i>
4.7.7	Develop and design performance standards which will minimize detrimental impacts of development upon the shoreline.	<i>Applicable performance standards will be followed.</i>
4.7.8	Encourage study and monitoring of waters and shoreline habitats; maintain awareness of existing conditions and future alterations.	<i>Beyond the scope of this project.</i>
4.7.11	All soils disturbed by use activities, and which are potentially erodible or unstable should be stabilized through seeding, mulching, terracing or other effective means.	<i>TESC measures will be used to prevent sedimentation of the construction runoff during construction of the project.</i>
4.7.12	Development on unique or fragile shoreline areas should be avoided unless it can be shown in the proposal that development will not degrade the shoreline, or that the development will enhance public use of shoreline resources while fully mitigating for impacts to fragile areas.	<i>The scope of the work is limited and will not impact the shoreline.</i>
4.7.13	Shorelines are to be kept free of discarded waste materials.	<i>Contractors will practice good housekeeping BMPs and keep the project area clean and prevent waste from reaching the shoreline. Construction BMPs will be in place to prevent wastage and spillage.</i>
4.7.14	Existing street rights-of-way or utility easements which offer physical or visual access to the shorelines or water body should be maintained in public ownership for resource conservation and as a recreational and public view resource.	<i>The project will not impact access points at the terminus of O avenue or at Q'elech'ilhch Park.</i>
4.7.18	The maximum width for either the wetland buffer or the shoreline setback must be applied for the portion of the wetland that lies within the shoreline setback.	<i>The project area, including the shoreline, does not contain any wetlands or wetland buffers.</i>

CHAPTER 5	URBAN MARATIME SHORELINE ENVIRONMENT DESIGNATION	RESPONSE
5.11.1	Give preference to water-dependent transportation, shipping, Port, and manufacturing uses due to their proximity to deep shipping berths and channels and to navigable waters.	The project supports is part of a Port sponsored project in support of water dependent shipping and transportation uses.
5.11.2	Encourage expansion of water-dependent and water-related uses.	<i>The project supports water dependent uses.</i>

5.11.6	Industrial and commercial development along Urban Maritime shorelines should provide protection of existing ecological functions where practicable and mitigated. It should also provide public access opportunities only where appropriate and where public safety would not be compromised and alternative off-site provision has been made.	<i>The site is a highly modified industrial site with negligible ecological function. The project will not impact existing shoreline ecology or processes. Public access to the site is not appropriate for safety reasons but adjacent public access points will be maintained.</i>
5.11.7	Where desirable and practicable, industrial and commercial facilities should be designed to facilitate pedestrian waterfront activities. The Port of Anacortes Integrated Approach to Public Access, October 2003 is incorporated by reference, and substitutes for uniform public access agreements.	<i>Public access to the site are neither appropriate nor desirable because of maritime and public safety concerns. However, adjacent public access points will be maintained.</i>
DR 5.11.2	Require, where applicable, new development and/or redevelopment to include environmental cleanup (e.g., removal of contaminated soils) and restoration of the shoreline in accordance with state and federal requirements.	<i>Project site is adjacent to the Quiet Cove Cleanup but will not impact the cleanup site in any meaningful way.</i>
DR 5.11.3	No net loss of shoreline ecological function shall result from new development.	<i>The project will not impact ecological function of the shoreline from its construction or operation. The site is highly modified with no vegetation or natural substrates. The proposed utility updates are on the existing pier and its construction will have a de minimus footprint. BMPs will be used during construction to prevent erosion and sedimentation (See 6.3.2).</i>
DR 5.11.5	Redevelopment and renewal of substandard, degraded, or obsolete urban shoreline areas shall be encouraged in order to make maximum use of the available shoreline resources and to accommodate future water-oriented uses.	<i>Keep Curtis Wharf a viable component of the waterfront infrastructure the Port of Anacortes maintains.</i>
DR 5.11.9	New, permanent buildings and structures shall be set back a minimum of twenty-five (25) feet from the ordinary high water mark. Setbacks are measured landward, on a horizontal plane, perpendicular to the shoreline. Shoreline setback requirements shall apply to non-water- dependent	The proposed utility upgrades support water dependent industrial uses. See DR 5.11.10 below.
DR 5.11.10	Developments consisting of water-dependent scientific, historical, industrial, commercial, cultural, or educational research uses, public access, water-oriented recreation and ecological restoration are not required to meet the setback requirements, nor are piers, ramps or docks.	The proposed project supports water dependent industrial uses and is exempt from 5.11.09.

CHAPTER 6	ENVIRONMENTAL PROTECTION IMPACTS, MITIGATION, BONDING	RESPONSE
6.3.1	Protect the environment through implementation of this Master Program including the use of the AMRRCM mitigation sequence.	<i>Acknowledged</i>

6.3.2	Minimize the adverse impacts of shoreline developments and activities on the shoreline environment during all phases of development (e.g., design, construction, operation, and management).	<i>TESC measures will be implemented during construction. The project will provide updated stormwater treatment to improve water quality. The site will have operations source control BMPs in place to prevent ongoing impacts.</i>
6.3.3	Assure, at a minimum, that development and use within shoreline jurisdiction results in no net loss of ecological functions necessary to sustain shoreline natural resources. Development activities shall protect existing ecological functions and ecosystem-wide processes.	<i>The site has limited ecological value and the scope of the work will not result in a net loss of ecological function.</i>
DR - 6.3.1	All shoreline development and activity shall be located, designed, constructed, and managed in a manner that avoids, minimizes and/or mitigates adverse impacts to the environment. The preferred mitigation sequence (avoid, minimize, rectify, reduce, or compensate for the environmental impact) shall follow that listed in WAC 173-26-201((2) (e), see also definition of "Mitigation" listed in this Master Program, Chapter 12).	<i>Acknowledged. The project is sited to avoid impacts to critical areas and sensitive habitats.</i>
DR - 6.3.2	In approving shoreline developments, the City of Anacortes shall ensure that shoreline development, use, and/or activities will result in no net loss of ecological functions necessary to sustain shoreline resources, including loss that may result from the cumulative impacts of similar developments over time to the extent consistent with constitutional and statutory limitations on the regulation of private property. To this end, the City may require modifications to the site plan and/or adjust or prescribe project dimensions, intensity of use, and screening as deemed appropriate. If impacts cannot be avoided through design modifications, the City shall require mitigation commensurate with the project's adverse impacts.	<i>Acknowledged, the proposed project is a continuation of the existing use of the site and will not result in a net loss of ecological function. The site is already highly modified from the natural state and the improvements will be entirely within the footprint of the existing pier.</i>
6.4.1	Protect against adverse impacts to the public health, to the land and its vegetation and wildlife, and to waters of the state and their aquatic life. In-stream structures that protect and preserve ecosystem-wide processes, ecological functions, and cultural resources, including, fish and fish passage, wildlife and water resources, shoreline critical areas, hydrogeological processes, and natural scenic vistas are of particular importance.	<i>Acknowledged.</i>
DR-6.4.2	All shoreline permits shall contain provisions that require developers to comply with all applicable state law requirements regarding preservation of archaeological and historic resources, including provisions to stop work and notify the appropriate agencies should protected resources be uncovered during excavation.	<i>The site is not of known cultural resource or historic value. An inadvertent discovery plan will be implemented for the construction phase of the project.</i>
DR-6.4.3	Archaeological sites located both in and outside shoreline jurisdiction are potentially subject to chapter 27.44 RCW (Indian graves and records) and chapter 27.53 (Archaeological sites and records) and chapter 25.48 WAC (Archaeological excavation and removal permits) as well as the provisions of this section.	<i>The site is not of known cultural resource or historic value.</i>

DR-6.4.4	Where archaeological or historic sites have been identified, the City may require public access consistent with constitutional and statutory limitations, provided the development is consistent with the provisions for public access and provided further it is determined that public access to the site will not damage or reduce the cultural value of the site.	<i>The site is not of known cultural resource or historic value.</i>
DR-6.4.5	All shoreline uses and activities shall be located, designed, constructed and managed to minimize interference with beneficial natural shoreline processes such as littoral drift, sand and gravel movement, erosion, and accretion. For projects proposing clearing and grading see Section 6.5 Vegetation Conservation, Chapter 9 Specific Modification Policies and Development Regulations.	<i>This project's construction and operation will not affect shoreline processes as designed.</i>
DR-6.4.6	Gravel and sand bars and other accretion shore forms are naturally unstable environments. They are valued for recreation and in some cases may provide habitat. Therefore, new development on these shore forms is prohibited and modification shall be allowed only to protect existing occupied structures. Furthermore, developments that could disrupt the processes benefiting these shore forms shall be carefully evaluated and allowed only when the impacts of such disruption can be adequately mitigated, and where there is a demonstrated public benefit.	<i>Project will not extend to or below the OHW mark.</i>
DR-6.4.7	An erosion and sedimentation control plan shall be submitted with a permit application for activities that involve the removal of vegetation, stockpiling of earth or other materials, or any activity that could result in shoreline erosion or siltation. Said program shall conform to the City of Anacortes' Engineering Design Standards and shall at minimum, utilize Best Management Practices (BMPs) to prevent shoreline erosion and siltation.	<i>A detailed TESC plan is included on the site plans.</i>
DR-6.4.8	Noise emanating from a shoreline use/activity shall be muffled so as to not to interfere with the designated use of adjoining properties. This determination shall take into consideration ambient noise levels, intermittent beat, frequency, and shrillness. Shoreline developments/activities shall comply with the maximum permissible noise levels and time limits set forth in Anacortes Municipal Code Chapter 17.54. Exception: This regulation does not apply to fog horns, tsunami warning or other emergency warning systems	<i>Construction noise associated with a variety of construction equipment would occur for the duration of the project. This could include truck engines, generators and other small engines, excavators, backhoes, and other equipment. Construction noise would occur during daylight hours as permitted by City of Anacortes noise ordinances. The expected noise levels are not significantly different than those from the uses Curtis Wharf.</i>
DR-6.4.15	All shoreline developments shall be located, designed, constructed, and operated so as not to be a hazard to public health and safety.	<i>The project as designed is unlikely to be a public health hazard.</i>
6.5.2	Limit alteration of the natural landscape to the minimum necessary to accommodate the shoreline development or a landscape plan developed in conjunction with the shoreline development, or to remove invasive vegetation.	<i>The site is highly modified and far removed from its natural state; there is no vegetation on site presently.</i>

6.5.4	Tree removal is to be minimized on City shorelines. Place priority on retention of snags and live trees that provide nesting or perching for eagles, other raptors, or priority species.	<i>No trees at the site.</i>
6.5.5	Use best management practices (BMPs) during clearing and grading to control erosion.	<i>TESC BMPs will be used during construction per the TESC plan.</i>
DR-6.5.3	All clearing and grading activities shall be limited to the minimum necessary for the intended development.	<i>Acknowledged. Clearing and grading are expensive enterprises and we will limit these activities to the largest degree possible.</i>
DR-6.5.4	Exposed soils shall be immediately developed or revegetated to prevent erosion.	<i>TESC BMPs will be used during construction per the TESC plan. Scheduling will avoid exposure of bare soils to rainfall to prevent erosion to the largest degree possible.</i>
DR-6.5.11	All shoreline development and activity shall use effective measures to minimize increases in surface water runoff that may result from clearing and grading activity. The applicant must implement best management practices in compliance with Chapter 5, Clearing, Grading, and Erosion Control under the City's Engineering Design Standards. Submittal requirements may include a plan addressing species removal, revegetation, irrigation, erosion and sedimentation control, and other methods of nearshore/riparian corridor protection in accordance with the City's Engineering Design Standards.	<i>Construction of the project will follow a TESC plan that meets all applicable requirements.</i>
6.6.1	Protect unique, rare, and fragile environments, including wetlands and fish and wildlife habitat conservation areas, from impacts associated with development.	<i>The project will not impact any unique, rare, or fragile environments. None of these are within the project footprint.</i>
6.6.2	Locate and design development to minimize risks to people, property and other critical areas associated with geologically hazardous areas, frequently flooded areas, and tsunamis.	<i>The project is located outside of frequently flooded areas (see attached memo on the floodplain mapping) and proposed use is appropriate for the degree of geological hazard.</i>

Chapter 9	FILL	RESPONSE
9.7.1	Fill should be located, designed, and constructed to protect shoreline ecological processes and functions.	<i>Minor structural fill may be imported as needed to support on-site use and will not interrupt shoreline processes.</i>
9.7.3	Fill waterward of the ordinary high water mark should be permitted only by Shoreline Conditional Use Permit when necessary to accommodate water-dependent uses; public access; expansion or alteration of transportation facilities of statewide significance currently located on the shoreline and then only upon a demonstration that alternatives to fill are	<i>No fill waterward of OWH is proposed.</i>

	not feasible; a transportation facility, utility, or navigational structure with no feasible alternative; cleanup and disposal of contaminated sediments as part of an interagency environmental clean-up plan; disposal of dredged material considered suitable under and conducted in accordance with the Dredged Material Management Program of the Department of Natural Resources, Department of Ecology and U.S. Army Corps of Engineers; and public access.	
DR-9.7.1	Fill for water-dependent uses and for public use shall be given priority.	<i>Acknowledged. The proposed amenities will support water dependent uses at Curtis Wharf.</i>
DR-9.7.2	Fill shall be permitted only when in conjunction with a proposal or activity otherwise permitted under the SMP.	<i>Pier 2 is an allowable water dependent use within the MS zone and urban maritime SED.</i>
DR-9.7.3	Fill waterward of the ordinary high water mark is permitted by Shoreline Conditional Use Permit only when necessary to accommodate water-dependent uses, and for maintenance and repair of existing structures; expansion or alternation of transportation facilities of statewide significance currently located on the shoreline and then only upon a demonstration that alternatives to fill are not feasible; a transportation facility, utility, or navigational structure with no feasible alternative; cleanup and disposal of contaminated sediments as part of an interagency environmental clean-up plan; disposal of dredged material considered suitable under and conducted in accordance with the Dredged Material Management Program of the Department of Natural Resources; mitigation or compensation actions and ecological restoration including beach nourishment or enhancement projects when significant impacts can be mitigated; and public access.	<i>No fill waterward of OHWM is proposed.</i>
DR-9.7.4	Projects shall be located and designed to minimize the area of fill necessary to accommodate the use.	<i>Fill for the project is minimal and limited to required amounts for construction of the sewer lateral.</i>
DR-9.7.5	Applications for fill shall address impacts to wetlands and streams; aquatic habitats; flooding; sediment transport; navigation, and public access. The following information may be required: physical and biological characteristics of the fill site, source and quality of fill material, grading plan showing the site, adjacent properties and waters, method of placement and compaction, type of proposed surfacing and runoff control, method of erosion control and stabilization, and proposed use of the fill area. Fill that will result in significant adverse impacts that cannot be mitigated is prohibited.	<i>No adverse impacts will result from fill placement.</i>
DR-9.7.6	Fill shall be provided with some means for erosion control and/or shoreline stabilization consistent with the policies and regulations of Section 9.11, Shoreline Stabilization Measures and Flood Protection Works.	<i>Soil stabilization will be provided as needed. TESC measures will be in place during construction to prevent erosion on site.</i>

Design Considerations for Avoiding and Minimizing Shoreline Buffer Impacts

The following design techniques can contribute to the avoidance and minimization of impacts to shoreline buffers or areas set aside for the conservation of vegetation. This checklist is a resource for local governments and should be completed by applicants proposing development within a shoreline buffer, setback, or vegetation conservation area. Check 'yes' for all design techniques that have been incorporated.

Yes	Design technique	Notes on how project incorporates technique
☐	Use alternative, space-saving septic design (non-conventional)	NA
☐	Reposition structures and/or access to the lot	NA
☐	Cluster structures	The shore power and pump out facility are co-located
☐	Decrease building footprint (e.g. add stories, reduce total square footage, reduce deck area, etc.)	NA
☐	Reduce the width of access roads or driveways	NA
☐	Build a road pull off for extra parking where it will reduce the amount of new impervious surfaces within the buffer	NA
☐	Request variances from common property line setbacks if it will help avoid or minimize impacts	NA
☐	Focus development in existing disturbed areas	Project is located at an existing disturbed site (a marine terminal)
☐	Use no-excavation or minimal-excavation technologies for building foundations (e.g., pin foundations)	NA
☐	Avoid grading by incorporating natural topography into site design	Existing topography will be maintained.
☐	Avoid or minimize the removal of native trees and shrubs through site	NA

Yes	Design technique	Notes on how project incorporates technique
	design and by incorporating plants already on site into landscape design	
☐	Use pervious materials for construction of hard surfaces	NA
☐	Disperse downspouts to vegetated areas or into rain gardens instead of impervious surfaces	NA
☐	Install signage and/or wildlife-permeable fencing at boundaries of protected areas	NA

Recommended Components: Shoreline No Net Loss Analysis and Mitigation Plan

Project description

- ☒ Describe the nature and intensity of the proposed use or activity in sufficient detail to allow analysis of the effect of the land use change on shoreline habitat and functions.

Existing conditions

- ☒ Identify and assess existing conditions at the project site including its physical and biological characteristics using a combination of text, maps, and plans.
- ☒ Describe the ecological functions of the existing conditions and how they contribute to the shoreline. This may require the consideration of these ecological functions within the larger system.
- ☒ Include site photographs that document existing conditions.

Project impacts

- ☒ **Mitigation sequencing analysis.** Discuss how the project proposes to implement the mitigation sequencing steps, in their listed order, to achieve no net loss of shoreline ecological functions. In other words, a project must first be designed to avoid (step 1) impacts altogether before minimizing unavoidable impacts (step 2) and so on. Discuss how the application of the mitigation sequence influenced design decisions related to a project's location, scope, timing, size, materials, construction methods, etc.

1. **Avoiding** the impact altogether by not taking a certain action or parts of an action;

Project as designed will avoid impacts.

2. **Minimizing** impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impacts;
3. **Rectifying** the impact by repairing, rehabilitating, or restoring the affected environment;
4. **Reducing** or eliminating the impact over time by preservation and maintenance operations;

5. **Compensating** for the impact by replacing, enhancing, or providing substitute resources or environments; and
 6. **Monitoring** the impact and the compensation project and taking appropriate corrective measures.
- ☐ **Unavoidable impacts.** For projects with unavoidable impacts, identify and quantify impacts to shoreline functions and habitat. Show the location and extent of impacted areas, including temporary construction-related impacts, using a combination of text, plans, drawing, and photos. Projects that result in unavoidable shoreline impacts must complete a Proposed Mitigation Plan (see item 4 below). If trees will be removed, indicate the number, species, diameter (measured at 4 feet above ground level), and show their locations on a site plan/map.

Proposed mitigation plan (Required when a project will result in unavoidable impacts.)

- ☐ **Proposed Mitigation.** Show where and how mitigation is proposed using a combination of text, drawings, plans, and maps. Include the location of wildlife-safe fencing and signage.
- ☐ **Goal and Objectives.** Define achievable mitigation goals and objectives.
- ☐ **Performance Standards.** Identify performance standards (i.e., success criteria) for measuring the success of mitigation over time.
- ☐ **Contingency plan.** Describe when and what actions will be taken if mitigation efforts fail, or only partially succeed, in meeting performance standards and goals.
- ☐ **Monitoring program.** Describe the proposed monitoring schedule, monitoring methods, and measurable data to be collected. The proposed monitoring program should be appropriate for the scale and scope of the project. The shoreline administrator will provide a schedule for submitting monitoring progress reports.
- ☐ **Financial assurance.** A performance bond or other security to ensure that mitigation work is completed may be necessary. Provide a detailed cost estimate for the proposed mitigation program.
- ☐ **Permanent protection.** A permanent conservation covenant, conservation easement, or other assurance of protection in perpetuity may be required. If known, provide details on the method/mechanism for permanent protection.



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SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization, or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. **You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown.** You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to **all parts of your proposal**, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for lead agencies

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B, plus the [Supplemental Sheet for Nonproject Actions \(Part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in "Part B: Environmental Elements" that do not contribute meaningfully to the analysis of the proposal.





A. Background [Find help answering background questions](#)

1. Name of proposed project, if applicable:

Port of Anacortes Curtis Wharf Environmental Improvements Project

2. Name of applicant:

Port of Anacortes (Port)

3. Address and phone number of applicant and contact person:

Applicant: Kevin Anderson
Environmental Specialist
Port of Anacortes
317 Commercial Ave
Anacortes, Washington 98221
(360) 299-1827

Agent:

4. Date checklist prepared:

October 25th, 2024

5. Agency requesting checklist:

Port of Anacortes

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

Project construction, currently proposed for 2025, will not begin until all required permits and approvals are obtained. The Project will adhere to all applicable timing windows, as mandated in the applicable permits.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

Yes, there is scheduled maintenance for the asphalt paved areas of Curtis Wharf underway (fall of 2024.) The existing asphalt is in poor condition and will be repaired. The Port anticipates asphalt repairs to be complete prior to the work considered in this checklist.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

- Joint Aquatic Resources Permit Application (JARPA) for submittal to local, state, and federal regulatory agencies
- Local permit application materials for submittal to the City of Anacortes Planning, Community, and Economic Development Department



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

No.

10. List any government approvals or permits that will be needed for your proposal, if known.

- State Environmental Policy Act (SEPA) determination from the SEPA lead agency (Port of Anacortes)
- United States Army Corps of Engineers (USACE) Letter of Permission
- Hydraulic Project Approval (HPA) from the Washington Department of Fish and Wildlife (WDFW)
- Shoreline Substantial Development Permit (SSDP) from the City of Anacortes
- Other local permits from the City of Anacortes (i.e. Building and Right-of-Way Permits)

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

The Port of Anacortes (Port) proposes to improve amenities at Curtis Wharf on the Guemes Channel to lessen the environmental burden of the operation of the facility (Figure 1). Curtis Wharf is an approximately 63,000 square foot overwater wharf, with associated uplands, that was originally built in the early 1900s, reconstructed in 1992 and extended in the late 1990s. Curtis Wharf is a heavily used commercial pier at the Port's Marine Terminal. Curtis Wharf supports commercial vessels and water dependent uses (Figures 2 through 4). Currently, vessels calling at Curtis Wharf consist of tugboats, large fishing vessels, oil spill response vessels, and inland waterway cruise ships. Curtis Wharf is used as a lay berth for minor maintenance, fueling, watering, fitting out, and crew changes. Cruise ships disembark passengers for tours and excursions. Curtis Wharf also houses a seafood wholesaler and processor specializing in live and cooked crab.

Proposed Work:

The proposed work includes two components: installation of a commercial vessel pump out and installation of a mobile shore power skid for harbor craft. The installation of a vessel pump out ensures vessels comply with local no discharge zones and the new shore power will allow vessels to reduce their use of diesel-powered generators while at berth. These two separate project components will likely be installed concurrently at Curtis Wharf.

Commercial Pump Out:

The proposed vessel sewage collection design includes mounting a peristaltic pump to the northeast corner of Curtis Wharf with an adjacent bypass force main connection for vessels with internal sewage ejection pumps. The pump will be installed inside a heated enclosure with an integrated hose rack. Basic red/green activation controls will be located on the exterior of the enclosure for operating the pump. Backflow preventors will be installed downstream of the pump and downstream of the bypass force main connection. An integrated hose rack will be provided including various adaptor fittings for use connecting the vessel equipment with the pumping system or bypass line. Vessels without internal sewage ejection pumps will utilize an integrated hose for connecting to the peristaltic pump. Vessels with internal sewage ejection pumps will utilize the hose associated with their system to connect to the force main bypass connection (using adaptor fittings as needed).

The force main will be suspended below the wharf by utility brackets, transitioning to buried piping where the wharf meets land. The force main piping below the wharf would be gradually sloped towards land and vented to



allow the system to drain residual sewage freely into the sanitary sewer between uses removing the need for frost protection. The force main length is short enough that the peristaltic pump's design capacity is capable of conveying vessel sewage directly to the existing City sanitary sewer manhole in O Avenue/Railroad Avenue.

The maximum discharge rate of the pump out facility will be limited to approximately 50 gallons per minute (gpm) with the integrated peristaltic pump and 250 gpm from internal vessel ejector pumps. These are provisional flow rates and will be subject to change during design and permitting. Anticipated maximum usage is one vessel daily with a typical blackwater tank volume of approximately 1,000 gallons. There may be occasional users with larger volumes to discharge, but these are not anticipated to be routine. The Port has been in coordination with the City of Anacortes Wastewater Treatment Plant and Public Works during initial design and will continue this coordination. A flowmeter will be installed for billing purposes and a sampling hatch for City staff to verify the strength of waste being discharged to the Anacortes Wastewater Treatment Plant. The Port will enter into a discharge agreement with the City of Anacortes and purchase capacity prior to the pump out operation.

Shore Power Pedestals:

To improve electric service for vessels calling at Curtis Wharf (to allow for shore power rather than reliance on a vessel's diesel generators) a provision of 200-amp, 480 volt, 3-phase pedestals is needed. There is sufficient electrical service at the site for this level of shore power. The existing service switchboard and panelboard will be reused for these loads; however, several breakers will need to be replaced or updated at the panel. The scope of this portion of the project includes a mobile shore power system to be installed at two berth positions at Curtis Wharf and provide cold-ironing power¹ to multiple types of vessels, such as tractor tugs, articulated tug barge combos, or fishing vessels. For increased use flexibility of the pier, the shore power pedestals will be mounted on skids for easy relocation. This system considers maximum utilization of the existing electrical system and capacity at the site and includes multiple connector types, as well as a metering system. Currently, the Port has not finalized a location for the skid pedestals but anticipates installing two pedestals on the face of Curtis Wharf. These will be mounted on a skid and easily moved by forklift. The conduit run will be undermounted or routed along the bullrails using appropriate armored conduit for marine use. The final route and length of conduit will be determined during final design.

The shore power pedestals will allow vessels to cold iron their onboard engines and auxiliary generators while at berth by connecting to the shore-based electrical grid. This is beneficial for several reasons: reduces emissions and noise and allows for less down time for equipment maintenance and reduces fuel costs for vessels. As part of the project, the Port will track greenhouse gas (GHG) offsets from the operations of the shore power at Curtis Wharf and report these to the Department of Ecology and Washington State Department of Transportation. The final form of the skid-based system will be determined by a combination of cost, function, and availability.

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

The proposed project site address is 116 O Avenue, Anacortes, Skagit County, Washington. Curtis Wharf is located on the northern shore of Fidalgo Island along the Guemes Channel and is best accessed by 2nd Street via O Avenue in the City of Anacortes.

¹ Provision of electrical shore power to a vessel while it's docked/berthed, instead of the vessel using it's own onboard engines.



Latitude: 48.52154

Longitude: -122.61489

Project activities will take place at Curtis Wharf within the Port of Anacortes Marine Terminal.

B. Environmental Elements

1. Earth [Find help answering earth questions](#)

a. General description of the site:

Circle or highlight one: Flat, rolling, hilly, steep slopes, mountainous, other:

The site consists of a virtually flat upland (parking areas and access roads) and pavement atop a flat steel and wood pile-supported deck. Beneath the deck is a treated wood bulkhead wall and rip rap shoring (from top of bank down to around 0 ft Mean Lower Low Water (MLLW)), and a gradually sloped mudflat below 0 ft MLLW to -24 ft MLLW.

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

The steepest slope is located beneath the wharf (the vertical bulkhead wall).

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

Upland substrates and materials (landward of the wharf) consist mostly of sand and silts deposited as fill material when the site was originally developed overlaying glaciomarine drift soils.

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

No. There are no surface indications or history of unstable soils in the immediate vicinity. However, portions of the uplands (landward of the wharf) include areas of historic filling, which means the area could be susceptible to liquefaction or subsidence during a major seismic event.

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

To the extent possible, grading and fill will be limited to the portion of the project where sewer pipes suspended under Curtis Wharf shift to buried pipes at the transition from the pier to the uplands. Excavation will be sufficient to bury sewer pipes and maintain a sloped connection such that black water can freely flow to the manhole in O Ave/Railroad Avenue. The depth of these excavations will be calculated during final design. At present it is estimated that fewer than 50 cubic yards of excavation are anticipated for this project.

Excavated materials from the upland trench will be re-used as fill at the site or hauled to an appropriate upland facility and structural fill imported if native fill isn't suitable for reuse.

f. Could erosion occur because of clearing, construction, or use? If so, generally describe.



Yes, however erosion is not likely to occur due to the relatively flat upland surfaces and the minimal areas of excavation. Most of the work does not disturb soils. Best Management Practices (BMPs) for sediment and erosion control will also minimize the potential for erosion near marine surface waters. Examples of BMPs include a temporary erosion and sediment control plan for the site, use of wattles, storm drain filters, silt fences, and covering disturbed soils if left unattended for more than 48 hours.

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

Presently the entire site, both the approximately 63,000 square foot overwater structure and associated uplands, is impervious surfaces in a mix of concrete, asphalt, buildings, and compacted gravel.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any.

Contractors will be required to implement standard BMPs for erosion control during active construction and excavation. These BMPs shall include the prevention of debris and dirt from entering nearby marine surface waters.

2. Air [Find help answering air questions](#)

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

During construction, equipment and necessary transportation vehicles (trucks) will generate exhaust levels and fuel odors typical of normal equipment operating conditions. However, these will be temporary in duration. No adverse long-term impacts are anticipated as the existing use of Curtis Wharf remains unchanged.

Operation of the proposed improvements will improve air quality by allowing vessels berthed at Curtis Wharf to idle their engines and auxiliary generators by connecting to shore power. This will reduce both GHG emissions and diesel particulate matter. Clean, grid-based electricity allows vessels to cold iron and run their shipboard systems on shore power. The amount of diesel and GHG offset by using the system will be tracked and reported. The Port conservatively estimates the operation of the shore power facility will reduce diesel consumption by vessels at Curtis Wharf by approximately 3,200 gallons and CO₂e by nearly 33 metric tons annually².

The project will also reduce the number of marine vacuum (marvac) visits to the site. Currently, vessels require a marvac to pump out their blackwater tanks. Marvacs are diesel powered pumps mounted on diesel trucks. Pumping out with a marvac can take several hours and the entire time the marvac's pumps run creating both emissions and noise. We have not quantified the possible impact of the reduction in marvacs.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

No off-site emission or odor sources have been identified, although Curtis Wharf is part of an active marine terminal and there are operations in the vicinity that may generate emissions and odors on occasion such as seafood processing.

² Calculated using [2022 EPA Port Mobile Emissions Inventory Guide](#) tables G.1, 4.3, and 4.4 and are conservative estimates.



Cargo handling equipment, seafood processing, and vessel operations at Curtis Wharf can all contribute to both emissions and odors at Curtis Wharf. Overall, the project will reduce the amount both GHG and diesel particulate matter from the operations of Curtis Wharf by reducing emissions from vessel generators and engines, and reduced number of marvac visits to pump out blackwater tanks.

c. Proposed measures to reduce or control emissions or other impacts to air, if any.

Construction equipment is always required to comply with applicable off-road fuel and emissions standards.

Upon completion of the project, the Port will enact a policy requiring vessels that are able to use shore power to connect to shore power for stays at Curtis Wharf over a certain duration (as determined by the operational requirements of vessels). This policy will require vessels at Curtis Wharf to use shore power and offset emissions during their stay. While the project is in the initial stages of development policy has yet to be drafted; implementation of this policy is a requirement of our funding for this project.

3. Water [Find help answering water questions](#)

a. Surface Water: [Find help answering surface water questions](#)

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

Yes. The project takes place on the shores of Guemes Channel, Puget Sound. Fidalgo Bay is located immediately north of the project site. Curtis Wharf is located within Water Resource Inventory Area (WRIA) 3, Lower Skagit-Samish.

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

Yes. Installation of both a commercial pump out and shore power on Curtis Wharf will require work over the water and in lands adjacent to the shore. The proposed work will involve installation of new appurtenances on the surface of Curtis Wharf and utility service. Pipes and possibly electrical conduit will also be suspended under the surface of the pier to buried pipes at the transition from the pier to the uplands. No in-water work is proposed. See Figure 5 for the preliminary layout and design.

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

No fill or dredge material proposed.

- 4) Will the proposal require surface water withdrawals or diversions? Give a general description, purpose, and approximate quantities if known.**

No.

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.**



The project site is an overwater structure, but the beach below lies within a 1% annual chance flood hazard area..

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

No. Upland (where sewer pipes suspended under Curtis Wharf shift to buried pipes at the shoreline) could increase the risk of erosion and construction debris entering surface waters. However, during construction, contractors will be required to adhere to all federal, state, and local requirements and permit conditions for both the in-water and upland work.

Installation of the commercial pump out is designed to reduce discharges of blackwater to the waters of the state. Having an available and accessible pump out for harbor craft allows these vessels to avoid discharging their blackwater tanks into the waters of the Salish Sea. The pump out will be metered so the Port can track volumes of sewage discharged to the Anacortes Wastewater Treatment Plant.

b. Ground Water: [Find help answering ground water questions](#)

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

No.

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

No waste material will be discharged.

c. Water Runoff (including stormwater):

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

Short-term impacts to water quality around the shoreline could result if construction BMPs are not followed. However, while a National Pollution Discharge Elimination System (NPDES) General Construction Stormwater Permit is not required for this project (due to the small upland area that will be disturbed during construction), appropriate BMPs are always required by the USACE, WDFW, and City of Anacortes permits and implemented to prevent erosion and sedimentation into marine waters and to identify, reduce, eliminate, or prevent stormwater contamination and water pollution from construction activity.

Upland construction, as part of this project, will not change the flows of stormwater from the upland areas into the existing stormwater collection system. Stormwater will sheet flow generally eastward and south across the wharf deck to catch basins in 2nd Street and O Avenue, conveyed into a stormwater treatment vault, and thence discharged into Guemes Channel.



2) Could waste materials enter ground or surface waters? If so, generally describe.

No waste materials will enter ground or surface waters. Construction BMPs will be proposed to avoid construction-related spills and discharges during construction. During operation, balcwater will be collected from vessels and discharged to the City-owned wastewater treatment plant. Operational BMPs will be posted visibly so users avoid practices that could release blackwater. Example BMPs include verifying correct fittings prior to discharge, calling Ecology and Port staff if there is a spill, and a prohibition on discharging hazardous or flammable materials.

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

No changes to the upland drainage patterns near the site are proposed or anticipated.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any.

BMPs for both in-water and upland construction will be adhered to). Before construction, BMPs will be implemented to prevent erosion and sedimentation and to identify, reduce, eliminate, or prevent ground or surface water contamination and water pollution from construction activity. BMPs will be consistent with all federal, state, and local requirements.

Upland construction, as part of this project, will not change the practice of directing stormwater from parking areas into the existing stormwater collection system on O Avenue.

4. Plants [Find help answering plants questions](#)

a. Check the types of vegetation found on the site:

- ☐ deciduous tree: alder, maple, aspen,
- ☐ evergreen tree: fir, cedar, pine, other
- ☐ shrubs
- ☒ grass
- ☐ pasture
- ☐ crop or grain
- ☐ orchards, vineyards, or other permanent crops.
- ☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ☐ water plants: water lily, eelgrass, milfoil, other
- ☒ other types of vegetation

There is no observed upland or aquatic vegetation at Curtis Wharf. All vegetation checked above occurs adjacent to Curtis Wharf. To the east of Curtis Wharf dune grasses and mixed herbaceous plants occur along the northern portion of Railroad Avenue. To the west of Curtis Wharf, common noxious weeds (common fennel, blackberry, and scotch broom occur) and are mixed with dune grass.

No eelgrass is known to exist offshore at the site.

b. What kind and amount of vegetation will be removed or altered?



The proposed project will not result in the removal or alteration of any vegetation as there is no vegetation present in the project alignment.

c. List threatened and endangered species known to be on or near the site.

None known.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.

None proposed.

e. List all noxious weeds and invasive species known to be on or near the site.

None have been identified within the immediate project site, although invasive Himalayan blackberry (*Rubus bifrons*), common fennel, and scotch broom occur directly west of Curtis Wharf.

5. Animals [Find help answering animal questions](#)

a. List any birds and other animals that have been observed on or near the site or are known to be on or near the site.

Examples include:

- Birds: hawk, heron, eagle, songbirds, other:
- Mammals: deer, bear, elk, beaver, other: otter, whale and pinniped species
- Fish: bass, salmon, trout, herring, shellfish, other:

Several bald eagle nesting territories occur in the vicinity, primarily near Fidalgo Bay, West Guemes Channel, and Guemes Island. A great blue heron nesting colony is on March Point approximately 4.5 miles southeast of the site. Several osprey nesting territories also occur in the Anacortes area, but these are located inland. Numerous waterfowl and shorebirds also use the area, primarily in the winter and during migration.

Fish resources in Guemes Channel area include Pacific salmon, forage fish, and a number of flatfish and pelagic species typical of Puget Sound. Surf smelt (*Hypomesus pretiosus*) and sand lance (*Ammocetes hexapterus*) are important forage fish for salmonids. Surf smelt require high intertidal beaches with gravel for spawning. Sand lance also require upper intertidal spawning habitat, with sandy gravel beaches. Although the steep intertidal shorelines at Curtis Wharf do not provide suitable spawning habitat for these species, surf smelt spawning has been mapped as occurring directly west of Curtis Wharf and Q'elech'ilhch Park. Sand lance spawning activity occurs on beaches from May to September, unlike adjacent spawning beaches across Fidalgo Bay, which receive smelt spawn virtually year-round. The nearest known sand lance spawning beach is in the north shore of Fidalgo Island at Ship Harbor, over 2 miles west of the project site.

b. List any threatened and endangered species known to be on or near the site.

Species listed under the federal Endangered Species Act (ESA) that may be present in the vicinity of the project area include:



- Puget Sound Chinook Salmon (*Oncorhynchus tshawytscha*)
- Coastal-Puget Sound Bull Trout (*Salvelinus confluentus*)
- Puget Sound Steelhead Trout (*Oncorhynchus mykiss*)
- Bocaccio (*Sebastes paucispinis*)
- Yelloweye rockfish (*Sebastes ruberrimus*)
- Southern Resident Killer Whale (*Orcinus orca*)
- Humpback Whale (*Megaptera novaeangliae*)
- Leatherback Sea Turtle (*Dermochelys coriacea*)
- Marbled Murrelet (*Brachyramphus marmoratus*)

c. Is the site part of a migration route? If so, explain.

Salmonids transit Guemes Channel as it is a migratory route for anadromous salmonids from Skagit and Swinomish systems. The Puget Sound area is part of the Pacific flyway. Birds that inhabit the area vary seasonally due to migration. Nearby Fidalgo Bay provides over-wintering areas for migratory waterfowl.

d. Proposed measures to preserve or enhance wildlife, if any.

None proposed.

e. List any invasive animal species known to be on or near the site.

Invasive animal species that may be found on or near the site include some species of small animals and birds (i.e. European starling [*Sturnus vulgaris*], etc.).

6. Energy and Natural Resources [Find help answering energy and natural resource questions](#)

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

Curtis Wharf will be supplied by Puget Sound Energy (PSE, the electrical utility) for electricity service. The current level of service is sufficient to support skid mounted charging pedestals; the service at the site of 1,200 amps is sufficient to support proposed new shore power along with the existing lights and the impressed current cathodic protection system. The Port purchases renewable energy certificates (RECs) for electricity from PSE to reduce our GHG footprint.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

No. The use of solar energy by adjacent properties will not be affected.

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.

None proposed.

7. Environmental Health [Find help with answering environmental health questions](#)

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and



explosion, spill, or hazardous waste, that could occur because of this proposal? If so, describe.

Petroleum products, used by the existing Curtis Wharf users, or to run construction equipment, do provide an ongoing risk for spills, leaks, and fires. However, the Port's strict enforcement of BMPs as required by the Green Marine³, and the Port's policies and procedures that focus on preventing pollution from work and activities on vessels or docks, minimizes these types of risks.

BMPs for use of the pump out will be developed and posted at Curtis Wharf. The expected users of the commercial pump out are professional mariners and are expected to be familiar with using similar systems. BMPs for the use of the pump out system include provisions of no discharge of chemicals, oil, or other hazardous materials, posted notification number in the case of spills, and the use of air fresheners in vessel bathrooms to eliminate persistent odors.

1) Describe any known or possible contamination at the site from present or past uses.

Upland directly south of Curtis Wharf is the [Quiet Cove Cleanup Site](#) (listed by the Washington State Department of Ecology). Historical site operations began as a bulk fuel terminal and storage facility as early as 1909. The oil tanks and associated structures were removed in the 1970s. From the 1970s until 2013 site operations included a storage yard for marine vessels and recreational vehicles and office and warehouse space for various marine-related sales and services. The Port of Anacortes purchased the site in July 2013 and conducted an interim action cleanup in 2020 removing approximately 8,500 cubic yards of contaminated materials from the site. Future investigations into sediment contamination at the beach adjacent to the site to the northwest are in planning and not well defined at present.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

Upland construction will require both design and construction methods to adhere to the applicable federal, state, and local standards.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

Potential discharges to surface waters during construction include accidental spills or leakage of petroleum products from construction equipment. Potential discharges after the project is complete could include accidental spills of fuels or wastewater and refuse from vessels at Curtis Wharf.

The Port's strict enforcement of BMPs required by the Green Marine, and the Port's policies and procedures that focus on preventing pollution from work and activities on vessels or docks, will also continue to minimize these types of risks. BMPs include a prohibition on discharge of hazardous materials, oils, bilge water, and other materials and notification in the case of spills and releases.

4) Describe special emergency services that might be required.

None anticipated.

³ Green Marine is a voluntary environmental certification program to improve maritime operations beyond requirements of regulations.



5) Proposed measures to reduce or control environmental health hazards, if any.

Construction activities will be required to meet standard local, state, and federal regulations.

As described above, the Port's strict enforcement of BMPs required by the Green Marine program and the Port's policies and procedures that focus on preventing pollution from work and activities on vessels or docks minimizes these types of risks.

b. Noise

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

Existing sources of noise in the area include automobile and truck traffic, seafood processing activities, occasional aircraft flyovers, upland commercial and industrial activities including marvac and adjacent boat and ship traffic noise.

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site)?

Construction noise will occur associated with a variety of construction equipment during daytime (working) hours. This could include truck and crane engines, small engines, excavators, backhoes, and other heavy equipment.

Long-term noise at Curtis Wharf is expected to be reduced. Utilization of the proposed shore power system will reduce noise impacts to near-port communities, and beneath the surface of the water, by allowing vessels to shut down auxiliary generators and main engines onboard while at berth. The proposed commercial pump out will reduce the number of marvac that operate at Curtis Wharf.

3) Proposed measures to reduce or control noise impacts, if any.

Construction noise will be limited to daytime hours, anticipated to be 7:00 am to 7:00 pm. The project will comply with environmental noise standards set by the State of Washington, WAC 173-60, which establishes limits on the level and duration of noise crossing property boundaries. Temporary construction noise is exempt from state noise limits during daytime hours, per WAC 173-60-050(3)(a).

The adoption of a policy requiring suitable vessels to connect to shore power will spur usage of the system and drive down noise associated with vessel engines and generators at the marine terminal.

8. Land and Shoreline Use [Find help answering land and shoreline use questions](#)

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

The Port of Anacortes Marine Terminal is a deep-water port positioned strategically between Seattle, Washington, and Vancouver, British Columbia that services break bulk cargo, high and heavy projects, and moorage services. The Marine Terminal consists of three centrally located working piers (Pier 1, Pier 2, and Curtis Wharf) with direct access to an established heavy haul route to the state highway system.



The focal point of the project lies at Curtis Wharf nestled in the northwest corner of the Marine Terminal. Predominantly serving as a working wharf and dock for commercial harbor craft and ships, Curtis Wharf offers moorage facilities for up to two vessels simultaneously, with a wharf length extending to 320 ft, additional mooring dolphins allow for vessels up to 480 ft to moor, the depth of the pier is 24 ft at MLLW. Curtis Wharf is heavily used by vessels in the Salish Sea with more than 200 tug calls, 50 days of cruise vessel berthings, and other harbor craft calling at the pier annually.

Curtis Wharf is used as a commercial pier primarily serving harbor craft and commercial vessels (large fishing vessels, articulated tug-barges, oil spill response vessels). The pier also houses a seafood processor and wholesaler. Adjacent upland uses are mostly industrial with marine laydown space, rope manufacturers, seafood processors. The sole exception is the adjacent Q'elech'ilhch Park, a public park in the Anacortes Parks system. Q'elech'ilhch Park is named after the village that Samish citizens created on these shores and remains an important cultural and public access point for the water.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses because of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

No. The project site has not been used as working farmlands or working forest lands.

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how?

No. The site is not surrounded by working farmlands or working forest lands and will therefore not adversely affect those sites and activities.

c. Describe any structures on the site.

Curtis Wharf is an overwater pier that is 320-foot at the bullrail. The pier has sections that are constructed of treated wood piles, pile caps, stringers, and decking overlain with asphalt and portions that are constructed with steel pipe pile supporting cast-in-place pile caps and deck panels. A seafood processing plant is located at Curtis Wharf; this structure is a single skinned metal building. Reefer units, shipping containers, and portable buildings are also located on Curtis Wharf; the numbers and configuration of these change with the varied utilization of the pier.

d. Will any structures be demolished? If so, what?

No structures will be demolished.

e. What is the current zoning classification of the site?

Current City of Anacortes Zoning identifies Curtis Wharf as Manufacturing and Shipping (MS).

f. What is the current comprehensive plan designation of the site?

The current comprehensive plan designation of the site is also (MS).



g. If applicable, what is the current shoreline master program designation of the site?

The 2010 Shoreline Environment Designation Map identifies the Curtis Wharf shoreline as being designated as Urban Maritime. The City of Anacortes is currently updating its current shoreline master program.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

Current regulations identify the project site as being located near an area with a 1% annual chance flood hazard area.

i. Approximately how many people would reside or work in the completed project?

No people reside at Curtis Wharf and this will not change as part of the project.

Up to 100 people work at the seafood processing plant, located immediately landward of the wharf. This number varies according to seasonal peaks in seafood landings. Vessels using Curtis Wharf for lay berths range in the number of crew from approximately 4 crew for tugs to upwards of 30 crew for inland cruise vessels. Curtis Wharf has more than 400 calls annually by vessels for lay berth, fitting out, fueling and watering, and repairs.

j. Approximately how many people would the completed project displace?

None.

k. Proposed measures to avoid or reduce displacement impacts, if any.

None proposed as displacement will not occur.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.

Approval for this project will be obtained from all federal, state, and local City agencies with jurisdiction. The proposed project would add environmental and user amenities to Curtis Wharf and there will be no change in use of the facility. No incompatible uses are proposed. The project will require shoreline, land use, and development permits issued by the City of Anacortes. Curtis Wharf is an approved existing use under City code.

m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any.

The project will not have impacts on agricultural or forest lands.

9. Housing [Find help answering housing questions](#)

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

None.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.



None.

c. Proposed measures to reduce or control housing impacts, if any.

None proposed.

10. Aesthetics [Find help answering aesthetics questions](#)

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

The tallest extant structure on Curtis Wharf are the light poles. These are approximately 25 feet tall. The seafood processing plant on Curtis Wharf is approximately 18 feet in height.

b. What views in the immediate vicinity would be altered or obstructed?

No views in the immediate vicinity will be altered or obstructed as a result of the proposed project. The proposed project will bring additional deck gear (i.e. shore power skids and pump out station) to Curtis Wharf. These have minimal footprints and are less than six feet in height and will be obscured to the landward by shipping containers, reefers, and other deck gear already in service. From the waterward view the shore power skids and pump out station not prominent or out of character for marine terminal usages. Thus, the proposed project will not alter or obstruct views in the immediate vicinity.

c. Proposed measures to reduce or control aesthetic impacts, if any.

None proposed.

11. Light and Glare [Find help answering light and glare questions](#)

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

Curtis Wharf has two light poles currently; these are shielded and directed LED lights that provide security and working light for the pier. These, depending on funding availability, may be updated during the project to provide a better sufficiency of lighting for security and commercial activities at the pier. Any new lighting will adhere to dark sky principles and be sized to illuminate the deck of the pier and minimize light spillage into the water and the neighboring community.

Vessels using Curtis Wharf in darkness have their work lights on to aid in mooring and navigation. While at berth, the work lights are typically damped and only navigational lights and safety lights for crew operations remain lighted. The Port requires unnecessary lights to be dimmed while vessels are at berth at the Marine Terminal.

During the construction phase of the project, work will be completed during daylight hours. There may be supplemental work lighting deployed during morning and afternoon work at the site during winter hours but will be limited to the hours between 7:00 am and 7:00 pm.

b. Could light or glare from the finished project be a safety hazard or interfere with views?



Any new lighting proposed for Curtis Wharf will be hooded and directed onto the dock surface and positioned to reduce glare and off-site impacts. Lighting will be compliant and follow guidelines from the International Dark Sky Association.

c. What existing off-site sources of light or glare may affect your proposal?

There are no off-site sources of light that will affect the proposed project.

d. Proposed measures to reduce or control light and glare impacts, if any.

Any new Curtis Wharf lighting will only focus on pier surface and not impact any surrounding areas. The lighting provided by the project will follow applicable guidelines from the International Dark Sky Association and be hooded and directed to the dock surface.

12. Recreation [Find help answering recreation questions](#)

a. What designated and informal recreational opportunities are in the immediate vicinity?

Directly westward and adjacent to Curtis Wharf is Q'elech'ilhch Park. This day-use park is used by the public for access to the shores of Guemes Channel. It is a place of cultural significance to the Samish Tribe, and the City of Anacortes and Samish Tribe are currently working to improve the visitor experience at the park.

b. Would the proposed project displace any existing recreational uses? If so, describe.

None proposed.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any.

None proposed.

13. Historic and Cultural Preservation [Find help answering historic and cultural preservation questions](#)

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

No.

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

None are known at Curtis Wharf. Adjacent to the site is the Quiet Cove cleanup site. As part of the cleanup process a cultural resource investigation was conducted that covered parts of Curtis Wharf. This review did not identify any resources at Curtis Wharf.



- c. **Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.**

The Port conducted preliminary review of both the National Register of Historic Places and the Washington Department of Archaeology and Historic Preservation (DAHP) as part of their due diligence to identify and assess potential impacts to cultural and historic resources. Multiple projects have occurred within the immediate vicinity of the proposed project and no cultural or historic resources have been previously identified. As part of SEPA, the shoreline permitting process, and the federal permitting process, consultation with nearby tribes will also be completed.

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

Contractors and workers will be informed to immediately stop work if artifacts of historical or cultural importance are found. If any are found, the DAHP will also be consulted.

14. Transportation [Find help with answering transportation questions](#)

- a. **Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.**

Curtis Wharf is located near downtown Anacortes. The primary street access route to the site is from O Avenue, which provides north-south connections from State Route (SR) 20 through the main commercial area of town.

- b. **Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?**

The site is most closely served by public transit with a Skagit Transit bus stop located on 6th Street between N and O avenues. This stop is approximately three blocks south from Curtis Wharf.

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

The proposed project will not require additional improvements to surface streets, roadways, or transit systems.

- d. **Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

Yes. The project is designed to provide amenities to marine traffic calling at Curtis Wharf and reduce the environmental footprint of the facility's operation.

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



The use of Curtis Wharf is anticipated to remain approximately the same. The pump out facility and shore power pedestals are designed to meet the needs of the current users and service levels at Curtis Wharf. The Port anticipates a reduction in marvac traffic to Curtis Wharf, but these are a relatively small portion of the trucks that use the Wharf. The project and is designed to serve current volumes of vessel traffic.

f. Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

No, the proposal will not interfere with or otherwise affect or be affected by the movement of agricultural and forest products.

g. Proposed measures to reduce or control transportation impacts, if any

Temporary impacts from construction on both vehicular and vessel transportation at Curtis Wharf will be minimized by maintaining close coordination with the Marine Terminal users through construction and by complying with the necessary City of Anacortes Building and Right-of-Way Permit conditions (i.e. cones and signs detouring traffic around the upland work area). The construction impacts from the project will be temporary and not expected to last more than several days at the most.

Long-term impacts are not anticipated and measures to reduce impacts are not proposed.

15. Public Services [Find help answering public service questions](#)

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

The use of Curtis Wharf will not change and will not result in an increased need for public services.

b. Proposed measures to reduce or control direct impacts on public services, if any.

No measures are proposed.

16. Utilities [Find help answering utilities questions](#)

a. Circle utilities currently available at the site: ☒ electricity, ☐ natural gas, ☒ water, ☐ refuse service, ☒ telephone, ☐ sanitary sewer, ☐ septic system, ☐ other:

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Improvements to on-dock utilities will include modernizing and increasing the electrical services are at the core of the proposed project. The shore power pedestals will utilize existing electrical infrastructure at Curtis Wharf. The pump out facility will need to be tied to the City sanitary sewerage via a manhole in O Avenue, directly southeast of Curtis Wharf.



C. Signature [Find help about who should sign](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

X MBL

Type name of signee: Michael Brett Greenwood

Position and agency/organization: Executive Director, Port of Anacortes

Date submitted:

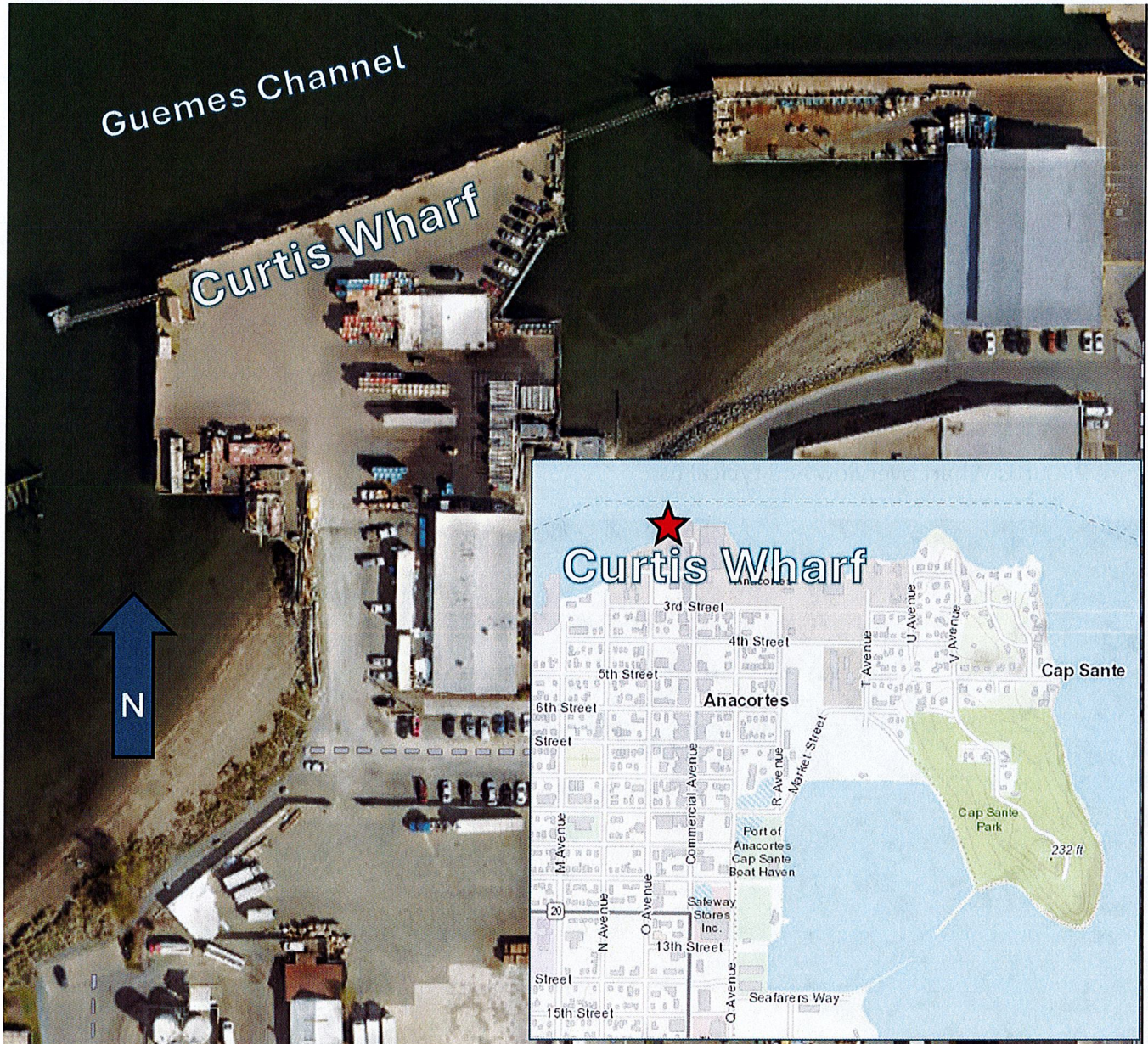


Figure 1: Curtis Wharf Vicinity

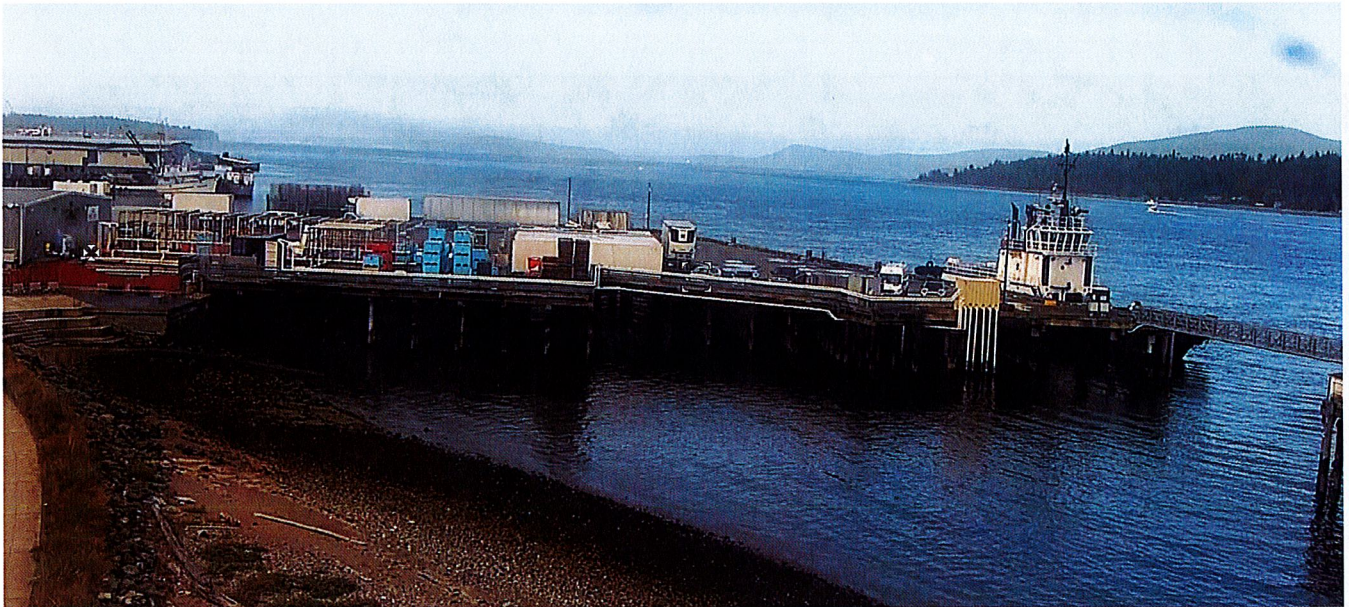


Figure 2: Curtis Wharf overview and typical use



Figure 3: Curtis Wharf Looking East



Figure 4: Curtis Wharf Looking West

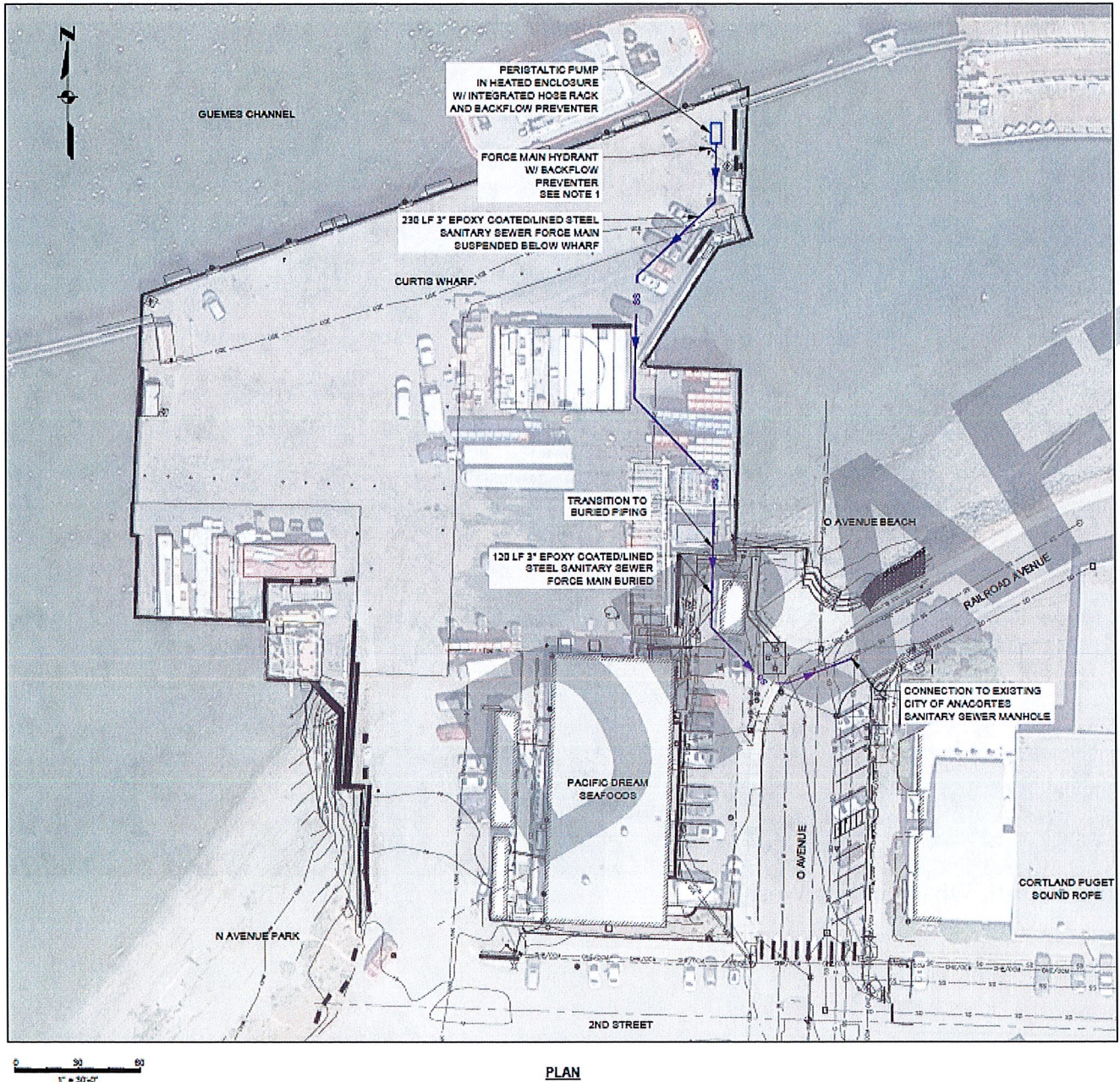
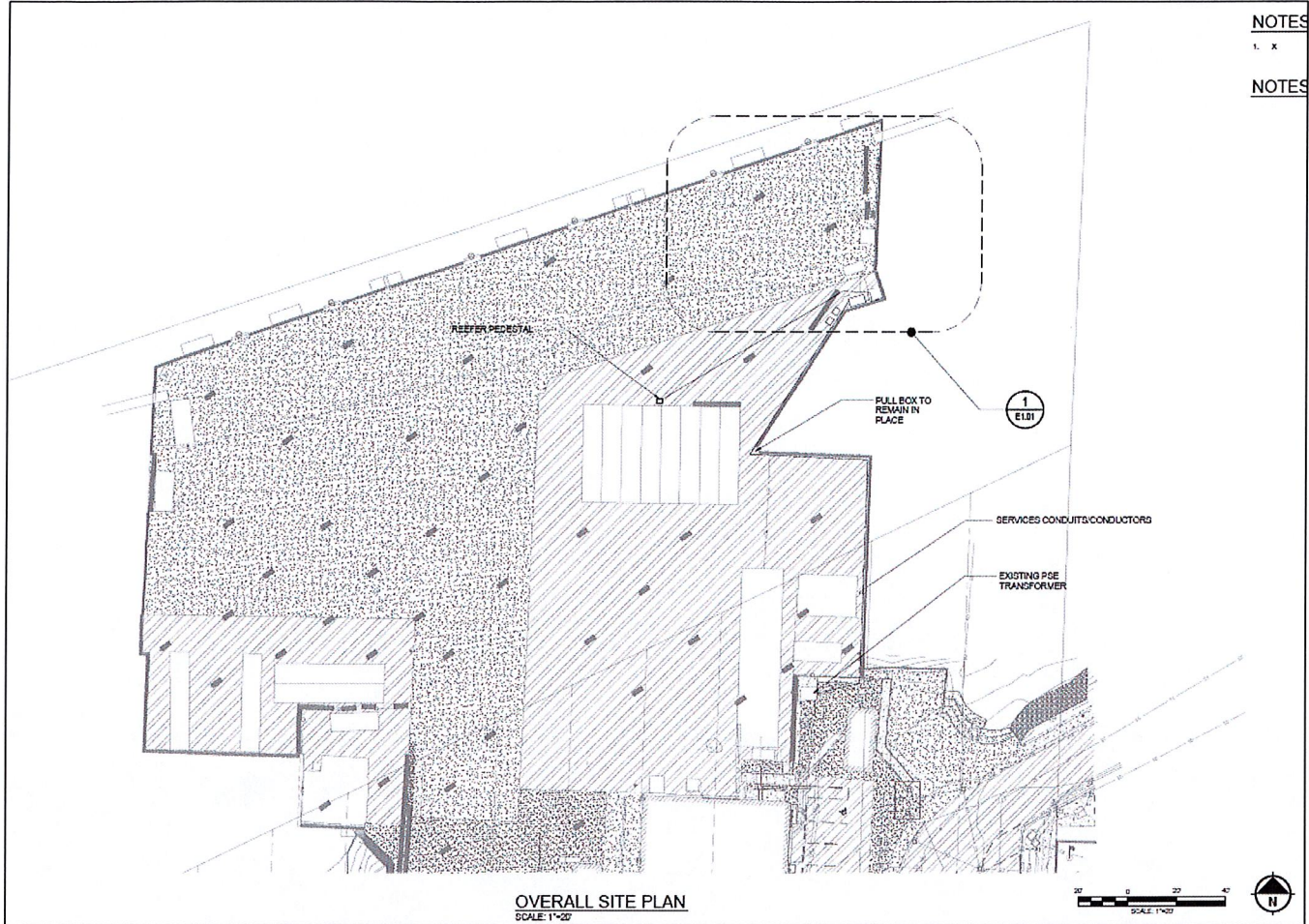


Figure 5: Conceptual layout of pipe routing under Curtis Wharf and associated upland routing.



NOTES

1. X

NOTES

Figure 6: Conceptual layout of electrical conduit routing for shore power at Curtis Wharf.



NOTICE OF DETERMINATION OF NON-SIGNIFICANCE (DNS)

Project Name: Curtis Wharf Environmental Improvements

Location: Port of Anacortes – Curtis Wharf—116 O Avenue, Anacortes, WA 98221

Proponent: Port of Anacortes

Description of Proposal: The Port proposes providing two environmental improvements at Curtis Wharf at the Port of Anacortes' Marine Terminal. This work includes two components: a commercial vessel pump out and a mobile shore power skid for harbor craft. These aspects of the project will take place concurrently at Curtis Wharf.

Commercial Pump Out:

The proposed sewage collection design includes a peristaltic pump mounted to the northeast corner of Curtis Wharf. An integrated hose rack will be provided including various adaptor fittings for use connecting the vessel equipment with the pumping system or bypass line. Vessels with internal sewage ejection pumps can discharge directly to the gravity main by using a pump bypass. The force main (3" epoxy coated steel pipe) will be suspended below the wharf by utility brackets, transitioning to buried piping where the wharf meets land.

The maximum discharge rate of the pump out facility will be limited to approximately 50 gallons per minute (gpm) and 250 gpm from internal vessel ejector pumps. Anticipated maximum usage is one vessel daily with a typical blackwater tank volume of approximately 1,000 gallons. There may be occasional users with larger volumes to discharge, but these are not anticipated to be routine. The Port has been in coordination with the City of Anacortes wastewater treatment plant and public works during initial design and will continue this coordination and enter into a discharge agreement.

Shore Power Pedestals:

To serve vessels calling at Curtis Wharf the Port plans to provide two 200-amp, 480 volt, 3-phase shore power pedestals. There is sufficient electrical service at the site. The existing service switchboard and panelboard will be reused for these loads and several breakers will be updated. The shore power will enable multiple types of vessels, such as tractor tugs, articulated tug-barge combos, and fishing vessels to shut down vessel engines and generators at berth. The pedestal will be mounted on a skid and easily moved with a forklift. The conduit run will be undermounted or routed along the bullrails using appropriate armored conduit for marine use. The final route and length of conduit will be determined during final design.

The shore power pedestals will allow vessels to shut down their main engines and auxiliary generators while at berth by connecting to the shore based electrical grid. This practice is known as cold ironing. This practice reduces emissions and noise, increases the maintenance intervals for ship equipment, and reduces fuel costs for vessels. As part of the project, the Port will track GHG offsets from the operations of the shore power at Curtis Wharf and report these to the Department of Ecology and the Washington

State Department of Transportation. The final form of the skid-based system will be determined by a combination of cost, function, and availability. The Port anticipates construction of this phase of the project to take place in the 2025 calendar year.

Lead Agency: The lead agency under the State Environmental Policy Act is the Port of Anacortes.

Comment Period: Determination: As a lead agency, the Port of Anacortes has determined that this proposal will not have a probable significant adverse impact on the environment; a determination of non-significance (DNS) does not require an environmental impact statement (EIS) under RCW 43.21C.030(2)(c). This determination assumes compliance with federal and state law as well as City of Anacortes ordinances related to general environmental protection. This decision was made after reviewing a completed SEPA environmental checklist and other supporting documents on file with the lead agency. This information is available to the public on request (call 360-299-1810 to request a copy by mail or email) or at the Port's administrative offices at 317 Commercial Avenue, Anacortes, WA 98221. The SEPA Checklist and complete DNS can also be reviewed on the Port's website: www.portofanacortes.com/sepa.

SEPA
Port of Anacortes
317 Commercial Avenue
Anacortes, WA 98221

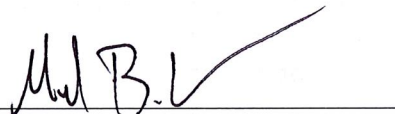
Comments may also be submitted to the Port via (a) e-mail to SEPA@portofanacortes.com (b) leave comments on the Port's SEPA website (www.portofanacortes.com/sepa) or fax to (360) 293-9608. Comments will not otherwise be accepted by telephone or personal conversation.

The comment period will end on November 19th, 2024 at 5:00 PM PST.

Note: Issuance of this threshold determination does not constitute approval of permits. This proposal will be reviewed for compliance with all applicable Federal, State and City of Anacortes regulations.

Publication Date: November 6th, 2024

Signed and dated this October 29th, 2024:



Michael Brett Greenwood
Port of Anacortes SEPA Responsible Official

Plot Date: 1/17/2025 1:12 PM

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LOCATION MAP
SCALE: NTS



VICINITY MAP
SCALE: NTS

PORT OF ANACORTES ANACORTES, WASHINGTON

CURTIS WHARF COMMERCIAL PUMP OUT FACILITY

PROJECT PERSONNEL

BRAD TESCH: PORT OF ANACORTES
PROJECT MANGER
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ANACORTES, WASHINGTON 98221
PHONE: (360) 299-1830

SAMANTHA KARPA, PE: KENNEDY JENKS
PROJECT MANAGER
32001 32ND AVENUE SUITE 300
FEDERAL WAY, WASHINGTON 98001-9601
PHONE: (253) 835-6402

30% DRAWING INDEX

SHT#	DWG#	SHEET TITLE
GENERAL		
01	G-001	COVER, LOCATION & VICINITY MAPS, AND DRAWING INDEX
02	G-002	GENERAL ABBREVIATIONS
03	G-003	GENERAL NOTES AND LEGEND
04	G-004	GENERAL EQUIPMENT DESIGNATIONS AND PROCESS IDENTIFICATION CODES
05	G-005	GENERAL PROCESS SYMBOLS
06	G-006	SITE PLAN, SURVEY CONTROL, AND KEY MAP
CIVIL		
07	C-001	CIVIL ABBREVIATIONS AND NOTES
08	C-002	CIVIL LEGEND
09	C-003	EROSION AND SEDIMENT CONTROL PLAN AND NOTES
10	C-004	EROSION AND SEDIMENT CONTROL DETAILS
11	C-101	SANITARY SEWER CONVEYANCE PLAN AND PROFILE
*12	C-201	CIVIL DETAILS
MECHANICAL (PROCESS)		
*13	M-001	MECHANICAL ABBREVIATIONS AND NOTES
*14	M-101	PERISTALTIC PUMP OUT EQUIPMENT PACKAGE PLAN AND SECTION
ELECTRICAL		
*15	E-001	ELECTRICAL NOTES AND ABBREVIATIONS
*16	E-002	ELECTRICAL LEGEND I
*17	E-003	ELECTRICAL LEGEND II
*18	E-004	ELECTRICAL DETAILS
*19	E-005	ELECTRICAL SITE PLAN
*20	E-006	ELECTRICAL SINGLE LINE DIAGRAM AND EQUIPMENT ELEVATION
*21	E-007	PANELBOARD SCHEDULE
*22	E-008	CONDUIT BLOCK DIAGRAM AND CONDUIT CABLE SCHEDULE
*23	E-009	MISCELLANEOUS ELECTRICAL PLANS AND DETAILS

*DENOTES A DRAWING NOT INCLUDED IN THE 30% SUBMITTAL



Port of Anacortes



**PCED Received**
Date: 02/05/2025
Document received by the Planning, Community & Economic Development Department

30% SUBMITTAL

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PORT OF ANACORTES
ANACORTES, WASHINGTON

CURTIS WHARF COMMERCIAL PUMP OUT FACILITY



Kennedy Jenks

COVER, LOCATION & VICINITY MAPS,
AND DRAWING INDEX

SCALE

NTS

JOB NO

1996021.19

DATE

JANUARY 2025

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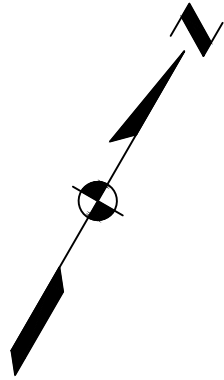
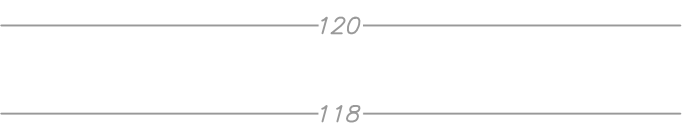
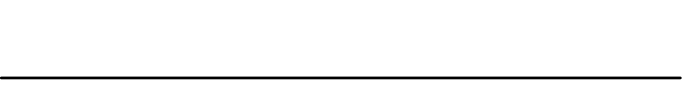
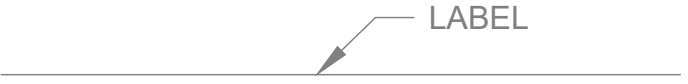
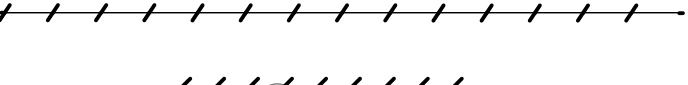
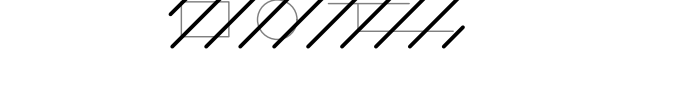
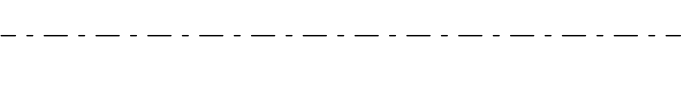
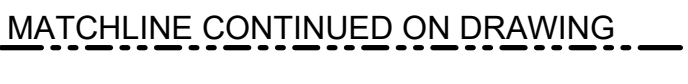
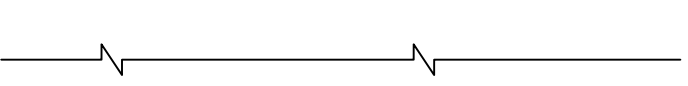
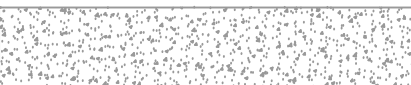
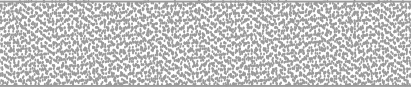
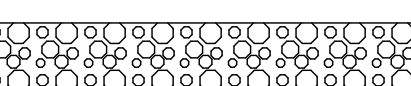
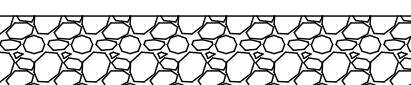
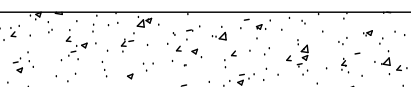
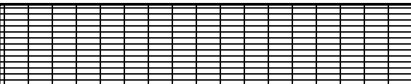
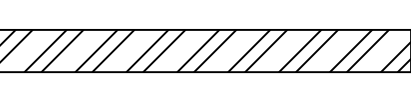
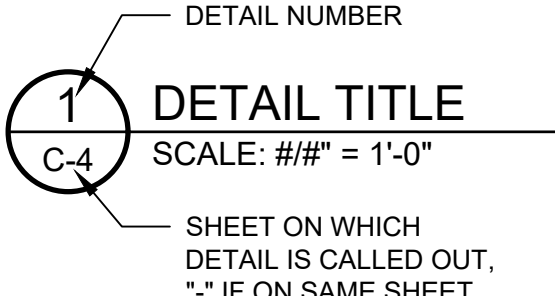
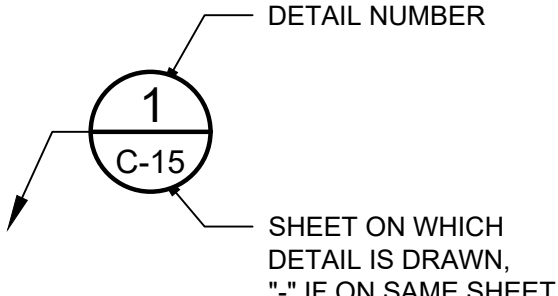
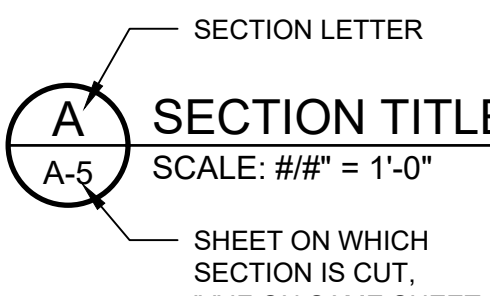
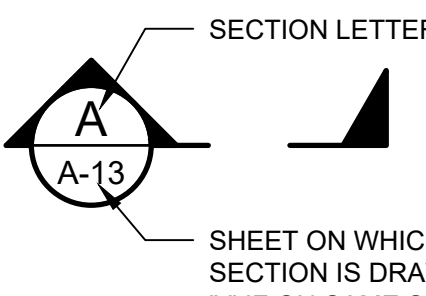
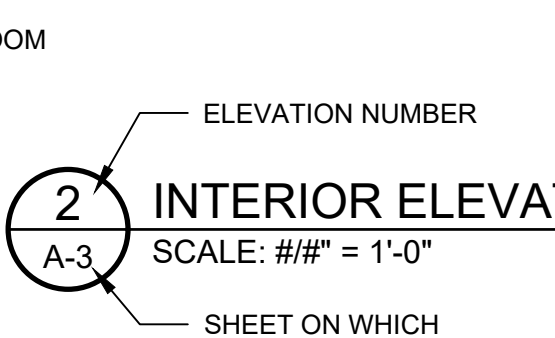
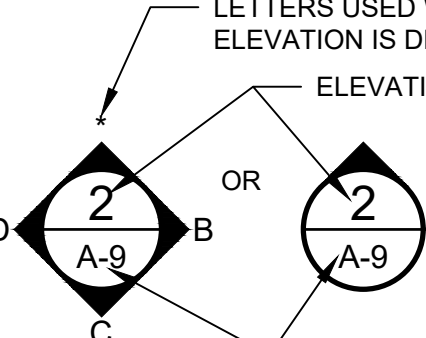
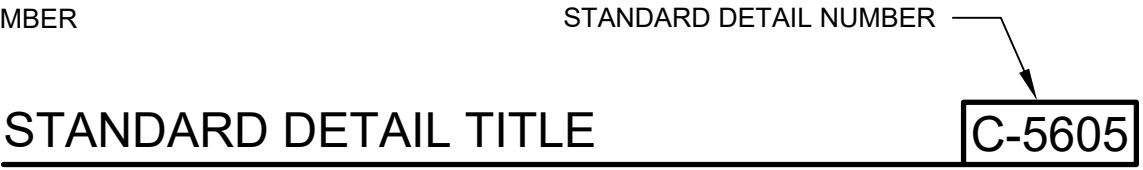
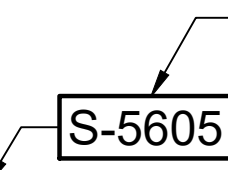
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Page 1 of 16

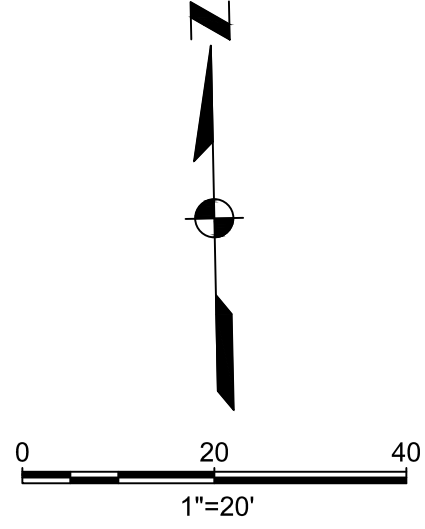
ABBREVIATIONS															
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@	AT	BVC	BEGINNING OF VERTICAL CURVE	DO	DISSOLVED OXYGEN, DISCRETE OUTPUT	GLV	GLOBE VALVE	LH	LEFT HAND	OL	THERMAL OVERLOAD RELAY	REQD	REQUIRED	TEMP	TEMPERATURE, TEMPORARY
<	LESS THAN	C	CURVE, CONDUCTOR, CONTACT	DPDT	DOUBLE POLE, DOUBLE THROW	GND	GROUND	LIP	LIP OF GUTTER	OPNG(-S)	OPENING(-S)	REQT	REQUIREMENT	TMPTNK	TEMPERING TANK
>	GREATER THAN	C/C	CENTER-TO-CENTER	DPST	DOUBLE POLE, SINGLE THROW	GPD	GALLONS PER DAY	LIQ	LIQUID	OPP	OPPOSITE	RESIL	RESILIENT	TENV	TOTALLY ENCLOSED NON-VENTILATED
Δ	DEFLECTION	C/S	CONSTANT SPEED	DR	DOOR, DRAIN, DRYER	GPH	GALLONS PER HOUR	L	LIVE LOAD	ORIG	ORIGINAL	RESV	RESERVOIR	THK	THICK(-ENED, -ENER, -NESS)
∠	ANGLE	CAB	CABINET	DRG	DOUBLE RUBBER GASKET JOINT	GPM	GALLONS PER MINUTE	LLBB	LONG LEG BACK-TO-BACK	OS&Y	OUTSIDE SCREW AND YOKE (RISING STEM GATE VALVE)	REV	REVISION	THRU	THROUGH
0	DEGREE(-S) (ANGULAR)	CALC(S)	CALCULATION(S)	DS	DOWN SPOUT	GPR	GROUND PENETRATING RADAR	LLH	LONG LEG HORIZONTAL			RH	RIGHT HAND	TMV	THERMOSTATIC MIXING VALVE
A	AMPERE(-S)	CAT	CATEGORY	DTL(-S)	DETAIL(-S)	GR	GRATE	LLV	LONG LEG VERTICAL	OSA	OUTSIDE AIR	RIO	REMOTE INPUT/OUTPUT	TNK	TANK
A/C	AIR CONDITIONING	CATV	CABLE TV	DUP	DUPLEX	GRL	GUARDRAIL	LO	LOW	OSC	OPEN/STOP/CLOSE	RM	ROOM	TOD	TOTAL OXYGEN DEMAND
A/D	ANALOG TO DIGITAL	CAV	COMBINATION AIR VALVE	DV	DIAPHRAGM VALVE	GRS	GALVANIZED RIGID STEEL	LOC	LOCATION	OSHA	OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION	RMT	REMOTE	TOPO	TOPOGRAPHY
A/M	AUTO/MANUAL	CB	CATCH BASIN, CIRCUIT BREAKER	DWG(-S)	DRAWING(-S)	GS	GALVANIZED STEEL	LONGIT	LONGITUDINAL			RND	ROUND	TOT	TOTAL, TOTALIZE(R)
AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY TRANSPORTATION OFFICIALS	CC	CUBIC CENTIMETER(-S)	E	EAST	GV	GATE VALVE	LOR	LOCAL-OFF-REMOTE	OT	OVER TEMPERATURE	RO	REVERSE OSMOSIS	TP	TEST PIT
AB	AGGREGATE BASE, ANCHOR BOLT(-S)	CCT	CHLORINE CONTACT TANK	EA	EACH, EXHAUST AIR	GYP (BD)	GYP SUM (BOARD)	LOTO	LOCK-OUT, TAG-OUT	OZ	OUNCE(-S)	RPM	REVOLUTIONS PER MINUTE	TR	TREAD(-S)
ABAN(-D)	ABANDON(-ED)	CCTV	CLOSED-CIRCUIT TELEVISION	ECC	END OF HORIZONTAL CURVE	H	HIGH, HEIGHT	LP	LOW POINT, LIGHTING PANELBOARD	P	PNEUMATIC, PIPE, POLE	RPP	REDUCED PRESSURE PRINCIPLE	T-R	THROUGH ROOF
ABS	ABSOLUTE, ACRYLONITRILE-BUTADIENE-STYRENE	ECC	CONTROL DAMPER	ECCENTRIC	ECCENTRIC	H2O2	HYDROGEN PEROXIDE	LPG	LIQUIFIED PETROLEUM GAS (PROPANE OR BUTANE AS NOTED)	P/L	PROPERTY LINE	RPS	REVOLUTIONS PER SECOND	TRTMT	TREATMENT
AC	ASPHALTIC CONCRETE, ALTERNATING CURRENT	CEM	CEMENT	ECD	EPOXY COATED	H2S	HYDROGEN SULFIDE			PA	PUBLIC ADDRESS	RR	RAILROAD	TSS	STRUCTURAL TUBING
ACH	AIR CHANGES PER HOUR	CEN	CENTRAL	ECR	END CURB RETURN	H2SO4	SULFURIC ACID	LR	LONG RADIUS	PACP	PERFORATED ASBESTOS CEMENT PIPE	RST	RESET	TSS	TOTAL SUSPENDED SOLIDS
ACI	AMERICAN CONCRETE INSTITUTE	CENT	CENTRIFUGAL	EER	ENERGY EFFICIENCY RATIO	HB	HOSE BIBB	L-R	LOCAL-REMOTE	PAF	POWDER/POWER ACTUATED FASTENER	RT	RIGHT TURN, RESET TIMER	TSTAT	THERMOSTAT
ACK	ACKNOWLEDGE	CER	CEILING EXHAUST RETURN	EF	EACH FACE	HD	HEAVY DUTY, HEAT DETECTOR	LS	LIMIT SWITCH	PB	PULLBOX, PUSHBUTTON	RTE	ROUTE	TURB	TURBIDITY
ACOUS	ACOUSTIC(-AL)	CFH	CUBIC FEET PER HOUR	EFFIC	EFFICIENCY	HDG	HOT DIP GALVANIZE(-D)	LT	LEFT, LIGHT, LEFT TURN	PC(-S)	PIECE(-S), PHOTOCELL, POINT OF CURVE (BEGIN CURVE), PROGRESSIVE CAVITY	RTN	RETURN	TYP	TYPICAL
ACP	ASBESTOS CEMENT PIPE	CFM	CUBIC FEET PER MINUTE	EFFL	EFFLUENT	HDPE	HIGH DENSITY POLYETHYLENE	LTG	LIGHTING			RTU	ROOF TOP UNIT, REMOTE TELEMETRY UNIT	U	URINAL
ADA	AMERICANS WITH DISABILITIES ACT	CFS	CUBIC FEET PER SECOND	EGL	EXISTING GRADE	HDWD	HARDWOOD	LV	LOW VOLTAGE	PCC	POINT OF COMPOUND CURVE, POINT OF COMMON COUPLING	RVSS	REDUCED VOLTAGE, SOLID STATE SEWER, SOUTH START/STOP	UBC	UNIFORM BUILDING CODE
ADDIT	ADDITIONAL	CH	CHAMBER	EGR	ENERGY GRADE LINE	HGL	HYDRAULIC GRADE LINE	LW	LIGHT WEIGHT			S	SEWER, SOUTH START/STOP	UD	UNDERDRAIN
ADJ	ADJUST(-ED, -MENT, -ABLE)	CHAN	CHANNEL	EL	ELEVATION, EPOXY LINED	HGR	HANGER	LWL	LOW WATER LEVEL	PCCP	PRESTRESSED CONCRETE CYLINDER PIPE	S/S	SILICON CONTROLLED RECTIFIER	UG	UNDERGROUND
ADJT	ADJACENT	CHEM	CHEMICAL(-CAL, -STRY)	EL&C	EPOXY LINED AND COATED	HH	HANDHOLE	LWT	LEAVING WATER TEMPERATURE	PCF	POUNDS PER CUBIC FOOT	S/W	SIDEWALK	UL	UNDERWRITERS LABORATORIES
ADWF	AVERAGE DRY WEATHER FLOW	CHK	CHECK	ELM	ELEMENTARY	HI	HYDRAULIC INSTITUTE	M	METER(-S)	PCO	PRESSURE CLEANOUT	SA	SUPPLY AIR	UNKN	UNKNOWN
AF	ACRE-FEET, AMPERE FRAME	CHKD	CHECKED	ELL	ELBOW	HM	HOLLOW METAL	mA	MILLIAMPERE(-S)	PCOTG	PRESSURIZED CLEANOUT TO GRADE	SAN	SANITARY	UON	UNLESS OTHERWISE NOTED
AFCI	ARC-FAULT CIRCUIT INTERRUPTER	CI	CAST IRON	EMB	EMBEDMENT	HMI	HUMAN MACHINE INTERFACE	MACH	MACHINE	PD	PRESSURE DROP, POSITIVE DISPLACEMENT	SARV	SEWAGE AIR RELEASE VALVE	UPS	UNINTERRUPTIBLE POWER SUPPLY
AFF	ABOVE FINISHED FLOOR	CID1	CLASSIFICATION I, DIVISION 1	EMERG	EMERGENCY	HOA	HAND-OFF-AUTOMATIC	MATL	MATERIAL	PE	PHOTOELECTRIC, PLAIN END, POLYETHYLENE	SAVV	SEWAGE AIR VACUUM VALVE	USGBC	UNITED STATES GREEN BUILDING COUNCIL
AFG	ABOVE FINISHED GRADE	CID2	CLASSIFICATION I, DIVISION 2	EN	EDGE NAILING	HOR	HAND-OFF-REMOTE	MAX	MAXIMUM	PEMB	PRE-ENGINEERED METAL BUILDING	SCADA	SUPERVISORY CONTROL AND DATA ACQUISITION	UT	ULTRASONIC TESTING
AGG	AGGREGATE	CIP	CAST IRON PIPE, CAST IN PLACE, CLEAN IN PLACE	ENCL	ENCLOSURE	HORZ	HORIZONTAL	MB	MACHINE BOLT	PEN	PENETRAT(-E, -ION)			UTP	UNSHIELDED TWISTED PAIR
AGG	AGGREGATE	CIRC	CIRCULAR(-TION)	ENGR	ENGINEER	HVP	HYDRAULICALLY OPERATED VALVE	MBH	BTU PER HOUR (THOUSANDS)	PER	PERIODIC	SCAV	SEWAGE COMBINATION AIR VALVE	UV	ULTRAVIOLET
AI	ANALOG INPUT	CIRCUM	CIRCUMFERENCE	ENTR	ENTRANCE	H-P	HINGE POINT	MC	MOISTURE CONTENT, MISCELLANEOUS	PERC	PERCOLAT(-E, -ION)	SCFM	STANDARD CUBIC FEET PER MINUTE	V	VOLTS
AIC	AMPERES INTERRUPTING CAPACITY	CISP	CAST IRON SOIL PIPE	EP	EDGE OF PAVEMENT	HPT	HIGH POINT			PERF	PERFORAT(-E, -ED, -ES, -ATION)	SCH	SCHEDULE	V/S	VARIABLE SPEED
AISC	AMERICAN INSTITUTE OF STEEL CONSTRUCTION	CJ	CONSTRUCTION JOINT	EPA	ENVIRONMENTAL PROTECTION AGENCY	HR(S)	HOUR(-S)	MCA	MINIMUM CIRCUIT AMPACITY	PF	POWER FACTOR, PROFILE	SCR	SILICON CONTROLLED RECTIFIER	VA	VOLT-AMPERES
AISI	AMERICAN IRON AND STEEL INSTITUTE	CJP	COMPLETE JOINT PENETRATION	EQ	EQUAL (-LY, -IZATION)	HRL	HANDRAIL	MCB	MAIN CIRCUIT BREAKER	PFAS	PER- AND POLYFLUOROALKYL SUBSTANCES	SCV	SILENT CHECK VALVE	VAC	VACUUM
AIRC	AMERICAN INSTITUTE OF STEEL CONSTRUCTION	CKT	CIRCUIT	EOPM	EQUIPMENT	HSPF	HEATING SEASONAL PROFICIENCY FACTOR	MCC	MOTOR CONTROL CENTER	PFOA	PERFLUOROOCCTANOIC ACID	SD	STORM DRAIN, SMOKE DETECTOR	VAR	VARIABLE, VARIABLE, VOLT-AMPERES
AIRC	AMERICAN INSTITUTE OF STEEL CONSTRUCTION	CL2	CHLORINE	ES	EACH SIDE			MCP	MOTOR CIRCUIT PROTECTOR	PFOS	PERFLUOROOCCTANESULFONATE	SDMH	STORM DRAIN MANHOLE		REACTIVE
AIRC	AMERICAN INSTITUTE OF STEEL CONSTRUCTION	CLASS	CLASSIFICATION	ES/EW	EMERGENCY SHOWER/EYE WASH	HSS	HOLLOW STRUCTURAL SECTION	MF	MICROFILTRATION	PFR	POWER FACTOR RELAY	SE	SOUTHEAST	VAT	VINYL ASBESTOS TILE
ALT	ALTERNAT(-E, -OR)	CLG	CEILING	EST	EXTERNAL STATIC PRESSURE	HST	HOIST	MFR	MANUFACTURER	PH	PIPE HANGER, PHASE	SEC	SECONDARY, SECOND(-S)	VC	VERTICAL CURVE
ALTD	ALTITUDE	CLOS	CLOSED	ESTIM	ESTIMATE(-D)	HT	HEIGHT	MFRD	MANUFACTURED	pH	MEASURE OF ACIDITY OR ALKALINITY	SECT	SECTION	VCP	VITRIFIED CLAY PIPE, VENDOR CONTROL
ALUM	ALUMINUM	CLR	CLEAR(-ANCE)	E-STOP	EMERGENCY STOP	HTG	HEATING	MG	MILLIGRAM(-S), MILLION GALLON(-S)	PHMS	PAN HEAD MACHINE SCREW	SED	SEDIMENTATION		PANEL
ALV	ALTIMETER VALVE	CLSM	CONTROLLED LOW STRENGTH MATERIAL	ETM	ELAPSED TIME METER	HTR	HEATER	MG/L	MILLIGRAMS PER LITER	PHMS	PAN HEAD SHEET METAL SCREW	SEER	SEASONAL ENERGY EFFICIENCY RATIO	VD	VOLUME DAMPER
AMB	AMBIENT	CM	CENTIMETERS	ETS	ELECTROLYSIS TEST STATION	HVAC	HEATING, VENTILATING, AND AIR CONDITIONING	MGD	MILLION GALLONS PER DAY	PI	POINT OF INTERSECTION, PRESSURE INDICATOR (GAUGE)	SER	SERVICE ENTRANCE RATED	VEL	VELOCITY
ANC	ANCHOR	CMC	CEMENT MORTAR COATED	EUSERC	ELECTRIC UTILITY SERVICE EQUIPMENT REQUIREMENTS COMMITTEE			MH	MANHOLE	PID	PROPORTIONAL-INTEGRAL-DERIVATIVE	SGNL	SIGNAL	VERT	VERTICAL
ANN	ANNUNCIATOR	CML	CEMENT MORTAR LINED			HVY	HEAVY	MHZ	MEGAHERTZ	PIT	PRESSURE INDICATING TRANSMITTER	SH	SHOWER	VERTS	VERTICAL BARS
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE	CML&C	CEMENT MORTAR LINED AND COATED	EVC	END OF VERTICAL CURVE	HWL	HIGH WATER LEVEL	MI	MILES	PIV	POST INDICATOR VALVE	SH	SHOWER	VFD	VARIABLE FREQUENCY DRIVE (AC)
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE	CMP	CORRUGATED METAL PIPE	EW	EACH WAY	HWY	HIGHWAY	MIL(-S)	ONE-THOUSANDTH OF AN INCH	PIV	POST INDICATOR VALVE	(SH)	SHIELDED	VFI	VACUUM FAULT INTERRUPTER
ANT	ANTENNA	CMU	CONCRETE MASONRY UNIT	EWT	ENTERING WATER TEMPERATURE	HYD	HYDRAULIC	MIN	MINIMUM, MINUTE(-S)	PLAS	PLASTER	SHT	SHEET	VIF	VERIFY IN FIELD
AO	ANALOG OUTPUT	CNT	CONTROL	EXC	EXHAUST	HZ	HERTZ (CYCLES PER SECOND)	MISC	MISCELLANEOUS	PLC	PROGRAMMABLE LOGIC CONTROLLER	SHT	SHEET	VIF	VERIFY IN FIELD
APA	THE ENGINEERED WOOD ASSOCIATION	CNTJ	CONTROL JOINT	EXH	EXHAUST	I&C	INSTRUMENTATION AND CONTROL	MECH	MECHANICAL JOINT	PLF	POUND PER LINEAL FOOT	SIM	SIMILAR	VPI	VERTICAL POINT OF INTERSECTION
APPROX	APPROXIMATE(-LY)	CNTRSK	COUNTERSUNK	EXIST	EXISTING	I/O	INPUT/OUTPUT	ML	MILLILITER(-S)	PM	PROJECT MANAGER, POWER MONITOR	SK	SINK	VS	VOLTMETER SWITCH
ARV	AIR RELEASE VALVE	CO	CLEANOUT, CONDUIT ONLY	EXP	EXPANSION	IBC	INTERNATIONAL BUILDING CODE	MLO	MAIN LUGS ONLY	PNL	PANEL	SL	SLUDGE	VT	VENT
AS	AMMETER SWITCH	CO2	CARBON DIOXIDE	EXT	EXTERNAL, EXTERIOR	ICC	INTERNATIONAL CODE COUNCIL	MM	MILLIMETER(-S), MULTIMODE (FIBER)	PNLBD	PANELBOARD	SLBB	SHORT LEGS BACK-TO-BACK	VTP	VERTICAL TURBINE PUMP
ASB	ASBESTOS	COAX	COAXIAL	FA	FIRE ALARM	IE	INSIDE DIAMETER	MMB	BTU PER HOUR (MILLIONS)	PNV	PINCH VALVE	SLH	SHORT LEG HORIZONTAL	VTR	VENT TO ROOF
ASCE	AMERICAN SOCIETY OF CIVIL ENGINEERS	COD	CHEMICAL OXYGEN DEMAND	FAB	FABRICATE(-D)	ID	INVERT ELEVATION	MOCP	MAXIMUM OVERCURRENT PROTECTION						

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NOTES		PROJECT DESCRIPTION		SYMBOLLOGY		CROSS-REFERENCING SYMBOLS	
GENERAL 1. THIS PROJECT IS WITHIN CITY OF ANACORTES, WASHINGTON LIMITS. OBTAIN PERMITS NECESSARY TO COMPLETE FEATURES WITHIN EASEMENTS, DEDICATIONS AND PUBLIC RIGHT-OF-WAY. 2. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH PROJECT SPECIFICATIONS. 3. A PRE-EXISTING SITE CONDITION VIDEO SHALL BE PROVIDED BY THE CONTRACTOR AND SHALL SHOW EXISTING CONDITIONS OF ALL CONCRETE, ASPHALT, LANDSCAPED AREAS, BUILDING EXTERIOR, ETC. SURROUNDING THE CONSTRUCTION AREAS. VIDEO SHALL BE SUBMITTED TO THE OWNER PRIOR TO BREAKING GROUND. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONARY MEASURES NECESSARY TO PROTECT EXISTING IMPROVEMENTS WHICH ARE TO REMAIN IN PLACE FROM DAMAGE. ALL IMPROVEMENTS DAMAGED BY THE CONTRACTOR'S OPERATIONS SHALL BE EXPEDITIOUSLY REPAIRED OR RECONSTRUCTED AT THE CONTRACTOR'S EXPENSE WITHOUT ADDITIONAL COMPENSATION.		THIS PROJECT CONSISTS OF THE FOLLOWING: 1. INSTALLATION OF 360 LF OF HDPE SANITARY SEWER PIPING.		NORTH ARROW MAJOR CONTOURS MINOR CONTOURS NEW EXISTING; SCREENED TEXT LABELS FOR SCREENED ELEMENTS IMPLY THE ELEMENT IS EXISTING FUTURE EXISTING LINEAR ELEMENTS TO BE REMOVED OR DEMOLISHED EXISTING NON-LINEAR ELEMENTS TO BE REMOVED OR DEMOLISHED CENTERLINE MATCHLINE BREAK LINE PARCEL BOUNDARY NATIVE EARTH (IN SECTION) EXISTING ASPHALT SURFACING EXISTING CONCRETE SURFACING EXISTING GRAVEL SURFACING SAND OR GROUT (IN PLAN AND SECTION) GRAVEL (IN PLAN AND SECTION) AGGREGATE BASE (IN PLAN AND SECTION) CONCRETE (IN PLAN AND SECTION) GRATING (IN PLAN) STEEL (IN SECTION)		    NOTE STANDARD DETAILS ARE LOCATED WITHIN THEIR RESPECTIVE DISCIPLINE, IMMEDIATELY FOLLOWING THE GENERAL ABBREVIATIONS, NOTES, AND LEGEND SHEETS.	

30% SUBMITTAL						SCALES 0 1" 0 25mm IF THIS BAR IS NOT DIMENSION SHOWN, ADJUST SCALES ACCORDINGLY.	THIS PRELIMINARY DOCUMENT IS NOT FOR CONSTRUCTION. IT IS RELEASED UNDER THE AUTHORITY OF: SAMANTHA KARPA 21024598 JANUARY 2025		DESIGNED	PORT OF ANACORTES ANACORTES, WASHINGTON		GENERAL NOTES AND LEGEND				SCALE		NTS	
PRELIMINARY DESIGN PHASE NOT FOR CONSTRUCTION							DRAWN	CURTIS WHARF COMMERCIAL PUMP OUT FACILITY		KJ	JOB NO					1996021.19			
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NO	REVISION	DATE	BY	SNK															

A		B		C		D		E		F		G		H					
PIPING - SINGLE LINE				VALVES AND GATES				PRIMARY INLINE ELEMENTS				EQUIPMENT (CONTINUED)				PIPING ACCESSORIES AND FITTINGS			
NEW WORK (NOT SCREENED) EXISTING (SCREENED) FUTURE (LONG DASH, SHORT DASH) PROCESS - PRIMARY PROCESS - SECONDARY PROCESS - DRAIN PROCESS - HEAT TRACED PROCESS - INSULATED PROCESS - DOUBLE-CONTAINED OR CONNECTED NOT CONNECTED				* FC = FAIL CLOSED FO = FAIL OPEN FL = FAIL LOCKED IN LAST GATE VALVE (NORMALLY OPEN, NORMALLY CLOSED) GLOBE VALVE (NORMALLY OPEN, NORMALLY CLOSED) PLUG VALVE (NORMALLY OPEN, NORMALLY CLOSED) CHECK VALVE ANGLED CHECK VALVE DUCKBILL CHECK VALVE BALL CHECK VALVE BACKFLOW PREVENTER (DOUBLE CHECK ASSEMBLY) BACKFLOW PREVENTER (REDUCED PRESSURE PRINCIPLE) PINCH VALVE DIAPHRAGM VALVE BUTTERFLY VALVE BALL VALVE (NORMALLY OPEN, NORMALLY CLOSED) NEEDLE VALVE PRESSURE REDUCING VALVE, SELF-CONTAINED PRESSURE REDUCING VALVE WITH EXTERNAL PRESSURE TAP PRESSURE SUSTAINING VALVE, SELF-CONTAINED PRESSURE SUSTAINING VALVE WITH EXTERNAL PRESSURE TAP DIFFERENTIAL PRESSURE REGULATING VALVE, SELF-CONTAINED DIFFERENTIAL PRESSURE REGULATING VALVE WITH EXTERNAL PRESSURE TAP 3-WAY VALVE 4-WAY VALVE SHADING INDICATES PORT TO BE CLOSED DURING NORMAL OPERATION. DOT INDICATES PORT TO BE CLOSED DURING ALTERNATE OPERATION. ANGLE VALVE FOOT VALVE VACUUM RELIEF/AIR INLET VALVE (AV) PRESSURE RELIEF VALVE (PREL) AIR RELEASE/VACUUM RELIEF VALVE (ARVR) COMBINATION AIR/VACUUM VALVE (CA) AIR RELEASE VALVE (AR) GATE - NORMALLY CLOSED GATE - NORMALLY OPEN FLAP GATE				ORIFICE PLATE M MAGNETIC FLOW TUBE SINGLE PORT PITOT TUBE OR PITOT-VENTURI TUBE VENTURI TUBE AVERAGING PITOT TUBE FLUME WEIR TURBINE OR PROPELLER-TYPE PRIMARY ELEMENT THERMAL MASS SENSOR POSITIVE DISPLACEMENT TYPE FLOW TOTALIZING INDICATOR VORTEX SENSOR TARGET TYPE SENSOR CORIOLIS EFFECT SENSOR ULTRASONIC SENSOR				CENTRIFUGAL PUMPS M HORIZONTAL M SUBMERSIBLE M VERTICAL TURBINE PUMP HEAD M VERTICAL TURBINE PUMP T-HEAD VERTICAL TURBINE PUMP CAN VERTICAL TURBINE PUMP INTAKE M METERING PUMP S METERING SOLENOID M PERISTALTIC/HOSE PUMP M ROTARY PUMP M PROGRESSIVE CAVITY PUMP BLOWERS, FANS AND COMPRESSORS M BLOWER M FAN M CENTRIFUGAL COMPRESSOR M RECIPROCATING COMPRESSOR M SCREW COMPRESSOR M MIXERS M VERTICAL M SUBMERSIBLE CONVEYORS HORIZONTAL SCREW INCLINED SCREW BELT THICKENERS AND GRINDERS BELT FILTER PRESS GRAVITY BELT THICKENER CENTRIFUGE SLUDGE GRINDER				FLANGE UNION TEE Y STRAINER FLOW STRAIGHTENING VANE SCREWED CAP WELDED CAP BLIND FLANGE QUICK DISCONNECT REDUCER (CONCENTRIC) REDUCER (ECCENTRIC) HOSE BIBB CONNECTION CHEMICAL PIPING FLEXIBLE CONNECTION/ FLEXIBLE HOSE FLEXIBLE TANK CONNECTION BRAIDED METAL HOSE METAL BELLOWS EXPANSION JOINT FLEXIBLE COUPLING FLANGED COUPLING ADAPTER DISASSEMBLING JOINT DRAIN SPRAY NOZZLE THERMOWELL CALIBRATION CYLINDER PULSATION DAMPER DIAPHRAGM SEAL ANNULAR SEAL RUPTURE DISK, PRESSURE RUPTURE DISK, VACUUM PURGE			
TANKS AND VESSELS																			
TANK WITH CONICAL ROOF TANK WITH DOMED ROOF TANK WITH FLAT ROOF OPEN TOP TANK TANK WITH FLOATING COVER PRESSURE VESSEL - VERTICAL PRESSURE VESSEL - HORIZONTAL HOPPER, VESSEL, OR BIN FILTER VESSEL STORAGE DRUM STORAGE TOTE																			



GENERAL:

SURVEY WAS CONDUCTED BY PACIFIC SURVEYING & ENGINEERING, INC. BY FIELD TRANSVERSE METHODS UTILIZING ELECTRONIC DATA COLLECTION IN OCTOBER AND NOVEMBER 2022. SURVEY WAS PREPARED IN ACCORDANCE WITH WAC 332-130-145.

HORIZONTAL DATUM: NAD 83/91

VERTICAL DATUM: MEAN LOWER LOW WATER (MLLW) ON NOAA TIDAL
DATUM EPOCH 1941-1959, BASED ON PORT OF ANACORTES SURVEY
CONTROL MONUMENT "JETTY-2"

THE CONTRACTOR SHALL LAYOUT THE WORK (EMPLOYING A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF WASHINGTON) FROM THE CONTROL POINTS PROVIDED AND SHALL BE RESPONSIBLE FOR ACCURATE LOCATION, ALIGNMENT, ELEVATION AND LEVEL OF COMPLETED WORK.

TIDE LEVELS:

EHW	11.00
OHW	10.20
MHHW	8.20
MHW	7.40
MTL	5.00
MSL	4.42
MLW	2.60
MLLW	0.00
ELW	-4.50

30% SUBMITTAL					NO	REVISION	DATE	BY	SCALES 0 1"  0 25mm  IF THIS BAR IS NOT DIMENSION SHOWN, ADJUST SCALES ACCORDINGLY.	THIS PRELIMINARY DOCUMENT IS NOT FOR CONSTRUCTION. IT IS RELEASED UNDER THE AUTHORITY OF: SAMANTHA KARPA 21024598 JANUARY 2025	DESIGNED	PORT OF ANACORTES ANACORTES, WASHINGTON		OVERALL SITE PLAN, SURVEY CONTROL, AND KEY MAP		SCALE	1" = 20'
	PRELIMINARY DESIGN PHASE NOT FOR CONSTRUCTION THIS DOCUMENT IS AN INTERIM DOCUMENT AND NOT SUITABLE FOR CONSTRUCTION. AS AN INTERIM DOCUMENT, IT MAY CONTAIN DATA THAT IS POTENTIALLY INACCURATE OR INCOMPLETE AND IS NOT TO BE RELIED UPON WITHOUT THE EXPRESS WRITTEN CONSENT OF THE PREPARER.	DRAWN	CURTIS WHARF COMMERCIAL PUMP OUT FACILITY								JOB NO	1996021.19					
											CHECKED	KJ Kennedy Jenks				DATE	JANUARY 2025
											SNK					SHEET	OF ---
																Exhibit # E	G-006

CIVIL NOTES

GENERAL

1. OBTAIN PERMITS NECESSARY TO COMPLETE FEATURES WITHIN EASEMENTS, DEDICATIONS AND PUBLIC RIGHT-OF-WAY.
2. COORDINATES ARE PROVIDED AS FOLLOWS UNLESS OTHERWISE NOTED ON DRAWINGS:
 - 2.1. FACE OF WALL
 - 2.2. FACE OF CURB
 - 2.3. CORNER OF EQUIPMENT PADS AND VAULTS
3. ORIENT SURFACE FEATURES PARALLEL TO CURB/GUTTER OR WALLS UNLESS OTHERWISE NOTED.
4. PROTECT ALL SURVEY MONUMENTS.
5. SHOULD THE CONTRACTOR DISCOVER ANY DISCREPANCIES BETWEEN THE CONDITIONS EXISTING IN THE FIELD AND THE INFORMATION SHOWN ON THESE DRAWINGS, CONTRACTOR SHALL NOTIFY THE OWNER PRIOR TO PROCEEDING WITH CONSTRUCTION.
6. THE CONTRACTOR SHALL MAINTAIN A COPY OF AN APPROVED SET OF PLANS ON THE CONSTRUCTION SITE AT ALL TIMES.
7. "LIMITS OF EXCAVATION" INDICATES THE MINIMUM MATERIAL REMOVAL REQUIRED DUE TO GEOTECHNICAL RECOMMENDATIONS AND THE NATURE OF THE WORK. TAKE CARE NOT TO EXCAVATE BEYOND THE LIMITS INDICATED IN THE CONTRACT DOCUMENTS.
8. "LIMITS OF GRADING" INDICATES THE MINIMUM DISTURBANCE AREA DUE TO FINISH GRADES. LIMITS OF GRADING MAY NOT BE INCLUSIVE OF ALL PIPING, CONDUITS, OR DUCT BANKS. LIMITS OF GRADING MAY ALSO BE CALLED DAYLIGHT OR CONFORM LINE, WHICH ARE INTENDED TO BE INTERCHANGEABLE.
9. "LIMITS OF WORK" INDICATES THE TOTAL AREA OF DISTURBANCE DUE TO THE NATURE AND SCOPE OF THE WORK. THE TERM MAY ALSO BE USED TO INDICATE AREAS WHERE ACCESS IS LIMITED OR RESTRICTED.
10. PROVIDE TEMPORARY TRAFFIC SIGNAGE IN ACCORDANCE WITH STATE AND LOCAL AGENCIES DURING THE COURSE OF CONSTRUCTION.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL WITHIN THE PUBLIC RIGHT OF WAY IN ACCORDANCE WITH LOCAL ORDINANCES. NO WORK SHALL COMMENCE UNTIL ALL REQUIRED TRAFFIC CONTROL MEASURES ARE IN PLACE.

PIPING

1. THESE NOTES ARE GENERIC IN NATURE. PROJECT SPECIFIC NOTES ON FOLLOWING DRAWINGS TAKE PRECEDENCE.
2. THE CONTRACTOR SHALL COMPLY WITH THE STATE DEPARTMENT OF HEALTH SERVICES CRITERIA FOR THE SEPARATION BETWEEN WATER MAINS, NON-POTABLE WATER UTILITIES, AND SEWER.
3. INSTALL WATER, STORM, AND SEWER PIPELINES WITH A MINIMUM OF 36 INCHES OF COVER, UNLESS OTHERWISE NOTED.
4. PRIOR TO SUBMITTAL OF PIPE SHOP DRAWINGS, VERIFY THE INVERT ELEVATIONS, ALIGNMENT, OUTSIDE DIAMETER, LOCATION, AND MATERIAL OF ALL EXISTING PIPELINES TO WHICH NEW PIPELINES WILL BE CONNECTED.
5. PIPE STATIONING REPRESENTS THE HORIZONTAL PROJECTION OF THE PIPE CENTERLINE BETWEEN MANHOLES, POINTS OF INFLECTION, AND/OR CENTER OF FITTINGS.
6. RESTRAIN ALL PIPE, FITTINGS, FLEXIBLE CONNECTORS, AND/OR FLANGED COUPLING ADAPTERS UNLESS OTHERWISE NOTED. THRUST PROTECTION SHALL BE ADEQUATE FOR TEST PRESSURES SPECIFIED.
7. LOCATION OF EXISTING UTILITIES ARE APPROXIMATE. CONTRACTOR SHALL EXPOSE EXISTING PIPE(S) OR STRUCTURE(S) TO WHICH NEW PIPE(S) IS/ARE CONNECTING. VERIFY EXACT LOCATION, SIZE, MATERIALS, AND INVERT ELEVATIONS PRIOR TO SUBMITTING PIPE DRAWINGS.
8. PROTECT EXISTING UTILITIES UNLESS OTHERWISE NOTED.
9. USE CAUTION WHEN WORKING IN PROXIMITY TO GAS. NOTIFY UTILITY COMPANY WHEN WORKING WITHIN THE VICINITY, AND FOLLOW UTILITY SAFETY GUIDELINES AND OSHA REQUIREMENTS. HAND DIG ALL CONSTRUCTION WITHIN 5 FEET HORIZONTALLY OF ANY GAS MAIN.
10. USE CAUTION WHEN WORKING IN PROXIMITY TO OVERHEAD ELECTRICAL LINES. FOLLOW ELECTRICAL UTILITY SAFETY GUIDELINES AND OSHA REQUIREMENTS.
11. CROSSING PIPELINES SHOWN IN PROFILE REPRESENT OUTSIDE DIAMETER UNLESS OTHERWISE NOTED.
12. ORIENT ECCENTRIC MANHOLE(S) SUCH THAT THE LID IS OUTSIDE OF WHEEL PATH.
13. COORDINATES LOCATING MANHOLES ARE TO THE CENTER OF THE STRUCTURE.
14. SIZE OF FITTING SHOWN ON THE DRAWINGS CORRESPONDS TO THE ADJACENT STRAIGHT RUN OF PIPE, UNLESS OTHERWISE NOTED. MATCH TYPE OF JOINT AND FITTING MATERIAL TO ADJACENT STRAIGHT RUN OF PIPE, UNLESS OTHERWISE NOTED.
15. PIPE HANGER AND SUPPORT LOCATIONS SHOWN ARE APPROXIMATE. FINAL PIPE SUPPORT LOCATIONS SHALL BE SUBMITTED BY THE CONTRACTOR AND APPROVED BY THE ENGINEER PRIOR TO INSTALLATION.
16. NUMBER AND LOCATION OF UNIONS SHOWN ON DRAWINGS ARE APPROXIMATE. PROVIDE UNIONS NECESSARY TO FACILITATE CONVENIENT REMOVAL OF VALVES AND MECHANICAL EQUIPMENT.
17. COORDINATE AND PERFORM CONNECTIONS TO THE WORK OF OTHER CONTRACTORS, IF APPLICABLE.

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NO

REVISION

DATE _____

BY

SCALES

0 1"

0 25mm

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SAMANTHA KARPA
21024598
JANUARY 2025

DESIGNED

K.I

DRAWN

KI

CHECKED

SNK

PORT OF ANACORTES
ANACORTES WASHINGTON

CURTIS WHARF COMMERCIAL PUMP OUT FACILITY



Kennedy Jenks

CIVIL NOTES

SCALE

NTS

JOB NO

996021.19

DATE _____

JANUARY 2025

SHEE

OF

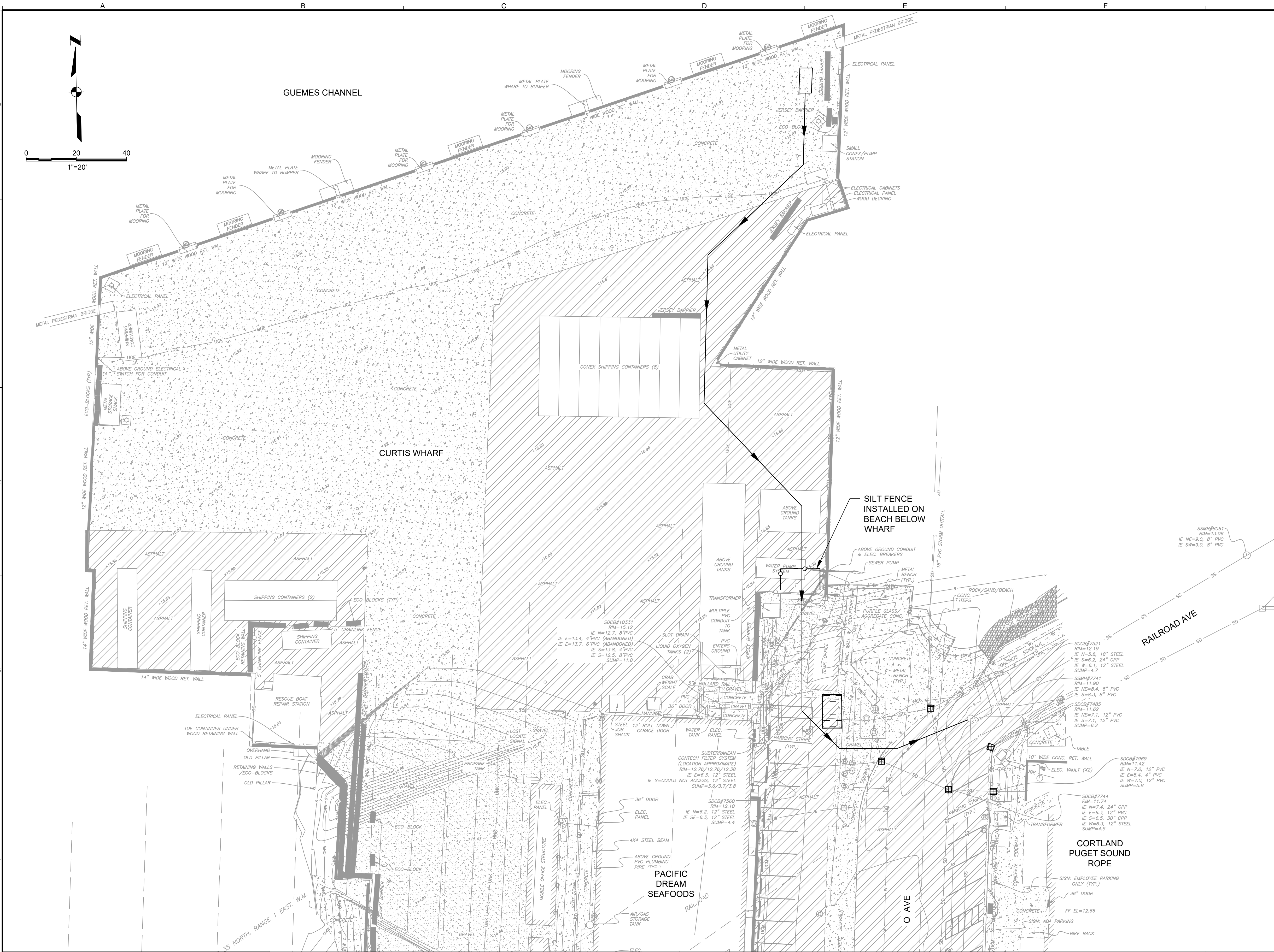
7C 001

Exhibit # E

Page 7 of 16

Plot Date: 1/17/2025 1:13 PM
User: AEKUM MHAJAN
pww:\kjc-pw-bentley.com\kjc-pw\Documents\Clients\Anacortes, Port of WA\Projects\Curtis Wharf Pump Out Facility Final Design_1996021.19\10-Design\10.06-Drawings\Civil\1996021.19-C-002

A				B				C				D				E				F				G				H																															
GEOTECHNICAL SYMBOLS												TOPOGRAPHY AND MAPPING SYMBOLS												EXISTING FEATURES												PIPING AND UTILITIES												ROADWORK AND PAVING											
# SOIL BORING LOCATION TP-# TEST PIT LOCATION MW MONITORING WELL												125 MAJOR CONTOURS 124 MINOR CONTOURS TOP OF SLOPE TOE OF SLOPE P/L P/L PROPERTY LINE R/W R/W RIGHT-OF-WAY LINE GRADE BREAK R RIDGE LINE ESMT EASEMENT LINE ESMT TEMPORARY EASEMENT LINE TRAIL OR DIRT ROAD FLOW LINE FLOOD HAZARD AREA EDGE OF WETLANDS RAILROAD SITE OR RETAINING WALL GUARDRAIL (PERMANENT) LIMITS OF GRADING LIMITS OF EXCAVATION												MONUMENT SET MAG NAIL SET SPIKE SET RAILROAD SPIKE STORM DRAIN MANHOLE STORM DRAIN CLEANOUT CATCH BASIN DOWNSPOUT SANITARY SEWER MANHOLE GATE VALVE WATER METER FIRE HYDRANT HOSE BIB FIRE STANDPIPE IRRIGATION BOX MONITORING WELL BOLLARD POST STOP SIGN STREET SIGN FLAG POLE POWER POLE W/DROP STREET LIGHT POLE W/ DROP GROUND GUY DROP FROM POLE TELEPHONE PEDESTAL/RISER ELECTRIC METER/SWITCH SPOT ELEVATION ON EXISTING GROUND TOP OF SLOPE LINE TOE OF SLOPE LINE ORDINARY HIGH WATER LINE CHAINLINK FENCE HANDRAIL												AV/AR VALVE (IN PLAN) LOCATE ON SIDE SHOWN AV/AR VALVE (IN PROFILE) BLOWOFF (IN PLAN) LOCATE ON SIDE SHOWN BLOWOFF (IN PROFILE) FH FIRE HYDRANT (IN PLAN) MH LID MANHOLE (IN PLAN) CO CLEANOUT TO GRADE (IN PLAN)												NOTES: 1. PAVING PATTERNS MAY ONLY APPEAR IN PORTIONS OF PAVED AREAS TO DEFINE LIMITS OF PAVING. 2. SEE ALSO GENERAL LEGEND FOR ADDITIONAL PAVING PATTERNS. ASPHALT (IN PLAN AND SECTION) CONCRETE CURB CONCRETE CURB AND GUTTER DRIVEWAY/ACCESS RAMP WELDED WIRE FABRIC (IN SECTION)											
																																																CONTROL SYMBOLS											
																																																BM-XX BENCH MARK SITE COORDINATES (SEE TABLE ON DRAWINGS) DESCRIPTION N XXXXXX.XX E XXXXXX.XX SITE COORDINATES CONTROL POINT MONUMENT FG XXX.XX FINISHED ELEVATION/GRADE EG XXX.X ± EXISTING ELEVATION/GRADE CURVE DATA (SEE TABLE ON DRAWINGS)											
																																																STRUCTURES											
												SD SD SD STORM DRAIN LINE SS SS SS SANITARY SEWER GRAVITY LINE W W W WATER LINE OHE/OCM OHE/OCM OHE/OCM OVERHEAD ELECTRIC & COMMUNICATION LINES UGE UGE UGE UNDERGROUND POWER UNK UNK UNK UNKNOWN UNDERGROUND UTILITY UCM UCM UCM UNDERGROUND COMMUNICATIONS LINE OCM OCM OCM OVERHEAD COMMUNICATIONS LINE G G G UNDERGROUND GAS LINE																																				X FENCE (CHAIN LINK) FENCE (WOOD) FENCE (SWING GATE) BOLLARD BOLLARD (REMOVABLE) STRUCTURE STRUCTURE (BELOW GRADE)											
30% SUBMITTAL										SCALES 0 1" 0 25mm IF THIS BAR IS NOT DIMENSION SHOWN, ADJUST SCALES ACCORDINGLY.				THIS PRELIMINARY DOCUMENT IS NOT FOR CONSTRUCTION. IT IS RELEASED UNDER THE AUTHORITY OF: SAMANTHA KARPA 21024598 JANUARY 2025				DESIGNED KJ		PORT OF ANACORTES ANACORTES, WASHINGTON CURTIS WHARF COMMERCIAL PUMP OUT FACILITY						CIVIL LEGEND				SCALE NTS JOB NO 1996021.19 DATE JANUARY 2025 SHEET OF ---																													
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NO				REVISION				DATE				BY				SNK																																											



EROSION AND SEDIMENT CONTROL NOTES

1. THE CONTRACTOR SHALL CONDUCT ALL EROSION AND SEDIMENT CONTROL PRACTICES IN ACCORDANCE WITH THE SPECIFICATIONS AND CONSTRUCTION SWPPP.
2. THE IMPLEMENTATION OF TESC PLANS AND THE CONSTRUCTION, MAINTENANCE, REPLACEMENT, UPGRADING, AND REMOVAL OF TESC FACILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR UNTIL ALL CONSTRUCTION IS COMPLETE AND APPROVED.
3. CONTRACTOR SHALL PERFORM ALL TESC MEASURES AS NECESSARY TO ENSURE NO AGGREGATE, PAVEMENT, SOIL, OR OTHER MATERIALS ARE TRACKED OUT OF THE WORK AREA. TESC FACILITIES SHALL BE UPGRADED AS NECESSARY TO ENSURE THAT SEDIMENT AND SEDIMENT-LADEN WATER DOES NOT LEAVE THE WORK LIMITS.
4. CONTRACTOR SHALL INSTALL STORMWATER INLET PROTECTION FOR ALL INLETS WITHIN THE WORK LIMITS AND WITHIN 100 FEET OF THE WORK LIMITS AND ALL HAUL ROUTES. SEE DETAIL 1 ON SHEET C-102. INLET PROTECTION SHALL BE MAINTAINED UNTIL THE INLET IS DEMOLISHED (IF CALLED FOR) OR UNTIL ALL CONSTRUCTION IS COMPLETE AND APPROVED, AS APPLICABLE.
5. AT NO TIME SHALL MORE THAN 1 FOOT OF SEDIMENT BE ALLOWED TO ACCUMULATE WITHIN THE STORMWATER INLET PROTECTION.
6. ALL PROPOSED TESC FACILITIES SHALL BE SUBMITTED TO THE ENGINEER FOR REVIEW.
7. ALL TESC FACILITIES SHALL BE CONSTRUCTED PRIOR TO CONSTRUCTION ACTIVITIES AND IN SUCH A MANNER AS TO ENSURE THAT CONSTRUCTION STORMWATER DOES NOT ENTER THE DRAINAGE SYSTEM OR ADJACENT WATER BODY, OR VIOLATE APPLICABLE WATER QUALITY STANDARDS.
8. STABILIZATION SHALL BE PROVIDED FOR STOCKPILE(S) AND UPGRADED AS NECESSARY TO MINIMIZE SEDIMENT LOSSES, AS SHOWN IN DETAIL 2 OF SHEET C-004.
9. STOCKPILE, CONTRACTOR LAYDOWN, AND MATERIAL STAGING LOCATIONS SHALL BE IDENTIFIED IN THE FIELD WITH THE PORT PRIOR TO CONSTRUCTION. STOCKPILE(S) SHALL BE SURROUNDED BY ECOLOGY BLOCKS, BARRICADES, HIGH VISIBILITY FENCING AND/OR OTHER MEASURES TO PROVIDE FOR PUBLIC, PORT, AND CONTRACTOR SAFETY.
10. TRACK OUT FROM THE STOCKPILE SHALL BE MINIMIZED, AND PRIOR TO FINAL CLOSEOUT, STOCKPILE AREA SHALL BE CLEARED OF ACCUMULATED OR STRAY SEDIMENT.
11. TRACK OUT ONTO PUBLIC ROADS SHALL BE PREVENTED. IN THE EVENT IT OCCURS, A SWEEPER TRUCK OR OTHER TESC MEASURES SHALL BE USED TO COLLECT AND REMOVE ANY TRACKED OUT SEDIMENT FROM PUBLIC ROADS BY THE END OF THE WORK DAY.

LEGEND

- CATCH BASIN FILTER **1** C-002
- STOCKPILE LOCATION **2** C-002
- SILT FENCE **3** C-002

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PORT OF ANACORTES
ANACORTES, WASHINGTON
CURTIS WHARF COMMERCIAL PUMP OUT FACILITY

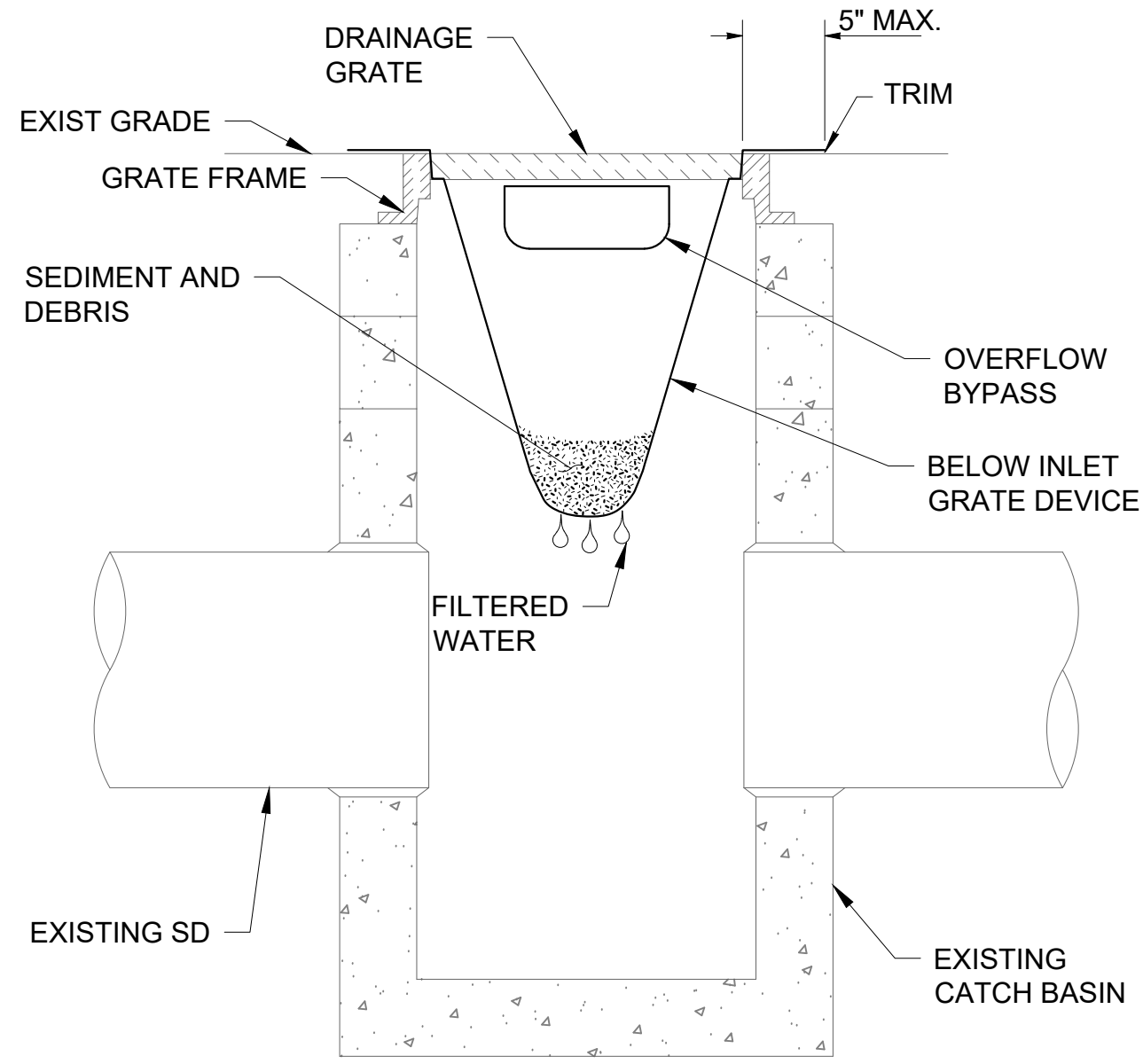
Kennedy Jenks

EROSION AND SEDIMENT CONTROL PLAN
AND NOTES

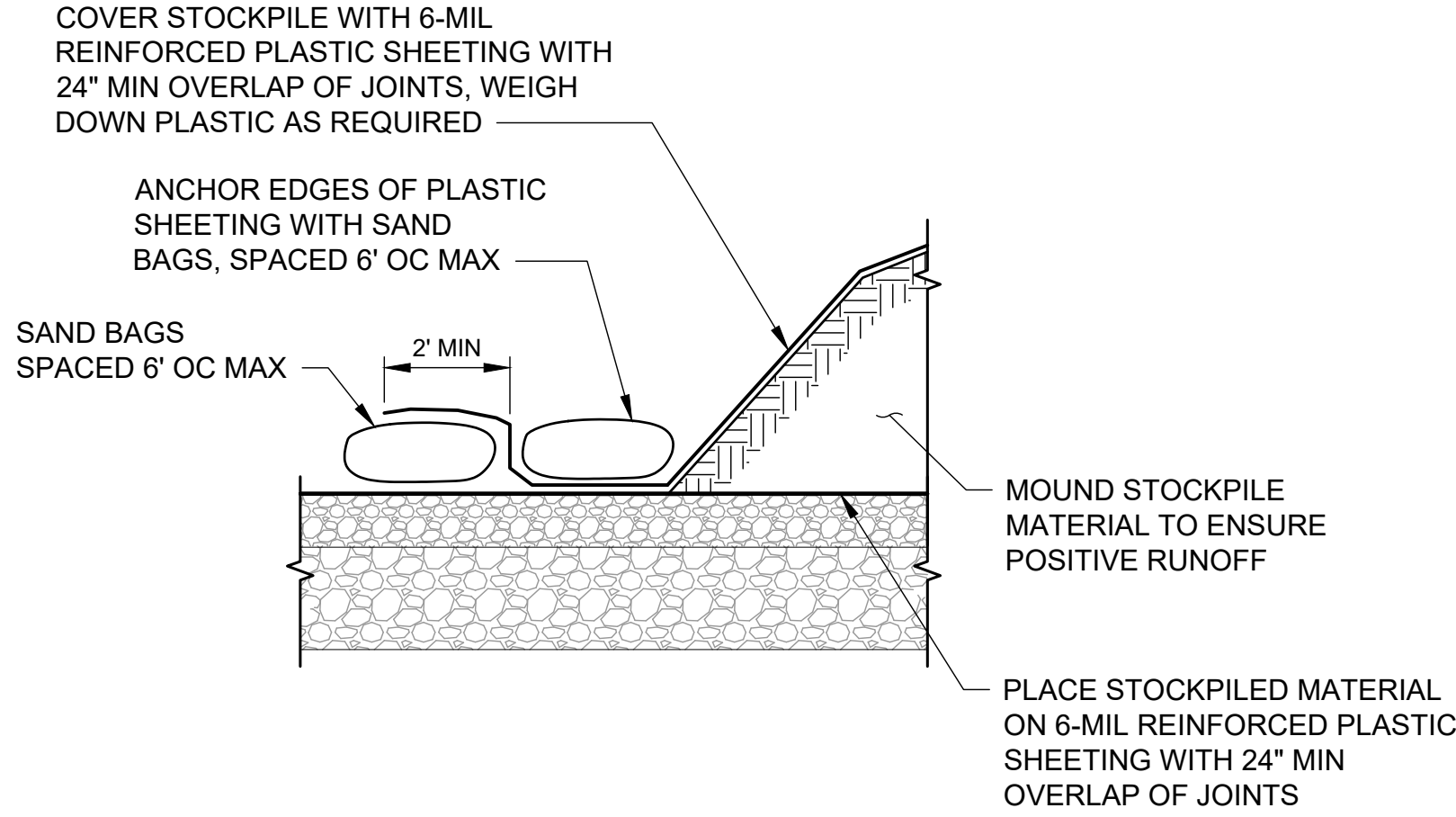


Exhibit # E
Page 9 of 16

SCALE
1" = 20'
JOB NO
1996021.19
DATE
JANUARY 2025
SHEET
OF ---
C-003

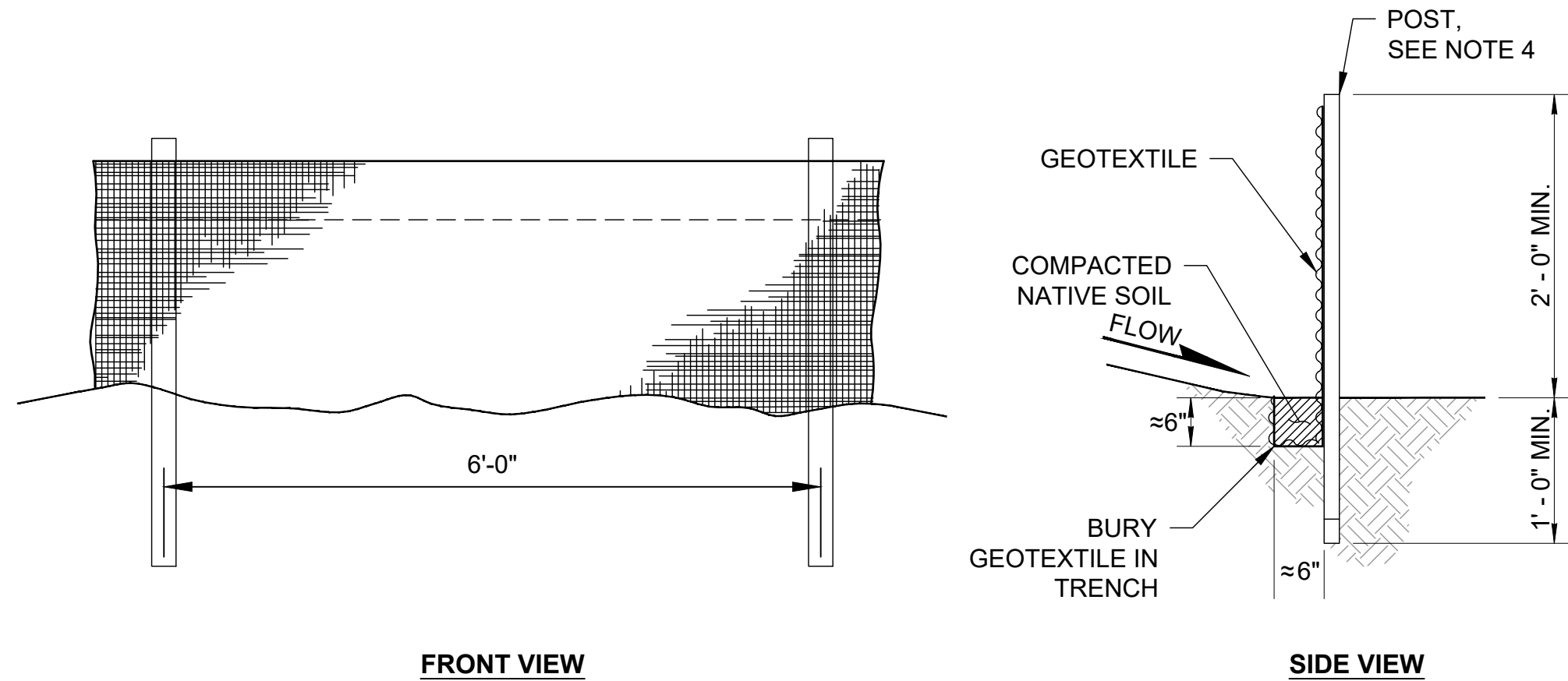


1 CATCH BASIN FILTER
C-002 SCALE: NTS



- NOTES:
1. RIPS AND/OR TEARS IN THE PLASTIC SHEETING SHALL BE REPAIRED IN A TIMELY MANNER.
 2. MATERIAL SHALL BE STOCKPILED NO STEEPER THAN 1 TO 1 SLOPE.
 3. THE TOE OF THE STOCKPILE SHALL BE NO CLOSER THAN 2-FT FROM THE EDGE OF EXCAVATION.
 4. STOCKPILE HEIGHT SHALL NOT EXCEED 10-FT.

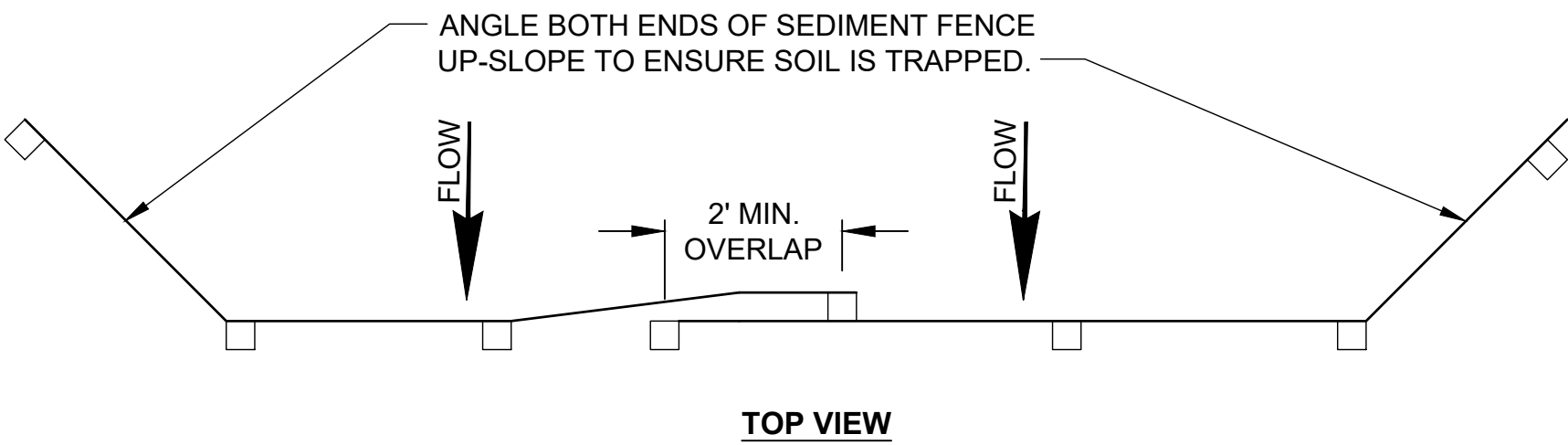
2 STOCKPILE
C-002 SCALE: NTS



- NOTES:
1. SILT FENCE. EXTENTS SHOWN ON THE PLANS ARE APPROXIMATE. CONTRACTOR IS RESPONSIBLE FOR MODIFYING THE EXTENTS OF THE SILT FENCE AS NECESSARY TO PREVENT SEDIMENT AND SEDIMENT-LADEN RUNOFF FROM LEAVING THE CONSTRUCTION SITE.
 2. REFER TO THE SPECIFICATIONS SECTION 01 57 13 FOR COMPLETE EROSION AND SEDIMENT CONTROL REQUIREMENTS.
 3. BURY BOTTOM OF FILTER FABRIC 6\"/>

SEDIMENT FENCE SPACING:	
SLOPE	SPACING
<10%	300 FT.
<15%	150 FT.
<20%	100 FT.
<30%	50 FT.
<50%	25 FT.
STOCK PILE	
SLOPE >50%	25 FT.

3 SILT FENCE
C-002 SCALE: NTS



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DESIGNED	KJ
DRAWN	KJ
CHECKED	SNK

PORT OF ANACORTES
ANACORTES, WASHINGTON
CURTIS WHARF COMMERCIAL PUMP OUT FACILITY

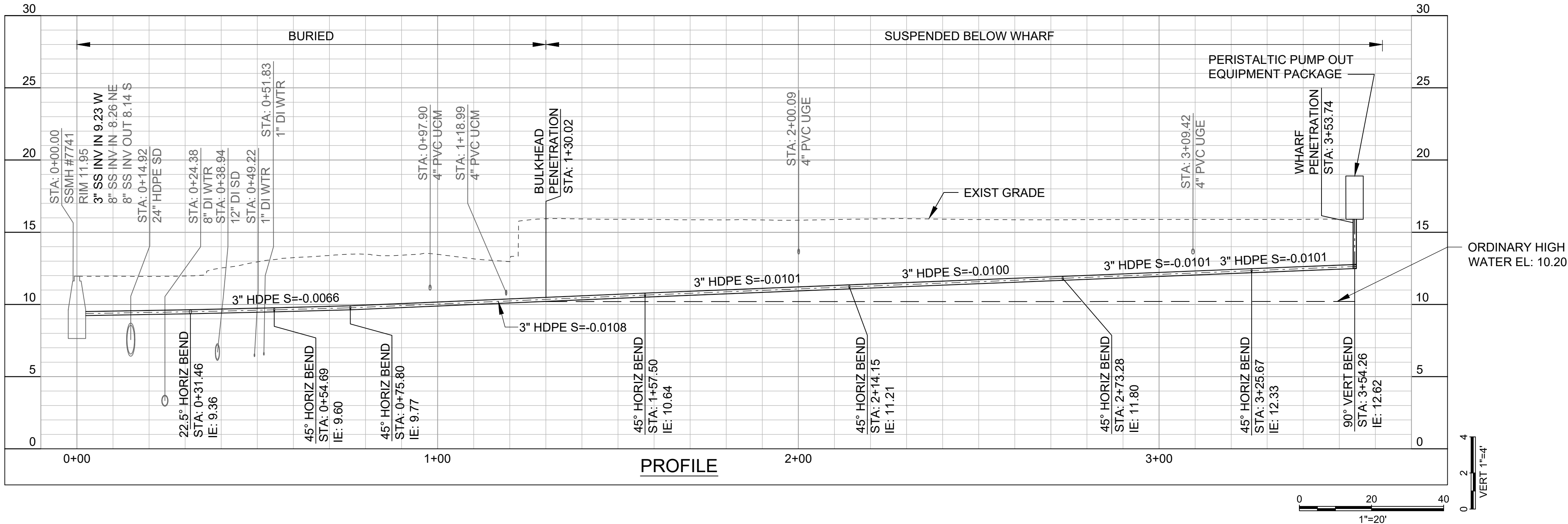
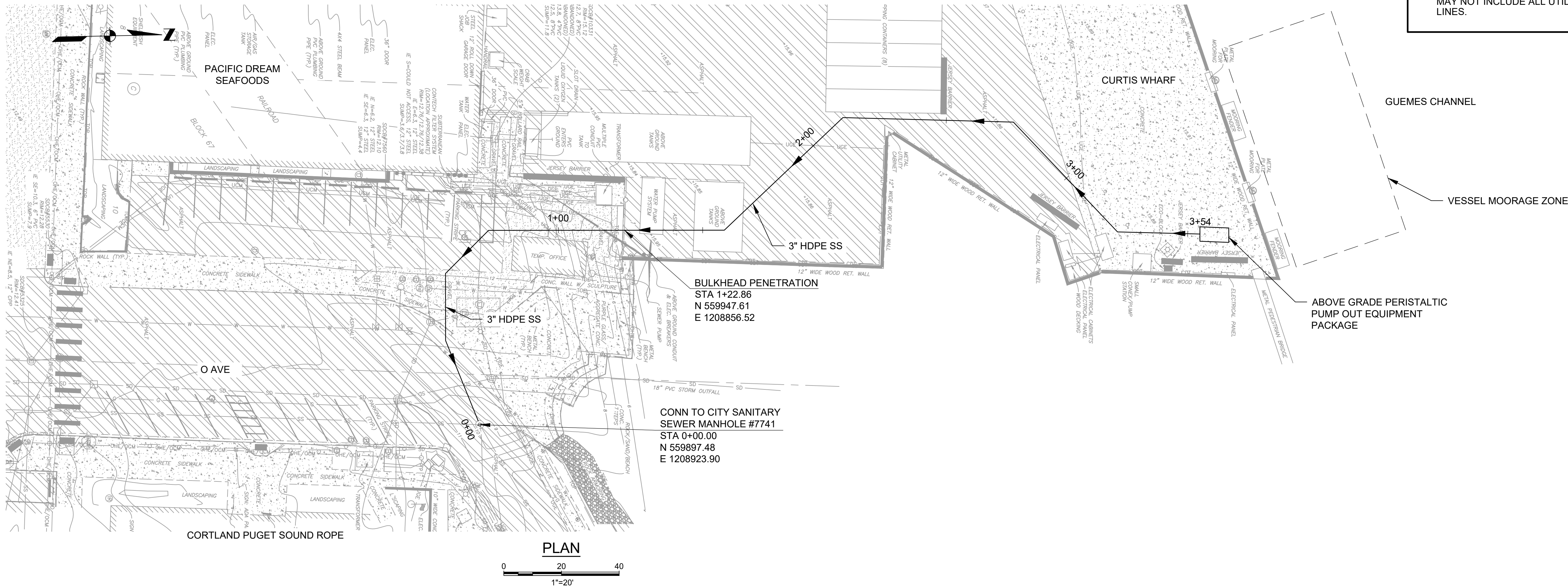
KJ Kennedy Jenks

EROSION AND SEDIMENT CONTROL DETAILS

SCALE	NTS
JOB NO	1996021.19
DATE	JANUARY 2025
SHEET	OF ---
Exhibit #	C-004
Page 10 of 16	

GENERAL SHEET NOTES

1. UTILITY LOCATIONS SHOWN IN DRAWINGS ARE APPROXIMATE AND MAY NOT INCLUDE ALL UTILITIES OR FULL EXTENT OF UTILITY LINES.



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PORT OF ANACORTES
ANACORTES, WASHINGTON
CURTIS WHARF COMMERCIAL PUMP OUT FACILITY

Kennedy Jenks

SANITARY SEWER CONVEYANCE PLAN
AND PROFILE

SCALE
1" = 20'
JOB NO
1996021.19
DATE
JANUARY 2025
SHEET
OF ---

Exhibit # E
Page 11 of 16
C-101

PORT OF ANACORTES

CURTIS WHARF ELECTRIFICATION

ANACORTES, WA

PROJECT #: W3Y20401



SOURCE: WA STATE PARKS GIS, ESRI, TOMTOM, GARMIN, FAO, NOAA, USGS, BUREAU OF LAND MANAGEMENT, EPA NPS, USFWS.

VICINITY MAP

No.	SHEET TITLE
G-001	COVER SHEET
V-101	EXISTING UTILITIES
E-101	SITE PLAN
E-601	DEMOLITION ONE-LINE DIAGRAM
E-602	CONSTRUCTION ONE-LINE DIAGRAM



SOURCE: BING; 2024 MICROSOFT CORPORATION; 2024 MAXAR; CNES (2024) DISTRIBUTION AIRBUS DS.

SITE MAP

Jacobs

NO.	DATE	BY	REVISION



PORT OF ANACORTES
CURTIS WHARF ELECTRIFICATION

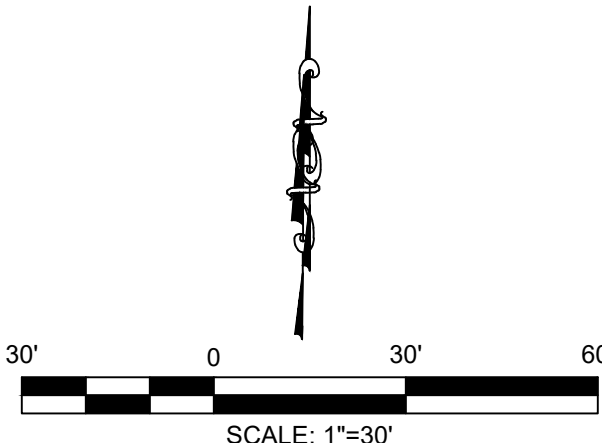
COVER SHEET

DRAWN:	PROJ NO.: W3Y20401
DESIGN:	SCALE: N/A
CHECKED:	DATE: 09/2024
SHEET NO.	G-001 of 5
	Exhibit # E
	Page 12 of 16

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- = EXISTING MONUMENT
- = SET HUB AND MAG
- = SET MAG NAIL
- = SET SPIKE
- = SET NAIL/FLASHER
- = SET CHASED "X"
- = SET RAILROAD SPIKE
- = EXISTING STORM DRAIN MANHOLE
- = EXISTING STORM DRAIN CLEANOUT
- = EXISTING DRAIN
- = EXISTING CATCH BASIN
- = EXISTING DOWNSPOUT
- = EXISTING SANITARY SEWER MANHOLE
- = EXISTING GATE VALVE
- = EXISTING WATER METER
- = EXISTING FIRE HYDRANT
- = EXISTING HOSE BIB
- = EXISTING WATER MANHOLE
- = EXISTING FIRE STANDPIPE
- = EXISTING IRRIGATION BOX
- = EXISTING MONITORING WELL
- = EXISTING BOLLARD
- = EXISTING POST
- = EXISTING MARINE VESSEL MOORING DOLPHIN
- = EXISTING STOP SIGN
- = EXISTING STREET SIGN
- = EXISTING FLAG POLE
- = EXISTING POWER POLE
- = EXISTING POWER POLE W/ DROP
- = EXISTING STREET LIGHT POLE
- = EXISTING STREET LIGHT POLE W/ DROP
- = EXISTING YARD LIGHT
- = EXISTING GROUND GUY
- = EXISTING DROP FROM POLE
- = EXISTING TELEPHONE PEDESTAL/RISER
- = EXISTING ELECTRIC METER/SWITCH
- = SPOT ELEVATION ON EXISTING GROUND

	= EXISTING EDGE OF ASPHALT
	= EXISTING EDGE OF CONCRETE
	= EXISTING EDGE OF GRAVEL ROAD
	= EXISTING CURB
	= EXISTING SIDEWALK
	= EXISTING EDGE OF MASONRY PAVERS
	= EXISTING STRIPE (SKIP YELLOW)
	= EXISTING WHITE STRIPE
	= EXISTING STOP BAR
	= EXISTING STRIPE (CROSS WALK)
	= EXISTING STORM DRAIN LINE
	= EXISTING SANITARY SEWER GRAVITY LINE
	= EXISTING WATER LINE
	= EXISTING OVERHEAD ELECTRIC & COMMUNICATION LINES
	= EXISTING UNDERGROUND POWER
	= EXISTING UNDERGROUND COMMUNICATIONS LINE
	= EXISTING OVERHEAD COMMUNICATIONS LINE
	= EXISTING ABOVE GROUND CONDUIT LINE
	= EXISTING UNDERGROUND GAS LINE
	= EXISTING TOP OF SLOPE LINE
	= EXISTING TOE OF SLOPE LINE
	= EXISTING ORDINARY HIGH WATER LINE
	= EXISTING CHAINLINK FENCE
	= EXISTING HANDRAIL



1. BASE MAP DRAWING (1996021.17_BASE) WAS OBTAINED FROM BRAD TESCH, PORT OF ANACORTES PROJECT MANAGER II, VIA EMAIL ON SEPTEMBER 10, 2024.
2. COMMERCIAL VESSEL PUMPOUT FACILITY DRAWING (1996021.17_SITE) WAS OBTAINED FROM BRAD TESCH, PORT OF ANACORTES PROJECT MANAGER II, VIA EMAIL ON SEPTEMBER 10, 2024.

- 1) THIS TOPOGRAPHIC SURVEY WAS PERFORMED AND PREPARED IN ACCORDANCE WITH WAC 332-130-145.
- 2) DATA FOR THIS SURVEY WAS GATHERED BY FIELD TRAVERSE UTILIZING ELECTRONIC DATA COLLECTION IN OCTOBER AND NOVEMBER 2022 AND SEPTEMBER 2023 (WHARF).
- 3) EQUIPMENT USED: THEOMAT 00'01.5"
EDM: ± 2 PPM, ± 3 MM
- 4) HORIZONTAL DATUM: NAD 83/91 WA STATE PLANE NORTH ZONE
- 5) VERTICAL DATUM: MEAN LOWER LOW WATER (MLLW) ON NOAA DATUM EPOCH 1941-1959, BASED ON PORT OF ANACORTES SURVEY CONTROL MONUMENT "JETTY-2"
- TEMPORARY BENCH MARKS: PSE CONTROL ON-SITE, AS SHOWN
- 6) CONTOURS DEPICTED HEREON MEET OR EXCEED NATIONAL MAPPING STANDARDS FOR 1-FOOT ACCURACY TOPOGRAPHIC SURVEYS AND HAVE BEEN COMPUTER GENERATED FROM GROUND FIELD TOPOGRAPHY GATHERED FOR THIS SURVEY UTILIZING ELECTRONIC DATA COLLECTION.
- 7) CONDUCTIBLE UNDERGROUND UTILITY LOCATES SERVICES WERE PERFORMED AND PAINTED ON-SITE BY APPLIED PROFESSIONAL SERVICES AND SURVEYED BY THE FIELD CREW ON NOVEMBER 2022 AND SEPTEMBER 2023. UTILITIES ARE KNOWN TO EXIST WITHIN THE LIMITS OF THIS SURVEY THAT WERE UNDETECTABLE. AN ADDITIONAL UTILITY VERIFICATION MAY BE WARRANTED IN AREAS CONSIDERED FOR CONSTRUCTION.

NO.	DATE	BY	REVISION



PORT OF ANACORTES CURTIS WHARF ELECTRIFICATION

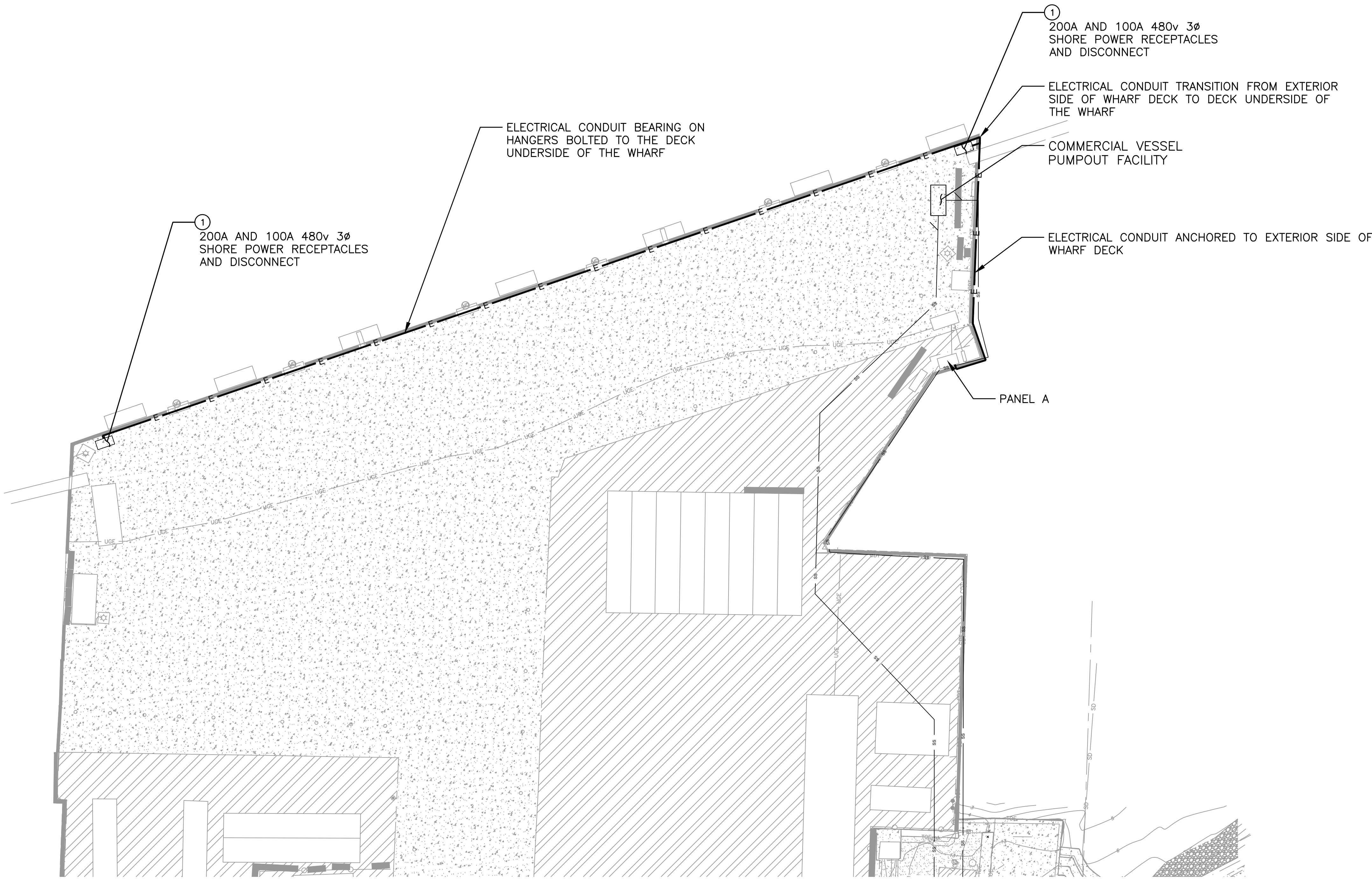
EXISTING UTILITIES

DRAWN:	PROJ NO.: W3Y20401
DESIGN:	SCALE: 1"=20'
CHECKED:	DATE: 09/2024
SHEET NO.	

V-101 of 5

Exhibit # F

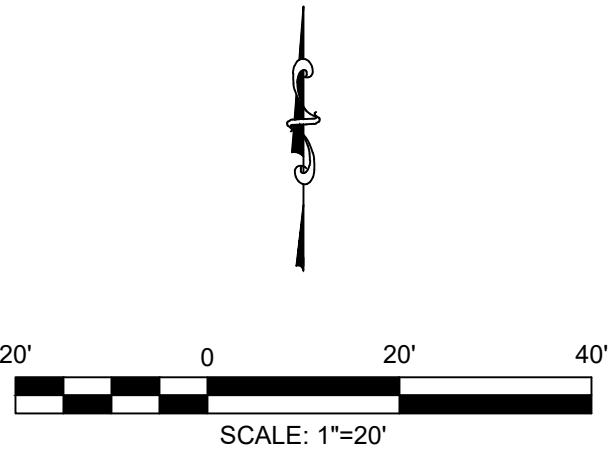
Page 13 of 16



CONSTRUCTION NOTES:

- ① MOVABLE SKID TO CONNECT/DISCONNECT FROM PANEL (PROVIDED BY OTHERS).

SITE PLAN - MOVABLE SKID AT EACH END OF WHARF



Jacobs

NO.	DATE	BY	REVISION

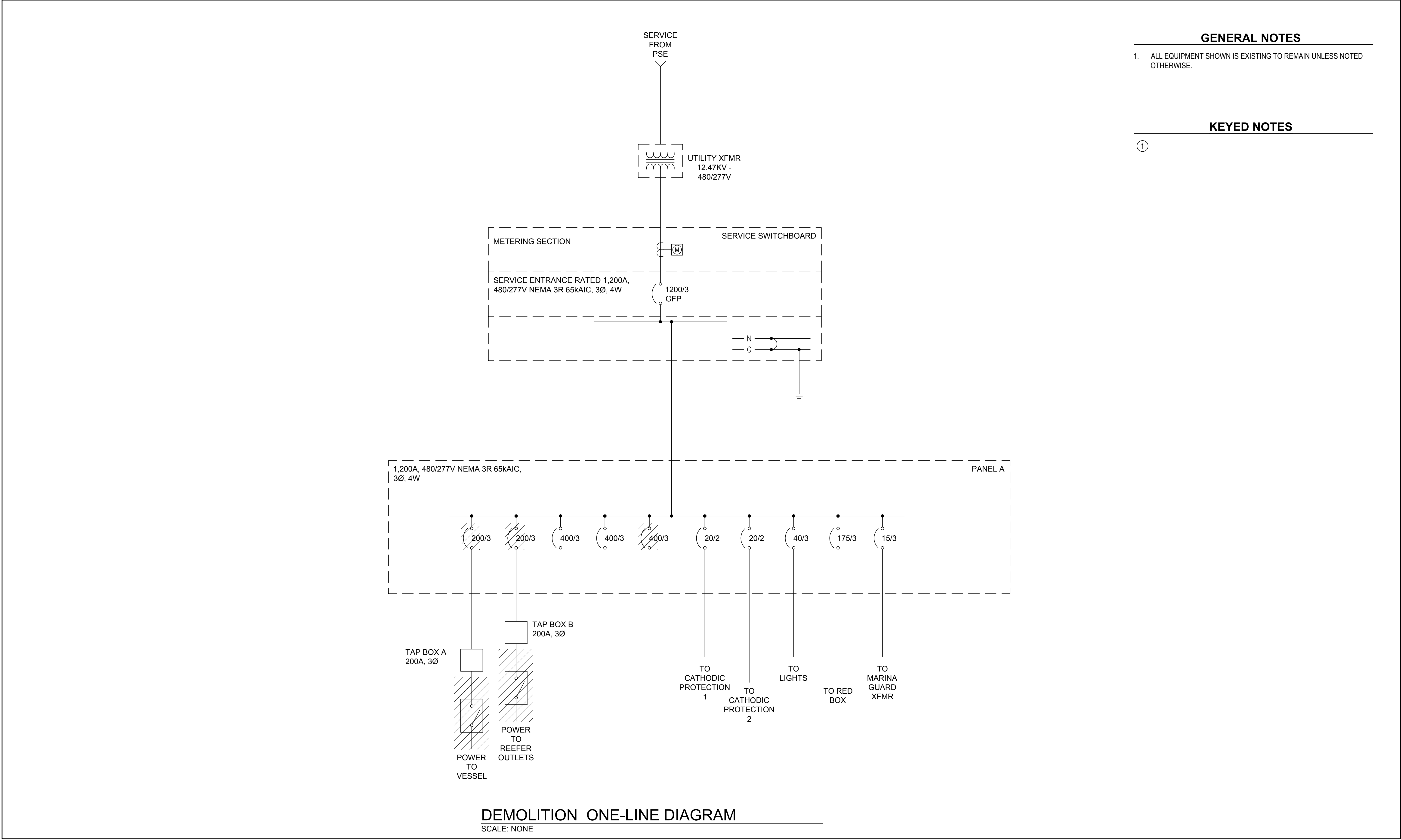


PORT OF ANACORTES
CURTIS WHARF ELECTRIFICATION

SITE PLAN

DRAWN:	PROJ NO.: W3Y20401
DESIGN:	SCALE: 1"=20'
CHECKED:	DATE: 09/2024
SHEET NO.	E-101 of 5
Exhibit # E	
Page 14 of 16	

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GENERAL NOTES

1. ALL EQUIPMENT SHOWN IS EXISTING TO REMAIN UNLESS NOTED OTHERWISE.

KEYED NOTES

①

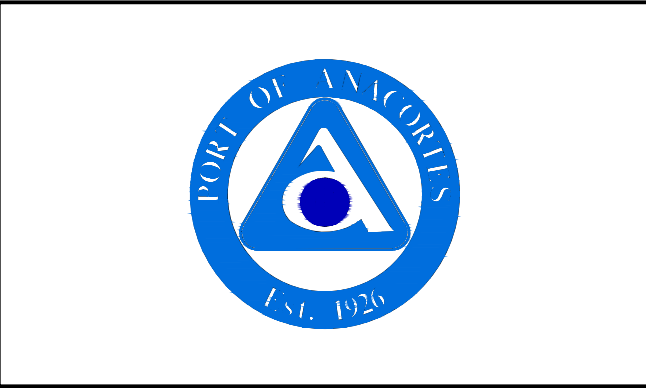
DEMOLITION ONE-LINE DIAGRAM

SCALE: NONE

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NO.	DATE	BY	REVISION



PORT OF ANACORTES
CURTIS WHARF ELECTRIFICATION

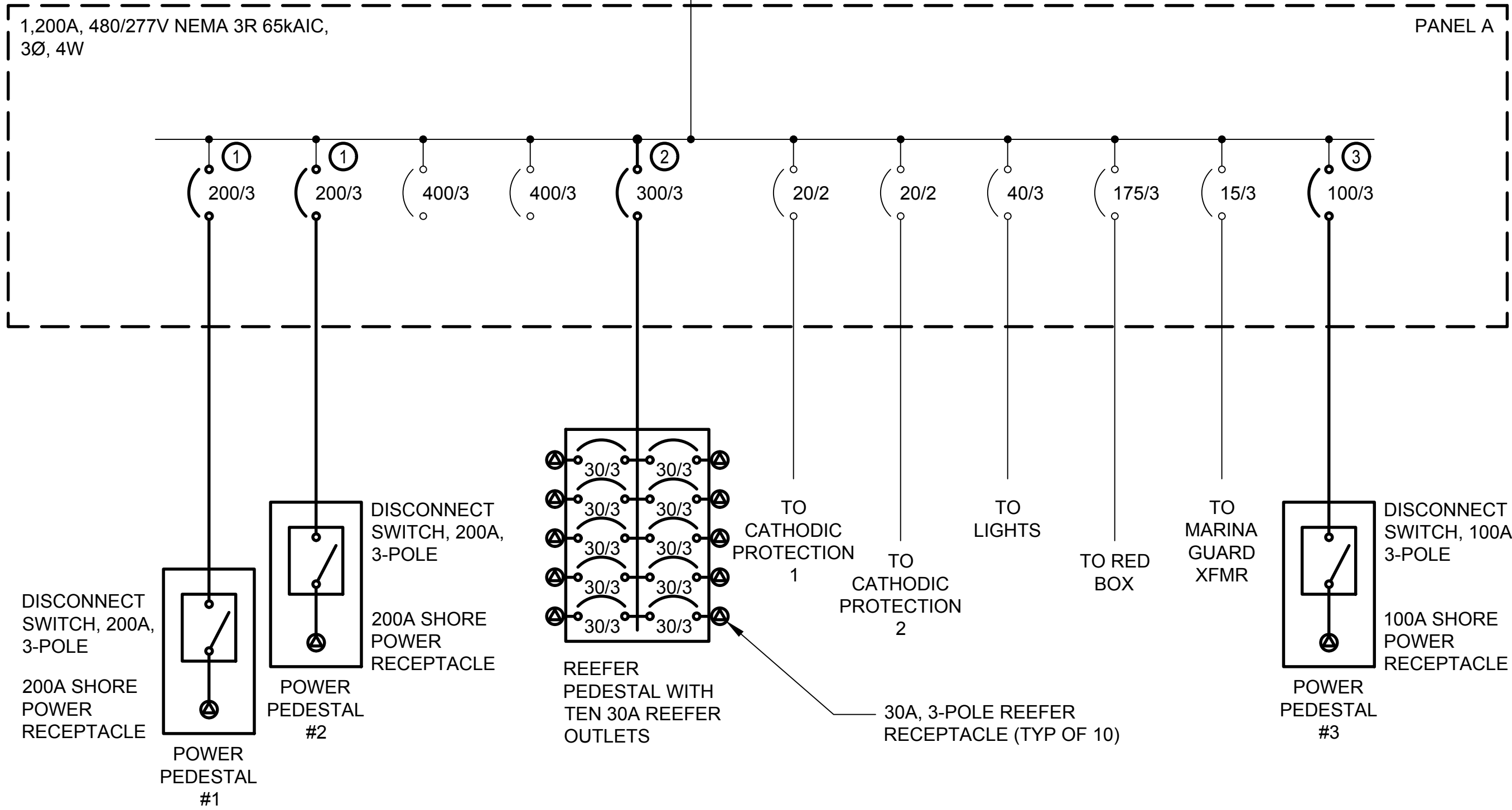
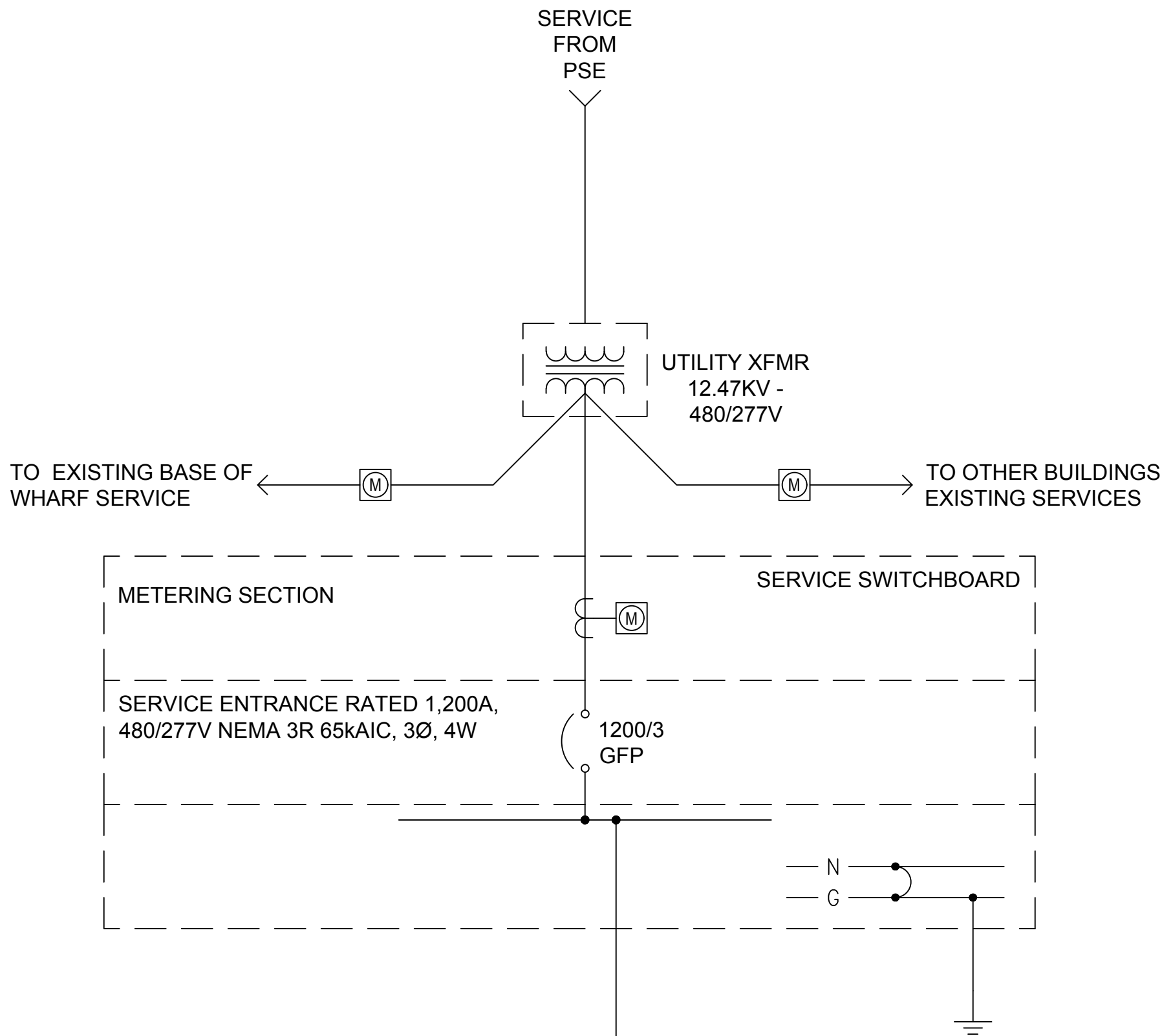
DEMOLITION ONE-LINE DIAGRAM

DRAWN:	PROJ NO.: W3Y20401
DESIGN:	SCALE: 1"=20'
CHECKED:	DATE: 09/2024
SHEET NO.	

E6.01 of 5

Exhibit # E

Page 15 of 16



CONSTRUCTION ONE-LINE DIAGRAM
SCALE: NONE

GENERAL NOTES

1. ALL EQUIPMENT SHOWN IS EXISTING TO REMAIN UNLESS NOTED OTHERWISE.

KEYED NOTES

- ① PROVIDE NEW 200A, 480V CIRCUIT BREAKER WITH 30ma GROUND FAULT PROTECTION.
- ② PROVIDE NEW 300A, 480V CIRCUIT BREAKER.
- ③ PROVIDE NEW 100A, 480V CIRCUIT BREAKER WITH 30ma GROUND FAULT PROTECTION.

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PORT OF ANACORTES
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CONSTRUCTION ONE-LINE DIAGRAM

DRAWN:	PROJ NO.: W3Y20401
DESIGN:	SCALE: 1"=20'
CHECKED:	DATE: 09/2024
SHEET NO.	Exhibit # E
E6.02 of 5	
Page 16 of 16	



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

February 4, 2025



**Re: Port of Anacortes Curtis Wharf Pump out Facility/Electrification Project – Curtis Wharf;
Fish and Wildlife Habitat Conservation Areas Assessment and Report**

Dear City of Anacortes Planning Staff,

This letter is being provided for the Port of Anacortes (Port) Curtis Wharf Pump out Facility/Electrification Project to verify compliance with the critical areas code within the City of Anacortes (City) Shoreline Master Program (SMP). As part of the permitting process, the Port has prepared a No Effects Evaluation (NEE) and verification of compliance with the list of requirements as part of the National Marine Fisheries Service (NMFS) Salish Sea Nearshore Programmatic (SSNP). This process evaluated impacts to several ESA species and critical habitats and concluded that the Project would have no effects on these species and habitats.

Although the existing federal permitting documents provide a detailed analysis of the impacts of the project on the existing habitat and functions associated with ESA listed species, it does not address all the elements of the Fish and Wildlife Habitat Conservation Areas section in the City's SMP. Section 6.6 of the SMP provides general policies and regulations for the protection of unique, rare, and fragile environments from impacts associated with proposed development. These environments include wetlands and Fish and Wildlife Habitat Conservation Areas (as defined in Section 6.7 of the SMP and Appendix A – Section A-5). The purpose of this letter is to provide responses to the development regulations listed in the Fish and Wildlife Habitat Conservation Areas and critical areas regulations within Section 6.7 of the SMP that are not covered in the NEE. Specifically, this letter will address the potential impacts of the project on specific critical saltwater habitat that is not addressed as part of the ESA consultation with the federal agencies.

Based on the existing level of disturbance and location of the proposed project (within Curtis Wharf), the only critical area that the project could potentially impact is critical saltwater habitat. Critical saltwater habitat is identified in the SMP Guidelines, WAC 173-26-221(2)(iii) and includes kelp beds, eelgrass beds, herring spawning and holding areas, smelt and sand lance spawning and holding areas, subsistence, commercial and recreational shellfish beds, mudflats, other intertidal habitats with vascular plants, juvenile salmonid migration corridors, rock sole spawning beds, rockfish settlement and nursery areas, and lingcod settlement and nursery areas. In addition, it is important to give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fish stocks, such as salmon, some of which are classified as "Threatened" under the Endangered Species Act.

The proposed project will occur within an active wharf, and the entire project area has been historically developed to maintain the use of the marine terminal. As a result of the historic development and existing level of disturbance, the proposed project has negligible potential to impact critical saltwater habitat. The majority of these areas are not present within or adjacent to the project area. Each of the areas are listed below along with an assessment of whether these areas are within or adjacent to the project area. A detailed description of the existing conditions within the project area is provided in JARPA and NEE for the project.

- **Kelp beds** – There are no known kelp beds located within or adjacent to the project area. Further, all work to occur above High Tide Line (HTL). The proposed project will result in no net loss of ecological function and values associated with kelp beds.
- **Eelgrass beds** – There are no known eelgrass beds within the project area. Further, the project is entirely above the HTL and would not affect any eelgrass that may be present. The proposed project will result in no net loss of ecological function and values associated with eelgrass beds.
- **Herring spawning and holding areas** – WDFW’s herring spawning map shows no herring spawning or holding areas in Guemes Channel. The nearest identified herring spawning area is located approximately 1.5 mi east of Curtis Wharf. Further, the Project has no mechanism to affect herring spawning or holding areas. As a result, the proposed project will result in no net loss of ecological function and values associated with herring spawning and holding areas.
- **Smelt and sand lance spawning and holding areas** – The shoreline survey indicated that there is no smelt or sand lance spawning and holding areas within or adjacent to the project area; however, Q’elech’ilhch Park, adjacent to Curtis Wharf, is listed as smelt spawning habitat. The proposed project will have no mechanism to impact either smelt or sand lance spawning due to the nature of the proposed work. As a result, the proposed project will result in no net loss of ecological function and values associated with smelt and sand lance spawning and holding areas.
- **Subsistence, commercial and recreational shellfish beds** – The proposed project will occur within the Curtis Wharf. There is no subsistence, commercial and recreational shellfish beds within the project area. The proposed project will result in no net loss of ecological function and values associated with subsistence, commercial and recreational shellfish beds.
- **Mudflats** – The proposed project will occur within the Curtis Wharf. The shoreline within the project area consists of a treated wood bulkhead wall and riprap shoring from the top of the bank down to around 0 ft MLLW, and a gradually sloped mudflat below 0 ft MLLW to -24 ft MLLW. Below that elevation, the habitat is muddy bottom with cobble and debris consistent with an active marina, but no mudflat is present. Further, the Project has no component that affects substrate. Therefore, proposed project will result in no net loss of ecological function and values associated with mudflats.
- **Other intertidal habitats with vascular plants** – All activities to occur above the HTL. Therefore, the proposed project will result in no net loss of ecological function and values associated with intertidal habitats with vascular plants.
- **Juvenile salmonid migration corridors** – Curtis Wharf does not provide quality juvenile salmonid migration corridors. This is due to the distance from natal rivers and the existing level of use and configuration of the marine terminal. The impacts to juvenile salmonid

migration corridors are expected to be minimal due to the lack of quality habitat at the project location that would be favorable to juvenile salmonids, as well as all activities to occur above HTL. The existing shoreline currently lacks habitat complexity and consists of a concrete treated wood bulkhead wall and rip rap shoring. Further, the Project involves only superficial changes to the existing wharf, and has no mechanism to affect migration corridors. There will be no increase in overwater coverage, so there is no expected reduction to the quality of habitat within the wharf for juvenile salmonids migrating through the wharf. Juvenile fish species migrating through the wharf are expected to utilize the shallow water portions of the shoreline, which is significantly degraded based on the existing bulkhead and riprapped slope. All activities to occur above HTL. Therefore, the proposed project will result in no net loss of ecological function and values associated with juvenile salmonid migration corridors.

- **Rock sole spawning beds** - There are no rock sole spawning beds within or adjacent to the project area. The proposed project will result in no net loss of ecological function and values associated with rock sole spawning beds.
- **Rockfish settlement and nursery areas** - There is no rockfish settlement and nursery areas within or adjacent to the project area. An assessment on ESA listed rockfish is provided in the NEE. The proposed project will result in no net loss of ecological function and values associated with rockfish settlement and nursery areas.
- **Lingcod settlement and nursery areas** - The environmental baseline condition within the project area indicated that there is no lingcod settlement and nursery areas within or adjacent to the project area. The proposed project will result in no net loss of ecological function and values associated with lingcod settlement and nursery areas.
- **Species listed as “Threatened or Endangered” under the Endangered Species Act** – The potential impacts on species listed as “threatened” under the endangered species act was analyzed in detail in the NEE. This analysis also addressed associated critical habitat for the species. The effects determination for the species and critical habitat was *no effects*. A detailed discussion of the effects of the project on “threatened or endangered” species and critical habitat are provided in the NEE.

In addition, this letter will provide responses to the development regulations within the Fish and Wildlife Habitat Conservation Areas ensuring that the proposed project meets these regulations. The regulations and responses are presented below.

C. Development Regulations

DR-6.7.1. - *Water-dependent development and uses, including marinas, docks, piers, mooring areas, underwater parks, utility crossings, and shoreline modifications, shall not intrude into or be built over critical saltwater habitat unless the applicant can show that all of the following criteria can be met:*

- a. The use preference listing in RCW 90.58.020 for uses in Shoreline of Statewide Significance shall be adhered to.*

The proposed wharf improvements will adhere to the use preference listing in RCW 90.58.020. The list of use preferences is provided below.

(1) Recognize and protect the statewide interest over local interest;

Both statewide and local interests will be positively impacted by the proposed project. Curtis Wharf serves as one of the Port's primary commercial docks for loading and unloading commercial vessels. The pump out will reduce blackwater discharge in the Salish Sea. Shore power will reduce greenhouse gas (GHG) emissions, diesel emissions, in-water and near port noise by letting vessels cold-iron while they are at berth. These improvements ensure the continued safe use and operation of the marine terminal and ensure the existing use of the wharf stays within Curtis Wharf and does not relocate to another location; supporting the local and regional maritime industry. These users provide benefits throughout the northern Puget Sound by maintaining economic activity.

(2) Preserve the natural character of the shoreline;

The proposed project will occur within an active wharf. The existing shoreline consists of a treated wood bulkhead wall and rip rap shoring beneath the wharf, and sandy/rocky beaches on either side. The proposed project will have no impact on the existing shoreline, thus will preserve the existing character of the shoreline.

(3) Result in long term over short term benefit;

Curtis Wharf is currently heavily utilized for commercial use. The proposed project will increase services that the marine terminal will be able to provide vessels to ensure the continued safe use of the wharf and support future user requirements. The pump out is designed to reduce blackwater discharge in the Salish Sea by allowing vessels to discharge directly into the municipal sanitary sewer. The shore power will reduce GHG, diesel emissions, in-water and near port noise by letting vessels cold-iron when they are at berth. Without these improvements, users may be forced to relocate, resulting in additional strain on other facilities or construction of new facilities elsewhere. Upgrading existing facilities, within historically developed aquatic environments, minimizes overall regional impacts. This proposed project will result in long-term benefits as it will ensure that the existing uses are maintained, and no additional impacts occur.

(4) Protect the resources and ecology of the shoreline;

The proposed project will have no adverse impacts on the existing resources and ecology of the existing shoreline within the wharf. The proposed project will occur above the HTL within an active port, which provides limited resources and ecological functions. The proposed improvements will not alter the shoreline within the wharf. There are no mechanisms to impact the resources and ecology of the shoreline. The installation of shore power and a blackwater pump would result in an increase in resources and shoreline functions.

(5) Increase public access to publicly owned areas of the shorelines;

Curtis Wharf is located on the northwest portion of the Port of Anacortes Marine Terminal (Marine Terminal). Curtis Wharf was originally constructed in 1905, reconstructed in 1992 and extended in the late 1990s. It supports commercial marine activities at the Port. The purpose and need for the improvements would be to ensure the continued safe use of the dock while increasing services for mooring vessels. Additionally, the proposed improvements of

Curtis Wharf are required to meet the needs of current and future user groups for the marine terminal.

(6) Increase recreational opportunities for the public in the shoreline;

As stated above, the overarching goal of the project is to maintain existing user needs and support future user requirements. The project does not propose any change to the existing uses. Curtis Wharf has been, and will continue to be, an important and heavily used commercial wharf for the Port. It supports local commercial vessels. The proposed project will maintain the existing utilization of Curtis Wharf but will increase future opportunities by upgrading the facility to meet future needs.

- b. The public's need for such a structure is clearly demonstrated and an alternative alignment or location on the applicant's property that would avoid impacts to critical saltwater habitats is not feasible or would result in unreasonable and disproportionate cost to accomplish the same general purpose. An alternatives analysis will be required for any non-exempt project proposed within FWHCAs. The analysis should include in part, shoreline bathymetry, shoreline features at the site, and substrate composition.*

The existing wharf facility, originally constructed in 1905 as a commercial load and offload facility. The Port proposes to install two shore power pedestals and a blackwater pump with associated supporting infrastructure. The Port prepared a Basis of Design Memorandum summarizing the planning process to date and describing the various operational, design, and environmental factors that were considered while designing elements of this project. In planning and designing the project, the Port worked collaboratively with a variety of stakeholders to identify existing wharf needs and develop a more operationally functional configuration. The existing design was based on the extensive public outreach process as well as consideration for potential adverse impacts to the aquatic environment.

- c. The project is consistent with the state's interest in resource protection and species recovery.*

The proposed project has been designed so that the construction will have no effects on resources or imperiled species. Over the long-term, the Project will benefit resources as a whole by reducing the potential for blackwater discharge to Puget Sound, and by reducing emissions by ships at berth.

- d. Impacts to critical saltwater habitat functions are mitigated to result in equal or better ecological function.*

The potential impacts to specific elements of the critical saltwater habitat were described in detail above. Overall, the proposed project does not have the potential to result in a net loss of ecological functions and values. This is due to the fact that the project is entirely above the HTL and involves no in-water work, only superficial additions to the existing dock. The potential impacts of the proposed project have been avoided and minimized by nature of where the proposed project will occur. Curtis Wharf is a heavily utilized wharf and the portion of the Port where Curtis Wharf is located has been historically modified and continually maintained. The shoreline beneath Curtis Wharf consists of a bulkhead and rip rap shoring from the top of the bank to a depth of between 0

ft MLLW. The riprap transitions to a mudflat to a depth of approximately -24 ft MLLW at the waterward edge of the existing wharf. There is no eelgrass or macroalgae present on the soft bottom. Based on these factors, the proposed wharf improvements will occur within a portion of the aquatic environment that is providing a low level of habitat functions and values and fish species. As a result, fish and wildlife species are expected to avoid this portion of the Port. Overall, the proposed Curtis Wharf improvements will result in minimal impacts to the aquatic environment. The following write-up provides additional project elements to ensure no net loss of ecological functions and values.

There are no potential impacts associated with the proposed project due to the nature of the proposed activities. All work to occur above HTL, therefore, there will be no mechanism for impacts.

The existing shoreline consists of a treated wood bulkhead wall and riprap shoring. The Port basin has been dredged to a depth of -24 feet. Therefore, the proposed project will occur within a portion of the aquatic environment that is already highly altered and is providing low levels of habitat function, value, or presence of fish species. There are minimal potential adverse impacts associated with the wharf improvements due to activities occurring above HTL and will be further mitigated by the following conservation measures and BMPs:

- The Project will obtain and comply with applicable permits/approvals.
- Timing restrictions specifying that construction must occur when juvenile salmonids are absent or present in very low numbers in the adjacent water body would be strictly observed. All timing restrictions that may be established by WDFW, the USACE, NMFS, or USFWS would be strictly observed (USACE permit and HPA). Anticipated to be August 1 to February 15 (Tidal Area 9).
- Any discharge of oil, fuel or chemicals into state waters is prohibited.
- Corrective actions will be taken in the event of any discharge of oil, fuel, or chemicals into the water, including:
 - In the event of a spill, containment and cleanup efforts will begin immediately and be completed as soon as possible, taking precedence over normal work. Cleanup will include proper disposal of any spilled material and used cleanup material.
 - The cause of the spill shall be assessed, and appropriate action will be taken to prevent further incidents or environmental damage.
- Spills and/or conditions resulting in distressed or dying fish shall be reported immediately to DOE's Northwest Regional Spill Response Office at (425) 649-7000 (a 24-hour phone number). Spills of oil or hazardous materials also shall be reported immediately to the National Response Center at 1 (800) 424-8802 and the Washington Emergency Management Division at 1 (800) 258-5990 or 1 (800) OILS-911.
- The contractor will have a spill containment kit, including oil-absorbent materials, on site to be used in the event of a spill or if any oil product is observed in the water.
- Operations will be stopped temporarily if listed species are observed as injured, sick, or dead in the project area to evaluate whether additional listed species are present and to

assess whether operations may continue without further impact. NMFS law enforcement will be notified, and fish will be handled with care to ensure effective treatment or analysis of cause of death or injury.

- There are no proposed changes in use, size, layout, or footprint of Curtis Wharf.
- All construction activities will occur above the water's surface. All work would either be underneath the wharf from a small skiff or work float, around the bull rail of the wharf from a small skiff or work float, or on surface the wharf itself.
- Small hand tools such as wrenches, pliers, cutters, files, hammered tools, screwdrivers, vises, clamps, snips, shims, saws, drills, etc. will be used to complete the above-water installation work to avoid possible impacts from in-air and in-water noise.
- All equipment and materials will be carried along Curtis Wharf by hand, dock cart, or small skiff.
- Any replacement materials will be cut, treated, drilled, and shaped as much as practical off site. Any on-site carpentry work shall be conducted upland before the material is hand carry onto docks for installation.
- Contractor shall incorporate marine related best management practices when conducting the work to prevent materials and debris from entering surface waters. Construction debris will not be allowed to enter surface waters. Construction debris bibs will be installed at work areas to capture potential debris or materials.
- All removed materials from wharf will be carried upland and transported and disposed of appropriately.
- Work will be performed during day-time hours.
- Proposed work will not begin prior to obtaining all necessary local, state, and federal permits and/or approvals.
- The contractor will comply with permit conditions.

The proposed project will adhere to the conservation measures and requirements developed by NMFS to allow the project to utilize the SSNP.

DR-6.7.2 - Except as a habitat improvement or restoration measure, aquatic herbicide treatments, mechanical removal of vegetation and aquatic pesticide treatments shall not be used on critical salt-water habitats.

The proposed project will not entail aquatic herbicide treatments, mechanical removal of vegetation or aquatic pesticide treatments within critical salt-water habitats.

DR-6.7.3 - Sand, gravel or other materials shall neither be added nor removed from critical salt-water habitats, except when part of an approved restoration effort or beach nourishment program or as allowed in DR-6.7.1, above.

The proposed project will not result in the placement of any substrates within the critical saltwater habitats. No materials will be removed.

DR-6.7.4 - *New outfalls (including stormwater and sewer outfalls) and discharge pipes shall not be located in critical saltwater habitats or areas where outfall or discharge will adversely affect critical saltwater habitats unless the applicant can show that all of the following can be met:*

a. There is no alternative location for the outfall or pipe.

Not applicable--the proposed project does not entail new outfalls or changes to existing outfalls.

b. The outfall or pipe is placed below the surface of the beach or bed of the water body.

Not applicable--the proposed project does not entail new outfalls or changes to existing outfalls.

c. The outfall discharges waterward of the intertidal zone.

Not applicable--the proposed project does not entail new outfalls or changes to existing outfalls.

d. The disturbed area will be revegetated with native plants.

Not applicable--the proposed project does not entail new outfalls or changes to existing outfalls.

e. The discharge point(s) on the outfall or discharge pipe is located so the discharges, including nutrients in the discharge and currents, do not adversely affect critical saltwater habitats.

Not applicable--the proposed project does not entail new outfalls or changes to existing outfalls.

DR-6.7.5 - *The City shall maximize the use of existing outfalls.*

The proposed project does not entail new outfalls or changes to existing outfalls. As mentioned above, the Project involves installing a new sewer force main, to be suspended below the wharf above HTL. This operation will not result in outfall or discharge, but rather will route sewage into the municipal system. The Port will continue to enforce operational BMPs required by the Clean Marina Washington Program and the Port's policies and procedures that prevent pollution from work and activities on vessels or docks.

DR-6.7.6 - *In addition to requiring compliance with DR-6.5.9 for certain types of developments and uses (e.g., minimum ten-foot wide planting bed(s) of riparian vegetation along marine shorelines), the City shall require the establishment of buffer areas for activities adjacent to fish and wildlife habitat conservation areas on a case by case basis through a critical area report when needed to protect such habitat conservation areas, pursuant to Section A-5.3(G)(1) of the shoreline specific Critical Areas Regulations contained in Appendix A. In order to determine the need or extent of a buffer, a critical area report shall be required for all development in or adjacent to a habitat conservation area (see also DR-6.7.7).*

The Curtis Wharf improvements will occur within the Marine Terminal. The shoreline consists of a treated wood bulkhead wall and rip rap shoring with no vegetation. The entire shoreline above the top of the bank consists of concrete sidewalks and asphalt. There is no riparian vegetation or habitat within the project area. The proposed project does not have the potential to negatively impact the existing habitat conservation areas. As a result, the proposed project does not entail the development of a buffer adjacent to the fish and wildlife habitat conservation areas.

DR-6.7.7 - Until an inventory of critical saltwater habitat is done, prior to construction all over water and near-shore developments shall conduct an inventory of site and adjacent beach sections to assess the presence of critical saltwater habitats and functions. The methods and extent of inventory shall be consistent with accepted research methodology. New studies shall be developed only where existing information is inadequate or does not exist.

This project entails affixing pipes and conduits to an existing wharf. No new development that would result in new impacts to saltwater habitat is proposed. Therefore, no habitat inventory has been conducted. The presence and potential impacts of the proposed project on critical saltwater habitats and functions is discussed above. Overall, there are few critical saltwater habitats and functions within the project areas, and the proposed project will result in no net loss of habitat functions and values. This is based on the low quality of habitat and high level of existing disturbance within the marina.

If you have any questions, please contact Jay Dirkse, at (509) 640-3289 or jayd@gretteassociates.com.

Sincerely,
Farallon Consulting, LLC dba Grette Associates



Jay Dirkse
Senior Scientist

PORT OF ANACORTES – CURTIS WHARF PUMP OUT FACILITY/ELECTRIFICATION PROJECT

NO EFFECTS EVALUATION

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APPENDICES

Appendix A. Essential Fish Habitat Assessment

1. INTRODUCTION

The Port of Anacortes (Port) proposes building a blackwater pump out station and install shore power at Curtis Wharf, within the City of Anacortes, Washington. Curtis Wharf is located on the NW corner of the Port's Marine Terminal along Guemes Channel, in Section 13, Township 35N, Range 1 East Willamette Meridian (Appendix B, Page 1).

The Port is applying for a U.S. Army Corps of Engineers (Corps) Section 10 permit. The Endangered Species Act (ESA) requires federal agencies to ensure that they do not authorize, fund, or carry out actions that are likely to jeopardize the continued existence of endangered or threatened species or result in the destruction or adverse modification of critical habitat for such species. This No Effects Evaluation addresses the potential effects of the proposed Project on the listed species and designated critical habitats summarized in Table 1 (USFWS 2013; NOAA 2013a) and has been prepared to assist the Corps in its review of the permit application. In addition, an evaluation of the effects of the proposed Project on Essential Fish Habitat (EFH) has been prepared pursuant to the Magnuson-Stevens Fishery Conservation and Management Act and the 1996 Sustainable Fisheries Act. The effects of the proposed Project on EFH are addressed in Appendix A.

Three salmonid species that are listed under the ESA may be present in the vicinity of the Project site: Puget Sound Chinook salmon (*Oncorhynchus tshawytscha*), Coastal-Puget Sound bull trout (*Salvelinus confluentus*), and Puget Sound steelhead trout (*O. mykiss*). Additionally, two rockfish species present in Puget Sound are listed under the ESA, though their presence in Curtis Wharf is unlikely: bocaccio (*Sebastes paucispinis*) and yelloweye rockfish (*S. ruberrimus*). Canary rockfish (*S. pinniger*) was listed as threatened in 2010 but delisted in 2017. Marbled murrelet (*Brachyramphus marmoratus*), an ESA-listed bird species, is potentially present in Fidalgo Bay but unlikely to use Curtis Wharf. Additional listed species in the vicinity that are extremely unlikely to occur in the vicinity of the Project site include Southern Resident killer whale (*Orcinus orca*), humpback whale (*Megaptera novaeangliae*), and leatherback sea turtle (*Dermochelys coriacea*).

Critical habitat within the Action Area has been designated for Puget Sound Chinook salmon, Southern Resident killer whale, and bocaccio. Critical habitat has been designated for marbled murrelet (USFWS 1996) within Skagit County but not on Fidalgo Island; therefore, critical habitat for this species is not addressed within this memo.

Table 1. Summary of ESA species and critical habitats (CH) with corresponding effect determinations.

Listed Species	Federal Status	Species Effects Determinations	Designated CH in Action Area	CH Effects Determinations
Puget Sound Chinook Salmon (<i>Oncorhynchus tshawytscha</i>)	threatened	No effect	Yes	No Effect
Coastal-Puget Sound Bull Trout (<i>Salvelinus confluentus</i>)	threatened	No effect	No	n/a
Puget Sound Steelhead Trout (<i>Oncorhynchus mykiss</i>)	threatened	No effect	No	n/a
Bocaccio (<i>Sebastes paucispinis</i>)	endangered	No effect	Yes	No Effect
Yelloweye rockfish (<i>Sebastes ruberrimus</i>)	threatened	No effect	No	n/a
Southern Resident Killer Whale (<i>Orcinus orca</i>)	endangered	No effect	Yes	No Effect
Humpback Whale (<i>Megaptera novaeangliae</i>)	endangered	No effect	No	n/a
Leatherback Sea Turtle (<i>Dermochelys coriacea</i>)	endangered	No effect	No	n/a
Marbled Murrelet (<i>Brachyramphus marmoratus</i>)	threatened	No effect	No	n/a

2. DESCRIPTION OF THE PROJECT

2.1 BACKGROUND

The Port proposes to improve amenities at Curtis Wharf on the Guemes Channel to lessen the environmental burden of the operation of the facility. Curtis Wharf is a 63,000 sq ft overwater wharf, with associated uplands, that was originally constructed in 1905, reconstructed in 1992 and extended in the late 1990s located in Anacortes, Washington (Township 35N, Range 1 East, Section 13).

Curtis Wharf is a heavily used commercial pier at the Port's Marine Terminal. Curtis Wharf supports commercial vessels and water dependent uses. Currently, vessels calling at Curtis Wharf consist of tugboats, large fishing vessels, oil spill response vessels, and inland waterway cruise ships. Curtis Wharf is used as a lay berth for minor maintenance, fueling, watering, fitting out, and crew changes. Cruise ships disembark passengers for tours and excursions. Curtis Wharf also houses a seafood wholesaler and processor specializing in live and cooked crab. The adjacent Q'elech'ilhch Park, a public park in the Anacortes Parks system, is the only neighboring property that doesn't support a port-related use. Q'elech'ilhch Park is named after the village that Samish citizens created on these shores and remains an important cultural and public access point for the water.

2.2 PROPOSED PROJECT

The proposed work includes two components: installation of a commercial vessel pump out and installation of a mobile shore power skid for harbor craft. The installation of a vessel pump out ensures vessels comply with local no discharge zones and the new shore power will allow vessels to reduce their use of diesel-powered generators while at berth. These two separate project components will likely be installed concurrently at Curtis Wharf.

Commercial Pump Out:

The proposed vessel sewage collection design includes mounting a peristaltic pump to the northeast corner of Curtis Wharf with an adjacent bypass force main connection for vessels with internal sewage ejection pumps. The pump will be installed inside a heated enclosure with an integrated hose rack. Basic red/green activation controls will be located on the exterior of the enclosure for operating the pump. Backflow preventors will be installed downstream of the pump and downstream of the bypass force main connection. An integrated hose rack will be provided including various adaptor fittings for use connecting the vessel equipment with the pumping system or bypass line. Vessels without internal sewage ejection pumps will utilize an integrated hose for connecting to the peristaltic pump. Vessels with internal sewage ejection pumps will utilize the hose associated with their system to connect to the force main bypass connection (using adaptor fittings as needed).

The force main will be suspended below the wharf by utility brackets, transitioning to buried piping where the wharf meets land. The force main piping below the wharf would gradually slope towards land and vented to allow the system to drain residual sewage freely into the sanitary sewer between uses removing the need for frost protection. The force main length is short enough that the

peristaltic pump's design capacity is capable of conveying vessel sewage directly to the existing City sanitary sewer manhole in O Avenue/Railroad Avenue.

The maximum discharge rate of the pump out facility will be limited to approximately 50 gallons per minute (gpm) with the integrated peristaltic pump and 250 gpm from internal vessel ejector pumps. These are provisional flow rates and will be subject to change during design and permitting. Anticipated maximum usage is one vessel daily with a typical blackwater tank volume of approximately 1,000 gallons. There may be occasional users with larger volumes to discharge, but these are not anticipated to be routine.

Shore Power Pedestals:

To improve electric service for vessels calling at Curtis Wharf (to allow for shore power rather than reliance on a vessel's diesel generators) a provision of 200-amp, 480 volt, 3-phase pedestals is needed. There is sufficient electrical service at the site for this level of shore power. The existing service switchboard and panelboard will be reused for these loads; however, several breakers will need to be replaced or updated at the panel. The scope of this portion of the project includes a mobile shore power system to be installed at two berth positions at Curtis Wharf and provide cold-ironing power to multiple types of vessels, such as tractor tugs, articulated tug barge combos, or fishing vessels. For increased use flexibility of the pier, the shore power pedestals will be mounted on skids for easy relocation. This system considers maximum utilization of the existing electrical system and capacity at the site and includes multiple connector types, as well as a metering system. Currently, the Port has not finalized a location for the skid pedestals but anticipates installing two pedestals on the face of Curtis Wharf. These will be mounted on a skid and easily moved by forklift. The conduit run will be undermounted or routed along the bullrails using appropriate armored conduit for marine use. The final route and length of conduit will be determined during final design.

The shore power pedestals will allow vessels to cold iron their onboard engines and auxiliary generators while at berth by connecting to the shore-based electrical grid. This is beneficial for several reasons: it reduces emissions and noise and allows for less down time for equipment maintenance and reduces fuel costs for vessels. As part of the project, the Port will track greenhouse gas (GHG) offsets from the operations of the shore power at Curtis Wharf and report these to the Department of Ecology and Washington State Department of Transportation. The final form of the skid-based system will be determined by a combination of cost, function, and availability.

2.3 PURPOSE AND NEED

These improvements will ensure the continued safe commercial use of the wharf and ensure that the Port can continue to provide the existing services to the tenants. Specifically, these improvements will reduce blackwater discharge into the Salish Sea and reduce GHG, diesel emissions, in-water and near port noise by letting vessels cold-iron when they are at berth. The existing concrete decking and pier structure and pilings are still in good condition and no maintenance on these large structures are proposed or planned.

2.4 CONSTRUCTION METHODS

All work will be completed using hand-held equipment. Hand-held tools will include wrenches, pliers, cutters, files, hammered tools, screwdrivers, vises, clamps, snips, shims, saws, and drills. All the work will be completed from either on top of the existing wharf or from a small work skiff or work float. The size of the skiff or float will be small enough to operate underneath the wharf. The vessels or work float will be delivered to the site from the existing launch in Guemes Channel or the hoist within Cap Sante Marina. All materials and tools will either be delivered to the site in the vessel or from the upland (by hand, dock carts, etc.). Likewise, all materials removed will be moved to the uplands along the docks by hand, dock cart, or skiff. All removed material will be loaded into a truck and disposed of at an appropriate upland facility.

2.5 CONSTRUCTION TIMING

The proposed project would occur upon receipt of permits and would take a matter of weeks. The Port anticipates commencing Curtis Wharf improvements in 2025. Work on the top of the deck would not be subject to work window restrictions. The work will occur within the approved work windows, which is anticipated to be July 16 to February 15 (Tidal Area 9).

3. DESCRIPTION OF THE PROJECT AREA AND ACTION AREA

3.1 HABITAT ZONES

For the purposes of this memo, intertidal habitat is defined as aquatic habitat located from High Tide Line (HTL; approximately +9.5 ft MLLW) to -4 ft MLLW. Shallow subtidal habitat is located between -4 ft MLLW and -10 ft MLLW. The intertidal/shallow subtidal habitat is considered the most important in the early life history of salmonids. Subtidal habitat includes all bottom areas deeper than -10 ft MLLW.

3.2 PROJECT AREA

The “Project Area” includes all locations where construction activities would occur as part of the Project. The Project Area encompasses the footprint of the existing wharf. In total, the Project Area for this project encompasses approximately 63,000 square feet. The Project Area is a conservative estimate that includes the footprint of the existing wharf where improvements are planned and all areas where construction equipment may be operated in a 15-foot halo around these areas.

3.3 ACTION AREA

The effects of the Project are described within a broader setting than the Project Area (the location where construction would occur) to provide context for evaluating the impacts of the Project. This broader area, termed the “Action Area,” encompasses the Project Area as well as all areas that may be directly or indirectly affected by proposed Project activities.

The boundaries of the Action Area were determined by considering the potential geographic reach of mechanisms that may lead to impact on the species of concern. For this Project, the primary mechanism that may lead to impacts on species of concern is materials entering the water. The Action Area is identical to the Project Area due to the project’s limited area of potential impacts.

3.4 ENVIRONMENTAL BASELINE CONDITIONS

The extent of the Project Area and Action Area are the same, so the description of the existing environmental baseline conditions will occur together. Much of the uplands surrounding Curtis Wharf are heavily developed. The southern portion of the uplands of the wharf consists of a treated wood bulkhead wall and riprap shoring from the bank down to around 0 ft Mean Lower Low Water (MLLW), and a gradually sloped mudflat below 0 ft MLLW to -24 ft MLLW. Within this developed portion of the wharf, the top of the bank is located between 5-10 ft above the MHHW. Above the top of the bank the uplands are dominated by concrete sidewalks, paved parking areas, asphalt roads, and commercial and Port buildings. Overall, the entire southern upland portion of Curtis Wharf is developed and utilized for port activities and operations and transportation. Above the MHHW, the shoreline slope is moderate. The wharf’s shoreline is stabilized in its entirety.

Due to the nature of the proposed project and the minimal area of potential impacts, the Action Area encompasses the footprint of Curtis Wharf and an approximate 15 ft halo around each portion of the wharf targeted for installation of pump and shore power pedestals. Most of the shoreline within the wharf is heavily developed and consists of a treated wood bulkhead and riprap shoring.

The riprap extends from the top of the bank down to around 0 ft MLLW, and gradually sloped mudflat below 0 ft MLLW to -24 ft MLLW.

Surf smelt (*Hypomesus*), sand lance (*Ammocetes hexapterus*) and Pacific herring (*Clupea harengus pallasii*) are important forage fish for salmonids. Surf smelt require high intertidal beaches with gravel size 1-7 mm for spawning. Sand lance also require upper intertidal spawning habitat, with sandy gravel beaches. Surf smelt spawning has been mapped occurring adjacent to Curtis Wharf. Q'elech'ilhch Park, just west of the wharf, is the area in the immediate vicinity of Curtis Wharf with mapped spawning locations. However, this area is located outside of the proposed Action Area for this project. Surf smelt spawning activity occurs on this beach from May to September, unlike adjacent spawning beaches across Fidalgo Bay, which receive smelt spawn virtually year-round. The nearest known sand lance spawning beach is in the southern portion of Fidalgo Bay over 3.5 miles from the Action Area (WDFW 2013). No herring spawning occurs in the Action Area.

The Samish River, which is the closest freshwater system, enters Samish Bay approximately 7 miles northeast of the Action Area. Fish species found in the Samish River include chinook and coho salmon. The Skagit River enters the Skagit Bay approximately 13 miles south of the Action Area. Many species of fish use the Skagit River, including chinook and coho salmon and bull trout. In addition, the Nooksack River enters Bellingham Bay approximately 17 miles north of the Action Area. Fish from this river, including chinook, coho and bull trout, could also occur in the Action Area as indicated by recapture data presented by Stober and Salo (1973).

4. DESCRIPTION OF THE SPECIES AND CRITICAL HABITAT

The listed species associated with the Action Area are Puget Sound Chinook salmon, Coastal-Puget Sound bull trout, Puget Sound steelhead trout, bocaccio, yelloweye rockfish, Southern Resident killer whale, humpback whale, and marbled murrelet. Per recent conversations with the Corps, National Oceanic and Atmospheric Administration (NOAA) Fisheries, and U.S. Fish and Wildlife Service (USFWS), this section is reduced to a list of references that describe the life history of the species and a description of how the species may utilize the Action Area. Designated critical habitat that is associated with the Action Area includes that for Puget Sound chinook salmon and Southern Resident killer whale. Proposed critical habitat is present for bocaccio. The geographic distribution and boundaries of critical habitat areas as well as the extent of the Project Area within these critical habitats is discussed below.

4.1 LISTED SPECIES

4.1.1 Puget Sound Chinook Salmon

On March 24, 1999, the NOAA's National Marine Fisheries Service (NMFS) formalized listing of Puget Sound Chinook salmon as threatened under the ESA (NOAA 1999). This species occurs throughout Puget Sound, and its presence has been documented within Indian Slough, the North Fork of the Skagit River, the Samish River, and the Nooksack River, 7, 13, 13, and 17 miles to the east of the Action Area, respectively (WDFW 2013). Although no chinook spawning has been documented on Fidalgo Island (WDFW 2013), juvenile chinook out-migrating from the Skagit County basin migrate and rear along the nearshore environment of Fidalgo Bay, including the Action Area (NMFS 2007). Peak abundances of juveniles are expected to occur between April and June as they migrate seaward (City of Anacortes 1999). Small numbers of chinook juveniles of both wild and hatchery origin were caught by beach seine within Guemes Channel during May and July of 2001 (Port of Anacortes 2004). Additionally, three years of tow-net surveys in North Puget Sound recorded juvenile chinook presence in Padilla Bay during June through August, and in Guemes Channel during July through September (Miller et al. 1977). Within Curtis Wharf, Chinook salmon of any life history stage are unlikely to be present in appreciable numbers.

General life history and stock information on chinook in the vicinity of the Action Area can be found in the following references: Tyler 1964; Tyler and Bevan 1964; Wetherall 1971; Stober and Salo 1973; Weitkamp and Campbell 1980; Congleton et al. 1982; Weitkamp and Schadt 1982; Duker et al. 1989; Healey 1991; NMFS 1998.

4.1.2 Puget Sound Steelhead Trout

Puget Sound steelhead trout were listed as threatened by the NMFS on May 11, 2007 (NOAA 2007). A number of small runs comprise the mainland Skagit County population of Puget Sound steelhead. Native wild steelhead are present in the North Fork of the Skagit River and the Samish River, each 12 miles to the southeast and northeast, respectively (WDFW 2013). Wild steelhead are also present in the Nooksack River, about 18 miles from the Project Area.

Summer steelhead runs occur in both the Skagit and Nooksack Rivers. The Skagit River is a very productive steelhead stream. According to WDFW's SalmonScape (WDFW 2013), summer steelhead spawning occurs in the upper reaches of the river system, in small tributaries such as the

Cascade and Sauk Rivers. In the Nooksack River, summer steelhead spawning occurs in the upper portion of the mainstem.

Winter steelhead are also present in both rivers, as well as the Samish River and several smaller creeks including Chuckanut Creek, Padden Creek, Whatcom Creek, and Squalicum Creek in Bellingham Bay. According to WDFW's SalmonScape (WDFW 2013), in the Skagit and Nooksack Rivers, winter steelhead spawning occurs throughout much of the mainstem(s) as well as several smaller tributaries. Spawning also occurs in the Samish River, and Chuckanut, Whatcom, and Squalicum Creeks.

Any juvenile steelhead present in Fidalgo Bay would likely overlap temporally with chinook and other ocean-type salmon but are much less likely to rely on shallow water rearing due to their larger size. Further, it is unlikely that steelhead trout of any life history stage would be present in the waters near Curtis Wharf in appreciable numbers. Juvenile rearing likely occurs in shallow waters of Fidalgo Bay but not likely at Curtis Wharf. Sub-adult and adult steelhead may use the deeper, offshore waters of Fidalgo Bay and Guemes Channel, but are not expected to be present in significant numbers at any time.

General life history information for Puget Sound steelhead trout has been reviewed in the Final Listing Determination (NOAA 2007) and the Status Review Update for Puget Sound Steelhead (NMFS 2005). Information relating to habitat usage by steelhead trout has been solicited by the NOAA, but the critical habitat listing for this species has not yet been proposed.

4.1.3 Coastal-Puget Sound Bull Trout

The USFWS announced the listing of Coastal-Puget Sound bull trout as threatened on November 1, 1999 (USFWS 1999). Anadromous bull trout are known to be present in the Skagit, Samish, and Nooksack Rivers approximately 12, 12, and 17 miles, respectively, from the Project Area (WDFW 2008). Because anadromous bull trout may range in salt water as much as 30 or 40 kilometers (approximately 18 to 25 miles) from the mouth of their natal stream (Kraemer 1994), it is assumed that they are present in Fidalgo Bay and may be present in the Action Area. A 210 mm bull trout was observed during Port of Anacortes' monitoring of the O Avenue Mitigation Site on Guemes Channel (Port of Anacortes 2012). Though sub-adult and adult bull trout may be present in Fidalgo Bay or Guemes Channel year-round, they are not expected to be present at Curtis Wharf at any time.

Life history and stock information on Coastal-Puget Sound bull trout potentially occurring in the Action Area can be found in the following references: Rieman and McIntyre (1993; 1995); Bonneau and Scarnechia (1996); Buchanan and Gregory (1997); Lee et al. (1997); USFWS (1999); USACE (2000).

4.1.4 Bocaccio

Bocaccio were listed as endangered under the ESA on April 28, 2010 (NOAA 2010). Critical habitat was proposed on August 6, 2013.

Bocaccio rockfish are a large rockfish, often reaching up to three feet in length. Bocaccio rockfish, like other rockfish species, give birth to live larval young that are pelagic for several months.

Juvenile bocaccio rockfish then settle into nearshore habitat within 3-6 months, often including aquatic vegetation such as macroalgae-covered rocks or sand/eelgrass habitat (Love et al. 2002). Juveniles typically inhabit shallower water than adults, though they are most common in relatively deep waters (100-400 ft [COSEWIC 2002]). Bocaccio rockfish and most rockfish species migrate to deeper water as they mature (Love et al. 1991), and adult bocaccio rockfish are usually found at depths of between 165 ft and 825 ft (Love et al. 2002). Adults often congregate around rocky bottom and outcrop habitat, though occasionally wander into mudflats (NMFS 2008). Adults are typically found well off the bottom (Love et al. 2002). Juvenile bocaccio rockfish are planktivorous, feeding on larval krill, diatoms, and dinoflagellates. Adults are piscivorous, primarily feeding on other rockfishes, hake sablefish, anchovies, lanternfish, and squid (NMFS 2008). Bocaccio rockfish are prey of chinook salmon, terns, and harbor seals (NMFS 2008).

Bocaccio have not been documented in Puget Sound since 2001, although it is assumed an extant population exists (NMFS 2008). Historically, bocaccio was more frequently observed as bycatch or in the recreational fisheries in the southern portion of Puget Sound, including the area around Point Defiance and the Tacoma Narrows (NOAA 2009, NMFS 2008, and Palsson et al. 2009). WDFW includes bocaccio on its priority habitat and species (PHS) list but does not show them as present in Skagit County (WDFW 2012).

The aquatic habitat within the Project Area is shallower than typical bocaccio habitat. Larval and juvenile rockfish could be present in the Action Area, though it does not contain rearing habitat that they prefer. No rocky shoreline areas are present in the Action Area. Very little eelgrass is present in the vicinity of the Action Area, which may be utilized by juveniles for rearing. Adults almost certainly do not use the Project Area due to the shallow water. Based on the available information, it is unlikely that bocaccio would be present in the Action Area.

4.1.5 Yelloweye Rockfish

Yelloweye rockfish were listed as threatened under the ESA on April 28, 2010 (NOAA 2010).

Yelloweye rockfish, one of the larger rockfish, are generally considered rare in Puget Sound (Love et al. in NMFS 2008). Like other rockfish, yelloweye rockfish give birth to live larval young that are pelagic for several months. Juvenile yelloweye rockfish generally settle in deeper habitats than bocaccio and canary rockfish juveniles (Love et al. in NMFS 2013). Juveniles typically inhabit deep waters within the upper range of adults (NOAA 2013c). Adults generally inhabit water between approximately 40 and 1,560 ft deep but are most common between 300 and 600 ft (Love et al. 2001). Adult yelloweye rockfish are generally attached to a specific site and do not move much from that site (NMFS 2008). Adult yelloweye rockfish were observed in association with coral reefs at depths between approximately 650 and 820 ft in the Olympic Marine Sanctuary off the Washington Coast during coral surveys (Brancato et al. 2007). Juvenile yelloweye rockfish are planktivorous. Adults, due to their large size, prey on a wider range of prey items than bocaccio rockfish or canary rockfish, including smaller rockfish, sand lance, gadids, flatfishes, shrimp, crab, and gastropods (Love et al. 2002 and Yamanaka et al. 2006 in NMFS 2008). Yelloweye rockfish are preyed on less frequently than most rockfish due to their size, though they are occasionally preyed upon by killer whales.

The Action Area is even less likely to be used by yelloweye rockfish than the other two rockfish species due to yelloweye juveniles' preference for deeper waters. Further, the aquatic habitat within the Action Area is not typical yelloweye rockfish habitat, as the site does not include rocky reefs or outcrops. In general, yelloweye rock fish have been observed more frequently in north Puget Sound than in the southern areas (Miller and Borton 1980). WDFW includes yelloweye rockfish on its PHS list but does not show them as present in Skagit County (WDFW 2012). Based on the available information, it is extremely unlikely that yelloweye rockfish would be present in the Action Area.

4.1.6 Southern Resident Killer Whale

The NMFS announced the listing of the North Pacific Southern Resident killer whale as an endangered species on November 18, 2005, effective February 6, 2006 (NOAA 2005a). The listing is specific to the three resident whale pods (J, K, and L pods) with spring through fall ranges in Puget Sound and the Straits of Georgia and Juan de Fuca. Several factors have been identified by NOAA Fisheries as having resulted in the listing of these whales as endangered. Sound and disturbance from vessel traffic, toxic chemicals which accumulate in top predators, and uncertain prey availability (primarily salmon) all have been identified as concerns for the continued survival of this population.

Southern Resident killer whales are often sighted in the western portion of Guemes Channel adjacent to Rosario Strait but do not regularly use Fidalgo Bay or Padilla Bay. Based on sightings information maintained by The Whale Museum, there is one historic sighting of a killer whale in Fidalgo Bay in 1997 (ecotype unreported), and one sighting of the J-pod southeast of Guemes Island (Osborne 2007). However, based on the few sightings in and around Fidalgo Bay, Southern Resident killer whales do not use Fidalgo Bay. Even if they were present, they would be extremely unlikely to enter the Action Area.

Life history information on Southern Resident killer whales potentially found in the Action Area can be found in the following references: Braham and Dahlheim (1982); Reeves and Leatherwood (1994); Dahlheim and Heyning (1999); Ford et al. (2000); Barrett-Lennard and Ellis (2001); NOAA (2006).

4.1.7 Humpback Whale

The humpback whale was listed as endangered when the Endangered Species Act was enacted in 1970. Humpback whales inhabit coastal waters with high plankton and forage fish productivity and are typically found within about 50 nautical miles of shore (Evans 1987, Calambokidis and Steiger 1995). They are dependent on abundant food resources because of their size and metabolic needs for reproduction, nursing, and sustenance during times of the year (i.e., winter) when food resources are less abundant (Evans 1987).

Humpback whales typically inhabit coastal areas because of the productivity of these habitats. They rarely enter the inland waters of the Straits of Juan de Fuca and Georgia, or Puget Sound. Prior to 2003, only three individual whales had been observed in these inland waters, and although reported sightings have increased in recent years with 13 different individuals during 2003 and 2004, most of these whales were in the Straits and not in Puget Sound (Falcone et al. 2005). Based

on OrcaNetwork sightings, humpbacks occasionally appear in the western portion of Guemes Channel. No known sightings have occurred in Fidalgo Bay or Padilla Bay. Given their habitat requirements for feeding and breeding, it is extremely unlikely that humpback whales would visit the Action Area. It is not expected these whales would be present in Guemes Channel or Fidalgo Bay at any time.

Life history information on humpback whales potentially found in the Action Area can be found in the following references: Braham 1991; Calambokidis et al. 1997, 1998, 2001; Calambokidis and Quan 1997; Calambokidis and Steiger 1995; Evans 1987; Scheffer and Slipp 1948.

4.1.8 Marbled Murrelet

The marbled murrelet was listed as threatened on October 1, 1992 (USFWS 1992). Marbled murrelets feed in marine waters but nest in old-growth coniferous forests. While murrelet at-sea foraging behavior is not well understood, murrelets are typically observed foraging in marine waters between 20 and 80 meters (65 and 262 feet) deep, though they have been observed foraging in water as shallow as 1 meter (3 feet) and as deep as 100 meters (328 feet) (Ralph et al. 1995). Marbled murrelets reportedly feed on a wide variety of prey, including sand lance, Pacific herring, and other marine taxa such as crustaceans. Murrelets nest in old growth or mature forest composed of conifers, including Douglas fir, western red cedar, Sitka spruce, and western hemlock. Designated critical habitat for the marbled murrelet applies only to nesting habitat and does not occur in the Action Area (USFWS 2011). Murrelets have been reported in Fidalgo Bay but are not likely to be present regularly within the Action Area.

Life history and population information on marbled murrelets potentially found in the Action Area can be found in the following references: Carter 1984; Parametrix, Inc. 1996; Ralph et al. 1995; USFWS 1995, 1996, 1997.

4.2 DESIGNATED CRITICAL HABITATS

4.2.1 Puget Sound Chinook Salmon Critical Habitat

On September 2, 2005, the NMFS designated critical habitat for 12 Evolutionary Significant Units (ESU) of Pacific salmon and steelhead, including critical habitat for the Puget Sound Chinook ESU (NOAA 2005b). Critical habitat for this ESU includes 15 associated subbasins within Puget Sound and the Nearshore Marine Areas (Unit 16). Nearshore Marine Areas include the entirety of the nearshore zones of Puget Sound (including areas adjacent to islands), Hood Canal, and the Strait of Juan de Fuca (to the mouth of the Elwha River) (NOAA 2005c). The Nearshore Marine Areas are further divided into subunits based on the boundaries separating the 19 Water Resource Inventory Areas (WRIAs) that discharge into Puget Sound. The Project Action Area is located within Nearshore Marine Area 3, Lower Skagit/Samish Subbasin (corresponding to WRIA 3) (NOAA 2005b).

Designated critical habitat within the Nearshore Marine Areas includes elevations from Extreme High Water (EHW; +10.9 ft MLLW) to -30 m (-98 ft) MLLW. The focus within the Nearshore Marine Areas has been identified as photic zone habitat based on the presence of macrophytes (eelgrass and macroalgae) that are vital to rearing, migrating, and maturing chinook salmon and their prey (NOAA 2005b). Based on this designation, all aquatic habitats in the Action Area below

+10.9 ft MLLW (the uppermost extent of EHW in Fidalgo Bay) are designated as critical habitat for chinook salmon.

4.2.2 Southern Resident Killer Whale Critical Habitat

NOAA designated critical habitat for Southern Resident killer whale on November 29, 2006, effective December 29, 2006. Three areas have been designated as critical habitat: Area 1: the Core Summer Area in Haro Strait and waters around the San Juan Islands; Area 2: Puget Sound excluding Hood Canal; and Area 3: the Strait of Juan de Fuca. The Project Action Area is located within Area 1: Core Summer Areas. Designated critical habitat for Southern Residents includes only waters in Puget Sound deeper than -20 ft relative to EHW (+10.9 ft MLLW), or -9.1 ft MLLW. None of the Project Area is deeper than -9.1 ft MLLW, but much of the Action Area is deeper than this. Further, NOAA GIS data includes Curtis Wharf within Southern Resident killer whale critical habitat.

4.2.3 Rockfish Critical Habitat

On August 6, 2013, NOAA proposed critical habitat for two ESA-listed rockfish species: bocaccio and yelloweye rockfish (NOAA 2013c). NOAA identified two categories of proposed critical habitat: deepwater critical habitat that is used by adults (deeper than 98 ft), applicable for both rockfish species, and nearshore critical habitat (no deeper than 98 ft) that is used as settlement sites for juveniles, applicable to bocaccio. The Action Area is within nearshore critical habitat for bocaccio rockfish. Deepwater critical habitat, the only type applicable to yelloweye rockfish, is not present in the Action Area.

5. EFFECTS OF THE PROJECT

Project activities would occur on and under the deck of Curtis Wharf, over intertidal/shallow subtidal and subtidal aquatic/marine habitat. No in-water work is proposed. This section evaluates the impacts of the Project on federally threatened and endangered species. Potential impacts of the Project would be from construction over the water and risks of spills of hazardous materials, which have been avoided and minimized. The impacts of these actions on ESA-listed species are analyzed below. All activities to occur above HTL.

5.1 CONSTRUCTION

The proposed Project at Curtis Wharf will install two shore power pedestals and associated electrical infrastructure, as well as installing a blackwater pump and associated sewer infrastructure. All construction will occur over the water from the wharf or from a small work skiff or float. The installation of the components is considered minor activities and will result in no impacts to existing habitat and species. All installation will be conducted using hand tools, either on top of the deck of Curtis Wharf or beneath from a work skiff, resulting in no potential for adverse impacts.

These potential effects are discussed individually below.

5.2 EFFECTS ON SALMONIDS

5.2.1 Potential Water Quality Impacts from Spills

Construction activities have the potential to affect water quality by increasing chemical contamination, primarily due to unintentional releases of fuel, lubricants, or fluids from work skiff. However, no such tools will be used. All tools used beneath the deck are anticipated to be battery-operated hand tools. Gas-powered tools may be used above deck, but as the work would be conducted on the deck of Curtis Wharf, any spills would be contained entirely on the deck surface. There is no potential for any spills to enter the water.

Installation activities beneath the deck will occur from a work skiff/float. This would be no different than a small boat using Guemes Channel. Since hand-held tools would likely be battery powered, no fuels or fluids would be used or have potential to spill into the water.

For these reasons, there is no potential for spills or water quality impacts. Therefore, there would be no water quality effects on salmonids present in the Action Area.

5.2.1.1 Vessel Usage

The proposed Project will ensure the continued safe usage of the wharf. The Project will not impact the vessel usage within Curtis Wharf, rather it would ensure that the wharf can continue to meet the needs of the current tenants. Since the proposed project will not result in any increase in vessel usage, the project will not result in any adverse indirect effects on salmonids.

5.2.1.2 Overwater Shading

The proposed project would not change the overwater coverage of the existing docks. The proposed Project would install conduits or pipes above or below the deck. The project would not result in any effects associated with overwater shading.

5.3 EFFECTS ON ROCKFISH

As discussed above, there is a low likelihood of rockfish/bocaccio utilizing the Action Area, and this likelihood is even lower for yelloweye rockfish. Larvae for the two species may be present in the water column but given the distribution and overall low numbers of adults, it is unlikely that many larvae would be present at any given time. Juvenile bocaccio could possibly utilize the nearshore habitat adjacent to the Action Area for settling habitat, though the Action Area generally lacks the type of high relief habitat they prefer.

However, because of the nature of the work (attaching components on the deck surface and on the underside of the deck), even if rockfish were present there is no mechanism for impacts to rockfish.

5.4 EFFECTS ON SOUTHERN RESIDENT KILLER WHALE AND HUMPBACK WHALE

Using NMFS' SRKW Sightings Map (NMFS 2025), Southern Resident killer whales have been observed in Guemes Channel 52 times between 1999 and 2022. Over half of these sightings have occurred in June and July (32 of 52), and 43 of 52 sightings from May – August. Humpback whale sightings are similarly uncommon.

However, due to the size of these animals, there is no physical possibility for them to enter the Action Area, due to the shallow water, narrow passageways between piles, and unsuitable habitat. The potential for any of these two species ever entering the Action Area is so remote as to be discountable.

There are three pathways for potential effects on marine mammals: physical disturbance, prey quantities, and contaminants/prey quality. These are addressed below.

Table 3. Summary of effects on marine mammals.

Effects Pathway	Species	Effects Determination	Justification
Sound -None identified	Southern Resident killer whale	No Effect	Undetectable levels of noise
	Humpback whale	No Effect	
Physical Disturbance -None identified	Southern Resident killer whale	No Effect	Species not present; negligible disturbance
	Humpback whale	No Effect	
Prey Quantity -salmonids, forage fish	Southern Resident killer whale	No Effect	No effect for salmonids; no effect on forage fish; species not present
	Humpback whale	No Effect	
Contaminants/ Prey Quality -Construction	Southern Resident killer whale	No Effect	No potential mechanisms for increased contaminants in Curtis Wharf and no net increase in contaminant levels in prey.
	Humpback whale	No Effect	

5.4.1 Sound Disturbance Pathway

The proposed Project would be completed using hand tools and any noise associated with the Project would be far below background noise. Any whales present would not be affected by such noise. Further, due to the shallow water, nearshore location, confined and busy nature of the Action Area, ESA-listed marine mammals (Southern Resident killer whale, humpback whale) will not enter the Action Area. There are no potential impacts on ESA-listed marine mammals due to their inability to access the Action Area. This, combined with the lack of impact mechanism, results in no effects on marine mammals related to sound.

5.4.2 Physical Disturbance Pathway

Construction vessels present in Curtis Wharf would consist of a small work float and small work skiff. These vessels will be consistent with the existing vessels present within Curtis Wharf. These vessels will be operated within and around the wharf and would have no potential to result in a physical disturbance pathway. No net change in vessel activity or elements of potential physical disturbance (e.g. vessel mooring, physical obstructions, etc.) would occur. Since these marine mammal species are extremely unlikely to be present in the Action Area, physical disturbance would have no effect on them. Even if present in greater Guemes Channel, the level of disturbance would be comparable to ongoing boating activities and disturbance, and would be undetectable to ESA-listed marine mammals.

5.4.3 Prey Quantities

As discussed above in Section 5, the Project is located entirely on top and attached to the underside of Curtis Wharf. The Project would not change overwater coverage or result in conditions that could affect salmonids and other marine mammal prey resources. Additionally, there are no mechanisms for the proposed project to impact prey quantities thus there is no effect.

For these reasons, the Project will not affect salmonids. The Project would have a similar negligible effect on other fish species that may be prey for these marine mammals. Therefore, the Project would have no effect on ESA-listed marine mammal prey quantities.

5.4.4 Contaminants/Prey Quality

As discussed above, no risk of water quality impairment associated with the Project is anticipated. Work on top of the deck would have no risk of spills as the work would be entirely contained on top of the deck. Work below the deck includes no work that has potential risks of spills. No other sources of contaminants are anticipated. Thus, no net increase in contaminants in marine mammal prey items would occur, and the Project would have no effect on marine mammals relative to contaminants or prey quality.

Overall, the Project would have **no effect** on ESA-listed marine mammals.

5.5 EFFECTS ON MARBLED MURRELET

As discussed in Section 4.1.8, marbled murrelets are occasionally present within Fidalgo Bay and Guemes Channel. However, there are no potential actions that could impact marbled murrelets as

6. EFFECTS ON CRITICAL HABITAT

6.1 PUGET SOUND CHINOOK SALMON CRITICAL HABITAT

The NOAA identified six Primary Constituent Elements (PCEs) (i.e., physical and biological features) essential to the conservation of Chinook salmon critical habitat (NOAA 2005b). For the purposes of this assessment, the Project Area is considered to be in a nearshore marine area. Thus, of the six PCEs listed below, only number five (bolded) applies to the Action Area.

1. Freshwater spawning sites with water quantity and quality conditions and substrate supporting spawning, incubation, and larval development.
2. Freshwater rearing sites with water quantity and floodplain connectivity to form and maintain physical habitat conditions and support juvenile growth and mobility; water quality and forage supporting juvenile development; and natural cover such as shade, submerged and overhanging large wood, log jams and beaver dams, aquatic vegetation, large rocks and boulders, side channels, and undercut banks.
3. Freshwater migration corridors free of obstruction and excessive predation with water quantity and quality conditions and natural cover such as submerged and overhanging large wood, aquatic vegetation, large rocks and boulders, side channels, and undercut banks supporting juvenile and adult mobility and survival.
4. Estuarine areas free of obstruction and excessive predation with water quality, water quantity, and salinity conditions supporting juvenile and adult physiological transitions between fresh- and saltwater; natural cover such as submerged and overhanging large wood, aquatic vegetation, large rocks and boulders, and side channels; and juvenile and adult forage, including aquatic invertebrates and fishes, supporting growth and maturation.
- 5. Nearshore marine areas free of obstruction and excessive predation with water quality and quantity conditions and forage, including aquatic invertebrates and fishes, supporting growth and maturation; and natural cover such as submerged and overhanging large wood, aquatic vegetation, large rocks and boulders, and side channels.**
6. Offshore marine areas with water quality conditions and forage, including aquatic invertebrates and fishes, supporting growth and maturation.

Based on the designations provided for nearshore marine areas, all the Action Area below EHW (+10.9 ft MLLW) is considered Chinook designated critical habitat. Effects of the Project on the components of PCE #5 are presented below.

6.1.1 Primary Constituent Element # 5: Nearshore Areas

6.1.1.1 Water Quality and Quantity

The effects of the Project on water quality and quantity will be negligible due to the nature of the project. The project does not include any actions that will occur in the water and there is a low potential for any spills (due to the use of work float or working on existing docks). Likewise, over the long-term, the Project would have no effect on water quality in the Project Area. The Port of Anacortes is a member of Green Marine (an environmental certification program of maritime

operators), and as a result, the Port and tenants abide by an Operations Plan and BMPs that assist limit the impacts of the marina on water quality. The post-project operations at the docks will be identical to the existing conditions, thus the proposed project would not result in any impacts to water quality. The completed project may result in improvements to water quality through the expanded access to pump out facilities.

Water quantity would not be affected by the Project.

6.1.1.2 Forage

The Project will have no component that could affect forage opportunities for juvenile chinook. The Project will not result in any changes to overwater coverage and would not result in any increase in potential impacts. The conditions during construction along with the conditions following construction would be the same as the existing conditions. No aspect of the project would affect the epibenthic community within the Action Area. Adult Chinook are not expected to be present in appreciable numbers. If present, there is no mechanism that is reasonably likely to affect their behavior—use of a work skiff beneath the deck would not affect behavior of adult Chinook. Further, the construction activities will not result in conditions that would affect the natural behavior of chinook. There would be no long-term effect on adult Chinook forage. Overall, the Project would have no short or long-term effects on the Action Area's quality as forage habitat.

6.1.1.3 Natural Cover

Natural cover in the Action Area is not present and no side-channels or naturally occurring boulders occur in the Action Area. No aspect of the project has any mechanism to affect these features.

Overall, the Project will not affect Chinook salmon critical habitat.

6.2 EFFECTS ON PROPOSED ROCKFISH CRITICAL HABITAT

NOAA identified three essential features of rockfish critical habitat. The same three features were identified for both nearshore and deepwater habitat; however, only two of them apply to nearshore habitat. Additionally, nearshore habitat is only applicable to bocaccio. Nearshore critical habitat is not applicable to yelloweye rockfish based on their preference for deepwater habitat, even among juveniles. Since the Action Area is only within nearshore habitat, not deepwater habitat, only the features applicable to nearshore habitat are addressed below. The essential habitat features identified by NOAA are listed below, with the features applicable to nearshore habitat in bold.

- 1. Quantity, quality, and availability of prey species to support individual growth, survival, reproduction, and feeding opportunities.**
- 2. Water quality and sufficient levels of dissolved oxygen to support growth, survival, reproduction, and feeding opportunities.**
3. The type and amount of structure and rugosity that supports feeding opportunities and predator avoidance.

The Project's effects on proposed rockfish critical habitat are analyzed with respect to the effects on the essential habitat features mentioned above. The applicable features are addressed below.

6.2.1 Essential Feature #1: Prey

Juvenile rockfish feed on very small organisms such as zooplankton, copepods and phytoplankton, small crustaceans, invertebrate eggs, krill, and other invertebrates (NOAA 2013c). These prey species are planktonic, floating in the water column. The Project will have no effect on overwater coverage and has no potential to impact prey species. Over the long-term, the Project would have no effects on juvenile rockfish prey items.

6.2.2 Essential Feature #2: Water Quality

The effects of the Project on water quality are addressed in Section 5.3 of this document. There would be no impacts to water quality due to the fact that the only above-water work would be the use of a work skiff. This would be the equivalent of normal boat use that occurs constantly at Curtis Wharf, and would have no realistic potential for water quality impacts. Overall, the Project would have no effect on water quality in the Project Area.

Overall, the Project would result in *no effects* on rockfish critical habitat.

6.3 EFFECTS ON SOUTHERN RESIDENT KILLER WHALE CRITICAL HABITAT

NOAA has identified three primary constituent elements (PCEs; i.e. physical and biological features) essential to the conservation of Southern Resident killer whale critical habitat (NOAA 2006a).

1. Water quality to support growth and development;
2. Prey species of sufficient quantity, quality, and availability to support individual growth, reproduction, and development, as well as overall population growth;
3. Passage conditions to allow for migration, resting and foraging;

Southern Resident killer whale critical habitat begins at -20 ft relative to EHW (approximately -9.1 ft MLLW). Thus, only the waterward most portion of the Action Area is within Southern Resident killer whale critical habitat. Effects of the Project on SRKW critical habitat are discussed below.

6.3.1 Primary Constituent Element #1: Water Quality

The effects of the Project on water quality are addressed in Sections 5.3 of this document. Project construction will have no potential for temporary or long-term reductions in water quality. The potential for impacts to water quality would be associated with the risk of spills associated with the small work skiff/float, but this would be avoided and minimized using BMPs, and this use is simply common small boat usage, such as occurs on a daily basis at Curtis Wharf. Thus, the Project's effects on this PCE would be non-existent on habitat actually accessed by Southern Resident killer whale.

6.3.2 Primary Constituent Element #2: Prey Quantity, Quality, and Availability

Southern Resident killer whales prey mainly on salmonids and may prefer chinook and chum salmon runs within Puget Sound (NOAA 2006a). Consumption of a considerable biomass of fish is vital to growth and sexual maturity in Southern Residents and enables population growth of the pods. The Project has no potential to adversely impact salmonids, thus the Project will have no effect on prey resources. Thus, the Project's effects on PCE 2 would be undetectable.

6.3.3 Primary Constituent Element #3: Passage Conditions

As discussed in Section 4.1.6, Southern Resident killer whale sightings in Guemes Channel are relatively uncommon (NMFS 2025). Further, the likelihood of Southern Resident killer whale entering the active Curtis Wharf is discountable due to the shallow water, confined space beneath the wharf, and active waterfront. Based on the location of the proposed project and the Action Area, the action would have no effects on passage conditions. Thus, the Project would have no effects on PCE 3.

Overall, the Project would have ***no effect*** on Southern Resident killer whale critical habitat.

7. REGULATORY CONSIDERATION AND AVOIDANCE AND MINIMIZATION MEASURES

Federal, state, and local permits contain conditions that are intended to reduce the potential for short-term effects from in-water Project activities and long-term effects from habitat impacts. These provisions comprise an extensive list of considerations and measures that are applied to projects in or near estuarine and marine waters.

7.1 GENERAL AVOIDANCE AND MINIMIZATION MEASURES:

- The Project will obtain and comply with applicable permits/approvals.
- Timing restrictions specifying that construction must occur when juvenile salmonids are absent or present in very low numbers in the adjacent water body would be strictly observed. All timing restrictions that may be established by WDFW, the USACE, NMFS, or USFWS would be strictly observed (USACE permit and HPA). Anticipated to be July 16 to February 15 (Tidal Area 9).
- Any discharge of oil, fuel or chemicals into state waters is prohibited.
- Corrective actions will be taken in the event of any discharge of oil, fuel, or chemicals into the water, including:
 - In the event of a spill, containment and cleanup efforts will begin immediately and be completed as soon as possible, taking precedence over normal work. Cleanup will include proper disposal of any spilled material and used cleanup material.
 - The cause of the spill shall be assessed, and appropriate action will be taken to prevent further incidents or environmental damage.
- Spills and/or conditions resulting in distressed or dying fish shall be reported immediately to DOE's Northwest Regional Spill Response Office at (425) 649-7000 (a 24-hour phone number). Spills of oil or hazardous materials also shall be reported immediately to the National Response Center at 1 (800) 424-8802 and the Washington Emergency Management Division at 1 (800) 258-5990 or 1 (800) OILS-911.
- The contractor will have a spill containment kit, including oil-absorbent materials, on site to be used in the event of a spill or if any oil product is observed in the water.
- Operations will be stopped temporarily if listed species are observed as injured, sick, or dead in the project area to evaluate whether additional listed species are present and to assess whether operations may continue without further impact. NMFS law enforcement will be notified, and fish will be handled with care to ensure effective treatment or analysis of cause of death or injury.
- There are no proposed changes in use, size, layout, or footprint of Curtis Wharf.
- All construction activities will occur above the water's surface. All work would either be underneath the wharf from a small skiff or work float, around the bull rail of the wharf from a small skiff or work float, or on surface the wharf itself.

- Small hand tools such as wrenches, pliers, cutters, files, hammered tools, screwdrivers, vises, clamps, snips, shims, saws, drills, etc. will be used to complete the above-water installation work to avoid possible impacts from in-air and in-water noise.
- All equipment and materials will be carried along Curtis Wharf by hand, on-deck vehicle transport, dock cart, or small skiff.
- Any replacement materials will be cut, treated, drilled, and shaped as much as practical off site. Any on-site carpentry work shall be conducted upland before the material is hand carry onto docks for installation.
- Contractor shall incorporate marine related best management practices when conducting the work to prevent materials and debris from entering surface waters. Construction debris bins will be installed at work areas to capture potential debris or materials.
- All removed materials from wharf will be carried upland and transported and disposed of appropriately.
- Work will be performed during day-time hours.
- Proposed work will not begin prior to obtaining all necessary local, state, and federal permits and/or approvals.
- The contractor will comply with permit conditions.

8. CONCLUSIONS AND DETERMINATIONS

8.1 LISTED SPECIES

8.1.1 Puget Sound Chinook Salmon, Coastal-Puget Sound Bull Trout and Puget Sound Steelhead Trout

The Project has no mechanism by which to affect ESA-listed salmonids potentially present in the Action Area. Further, based on the developed nature of the Action Area, fish use of the Action Area is likely to be minimal. Overall, based on the analysis in this memo, the Project will have **no effect** on Sound chinook salmon, Coastal-Puget Sound bull trout, and Puget Sound steelhead trout.

8.1.2 Bocaccio and Yelloweye Rockfish

The Action Area is marginal habitat for juvenile bocaccio and is not expected to be used at all by juvenile yelloweye or by adults of any of these species. The Project has no mechanism to affect these species, and the Project would have no long-term effects on rockfish. Based on the analysis in this memo, the Project will have **no effect** on bocaccio and yelloweye rockfish.

8.1.3 Marbled Murrelet

It is unlikely that marbled murrelets would occur in the Action Area. The Action Area is poor foraging habitat. If present, the Project has no mechanism by which to affect this species. Based on the analysis in this document, the Project will have **no effect** on marbled murrelets.

8.1.4 Southern Resident Killer Whale and Humpback Whale

Since Curtis Wharf is located in relatively shallow nearshore habitat, is a confined marine area, and is subject to heavy boating traffic, the likelihood of Southern Resident killer whale or humpback whale entering the Action Area at any time is discountable. Further, even if they were present, the Project has no realistic impact mechanism, as discussed above. Based on the analysis in this memo, the Project will have **no effect** on Southern Resident killer whale or humpback whale.

8.2 DESIGNATED CRITICAL HABITATS

8.2.1 Puget Sound Chinook Salmon Critical Habitat

The Project would have no effects on Puget Sound chinook salmon critical habitat. The proposed project would not result in the increase in size, configuration, or use of the existing wharf. Additionally, the proposed construction activities would have a discountable likelihood of potential impacts on critical habitats due to the use of hand tools and the fact that the work will occur from the existing docks or work skiff. Over the long-term, no impacts are anticipated. Therefore, the Project will have **no effect** on chinook salmon critical habitat.

8.2.2 Southern Resident Killer Whale Critical Habitat

Based on the shallow, confined nature of the Action Area, there is virtually no chance of Southern Resident killer whale use of the habitat, even though it is mapped as critical habitat. Impacts on prey resources would be undetectable. The Project would have no long-term effects on Southern Resident killer whale critical habitat. Therefore, the Project would have **no effect** on Southern Resident killer whale critical habitat.

8.2.3 Rockfish Critical Habitat

The Project would have no effects on proposed nearshore rockfish critical habitat as impacts on prey resources would be negligible/undetectable. The Project would have no long-term effects on habitat features. Therefore, the Project will have **no effect** on rockfish critical habitat.

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PORT OF ANACORTES – CURTIS WHARF PUMP OUT FACILITY/ELECTRIFICATION PROJECT

PERMIT DRAWINGS



PORT OF ANACORTES – CURTIS WHARF PUMP OUT FACILITY/ELECTRIFICATION PROJECT

APPENDIX A: ESSENTIAL FISH HABITAT ASSESSMENT

PORT OF ANACORTES – CURTIS WHARF PUMP OUT FACILITY/ELECTRIFICATION PROJECT

ESSENTIAL FISH HABITAT ASSESSMENT

PREPARED FOR:

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PREPARED BY:

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FEBRUARY 2025



1. BACKGROUND

Pursuant to the Magnuson-Stevenson Fishery Conservation Management Act (MSFCMA) and the 1996 Sustainable Fishery Act, an evaluation of impacts of the Port of Anacortes – Curtis Wharf Pump out Facility/Electrification Project on Essential Fish Habitat (EFH) is necessary. EFH is defined by the MSFCMA in 50 CFR 600.905-930 as “those waters and substrate necessary to fish for spawning, breeding, feeding, or growth to maturity.” The Pacific Fisheries Management Council (PFMC) has designated EFH for the Pacific salmon fishery, federally managed ground fishes, and coastal pelagic fishes (NOAA Fisheries 1999, PFMC 1999).

In Washington, EFH for the Pacific salmon fishery includes all those streams, lakes, ponds, wetlands and other water bodies currently or historically accessible to Chinook (*Oncorhynchus tshawytscha*), coho (*Oncorhynchus kisutch*), and pink salmon (*Oncorhynchus gorbuscha*), except above impassible barriers (PFMC 1999). In estuarine and marine areas, designated EFH for Chinook, coho and pink salmon extends from nearshore and tidal submerged environments within state territorial waters out to the full extent of the Exclusive Economic Zone (EEZ) off the Washington coast (PFMC 1999).

The EFH designation for ground fishes and coastal pelagics includes those waters and substrates necessary to ensure the production needed to support a long-term sustainable fishery. Ground fish and coastal pelagic EFH within marine waters of Washington also extends from the nearshore and tidal submerged environment out to the EEZ.

The west coast ground fish management unit includes 83 species that typically live on or near the bottom of the ocean. Species groups include skates and sharks, rockfishes, flatfishes and ground fishes. Coastal pelagics are schooling fishes that migrate in coastal waters. West coast pelagics include the pacific sardine (*Sardinops sagax*), Pacific chub (*Scomber japonicus*), northern anchovy (*Engraulis mordax*), jack mackerel (*Trachurus symmetricus*) and market squid (*Loligo opalescens*).

The objective of this EFH assessment is to determine whether or not the new improvements to Curtis Wharf “may adversely affect” designated EFH for relevant commercially, federally-managed fisheries species within the proposed Action Area. It also described conservation measures proposed to avoid, minimize or otherwise offset potential adverse effects to designated EFH associated with the Action Area.

2. ESSENTIAL FISH HABITAT ANALYSIS

2.1 ESSENTIAL FISH HABITAT WITHIN THE ACTION AREA

Salmonid, groundfish, and pelagic species and life-stages with designated EFH in Puget Sound estuaries that may be present in the Action Area are listed in Table 1, below.

Table 1. Fish species and life-stages with designated essential fish habitat in Puget Sound

Guild / Common Name	Species Name	Adults	Eggs	Juveniles	Larvae
Groundfish¹					
Big skate	<i>Raja binoculata</i>	x	x	x	
Black rockfish	<i>Sebastes melanops</i>	x		x	
Blue rockfish	<i>Sebastes mystinus</i>	x		x	x
Bocaccio	<i>Sebastes paucispinis</i>	x		x	x
Brown rockfish	<i>Sebastes auriculatus</i>	x		x	
Butter sole	<i>Isopsetta isolepis</i>	x	x	x	x
Cabezon	<i>Scorpaenichthys marmoratus</i>	x	x	x	x
China rockfish	<i>Sebastes nebulosus</i>	x		x	
Copper rockfish	<i>Sebastes caurinus</i>	x		x	
Dover sole	<i>Microstomus pacificus</i>	x	x	x	x
English sole	<i>Parophrys vetulus</i>	x	x	x	
Flathead sole	<i>Hippoglossoides elassodon</i>	x		x	
Greenstriped rockfish	<i>Sebastes elongatus</i>	x		x	x
Kelp greenling	<i>Hexagrammos decagrammus</i>	x	x	x	x
Lingcod	<i>Ophiodon elongatus</i>			x	x
Longnose skate	<i>Raja rhina</i>	x	x	x	
Pacific cod	<i>Gadus macrocephalus</i>	x			
Pacific hake	<i>Merluccius productus</i>	x		x	
Pacific sanddab	<i>Citharichthys sordidus</i>	x	x	x	x
Petrale sole	<i>Eopsetta jordani</i>	x		x	
Quillback rockfish	<i>Sebastes maliger</i>	x		x	x
Redstripe rockfish	<i>Sebastes proriger</i>	x		x	x
Rex sole	<i>Glyptocephalus zachirus</i>	x		x	
Rock sole	<i>Lepidopsetta bilineata</i>	x	x	x	x
Sablefish	<i>Anoplopoma fimbria</i>	x	x	x	x
Sand sole	<i>Psettichthys melanostictus</i>	x	x	x	x
Spiny dogfish	<i>Squalus acanthias</i>	x		x	
Splitnose rockfish	<i>Sebastes diploproa</i>	x		x	x
Spotted ratfish	<i>Hydrolagus coliei</i>	x	x	x	
Starry flounder	<i>Platichthys stellatus</i>	x	x	x	x
Tiger rockfish	<i>Sebastes nigrocinctus</i>	x		x	x
Widow rockfish	<i>Sebastes entomelas</i>	x		x	x
Yelloweye rockfish	<i>Sebastes ruberrimus</i>	x			x
Yellowtail rockfish	<i>Sebastes flavidus</i>	x		x	

Guild / Common Name	Species Name	Adults	Eggs	Juveniles	Larvae
Pacific Salmon²					
Chinook	<i>Oncorhynchus tshawytscha</i>	x		x	
Coho	<i>Oncorhynchus kisutch</i>	x		x	
Puget Sound pink	<i>Oncorhynchus gorbuscha</i>	x		x	
Coastal Pelagics²					
Northern anchovy	<i>Engraulis mordax</i>	x	x	x	x
Pacific sardine	<i>Sardinops sagax caerulea</i>	x			
Pacific mackerel	<i>Scomber japonicus</i>	x			
Market squid	<i>Loligo opalescens</i>	x			

¹ Based on information from EFH database provided by J. Stadler (NFMS) dated January 16, 2007.

² Based on previously published Puget Sound EFH lists from NFMS used in EFH Assessments through 2006.

All three of the Pacific salmon management unit species (chinook, coho and pink salmon) may be present within the Project Action Area (WDFW 2013). However, spawning and rearing of these species does not occur in the Action Area. The nearest streams with salmon spawning and rearing are approximately 13 miles away (WDFW 2013). Therefore, all three salmonid species may use the Action Area for adult migration and juvenile out-migration.

Many of the ground fish species that occur in Puget Sound may also occur within the Action Area. West coast pelagic fishes are primarily associated with open ocean and coastal areas (PFMC 1998) and are therefore not likely to occur within the Action Area.

2.2 DESCRIPTION OF THE PROPOSED ACTION

Detailed descriptions of proposed Project activities may be found in Section 2.2 of the No Effects Evaluation. The potential for impacts to designated EFH within the Action Area is primarily associated with the impact on habitat, water quality, and prey assemblages associated with the new installations to Curtis Wharf.

Table 2. Affected EFH by Project element and proposed conservation measures

Project Element	Affected EFH	Impact Mechanism	Applicable Conservation Measures (see list below)
Curtis Wharf Improvements	Groundfish, pelagic and salmonid EFH (Waters)	The proposed project will install a blackwater pump and shore power pedestals. Installation will include supporting sanitary sewer force mains and electric conduits. All construction activities will occur by hand. There is a discountable potential for an unintentional release of fuel from the construction vessel that could lead to adverse impacts to the water column EFH.	1 (for salmonid EFH only), 2, 3, 4, 5, 6, 7, 8, and 9
	Groundfish, pelagic and salmonid EFH (Substrate)	The proposed project does not have the potential to disturb existing substrates and will not result in the increase of overwater coverage. Any sessile invertebrate and marine algae attached to the bottom of the dock would be displaced by the installation of the hangars. However, it is unlikely that any such organisms are present there. If present, their removal would have no appreciable effect on EFH.	1 (for salmonid EFH only), 2, 3, 4, 5, 6, 7, 8, and 9

List of Applicable Conservation Measures

1. Timing restrictions specifying that in-water work must occur when juvenile salmonids are absent or present in very low numbers. Anticipated to be July 16 to February 15 (Tidal Area 9). This does not apply to work conducted on top of the wharf deck.
2. Compliance with permit conditions.
3. There are no proposed changes in use, size, layout, or footprint of Curtis Wharf.
4. All construction activities will occur above the water's surface; no in-water work is proposed. All work would either be underneath the wharf from a small skiff or work float, around the bull rail of the wharf from a small skiff or work float, or on surface the wharf itself.
5. Small hand tools such as wrenches, pliers, cutters, files, hammered tools, screwdrivers, vises, clamps, snips, shims, saws, drills, etc. will be used to complete the above-water repair work to avoid possible impacts from in-air and in-water noise
6. All equipment and materials will be carried along Curtis Wharf by hand, dock cart, or small skiff/float.
7. Replacement materials shall be produced and/or fabricated at an appropriate upland facility prior to delivery to the marina
8. Any replacement material will be cut, treated, drilled, and shaped as much as practical off site. Any on-site carpentry work shall be conducted upland before the material is hand carried onto docks for installation.
9. All removed materials from docks will be carried upland and transported and disposed of appropriately.

As designed, the proposed project is not anticipated to result in any adverse impacts to designated EFH within the Action Area. The proposed Project will not result in any increase in size, configuration, or use of the existing dock. All of the construction will occur using hand tools above the water with no mechanisms to adversely impacts existing EFH.

2.3 POTENTIAL ADVERSE EFFECTS OF THE PROJECT

This assessment of whether proposed Project activities may adversely affect designated EFH within the Action Area is based on information in the documents referenced above (NMFS 1998; PFMC 1998a, 1998b, 1999).

There are no identified primary elements of the Project that could potentially impact designated EFH. In order to ensure this, Conservation Measures will be implemented to avoid and minimize impacts (summarized in Table 2, above). Details about all potential Project impacts on species of concern may be found in Section 5 of the No Effects Evaluation.

3. CONCLUSIONS AND DETERMINATION OF EFFECTS

3.1 SALMONID EFH

The impacts of the Project on salmonid habitat are shown in Table 2. The proposed Project will have no potential for generating turbidity and there is essentially no potential for spills since the only equipment used that could impact water column EFH would be a work skiff. The proposed Project has no potential to adversely impact epibenthic communities. Overall, the Project will have ***no effect*** on salmonid EFH.

3.2 GROUND FISH EFH

The impacts of the Project on groundfish EFH are shown in Table 2. The proposed Project will have no potential for generating turbidity and there is essentially no potential for spills since the only equipment used that could impact water column EFH would be a work skiff. The proposed Project has no potential to adversely impact epibenthic communities. Overall, the Project will have ***no effect*** on groundfish EFH.

3.3 COASTAL-PELAGIC EFH

The impacts of the Project on groundfish EFH are shown in Table 2. The proposed Project will have no potential for generating turbidity and there is essentially no potential for spills since the only equipment used that could impact water column EFH would be a work skiff. The proposed Project has no potential to adversely impact epibenthic communities. Overall, the Project will have ***no effect*** on coastal-pelagic EFH.

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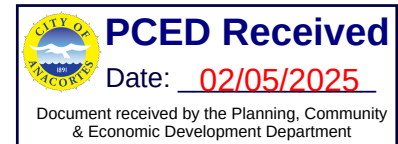
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December 3, 2024

Port of Anacortes
100 Commercial Avenue
Anacortes, Washington 98221

Attention: Samantha Karpa, P.E.

Subject: Letter Report
Limited Geotechnical Engineering Services
Curtis Wharf Pump Out
Anacortes, Washington
File No. 5147-034-00



GeoEngineers, Inc. (GeoEngineers) is pleased to present this letter report to provide limited geotechnical engineering services for the proposed Curtis Wharf Pump Out project within Curtis Wharf near the intersection of O Avenue and Railroad Avenue in Anacortes, Washington. We understand the Port of Anacortes (Port) is planning to install new pump out equipment on Curtis Wharf that includes a new force main hung from existing pier as well as a shallow buried portion that connects to a flow meter and a 4-foot inside diameter manhole along with approximately 55 linear feet of gravity sewer line that connects to an existing manhole at the intersection of O Avenue and Railroad Avenue. Our proposed scope of services is based on conversations with you and our experience in the project vicinity. Our services were completed in accordance with our proposal for the project dated June 28, 2024, and authorized by Kennedy Jenks on October 18, 2024.

We previously completed explorations as part of the Quiet Cove hydrogeologic investigation in addition to a Data Report for Port of Anacortes, Job Development Fund Infrastructure Improvements, dated October 2, 2008; these explorations included borings nearby the proposed project area.

Geology

U.S. Geological Survey (USGS) map for the project area, "Geologic Map of the Bellingham 1:100,000 Quadrangle, Washington" (Lapen 2000), shows soils in the vicinity of the site include both glacial and non-glacial processes that have occurred during the last 12,000 years. Surface soil deposits are identified as artificial fill and nearby as recessional marine (glaciomarine) drift from the Everson interstade of the Fraser glaciation.

Glaciomarine drift (GMD) consists of unsorted, unstratified silt and clay with varying amounts of sand, gravel, cobbles, and occasional boulders. Glaciomarine drift is derived from sediment melted out of floating

glacial ice that was deposited on the sea floor. This material contains shells, wood, and large erratics (very large boulders) that can be present sporadically or even in a large cluster. The upper 5 to 15 feet of this unit in upland areas is typically stiff to very stiff. This is generally attributed to desiccation, although some consolidation from ice contact loading may have occurred. The stiff layer possesses relatively high shear strength and low compressibility characteristics. The stiff layer typically grades with depth to medium stiff or even soft, gray, clayey silt or clay with varying amounts of sand and gravel. In contrast to the upper portion of this unit, the medium stiff to soft glaciomarine drift possesses relatively low shear strength and moderate to high compressibility characteristics.

Site Conditions

SURFACE CONDITIONS

The site conditions consist of an industrial area. The northern half is a wharf built out over the Guemes Channel; the southern portion has a large seafood processing structure. Utilities are located along the perimeter of the site including natural gas, water, storm and power. The site is relatively level at the ground surface ranging from approximately Elevation 14 feet to 16 feet. Beyond the roadway the shoreline slopes down from the roadway to the water. The site is over water in the north of the site and the southern extent of the site is approximately 60 feet from the shoreline.

REVIEW OF EXISTING INFORMATION

We reviewed the following documents from projects completed by GeoEngineers and others within the project limits and general vicinity:

- Technical Memorandum, "Hydrogeologic Evaluation, Quiet Cove Property, Anacortes, Washington," prepared for Washington State Department of Ecology by GeoEngineers, Inc., August 1, 2018.
- Geotechnical Data Report, "Port of Anacortes, Job Development Fund Infrastructure Improvements, Anacortes, Washington," prepared for Leonard Boudinot and Skodje, Inc by GeoEngineers, Inc., October 2, 2008.

The relevant logs of explorations and laboratory/field testing from previous projects referenced for this study are presented in Appendix A, and approximate locations of the explorations are shown in Figure 2.

SUBSURFACE CONDITIONS

Soil Conditions

The soils encountered at the site consist of relatively shallow fill overlying glaciomarine drift soils. Some of the borings encountered layers of organic soils within the fill.

- The explorations encountered various thicknesses of surface materials. GEI-31, GEI-32, GEI-35 and GEI-37 encountered 6 inches of asphalt concrete. GEI-36 encountered 3 inches of asphalt concrete. B-1 and B-2, which were completed in 2008, encountered 1 to 3 inches of asphalt overlying 8 inches of concrete. MW-7 was completed in an area surfaced with crushed rock gravel.

- The fill observed in the explorations typically consisted of fine to coarse sand with gravel with trace organics. Thin silt layers were observed in GEI-32, GEI-35 and GEI-37. The thickness of fill encountered in the explorations ranged up to approximately 1 to 7 feet. The thickness, composition and density of the fill varied across the site.
- Native soils were encountered below the fill which is interpreted to be beach deposits. The beach deposits more typically consisted of loose to medium dense sand with varying amounts of silt and gravels. This unit extends to the depths explored.

Groundwater Conditions

Groundwater at the time of explorations was encountered in all of the borings. Groundwater was observed at approximately 5.5 feet to 9 feet below ground surface (bgs) across all borings. As part of the groundwater study of the Quiet Cove Site, groundwater levels in MW-7 were evaluated for tidal influence and hydraulic conductivity. MW-7 was determined to be tidally influenced with a lag time of 2.4 hours and a peak observed elevation of approximately 7 feet NAVD88 in November 2017.

Based on our observations, groundwater at the site is expected to fluctuate with changes in tides, by season, precipitation, and other factors.

Environmental Conditions

The property west of the site is currently owned by the Port and is undergoing a remedial investigation under a Washington State Department of Ecology (Ecology) Agreed Order. Historically, this property operated a bulk fueling facility with above ground storage tanks (ASTs), pump house, garage/warehouse and office space. Preliminary environmental investigations have identified petroleum hydrocarbons (gasoline, diesel and heavy oil) and volatile organic compounds (VOCs) in soil and groundwater exceeding regularity cleanup levels. Site characterization activities for this property are being performed to further define nature and extent of this contamination and are still ongoing.

Conclusions and Recommendations

GENERAL

We understand that new pump out equipment on Curtis Wharf includes several components including: a new force main hung from existing pier; a shallow buried force main; a flow meter vault, a new manhole and new gravity sewer line that connects to an existing manhole at the intersection of O Avenue and Railroad. We conclude that the site is suitable for the proposed pump out equipment using conventional construction techniques. Some of the site soils are very sensitive to moisture and over the optimum moisture content; therefore, it is important that subgrade preparation occur during periods of dry weather to be able to prepare the subgrade properly while minimizing construction costs. Subgrade soils with higher fines contents will be susceptible to subgrade softening from surface water. Repeated heavy wheel loads during wet conditions would disturb the subgrade and result in rutting.

BELOW-GRADE STRUCTURE SUPPORT

We anticipate the manhole and flow meter vault structures will typically be supported in loose to medium dense fill and sandy beach deposits. Care should be taken to prevent disturbance of subgrade soils prior

to placement of the foundation material and structure on the excavated subgrade, especially where soft silt or clay soil layers are encountered. It is our opinion that undisturbed native soils and most existing fill soils will generally provide adequate support for the new structures, although some unsuitable foundation soils may be encountered. If very soft silt/clay soil or highly organic soil is encountered at the base of the structure, additional overexcavation and foundation preparation should be completed, as discussed below.

We recommend a net allowable bearing capacity of 1,500 pounds per square foot (psf). Given the loose soil anticipated at the foundation subgrade, we recommend planning for and providing a minimum 24-inch thick layer of foundation material as described in this report as a leveling pad and to provide uniform support for all below-grade structures. We recommend placing a woven geotextile fabric for soil stabilization (WSDOT Standard Specification 9-33.2[1], Table 3) over the subgrade prior to placing the foundation material. A fully dewatered excavation will be required to create a stabilized base, as discussed in the Construction Dewatering section below.

Foundation Material

Where foundation material is necessary, we recommend that it consist of crushed rock such as ¾- to 1¼-inch crushed surfacing base course (CSBC) (WSDOT Standard Specification 9-03.9[3]) or permeable ballast (WSDOT Standard Specification 9-03.9[2]). The interlocking of this size angular rock will provide strength for bearing capacity and will also limit intrusion of the subgrade soils into the void space (better than larger-sized rock). The foundation material should be compacted to a uniformly firm condition with a plate compactor or similar equipment. We recommend that a representative of GeoEngineers observe the excavation and subgrade conditions and evaluate the requirements for overexcavation and replacement prior to placing the foundation material.

PIPE DESIGN CONSIDERATIONS

The proposed project includes new piping for a force main and new gravity sewer. The following sections provide recommendations for the proposed improvements.

Pipe Subgrade Support

We understand that the force main piping will be buried approximately 3 feet below existing site grade and that the gravity line will have an invert at approximately up to 5 feet below existing site grades. The soils at the subgrade level for new piping are anticipated to consist of predominantly granular fill or beach deposits, although some fine-grained silt or clay may also be encountered. In general, most previously placed fill and the beach deposits will provide adequate support for proposed piping throughout the site. Because of the geologic environment, and based on the site explorations, it is possible that some organic soils or other deleterious material could be encountered at or near the pipe subgrade. If the subgrade soils are organic, become disturbed, or are otherwise unsuitable, it may be necessary to over-excavate the unsuitable material and backfill with foundation material or additional pipe bedding as discussed below. We anticipate that the force main will be installed above the water table. The proposed gravity line may encounter groundwater within excavation depths depending on the time of year and tides and dewatering will likely be required as discussed subsequently in this report. Where dewatering is necessary, we recommend that the water level be drawn down at least 2 feet below the base elevation of the pipe to create a stable subgrade.

Pipe Bedding and Foundation Material

Bedding material should comply with the engineer's or pipe manufacturer's recommendations, WSDOT Standard Specifications, or project specifications, as appropriate.

- Pipe bedding should meet the gradation requirements for Gravel Backfill for Pipe Zone Bedding Per WSDOT Standard Specification 9-03.12(3), or manufacturers specifications.
- Pipe bedding material should be used as backfill up to at least 6 inches above the top of the pipe. Prior to the installation of the pipe, the pipe bedding should be shaped to fit the lower part of the pipe exterior with reasonable closeness to provide continuous support along the pipe.
- Pipe bedding material and/or backfill around the pipe should be placed in layers and tamped around the pipe to obtain complete contact per the project plans. In areas where a trench box is used, the bedding material should be placed before the trench box is advanced.

Where the base of the excavation encounters soft, organic, or otherwise unstable soils, we recommend overexcavation up to 2 feet or as directed by the field engineer, and stabilization with additional pipe bedding or foundation material described previously in Pipe Subgrade Support.

Structural and Trench Backfill

We recommend that trench backfill consist of structural fill as described in the Earthwork section of this report. The suitability of the native, on-site material as structural fill is discussed in the same section. During placement of the initial lifts, the backfill material should not be bulldozed into the trench or dropped directly on the pipe. Furthermore, heavy vibratory equipment should not be permitted to operate directly over the pipe until a minimum of 2 feet of backfill has been placed. Backfill should be placed in lifts to achieve the required compaction using the mechanical equipment chosen by the contractor.

Pipe Settlement and Differential Movement

The likely mechanisms for pipe settlement include poor bearing support immediately below the pipe, consolidation of underlying compressible soils, and liquefaction induced settlement. Provided pipe subgrade and trench backfill is completed as recommended, we estimate that the post-construction settlement will be 1-inch or less.

The design and construction procedures discussed in this report will not mitigate the possible liquefaction effects and associated damage to the utilities caused by earthquake induced differential settlements. Infrastructure supported by or within liquefiable zones is at higher risk; however, oftentimes buried pipes will move with the soil and not experience significant damage.

In order to minimize the risk of potential damage from liquefaction from a large design-level event, it would be necessary to support the utilities on piles or improve the ground such that the soils below the pipe corridor do not liquefy. This is typically cost prohibitive for pipeline projects. An alternate method would be to include restrained joints (which allow movement but not separation) and flexible connections at these risk areas. It may not even be practical/possible to completely mitigate the large-scale differential movements from a large design seismic event; however, some flexibility will provide resistance to smaller earthquakes and better performance.

EARTHWORK

Excavation Considerations

Excavations will be required for installation of manhole structures, flow meter vault, and associated piping. The excavations will extend through historic fill material and beach deposits. Soil conditions will be variable depending on the units encountered. Excavation of these soils can be completed using conventional earthwork equipment. Larger horsepower excavators will be more efficient for excavating if large cobbles, boulders, or construction debris are encountered in the fill soils.

As noted, water level onsite fluctuates seasonally and tidally. The majority of the excavations will occur above the groundwater as the level observed was at approximately 5½ feet bgs in November 2017 (Elevation 7 feet NAVD88) in MW-7. The recommendations below apply only to soils above groundwater. Excavations below groundwater will require temporary dewatering as described in a section below.

Temporary Slopes

Regardless of the soil type encountered in the excavation, either shoring, trench boxes or sloped sidewalls will be required for excavations deeper than 4 feet under Washington State Administrative Code (WAC) 296-155, Part N. We expect that the excavations will be made as open cuts in conjunction with the use of a trench box and/or sloped sidewalls for shielding workers. Based on our explorations, all site soils would be classified as “Type C” and allow maximum 1.5H:1V temporary slopes.

The above regulations assume that surface loads such as construction equipment and storage loads will be kept a sufficient distance away from the top of the cut so that the stability of the excavation is not affected. Flatter slopes, shoring and/or dewatering will be necessary for those portions of the excavations which are subjected to significant seepage in order to maintain the stability of the cut. Temporary slopes in wet/saturated sand will be susceptible to sloughing, raveling and “running” conditions. It should be expected that unsupported cut slopes will experience some sloughing and raveling if exposed to surface water. Berms or other provisions should be installed along the top of the excavation to intercept surface runoff to reduce the potential for sloughing and erosion of cut slopes during wet weather.

In our opinion, the contractor will be in the best position to observe subsurface conditions continuously throughout the construction process and to respond to the soil and groundwater conditions. Construction site safety is generally the sole responsibility of the contractor, who also is solely responsible for the means, methods, and sequencing of the construction operations and choices regarding temporary excavations and shoring. We are providing this information only as a service to our client. Under no circumstances should the information provided below be interpreted to mean that GeoEngineers, Inc. is assuming responsibility for construction site safety or the contractor’s activities; such responsibility is not being implied and should not be inferred.

Temporary Shoring – Trench Boxes

For shallower excavations, we recommend that a shoring system be used where excavations are located adjacent to private property, existing utilities, roadways, or infrastructure where soil movement or ground loss could result in damage to these facilities. Generally, a trench box is not considered appropriate in areas where soil movement adjacent to the trench is unacceptable. Typically, a trench box is used to protect workers from injury should the sidewall collapse. If a sidewall collapses, a contractor typically will backfill

the void space in the trench box to the extent practical. Upon completion of the work the contractor will then pull the trench box out and the sidewalls cave and surface distress or disruption occurs.

A trench box can be used where sidewall support is required provided that it is: (1) designed for anticipated earth pressures; (2) the trench area is dewatered; and (3) the installation, moving and backfilling can be accomplished in such a manner that significant yielding does not occur. Braced or unbraced shoring (several types of adjustable braced trench shoring systems are available) and slide-rail systems of various types could be used where protection of existing slopes or structures is necessary and may be appropriate for the manhole excavations.

If a trench box is used and the soils are dewatered below the base of the excavation (prior to excavation), yielding/movement of the sidewalls is unlikely to occur beyond a 1.5H:1V slope as measured from the bottom of the excavation. If the soils are not dewatered to at least 2 feet below the bottom of the trench prior to and during excavation as recommended, the area of disturbance could be significantly greater. The following should be implemented for the shoring systems for the project:

- At locations where settlement could be detrimental to adjacent structures, utilities, or pavements, the shoring system should be designed to prevent significant lateral movement of the existing soils.
- Precautions should be taken during removal of the shoring or sheeting materials to minimize disturbance of the pipe, underlying bedding materials, and existing soils.
- Trench boxes should be of sufficient size, both vertically and horizontally, to support the excavation without excessive deformation of the natural soils.
- The open excavations should be backfilled as soon as practical after the shoring has been removed.
- Heavy construction equipment, construction materials, and excavated soil should not be allowed within a distance, measured from the edge of the excavation, equal to half the depth of the excavation, unless the shoring system has been designed for the additional lateral pressure.

Subgrade Preparation

The sitework generally consists of trenching or small excavations for manholes and flow meter vault. We expect that the work will be completed from existing paved surfaces. Historical fill soils, where exposed at subgrade surfaces, may be susceptible to disturbance by construction equipment during wet weather. In isolated areas, overexcavation of subgrade soils and replacement with structural fill as described below may be appropriate to support construction traffic during wet weather construction.

In general, subgrade preparation should consist of the following:

- Non-yielding condition of the subgrade for at-grade construction elements can be confirmed by compacting the subgrade, which should be observed by one of our geotechnical engineers, who will evaluate the subgrade and make recommendations for overexcavation and/or remediation where necessary.
- If soft or otherwise unsuitable areas are observed during compaction and/or probing, excavation to firm soil or to 2 feet below the original ground surface, or as otherwise recommended by the geotechnical engineer's representative, should be accomplished. The overexcavated material should be replaced with structural fill in accordance with recommendations provided below.

Structural Fill

At a minimum, we recommend that structural fill for general backfill consist of non-plastic soil meeting the WSDOT Standard Specifications for Gravel Borrow, Section 9-03.14(1). We also recommend select import fill be used as backfill within 2 feet of the ground surface in paved areas where compaction to 95 percent of the maximum dry density (MDD) per ASTM International (ASTM) D1557 is required as discussed below.

SUITABILITY OF ON-SITE MATERIALS

Soils above the groundwater consist of uncontrolled fill soils comprised predominantly of granular sand and gravel with variable fines content (SP-SM, SP). Granular sand soils can be adequately compacted to at least 90 percent of MDD in most instances and are suitable for use as structural fill during periods of dry weather if they are moisture conditioned to near optimum. As the fines content increases in these materials they become more sensitive to changes in moisture content and may not be suitable for use if placed during wet weather. Soils excavated from below the groundwater table have moisture contents well above optimum that will not be suitable for reuse as structural fill without moisture conditioning.

While the onsite soils may be generally considered suitable for reuse as structural fill, due to the limited scope of the project, for planning and cost estimating purposes we recommend that imported structural fill be utilized for backfill. Additionally, compaction of mixed soils to a specific density standard is much more difficult for trench backfill, especially when the soils are wet/over optimum moisture content.

Fill soils with high silt contents, if encountered, are very moisture sensitive and can be difficult to compact to above 90 percent of the MDD even at or near their optimum moisture content; therefore, soils with very high fines content should not be reused as structural fill. Some segregation of this less suitable material may be necessary during excavation.

We anticipate that the soils excavated from the manhole excavation will be saturated and not suitable for reuse as structural fill.

SELECT IMPORT FILL

If wet weather or the moisture content precludes the use of onsite materials as structural fill, we recommend using a select import fill to complete the backfilling site excavations. The select import fill should consist of sand and gravel with a fines content less than 5 percent based on that portion passing the $\frac{3}{4}$ -inch sieve. A suitable WSDOT Standard Specifications would include Gravel Borrow (9-03.14), with the fines content limited as noted.

FILL PLACEMENT AND COMPACTION

Structural fill should be placed in 8- to 12-inch loose lifts, or that thickness necessary to achieve the required compaction using the mechanical equipment chosen by the contractor. We recommend that the MDD be determined based on ASTM D 1557.

Table 1 below provides a summary of recommended imported structural fill materials and compaction standards.

TABLE 1. SUGGESTED FILL MATERIAL COMPACTION AND SPECIFICATION

FILL AREA	COMPACTION	SUGGESTED SPECIFICATION
Structural fill below structures	95% MDD	WSDOT Gravel Borrow 9-03.14(1) with minimum 30 percent on U.S No. 4 sieve; or WSDOT Crushed Surfacing 9-03.9(3)
Structural fill below pavements, driveways, and sidewalk	90% MDD except 95% in upper 2 feet below pavement section	WSDOT Gravel Borrow 9-03.14(1) or WSDOT Aggregate for Gravel Base 9-03.10
Gravel base for pavement	95% MDD	WSDOT Aggregate for Gravel Base 9-03.10
Crushed surfacing base/top course	95% MDD	WSDOT Crushed Surfacing 9-03.9(3)

CONSTRUCTION DEWATERING

As currently planned, the excavations will be limited to utility installation at depths less than 5 feet. Therefore, based on the soil conditions encountered we expect that perched groundwater or rainwater may accumulate in excavations. The proposed excavations may require dewatering with open pumping. This dewatering method involves removing water that has seeped into the excavation by pumping from a sump that has been excavated at one end of the excavation or trench (or a series of sumps along a trench). In our opinion, passive open pumping methods are likely an adequate dewatering method for this project.

If excavations extend below the groundwater level, and only need to be lowered by 1 to 2 feet, open pumping may still be feasible. However, if the groundwater level is required to be lowered by more than 2 feet, we expect that more aggressive dewatering methods such as vacuum wellpoints will be required. Construction should be planned during periods of dry weather when groundwater will be lowest.

Wet Weather Earthwork

In addition to the wet weather considerations discussed previously in this section, general recommendations relative to earthwork performed in wet weather or in wet conditions are presented below. These recommendations should be incorporated into the contract specifications.

- Soil stockpiles should be covered with plastic sheeting if wet weather conditions are anticipated.
- Silt fences should be installed between the work area and sensitive areas to prevent transport of sediment beyond the work area.

Limitations

We have prepared this report for use by the Port of Anacortes, Kennedy Jenks and other members of the design team for use in design of the proposed Curtis Wharf Pump Out project in Anacortes, Washington.

Within the limitation of scope, schedule and budget, our services have been executed in accordance with generally accepted geotechnical practices in the area at the time the report was prepared. No warranty or other conditions, expressed or implied, should be understood.

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

Please refer to the Attachment titled Report Limitations and Guidelines for Use for additional information related to use of this report.

We trust this letter suits your current needs. Please call if you have questions.

Sincerely,
GeoEngineers, Inc.



Aaron J. Hartvigsen, PE
Associate Geotechnical Engineer

AJH:seh



Attachments

Figure 1. Vicinity Map

Figure 2. Site Plan

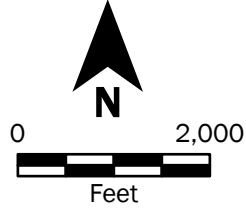
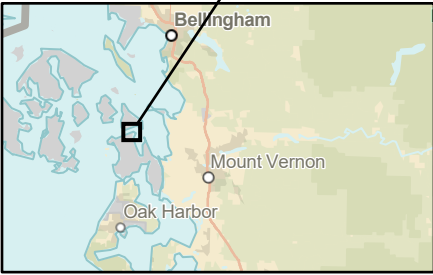
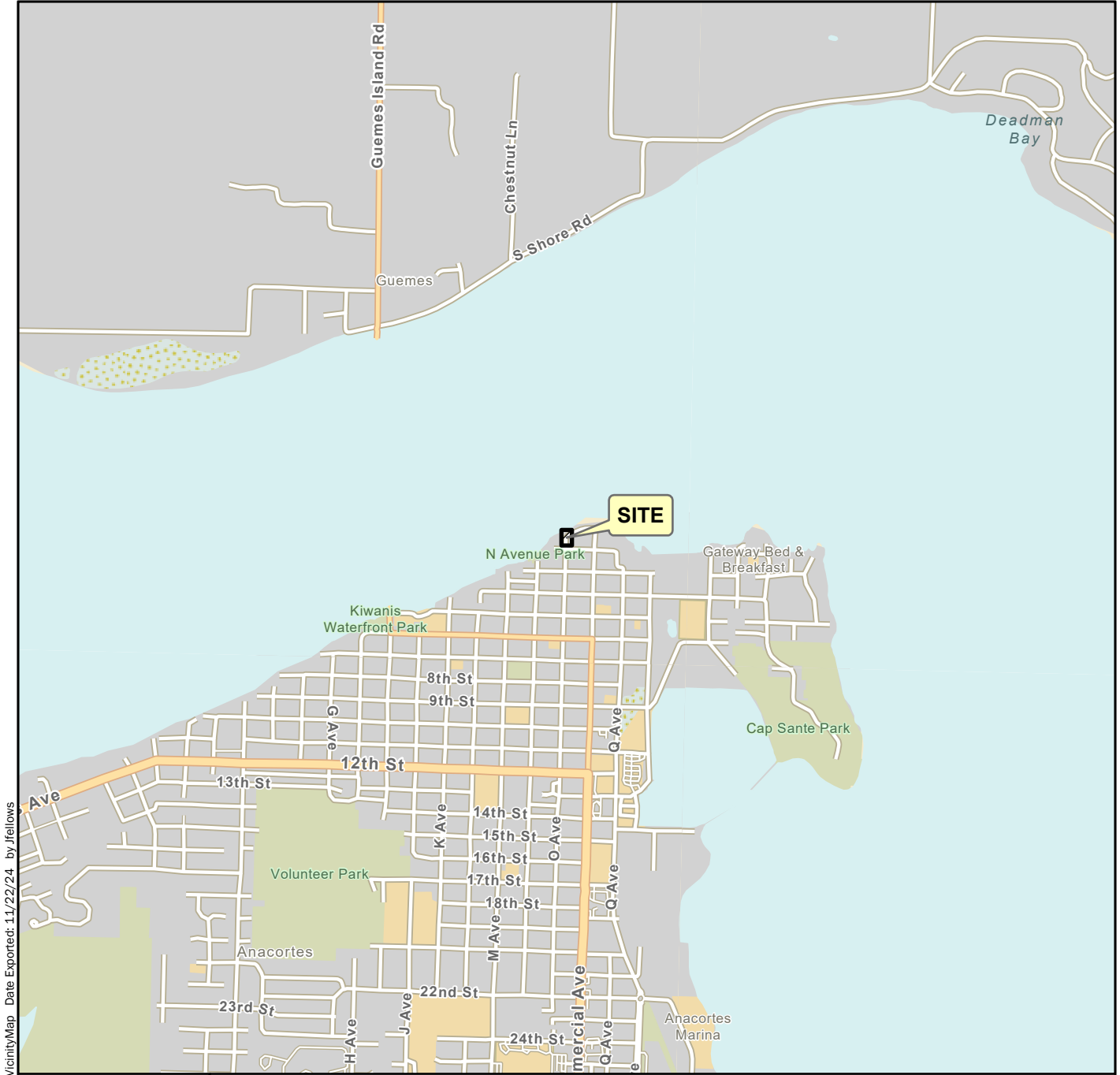
Appendix A. Previous Site Explorations

Appendix B. Report Limitations and Guidelines for Use

One electronic copy submitted

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Figures



Vicinity Map	
Curtis Wharf Pump Out Port of Anacortes, Washington	
	Figure 1 Exhibit # I

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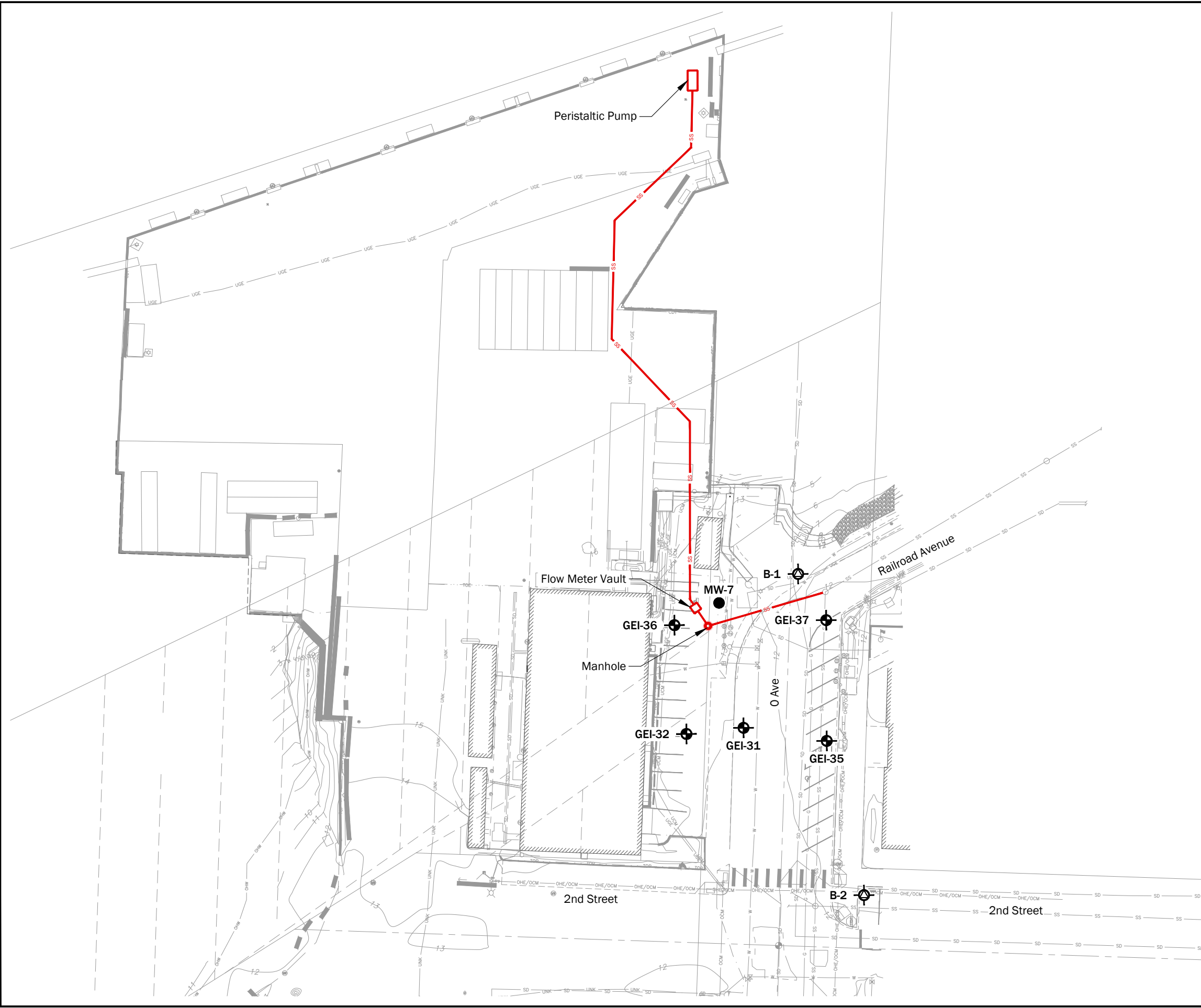
Source(s):
 • ESRI

Coordinate System: NAD 1983 StatePlane Washington North FIPS 4601 Feet

Disclaimer: This figure was created for a specific purpose and project. Any use of this figure for any other project or purpose shall be at the user's sole risk and without liability to GeoEngineers. The locations of features shown may be approximate. GeoEngineers makes no warranty or representation as to the accuracy, completeness, or suitability of the figure, or data contained therein. The file containing this figure is a copy of a master document, the original of which is retained by GeoEngineers and is the official document of record.



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Legend

- SS — Proposed Force Main
- GEI-31 Boring by GeoEngineers, 2017
- MW-7 Monitoring Well by GeoEngineers, 2017
- B-1 Boring by GeoEngineers, 2008

Source(s):

- Survey from Kennedy Jenks, dated 3/24

Coordinate System: WA State Plane, North Zone, NAD83, US Foot

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Site Plan

Curtis Wharf Pump Out
Port of Anacortes, Washington

GEOENGINEERS

Figure 2

Exhibit # I

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Appendices

Appendix A

Previous Site Explorations

Appendix A

Previous Site Explorations

The following exploration logs at and near the site have been included in Appendix A:

- The logs of 5 borings and 1 monitoring well log from Technical Memorandum, “Hydrogeologic Evaluation, Quiet Cove Property, Anacortes, Washington,” prepared for Washington State Department of Ecology by GeoEngineers, Inc., August 1, 2018.
- The logs of 2 borings from Geotechnical Data Report, “Port of Anacortes, Job Development Fund Infrastructure Improvements, Anacortes, Washington,” prepared for Leonard Boudinot and Skodje, Inc by GeoEngineers, Inc., October 2, 2008.

SOIL CLASSIFICATION CHART

MAJOR DIVISIONS			SYMBOLS		TYPICAL DESCRIPTIONS
			GRAPH	LETTER	
COARSE GRAINED SOILS	GRAVEL AND GRAVELLY SOILS	CLEAN GRAVELS		GW	WELL-GRADED GRAVELS, GRAVEL - SAND MIXTURES
		(LITTLE OR NO FINES)		GP	POORLY-GRADED GRAVELS, GRAVEL - SAND MIXTURES
		GRAVELS WITH FINES		GM	SILTY GRAVELS, GRAVEL - SAND - SILT MIXTURES
		(APPRECIABLE AMOUNT OF FINES)		GC	CLAYEY GRAVELS, GRAVEL - SAND - CLAY MIXTURES
	SAND AND SANDY SOILS	CLEAN SANDS		SW	WELL-GRADED SANDS, GRAVELLY SANDS
		(LITTLE OR NO FINES)		SP	POORLY-GRADED SANDS, GRAVELLY SAND
SANDS WITH FINES			SM	SILTY SANDS, SAND - SILT MIXTURES	
(APPRECIABLE AMOUNT OF FINES)			SC	CLAYEY SANDS, SAND - CLAY MIXTURES	
FINE GRAINED SOILS	SILTS AND CLAYS	LIQUID LIMIT LESS THAN 50		ML	INORGANIC SILTS, ROCK FLOUR, CLAYEY SILTS WITH SLIGHT PLASTICITY
				CL	INORGANIC CLAYS OF LOW TO MEDIUM PLASTICITY, GRAVELLY CLAYS, SANDY CLAYS, SILTY CLAYS, LEAN CLAYS
				OL	ORGANIC SILTS AND ORGANIC SILTY CLAYS OF LOW PLASTICITY
	SILTS AND CLAYS	LIQUID LIMIT GREATER THAN 50		MH	INORGANIC SILTS, MICACEOUS OR DIATOMACEOUS SILTY SOILS
				CH	INORGANIC CLAYS OF HIGH PLASTICITY
				OH	ORGANIC CLAYS AND SILTS OF MEDIUM TO HIGH PLASTICITY
HIGHLY ORGANIC SOILS				PT	PEAT, HUMUS, SWAMP SOILS WITH HIGH ORGANIC CONTENTS

NOTE: Multiple symbols are used to indicate borderline or dual soil classifications

Sampler Symbol Descriptions

	2.4-inch I.D. split barrel
	Standard Penetration Test (SPT)
	Shelby tube
	Piston
	Direct-Push
	Bulk or grab
	Continuous Coring

Blowcount is recorded for driven samplers as the number of blows required to advance sampler 12 inches (or distance noted). See exploration log for hammer weight and drop.

"P" indicates sampler pushed using the weight of the drill rig.

"WOH" indicates sampler pushed using the weight of the hammer.

NOTE: The reader must refer to the discussion in the report text and the logs of explorations for a proper understanding of subsurface conditions. Descriptions on the logs apply only at the specific exploration locations and at the time the explorations were made; they are not warranted to be representative of subsurface conditions at other locations or times.

ADDITIONAL MATERIAL SYMBOLS

SYMBOLS		TYPICAL DESCRIPTIONS
GRAPH	LETTER	
	AC	Asphalt Concrete
	CC	Cement Concrete
	CR	Crushed Rock/Quarry Spalls
	SOD	Sod/Forest Duff
	TS	Topsoil

Groundwater Contact



Measured groundwater level in exploration, well, or piezometer



Measured free product in well or piezometer

Graphic Log Contact



Distinct contact between soil strata



Approximate contact between soil strata

Material Description Contact



Contact between geologic units



Contact between soil of the same geologic unit

Laboratory / Field Tests

%F	Percent fines
%G	Percent gravel
AL	Atterberg limits
CA	Chemical analysis
CP	Laboratory compaction test
CS	Consolidation test
DD	Dry density
DS	Direct shear
HA	Hydrometer analysis
MC	Moisture content
MD	Moisture content and dry density
Mohs	Mohs hardness scale
OC	Organic content
PM	Permeability or hydraulic conductivity
PI	Plasticity index
PP	Pocket penetrometer
SA	Sieve analysis
TX	Triaxial compression
UC	Unconfined compression
VS	Vane shear

Sheen Classification

NS	No Visible Sheen
SS	Slight Sheen
MS	Moderate Sheen
HS	Heavy Sheen

Key to Exploration Logs

Start Drilled 9/11/2017	End 9/11/2017	Total Depth (ft) 15	Logged By Checked By NS BJT	Driller Cascade Drilling, LP	Drilling Method Direch Push
Surface Elevation (ft) Vertical Datum 12.34 NAVD88		Hammer Data Pneumatic		Drilling Equipment GeoProbe 6600	
Easting (X) Northing (Y) 1208884.7 559829.12		System Datum WA State Plane North NAD83 (feet)		See "Remarks" section for groundwater observed	
Notes:					

Elevation (feet)	FIELD DATA					MATERIAL DESCRIPTION	Sheen	Headspace Vapor (ppm)	REMARKS
	Interval	Recovered (in)	Blows/foot	Collected Sample	Sample Name Testing				
0		42				AC			
					1	SP	NS	<1	
10						SP	NS	<1	Geotextile at 2 feet bgs
					2	SP	NS	<1	
					3	SP	NS	<1	
5		60				SP	NS	<1	
					4	SP	NS	<1	
					5	SP	NS	<1	
					6	SP	NS	<1	
10		60				SP	NS	<1	Groundwater observed at approximately 6½ feet at time of drilling
					7	SP	NS	<1	
					8	SP	NS	<1	
					9	SP	NS	<1	
15						SP	NS	<1	

Note: See Figure B-1 for explanation of symbols.

Coordinates Data Source: Horizontal approximated based on topographic land survey completed by Sound Development Group October 6, 2017. Vertical approximated based on topographic land survey completed by Sound Development Group October 6, 2017.

Log of Boring GEI-31



Project: Quiet Cove
Project Location: Anacortes, Washington
Project Number: 5147-024-05

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Start Drilled 9/11/2017	End 9/11/2017	Total Depth (ft) 10	Logged By Checked By NS BJT	Driller Cascade Drilling, LP	Drilling Method Direch Push
Surface Elevation (ft) Vertical Datum 11.67 NAVD88		Hammer Data Pneumatic		Drilling Equipment GeoProbe 6600	
Easting (X) Northing (Y) 1208926.08 559822.33		System Datum WA State Plane North NAD83 (feet)		See "Remarks" section for groundwater observed	
Notes:					

Elevation (feet)	FIELD DATA					MATERIAL DESCRIPTION	Sheen	Headspace Vapor (ppm)	REMARKS
	Interval Depth (feet)	Interval Recovered (in)	Blows/foot	Collected Sample Sample Name Testing	Graphic Log	Group Classification			
0						AC			
				1		ML	NS	<1	
				2		SP	NS	<1	
						ML	NS	<1	
						ML	NS	<1	
				3			NS	<1	
						SP-SM	NS	<1	
				4			NS	<1	
						SP	NS	<1	
				5			NS	<1	
						SP	NS	<1	
10									Groundwater observed at approximately 5½ feet at time of drilling

Note: See Figure B-1 for explanation of symbols.

Coordinates Data Source: Horizontal approximated based on topographic land survey completed by Sound Development Group October 6, 2017. Vertical approximated based on topographic land survey completed by Sound Development Group October 6, 2017.

Log of Boring GEI-35



Project: Quiet Cove
Project Location: Anacortes, Washington
Project Number: 5147-024-05

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Start Drilled 9/11/2017	End 9/11/2017	Total Depth (ft) 15	Logged By Checked By NS BJT	Driller Cascade Drilling, LP	Drilling Method Direch Push
Surface Elevation (ft) Vertical Datum 13.47 NAVD88		Hammer Data Pneumatic		Drilling Equipment GeoProbe 6600	
Easting (X) Northing (Y) 1208850.34 559879.78		System Datum WA State Plane North NAD83 (feet)		See "Remarks" section for groundwater observed	
Notes:					

Elevation (feet)	FIELD DATA					MATERIAL DESCRIPTION	Sheen	Headspace Vapor (ppm)	REMARKS
	Interval	Recovered (in)	Blows/foot	Collected Sample	Sample Name Testing				
0	36				1	AC SP Approximately 3 inches asphalt concrete Gray-brown fine to coarse sand with gravel (moist) (fill)	NS	<1	
					2		NS	<1	
							NS	<1	
							NS	<1	
5	48				3	SP Brown fine to medium sand with occasional gravel and trace organic matter (moist)	NS	<1	
							NS	<1	
						Becomes wet	NS	<1	Groundwater observed at approximately 8 feet at time of drilling
10	60				4	SP Gray fine to medium sand with gravel (wet) (native)	NS	<1	
							NS	<1	
							NS	<1	
							NS	<1	
15						SP Gray fine to medium sand with occasional gravel (moist)	NS	<1	
							NS	<1	

Note: See Figure B-1 for explanation of symbols.
Coordinates Data Source: Horizontal approximated based on topographic land survey completed by Sound Development Group October 6, 2017. Vertical approximated based on topographic land survey completed by Sound Development Group October 6, 2017.

Log of Boring GEI-36



Project: Quiet Cove
Project Location: Anacortes, Washington
Project Number: 5147-024-05

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Start Drilled 9/11/2017	End 9/11/2017	Total Depth (ft) 15	Logged By Checked By NS BJT	Driller Cascade Drilling, LP	Drilling Method Direch Push
Surface Elevation (ft) Vertical Datum 11.52 NAVD88		Hammer Data Pneumatic		Drilling Equipment GeoProbe 6600	
Easting (X) Northing (Y) 1208925.74 559882.69		System Datum WA State Plane North NAD83 (feet)		See "Remarks" section for groundwater observed	
Notes:					

Elevation (feet)	FIELD DATA					MATERIAL DESCRIPTION	Sheen	Headspace Vapor (ppm)	REMARKS
	Interval	Recovered (in)	Blows/foot	Collected Sample	Sample Name Testing				
0		39				AC			
						SM			
					1	SP	NS	<1	
						SP	NS	<1	Geotextile fabric at 2¼ feet
					2		NS	<1	
						ML	NS	<1	
						SP	NS	<1	
5		60			3	SP-SM	NS	<1	
							NS	<1	
							NS	<1	Groundwater observed at approximately 8 feet at time of drilling
					4	SP	NS	<1	
							NS	<1	
							NS	<1	
						SP	NS	<1	
					5		NS	<1	
							NS	<1	
15									

Note: See Figure B-1 for explanation of symbols.
Coordinates Data Source: Horizontal approximated based on topographic land survey completed by Sound Development Group October 6, 2017. Vertical approximated based on topographic land survey completed by Sound Development Group October 6, 2017.

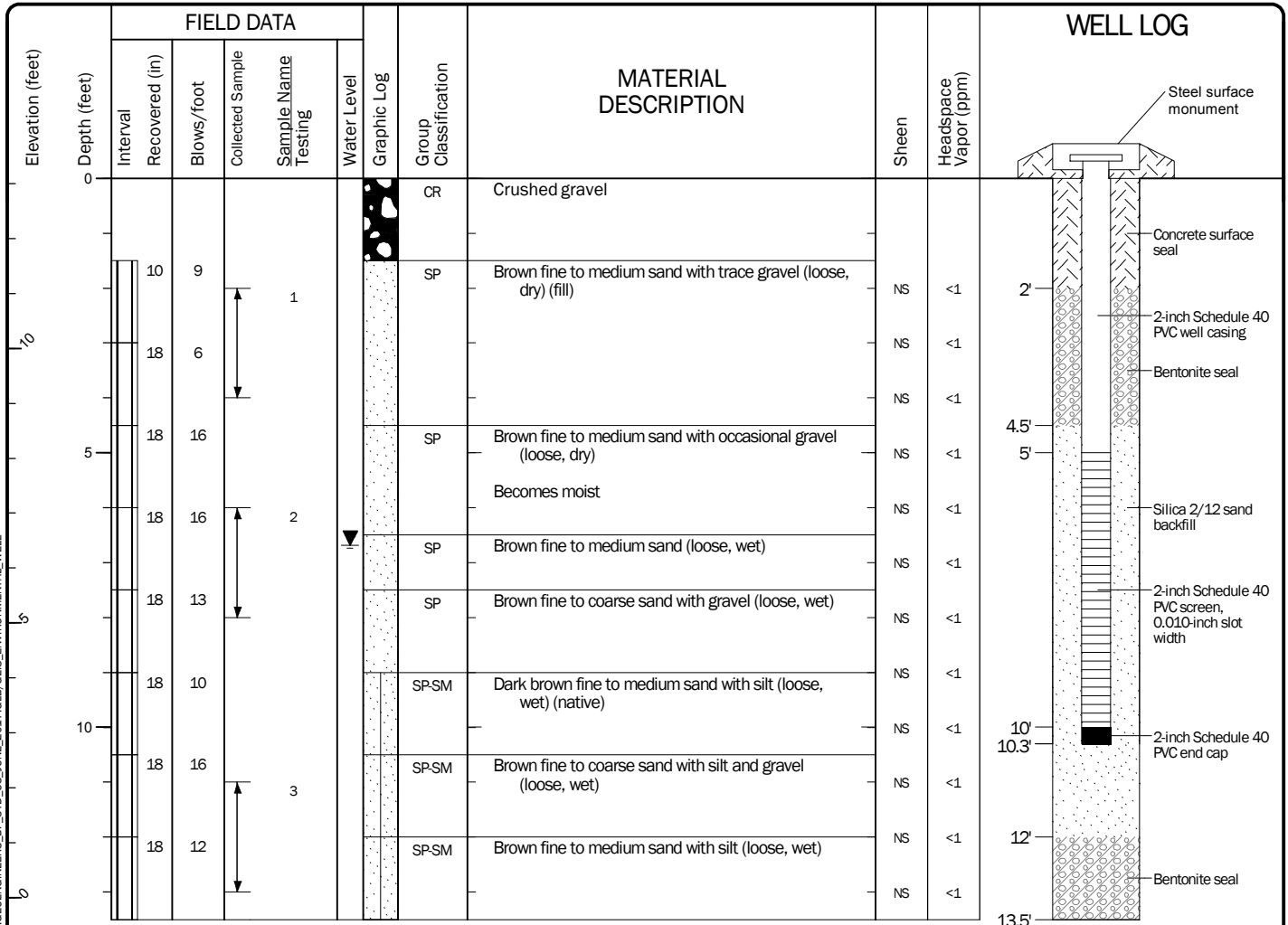
Log of Boring GEI-37



Project: Quiet Cove
Project Location: Anacortes, Washington
Project Number: 5147-024-05

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Start Drilled 9/19/2017	End 9/19/2017	Total Depth (ft) 13.5	Logged By Checked By NS BJT	Driller Cascade Drilling, LP	Drilling Method Hollow-stem Auger
Hammer Data		Rope & Cathead 140 (lbs) / 30 (in) Drop	Drilling Equipment CME 75		DOE Well I.D.: BKA-357 A 2 (in) well was installed on 9/19/2017 to a depth of 10.3 (ft).
Surface Elevation (ft) Vertical Datum		13.1 NAVD88	Top of Casing Elevation (ft) 12.62		Groundwater Date Measured 10/18/2017
Easting (X) Northing (Y)		1208872.65 559890.97	Horizontal Datum WA State Plane North NAD83 (feet)		Depth to Water (ft) 6.69 Elevation (ft) 5.93
Notes:					



Note: See Figure B-1 for explanation of symbols.
Coordinates Data Source: Horizontal approximated based on topographic land survey completed by Sound Development Group October 6, 2017. Vertical approximated based on topographic land survey completed by Sound Development Group October 6, 2017.

Log of Monitoring Well MW-7



Project: Quiet Cove
Project Location: Anacortes, Washington
Project Number: 5147-024-05

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Date(s) Drilled	9-25-2008	Logged By	A. Fickeisen	Checked By	A. McCain
Drilling Contractor	Holocene Drilling	Drilling Method	Hollow-stem Auger	Sampling Methods	SPT
Auger Data	N/A	Hammer Data	140 lb autohammer 30 inch drop	Drilling Equipment	B-61 Truck-mounted Drill Rig
Total Depth (ft)	16.5	Surface Elevation (ft)	Not determined	Groundwater Level (ft.bgs)	10
Vertical Datum		Datum/System		Latitude: Longitude:	

Elevation feet	Depth feet	SAMPLES				Water Level	Graphic Log	Group Symbol	MATERIAL DESCRIPTION	Moisture Content %	Dry Unit Weight, lbs/ft ³	OTHER TESTS AND NOTES
		Interval Recovered (in)	Blows/foot	Sub-Sample	Sample Number							
0								AC	1 to 2 inches of asphalt concrete			
								CC	8 inches of aged concrete			
								SP-SM	Brown fine to medium sand with silt and gravel (medium dense, moist) (fill)			
								SP-SM	Brown fine sand with silt (medium dense, moist) (beach deposits)			
5		16	11		1			SP-SM				
								SP-SM	Gray fine to medium sand with silt and occasional gravel (dense, moist to wet)			
								SP-SM	- becomes wet			
10		18	43		2			SP-SM				
								SP-SM	- gravel content increases			
15		18	32		3			SP-SM				
								SP-SM				
20								SP-SM				
25								SP-SM				

Note: See Figure 3 for explanation of symbols.

LOG OF BORING B-1

GEOENGINEERS

Project: Job Development Fund Infrastructure Improvements
 Project Location: Anacortes, Washington
 Project Number: 5147-017-00

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Date(s) Drilled	9-25-2008	Logged By	A. Fickeisen	Checked By	A. McCain
Drilling Contractor	Holocene Drilling	Drilling Method	Hollow-stem Auger	Sampling Methods	SPT
Auger Data	N/A	Hammer Data	140 lb autohammer 30 inch drop	Drilling Equipment	B-61 Truck-mounted Drill Rig
Total Depth (ft)	21.5	Surface Elevation (ft)	Not determined	Groundwater Level (ft. bgs)	8
Vertical Datum		Datum/ System		Latitude: Longitude:	

Elevation feet	SAMPLES				Water Level	Graphic Log	Group Symbol	MATERIAL DESCRIPTION	Moisture Content %	Dry Unit Weight, lbs/ft ³	OTHER TESTS AND NOTES
	Interval	Recovered (in)	Blows/foot	Sub-Sample Sample Number							
0							AC CC SP-SM	3 inches of asphalt concrete 8 inches of aged concrete Brown fine to medium sand with silt and gravel (medium dense, moist) (fill)			
5	6	4	1				ML	Gray sandy silt with occasional gravel (medium stiff, moist to wet) (fill)			
10	12	15	2				SP-SM	Gray fine sand with occasional gravel and silt (medium dense, wet) (beach deposits)	22		GS; %F=8
15	12	11	3				SC	Gray clayey fine to coarse sand with occasional gravel (medium dense, wet) (transitional zone)			
20	9	16	4				CL	Brown clay with sand and occasional gravel (very stiff, wet) (recessional marine drift)			
25											

Note: See Figure 3 for explanation of symbols.

LOG OF BORING B-2

GEOENGINEERS

Project: Job Development Fund Infrastructure Improvements
 Project Location: Anacortes, Washington
 Project Number: 5147-017-00

Exhibit # I
Page 25 of 30

Page 192 of 522

Appendix B

Report Limitations and Guidelines for Use

Appendix B

Report Limitations and Guidelines For Use¹

This appendix provides information to help you manage your risks with respect to the use of this report.

READ THESE PROVISIONS CLOSELY

It is important to recognize that the geoscience practices (geotechnical engineering, geology and environmental science) rely on professional judgment and opinion to a greater extent than other engineering and natural science disciplines, where more precise and/or readily observable data may exist. To help clients better understand how this difference pertains to our services, GeoEngineers includes the following explanatory “limitations” provisions in its reports. Please confer with GeoEngineers if you need to know more how these “Report Limitations and Guidelines for Use” apply to your project or site.

GEOTECHNICAL SERVICES ARE PERFORMED FOR SPECIFIC PURPOSES, PERSONS AND PROJECTS

This report has been prepared for Port of Anacortes and Kennedy Jenks for the Project(s) specifically identified in the report. The information contained herein is not applicable to other sites or projects.

GeoEngineers structures its services to meet the specific needs of its clients. No party other than the party to whom this report is addressed may rely on the product of our services unless we agree to such reliance in advance and in writing. Within the limitations of the agreed scope of services for the Project, and its schedule and budget, our services have been executed in accordance with Subcontract Terms and Conditions for Professional Services and Technical Services with Kennedy Jenks authorized on October 18, 2024, and generally accepted geotechnical practices in this area at the time this report was prepared. We do not authorize, and will not be responsible for, the use of this report for any purposes or projects other than those identified in the report.

A GEOTECHNICAL ENGINEERING OR GEOLOGIC REPORT IS BASED ON A UNIQUE SET OF PROJECT-SPECIFIC FACTORS

This report has been prepared for the Curtis Wharf Pump Out Facility Design project . GeoEngineers considered a number of unique, project-specific factors when establishing the scope of services for this project and report. Unless GeoEngineers specifically indicates otherwise, it is important not to rely on this report if it was:

- not prepared for you,
- not prepared for your project,
- not prepared for the specific site explored, or
- completed before important project changes were made.

¹ Developed based on material provided by GBA, GeoProfessional Business Association; www.geoprofessional.org.

For example, changes that can affect the applicability of this report include those that affect:

- the function of the proposed structure;
- elevation, configuration, location, orientation or weight of the proposed structure;
- composition of the design team; or
- project ownership.

If changes occur after the date of this report, GeoEngineers cannot be responsible for any consequences of such changes in relation to this report unless we have been given the opportunity to review our interpretations and recommendations. Based on that review, we can provide written modifications or confirmation, as appropriate.

ENVIRONMENTAL CONCERNS ARE NOT COVERED

Unless environmental services were specifically included in our scope of services, this report does not provide any environmental findings, conclusions, or recommendations, including but not limited to, the likelihood of encountering underground storage tanks or regulated contaminants.

SUBSURFACE CONDITIONS CAN CHANGE

This geotechnical or geologic report is based on conditions that existed at the time the study was performed. The findings and conclusions of this report may be affected by the passage of time, by man-made events such as construction on or adjacent to the site, new information or technology that becomes available subsequent to the report date, or by natural events such as floods, earthquakes, slope instability or groundwater fluctuations. If more than a few months have passed since issuance of our report or work product, or if any of the described events may have occurred, please contact GeoEngineers before applying this report for its intended purpose so that we may evaluate whether changed conditions affect the continued reliability or applicability of our conclusions and recommendations.

GEOTECHNICAL AND GEOLOGIC FINDINGS ARE PROFESSIONAL OPINIONS

Our interpretations of subsurface conditions are based on field observations from widely spaced sampling locations at the site. Site exploration identifies the specific subsurface conditions only at those points where subsurface tests are conducted or samples are taken. GeoEngineers reviewed field and laboratory data and then applied its professional judgment to render an informed opinion about subsurface conditions at other locations. Actual subsurface conditions may differ, sometimes significantly, from the opinions presented in this report. Our report, conclusions and interpretations are not a warranty of the actual subsurface conditions.

GEOTECHNICAL ENGINEERING REPORT RECOMMENDATIONS ARE NOT FINAL

We have developed the following recommendations based on data gathered from subsurface investigation(s). These investigations sample just a small percentage of a site to create a snapshot of the subsurface conditions elsewhere on the site. Such sampling on its own cannot provide a complete and accurate view of subsurface conditions for the entire site. Therefore, the recommendations included in this report are preliminary and should not be considered final. GeoEngineers' recommendations can be finalized only by observing actual subsurface conditions revealed during construction. GeoEngineers

cannot assume responsibility or liability for the recommendations in this report if we do not perform construction observation.

We recommend that you allow sufficient monitoring, testing and consultation during construction by GeoEngineers to confirm that the conditions encountered are consistent with those indicated by the explorations, to provide recommendations for design changes if the conditions revealed during the work differ from those anticipated, and to evaluate whether earthwork activities are completed in accordance with our recommendations. Retaining GeoEngineers for construction observation for this project is the most effective means of managing the risks associated with unanticipated conditions. If another party performs field observation and confirms our expectations, the other party must take full responsibility for both the observations and recommendations. Please note, however, that another party would lack our project-specific knowledge and resources.

A GEOTECHNICAL ENGINEERING OR GEOLOGIC REPORT COULD BE SUBJECT TO MISINTERPRETATION

Misinterpretation of this report by members of the design team or by contractors can result in costly problems. GeoEngineers can help reduce the risks of misinterpretation by conferring with appropriate members of the design team after submitting the report, reviewing pertinent elements of the design team's plans and specifications, participating in pre-bid and preconstruction conferences, and providing construction observation.

DO NOT REDRAW THE EXPLORATION LOGS

Geotechnical engineers and geologists prepare final boring and testing logs based upon their interpretation of field logs and laboratory data. The logs included in a geotechnical engineering or geologic report should never be redrawn for inclusion in architectural or other design drawings. Photographic or electronic reproduction is acceptable, but separating logs from the report can create a risk of misinterpretation.

GIVE CONTRACTORS A COMPLETE REPORT AND GUIDANCE

To help reduce the risk of problems associated with unanticipated subsurface conditions, GeoEngineers recommends giving contractors the complete geotechnical engineering or geologic report, including these "Report Limitations and Guidelines for Use." When providing the report, you should preface it with a clearly written letter of transmittal that:

- advises contractors that the report was not prepared for purposes of bid development and that its accuracy is limited; and
- encourages contractors to conduct additional study to obtain the specific types of information they need or prefer.

CONTRACTORS ARE RESPONSIBLE FOR SITE SAFETY ON THEIR OWN CONSTRUCTION PROJECTS

Our geotechnical recommendations are not intended to direct the contractor's procedures, methods, schedule or management of the work site. The contractor is solely responsible for job site safety and for managing construction operations to minimize risks to on-site personnel and adjacent properties.

BIOLOGICAL POLLUTANTS

GeoEngineers' Scope of Work specifically excludes the investigation, detection, prevention or assessment of the presence of Biological Pollutants. Accordingly, this report does not include any interpretations, recommendations, findings or conclusions regarding the detecting, assessing, preventing or abating of Biological Pollutants, and no conclusions or inferences should be drawn regarding Biological Pollutants as they may relate to this project. The term "Biological Pollutants" includes, but is not limited to, molds, fungi, spores, bacteria and viruses, and/or any of their byproducts.

A Client that desires these specialized services is advised to obtain them from a consultant who offers services in this specialized field.

INFORMATION PROVIDED BY OTHERS

GeoEngineers has relied upon certain data or information provided or compiled by others in the performance of our services. Although we use sources that we reasonably believe to be trustworthy, GeoEngineers cannot warrant or guarantee the accuracy or completeness of information provided or compiled by others.



Small Site Construction SWPPP

City of Anacortes Stormwater · 904 6th Street · Anacortes, WA 98221

Stormwater Inspector: 360-630-1037



General Information

Project Name	Curtis Wharf Pumpout & Shorepower	Parcel Size	0.74 acres
Project Address	116 O Ave		
Property Owner	Port of Anacortes	Phone	360-299-3134
Site Contact	Kevin Anderson	Phone	360-770-5194
Project Description	<i>The proposed project will bring utilities to the head of Curtis Wharf to serve existing vessel traffic. Utility updates will consist of a commercial pumpout and upgraded shorepower pedestals. These will allow vessels to discharge blackwater directly to the sanitary sewer and to turn off their generators/engines while at berth. The only ground disturbing activities are excavation for a sewer forcemain from the bulkhead of Curtis Wharf to an existing manhole in O /Railroad Avenue. These excavations will be limited to the alignment of the sewer lateral and be less than 800 sf in total. The project will increase impermeable surfaces nor change uses on site.</i>		
Erosion control lead or responsible party	Port of Anacortes Kevin Anderson 360-770-5194	Phone	
Engineer/Firm		Phone	

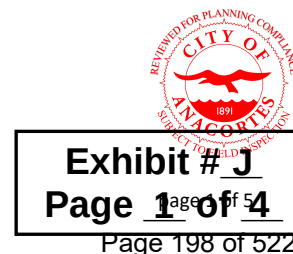
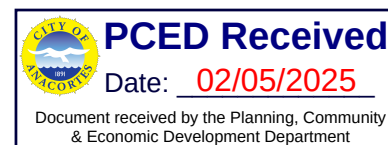
Site Conditions

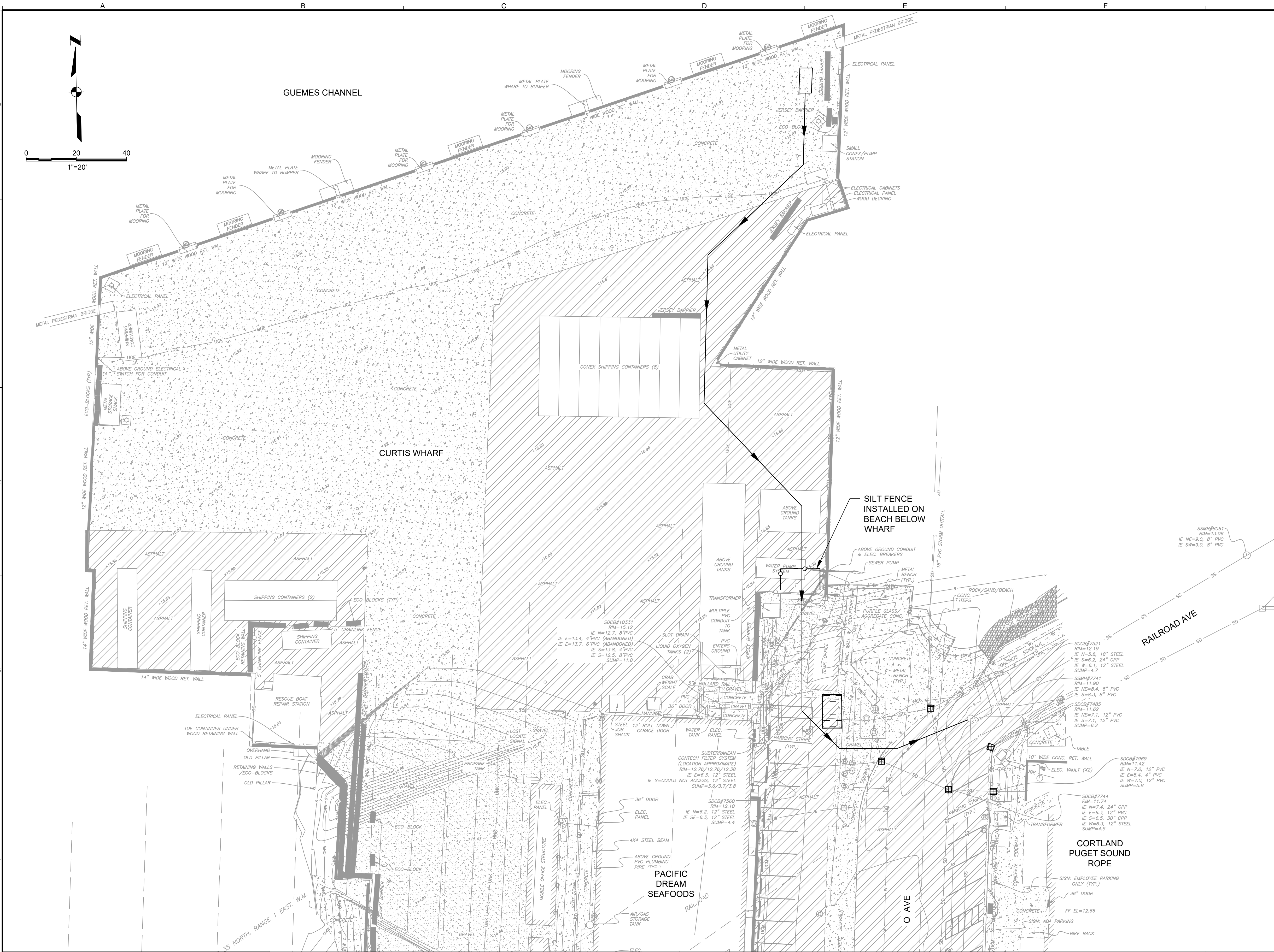
Adjacent Areas. See the site plan, drainage plan, and construction drawings approved for the associated permit.

Critical areas. See the critical areas site plan approved for the associated permit.

- ☐ Attach a copy of your stormwater site plan submitted with your building/grading permit application and attach pictures of construction site.

*Stormwater site plan shall list all BMPs for inspectors





EROSION AND SEDIMENT CONTROL NOTES

1. THE CONTRACTOR SHALL CONDUCT ALL EROSION AND SEDIMENT CONTROL PRACTICES IN ACCORDANCE WITH THE SPECIFICATIONS AND CONSTRUCTION SWPPP.
2. THE IMPLEMENTATION OF TESC PLANS AND THE CONSTRUCTION, MAINTENANCE, REPLACEMENT, UPGRADING, AND REMOVAL OF TESC FACILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR UNTIL ALL CONSTRUCTION IS COMPLETE AND APPROVED.
3. CONTRACTOR SHALL PERFORM ALL TESC MEASURES AS NECESSARY TO ENSURE NO AGGREGATE, PAVEMENT, SOIL, OR OTHER MATERIALS ARE TRACKED OUT OF THE WORK AREA. TESC FACILITIES SHALL BE UPGRADED AS NECESSARY TO ENSURE THAT SEDIMENT AND SEDIMENT-LADEN WATER DOES NOT LEAVE THE WORK LIMITS.
4. CONTRACTOR SHALL INSTALL STORMWATER INLET PROTECTION FOR ALL INLETS WITHIN THE WORK LIMITS AND WITHIN 100 FEET OF THE WORK LIMITS AND ALL HAUL ROUTES. SEE DETAIL 1 ON SHEET C-102. INLET PROTECTION SHALL BE MAINTAINED UNTIL THE INLET IS DEMOLISHED (IF CALLED FOR) OR UNTIL ALL CONSTRUCTION IS COMPLETE AND APPROVED, AS APPLICABLE.
5. AT NO TIME SHALL MORE THAN 1 FOOT OF SEDIMENT BE ALLOWED TO ACCUMULATE WITHIN THE STORMWATER INLET PROTECTION.
6. ALL PROPOSED TESC FACILITIES SHALL BE SUBMITTED TO THE ENGINEER FOR REVIEW.
7. ALL TESC FACILITIES SHALL BE CONSTRUCTED PRIOR TO CONSTRUCTION ACTIVITIES AND IN SUCH A MANNER AS TO ENSURE THAT CONSTRUCTION STORMWATER DOES NOT ENTER THE DRAINAGE SYSTEM OR ADJACENT WATER BODY, OR VIOLATE APPLICABLE WATER QUALITY STANDARDS.
8. STABILIZATION SHALL BE PROVIDED FOR STOCKPILE(S) AND UPGRADED AS NECESSARY TO MINIMIZE SEDIMENT LOSSES, AS SHOWN IN DETAIL 2 OF SHEET C-004.
9. STOCKPILE, CONTRACTOR LAYDOWN, AND MATERIAL STAGING LOCATIONS SHALL BE IDENTIFIED IN THE FIELD WITH THE PORT PRIOR TO CONSTRUCTION. STOCKPILE(S) SHALL BE SURROUNDED BY ECOLOGY BLOCKS, BARRICADES, HIGH VISIBILITY FENCING AND/OR OTHER MEASURES TO PROVIDE FOR PUBLIC, PORT, AND CONTRACTOR SAFETY.
10. TRACK OUT FROM THE STOCKPILE SHALL BE MINIMIZED, AND PRIOR TO FINAL CLOSEOUT, STOCKPILE AREA SHALL BE CLEARED OF ACCUMULATED OR STRAY SEDIMENT.
11. TRACK OUT ONTO PUBLIC ROADS SHALL BE PREVENTED. IN THE EVENT IT OCCURS, A SWEEPER TRUCK OR OTHER TESC MEASURES SHALL BE USED TO COLLECT AND REMOVE ANY TRACKED OUT SEDIMENT FROM PUBLIC ROADS BY THE END OF THE WORK DAY.

LEGEND

- | | | |
|--|--------------------|------------|
| | CATCH BASIN FILTER | 1
C-002 |
| | STOCKPILE LOCATION | 2
C-002 |
| | SILT FENCE | 3
C-002 |

30% SUBMITTAL

PRELIMINARY DESIGN PHASE
NOT FOR CONSTRUCTION

THIS DOCUMENT IS AN INTERIM DOCUMENT AND NOT SUITABLE FOR CONSTRUCTION. AS AN INTERIM DOCUMENT, IT MAY CONTAIN DATA THAT IS POTENTIALLY INACCURATE OR INCOMPLETE AND IS NOT TO BE RELIED UPON WITHOUT THE EXPRESS WRITTEN CONSENT OF THE PREPARER.

NO	REVISION	DATE	BY

SCALES

0 1"
0 25mm
IF THIS BAR IS NOT
DIMENSION SHOWN,
ADJUST SCALES
ACCORDINGLY.

THIS PRELIMINARY
DOCUMENT IS NOT FOR
CONSTRUCTION. IT IS
RELEASED UNDER THE
AUTHORITY OF:
SAMANTHA KARPA
21024598
JANUARY 2025

DESIGNED
KJ
DRAWN
AKM
CHECKED
SNK

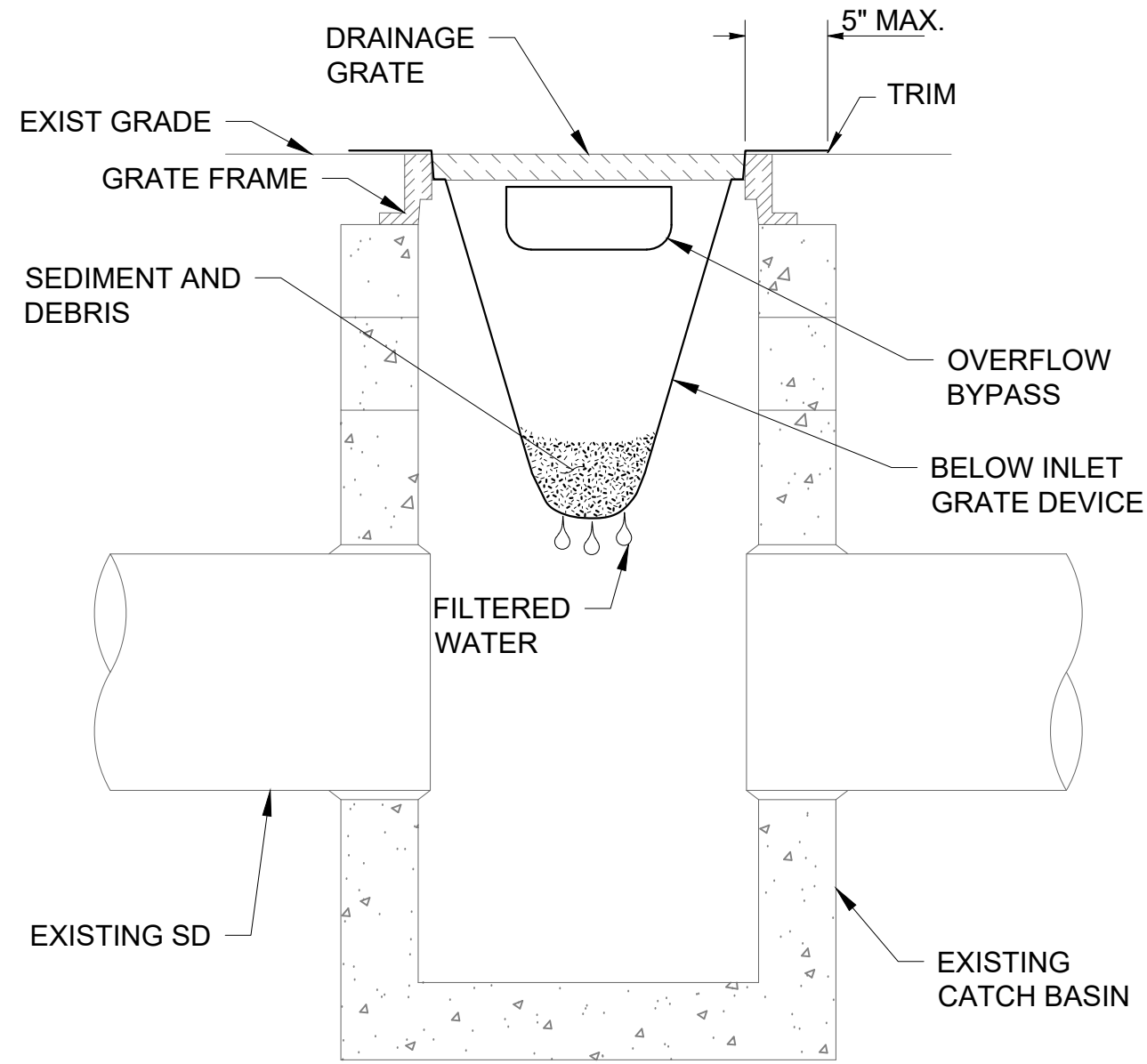
PORT OF ANACORTES
ANACORTES, WASHINGTON
CURTIS WHARF COMMERCIAL PUMP OUT FACILITY

Kennedy Jenks

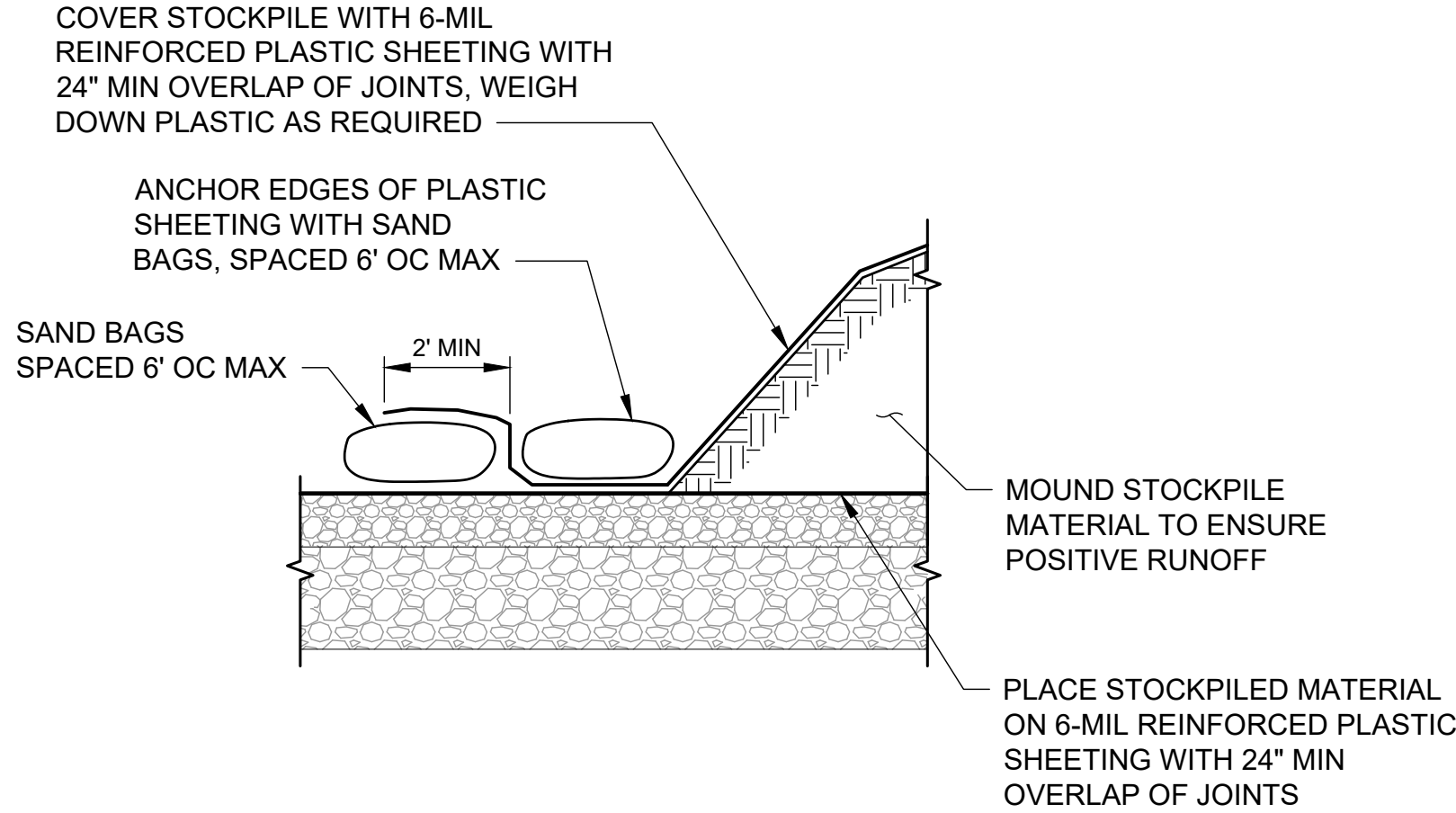
EROSION AND SEDIMENT CONTROL PLAN
AND NOTES

SCALE
1" = 20'
JOB NO
1996021.19
DATE
JANUARY 2025
SHEET
OF ---



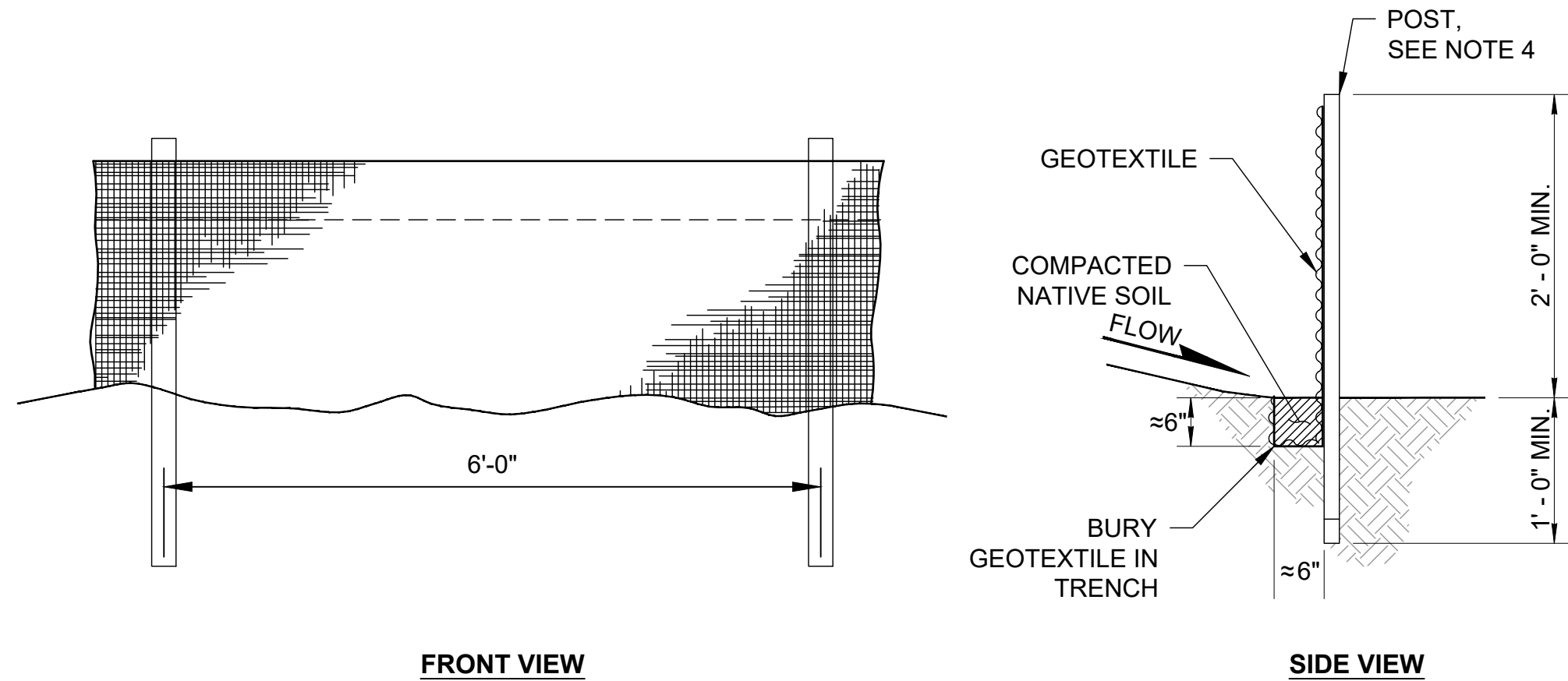


1 CATCH BASIN FILTER
C-002 SCALE: NTS



- NOTES:
1. RIPS AND/OR TEARS IN THE PLASTIC SHEETING SHALL BE REPAIRED IN A TIMELY MANNER.
 2. MATERIAL SHALL BE STOCKPILED NO STEEPER THAN 1 TO 1 SLOPE.
 3. THE TOE OF THE STOCKPILE SHALL BE NO CLOSER THAN 2-FT FROM THE EDGE OF EXCAVATION.
 4. STOCKPILE HEIGHT SHALL NOT EXCEED 10-FT.

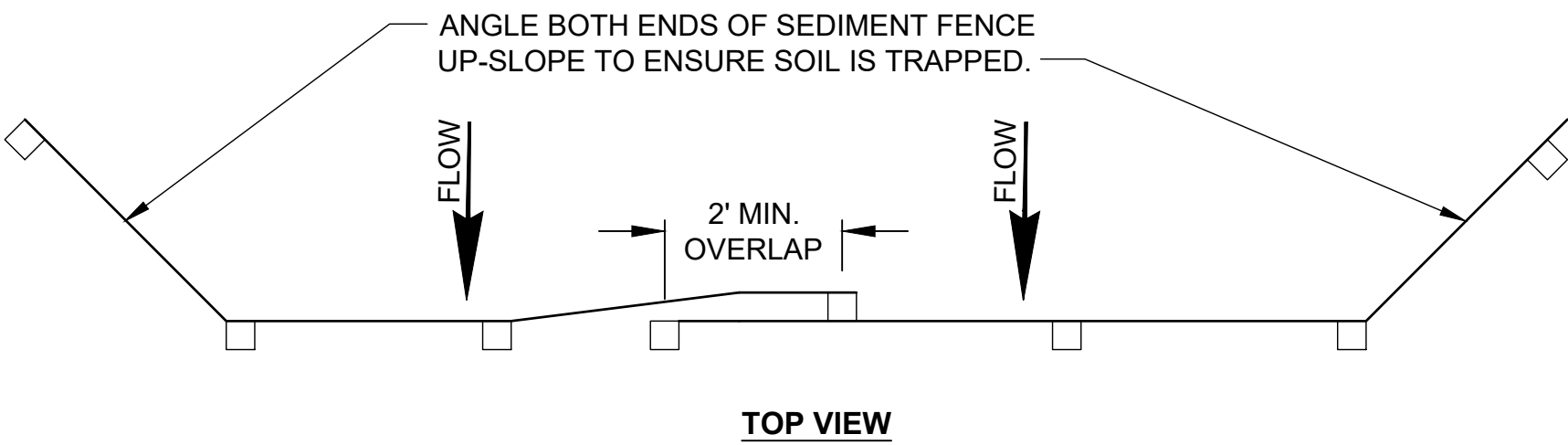
2 STOCKPILE
C-002 SCALE: NTS



- NOTES:
1. SILT FENCE. EXTENTS SHOWN ON THE PLANS ARE APPROXIMATE. CONTRACTOR IS RESPONSIBLE FOR MODIFYING THE EXTENTS OF THE SILT FENCE AS NECESSARY TO PREVENT SEDIMENT AND SEDIMENT-LADEN RUNOFF FROM LEAVING THE CONSTRUCTION SITE.
 2. REFER TO THE SPECIFICATIONS SECTION 01 57 13 FOR COMPLETE EROSION AND SEDIMENT CONTROL REQUIREMENTS.
 3. BURY BOTTOM OF FILTER FABRIC 6\"/>

SEDIMENT FENCE SPACING:	
SLOPE	SPACING
<10%	300 FT.
<15%	150 FT.
<20%	100 FT.
<30%	50 FT.
<50%	25 FT.
STOCK PILE	
SLOPE >50%	25 FT.

3 SILT FENCE
C-002 SCALE: NTS



30% SUBMITTAL

PRELIMINARY DESIGN PHASE
NOT FOR CONSTRUCTION

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NO	REVISION	DATE	BY

SCALES
0 1"
0 25mm
IF THIS BAR IS NOT DIMENSION SHOWN, ADJUST SCALES ACCORDINGLY.

THIS PRELIMINARY DOCUMENT IS NOT FOR CONSTRUCTION. IT IS RELEASED UNDER THE AUTHORITY OF: SAMANTHA KARPA 21024598 JANUARY 2025

DESIGNED	KJ
DRAWN	KJ
CHECKED	SNK

PORT OF ANACORTES
ANACORTES, WASHINGTON
CURTIS WHARF COMMERCIAL PUMP OUT FACILITY

KJ Kennedy Jenks

EROSION AND SEDIMENT CONTROL DETAILS

SCALE	NTS
JOB NO	1996021.19
DATE	JANUARY 2025
SHEET	OF ---



Low-Impact Development techniques can be damaged if they are compacted or accumulate sediment during construction.

If there are any Low-Impact Development BMPs planned for the site:

- Use BMP **C103 High Visibility Fence** to exclude all construction and foot traffic from the infiltration, bio-retention, or rain garden areas.
- Protect all infiltration areas or bio-retention and rain garden BMPs from sedimentation through installation and maintenance of erosion and sediment control BMPs on portions of the site that drain into those areas.
- Use BMP **C233 Silt Fence** or **C234 Vegetated Strip** to control and avoid introducing sediment onto permeable pavements. Bury the bottom of the filter fabric at least 4 inches below the ground surface. **Backfill and tamp soil in place over the buried portion of the filter fabric, so that no flow can pass beneath the fence and scouring cannot occur.** Drive or place the fence posts into the ground at least 18 inches. A 12-inch minimum depth is allowed if topsoil or other soft subgrade soil is not present and 18 inches cannot be reached.
- If pavements are fouled with sediments or no longer pass an initial infiltration test, clean them using procedures from the Stormwater Manual or the manufacturer's procedures.

Consider the following additional BMPs:

- C102 Buffer Zones
- C208 Triangular Silt Dike
- C231 Brush Barriers

I acknowledge that I have read the information presented to me and agree to abide by the BMP rules.

Kevin Anderson

Printed name

Signature

Date

1/28/25





WASHINGTON STATE

Joint Aquatic Resources Permit Application (JARPA) Form^{1,2} [\[help\]](#)

USE BLACK OR BLUE INK TO ENTER ANSWERS IN THE WHITE SPACES BELOW.



US Army Corps
of Engineers®
Seattle District

AGENCY USE ONLY

Date received:

Agency reference #: _____

Tax Parcel #(s): _____



PCED Received

Date: 02/05/2025

Document received by the Planning, Community
& Economic Development Department

Part 1—Project Identification

1. Project Name (A name for your project that you create. Examples: Smith's Dock or Seabrook Lane Development) [\[help\]](#)

Curtis Wharf Shore power and Pump out MRT-70 & 71

Part 2—Applicant

The person and/or organization responsible for the project. [\[help\]](#)

2a. Name (Last, First, Middle)

Kevin Anderson

2b. Organization (If applicable)

Port of Anacortes

2c. Mailing Address (Street or PO Box)

317 Commercial Ave

2d. City, State, Zip

Anacortes, WA 98221

2e. Phone (1)

360-293-3134

2f. Phone (2)

2g. Fax

2h. E-mail

Kevin.anderson@portofanacortes.com

¹Additional forms may be required for the following permits:

- If your project may qualify for Department of the Army authorization through a Regional General Permit (RGP), contact the U.S. Army Corps of Engineers for application information (206) 764-3495.
- Not all cities and counties accept the JARPA for their local Shoreline permits. If you need a Shoreline permit, contact the appropriate city or county government to make sure they accept the JARPA.

²To access an online JARPA form with [\[help\]](#) screens, go to <https://www.oria.wa.gov/jarpa-forms>.

For other help, contact the Governor's Office for Regulatory Innovation and Assistance at (800) 917-0043 or help@oria.wa.gov.

Part 3—Authorized Agent or Contact

Person authorized to represent the applicant about the project. (Note: Authorized agent(s) must sign 11b of this application.) [\[help\]](#)

3a. Name (Last, First, Middle)			
Kevin Anderson			
3b. Organization (If applicable)			
Port of Anacortes			
3c. Mailing Address (Street or PO Box)			
317 Commercial			
3d. City, State, Zip			
Anacortes, WA 98221			
3e. Phone (1)	3f. Phone (2)	3g. Fax	3h. E-mail
360-293-3134			

Part 4—Property Owner(s)

Contact information for people or organizations owning the property(ies) where the project will occur. Consider both **upland and aquatic** ownership because the upland owners may not own the adjacent aquatic land. [\[help\]](#)

- ☒ Same as applicant. (Skip to Part 5.)
- ☐ Repair or maintenance activities on existing rights-of-way or easements. (Skip to Part 5.)
- ☐ There are multiple upland property owners. Complete the section below and fill out [JARPA Attachment A](#) for each additional property owner.
- ☐ Your project is on Department of Natural Resources (DNR)-managed aquatic lands. If you don't know, contact the DNR at (360) 902-1100 to determine aquatic land ownership. If yes, complete [JARPA Attachment E](#) to apply for the Aquatic Use Authorization.

4a. Name (Last, First, Middle)			
4b. Organization (If applicable)			
4c. Mailing Address (Street or PO Box)			
4d. City, State, Zip			
4e. Phone (1)	4f. Phone (2)	4g. Fax	4h. E-mail

Part 5–Project Location(s)

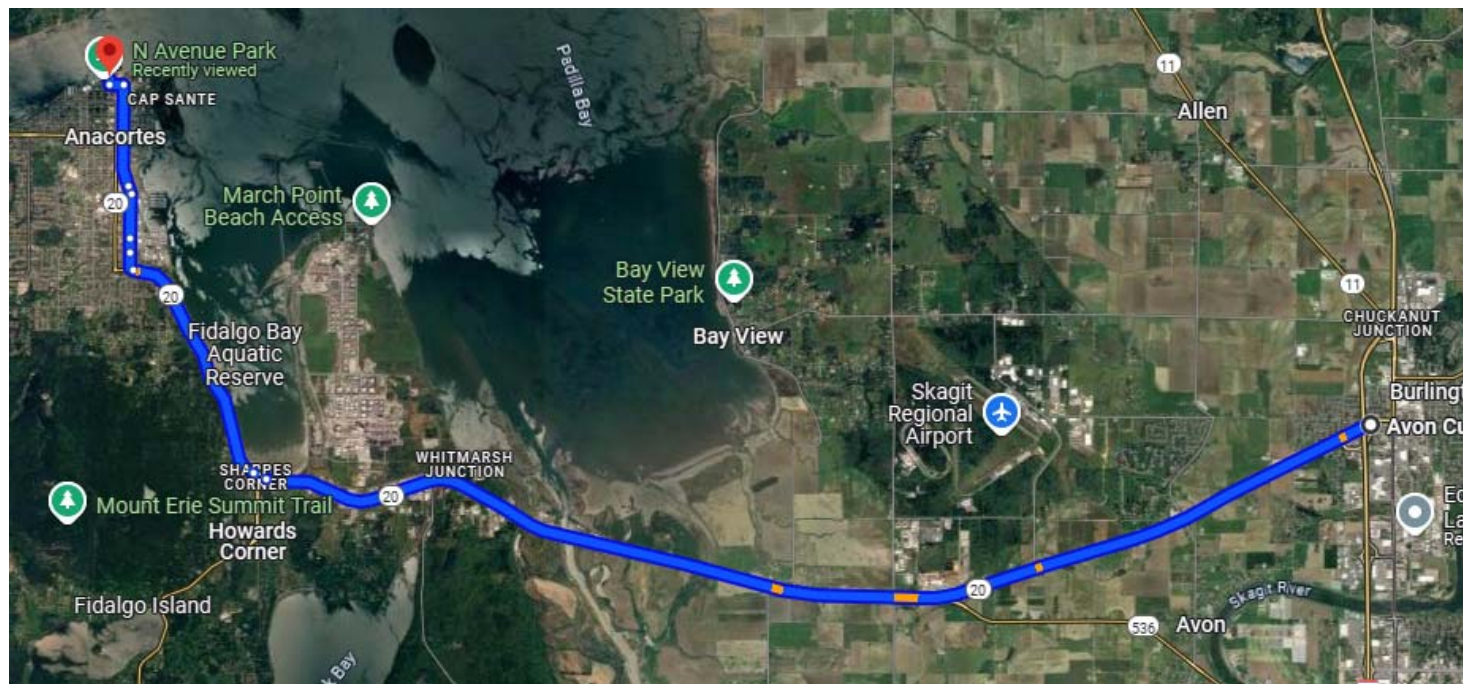
Identifying information about the property or properties where the project will occur. [\[help\]](#)

- ☐ There are multiple project locations (e.g. linear projects). Complete the section below and use [JARPA Attachment B](#) for each additional project location.

5a. Indicate the type of ownership of the property. (Check all that apply.) [help]			
☐ Private			
☐ Federal			
☒ Publicly owned (state, county, city, special districts like schools, ports, etc.)			
☐ Tribal			
☐ Department of Natural Resources (DNR) – managed aquatic lands (Complete JARPA Attachment E)			
5b. Street Address (Cannot be a PO Box. If there is no address, provide other location information in 5p.) [help]			
116 O Avenue			
5c. City, State, Zip (If the project is not in a city or town, provide the name of the nearest city or town.) [help]			
Anacortes, WA 98221			
5d. County [help]			
Skagit			
5e. Provide the section, township, and range for the project location. [help]			
¼ Section	Section	Township	Range
	13	35	01
5f. Provide the latitude and longitude of the project location. [help]			
Example: 47.03922 N lat. / -122.89142 W long. (Use decimal degrees - NAD 83)			
Latitude: 48.52154			
Longitude: -122.61489			
5g. List the tax parcel number(s) for the project location. [help]			
The local county assessor's office can provide this information.			
P31510, P129811			
5h. Contact information for all adjoining property owners. (If you need more space, use JARPA Attachment C.) [help]			
Name	Mailing Address	Tax Parcel # (if known)	
Port of Anacortes	317 Commercial Ave, Anacortes, WA 98221	P55361	
Washington State DNR	MS 47027, Olympia, WA 98504-7027		
City of Anacortes	PO Box 547, Anacortes, WA 98221		

5i. List all wetlands on or adjacent to the project location. [help]
None
5j. List all waterbodies (other than wetlands) on or adjacent to the project location. [help]
Guemes Channel
5k. Is any part of the project area within a 100-year floodplain? [help]
☒ Yes ☐ No ☐ Don't know
5l. Briefly describe the vegetation and habitat conditions on the property. [help]
There is no observed upland or aquatic vegetation at Curtis Wharf. All vegetation known to occur is adjacent to Curtis Wharf. To the east of Curtis Wharf dune grasses and mixed herbaceous plants occur along the northern portion of Railroad Avenue. To the west of Curtis Wharf, common noxious weeds (common fennel, blackberry, and scotch broom occur) and are mixed with dune grass. No eelgrass is known to exist offshore at the site.
5m. Describe how the property is currently used. [help]
Curtis Wharf is used as a commercial pier primarily serving harbor craft and commercial vessels (large fishing vessels, articulated tug-barges, oil spill response vessels). The pier also houses a seafood processor and wholesaler.
5n. Describe how the adjacent properties are currently used. [help]
Adjacent upland uses are mostly industrial with marine laydown space, rope manufacturers, seafood processors. The sole exception is the adjacent Q'elech'ilhch Park, a public park in the Anacortes Parks system. Q'elech'ilhch Park is named after the village that Samish citizens created on these shores and remains an important cultural and public access point for the water.
5o. Describe the structures (above and below ground) on the property, including their purpose(s) and current condition. [help]
Curtis Wharf is an overwater pier that is 320-foot at the bullrail. The pier has sections that are constructed of treated wood piles, pile caps, stringers, and decking overlain with asphalt and portions that are constructed with steel pipe pile supporting cast-in-place pile caps and deck panels. A seafood processing plant is located at Curtis Wharf; this structure is a single skinned metal building. Reefer units, shipping containers, and portable buildings are also located on Curtis Wharf; the numbers and configuration of these change with the varied utilization of the pier. All structures are currently functional and in good condition.
5p. Provide driving directions from the closest highway to the project location, and attach a map. [help]

From I-5 in Burlington, take SR-20 West to Anacortes (14.2 miles). Turn north onto R Avenue (2.1 miles), R Avenue becomes Q Avenue after ~0.75 miles. Turn west onto 3rd Street continue for 1/8th mile. Turn north onto O Avenue, continue for 300 ft until you arrive at the destination.



Part 6–Project Description

6a. Briefly summarize the overall project. You can provide more detail in 6b. [\[help\]](#)

The Port proposes installation of a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. A shore power system will allow vessels to “cold iron” while at berth reducing GHG emissions, diesel particulate matter, and noise to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or a diesel powered utilizing a marine vacuum service empty their blackwater tanks. This project will not change or expand the current uses of Curtis Wharf and is designed to lessen the environmental burden on our shared resources.

6b. Describe the purpose of the project and why you want or need to perform it. [\[help\]](#)

The Port of Anacortes Marine Terminal is a deep-water port positioned strategically between Seattle, Washington, and Vancouver, British Columbia that services break bulk cargo, high and heavy projects and moorage services.



Figure 1: Curtis Wharf Location

The focal point of the project lies at Curtis Wharf (refer to Figure 1), nestled in the northwest corner of the Marine Terminal. Predominantly serving as a working wharf and dock for commercial harbor craft and ships, Curtis Wharf offers moorage facilities for up to two vessels simultaneously, with a wharf length extending to 320 ft, additional mooring dolphins 480 ft, and a depth of 24 ft at Mean Lower Low Water.

Curtis Wharf is heavily used by vessels in the Salish Sea with more than 400 tug calls, 50 days of cruise vessel berthing, and other harbor craft calling to fuel and water annually. The Port proposes providing additional amenities to vessels calling at Curtis Wharf to reduce the environmental burden of existing marine traffic at the Port of Anacortes. This work is supported by users and funded by appropriations from the State of Washington.

6c. Indicate the project category. (Check all that apply) [\[help\]](#)

- | | | | | |
|--|---|--|--|---------------------------------------|
| ☒ Commercial | ☐ Residential | ☐ Institutional | ☒ Transportation | ☐ Recreational |
| ☐ Maintenance | ☒ Environmental Enhancement | | | |

6d. Indicate the major elements of your project. (Check all that apply) [\[help\]](#)

☐ Aquaculture	☐ Culvert	☐ Float	☐ Retaining Wall (upland)
☐ Bank Stabilization	☐ Dam / Weir	☐ Floating Home	☐ Road
☐ Boat House	☐ Dike / Levee / Jetty	☐ Geotechnical Survey	☐ Scientific Measurement Device
☐ Boat Launch	☐ Ditch	☐ Land Clearing	☐ Stairs
☐ Boat Lift	☐ Dock / Pier	☐ Marina / Moorage	☐ Stormwater facility
☐ Bridge	☐ Dredging	☐ Mining	☐ Swimming Pool
☐ Bulkhead	☐ Fence	☐ Outfall Structure	☐ Utility Line
☐ Buoy	☐ Ferry Terminal	☐ Piling/Dolphin	
☐ Channel Modification	☐ Fishway	☐ Raft	



☐ Other:

6e. Describe how you plan to construct each project element checked in 6d. Include specific construction methods and equipment to be used. [\[help\]](#)

- Identify where each element will occur in relation to the nearest waterbody.
- Indicate which activities are within the 100-year floodplain.

Blackwater Pump out:

The proposed sewage collection design includes a pump mounted to the northeast corner of Curtis Wharf with an adjacent bypass force main connection for vessels with internal sewage ejection pumps. The pump will be installed inside a heated enclosure with an integrated hose rack. Vessels without internal sewage ejection pumps will utilize an integrated hose for connecting to the peristaltic pump. The pump, reel, and enclosure will be mounted to the deck of Curtis Wharf with bolts and/or epoxy.

The force main (4" HDPE pipe) will be suspended below the wharf by utility brackets, transitioning to buried piping where the wharf meets land. Utility brackets will be bolted to the underside of the pier. HDPE piping will be radio frequency (RF) welded into suitable lengths. Force main piping below the wharf will be gradually sloped towards land and vented to allow the system to drain residual sewage freely between uses, therefore freeze protection would not be necessary. The force main length is short enough that the pump would be capable of conveying sewage directly to the existing City sanitary sewer manhole in O Avenue/Railroad Avenue. The force main under the pier will penetrate the pier's bulkhead and transition to underground. The penetration will be made with a drill and a coring bit from the landward side to prevent materials from entering the water. The upland excavations for the pipe alignment will be made with an excavator and excavated materials will be hauled off with dump trucks. Fewer than 50 cubic yards of materials will be excavated from the uplands to facilitate the installation of the sewer line. If excavated materials are suitable, they will be reused to cover the excavation, if not suitable structural fill will be imported. Unsuitable materials will be disposed of at an appropriate upland site. TESC measures such as silt fences and protection on storm drain inlets will be put in place prior to construction to prevent materials from entering the water.

A flowmeter will be installed for billing purposes and a sampling hatch along the alignment of the force main for City staff to verify the strength of waste being discharged to the wastewater treatment plant. The location for this appurtenance has yet to be determined, but future iterations of design will finalize this detail.

Shore Power Pedestals:

To serve vessels calling at Curtis Wharf the Port will provide two 200-amp, 3-phase skid mounted shore power pedestals. There is sufficient electrical service at the site from the existing PSE transformers. The existing service switchboard and panelboard will be reused for these loads; however, several breakers will need to be replaced or updated at the panel. A skid-based system allows for increased operational flexibility at the site. The skid mounted pedestals will be located at the western and eastern edges of the Curtis Wharf bullrail. These will be mounted on a skid and easily moved with a forklift and have a automatically retracting reel to allow for flexible placement along the pier's face. The conduit run will be routed along the face of the bullrails using appropriate armored conduit for marine use. The final route and length of conduit will be determined during final design. Conduit will be affixed to the bullrail using conduit hangars and lag bolts appropriate for marine use. The conduit will terminate at the PSE transformer located at the directly southward and upland of Curtis Wharf.

6f. What are the anticipated start and end dates for project construction? (Month/Year) [\[help\]](#)

- If the project will be constructed in phases or stages, use [JARPA Attachment D](#) to list the start and end dates of each phase or stage.

Start Date: Fall 2025

End Date: Spring 2026

☐ See JARPA Attachment D



6g. Fair market value of the project, including materials, labor, machine rentals, etc. [help]
\$1.5 million
6h. Will any portion of the project receive federal funding? [help]
If yes, list each agency providing funds.
☐ Yes ☒ No ☐ Don't know

Part 7–Wetlands: Impacts and Mitigation

- ☐ Check here if there are wetlands or wetland buffers on or adjacent to the project area.
(If there are none, skip to Part 8.) [\[help\]](#)

7a. Describe how the project has been designed to avoid and minimize adverse impacts to wetlands. [help]
☐ Not applicable
7b. Will the project impact wetlands? [help]
☐ Yes ☐ No ☐ Don't know
7c. Will the project impact wetland buffers? [help]
☐ Yes ☐ No ☐ Don't know
7d. Has a wetland delineation report been prepared? [help]
If Yes, submit the report, including data sheets, with the JARPA package.
☐ Yes ☐ No
7e. Have the wetlands been rated using the Western Washington or Eastern Washington Wetland Rating System? [help]
If Yes, submit the wetland rating forms and figures with the JARPA package.
☐ Yes ☐ No ☐ Don't know
7f. Have you prepared a mitigation plan to compensate for any adverse impacts to wetlands? [help]
- If Yes, submit the plan with the JARPA package and answer 7g. - If No, or Not applicable, explain below why a mitigation plan should not be required.
☐ Yes ☐ No ☐ Don't know



7g. Summarize what the mitigation plan is meant to accomplish, and describe how a watershed approach was used to design the plan. [\[help\]](#)

7h. Use the table below to list the type and rating of each wetland impacted, the extent and duration of the impact, and the type and amount of mitigation proposed. Or if you are submitting a mitigation plan with a similar table, you can state (below) where we can find this information in the plan. [\[help\]](#)

Activity (fill, drain, excavate, flood, etc.)	Wetland Name ¹	Wetland type and rating category ²	Impact area (sq. ft. or Acres)	Duration of impact ³	Proposed mitigation type ⁴	Wetland mitigation area (sq. ft. or acres)

¹ If no official name for the wetland exists, create a unique name (such as "Wetland 1"). The name should be consistent with other project documents, such as a wetland delineation report.

² Ecology wetland category based on current Western Washington or Eastern Washington Wetland Rating System. Provide the wetland rating forms with the JARPA package.

³ Indicate the days, months or years the wetland will be measurably impacted by the activity. Enter "permanent" if applicable.

⁴ Creation (C), Re-establishment/Rehabilitation (R), Enhancement (E), Preservation (P), Mitigation Bank/In-lieu fee (B)

Page number(s) for similar information in the mitigation plan, if available: _____

7i. For all filling activities identified in 7h, describe the source and nature of the fill material, the amount in cubic yards that will be used, and how and where it will be placed into the wetland. [\[help\]](#)

7j. For all excavating activities identified in 7h, describe the excavation method, type and amount of material in cubic yards you will remove, and where the material will be disposed. [\[help\]](#)



Part 8–Waterbodies (other than wetlands): Impacts and Mitigation

In Part 8, “waterbodies” refers to non-wetland waterbodies. (See Part 7 for information related to wetlands.) [\[help\]](#)

☒ Check here if there are waterbodies on or adjacent to the project area. (If there are none, skip to Part 9.)

8a. Describe how the project is designed to avoid and minimize adverse impacts to the aquatic environment. [\[help\]](#)

☐ Not applicable

During operation phases of the project, there should not be any impacts to waterbodies. The operation of the shore power will reduce the amount of in-water noise that the Guemes Channel receives by allowing berthed vessels to power down their generators and engines. The pump out will reduce the amount of marine sewage discharged to the Salish Sea. Though there is a small risk of spillage when vessels pump out, this risk will be managed by having unambiguous and clear pump out BMPs posted for mariners. At a minimum, the pump out BMPs will include operation instructions, numbers to call in case of spills, and prohibitions on discharging chemicals/oil products. This project is designed to serve current levels of marine traffic calling at Curtis Wharf and will not increase the numbers of vessel trips.

During the construction phase of the project, construction BMPs will be in place to prevent impacts to the marine waters. As the project is overwater, BMPs to prevent spills or materials entering the water will be in place. These may include measures such as no fueling vehicles or equipment on the pier, use of staging or catchments while drilling to prevent concrete debris or wood chips from entering the water, and working only during permitted work in-water work windows.

8b. Will your project impact a waterbody or the area around a waterbody? [\[help\]](#)

☐ Yes ☒ No

8c. Have you prepared a mitigation plan to compensate for the project's adverse impacts to non-wetland waterbodies? [\[help\]](#)

- **If Yes**, submit the plan with the JARPA package and answer 8d.
- **If No, or Not applicable**, explain below why a mitigation plan should not be required.

☐ Yes ☒ No ☐ Don't know

8d. Summarize what the mitigation plan is meant to accomplish. Describe how a watershed approach was used to design the plan.

- If you already completed 7g you do not need to restate your answer here. [\[help\]](#)

8e. Summarize impact(s) to each waterbody in the table below. [\[help\]](#)

Activity (clear, dredge, fill, pile drive, etc.)	Waterbody name ¹	Impact location ²	Duration of impact ³	Amount of material (cubic yards) to be placed in or removed from waterbody	Area (sq. ft. or linear ft.) of waterbody directly affected

¹ If no official name for the waterbody exists, create a unique name (such as "Stream 1") The name should be consistent with other documents provided.

² Indicate whether the impact will occur in or adjacent to the waterbody. If adjacent, provide the distance between the impact and the waterbody and indicate whether the impact will occur within the 100-year flood plain.

³ Indicate the days, months or years the waterbody will be measurably impacted by the work. Enter "permanent" if applicable.

8f. For all activities identified in 8e, describe the source and nature of the fill material, amount (in cubic yards) you will use, and how and where it will be placed into the waterbody. [\[help\]](#)

NA



8g. For all excavating or dredging activities identified in 8e, describe the method for excavating or dredging, type and amount of material you will remove, and where the material will be disposed. [\[help\]](#)

NA

8h. Have you prepared a Water Quality Monitoring Plan (WQMP) for all in-water work (below ordinary high water), over water work or discharges to waters of the state?

☐ Yes ☒ No

If NO describe the monitoring that you will be conducting including parameters, equipment and locations, or explain why monitoring will not be necessary. [\[help\]](#)

Part 9—Additional Information

Any additional information you can provide helps the reviewer(s) understand your project. Complete as much of this section as you can. It is ok if you cannot answer a question.

9a. If you have already worked with any government agencies on this project, list them below. [\[help\]](#)

Agency Name	Contact Name	Phone	Most Recent Date of Contact
Anacortes Planning Department	Grace Pollard	360-293-1901	August 2024
WSDOT	Jason Huotoari	509-324-6272	January 2025
Department of Commerce	Emily Hafford	360-764-0118	December 2024



9b. Are any of the wetlands or waterbodies identified in Part 7 or Part 8 of this JARPA on the Washington Department of Ecology's 303(d) List? [\[help\]](#)

- If **Yes**, list the parameter(s) below.
- If you don't know, use Washington Department of Ecology's Water Quality Assessment tools at: <https://ecology.wa.gov/Water-Shorelines/Water-quality/Water-improvement/Assessment-of-state-waters-303d>.

☒ Yes ☐ No

Waters of the Guemes Channel are listed as a 303(d) impaired water body for 2,3,7,8-TCDD (Dioxin). Ecology Listing ID: 64467

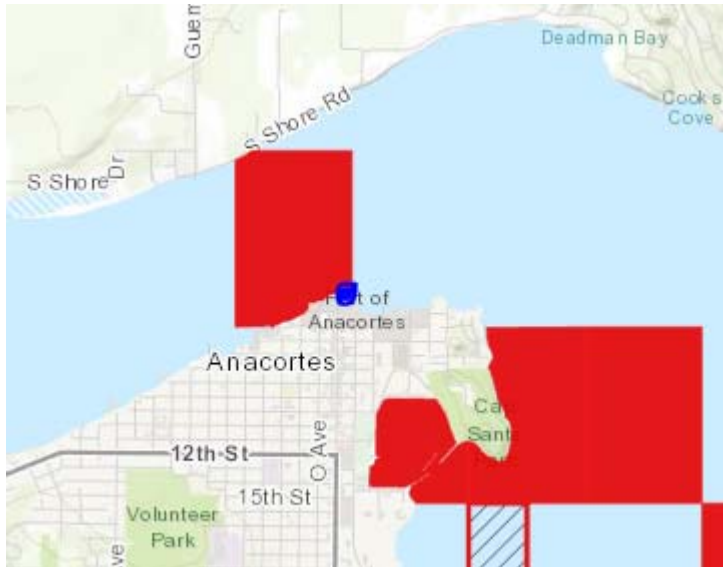


Figure 2: Listing ID: 64467 and project location (blue dot)

<https://apps.ecology.wa.gov/approvedwqa/approvedpages/viewapprovedlisting.aspx?ListingId=64467>

9c. What U.S. Geological Survey Hydrological Unit Code (HUC) is the project in? [\[help\]](#)

- Go to <http://cfpub.epa.gov/surf/locate/index.cfm> to help identify the HUC.

HUC 17110002

9d. What Water Resource Inventory Area Number (WRIA #) is the project in? [\[help\]](#)

- Go to <https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-availability/Watershed-look-up> to find the WRIA #.

WRIA 3

9e. Will the in-water construction work comply with the State of Washington water quality standards for turbidity? [\[help\]](#)

- Go to <https://ecology.wa.gov/Water-Shorelines/Water-quality/Freshwater/Surface-water-quality-standards/Criteria> for the standards.

☒ Yes ☐ No ☐ Not applicable

9f. If the project is within the jurisdiction of the Shoreline Management Act, what is the local shoreline environment designation? [\[help\]](#)

- If you don't know, contact the local planning department.
- For more information, go to: <https://ecology.wa.gov/Water-Shorelines/Shoreline-coastal-management/Shoreline-coastal-planning/Shoreline-laws-rules-and-cases>.

☐ Urban ☐ Natural ☐ Aquatic ☐ Conservancy ☒ Other: Urban Maritime

9g. What is the Washington Department of Natural Resources Water Type? [\[help\]](#)

- Go to <http://www.dnr.wa.gov/forest-practices-water-typing> for the Forest Practices Water Typing System.

☒ Shoreline ☐ Fish ☐ Non-Fish Perennial ☐ Non-Fish Seasonal

9h. Will this project be designed to meet the Washington Department of Ecology's most current stormwater manual? [\[help\]](#)

- **If No**, provide the name of the manual your project is designed to meet.

☒ Yes ☐ No

Name of manual: 2019 WWSWM

9i. Does the project site have known contaminated sediment? [\[help\]](#)

- **If Yes**, please describe below.

☐ Yes ☒ No

9j. If you know what the property was used for in the past, describe below. [\[help\]](#)

The site has been used as a commercial pier for more than a century. Uses at the pier include loading materials, the former terminus for mosquito fleet ferries, a fueling and coaling dock, ship repair, seafood landing, seafood wholesale and processing, and mariner training activities. The nearby uplands also have supported these uses. Prior to development the shore of the Guemes Channel was undeveloped and used by the Samish Indian Nation as seasonal settlement.

9k. Is the project located in or adjacent to a designated state or federal contaminated site or clean-up site. (e.g. MTCA or CERCLA)?

- **If Yes**, provide any additional details below.

☒ Yes ☐ No

Just south of the Curtis Wharf is the Quiet Cove Cleanup Site. This a w MTCA listed site. Facility ID 20859
Cleanup Site ID 12482

<https://apps.ecology.wa.gov/cleanupsearch/site/12482>

9l. Has a cultural resource (archaeological) survey been performed on the project area? [\[help\]](#)

- **If Yes**, attach it to your JARPA package.

☐ Yes ☒ No



9m. Name each species listed under the federal Endangered Species Act that occurs in the vicinity of the project area or might be affected by the proposed work. [\[help\]](#)

- Puget Sound Chinook Salmon (*Oncorhynchus tshawytscha*)
- Coastal-Puget Sound Bull Trout (*Salvelinus confluentus*)
- Puget Sound Steelhead Trout (*Oncorhynchus mykiss*)
- Bocaccio (*Sebastes paucispinis*)
- Yelloweye rockfish (*Sebastes ruberrimus*)
- Southern Resident Killer Whale (*Orcinus orca*)
- Humpback Whale (*Megaptera novaeangliae*)
- Leatherback Sea Turtle (*Dermochelys coriacea*)
- Marbled Murrelet (*Brachyramphus marmoratus*)

9n. Name each species or habitat on the Washington Department of Fish and Wildlife's Priority Habitats and Species List that might be affected by the proposed work. [\[help\]](#)

PHS web mapper (accessed 1/15/2025) lists Dungeness crab and *Yuma myotis* as listed species found in the area. The project will not affect these species as designed.

Part 10–SEPA Compliance and Permits

Use the resources and checklist below to identify the permits you are applying for.

- Online Project Questionnaire at <http://apps.oria.wa.gov/opas/>.
- Governor's Office for Regulatory Innovation and Assistance at (800) 917-0043 or help@oria.wa.gov.
- For a list of addresses to send your JARPA to, click on [agency addresses for completed JARPA](#).

10a. Compliance with the State Environmental Policy Act (SEPA). (Check all that apply.) [\[help\]](#)

- For more information about SEPA, go to <https://ecology.wa.gov/regulations-permits/SEPA-environmental-review>.

☒ A copy of the SEPA determination or letter of exemption is included with this application.

☐ A SEPA determination is pending with _____ (lead agency). The expected decision date is _____.

☐ I am applying for a Fish Habitat Enhancement Exemption. (Check the box below in 10b.) [\[help\]](#)

☐ This project is exempt (choose type of exemption below).

☐ Categorical Exemption. Under what section of the SEPA administrative code (WAC) is it exempt?

☐ Other: _____

☐ SEPA is pre-empted by federal law.



10b. Indicate the permits you are applying for. (Check all that apply.) [\[help\]](#)

LOCAL GOVERNMENT

Local Government Shoreline permits:

- ☒ Substantial Development ☐ Conditional Use ☐ Variance
☐ Shoreline Exemption Type (explain): _____

Other City/County permits:

- ☐ Floodplain Development Permit ☐ Critical Areas Ordinance

STATE GOVERNMENT

Washington Department of Fish and Wildlife:

- ☒ Hydraulic Project Approval (HPA) ☐ Fish Habitat Enhancement Exemption – [Attach Exemption Form](#)

Washington Department of Natural Resources:

- ☐ Aquatic Use Authorization
Complete [JARPA Attachment E](#) and submit a check for \$25 payable to the Washington Department of Natural Resources.
Do not send cash.

Washington Department of Ecology:

- ☐ Section 401 Water Quality Certification
☐ Authorization to impact waters of the state, including wetlands (Check this box if the proposed impacts are to waters not subject to the federal Clean Water Act)

FEDERAL AND TRIBAL GOVERNMENT

United States Department of the Army (U.S. Army Corps of Engineers):

- ☐ Section 404 (discharges into waters of the U.S.) ☒ Section 10 (work in navigable waters)

United States Coast Guard:

For projects or bridges over waters of the United States, contact the U.S. Coast Guard at:

- ☐ Bridge Permit: D13-SMB-D13-BRIDGES@uscg.mil
☐ Private Aids to Navigation (or other non-bridge permits): D13-SMB-D13-PATON@uscg.mil

United States Environmental Protection Agency:

- ☐ Section 401 Water Quality Certification (discharges into waters of the U.S.) on tribal lands where tribes do not have treatment as a state (TAS)

Tribal Permits: (Check with the tribe to see if there are other tribal permits, e.g., Tribal Environmental Protection Act, Shoreline Permits, Hydraulic Project Permits, or other in addition to CWA Section 401 WQC)

- ☐ Section 401 Water Quality Certification (discharges into waters of the U.S.) where the tribe has treatment as a state (TAS).

Part 11—Authorizing Signatures

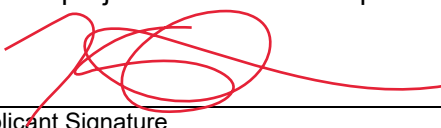
Signatures are required before submitting the JARPA package. The JARPA package includes the JARPA form, project plans, photos, etc. [\[help\]](#)

11a. Applicant Signature (required) [\[help\]](#)

I certify that to the best of my knowledge and belief, the information provided in this application is true, complete, and accurate. I also certify that I have the authority to carry out the proposed activities, and I agree to start work only after I have received all necessary permits.

I hereby authorize the agent named in Part 3 of this application to act on my behalf in matters related to this application. _____ (initial)

By initialing here, I state that I have the authority to grant access to the property. I also give my consent to the permitting agencies entering the property where the project is located to inspect the project site or any work related to the project. kda (initial)

Kevin Anderson		1/28/25
Applicant Printed Name	Applicant Signature	Date

11b. Authorized Agent Signature [\[help\]](#)

I certify that to the best of my knowledge and belief, the information provided in this application is true, complete, and accurate. I also certify that I have the authority to carry out the proposed activities and I agree to start work only after all necessary permits have been issued.

_____	_____	_____
Authorized Agent Printed Name	Authorized Agent Signature	Date

11c. Property Owner Signature (if not applicant) [\[help\]](#)

Not required if project is on existing rights-of-way or easements (provide copy of easement with JARPA).

I consent to the permitting agencies entering the property where the project is located to inspect the project site or any work. These inspections shall occur at reasonable times and, if practical, with prior notice to the landowner.

_____	_____	_____
Property Owner Printed Name	Property Owner Signature	Date

18 U.S.C §1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly falsifies, conceals, or covers up by any trick, scheme, or device a material fact or makes any false, fictitious, or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious, or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than 5 years or both.

If you require this document in another format, contact the Governor's Office for Regulatory Innovation and Assistance (ORIA) at (800) 917-0043. People with hearing loss can call 711 for Washington Relay Service. People with a speech disability can call (877) 833-6341. ORIA publication number: ORIA-16-011 rev. 09/2018





NOTICE OF NEIGHBORHOOD MEETING

A pre-application neighborhood meeting has been scheduled to introduce a potential project described below. The purpose of the meeting is to inform neighbors and interested parties about the potential project at an early stage and to foster communication between the applicant and the public regarding potential project issues and opportunities for solutions.

PROJECT DESCRIPTION: The Port of Anacortes is planning to install a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. Connection to a shore power system while at berth will allow vessels to reduce fuel consumption and greenhouse gas (GHG) emissions, diesel particulate matter, and noise impacts to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or a diesel-powered marine vacuum service to empty their blackwater tanks. This project will not change or expand the current use of Curtis Wharf.

PROJECT LOCATION: 1108 2nd Street, Anacortes, WA 98221

MEETING LOCATION: Fidalgo Meeting Room (317 Commercial Ave, Anacortes) or via Teams

MEETING DATE & TIME: April 24th, 2025 @ 6:00 PM

HOW TO JOIN THE VIRTUAL MEETING: Scan the QR code below or go to anacorteswa.gov/1499/Community-Neighborhood-Meetings. You can also call in with audio only: +1 (469) 480-5036 (Phone Conference ID: 340 132 455#)

PROJECT APPLICANT

Name **Kevin Anderson / Port of Anacortes**

Address **317 Commercial Ave, Anacortes, WA 98221**

Email / Phone # **360-770-5194**

Kevin.Anderson@portofanacortes.com



WHO CAN ATTEND A NEIGHBORHOOD MEETING?

Neighborhood meeting notices are posted on the project site, published in the Anacortes American Newspaper, and mailed to neighboring landowners located within 300-feet of the subject property. Anyone however is welcome to attend a neighborhood meeting whether a neighbor of the project or not.

CAN I SUBMIT COMMENTS?

Following a neighborhood meeting, if an applicant proceeds with the submittal of a land use permit application, public notice will be provided consistent with AMC requirements and a public hearing will be held, if applicable. Comments should be submitted during this phase of the project so that they become part of the record and taken into consideration by the decision maker.



NOTICE OF APPLICATION including written comment period & NOTICE OF PUBLIC HEARING

Project Name: Curtis Wharf Shore Power and Pump Out

File Number: SDP-2025-0001

Applicant: Port of Anacortes

Date of Application: February 28, 2025

Date of Completeness: March 28, 2025

Project Location: 100 O Avenue – Curtis Wharf



NOTICE IS HEREBY GIVEN THAT AN APPLICATION WAS MADE FOR THE FOLLOWING PROPOSAL:

The Port of Anacortes is seeking approval of a Shoreline Substantial Development Permit to install a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. Connection to a shore power system while at berth will allow vessels to reduce their greenhouse gas (GHG) emissions, diesel particulate matter, and noise impacts to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or a diesel-powered marine vacuum service to empty their blackwater tanks. This project will not change or expand the current uses of Curtis Wharf.

State Environment Policy Act (SEPA) Review: The Port of Anacortes, as lead agency, has determined that this project will not have a probable significant adverse impact on the environment; a determination of non-significance (DNS) does not require an environmental impact statement (EIS) under RCW 43.21C.030(2)(c). This determination was issued on November 6, 2024, and is on file with the Department of Ecology (SEPA #202404836).

Environmental Documents on File: Geotechnical Report, Fish and Wildlife Habitat Conservation Areas Assessment and Report, No Effects Evaluation, Joint Aquatic Resources Permit Application (JARPA) Form, and SEPA DNS & checklist.

Required Project Permits/Approval: City of Anacortes Floodplain Development Permit, right-of-way and sewer permits, WA State Department of Labor & Industries electrical permits, United States Army Corps of Engineers Letter of Permission, Hydraulic Project Approval from the Washington State Department of Fish & Wildlife.

Public Comment Period: The joint Notice of Application and Notice of Public Hearing was published on April 16, 2025. Written comments to be considered prior to the public hearing must be submitted to the contact person listed below by **5:00 PM on May 16, 2025**. Additional comments and verbal testimony will be accepted at the Planning Commission open-record pre-decision public hearing. These will be your only opportunities to comment on this project before the City Council closed-record decision meeting.

Hearing Body: Planning Commission. An open-record pre-decision hearing will be held by the Planning Commission on **May 28, 2025, at 6:00 pm** in Council Chambers (904 6th Street), and via Zoom video conferencing. **City Council** will hold a closed-record decision hearing on **Monday, June 9, 2025**.

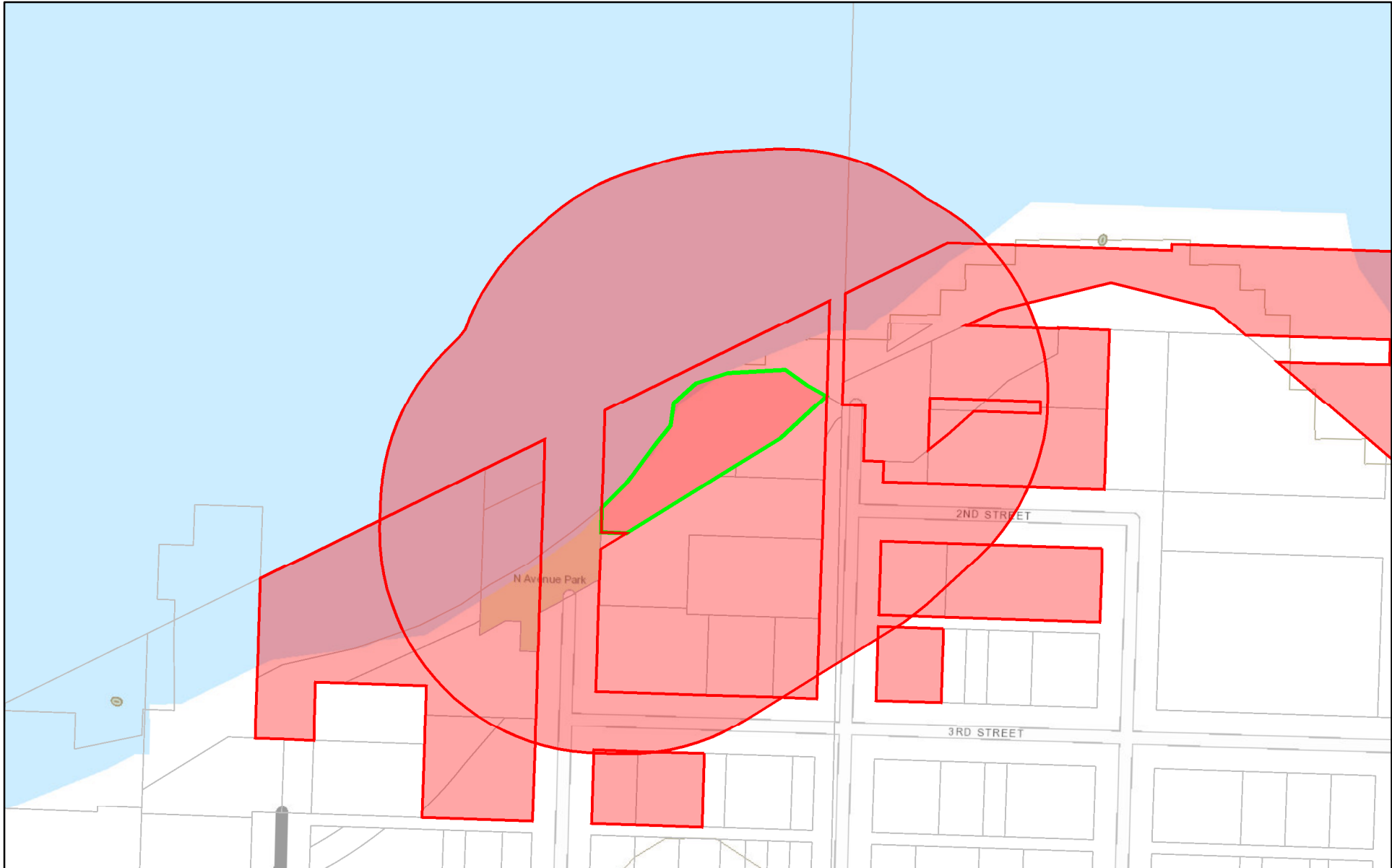
- Virtual meeting participation instructions and connection information can be accessed at anacorteswa.gov/700. Hearings will be conducted in accordance with the rules of procedure adopted by the hearing body.
- Members of the public who require special assistance to participate in or access the public hearing may contact the City Clerk at 360-299-1960 24-hours before the hearing to make special arrangements.

ANY PERSON HAS THE RIGHT TO RECEIVE NOTICE, PARTICIPATE IN ANY HEARINGS, AND REQUEST A COPY OF THE FINAL DECISION.

Document Availability: Application documents may be reviewed by scanning the above QR Code or by going to <https://ci-anacortes-wa.smartgovcommunity.com/Public/Home> and clicking *Public Notices* then selecting file no. **SDP-2025-0001**. The staff report will be available by 2pm Wednesday May 21, 2025, one week before the scheduled open-record pre-decision hearing.

City Contact: Anna Dewey, AICP, Associate Planner; Email: annad@anacorteswa.gov Phone: (360)299-1984 Mail: City of Anacortes Planning Dept., P.O. Box 547, Anacortes, WA 98221
Written comments must be substantive and include the name and address of the commentor.

Appeal: Per AMC Table 19.20.030-1 Land Use decisions made by City Council do not have a local appeal process. Appeals of a Shoreline Substantial Development Permit decision must be made to the State Shorelines Hearings Board (SHB). Requests for review by the Hearings Board must be received by the Shoreline Hearings Board within twenty-one (21) days of the "date of filing." The "date of filing" for the purposes of an appeal is the date that the Department of Ecology (DOE) receives the city's final decision.

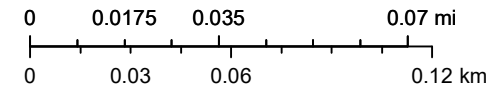


April 11, 2025

Legend

-  County Boundary
-  Tax Parcels
-  Pre Tax Account Property

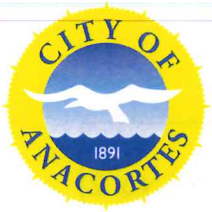
1:2,257



Data Accuracy Warning: All GIS data was created from aerial photography and existing map sources. Map features have been adjusted to fit the registration. While great care was taken in this process, there may be discrepancies between the map and the precise location of geographic features. Discrepancies may be as great as 300 feet.

Exhibit # L
Page 4 of 5

PNumber	OwnerName	OwnerAdd1	OwnerAdd2	OwnerAdd3	OwnerCity	OwnerState	OwnerZip	SitusStNo	SitusStName	SitusCSZ	
P129811	PACIFIC DREAM SEAFOOD INC			830 KLINE ROAD	BELLINGHAM	WA	98226	116	O AVE	ANACORTES	WA 98221
P31510	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221	116	O AVENUE	ANACORTES	WA 98221
P31511	TRIDENT SEAFOOD CORP- TREASURY DEPT	5303 SHILSHOLE AVE NW			SEATTLE	WA	98107				
P31512	CITY OF ANACORTES		PO BOX 547		ANACORTES	WA	98221				
P32866	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221	100	COMMERCIAL AVENUE	ANACORTES	WA 98221
P55032	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221				
P55033	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221	1012	2ND ST	ANACORTES	WA 98221
P55034	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221	100	COMMERCIAL AV	ANACORTES	WA 98221
P55035	PORT OF ANACORTES	100 COMMERCIAL AVE			ANACORTES	WA	98221	1008	3RD STREET	ANACORTES	WA 98221
P55036	PORT OF ANACORTES	100 COMMERCIAL AVE			ANACORTES	WA	98221	1008	3RD STREET	ANACORTES	WA 98221
P55037	PORT OF ANACORTES	100 COMMERCIAL AVE			ANACORTES	WA	98221	1008	3RD STREET	ANACORTES	WA 98221
P55345	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221	1111	3RD ST	ANACORTES	WA 98221
P55346	PORT OF ANACORTES	100 COMMERCIAL AVE			ANACORTES	WA	98221	1117	3RD ST	ANACORTES	WA 98221
P55354	PORT OF ANACORTES		100 COMMERCIAL AVE		ANACORTES	WA	98221	202	O AV	ANACORTES	WA 98221
P55355	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221	100	O AV	ANACORTES	WA 98221
P55357	GUEMES CHANNEL CORP		PO BOX 409		ANACORTES	WA	98221	1110	3RD ST	ANACORTES	WA 98221
P55358	PORT OF ANACORTES		100 COMMERCIAL AVE		ANACORTES	WA	98221				
P55359	PORT OF ANACORTES		100 COMMERCIAL AVE		ANACORTES	WA	98221				
P55360	GN OP PROP										
P55361	PORT OF ANACORTES			317 COMMERCIAL AVE	ANACORTES	WA	98221	116	O AVENUE	ANACORTES	WA 98221
P55363	TRIDENT SEAFOOD CORP- TREASURY DEPT	5303 SHILSHOLE AVE NW			SEATTLE	WA	98107				
P55365	CITY OF ANACORTES		PO BOX 547		ANACORTES	WA	98221				
P55367	TRIDENT SEAFOOD CORP- TREASURY DEPT	5303 SHILSHOLE AVE NW			SEATTLE	WA	98107				
P55368	TRIDENT SEAFOOD CORP- TREASURY DEPT	5303 SHILSHOLE AVE NW			SEATTLE	WA	98107				



CITY OF ANACORTES

PLANNING COMMISSION

Findings of Fact, Conclusions of Law & Recommendation

PROJECT FILE NUMBER	SDP-2025-0001
PROJECT NAME	Port of Anacortes Curtis Wharf Upgrades
PROJECT LOCATION	1108 2 nd Street, Anacortes WA 98221 (APN: P31510)
PROJECT DESCRIPTION	The Port of Anacortes has requested a shoreline substantial development permit for the installation of a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. Connection to a shore power system while at berth will allow vessels to reduce their greenhouse gas (GHG) emissions, diesel particulate matter, and noise impacts to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or using a diesel-powered marine vacuum service to empty their blackwater tanks. This project will not change or expand the current use of Curtis Wharf, and there are no structural modifications associated with this work. All work will be done within existing disturbed/developed areas.
APPLICANT / PROPERTY OWNER	Port of Anacortes, 317 Commercial Ave, Anacortes WA – Kevin Anderson / kevin.anderson@portofanacortes.com
PUBLIC HEARING BODY	Anacortes Planning Commission / May 28, 2025
PC DELIBERATION	Approve with Conditions / Wednesday, May 28, 2025
DECISION BODY	Anacortes City Council
CLOSED RECORD HEARING DATE	Monday, June 9, 2025
EXHIBITS	A. Application Checklist B. Agent Authorization Form C. Project Narrative D. DOE Design Considerations E. SEPA Environmental Checklist & DNS F. Shoreline Development Plan Set G. Fish & Wildlife Habitat Conservation Area Assessment & Report H. No Effects Evaluation



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



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pced@anacorteswa.gov



anacorteswa.gov/161
anacorteswa.gov

	I. Geotechnical Letter Report J. Stormwater Drainage Report Minimum Requirement No. 2 (SWPPP) K. JARPA Application Form L. Notices
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Application documents may be accessed via the online permit portal: <https://ci-anacortes-wa.smartgovcommunity.com/PublicNotice/PublicNoticeHome>

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

FINDINGS OF FACT & CONCLUSIONS OF LAW

1. The staff report dated May 22, 2025, accurately describes the project proposal and is hereby incorporated by reference.
2. The following members of the public provided testimony during the public hearing:
 - a. none
3. The following additional exhibits were entered into the record at the public hearing:
 - a. none
4. The following additional Findings of Fact and/or Conclusions of Law are entered:
 - a. none

RECOMMENDATION

Based upon the foregoing findings and conclusions of law, and review of the City's regulatory authority to implement the policies, standards, and regulations of the Anacortes Municipal Code and the Anacortes Shoreline Master Program the Planning Commission hereby makes the following recommendation regarding the subject Shoreline Substantial Development Permit (SDP) application:

- ☒ Approve with Conditions
☐ Approve
☐ Deny

Subject to staff's recommended conditions in the Staff Report dated May 22, 2025 and any additional Commissioner conditions of approval as listed below:

1. None

Commission Vote	Support	Oppose	Absent	Abstain
Frank Jeretsky	X			
James Stoneman	X			
Linda Martin, Chair	X			
Luke Currier	X			
Michael Mills	X			
Paul Ryan	X			

William McCombs	X			
Total	7			

ANACORTES PLANNING COMMISSION
ANACORTES, WASHINGTON

Linda Martin

Linda Martin, Planning Commission Chair

5-30-25

Date



CITY OF ANACORTES
PLANNING, COMMUNITY & ECONOMIC
DEVELOPMENT DEPARTMENT

CITY COUNCIL FINDINGS, CONCLUSIONS & DECISION

PROJECT INFORMATION:						
FILE NUMBER	SDP-2025-0001					
PROJECT NAME	Port of Anacortes Curtis Wharf Upgrades					
PROJECT LOCATION	1108 2 nd Street, Anacortes WA 98221 (APN: P31510)					
	Section	13	Township	35	Range	01
REQUEST	The Port of Anacortes is seeking approval of a Shoreline Substantial Development Permit for the installation of a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. Connection to a shore power system while at berth will allow vessels to reduce their greenhouse gas (GHG) emissions, diesel particulate matter, and noise impacts to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or using a diesel-powered marine vacuum service to empty their blackwater tanks. This project will not change or expand the current use of Curtis Wharf, and there are no structural modifications associated with this work. All work will be done within existing disturbed/developed areas.					
PROPERTY OWNER / APPLICANT	Port of Anacortes 317 Commercial Ave, Anacortes WA 98221		POA - Kevin Anderson kevin.anderson@portofanacortes.com			
PUBLIC HEARING BODY & DATE	Anacortes Planning Commission / May 28, 2025					
DECISION BODY	Anacortes City Council					
CLOSED RECORD HEARING DATE	Monday, June 9, 2025					
CITY COUNCIL DECISION	Approval with Conditions					

City Council has adopted the findings of fact, conclusions of law, and recommendations from the staff report of record dated May 22, 2025, and have thus incorporated that document into the following pages along with any additions, revisions, and/or omissions passed during the decision hearing.



904 6th Street
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PROJECT LOCATION & SURROUNDING USES



	ZONING DESIGNATION	COMPREHENSIVE PLAN DESIGNATION	CURRENT LAND USE
NORTH	Manufacturing & Shipping (MS)	Manufacturing & Shipping (MS)	Guemes Channel
SOUTH	Manufacturing & Shipping (MS)	Manufacturing & Shipping (MS)	Port owned – industrial maritime facility
EAST	Manufacturing & Shipping (MS)	Manufacturing & Shipping (MS)	Port owned – industrial maritime facility
WEST	Light Manufacturing (LM)	Light Manufacturing (LM)	Port owned – industrial maritime facility

SITE INFORMATION

ADJACENT BODY OF WATER	Guemes Channel
FLOOD ZONE(S)	Waterward of top of bank = Zone AE (Panel 5303170040A)
SHORELINE ENVIRONMENT(S)	Urban Maritime & Aquatic Environment Designations
PRESENT USE OF PROPERTY	Commercial marine pier

I. PROCEDURAL

A. REVIEW TYPE. According to AMC 19.20.030(1) and 18.16.100(B), shoreline substantial development permit applications for projects valued greater than \$1 million are considered a Type 4 – City Council level review. Type 4-CC review process requires the Planning Commission hold an open-record pre-decision public hearing, collect all findings of fact and conclusions of law, and provide City Council with their recommendation of approval/approval with conditions/denial. During a closed-record public decision meeting, City Council will make the final decision on the proposed Shoreline Substantial Development Permit.

B. PROJECT HISTORY. The below confirms the project's procedural timestamps.

- Preapplication Conference July 23, 2024
- Preapplication Neighborhood Meeting April 24, 2025
- Application Submitted February 4, 2025
- Determination of Completeness April 1, 2025
- Dual Notice of Application & Notice of Hearing with 30-day public comment period April 16, 2025
- Planning Commission Open-Record Pre-Decision Hearing May 28, 2025
- City Council Closed-Record Decision Hearing June 9, 2025

C. INTEGRATION OF ENVIRONMENTAL REVIEW. SEPA lead agency shall be the agency with the main responsibility for complying with SEPA's procedural requirements and shall be the only agency responsible for the threshold determination.

Per WAC 197-11-926, when a local government agency (i.e. Port of Anacortes) initiates a proposal requiring permit approval, the SEPA lead agency will be the local agency seeking permit permission.

The Port of Anacortes, as lead agency, determined the scope of work will not have a probable significant adverse impact on the environment. A Determination of Non-Significance (DNS) was issued on November 6, 2024, and is also on file with the Department of Ecology (SEPA #202404836).

D. PUBLIC NOTICES. A joint notice of application with a 30-day public comment period and a notice of hearing were distributed as follows per AMC 19.20.080:

- Publication in the city's official newspaper, Anacortes American;
- Electronic mail or first class mail to:
 - The applicant;
 - Any agencies with jurisdiction over the application;
 - To owners of property within 300 feet of the subject property
- Posted on the project site.
- Posted at the Anacortes Municipal Building & Anacortes Public Library.

E. REVIEWING DEPARTMENTS / AGENCIES. The project application was routed for review to applicable City departments and outside agencies.

F. CONSIDERATION OF TIMELY RECEIVED COMMENTS. The 30-day written public comment period ended on May 16, 2025. In making its recommendations, staff and the PCED Director considered timely received written comments and the applicant's responses, if any, as required under AMC 19.20.130(C).

1. Applicable comments received from city staff have been incorporated into the staff report.
2. No comments were received from the public or outside agencies.

II. DEPARTMENT REVIEW

A. The application was submitted by Kevin Anderson with the Port of Anacortes for the installation of a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. This project does not propose to change or expand the current use of Curtis Wharf.

1. The installation of a vessel pump out facility ensures vessels comply with local no discharge zones, and the new shore power will allow vessels to reduce their use of diesel-powered generators while at berth.

B. The proposed vessel sewage collection design includes mounting a peristaltic pump to the northeast corner of Curtis Wharf with an adjacent bypass force main connection for vessels with internal sewage ejection pumps.

1. Backflow preventors will be installed downstream of the pump and downstream of the bypass force main connection.
2. The force main will be suspended below the wharf by utility brackets, transitioning to buried piping where the wharf meets land.
3. The force main length is short enough that the peristaltic pump's design capacity is capable of conveying vessel sewage directly to the existing City sanitary sewer manhole at "O" Avenue/ Railroad Avenue.
4. The maximum discharge rate of the pump out facility will be limited to approximately 50 gallons per minute (gpm). Anticipated maximum usage is one vessel daily with a typical blackwater tank volume of approximately 1,000 gallons.
5. A flowmeter will be installed for billing purposes and a sampling hatch for City staff to verify the strength of waste being discharged to the Anacortes Wastewater Treatment Plant. The Port will enter into a discharge agreement with the City of Anacortes and purchase capacity prior to the pump out operation.

- C. The proposed mobile shore power system will be installed at two berth positions at Curtis Wharf to improve electric service for multiple types of vessels. It will allow vessels to connect to the shore-based electrical grid rather than reliance on their diesel generators.
 - 1. There is sufficient electrical service at the site for this level of shore power, and this system will consider the maximum utilization of the existing electrical system and capacity.
 - 2. The shore power pedestals will be mounted on a skid and easily moved by forklift.
 - 3. The conduit run will be undermounted or routed along the bullrails using appropriate armored conduit for marine use.
 - 4. The Port will track greenhouse gas (GHG) offsets from the operations of the shore power at Curtis Wharf and report these to the Department of Ecology and Washington State Department of Transportation.
- D. The new pump out facility may reduce blackwater discharge into the Salish Sea, and the new shore power connection can reduce greenhouse gas (GHG) emissions, diesel emissions, in-water and near port noise by letting vessels cold-iron while they are at berth.
- E. The proposed improvements will not alter the shoreline within the wharf, and the use of the wharf will remain the same. Improvements are designed to meet the needs of existing users and service levels at the wharf. The project is designed to serve current volumes of vessel traffic and will not result in any increase in the number of vessel trips or vessel usage.
- F. All installation will be conducted using hand tools, either on top of the deck of Curtis Wharf or beneath from a work skiff, resulting in no potential for adverse environmental impacts.
- G. The post-project operations at the wharf will be identical to the existing conditions, thus the proposed project will not result in any negative impacts to water quality.
- I. **ANACORTES SHORELINE MASTER PROGRAM (SMP).** The SMP is a planning document that outlines goals and policies for the use, development, protection, and restoration of shorelines of the City. It is also a regulatory ordinance with regulations for development intended to implement the goals and policies.

Not every goal, policy, and regulation are applicable to every Shoreline Substantial Development Permit project. Listed in the following pages are the goals, policies, and regulations believed to be the most relevant to this project and for which the project proposal was reviewed against. All applicable regulations of the SMP apply even if not specifically noted below.

1. SMP Chapter 5: Shoreline Environments & Associated Policies and Regulations.

- 1.1** The upland portion of the subject site is located within the Urban Maritime shoreline environment designation. The purpose of the Urban Maritime designation is to preserve a variety of water-dependent, water-oriented, and water-related public, commercial, and industrial uses such as those associated with the Port of Anacortes.
- 1.1.1** According to Table 5.1 of the SMP, the proposed shore power pedestals and commercial pump out facility are considered an accessory use to the wharf, which is a "water-dependent industrial and port facility" and is a permitted use in the Urban Maritime shoreline environment designation.
- 1.1.2** Due to the scope of work, the proposed development is not exempt from a Shoreline Substantial Development Permit.
- 1.1.3** Development Regulations (DR) 5.11.3 No net loss of shoreline ecological function shall result from new development.
- 1.1.4** Per Section 5.12(A)(9), except as otherwise stated, the comprehensive plan, zoning regulations, subdivision regulations, health regulations, and other adopted regulatory provisions apply within shoreline jurisdiction. In the event the provisions of this SMP conflict with provisions of other responsible local government regulations, the more protective of shoreline resources shall prevail.
- 1.2** The portion of the project site waterward of the OHWM is located within the Aquatic shoreline environment designation. The purpose of the Aquatic designation is to protect, restore and manage the unique characteristics and resources of marine waters, including habitat, ecology, navigation and public enjoyment.
- 1.2.1** According to Table 5.1 of the SMP, the proposed shore power pedestals and commercial pump out facility are considered an accessory use to the wharf, which is a "water-dependent industrial and port facility" and is a permitted use in the Aquatic shoreline environment designation.
- 1.2.2** Policy 5.6.9 Shoreline uses and modifications within the Aquatic environment should be designed and managed consistent with the Environmental Protection policies and regulations of Chapter 6 including, but not limited to, preservation of water quality, habitat, natural hydrographic conditions, and safe, unobstructed passage of fish and wildlife, particularly those species dependent on migration.
- 1.2.3** Development Regulations (DR) 5.6.8 All feasible methods shall be employed to minimize over-water noise generation and pollution.
- 1.2.4** Per Section 5.12(A)(10), where a use or modification may occur in the Aquatic environment as indicated in Table 5.1 and in the corresponding regulations for that use, it shall also be subject to any more restrictive permit processes or prohibitions on that use or modification as indicated for the adjacent shoreland environment.

2. SMP Chapter 6: Environmental Protection General Regulations.

- 2.1** SMP Chapter 6 provides policies and general regulations for environmental protection. Based on the application materials, the proposed project is a continuation of the existing use of the site and will not result in a loss of ecological function or an adverse impact to critical areas. Therefore, no compensatory mitigation measures are proposed with the installation of the shore power pedestals and commercial pump out facility.
- 2.1.1** As a result of the historic development and existing level of disturbance, the proposed project has negligible potential to impact critical saltwater habitat. The majority of these areas are not present within or adjacent to the project area.
 - 2.1.1.1** Q'elech'ilhch Park, adjacent to Curtis Wharf, is listed as smelt spawning habitat. The proposed project will have no mechanism to impact either smelt or sand lance spawning due to the nature of the proposed work.
 - 2.1.1.2** The project involves only superficial changes to the existing wharf and has no mechanism to affect migration corridors of juvenile salmonids. There will be no increase in overwater coverage, so there is no expected reduction to the quality of habitat within the wharf for juvenile salmonids.
- 2.1.2** TESC measures will be implemented during construction, and the site will have operations source control best management practices (BMPs) in place to prevent ongoing impacts.
- 2.1.3** The site is already highly modified from the natural state and the improvements will be entirely within the footprint of the existing pier. There is no existing vegetation on site.
- 2.1.4** The project's construction and operation will not affect shoreline processes as designed.
- 2.1.5** The project will not extend to or below the ordinary high-water mark (OHWM).
- 2.1.6** Construction noise associated with a variety of construction equipment will occur for the duration of the project. The construction noise would only occur during daylight hours as permitted by the City of Anacortes noise ordinances. The expected noise levels are not significantly different than those from the uses at Curtis Wharf.

3. SMP Chapter 8: Specific Use Policies and Development Regulations.

- 3.1** SMP Chapter 8 provides specific policies and regulations for specific uses. The performance standards contained herein augment standards established through other land development regulations. Where conflict arises between these and other applicable controls, the regulations that provide more protection to the shoreline area shall apply.

3.2 Industrial and Port Facilities

- 3.2.1** Policy 8.6.1 Reserve shorelines that are particularly suitable for water-dependent and water-related industrial and port development for these uses.
- 3.2.2** Policy 8.6.4 Encourage cooperative use of docks, cargo handling, storage, parking, and other accessory facilities among private or public entities in shoreline industrial and port areas.
- 3.2.3** Policy 8.6.5 Ensure that land transportation and utility corridors serving ports and water-related industry follow the guidelines provided under the sections dealing with utilities and transportation.
- 3.2.4** Policy 8.6.6 Only water-dependent industrial and port uses shall be permitted on shorelands with direct frontage on and practical access to navigable waterways.
- 3.2.5** Policy 8.6.7 Opportunities for public access to the water are required at port and industrial sites, unless such access would interfere with operations or endanger public health and safety, or the proponent otherwise provides for equivalent access elsewhere in the City.
- 3.2.6** Development Regulations (DR) 8.6.7 Industrial and port facilities shall be located, designed, constructed, and operated so as to minimize impacts to shoreline resources and adjacent property owners, as well as adjacent shoreline or water uses.
- 3.2.7** Development Regulations (DR) 8.6.8 Port and industrial facilities shall provide public access to shoreline areas in accordance with Chapter 7, *Public Access*, taking into consideration constitutional and statutory limitations, public safety, health, and security.
 - 3.2.7.1** Public access to the project site is neither appropriate nor desirable because of maritime and public safety concerns. However, adjacent public access points will be maintained.

4. SMP Chapter 9: Specific Shoreline Modification Policies and Development Regulations.

- 4.1** SMP Chapter 9 provides specific shoreline modification policies and regulations for specific uses. The performance standards contained herein augment standards established through other land development regulations. Where conflict arises between these and other applicable controls, the regulations that provide more protection to the shoreline area shall apply.

4.2 Fill

- 4.2.1** Policy 9.7.1 Fill should be located, designed, and constructed to protect shoreline ecological processes and functions.
- 4.2.2** Policy 9.7.2 Fill landward of the ordinary high-water mark should be permitted when necessary to support permitted uses, and when significant impacts can be avoided or mitigated.

- 4.2.3** Development Regulation (DR) 9.7.1 Fill for water-dependent uses and for public use shall be given priority.
- 4.2.4** Development Regulation (DR) 9.7.2 Fill shall be permitted only when in conjunction with a proposal or activity otherwise permitted under the SMP.
- 4.2.5** Development Regulation (DR) 9.7.4 Projects shall be located and designed to minimize the area of fill necessary to accommodate the use.
 - 4.2.5.1** Fill for this project is minimal and limited to where sewer pipes suspended under Curtis Wharf shift to buried pipes for connection to the sewer lateral. It is estimated that there will be fewer than 50 cubic yards of excavation.
- 4.2.6** Development Regulation (DR) 9.7.6 Fill shall be provided with some means for erosion control and/or shoreline stabilization consistent with the policies and regulations of Section 9.11, *Shoreline Stabilization Measures and Flood Protection Works*.
- 4.2.7** Development Regulation (DR) 9.7.9 Fills shall be located, designed, and constructed to protect shoreline ecological functions and ecosystem-wide processes.

III. CONCLUSIONS OF LAW

1. Improvements that are considered accessory to a water-dependent use (Curtis Wharf) are permitted in the Urban Maritime and Aquatic shoreline designations per the Anacortes Shoreline Master Program.
2. The proposed wharf improvements will adhere to the use preference listing in RCW 90.58.020.
3. This Shoreline Substantial Development Permit application was reviewed for conformance with all applicable Shoreline Master Program regulations, including but not limited to, the above list.
4. With the adoption and approval of the recommended conditions of approval, the subject proposal shall be consistent with the Washington State's Shoreline Management Act, City of Anacortes' 2010 Shoreline Master Program, and development regulations listed therein for developments within the Urban Maritime shoreline environmental designation.
5. Staff reserves the right to supplement the record of the case to respond to matters and information raised subsequent to the writing of this report.
6. The Planning Commission bases its Findings of Fact, Conclusions of Law & Recommendation on the entire record, including all testimony and exhibits. Any finding, which would be deemed a Conclusion of Law, and any Conclusion of Law which should be deemed a finding is hereby adopted as such.

IV. RECOMMENDATIONS

1. Staff recommendation – approve, with conditions.
2. Planning Commission recommendations – approve, with conditions

V. DECISION

Based upon the foregoing information and analysis, the application materials, and the City regulatory authority to implement the policies, standards, and the regulations of the Shoreline Master Plan, Comprehensive Plan, and the Anacortes Municipal Code (AMC), City Council hereby approves the shoreline substantial development permit with the following conditions of approval:

1. The following city permits must be obtained prior to construction activities: sewer connection permit, Flood Development permit, and Right-of-Way permit.
2. All applicable permits (local, state, & federal) shall be secured before any construction activities begin. Copies of applicable local, state, and federal permits must be provided with your city sewer connection permit application, including but not limited to WA Dept. of Labor & Industries electrical permit.
3. Prior to issuance of the sewer connection permit, the Port of Anacortes shall enter into an agreement with the City of Anacortes in accordance with AMC Ch. 13.40 – Wastewater Collection and Treatment System, on forms acceptable to the City Attorney.
4. Prior to sewer connection permit final and pump-out operation, the Port of Anacortes shall provide as-built drawings to the Anacortes Public Works Department and provide a Construction Completion Report signed by the Engineer of Record.
5. A flow meter and sample point must be provided on-site (outside of public right-of-way). Location shall be accessible to city staff and must be constructed in accordance with City standards.
6. All general avoidance and minimization measures listed in the *No Effects Evaluation* by Grette Associates dated February 2025 shall be followed.
7. Q'elech'ilhch Park shall not be used to access the project site or to store construction materials. This includes crossing city land and launching from the park to access the project site.
8. Best Management Practices (BMPs) for use of the pump-out shall be developed and posted at Curtis Wharf prior to use of the pump-out system.
9. The scope of the project shall not exceed that as set out in the shoreline permit application (including attachments) and shall be valid only for the improvements described within the application materials, except as modified by this decision or other jurisdictional agencies. This permit does not include review or approval of any new uses.
10. Contractor shall incorporate marine related best management practices (BMPs) when conducting the work to prevent materials and debris from entering surface waters. Construction debris will not be allowed to enter surface waters. Construction debris bins shall be installed at work areas to capture potential debris or materials.
11. The applicant/landowner shall comply with federal statutes including but not limited to: Endangered Species Act, Clean Water Act, Marine Mammal Protection Act, and other federal statutes.

12. The project shall comply with all applicable Shoreline Master Program regulations, including but not limited to those listed in the staff report dated May 22, 2025.

13. Development shall comply with AMC 18.16.130 regulating the time limit for shoreline permits.

INTRODUCED, PASSES, AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES on this 9th Day of June 2025.

CITY OF ANACORTES, WASHINGTON

Matt Miller, Mayor

Approved as to form and legality:

Attest:

Darcy Swetnam, WSBA #40530
City Attorney

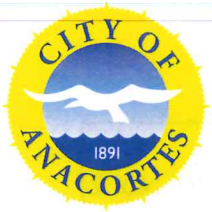
Steve D. Hoglund, City Clerk/Treasurer

Judicial Appeal:

Per AMC 19.20.030.1 and 19.20.240.A, there is no further administrative appeal available for this decision. Appeals of the decision may be made to Superior Court pursuant to Chapter 36.70C RCW.

VI. INFORMATION FOR DEVELOPER:

1. Applicant must apply for a sewer connection permit and pay applicable permit and connection fees prior to issuance. Plans designed by a licensed engineer must be submitted that show the method of the pipe's attachment to the pier, supports, and how connections are made, along with other information required by the Building or PW Departments. The pipe must be constructed of material that is appropriate to withstand the marine environment conditions.



CITY OF ANACORTES

PLANNING COMMISSION

Findings of Fact, Conclusions of Law & Recommendation

PROJECT FILE NUMBER	SDP-2025-0001
PROJECT NAME	Port of Anacortes Curtis Wharf Upgrades
PROJECT LOCATION	1108 2 nd Street, Anacortes WA 98221 (APN: P31510)
PROJECT DESCRIPTION	The Port of Anacortes has requested a shoreline substantial development permit for the installation of a mobile shore power system and commercial blackwater pump out system at Curtis Wharf. Connection to a shore power system while at berth will allow vessels to reduce their greenhouse gas (GHG) emissions, diesel particulate matter, and noise impacts to near-port communities. A commercial pump out facility permits vessels to discharge directly to the sanitary sewer system instead of either discharging black water at sea or using a diesel-powered marine vacuum service to empty their blackwater tanks. This project will not change or expand the current use of Curtis Wharf, and there are no structural modifications associated with this work. All work will be done within existing disturbed/developed areas.
APPLICANT / PROPERTY OWNER	Port of Anacortes, 317 Commercial Ave, Anacortes WA – Kevin Anderson / kevin.anderson@portofanacortes.com
PUBLIC HEARING BODY	Anacortes Planning Commission / May 28, 2025
PC DELIBERATION	Approve with Conditions / Wednesday, May 28, 2025
DECISION BODY	Anacortes City Council
CLOSED RECORD HEARING DATE	Monday, June 9, 2025
EXHIBITS	A. Application Checklist B. Agent Authorization Form C. Project Narrative D. DOE Design Considerations E. SEPA Environmental Checklist & DNS F. Shoreline Development Plan Set G. Fish & Wildlife Habitat Conservation Area Assessment & Report H. No Effects Evaluation



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



360.299.1984
pced@anacorteswa.gov



anacorteswa.gov/161
anacorteswa.gov

	I. Geotechnical Letter Report J. Stormwater Drainage Report Minimum Requirement No. 2 (SWPPP) K. JARPA Application Form L. Notices
--	---

Application documents may be accessed via the online permit portal: <https://ci-anacortes-wa.smartgovcommunity.com/PublicNotice/PublicNoticeHome>

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

FINDINGS OF FACT & CONCLUSIONS OF LAW

1. The staff report dated May 22, 2025, accurately describes the project proposal and is hereby incorporated by reference.
2. The following members of the public provided testimony during the public hearing:
 - a. none
3. The following additional exhibits were entered into the record at the public hearing:
 - a. none
4. The following additional Findings of Fact and/or Conclusions of Law are entered:
 - a. none

RECOMMENDATION

Based upon the foregoing findings and conclusions of law, and review of the City's regulatory authority to implement the policies, standards, and regulations of the Anacortes Municipal Code and the Anacortes Shoreline Master Program the Planning Commission hereby makes the following recommendation regarding the subject Shoreline Substantial Development Permit (SDP) application:

- ☒ Approve with Conditions
☐ Approve
☐ Deny

Subject to staff's recommended conditions in the Staff Report dated May 22, 2025 and any additional Commissioner conditions of approval as listed below:

1. None

Commission Vote	Support	Oppose	Absent	Abstain
Frank Jeretsky	X			
James Stoneman	X			
Linda Martin, Chair	X			
Luke Currier	X			
Michael Mills	X			
Paul Ryan	X			

William McCombs	X			
Total	7			

ANACORTES PLANNING COMMISSION
ANACORTES, WASHINGTON

Linda Martin

Linda Martin, Planning Commission Chair

5-30-25

Date



Shoreline Substantial Development Permit

SDP-2025-0001

Curtis Wharf Upgrades

City of Anacortes | Planning Department

City Council Closed-Record Decision Hearing

June 9, 2025



POA Curtis Wharf



SDP-2025-0001

Curtis Wharf Upgrades

Project Location:

West end of 2nd Street directly west of Pier 1 and east of Q'elech'ilhch Park (1108 2nd St.)

Applicant / Property Owner:

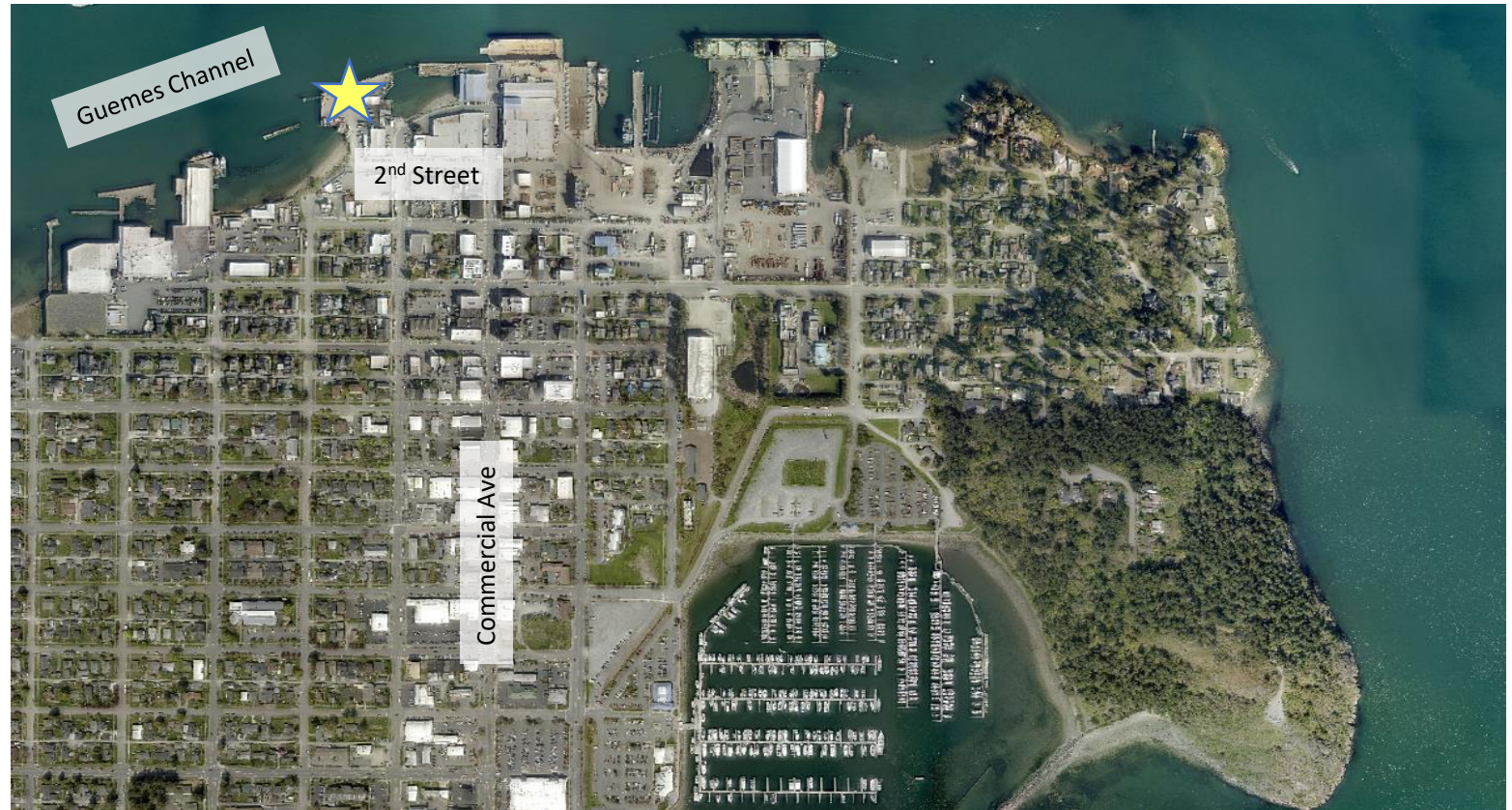
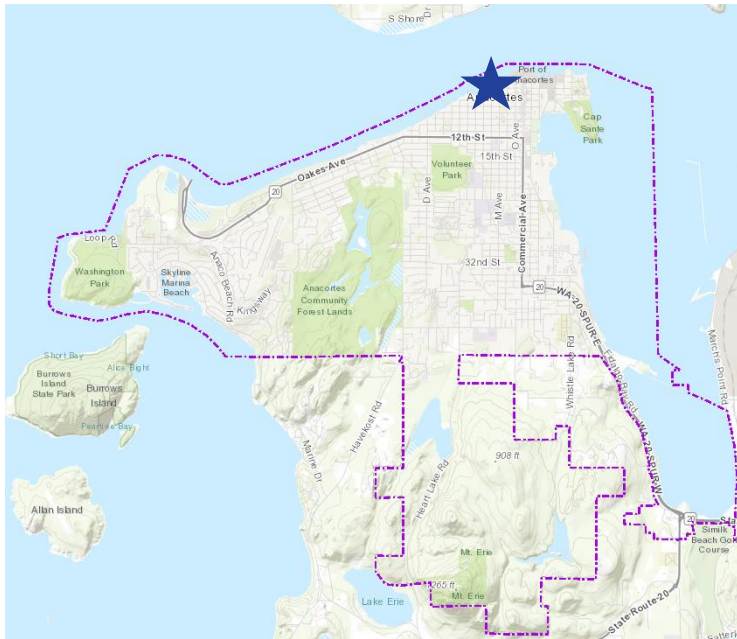
Kevin Anderson / Port of Anacortes

Proposed Use:

Continue current use as a commercial marine pier

- Used for lay-berthing harbor craft, fitting out vessels, re-fueling, cruise stops, and vessel repairs.
- More than 400 vessel stops are recorded each year.
- Houses a seafood wholesaler/processor and small-scale cold storage.

Project Site and Surrounding Area



- Zoning Designation: **Manufacturing & Shipping (MS)**
- Comp. Plan Designation: **Manufacturing/Shipping (MS)**
- Shoreline Environment Designation: **Urban Maritime**

Proposal Overview

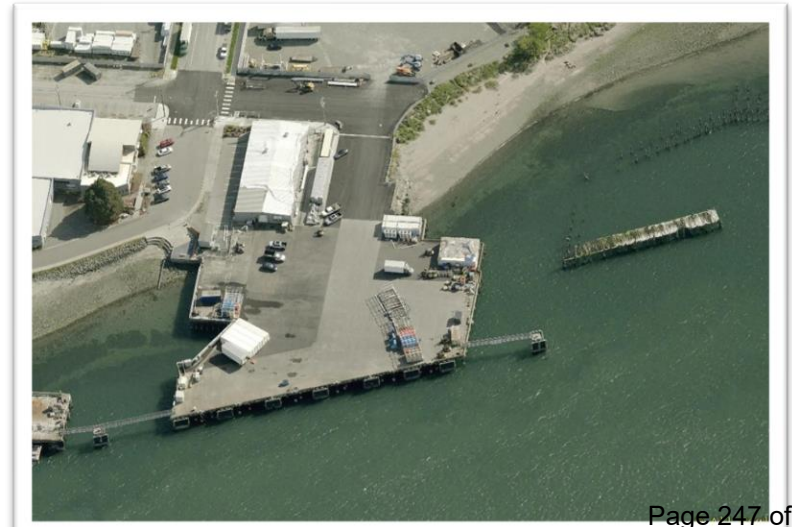


DEVELOPMENT PROPOSAL:

- To support the current vessel traffic on the wharf and to support the reduction of environmental impacts from these vessels the following amenities to Curtis Wharf have been proposed:
 - A commercial blackwater pump out system; and
 - A mobile shore power system.
- The proposed shore power pedestals and commercial pump out facility are considered ***an accessory use to the wharf, which is a “water-dependent industrial and port facility” and is a permitted use in the Urban Maritime shoreline designation.***
- The proposed improvements show that no alterations will be made to the shoreline, and the use of the wharf will remain the same.
- No increase of vessel usage is being proposed.
- A SEPA Determination of Nonsignificance (DNS) was issued on November 6, 2024, for this project summarizing that the ***scope of work will not have a probable significant adverse impact on the environment and will not result in a loss of ecological function.***



Site Photos





Review Process Type 4 – City Council

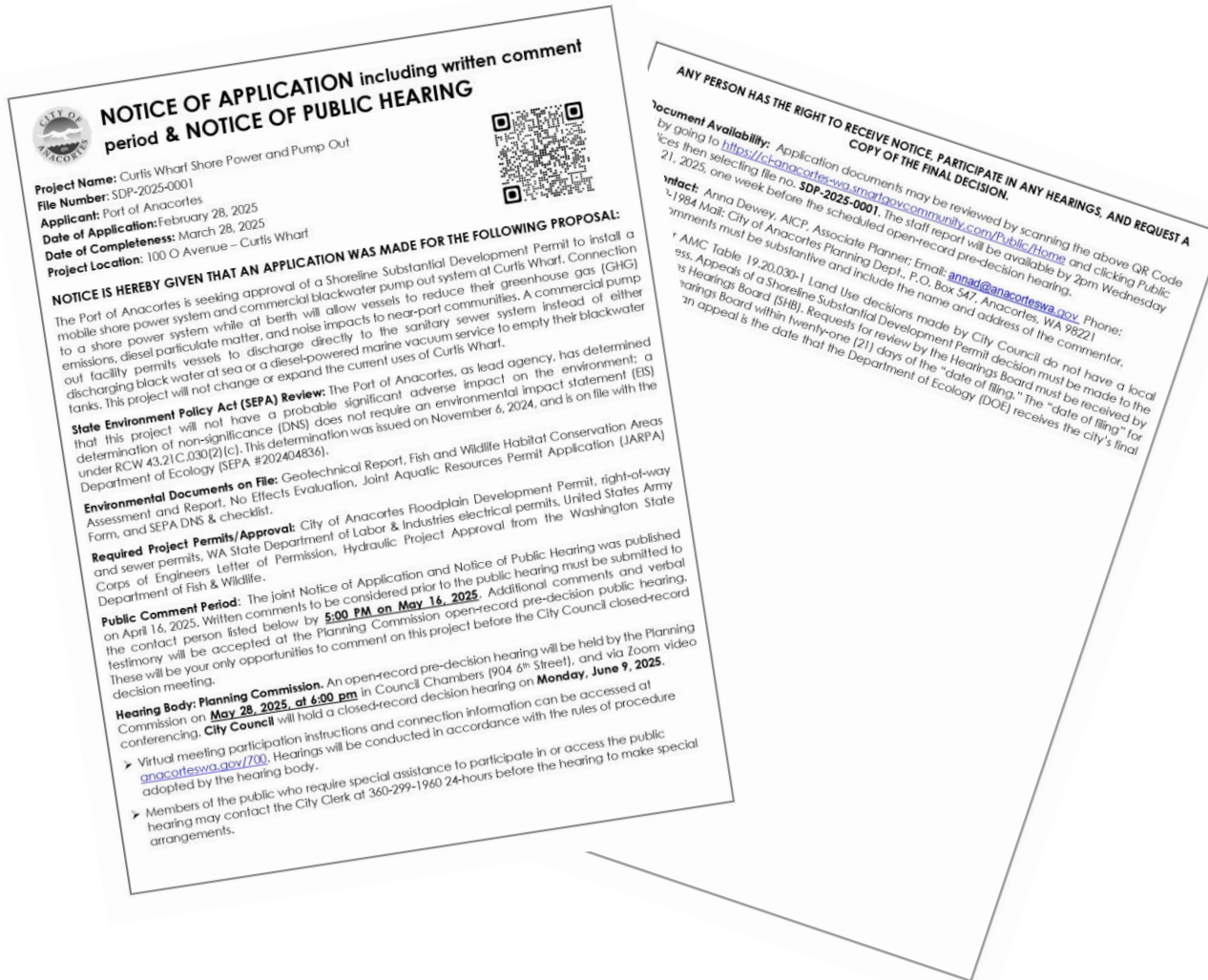
Permit Application Type:

Shoreline Substantial Development Permit

Type 4 – City Council Decision

PROJECT HISTORY

- February 4, 2025 – Application Received
- April 1, 2025 – Application Deemed Complete
- April 24, 2025 – Mandatory Neighborhood Meeting
- April 16, 2025 – Dual Notice of Application & Hearing w/ 30-day written public comment period
- May 28, 2025 – Open Record Pre-Decision Public Hearing (Planning Commission)
- June 9, 2025 – Closed-Record Decision Hearing (City Council) *we are here*



Key Points & Recommendations



STAFF RECOMMENDATION: Approval with conditions

- Improvements that are considered accessory to a water-dependent use (Curtis Wharf) are permitted in the Urban Maritime & Aquatic shoreline designations.
- Project is anticipated to result in no net loss of shoreline ecological functions.
- Project is consistent with:
 - Washington State's Shoreline Management Act
 - City of Anacortes' 2010 Shoreline Master Program
 - Development regulations listed for developments within the Urban Maritime shoreline designation.

Based upon the application materials, Findings of Fact and Conclusions within the staff report, **the Planning Commission recommends APPROVAL to City Council** of the shoreline substantial development permit subject to the proposed conditions of approval.



RECOMMENDED CONDITIONS



Based upon the application, Findings of Fact, and Conclusions of the staff report, the Planning Commission recommends *approval* to City Council of the shoreline substantial development permit subject to the following conditions of approval:

1. The following city permits must be obtained prior to construction activities: sewer connection permit, Flood Development permit, and Right-of-Way permit.
2. All applicable permits (local, state, & federal) shall be secured before any construction activities begin. Copies of applicable local, state, and federal permits must be provided with your city sewer connection permit application, including but not limited to WA Dept. of Labor & Industries electrical permit.
3. Prior to issuance of the sewer connection permit, the Port of Anacortes shall enter into an agreement with the City of Anacortes in accordance with AMC Ch. 13.40 - Wastewater Collection and Treatment System, on forms acceptable to the City Attorney.
4. Prior to sewer connection permit final and pump-out operation, the Port of Anacortes shall provide as-built drawings to the Anacortes Public Works Department and provide a Construction Completion Report signed by the Engineer of Record.



RECOMMENDED CONDITIONS



5. A flow meter and sample point must be provided on-site (outside of public right-of-way). Location shall be accessible to city staff and must be constructed in accordance with City standards.
6. All general avoidance and minimization measures listed in the *No Effects Evaluation* by Grette Associates dated February 2025 shall be followed.
7. Q'elech'ilhch Park shall not be used to access the project site or to store construction materials. This includes crossing city land and launching from the park to access the project site.
8. Best Management Practices (BMPs) for use of the pump-out shall be developed and posted at Curtis Wharf prior to use of the pump-out system.
9. The scope of the project shall not exceed that as set out in the shoreline permit application and shall be valid only for the improvements described within the application materials, except as modified by this decision or other jurisdictional agencies. This permit does not include review or approval of any new uses.



RECOMMENDED CONDITIONS



10. Contractor shall incorporate marine related best management practices (BMPs) when conducting the work to prevent materials and debris from entering surface waters. Construction debris will not be allowed to enter surface waters. Construction debris bibs shall be installed at work areas to capture potential debris or materials.
11. The applicant/landowner shall comply with federal statutes including but not limited to: Endangered Species Act, Clean Water Act, Marine Mammal Protection Act, and other federal statutes.
12. The project shall comply with all applicable Shoreline Master Program regulations, including but not limited to those listed above.
13. Development shall comply with AMC 18.16.130 regulating the time limit for shoreline permits as follows:



RECOMMENDED CONDITIONS



- *Construction, or substantial progress toward completion, must begin within two (2) years after approval of the permit. Substantial progress toward construction shall include, but not limited to, the letting of bids, making of contracts, purchasing of materials involved in development, but shall not include development or uses which are inconsistent with the Shoreline Management Act or the city's master program. In determining the running two-year period hereof, there shall not be included the time during which development was not actually pursued by construction and the pendency of litigation reasonably related thereto made it reasonable not to so pursue; provided, that the city may, in its discretion, extend the two-year time period for a reasonable time based on factors, including the inability to expeditiously obtain other governmental permits which are required prior to the commencement of construction.*
- *5-Year Permit Authorization: If construction has not been completed within five years of approval by the City of Anacortes, the city will review the permit, with prior notice to parties of record, and, upon showing of good cause, either extend the permit for one additional year, or terminate the permit. Prior to the city authorizing any permit extensions, it shall notify any parties of record and the Department of Ecology. Note: Only one single extension is permitted.*



Shoreline Substantial Development Permit

SDP-2025-0001

Curtis Wharf Upgrades

City of Anacortes | Planning Department

City Council Closed-Record Decision Hearing

June 9, 2025





City Council Agenda Bill

Meeting Date: June 9,
2025

Agenda Item: 7.a.

Agenda Item Title: 2025 Comprehensive Plan Periodic Update - Progress Update

Staff Contact(s): John Coleman, Libby Grage

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

Greg Francioch
John Coleman

Staff Report

Item Summary: Staff will provide a progress update on the 2025 Comprehensive Plan & Development Regulations Periodic Update.

Budget Impact:

N/A

Previous Action: The Anacortes City Council has been involved in the following previous actions related to the 2025 Comp Plan Update:

[May 28, 2024](#) - Approval of 2025 Comprehensive Plan Update Public Participation Plan ([Resolution 3156](#))

[June 10, 2024](#) - Land Capacity Analysis discussion

[July 15, 2024](#) - 2025 Comprehensive Plan Update and 2025 Docket Work Session

[July 22, 2024](#) - 2025 Comprehensive Plan Update Docket Public Hearing

[August 5, 2024](#) - Approval of [Resolution 3161](#): Establishing a Docket for the 2025 Comprehensive Plan and Development Regulations Periodic Update

[August 19, 2024](#) - Review of Planning Committee's Housing Action Plan Recommendations

[September 9, 2024](#) - [Resolution 3165](#): Establish A Climate Policy Advisory Team to Assist in the Development of a New Climate Element of the Comprehensive Plan

[September 16, 2024](#) - Draft Greenhouse Gas (GHG) Emissions Inventory Report Presentation from Makers/Parametrix

[December 2, 2024](#) - [Resolution 3172](#): A Resolution Regarding Proposed Amendments to the Anacortes Urban Growth Area Boundary

For a complete list of all events and meetings having taken place to date regarding the 2025 Comprehensive Plan Periodic Update, please visit www.planacortes.org (click on the 'Meeting & Event Info' Tab).

Recommended Motion: None - discussion only.

Alternative Actions: N/A

Attachments (listed in order presented):

1. 6/3/25 Staff Memo to Council
2. Public Engagement Summary
3. Goal & Policy Revision Trackers - All Comp Plan Elements
4. Discussion Draft - Housing Action Plan code amendments - AMC Title 19



Date: June 3, 2025

To: City Council

From: Planning, Community & Economic Development Department (PCED)

Re: 2025 Comprehensive Plan & Development Regulations Update
Progress Check-In – June 9, 2025 City Council Meeting

Introduction

At the June 9, 2025 City Council meeting PCED staff will provide a progress update on the 2025 Comprehensive Plan Periodic Update. This memo is intended to provide background information, including an overview of the periodic update requirements under the Growth Management Act, other topics being addressed in the update, a summary of the project timeline, project milestones, and identification of next steps. A list of key project documents (with hyperlinks) that provide further detail and analysis to support the update process is also provided.

Periodic Update – What’s Included

The City of Anacortes is currently engaged in a 10-year periodic review and update of its Comprehensive Plan and development regulations, as required under the Washington State Growth Management Act (GMA). The City’s update process began in January 2024 and must be completed by December 31, 2025.

Mandatory Topics

The GMA identifies some mandatory topics that the City must review and revise (if needed) during the periodic update process. These include:

- Incorporation of updated 20-year growth projections and review of the urban growth area boundary
- Updates to Comprehensive Plan policies to comply with recent changes in state law, including:
 - [HB 1220 \(2021\)](#) related to planning for and accommodating housing needs by income level and addressing racially disparate impacts; and
 - [HB 1181 \(2023\)](#) related to climate planning and environmental justice
- Review of all Comprehensive Plan elements for internal consistency
- Updates to development regulations to address changes in state law, including (but not limited to):
 - Zoning for sufficient land capacity for all income housing needs

- Permanent supportive and transitional housing
- Indoor emergency shelters and housing
- Limits on city regulation of the number of unrelated persons that occupy a household or dwelling unit
- Co-living housing
- Residential parking requirement limits
- Creation of additional housing units in existing buildings
- Accessory dwelling units
- Affordable housing on property owned by religious organizations
- Impact fees
- Transportation concurrency
- Review and update of critical areas regulations.

2025 Docket

In addition to the mandatory updates listed above, the Anacortes City Council docketed the following topics for consideration during the 2025 Comprehensive Plan Update ([Resolution 3161](#)):

- Plan format and organizational changes
- Inclusion in the UGA of certain unincorporated city-owned parcels located adjacent to the ACFL
- New policies about housing, walkability, and historic preservation
- Property-owner-initiated amendments to the Comprehensive Plan Future Land Use Map
- Development regulation amendments to streamline shoreline permit review, changes to regulations affecting the Marine Supply building block, updating street standards, changes to implement the 2023 Anacortes Housing Action Plan, permitted uses in the Industrial zone, changes to Marine Mixed Use zone regulations that apply east of Q Ave., driveway cut widths, balcony projection allowances, shared roof decks, and indoor recreation uses in the LM 1 zone.
- Unfinished 2021 Docket items

Review Process

The City is using a 2-phase public review process:

Phase 1

During the majority of 2024, City staff and consultants (the project team) gathered information, analyzed data, and engaged the community to help inform initial proposed updates and revisions to the Comprehensive Plan. Between September 2024 and May 2025, the project team drafted and released preliminary amendments to goals and policies within each Comprehensive Plan element. Staff published notices advertising document availability, written public comment periods, and public hearing(s). The project team introduced the draft goal /policy amendments at Planning Commission public meetings and public comments were taken at public hearing(s).

As of June 2025, draft goal and policy amendment proposals for all Comprehensive Plan elements [have been published](#) and public hearings held. To assist with identification of specific changes proposed and their reasoning, the draft amendments are presented in tables called “Goal and Policy Revision Trackers”. There is a separate revision tracker for each element of the Comprehensive Plan. Each element’s revision tracker contains the 2016 Comprehensive Plan goals and policies, proposed changes using strike-through/underline, the reasoning for each proposed change, and Planning Commission’s comments and/or suggestions resulting from their review. The most recent version of revision tracker for each element is linked below:

[Land use](#)

- [Land use designations](#)
- [Future Land Use Map \(FLUM\) amendments – Staff recommendations / \(Petitioner documents\)](#)

[Housing](#)

[Transportation](#)

[Capital Facilities](#)

[Utilities](#)

[Climate](#)

[Environment & Conservation](#)

[Economic Development](#)

[Parks, Recreation & Open Space](#)

The revision trackers and feedback gathered during the public comment periods and Planning Commission hearings in Phase 1 will inform the development of a fully cohesive draft updated Comprehensive Plan as described below.

Phase 2

Once completed, the full updated Draft Comprehensive Plan will be published for public review and comment and undergo environmental review. We estimate that the full updated Draft Comprehensive Plan will be published in July 2025. The Planning Commission will conduct public hearings, deliberations, and make a recommendation to City Council on the draft updated Comprehensive Plan. Then the City Council will conduct its review and adoption process.

Staff are currently drafting amendments to the development regulations intended to address mandatory GMA requirements and the topics Council docketed for consideration in [Resolution 3161](#). We anticipate the draft development regulation amendments will be published for public review in August 2025.

Project Timeline

The City of Anacortes and project consultant team have completed the following project tasks and milestones as of June 3, 2025. For a complete list of project-related meetings with links to agendas, documents, and videos, please visit www.planacortes.org.

Date	Action / Milestone
Jan - Feb 2024	Project Kickoff
Feb – Apr 2024	Discussions with Skagit County & cities regarding growth allocations
May 2024	Adoption of Public Participation Plan (Resolution 3156)
May – Jul 2024	Data collection and analysis for Land Capacity and Housing Needs Assessment, Transportation
Jun – Sep 2024	Public outreach – Tabling at community events & presentations to community groups
Jul – Aug 2024	City Council: Establishing the 2025 Comprehensive Plan Update Docket (Resolution 3161)
Sep 2024	City Council: Establishing a Climate Action Team to Assist with Developing a New Climate Element (Resolution 3164)
Sep – Nov 2024	Planning Commission: Review of Draft Amendments to Goals/Policies for Land Use, Housing & Transportation Elements (review at public meetings, written public comment period, and public hearing)
Dec 2024	City Council: UGA boundary amendment request to Skagit County (Resolution 3172)
Jan – Feb 2025	Planning Commission: Draft Amendments to Goals/Policies for Capital Facilities and Utilities Elements (review at public meetings, written public comment period, and public hearing) Planning Commission: Draft Amendments to Development Regulations based on Housing Action Plan Recommendations (initial review and discussion)
Mar – Apr 2025	Planning Commission: Draft Amendments to Goals/Policies for Climate and Environment & Conservation Elements (review at public meetings, written public comment period, and public hearing)
May 2025	Planning Commission: Draft Amendments to Goals/Policies for Economic Development and Parks, Recreation & Open Space Elements (review at public meetings, written public comment period, and public hearing)
Upcoming Schedule (Tentative)	
Jul 2025	Full updated draft Comprehensive Plan published
Aug 2025	Draft development regulation amendments published Planning Commission public hearings on Comp Plan
Sep 2025	Planning Commission deliberations and recommendations on Comp Plan
Oct 2025	Planning Commission public hearings, deliberation & recommendations on development regulation amendments
Nov 2025	City Council review of Planning Commission recommendations; adoption process
Dec 2025	12/31/25 - Deadline for adoption

Public Engagement Efforts

The City Council adopted a Public Participation Plan ([Resolution 3156](#)) to notify the public of the approximate timing and procedures the city will use to ensure early and continuous public participation in the 2025 update process. Below is a summary of the tools used to communicate and conduct outreach as part of the City's periodic update process. For a more detailed description of public engagement efforts and outcomes, please view the [Public Engagement Summary](#).

Communication Tools (ongoing)

Tool	Description
Webpage (www.planacortes.org)	Schedule of meetings and events, links to past meeting videos and documents, project documents available for review/comment, public comments received, and more
Subscription Email List	171 subscribers as of 6/3/25. We send alerts on a regular basis to inform subscribers about upcoming public meetings and hearings, events, comment periods, new project documents, and other project-related news.
Direct Mail	City staff plan to send direct notifications to all city residents and property owners to announce the availability of the full Draft Comprehensive Plan and development regulation amendments for review and comment, once they are ready.
Social Media	Facebook – 673 followers as of 6/3/25 (PCED Department page)
A-Town Is Our Town Newsletter	The 2025 Comprehensive Plan has been a topic in each of these A-Town editions: 2025 Spring / Summer Issue 2024 Fall / Winter Issue 2024 Spring / Summer Issue

Outreach (ongoing)

Event	Date(s)
Community Open Houses	
Open House #1	June 5, 2024
Open House #2	October 23, 2024
Open House #3	March 20, 2025
Pop-Up Tabling at Community Events	
Waterfront Festival	June 1, 2024
Anacortes Pride Parade	June 22, 2024
Whale-of-a-Sale	June 29, 2024
Kids R Best Fest	July 13, 2024
Summer Concert Series – Seafarers' Park	July 24, 2024
Second Sunday Jazz	August 11, 2024
Fidalgo Bay Day	August 24, 2024
Anacortes Open Streets	August 25, 2024

Anacortes Farmers Market	August 31, 2024
Climate Team Meetings	
Meeting #1	September 24, 2024
Meeting #2	November 19, 2024
Meeting #3	January 14, 2025
Meeting #4	February 27, 2025
Listening Sessions	
Marine/ Waterfront Focused	December 4, 2024
Industry Focused	February 13, 2025
Community Group Presentations	
Kiwanis Sunrisers	February 13, 2024
Fidalgo Democrats	March 12, 2024
Kiwanis Noon Club	May 16, 2024
Anacortes Chamber of Commerce - Visitor Information Center	October 29, 2024
Realtors Presentation “Anacortes Real Estate Update 2025”	March 27, 2025
Creative Arts District	May 13, 2025
Public Meetings	
19 Planning Commission public meetings /hearings	March 2024 – May 2025
9 City Council public meetings /hearings	March 2024 – May 2025

Key Project Documents

The documents listed and linked below provide information, analysis, and feedback used to help inform the 2025 Comprehensive Plan and Development Regulation Periodic Update process.

- [Resolution 3156 Establishing a Public Participation Plan](#)
- [Resolution 3161 Establishing a Docket for the 2025 Comp Plan and Development Regulations Periodic Update](#)
- [Resolution 3165 Establishing a Climate Policy Advisory Team \(Climate Team\)](#)
- [Resolution 3172 Regarding Proposed Amendments to the Anacortes Urban Growth Area](#)
- [Periodic Update Checklist for Fully-Planning Cities, WA State Department of Commerce](#)
- [2016 Plan Audit - Land Use, Housing, Economic Development Elements](#)
- [2023 Anacortes Housing Action Plan & Recommended HAP Measures memo](#)
- [Land Capacity Analysis & Adequate Provisions Analysis](#)
- [Racially Disparate Impacts Analysis](#)
- [Public Engagement Summary](#)
- [Climate Vulnerability and Risk Assessment Report](#)
- [Greenhouse Gas Emissions Inventory Report](#)
- [Written comments received to date](#)

Additional project documents and resources are on the project website: www.planacortes.org.

2025 Anacortes Comprehensive Plan Update

Public Engagement Summary

January 1, 2024 – June 3, 2025

This document will continue to be updated as additional public outreach, meetings, and events are held.

Introduction

Public Participation Plan

The City Council adopted a Public Participation Plan (PPP) for the 2025 Comprehensive Plan Update on May 28, 2024 ([Resolution 3156](#)). The Plan identifies how the city will provide for early and continuous public participation in the development and amendment of the 2025 -2045 Comprehensive Plan and development regulations implementing the plan, as required by the GMA. This summary was prepared to document how the Anacortes community was engaged throughout the update process.

Public Participation Goals

The PPP outlines the following goals for community engagement:

- Build awareness about the Comprehensive Plan, the development regulations, the process under which they are developed, adopted, and amended, and how the public can participate in the process.
- Spur productive community conversation about Anacortes' long-term challenges and opportunities.
- Elevate the voices of communities most affected by past and current discriminatory land use and housing practices, who are vulnerable to potential impacts of plan outcomes, and/or who are historically underrepresented in planning processes. This could include, but is not limited to, youth, people of color, renters, and low-income individuals.
- Focus resources on soliciting input on elements of the update process likely to be of greatest interest/impact to the community.
- Offer engagement opportunities that are relevant to all audiences.
- Share data and community stories to increase the shared understanding of issues.

Comprehensive Plan Amendment Requests

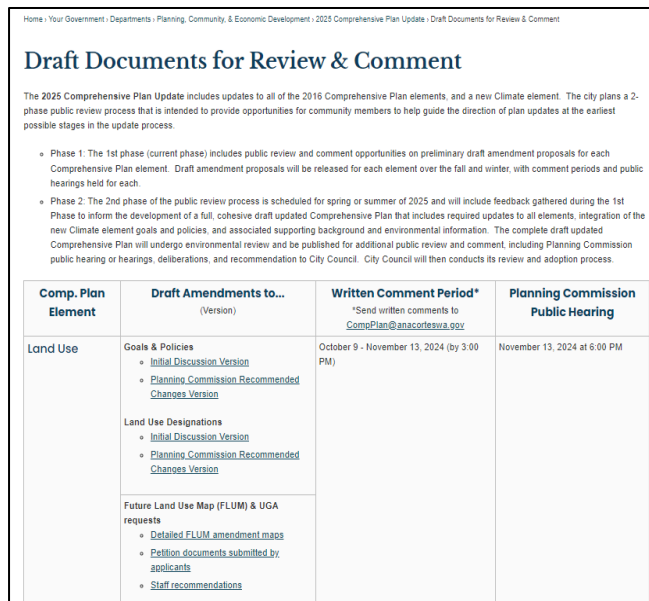
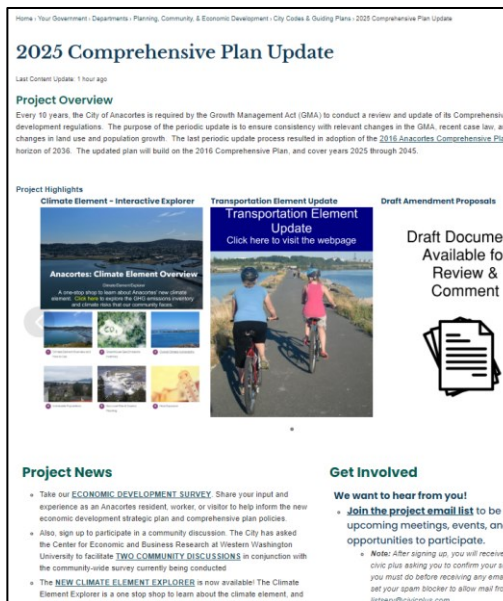
Community members have the opportunity annually to propose amendments to the Comprehensive Plan and development regulations as part of an annual comprehensive plan docket cycle. The city merged the 2024 annual docket with the 2025 periodic update review process. To enhance public participation in the 2025 periodic update process, the deadline for

submitting property-specific proposed changes to the Comprehensive Plan land use map or policies and/ or development regulations for the 2024 docket was extended from March 31 to June 30, 2024.

The City received multiple petitions requesting to amend the Comprehensive Plan or development regulations. After a public hearing, City Council adopted [Resolution 3161](#) establishing a docket for the 2025 Comprehensive Plan and Development Regulations Periodic Update. A total of 29 items /requests were docketed for consideration during the 2025 periodic update. This is in addition to mandatory items that need to be reviewed and updated to address new state laws and updated growth projections.

Communications

- **Subscription Email List.** In April 2024, a subscription email list was established for dissemination of announcements and notices to subscribed parties. As of June 4, 2025 there were 171 list subscribers.
- **2025 Comprehensive Plan Update webpage.** In April 2024, City staff developed and published a webpage that provides key details about the Comprehensive Plan Update process, including information about upcoming events, a list of past events & links to meeting videos, project documents, and information about how to stay informed. This page is updated frequently. www.planacortes.org
<https://www.anacorteswa.gov/1650/2025-Comprehensive-Plan-Update>
- **Direct emails.** In April 2024, City staff sent direct email messages to key participants identified through the process of developing the Public Participation Plan. The emails invited participation, provided a link to the 2025 Comprehensive Plan Update project webpage, and information on how to sign up for the project email list.
- **City Contact Email Address.** A specific city email address was created for community members to send comments throughout the update process.
CompPlan@cityofanacortes.org.
- **PLANACORTES.** City staff created the project nickname “PLANACORTES” in Fall of 2024 to provide a short and memorable way to reference the 2025 Comprehensive Plan Update process. The city purchased the domains for www.planacortes.com and www.planacortes.org and established a redirect to the 2025 Comprehensive Plan update webpage. Use of the nickname has caught on and made it easier to convey in conversation how to find information about the plan update on the city’s website.



2025 Comprehensive Plan Update Webpage screenshots

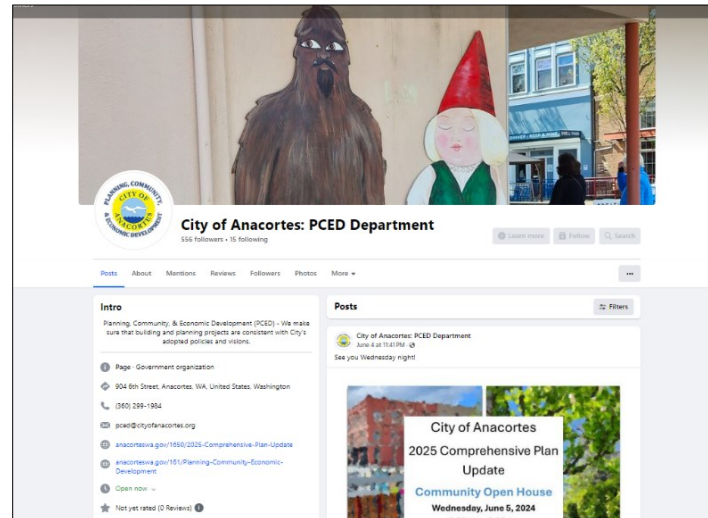
- **Stickers.** Stickers were created and distributed at public events and meetings to build awareness about the 2025 Comprehensive Plan Update process. The stickers integrated the PLANACORTES nickname and web address (planacortes.com and planacortes.org).



2025 Comprehensive Plan Update Stickers

- **Facebook Page.** City staff revived the Planning, Community & Economic Development Department's Facebook page to distribute information about the Comprehensive Plan

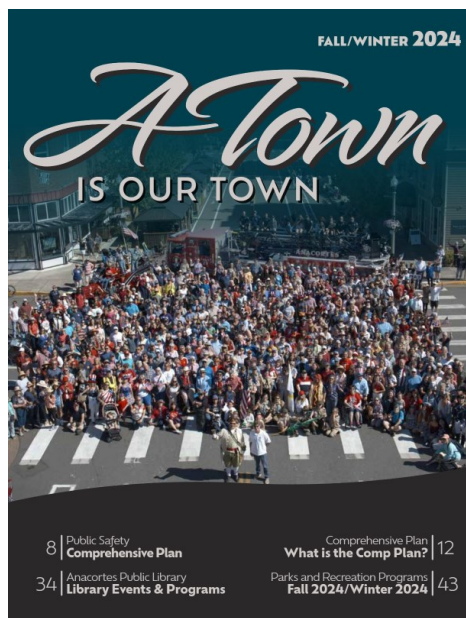
update and advertise events. The page had 581 followers as of November 18, 2024 and 673 followers as of June 3, 2025.



PCED Department Facebook page screenshot

A-Town Is Our Town Newsletter

The A-Town is Our Town Newsletter is a bi-annual informational magazine published by the City of Anacortes and mailed to all Anacortes residents. The [Spring/Summer 2024 edition of A-Town](#) invited citizens to engage in comprehensive planning and provided instructions for how to sign up to receive project updates. The [Fall/Winter 2024 edition](#), which hit mailboxes in October 2024, was dedicated to the 2025 Comprehensive Plan Update. The edition included articles providing basic information about what a Comprehensive Plan is and its importance, and why community members may want to get involved in the update. The edition also highlighted how the city's various departments responsible for providing services are planning for growth. The 2025 Comprehensive Plan Update was again a topic in the [Spring/Summer 2025 edition](#), providing an update on the process and ways to stay informed.



Outreach Methods

Community Open Houses

Open House #1 – June 5, 2024

The first community open house was held in City Council Chambers on June 5, 2024. Over 100 people attended the event. A summary of the Open House is provided in a separate document titled [“Anacortes Comprehensive Plan Update Open House Summary”](#).

Key themes from the overall feedback included:

- Many participants said that they would like to walk and bike more in Anacortes and expressed support for the City adding and improving pedestrian and bike infrastructure, as well as enhancing bus transit frequency.
- Incorporate pedestrian focused areas, with slow traffic, in historic downtown Anacortes to make walking in downtown more enjoyable.
- Improve safety, mobility, and quality of life for teenagers and kids by adding more spaces dedicated to teens and kids and making it easier for teens and kids to navigate to and from such spaces by themselves.
- Improve access to and onto the water.
- Concerns about impacts from wildfire smoke was the top response related to climate impacts. Some participants also had questions/concerns about wildfire risks to their homes/properties.
- Interest in increased housing density and more affordable housing options in many parts of the City.
- Community is interested in this process and wants the City to be transparent about how they are compiling, prioritizing, and responding to feedback.

Open House #2 – October 23, 2024

A second Open House was held in City Council Chambers on Wednesday, October 23, 2024 from 6:00 pm to 8:00 pm, drawing approximately 60 people. The purpose of the open house was to share initial findings for the Climate element and to update progress on other elements. A summary of the Open House is provided in a separate [Summary Document](#). Public feedback was gathered via sticky notes on boards, which have been transcribed into [this document](#).

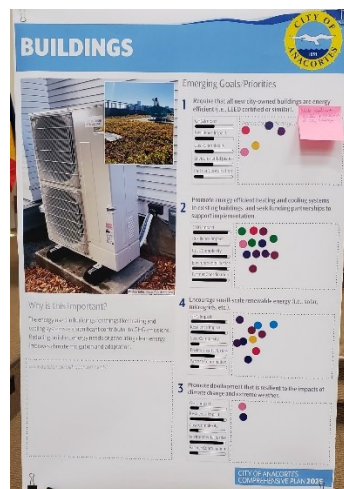


Key Themes from Overall Feedback:

- Many participants were interested in the new information, which led to a lot of good questions and engaged information.
- Good discussion and questions from attendees on the Climate Vulnerability Index Map. Some participants were surprised that specific climate risks, like coastal flooding, didn't show up on the map. There was more understanding once consultants described how the Climate Vulnerability Index Map brings diverse information together – climate impacts, population sensitivity, and adaptive capacity.
- Interest in City support and programs that can reduce greenhouse gas emissions.
- Interest in finding more ways to protect shorelines, wetlands, and trees.
- A desire to continue focusing on resurfacing, repair, and maintenance of streets.
- Interest in more frequent bus service provided by Skagit Transit.
- A mix of support and objection to the completion of the Guemes Channel Trail between the current terminus and downtown.
- Support for more ADA upgrades, sidewalks, and bikeways within city limits.
- Support for more flashing crosswalks across SR 20 Spur to mitigate pulses of WSDOT ferry traffic.
- Interest in having businesses at or near Ferry Landing.

Open House #3 – March 20, 2025

A third Open House was held in City Council Chambers on Thursday, March 20, 2025 from 6:00 pm – 8:00 pm. Approximately 35 people attended the event. During the open house portion of the meeting participants reviewed posters about updates and progress being made on the different comprehensive plan elements and asked questions of staff and the consultant team.



Key themes and overall feedback:

- Activity Boards showed the most excitement for emerging climate goals that related to:
 - Promoting solar energy production and other small-scale renewable strategies and battery storage.
 - Promoting energy efficient heating and cooling systems in existing buildings.
 - Incentives to promote private development to surpass minimum code requirements and sustainable design features.
 - Increasing active transportation and supporting transit.
 - Supporting the transition to electric vehicles.
 - Protecting and enhancing urban forests.
 - Protecting and restoring streams and wetlands.
- Expressed interest in the City focusing more on stormwater improvements and creek daylighting – and wanting a stronger connection to that in the Climate Element.
- Interest in safe and dependable ships. Could see use for hybrid diesel/electric ships.
- An idea to also add significant remodel and conversion of City buildings to be energy efficient.
- A note expressing that home and apartment crowded parking makes for unhappy neighbors.

Surveys

Transportation Plan Survey

The Anacortes Transportation Plan Survey (online) was open from August 25 – October 3, 2024. There were 445 individual contributions to the survey. Some takeaways:

- People rated the city's trails, pedestrian crossings, street lights, street connectivity, and bikeways as the top 5 parts of the transportation system in terms of quality.
- The top 5 transportation improvement priorities were: sidewalks, crossings, and trails; roadway maintenance; bicycle facilities; new road connections; signals and roundabouts.
- 79% of respondents drive a gas-powered vehicle to get around on an average day; 70% walk; and 32% ride a bike (e-bike or non-electric).

Economic Development Survey

More will be added here later.

Climate Survey

More will be added here later.

Climate Team

The Climate Team was established via City Council [Resolution 3165](#) to assist in the development of the Climate Element of the City's Comprehensive Plan. The Climate Team members, appointed by the mayor, include representatives of community organizations and/or service providers, tribal governments, transportation agencies, impacted businesses, local medical institutions, educational institutions, city council, planning commission, and city staff. Climate Team members were selected with consideration for those who can speak to the needs of vulnerable and impacted communities, those who are most impacted by proposed goals and policies, and those who will be tasked with implementing the Climate Element goals and policies.

The Climate Team will act as advisors for the development of the Climate Element, helping City planning staff and the consultant team better understand community priorities and determine how to synthesize the results of the technical analysis and those community priorities into specific, achievable goals and policies.

Meetings of the Climate Team were open to the public. Recordings and meeting summaries are linked from the project webpage. The Climate Team met on September 24, 2024, November 19, 2024, January 14, 2025 and February 27, 2025.

After Climate Team review, an initial draft of the Climate Element goals and policies was released for public review in April 2025. The Planning Commission held a public hearing on the goals and policies on April 23, 2025.

Climate Listening Sessions

The City held two listening sessions (on December 4, 2024 and February 13, 2025) to engage Anacortes businesses and industries on climate-related planning. The City and consultants shared information about projected changes in Anacortes' climate and consequences on infrastructure, ecosystems, and public health, as well as the results of the Greenhouse Gas Emissions Inventory. Attendees were invited to ask questions, provide their observations, and/or concerns about how extreme weather, air quality, sea-level rise other impacts are affecting their businesses and industries. The primary aim of the listening sessions was to learn how the City can help local businesses and industries better prepare and adapt to the impacts of climate change.

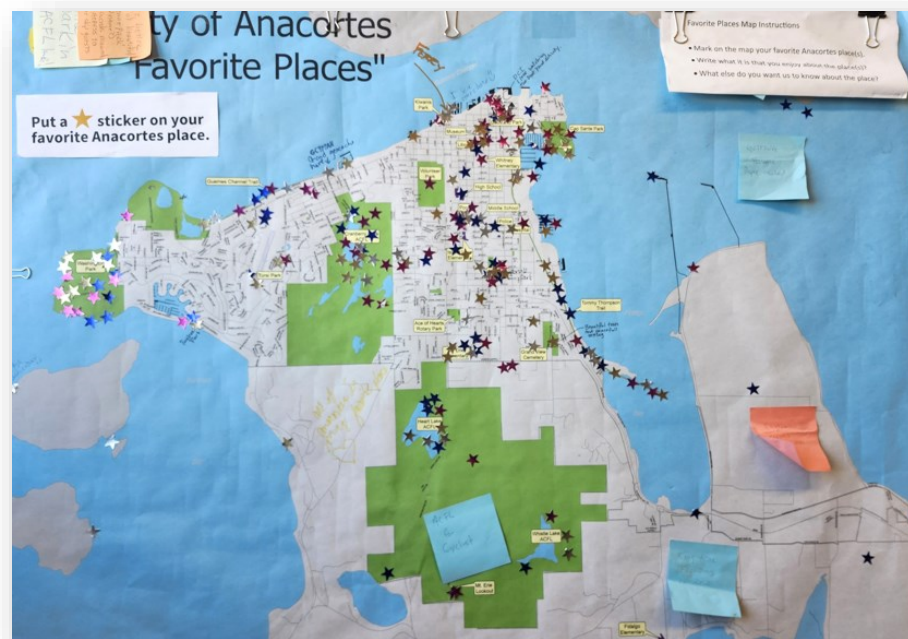
Climate Explorer

An [interactive story map](#) was created to allow community members to explore the Greenhouse Gas Emissions Inventory and climate risks facing the community in detail.

Pop-Up Tabling

Over the spring and summer of 2024, City staff engaged attendees at community events, promoting awareness of the 2025 Comprehensive Plan update and gathering community member input and ideas. Interactive activities were also available at the city table during each event. Engagement included:

- **Distribution of project information including:**
 - A tri-fold brochure with details on how to stay involved and learn more.
 - Frequently asked questions handout
 - Project webpage url and project email address, including QR codes to make accessing the site easier
- **A “Favorite Places” map.** Community members placed stickers on their favorite Anacortes locations, sparking conversations about places to protect and those impacted by climate change.



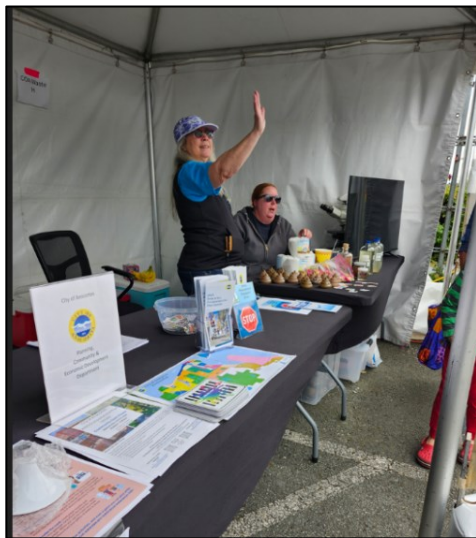
- **Tell us what you think!** Community members completed simple questionnaires asking what they love most about Anacortes, what Anacortes needs most, and what they want Anacortes to look like in 20 years.



June 1, 2024 – Anacortes Waterfront Festival

The Anacortes Waterfront Festival is a free 2-day annual event that highlights Anacortes' maritime heritage through family-friendly water-oriented activities including free boat rides, arts and crafts, a boat-building competition, and educational exhibits.

On June 1, 2024, PCED staff attended the festival along with Public Works employees from the Wastewater Treatment Plant and Water Plant. They distributed flyers advertising the upcoming 6/5/24 Open House and 2025 Comprehensive Plan Update brochures. Conversations covered topics like marina parking, the possibility of an events center, retail store availability, on-street parking management, fiber, and environmental restoration projects.



June 22, 2024 – Anacortes Pride Parade

The 3rd annual Anacortes Pride Parade and Celebration includes a parade down Commercial Avenue and continues with a celebration and entertainment at Causland Park.

City staff engaged with attendees at a booth set up in Causland Park, discussing housing affordability, the Guemes Channel Trail, growth, tree maintenance, pesticide use, and ideas for promoting Anacortes as a remote work destination. Additionally, 23 people subscribed to the 2025 Comp Plan update email list.

What we heard:

What Anacortes needs most is:

- *"A community arts space!!!"*
- *"Completion of the Guemes [Channel] Trail"*
- *"Trees"*
- *"Less new houses"*

In 20 years, I want Anacortes to look like:

- *"A small, local community"*
- *"More families and nature spaces for families to be together and interact with the forestlands."*
- *"Green, healthy, clean"*
- *"Affordable housing for all"*



June 29, 2024 – Downtown Anacortes Whale of a Sale

The Anacortes Whale of a Sale is a lively sidewalk sale held in historic downtown Anacortes.

At a table located near the post office, City staff engaged with community members on topics such as recent and future waterfront development, accessory dwelling units, land capacity,

engaging young people, short-term rentals, the Guemes Channel Trail, opinions about growth, and expanding the urban growth area.

Some of what we heard:

What I love most about Anacortes is:

- *"Downtown is walkable"*
- *"Mom and Pop stores"*
- *"Small town, healthy downtown, low crime, great parks and trails"*

In 20 years, I want Anacortes to look like:

- *"As much like it is now as possible, keep growth downtown, build up rather than into neighborhoods"*
- *Lots of outdoor gathering places, like the parklets, they make Anacortes feel inviting and lively*



July 13, 2024 – Kids-R-Best Fest, Storvik Park

Kids R Best Fest is an annual, City-sponsored free event intended to celebrate kids and all they do for our community. There are always a number of activities and games to participate in. City staff got in on the fun by asking kids to help plan Anacortes' future! Kids of all ages wrote down what they love about their neighborhood and their ideas for making it even better.

You can see what they said here: [Photos of boards](#) and [compiled responses](#)

Some of what we heard:

Things I like about my neighborhood:

- *"My friends"*
- *"Parks"*
- *"Trees"*
- *"Not loud"*
- *"Good road to play"*

Things that would make my neighborhood better:

- *"More playgrounds"*
- *"Less cats"*
- *"Bowling alley"; "Roller rink"*
- *"More places for kids"*
- *"Better places to make forts"*

- "People are nice"
- "Neighbors, safe"
- "More people"
- "More kids my age"



July 24, 2024 – Summer Concert Series, Seafarers Memorial Park

The Port of Anacortes hosts a free concert series each year to bring the community together and promote great Northwest bands. City staff set up a table and conversed with concertgoers about the 2025 Comprehensive Plan to the tunes of *Pacific Twang*.



August 11, 16 & 17, 2024 – Summer Concert Series, Heart of Anacortes and Seafarers Memorial Park

Planning Commission members attended these summer concerts to promote awareness of the 2025 Comprehensive Plan update. Topics of conversation included the Marine Hardware building, Fidalgo Bay waterfront development, importance of maintaining the forest lands, shopping options in Anacortes, water sustainability, stormwater, and downtown parklets.

August 24, 2024 – Fidalgo Bay Day

Fidalgo Bay Day is an annual educational event hosted by the Skagit County Marine Resources Committee and held at Samish Indian Nation's Fidalgo Bay Resort. Despite the rainy weather, an estimated 300 people attended the event this year. The event celebrates Skagit County's local estuaries and their beauty, history and marine life. City Staff shared a shelter with Parks Department staff and got the word out about the 2025 Comprehensive Plan Update. We also asked people to put a star on their favorite Anacortes shoreline.



August 25, 2024 – Open Streets

Anacortes Open Streets is a chance for the community to come out and enjoy downtown Anacortes without cars! Commercial Avenue is closed to cars and opened to bicyclists, walkers, strollers, skaters – non-motorized movers of all types. The 2025 Comprehensive Plan team was there, ready to tell people all about the update and ways to get involved. We also asked: What are your priorities for Anacortes? [Here's what people said.](#)



August 31, 2024 – Anacortes Farmers Market

The Anacortes Farmers Market is a Saturday morning tradition for residents and visitors alike. One can purchase a wide variety of vegetables, fruit, and handmade goods direct from the local farmers and artisans themselves. When City staff attended on August 31, there were plenty of folks who were interested in finding out more about the 2025 Comprehensive Plan update, and to provide their priorities for Anacortes. There was interest expressed in more pickleball courts, questions about timing to complete the Guemes Channel Trail, discussion about how to provide more things for young people to do, and more. Here is a [photo of the “list”](#).



Community & Civic Groups

City staff have given presentations about the Comprehensive Plan Update effort to community groups on request. To date, these have included:

- Kiwanis Sunrisers – February 13, 2024
- Fidalgo Democrats – March 12, 2024
- Kiwanis Noon Club – May 16, 2024
- Chamber of Commerce Visitor Information Center – October 29, 2024
- Realtors “Anacortes Real Estate Update 2025” – March 27, 2025
- Creative Arts District – May 13, 2025

Public Meetings / Hearings

Over the past year, there have been multiple public meetings and hearings related to the 2025 Comprehensive Plan Update. Prior to each Planning Commission or City Council meeting or hearing, City staff send meeting agendas to those subscribed to applicable email notification lists. Notification of public hearings is also accomplished by publishing notice in the Anacortes American, on the City’s website, and at city hall and the library.

A list of past and upcoming meetings and events, along with links to agendas, meeting documents, and meeting recordings is available on the [2025 Comprehensive Plan Update](#) project webpage under the “Meeting & Event Info” tab.

As of June 3, 2025, the Anacortes Planning Commission had held 19 public meetings, including 4 public hearings, to review, discuss, and take public comment on various elements of the 2025 Comprehensive Plan Update process, including preliminary amendments to the goals and policies of the Land Use, Housing, Transportation, Capital Facilities, Utilities, Climate, Environment & Conservation, Economic Development, and Parks, Recreation & Open Space elements. City Council has had 2025 Comprehensive Plan Periodic Update-related agenda items on 9 total public meetings agendas since the beginning of 2024.

Public Comments Received

Since July 2024, the City has been accepting written comments submitted by members of the community and other interested parties and uploading them to the project webpage. All comments received are being reviewed by staff and the consultant team, and are provided to Planning Commission and City Council for consideration during the update process.

Anacortes Comprehensive Plan Update

Land Use Goals and Policies Tracker

DRAFT September 18, 2024

11/6/24 Planning Commission Recommended Changes Version

The Planning Commission reviewed the 1st draft proposed amendments at their September 25, October 2, October 9, and November 6 meetings. The Planning Commission’s recommended changes to the 1st draft, if any, are shown in the last column.

Introduction

This goals and policies tracker reviews the Land Use element of the 2016 Anacortes Comprehensive Plan in support of the 2025 periodic update. MAKERS is providing comments, considerations, and recommendations for updating goals and policies. Further updates and additions will be added to the Land Use element to meet climate element requirements and better connect policies that are both land use and climate related.

Some frequent abbreviations used in this audit:

- AMC = Anacortes Municipal Code
- GMA = Growth Management Act
- HAP = [Housing Action Plan](#)
- RDI = Racially disparate impacts
- SMP = Shoreline Management Program

Land Use Element

Goals and Policies

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended changes to the 1 st draft
Goal LU-1	1	Land Use Pattern. Establish a development pattern consistent with the community's vision.			No PC comments.
Policy LU-1.1	1	Designate the general distribution, location and extent of the uses of land for housing, commerce, recreation, open spaces, public utilities and facilities, and other land uses.	Designate the general distribution, location and extent of the uses of land for housing, commerce, recreation, open spaces, green spaces , urban and community forests , public utilities and facilities, and other land uses	Updates to the Growth Management Act (GMA) under HB 1181 (passed in 2023) updates the requirements for types of lands cities must designate in their comprehensive plan. See RCW 36.70A.070 (1).	No PC comments.
Policy LU-1.2	1	Establish land use designations, densities and intensities as shown in Table LU-1.			No PC comments.
Policy LU-1.3	1	Manage and maintain the City's Official Zoning Map to ensure continued consistency with the Future Land Use Map (see Figure LU-1).			No PC comments.
Policy LU-1.4	1	Implement land use designations through a clear regulatory process that ensures transparency, fairness and predictability in the land development process.			No PC comments.
Policy LU-1.5	1	Review and reconcile the inconsistencies between zoning, shoreline designation and actual land uses along the Guemes Channel shoreline between Lovric's marina and Old Town area, as well as possible re-use of existing historic overwater structures in that area in a manner that minimizes impacts on the adjoining residential area on the uplands.	[Move under Goal LU-8]	This is a very specific policy compared to the general nature of other policies under Goal LU-1. This can better fit under Goal LU-8 which provides waterfront policies. The policy could potentially be removed when the Anacortes Shoreline Master Program (SMP) is updated.	No PC comments.
N/A			New Policy: Annually review zoning regulations to ensure continued compliance with changes in state law, including but not limited to the Growth Management Act and the State Environmental Policy Act.	The Legislature has shown an interest in frequent GMA amendments, particularly affecting housing.	No PC comments.
Goal LU-2	9	Community Design. Promote compatible pedestrian-oriented development that respects Anacortes's historic character and small town scale while strengthening its unique marine identity.	Community Design. Promote compatible pedestrian-oriented development that respects Anacortes's historic qualities character and small town scale while strengthening its unique marine identity.	The Racially Disparate Impact (RDI) analysis and Department of Commerce guidance recommend moving away from the term "character" when possible, as it is a vague term that historically has been used to exclude people of color from certain neighborhoods and cities.	No PC comments.
Policy LU-2.1	9	Adopt and administer user-friendly design standards and guidelines for commercial and multifamily development that emphasize the concepts below.	Maintain Adopt and administer user-friendly and objective design standards and guidelines for commercial and multifamily development that emphasize the concepts below. Periodically	Much of this policy was implemented in the 2019 development regulations update. Updated to emphasize design	No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended changes to the 1 st draft
		Evaluate the effectiveness of adopted standards and guidelines over time and make adjustments as necessary to achieve community design goals and policies. A. Employ site and building design techniques that promote safe and inviting pedestrian access and connections, particularly public access to and along the waterfront. B. Provide building massing standards that respect the character and scale of Anacortes's business districts and residential neighborhoods. C. Place an emphasis on human-scaled design details that contribute to the City's character and identity. D. Promote the use of high quality durable materials that respect the site's historic context and enhance the City's maritime character. E. Promote design that takes advantage of special vistas, particularly marine views from public spaces. F. Encourage the use of landscaping elements as a defining feature of Anacortes's character. 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. E. 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.	E valuate the effectiveness of adopted standards in response to built outcomes and community feedback and guidelines over time and make adjustments as necessary to achieve community design goals and policies. A. Employ site and building design techniques that promote safe and inviting pedestrian access and connections, particularly public access to and along the waterfront. B. Provide building massing standards that are compatible with respect the character and scale of Anacortes's business districts and residential neighborhoods. C. Place an emphasis on human-scaled design details that contribute to the City's character and identity. D. Promote the use of high quality durable materials that respect the site's historic context and enhance the City's maritime character. E. Promote design that takes advantage of special vistas, particularly marine views from public spaces. F. Encourage the use of landscaping elements for visual buffering, wildlife habitat, stormwater management, and other benefits. as a defining feature of Anacortes's character. G. Develop Provide 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. E. 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.	standards should be maintained, take out the reference "guidelines" which are not used, and reference "objective" design standards under new state law RCW 36.70A.630 . Also limit the use of "character," as recommended by the RDI analysis.	
Policy LU-2.2	9	Design public facilities to support and strengthen Anacortes's community character and identity. A. Recognize that the character of public rights-of-way play a role in determining community character. Wherever feasible, promote complete streets and incorporate streetscape improvements, such as wayfinding signs, lighting, public art, enhanced landscaping and street furniture, to enhance community character. B. Recognize, maintain, and enhance community entry and gateway sites to enhance Anacortes's distinct maritime character and setting. C. Design public facilities to serve as a model of architectural and site design for private development in the city through use of quality building materials, human scale detailing, design character, and landscape materials. D. Locate and design public spaces that reflect and enhance Anacortes's character and function as welcoming formal and informal gathering spaces.	Design public facilities to support and strengthen Anacortes's community character and identity. A. Recognize that the character of public rights-of-way play a role in determining community character. showcasing community design and civic pride. Wherever feasible, promote complete streets and incorporate streetscape improvements, such as wayfinding signs, lighting, public art, enhanced landscaping and street furniture, to enhance community character. B. Incorporate consideration of physical health and well-being into the location and design of public facilities B C . Recognize, maintain, and enhance community entry and gateway sites to enhance Anacortes's distinct maritime character and setting. D E . Design public facilities to serve as a model of architectural and site design for private development in the city through use of quality building materials, human scale detailing, sustainable building design character , and landscape materials. E D . Locate and design public spaces that reflect and enhance the public experience of Anacortes's character and function as welcoming formal and informal gathering spaces.	Updated to limit the use of "character," as recommended by the RDI analysis. New sub-policy B, and edited sub-policy D, is relocated from Policy LU-4.5.	Design public facilities to support and strengthen Anacortes's community character and identity. [no other changes from 1 st draft]

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended changes to the 1 st draft
Goal LU-3.	10	Historic Preservation. Protect, preserve, and celebrate Anacortes's historic, cultural, and archeological resources.			No PC comments.
Policy LU-3.1	10	Support continued efforts by the Anacortes Historic Preservation Board (AHPB) in administering the City's historic preservation program. This includes identifying, evaluating, protecting, and enhancing historic properties.			No PC comments.
Policy LU-3.2	10	Craft and maintain zoning regulations to balance the need to accommodate anticipated growth while preserving the City's historic resources and character. Consider techniques to integrate incentives and/or site design flexibility for preservation and/or reuse of historic structures.	Craft and m Maintain zoning regulations to balance the need to accommodate anticipated growth while preserving the City's historic resources and character . Consider techniques to integrate incentives and/or site design flexibility for preservation and/or reuse of historic structures.	The 2019 development regulations update included design standards that partially implemented this, so the recommendation is to adjust language to maintain because such regulations have been crafted. Other ideas could be inserted into this policy such as air rights swaps, density bonuses for structure or façade preservation, etc.	Craft and m Maintain zoning regulations to balance the need to accommodate anticipated growth while preserving the City's historic and cultural resources and character . Consider techniques to integrate incentives and/or site design flexibility for preservation and/or reuse of historic structures.
Policy LU-3.3	10	Adopt design standards and guidelines that provide guidance on preserving, rehabilitating, reconstructing, or adding to designated historic and other older structures within the Central Business District, Old Town, and other applicable areas. The standards and guidelines should also provide guidance to the design of new construction in historical settings so that such buildings are respectful of the historic context while discouraging designs that promote a false sense of historicism.	Adopt design standards and guidelines that provide guidance on preserving, rehabilitating, reconstructing, or adding to designated historic and other older structures within the Central Business District, Old Town, and other applicable areas. The standards and guidelines should also provide guidance to the design of new construction in historical settings so that such buildings are respectful of the historic context while discouraging designs that promote a false sense of historicism.	Removing this policy because the policy has not been implemented and there appears to be limited staff and budget capacity to do so. Anacortes can continue relying upon the new commercial and residential design standards (such as Chapters 19.43 and 19.63 AMC) which address issues that touch upon historic design features such as residential porches, location of parking, commercial storefronts and building materials, etc. The local Historic Preservation Board and the Washington State Department of Archaeology and Historic Preservation also provide guidance on design for historic buildings.	No PC comments.
Policy LU-3.4	10	Participate in regional efforts to identify and preserve historic and cultural sites.	Participate in State and Tribal government regional efforts to identify and preserve historic and cultural sites.	This policy is vague, as there is no known effort for this occurring at the regional (county) scale. It should refer to State and tribal government efforts instead.	No PC comments.
Policy LU-3.5	10	Acquire historical or cultural resources when feasible. Consider cost sharing for acquisition, lease, or maintenance with other public or private agencies or governments.	The city of Anacortes A acquires historical or cultural resources when feasible. Consider cost sharing for acquisition, lease, or maintenance with other public or private agencies or governments.	Update is meant to clarify that the City government should acquire such resources.	No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended changes to the 1 st draft
Policy LU-3.6	10	Incorporate interpretive signage, historic street names and features reflecting original historic designs into park projects, transportation projects, and buildings when feasible, as a means of commemorating past events, persons of note, and City history.			No PC comments.
Policy LU-3.7	10	Provide assistance to developers, landowners, and interested citizens in obtaining grants and tax incentives for the reuse and rehabilitation of designated historic sites and buildings.	Provide assistance to developers, landowners, and interested citizens in obtaining grants and tax incentives for the reuse and rehabilitation of designated historic sites and buildings, through the use of resources like the Anacortes Museum, the local Historic Preservation Board, and the Downtown Anacortes Alliance .	Update is meant to note that the Anacortes Museum, the local Historic Preservation Board, and the new Downtown Anacortes Alliance are good resources.	No PC comments.
			New Policy: Adopt enforceable development regulations which designate heritage buildings and prohibit demolition by neglect.	Directed by City Council Resolution 3161, item A-10 LEG-2024-10 .	No PC comments.
Goal LU-4	10	Resource protection & sustainable design. Maintain and enhance Anacortes's robust environmental stewardship.		Note: - This goal and policies have some overlap with the goals/policies in the Environment and Conservation Element. These will be reviewed again for consistency and opportunities to consolidate at a future date.	No PC comments.
Policy LU-4.1	10	Maintain and strengthen regulations to protect sensitive natural areas and pursue strategies/actions to restore degraded natural areas.			No PC comments.
Policy LU-4.2	10	Update development regulations to emphasize sustainable design in new developments, including forms of Low Impact Development.	Update development regulations to emphasize sustainable design of buildings, landscapes, streets, stormwater systems, and other elements in-of new developments. This can include, including, forms of Low Impact Development, green building rating systems, renewable energy, and multimodal transportation .	Low Impact Development (LID) is stated as the city's preferred approach in the stormwater regulations under AMC 19.76.010, and it is encouraged for street design under AMC 19.52.010. This policy can be updated to be more specific about landscaping and building design, which do not have as much reference in the code.	No PC comments.
Policy LU-4.3	10	Encourage retrofits to existing development and infrastructure to reduce environmental impact. Explore providing incentives to residents and businesses that improve building energy performance and/or incorporate onsite renewable energy.	Encourage retrofits to existing development and infrastructure to reduce environmental impact. Explore providing incentives to residents and businesses that improve building energy performance, and/or incorporate onsite renewable energy, reduce indoor and outdoor water use, reduce untreated stormwater runoff, and support multimodal transportation .	This policy adds examples of other types of outcomes that can be explored.	No PC comments.
Policy LU-4.4	11	Develop policies and prescriptive designs to encourage property owners to landscape unimproved right-of-way with functional Low Impact Development features (e.g.,			No PC comments.

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		bioswale, raingarden) or for use as private food gardens.			
Policy LU-4.5	11	Emphasize sustainable design/practice in public improvements and in the design/use of public facilities and events. Key elements: - Update public works standards, as necessary, to emphasize best practice sustainable design/practice. - Incorporate consideration of physical health and well-being into the location and design of public facilities	Emphasize sustainable design/practice in public improvements and in the design/use of public facilities and events. Key elements: Update public works standards, as necessary, to emphasize best practice sustainable design/practice. Incorporate consideration of physical health and well-being into the location and design of public facilities.	Removal suggested because it is an opportunity to combine/consolidate with Policy LU-2.2 above.	No PC comments.
Policy LU-4.6	11	Explore the feasibility of an incentive zoning/development credit program. For example, under such program, developers could have an option to purchase additional density credits or other zoning code flexibility. Funds from this purchase could go towards purchasing land or the development rights from property owners in sensitive natural/rural areas or toward some other public benefit.	Explore the feasibility of an incentive zoning/development credit program. For example, under such program, developers could have an option to purchase additional density credits or other zoning code flexibility. Funds from this purchase could go towards purchasing land or the development rights from historic properties, environmentally sensitive areas, rural resource lands, or toward some other public benefit . property owners in sensitive natural/rural areas or toward some other public benefit.	Transfer of development (TDR) rights programs for natural/rural areas protection have proved to be largely infeasible, especially in smaller markets outside of major metropolitan regions. However, this policy seems to contemplate something different or additional to TDR programs. Some more specificity is also suggested.	No PC comments.
Policy LU-4.7	11	Establish resource protection and sustainability goals, monitor development to track success in meeting those goals, and refine the implementation strategy as needed to help meet goals.	Establish resource protection and sustainability goals a monitoring and adaptive management program to increase fairness, transparency, and improved ecological outcomes for critical areas protection. , monitor development to track success in meeting those goals, and refine the implementation strategy as needed to help meet goals.	Updated to provide more specific direction. Monitoring and adaptive management is encouraged in WAC 365-195-905(6) to improve implementation of critical areas regulations.	No PC comments.
Goal LU-5	11	Community Gathering Space. Preserve and develop inviting and distinctive gathering spaces, with the greatest emphasis in Downtown and commercial areas.			No PC comments.
Policy LU-5.1	11	Maintain and extend the Guemes Channel Trail and waterfront esplanades integrating community gathering spots at strategic locations along the trail corridor.	Maintain and extend the Guemes Channel Trail and waterfront esplanades integrating community gathering spots at strategic locations along the trail corridor. Require development adjacent to the trail to help complete the trail (such as with improvement dedications, easements, or fee-in-lieu) and provide public access to the water.	This project is still in progress. The City is working toward obtaining easements, and plans to conduct an environmental impact statement for the remaining portion of trail planning/construction. The policy should be updated to make the nexus to Land Use more apparent.	No PC comments.
Policy LU-5.2	11	Adopt development regulations that encourage the integration of usable public open space in commercial and mixed-use areas.	Maintain Adopt development regulations that encourage the integration of usable public open space in commercial and mixed-use areas.	This policy was achieved in the 2019 development regulations update. Suggest updating to say “maintain.”	No PC comments.
Policy LU-5.3	11	Maintain and enhance streetscape design standards that enable safe access for all users and enhance character and identity of the City.	Maintain and enhance streetscape design standards that enable safe access for all users and enhance public experience character and identity of the City.	This policy was achieved in the 2019 development regulations update, primarily Title 19 Article 5. Updated to limit the use of “character,” as recommended by the RDI analysis.	No PC comments.

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Policy LU-5.4	11	Pursue strategic public/private partnerships with large developments to leverage high quality public space integrated with new development.			No PC comments.
Policy LU-5.5	11	Continue to encourage public participation in the design of public spaces throughout the City.			No PC comments.
Goal LU-6	11	Residential uses. Preserve and enhance the quality, character and function of Anacortes's residential neighborhoods.	Residential uses. Preserve and enhance the quality, character and function of Anacortes's residential neighborhoods.	Updated to limit the use of "character," as recommended by the RDI analysis.	No PC comments.
Policy LU-6.1	12	Provide for a wide variety of housing types within the city to meet the full range of housing needs for Anacortes's evolving population.			
	12	A. Accessory dwelling units (ADU). Allow for attached and detached ADU's in all residential districts provided size, design, and other provisions are included to promote compatibility with surrounding uses.	A. Accessory dwelling units (ADU). Allow for attached and detached ADU's on all lots that allow for single-family homes in all residential districts. Provide provided size, design, and other provisions <u>standards</u> which are compliant with state law included to promote compatibility with surrounding uses.	Revised to de-emphasize "compatibility" given new state law (RCW 36.70A.681) that restricts the types of design standards and other regulations that may be imposed on ADUs.	
	12	B. Small lot single family. Allow for small lot single family development (lots smaller than 5,000 square feet) in the R3 zone provided design provisions that emphasize a pedestrian-oriented design and the inclusion of usable open space are included.	B. Small lot single family. Allow for small lot single family development (lots smaller than 5,000 square feet) in the medium density residential zones. Maintain design standards <u>R3 zone provided design provisions</u> that emphasize a pedestrian-oriented design and the inclusion of usable open space are included.	This R3-specific policy was achieved in the 2019 development regulation update. Suggest updating to say "maintain." Other rewording for ease of reading.	B. Small lot single family. Allow for small lot single family development (lots smaller than 5,000 square feet) in the <u>medium density residential zones. Residential Medium Density and Old Town zones. Maintain design standards</u> R3 zone provided design provisions that emphasize a pedestrian-oriented design and the inclusion of usable open space are included.
	12	C. Cottage housing. Encourage the development of cottage housing (a cluster of small homes around a common open space) in single family zones as an increasingly popular housing type, provided special design provisions are included to ensure a pedestrian-oriented design, inclusion of common open space, and strict cottage size limitations.	C. Cottage housing. Encourage the development of cottage housing (a cluster of small homes around a common open space) <u>including attached cottages, in most residential zones</u> single family zones as an increasingly popular housing type. Maintain provided special design provisions standards are included to that ensure a pedestrian-oriented design, inclusion of common open space, and strict cottage size limitations.	This policy was generally achieved in the 2019 development regulation update. Suggest updating to say "maintain" and incorporate some 2-2023 HAP recommendations. Other rewording for ease of reading.	
	12	D. Duplexes & triplexes. Encourage these housing types in the R3 and R4 zones provided design provisions that emphasize a pedestrian-oriented design and the inclusion of usable open space are included.	D. Duplexes & triplexes. Encourage these housing types in the <u>low and medium density residential zones. R3 and R4 zones.</u> Maintain provided design provisions standards that emphasize a pedestrian-oriented design and the inclusion of usable open space are included.	This policy was generally achieved in the 2019 development regulation update. Suggest updating to say "maintain." Other rewording for ease of reading. Specific zone references are not strictly necessary, since the Land Use Designations (Table LU-1) already describes allowed uses.	D. Duplexes & triplexes. Encourage these housing types in the <u>low and medium density residential zones Residential Low Density 2 and Residential Medium Density zones. R3 and R4 zones.</u> Maintain provided design provisions standards that emphasize a pedestrian-

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					oriented design and the inclusion of usable open space are included.
	12	E. Townhouses. Encourage the development of townhouses in the R-3, R-4 and on certain side streets in the C and CBD zones as an efficient and popular form of housing for a large demographic of Anacortes's population. Design standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.	E. Townhouses. Encourage the development of townhouses in the <u>medium and high density residential zones</u> R-3, R-4 and on certain side streets in <u>commercial zones</u> the C and CBD zones as an efficient and popular form of housing for a large demographic of Anacortes's population. Design <u>Maintain design</u> standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.	This policy was generally achieved in the 2019 development regulation update. Suggest updating to say "maintain" and incorporate some 2023 HAP recommendations. Other rewording for ease of reading. Specific zone references are not strictly necessary, since the Land Use Designations (Table LU-1) already describes allowed uses.	E. Townhouses. Encourage the development of townhouses in the <u>medium and high density residential zones</u> R-3, R-4 <u>Residential Medium Density and Residential High Density zones</u> and on certain side streets in <u>commercial zones</u> the C and CBD zones <u>Commercial and Central Business District designations</u> as an efficient and popular form of housing for a large demographic of Anacortes's population. Design <u>Maintain design</u> standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.
	12	F. Senior and assisted housing. Encourage these housing types in the R-4 zone and under certain circumstances in the R3, and along certain side streets in the C, and CBD zones. Design standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.	F. Senior and assisted housing. Encourage these housing types in the medium and high density residential zones <u>R-4 zone and under certain circumstances in the R3</u> , and along certain side streets in the commercial zones <u>C, and CBD zones</u> . <u>Apply multifamily and commercial design standards to these uses.</u> Design standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.	Progress was made on this policy in the 2019 development regulations update for assisted living and nursing homes, along with subsequent code amendments made to implement recommendations from the 2023 HAP. Specific zone references are not strictly necessary, since the Land Use Designations (Table LU-1) already describes allowed uses. Senior and assisted housing is typically in a multifamily form and does not need special design standards different from the city's current multifamily and commercial design standards.	F. Senior and assisted housing. Encourage these housing types in the medium and high density residential zones <u>R-4 zone and under certain circumstances in the R3</u> , <u>Residential Medium Density and Residential High Density designations</u> and along certain side streets in the commercial zones <u>C, and CBD zones</u> <u>the Commercial and Central Business District designations</u> . <u>Apply multifamily and commercial design standards to these uses.</u> Design standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.
	12	G. Walk up apartments and stacked flats. Encourage these housing types in the R-4 zone and in the C and CBD zones above shops and on side streets. Design standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.	G. Walk up apartments and stacked flats. Encourage these housing types in the medium and high density residential zones and in commercial <u>R-4 zone and in the C and CBD</u> zones above shops and on side streets. Maintain <u>D</u> esign standards emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.	This policy was generally achieved in the 2019 development regulation update. Suggest updating to say "maintain." Other rewording for ease of reading. Specific zone references are not strictly necessary, since the Land Use Designations (Table LU-1) already describes allowed uses.	G. Walk up apartments and stacked flats. Encourage these housing types in the medium and high density residential zones <u>the Residential Medium Density and Residential High Density designations and in eCommercial and Central Business District designations</u> R-4 zone and in the C and CBD zones above shops and on side streets. Maintain <u>D</u> esign standards

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					emphasizing pedestrian-oriented design, façade articulation, and usable open space are particularly important.
	12	H. Live-work units. Promote opportunities to combine live and work spaces in the C and CBD zones and within Live-Work Overlay zones.	H. Live-work units. Promote opportunities to combine live and work spaces in the commercial zones C and CBD zones and within Live-Work Overlay zones.	The development regulations also allows this use in the MMU zone; the description of land use designations covers allowed uses and the zone-specific reference could possibly be removed.	H. Live-work units. Promote opportunities to combine live and work spaces in the Commercial, Central Business District, and Marine Mixed Use designations zones C and CBD zones and within Live-Work Overlay zones.
Policy LU-6.2	12	Protect the character of single family neighborhoods by focusing higher intensity land uses close to commercial and community services and transit.	Protect the character of single family neighborhoods by focusing higher intensity land uses close to commercial and community services and transit.	The Racially Disparate Impact (RDI) analysis and Department of Commerce guidance recommend moving away from the term “character” when possible, as it is a vague term that historically has been used to exclude people of color from certain neighborhoods and cities. The Housing Action Plan also found a need and community interest in diversifying the housing options available in most neighborhoods. Focusing growth in certain areas is still a valid approach, but there are already other policies that call for it in both the Land Use and Housing elements.	Retain this policy: Protect the character identity of single family neighborhoods by focusing higher intensity land uses close to commercial and community services and transit.
Policy LU-6.3	12	Adopt design standards for small lot single family development to gracefully integrate these uses into existing neighborhoods in ways that maintain general neighborhood scale and character. Key concepts to consider in the design standards: - A covered entry facing the street. - Minimize the impacts of garages and driveways on the streetscape. - Provide usable open space on all single family lots. - Maximum floor area ratio to better ensure that homes are proportional to lot sizes. - Minimum amount of façade transparency to promote more “eyes on the street” for safety and to create a welcoming streetscape.	Maintain the following Adopt design standards for small lot development to promote neighborhood compatibility and enhance the livability of new housing for small lot single family development to gracefully integrate these uses into existing neighborhoods in ways that maintain general neighborhood scale and character. Key concepts to consider in the for design standards: - A covered entry facing the street. - Minimize the impacts of garages and driveways on the streetscape. - Provide usable open space on all single family lots. - Maximum floor area ratio to better ensure that homes are proportional to lot sizes. - Minimum amount of façade transparency to promote more “eyes on the street” for safety and to create a welcoming streetscape.	This policy was achieved in the 2019 development regulations update; however, the HAP recommends de-emphasizing this housing type. Suggest updating to say “maintain.” Also, updated to limit the use of “character,” as recommended by the RDI analysis. The floor area ratio concept is suggested to be removed because City staff and decision-makers report the current types of development standards (height, lot coverage, landscape, etc.) are working adequately.	No PC comments.
Policy LU-6.4	13	Adopt design standards for new multifamily development to promote neighborhood compatibility, enhance the livability of new housing, and enhance the	Maintain the following Adopt design standards for new multifamily development to promote neighborhood compatibility and enhance the livability of new housing, and enhance the character of residential and mixed-use areas.	This policy was achieved in the 2019 development regulations update.	No PC comments.

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		character of residential and mixed-use areas. Key concepts to emphasize in the design standards: - Emphasize pedestrian oriented building frontages. - Emphasize façade articulation consistent with neighborhood scale. - Integrate high quality durable building materials and human scaled detailing. - Provide for usable open space for residents. - Provide compatible site edges and sensitive service area design. - Provide for vehicular access and storage while minimizing visual and safety impacts of vehicles. - Integrate landscaping elements to soften building elevations, enhance neighborhood compatibility, and improve the setting for residents.	Key concepts to emphasize in the for design standards: - Emphasize pedestrian oriented building frontages. - Emphasize façade articulation consistent with neighborhood scale. - Integrate high quality durable building materials and human scaled detailing. - Provide for usable open space for residents. - Provide compatible site edges and sensitive service area design. - Provide for vehicular access and storage while minimizing visual and safety impacts of vehicles. - Integrate landscaping elements to soften building elevations, enhance neighborhood compatibility, and improve the setting for residents.		
Policy LU-6.5	14	Allow some compatible nonresidential uses in residential zones, such as appropriately scaled schools, neighborhood-scaled grocery stores, religious facilities, home occupations, parks, open spaces, and other uses that provide places for people to gather, senior centers and day care centers. Maintain standards in the zoning code for locating and designing these uses in a manner that respects the character and scale of the neighborhood.	Allow some compatible nonresidential uses in residential zones, such as appropriately scaled schools, neighborhood-scaled grocery stores, religious facilities, home occupations, parks, open spaces, and other uses that provide places for people to gather, senior centers and other civic uses, and day care centers. Maintain standards in the zoning code for locating and designing these uses in a manner that is compatible with respects the character and scale of the neighborhood.	Neighborhood grocery stores were permitted in the 2019 development regulations update. Updated to limit the use of “character,” as recommended by the RDI analysis.	No PC comments.
Policy LU-6.6	14	Explore the development of zoning incentives to help meet housing diversity and affordability goals. Examples could include residential density bonuses, variations in allowed housing type, or flexibility in regulations, if a proposal meets community goals for affordable, senior, size-limited or other types of innovative housing. If not permitted outright or through discretionary review processes, consider providing for these incentives through pilot programs or other innovative measures.			No PC comments.
Goal LU-7	14	Downtown and South Commercial Avenue. Enhance the character and economic vitality of Downtown and the South Commercial Avenue corridor.	Downtown and South Commercial Avenue. Enhance the public experiencecharacter and economic vitality of Downtown and the South Commercial Avenue corridor.	Suggest using the term “public experience” instead of “character” because the term gets closer to the describing the intent of the goal.	No PC comments.
Policy LU-7.1	14	Maintain and strengthen downtown as the center for civic, retail, cultural, dining and entertainment activity in Anacortes.			No PC comments.

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		A. Encourage a mixture of uses downtown, including restaurants and taverns, retail, office, civic, cultural, lodging, and residential uses to support day and evening activities for all ages.			
	14	B. Facilitate more opportunities for people to live downtown through regulatory changes and proactive communication with property owners and the development community. Key concepts: - Integrate zoning flexibility to allow single purpose multifamily residential on most side streets. - Consider increasing flexibility for minimum parking requirements.	B. Facilitate more opportunities for people to live downtown through regulatory changes and proactive communication with property owners and the development community. Key concepts: - Integrate <u>Maintain</u> zoning flexibility to allow single purpose multifamily residential on most side streets. - Consider increasing <u>Increase the</u> flexibility for <u>of</u> minimum parking requirements.	This policy was generally achieved in the 2019 development regulations update. Retain this policy to emphasize “maintaining” the standards.	No PC comments.
	14	C. Craft and apply form-based design standards for downtown: Key concepts to emphasize in the design standards: - Reinforce the historic storefront pattern on Commercial Avenue. - Accommodate a variety of pedestrian-friendly building frontages on side streets. - Promote the continued preservation and restoration/rehabilitation of historic and contributing buildings. - Promote façade massing and articulation that complements historical context. - Integrate high quality durable building materials and human scaled detailing. - Provide compatible site edges and sensitive rooftop and service area design. - Locate and design off-street parking to minimize impacts to the retail and pedestrian environment.	C. Craft and <u>Apply</u> form-based design standards for downtown: Key concepts to emphasize in the <u>for</u> design standards: - Reinforce the historic storefront pattern on Commercial Avenue. - Accommodate a variety of pedestrian-friendly building frontages on side streets. - Promote the continued preservation and restoration/rehabilitation of historic and contributing buildings. - Promote façade massing and articulation that complements historical context. - Integrate high quality durable building materials and human scaled detailing. - Provide compatible site edges and sensitive rooftop and service area design. - Locate and design off-street parking to minimize impacts to the retail and pedestrian environment.	This policy was generally achieved in the 2019 development regulations update. Retain this policy to emphasize “maintaining” the standards.	No PC comments.
	14	D. Emphasize downtown as the primary gathering place for Anacortes: - Explore the development of a centralized public plaza space downtown. - Continue to promote festivals and other special events downtown. - Encourage the integration of public space and amenities associated with non-residential uses. - Enhance the streetscape downtown to provide opportunities for outdoor dining, interaction, public art, and people watching.			No PC comments.
	14	E. Explore opportunities to build a new City Hall and promote adaptive re-use of the existing City Hall with uses complementary to other downtown uses.			No PC comments.
	14	F. Craft and maintain zoning and design provisions that emphasize a graceful transition between downtown and adjacent residential neighborhoods.	F. Craft and maintain <u>Maintain</u> zoning and design provisions that emphasize a graceful transition between downtown and adjacent residential neighborhoods.	This policy was generally achieved in the 2019 development regulations update.	No PC comments.

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				Retain this policy to emphasize “maintaining” the standards.	
	14	G. Encourage multi-story construction with underground or structured parking that facilitates transit-friendly densities and vibrant pedestrian-oriented streetscapes.			No PC comments.
			New Policy: Explore full or partial pedestrianizing of streets in Downtown to enhance public experience and economic vitality.	Recommend new policy based on public feedback and city council interest. Directed by City Council Resolution 3161, item A-9.	No PC comments.
	14	H. Identify and improve walking and biking routes to downtown as a pedestrian and biking-friendly destination. Provide safe methods such as textured crosswalk paths and bulb-outs where people can cross major streets at regular and convenient intervals.			No PC comments.
	14	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.			No PC comments.
Policy LU-7.2	15	Strengthen the visual appearance and economic vitality of South Commercial Avenue.			No PC comments.
	15	A. Maintain and strengthen the function of the corridor for retail, commercial, and service uses.			No PC comments.
	15	B. Encourage residential development on side streets and in the form of mixed-use buildings (housing over shops) complementary to retail/service uses.			No PC comments.
	15	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.	C. Craft and apply Maintain 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 scale and community design 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.	This policy was generally achieved in the 2019 development regulations update. Retain this policy to emphasize “maintaining” the standards. Suggest using the term “community design” instead of “character” because the term gets closer to the describing the intent of the goal.	No PC comments.
	16	D. Design, implement, and maintain streetscape improvements to:			No PC comments.

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		- Enhance the visual appearance of the corridor and character/identity of the city. - Promote private investment in the corridor. - Enhance and promote non-motorized access and transit use.			
Goal LU-8	16	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.			No PC comments.
Policy LU-8.1	16	Enhance physical and visual access to the water. A. Maintain and extend the Guemes Channel Trail and waterfront esplanade along the entire waterfront consistent with the goals and policies of the Shoreline Master Program. B. Enhance the pedestrian connections between downtown and Fidalgo Bay waterfront. Key considerations: - Improve pedestrian crossings on Q/R Avenue near Cap Sante Marina. - Consider options to re-establish logical connection between Q and Commercial Avenue near 12th Street. C. Explore improved transit connections to the Fidalgo Bay waterfront. D. Adopt design standards that promote site and building design that enhance physical and visual access to the water from streets, parks and other publicly accessible spaces. E. In partnership with other organizations, such as the Port of Anacortes, consider options for a public boat ramp on Fidalgo Bay.			No PC comments.
Policy LU-8.2	16	Encourage public/private partnerships to facilitate coordinated development that balances economic, public amenity, environmental, and historical/cultural preservation goals. Example concepts: - Infrastructure agreements. - Public space provisions. - Provisions to encourage special/active waterfront uses – including lodging/conference facilities, recreational/cultural facilities.			No PC comments.
Policy LU-8.3	18	Capitalize on maritime industry by making full use of sites already tailored to marine uses. A. Preserve Industrial-zoned land south of 22nd Street for future industrial businesses and potential for green industries. B. Encourage preservation of industrial waterfront at 22nd Street to provide for manufacturing access to water. C. Encourage the preservation of access to the dredged channel near 22nd Street. D. Encourage the development of a modern haul-out for vessels up to 150 feet to increase opportunities for local			No PC comments.

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		businesses and a work yard open to business and the general public. E. Consider improvements and upgrades to the existing city haul-out facilities. F. Retain open industrial space for large-scale manufacturing.			
Policy LU-8.4	18	Adopt form-based design standards for the central Fidalgo Bay waterfront that promote coordinated development that enhances Anacortes’s unique marine character. A. Provide for physical and visual access to the water. B. Create a coordinated network of internal roadways and walkways that serves the envisioned mix of uses and creates a distinctive setting and identity for the district. C. Provide for pedestrian-friendly building frontages. D. Encourage building layout, orientation, modulation, and articulation to reduce the perceived scale of large buildings, add visual interest, and establish a distinct design character for the district. Emphasize human scaled design components and details that add interest to facades and entries. E. Provide for building heights up to four stories with the ability to go to six-stories via incentives for public amenities, desired mix of uses, and/or integration of special design features. F. Encourage the integration of public space and amenities associated with non-residential uses. H. Emphasize landscaping elements as a major character defining feature. I. Include design provisions that seek to minimize potential negative conflicts between different uses. For example, provide compatible site edges and sensitive service area design. J. Locate and design off-street parking to minimize negative visual impacts to pedestrian areas and uses.	Maintain Adopt form-based design standards for the central Fidalgo Bay waterfront that promote coordinated development that enhances Anacortes’s unique marine character. A. Provide for physical and visual access to the water. B. Create a coordinated network of internal roadways and walkways that serves the envisioned mix of uses and creates a distinctive setting and identity for the district. C. Provide for pedestrian-friendly building frontages. D. Encourage building layout, orientation, modulation, and articulation to reduce the perceived scale of large buildings, add visual interest, and establish a distinct design character for the district. Emphasize human scaled design components and details that add interest to facades and entries. E. Provide for building heights up to four stories with the ability to go to six-stories via incentives for public amenities, desired mix of uses, and/or integration of special design features. F. Encourage the integration of public space and amenities associated with non-residential uses. H. Emphasize landscaping elements as a major character defining feature. I. Include design provisions that seek to minimize potential negative conflicts between different uses. For example, provide compatible site edges and sensitive service area design. J. Locate and design off-street parking to minimize negative visual impacts to pedestrian areas and uses.	Such design standards were adopted in 2019 – but suggest updating to say “Maintain” while keeping all of the sub-policy details as these are all still important.	No PC comments.
Policy LU-8.5	18	Plans and regulations should take into account sea-level rise, tsunamis and other natural hazards.			No PC comments.
Goal LU-9	19	Industrial & Manufacturing Areas. Maintain and promote active use of industrial lands.			No PC comments.
Policy LU-9.1	19	Heavy manufacturing development should be contained in those general areas presently designated for Heavy Manufacturing (on March Point).			No PC comments.
Policy LU-9.2	19	In shoreline areas with deep water access encourage and support water dependent and water related uses such as manufacturing, shipping, moorage, navigation, cargo handling and storage, fish processing, and ship/boat construction and repair.			No PC comments.
Policy LU-9.3	19	Encourage multiple business manufacturing development, providing a more stable economic base through diversity, as opposed to a single large manufacturing business.	Encourage development of multiple types of manufacturing businesses es manufacturing development , providing a more stable economic base through diversity, as opposed to a single large manufacturing business.	Edits for clarification.	No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended changes to the 1 st draft
Policy LU-9.4	19	Limit non-industrial uses to those that are complementary to industrial activities in terms of access and circulation, public safety, hours of operation, and other land use activities.	Limit non-industrial uses to those that are complementary to industrial activities in terms of access and circulation, public safety, hours of operation, and other land use activities. For example, ground-floor retail, indoor recreation, and daycare to serve industrial employees and/or located within walking distance of commercial and high density residential zones can be complementary when appropriately sized and designed.	Edit suggested to support City Council Resolution 3161, item LEG-2024-18 and LEG-2024-21	No PC comments.
Policy LU-9.5	19	Protect industrial and manufacturing lands from encroachment by other land uses, which would reduce the economic viability of industrial lands.			No PC comments.
Policy LU-9.6	19	Develop industrial and manufacturing lands to minimize impacts on surrounding land uses, especially residential land uses.			No PC comments.
Policy LU-9.7	19	New or additional industrial and manufacturing development should comply with the following criteria: A. Sewer, water, and communications services should be available or planned for the industrial site area. B. New sites designated for industrial use should have convenient access to existing or planned highways or major arterials. C. Consistent with the Environment and Conservation Element of the Comprehensive Plan.			No PC comments.
Goal LU-10	19	Healthy Communities. Promote land use and community design that encourages healthy living and good connectivity between compatible uses.			No PC comments.
Policy LU-10.1	19	Adopt development regulations that facilitate a complementary mix of uses within mixed-use centers that encourage more walking and bicycling between uses.	Adopt development regulations and design provisions that facilitate a complementary mix of uses within neighborhoods mixed-use centers and provide for safe and attractive non-motorized connectivity between uses and amenities , to hat encourage more walking and bicycling between uses.	Recommended updates are based on public feedback and interest in making walking and biking more prominent in policies. Additionally, there are co-benefits to addressing climate change.	Adopt development regulations and design provisions that facilitate a complementary mix of uses within neighborhoods mixed-use centers and provide for safe and attractive non-motorized multi-modal connectivity between uses and amenities , to hat encourage more walking and bicycling between uses.
Policy LU-10.2	19	Adopt design provisions that provide for safe and attractive non-motorized connectivity between uses and amenities, with the frequency of connections commensurate with the envisioned intensity of land uses (e.g., housing, employment, community services, and amenities).	Adopt design provisions that provide for safe and attractive non-motorized connectivity between uses and amenities, with the frequency of connections commensurate with the envisioned intensity of land uses (e.g., housing, employment, community services, and amenities).	Anacortes generally has a good street grid already with small block sizes. This mostly applies to large sites like the MMU zone, which has regulations in place to implement this type of policy. This has enough overlap with Policy LU-10.1 above that it could be deleted or merged.	No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended changes to the 1 st draft
Policy LU-10.3	19	Adopt development regulations that encourage the integration of recreational space with multifamily development.	Maintain Adopt development regulations that encourage the integration of recreational space with multifamily development.	Suggest updating to say “maintain” due to already having development regulations that do this.	No PC comments.
Policy LU-10.4	19	Integrate public recreational amenities accessible to all Anacortes residents, workers, and visitors, with highest priority on locations, facilities, and activities that best serve the community.	Integrate Increase access to public recreational amenities and activities accessible to for all Anacortes residents, workers, and visitors, including at public facilities which are located to serve the general public, with highest priority on locations, facilities, and activities that best serve the community.	The meaning of this policy was not entirely clear. It has been updated to emphasize public projects.	Integrate public recreational amenities accessible to all Anacortes residents, workers, and visitors, with highest priority on locations, facilities, and activities that best serve the community. [delete policy because its intent/meaning is unclear]
Policy LU-10.5	20	Increase access to health foods by encouraging the location of fresh food markets and community food gardens in close proximity to multifamily uses and transit facilities through zoning regulations.			No PC comments.
Goal LU-11	20	Growth management & regional coordination. Emphasize compact growth to minimize sprawl and protect Anacortes’s Community Forestlands.			No PC comments.
Policy LU-11.1	20	Plan for accommodating anticipated growth within the City to protect surrounding forest and parklands, and minimizing sprawl, while strengthening Anacortes’s unique marine character and identity. A. Provide for residential infill development opportunities throughout the city, but focus the highest intensity residential uses close to commercial and community services and transit. B. Provide for an adequate supply of land zoned for employment uses to support 20-year employment allocations as required by Skagit County County-Wide Planning Policies. C. Monitor and report growth as directed in Skagit County County-Wide Planning Policies.	Plan for accommodating anticipated growth within the City to protect surrounding forest and parklands, and minimizing sprawl, while strengthening Anacortes’s unique marine character and identity. A. Provide for residential infill development opportunities throughout the city, but focus the highest intensity residential uses close to commercial and community services and transit. B. Provide for an adequate supply of land zoned for residential and commercial employment uses to support 20-year population and employment allocations as required by Skagit County County-Wide Planning Policies. C. Monitor and report growth as directed in Skagit County County-Wide Planning Policies.	The City must also provide an adequate supply of land for housing.	No PC comments.
Policy LU-11.2	20	Adopt user-friendly and coordinated development regulations that facilitate Anacortes’s preferred land use pattern (e.g., allowed density, uses, and site provisions). A. Refine the land use code on an ongoing basis to make it easier to use by employing simple language, easy to read charts, and illustrative graphics. B. Monitor and refine the land use code as needed to facilitate the preferred land use pattern and development character. C. Integrate an appropriate balance of predictability and flexibility when updating development regulations that allow ease of administration and interpretation and offer optional ways of meeting requirements when possible.	Maintain Adopt user-friendly and coordinated development regulations that facilitate Anacortes’s preferred land use pattern (e.g., allowed density, uses, and site provisions). A. Refine the land use code on an ongoing basis to make it easier to use by employing simple language, easy to read charts, and illustrative graphics. B. Monitor and refine the land use code as needed to facilitate the preferred land use pattern and development character. C. Integrate an appropriate balance of predictability and flexibility when updating development regulations that allow ease of administration and interpretation and offer optional ways of meeting requirements when possible.	Add “maintain” since from time-to-time development regulations needed to be amended.	Maintain Adopt user-friendly and coordinated development regulations that facilitate Anacortes’s preferred land use pattern (e.g., allowed density, uses, and site provisions). A. Refine the land use code on an ongoing basis to make it easier to use by employing simple language, easy to read charts, and illustrative graphics. B. Monitor and refine the land use code as needed to facilitate the preferred land use pattern and development character form . C. Integrate an appropriate balance of predictability and flexibility when updating development regulations that allow ease of administration and interpretation and offer optional ways of meeting requirements when possible.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended changes to the 1 st draft
Policy LU-11.3	20	Allow new development only where adequate public services can be provided.			No PC comments.
Policy LU-11.4	20	Work with other jurisdictions and agencies, educational and other organizations, and the business community to develop and carry out a coordinated, regional approach for meeting the various needs of Skagit County communities, including housing, human services, economic vitality, public safety, utilities, infrastructure, parks and recreation, transportation, and environmental protection.			No PC comments.
	New subheading: Climate focused goals and policies				
TBD	TBD	TBD	TBD	TBD	

Land Use Designation Updates - Tracker

11/6/24 Planning Commission Recommended Changes

Land Use Designation Preliminary Amendment Proposals

The initial proposed changes are shown in ~~strike-through~~/underline format in the first column.

The Planning Commission reviewed the 1st draft proposed amendments at their September 25, October 2, October 9, and November 6 meetings. The Planning Commission’s recommended changes are shown in the last column.

Table LU-1. Land use designations.

The allowed uses and densities noted herein are intended as a summary of key provisions to guide implementing zoning codes, and not as a complete description of all possible uses.

“Special topics to explore” are intended to document future potential considerations that may warrant additional review.

Land Use Designation 1st draft proposed changes shown in strike-through/underline format below	Implementing Zoning Designation	Rationale	PC Comments and/or recommended changes to the 1 st draft
Residential Low Density 1 <u>Purpose:</u> This designation provides for low density residential development in the southern end of the City that is inappropriate for more intensive urban development due to topography, the frequent presence of wetlands, the high cost and difficulty in extending public facilities, and the desire to create a lower intensity transitional area between the city and the surrounding unincorporated rural pasture, forest and agricultural land. <u>Principal uses & density:</u> Single-family detached dwellings are the predominant dwelling type. Other dwelling types, such as accessory dwellings and cottage housing, may be allowed under certain circumstances. The permitted base density is up to 2 dwelling units per gross acre. Densities up to 4 units per gross acre may be permitted via a special review process.	R1		<u>Purpose:</u> [no change] <u>Principal uses & density:</u> Single-family detached dwellings <u>and accessory dwelling units</u> are the predominant dwelling type. Other dwelling types, such as accessory dwellings and cottage housing, may be allowed under certain circumstances. The permitted base density is up to 2 dwelling units per gross acre. Densities up to 4 units per gross acre may be permitted via a special review process
Residential Low Density 2 <u>Purpose:</u> This designation provides for low density residential development in mostly established neighborhoods throughout the City. These areas are inappropriate for more intensive urban development due to the established character of the area and/or due to the area’s separation from transit uses and commercial services. <u>Principal uses & density:</u> Single-family detached dwellings, <u>accessory dwelling units, duplexes, and cottages</u> are the predominant dwelling types. Other dwelling types, such as duplexes, accessory dwellings and cottage housing may be allowed under certain circumstances. The permitted density is between 4 and 8 dwelling units per gross acre, depending upon the established development pattern and character of the area. <u>Special topics to explore:</u> Accommodate affordable housing and tiny houses (see Housing Element). Explore option for 6,000 sf lots where compatible with existing development (east of Anacopper Mine Rd.).	R2, R2a	Updated to reflect changes made in 2019 to allow cottages in this designation. Duplexes in the R2 zone were changed from a conditional use to permitted outright in 2024 (Ord. 4070) Density measurement of du/acre would apply to new land divisions and cottages. Standards for calculating minimum and maximum permitted density are in AMC 19.42.100.	<u>Purpose:</u> This designation provides for low density residential development in mostly established neighborhoods throughout the City. These areas are inappropriate for more intensive urban development due to the established <u>form and scale of existing lower density development</u> character of the area and/or due to the area’s separation from transit uses and commercial services. <u>Principal uses & density:</u> [no change from 1 st draft]
Residential Medium Density <u>Purpose:</u> This designation provides for moderate density residential neighborhoods on lands that are suitable for urban development. These areas are conveniently located in relation to traffic routes, public utilities and community facilities. <u>Principal uses & density:</u> Single-family detached dwellings, <u>accessory dwelling units, cottages, duplexes, triplexes, and townhomes</u> are the predominant dwelling types. Other dwelling types, such as fourplexes accessory dwellings, cottage housing, and low density multi-family may be allowed under certain	R3 R3a	Duplexes, triplexes, fourplexes, and townhomes up to 4 units are allowed by right in RMD zones. Density measurement of du/acre would only apply to new land divisions. Standards for calculating minimum and maximum permitted density are in AMC 19.42.100.	No PC comments.

Land Use Designation 1 st draft proposed changes shown in strike-through/underline format below)	Implementing Zoning Designation	Rationale	PC Comments and/or recommended changes to the 1st draft
circumstances. The permitted density is 7-14 dwelling units per gross acre, depending on the particular housing types used and established development pattern and character of the area. Special topics to explore: Accommodate tiny houses (see Housing Element), reduce minimum lot size to 4,500 sf, and explore option for 3,000 sf lots where consistent with historic plats. Consider uses that provide neighborhood gathering places.			
Old Town <u>Purpose:</u> This designation recognizes the unique heritage, <u>and</u> scale, and character of the oldest residential area of the city by establishing standards to maintain the scale and character of the area. <u>Principal uses & density:</u> Single-family detached dwellings, <u>accessory dwelling units, and duplexes</u> are the predominant dwelling type. Other dwelling types such as accessory dwellings and duplexes, cottages, triplexes, and townhomes may be allowed under certain circumstances. The permitted density is 7-14 dwelling units per gross acre, depending on the particular housing types used and established development pattern and character of the area.	OT	The Racially Disparate Impacts (RDI) analysis and Department of Commerce guidance recommend moving away from the term “character” when possible, as it is a vague term that historically has been used to exclude people of color from certain neighborhoods and cities. Duplexes are permitted outright and are subject to special Old Town design standards and the duplex design standards established in 2019. Allowing cottages, triplexes, and townhomes ‘under certain circumstances’ complements new proposed revisions to housing goals and policies to allow for the next increment of housing throughout Anacortes neighborhoods to promote organic change over time.	No PC comments.
Residential High Density <u>Purpose:</u> This designation provides for urbanized areas with a mixture of multifamily dwelling units that are within walking distance of public transit and commercial/employment areas and/or community facilities. This designation creates a transition from high intensity uses, such as commercial or industrial development, to lower intensity residential areas. <u>Principal uses & density:</u> A mixture of single and multifamily dwelling units. Some commercial uses may be permitted. <u>A minimum density of 15 du/acre applies to development of all lots 6,000 square feet or more in size</u> There is no prescribed density limit, except in designated areas away from downtown and South Commercial Avenue (up to 18 dwelling units per gross acre). Special topics to explore: Consider adopting density minimums for new development; and consider uses that provide neighborhood gathering places.	R4 R4a	The HAP recommends consideration of prohibiting new large-lot single family uses in Medium and High-Density designations to promote more efficient use of the limited areas zoned for higher density housing types. A minimum density standard for new development of lots exceeding a certain size could accomplish similar results without completely prohibiting new SF development on existing smaller lots. About 25% of the parcels in the R4 zone are less than 6,000 square feet. Therefore, a minimum density that applies to lots 6,000 sf or more is intended to ensure multifamily and townhouse development happen in the majority of RHD zones.	No PC comments.
Central Business District <u>Purpose:</u> This designation has been applied to the existing downtown commercial district in Anacortes. The purpose of the district is to reinforce downtown as the center of commercial, civic, and cultural activities within the city. Downtown is expected to accommodate new development while reinforcing and enhancing its historic pedestrian-friendly character and scale. <u>Principal uses & density:</u> A broad mix of commercial, retail, professional office, civic and cultural, and residential uses. Active uses are required on the ground floor along Commercial Avenue and key side streets. Multi-story buildings and a mixture of uses are encouraged. New residential uses must feature transit-supportive densities (at least 15 dwelling units per gross acre). <u>Special topics to explore:</u> Consider concept of a transitional zone or related land use and development standards provisions along the east side of Q Avenue.	CBD		No PC comments.

Land Use Designation 1 st draft proposed changes shown in strike-through/underline format below)	Implementing Zoning Designation	Rationale	PC Comments and/or recommended changes to the 1 st draft
Commercial <u>Purpose:</u> This designation provides for a wide variety of general service, retail, commercial, and mixed-uses that serves local and regional residents and the traveling public. <u>Principal uses & density:</u> A wide variety of general service, retail commercial, and professional office uses. Multifamily uses are encouraged on upper floors along South Commercial Avenue and are allowed on certain side streets. New residential uses must feature transit-supportive densities (at least 15 dwelling units per gross acre).	C		No PC comments.
Marine Mixed-Use <u>Purpose:</u> This designation provides for a special mix of commercial, cultural, recreational, and residential uses in a high amenity area along the waterfront or with special waterfront relationship. The design of uses is intended to emphasize the unique marine setting by providing marine access and views from public spaces and establishing/maintaining a pedestrian-friendly character. <u>Principal uses & density:</u> The primary uses are commercial, hospitality, cultural, and recreational uses. Residential uses are encouraged in mixed-use structures and allowed in single purpose structures provided developments include a horizontal mix of uses. Multi-story buildings are encouraged provided they are designed and oriented to provide public marine views and integrate human-scaled design details. New residential uses must feature transit-supportive densities (at least 15 units/acre).	MMU		No PC comments.
Commercial Marine <u>Purpose:</u> This designation is established in recognition of the unique and irreplaceable nature of certain marine sites in Anacortes and provides for a marine-oriented uses and commercial and industrial enterprises where orientation to navigable waterways and the tourism trade is of primary importance. <u>Principal uses & density:</u> Marine-oriented commercial, recreational, and industrial uses. Tourism uses building on marine access and views are encouraged. Retail uses are limited to small scale establishments in support of primary uses. Large and multi-story buildings are allowed provided they are designed and oriented to provide public marine views.	CM, CM1 , CM2	The CM1 zone was eliminated with the 2019 development regulation updates.	No PC comments.
Light Manufacturing <u>Purpose:</u> This designation provides for a mix of industrial structures and uses, service commercial uses and limited retail uses that minimize external visual or physical impacts on adjacent properties and generally do not compete with uses in the CBD and C zones. <u>Principal uses & density:</u> General service and light industrial uses that can be operated in a relatively clean, quiet, and safe manner compatible with adjoining uses. Retail and office uses are limited in scale or type to avoid competition with uses in the CBD and C zones.	LM, LM1		No PC comments.
Manufacturing & Shipping <u>Purpose:</u> This designation provides for manufacturing and shipping uses that can utilize the deep waters of the Guemes Channel. <u>Principal uses & density:</u> Marine oriented manufacturing and shipping uses plus complementary support uses. <u>Special topics to explore:</u> Consider concept of a transitional zone or related land use and development standards provisions for the area between T and U Avenues north of 4 th Street.	MS		No PC comments.
Industrial <u>Purpose:</u> This designation provides for manufacturing and closely related uses in areas with existing industrial uses or other areas with suitable land and transportation access that are buffered from residential and other uses that are likely to complain about industrial activities.	I		No PC comments.

Land Use Designation 1 st draft proposed changes shown in strike-through/underline format below)	Implementing Zoning Designation	Rationale	PC Comments and/or recommended changes to the 1 st draft
Principal uses & density: Industrial, research and development, repair, warehouse, shipping terminals that minimize external impacts to adjacent districts, and accessory uses. <i>Special topics to explore: Refine use, design, bulk and dimensional standards to promote desired development.</i>			
Heavy Manufacturing <u>Purpose:</u> This designation provides for heavy manufacturing and closely related uses in the March Point area. <u>Principal uses & density:</u> Industrial, research and development, repair, warehouse, shipping terminals and related uses whose production process creates a potential hazard or nuisance to adjacent uses.	HM		No PC comments.
Public Use <u>Purpose:</u> This designation is to allow for common public uses where the need arises and uses will not create a nuisance or interfere with existing uses. <u>Principal uses & density:</u> Public parks and recreation facilities, open space, <u>public green space</u>, single family residences under certain circumstances, schools, and other public facilities. <u>Green space is defined as an area of land, vegetated by natural features such as grass, trees, or shrubs, within an urban context and less than one acre in size that creates public value through promoting physical and mental health, providing relief from urban heat, protecting streams or water supply, or enhancing visual quality along a highway, road, or street.</u>	P	GMA requires that the land use element designate the proposed general distribution and location and extent of certain public land uses, including public utilities, public facilities, recreation, and open spaces. HB 1181 added 'green space' and 'urban and community forests' into the list of uses of land that must be designated. Green space is proposed to be included in the Public designation.	No PC comments.
<u>*See note re: Urban and community forests in the right-hand column.</u>			*A map designating the proposed general distribution, location and extent of green space and urban and community forest consistent with the new Climate legislation is being developed and will be available for review at a future date.
Aeronautical Zone <u>Purpose:</u> This designation provides for the Anacortes Airport and associated uses. <u>Principal uses & density:</u> Airport and aeronautical related uses.	AZ		No PC comments.

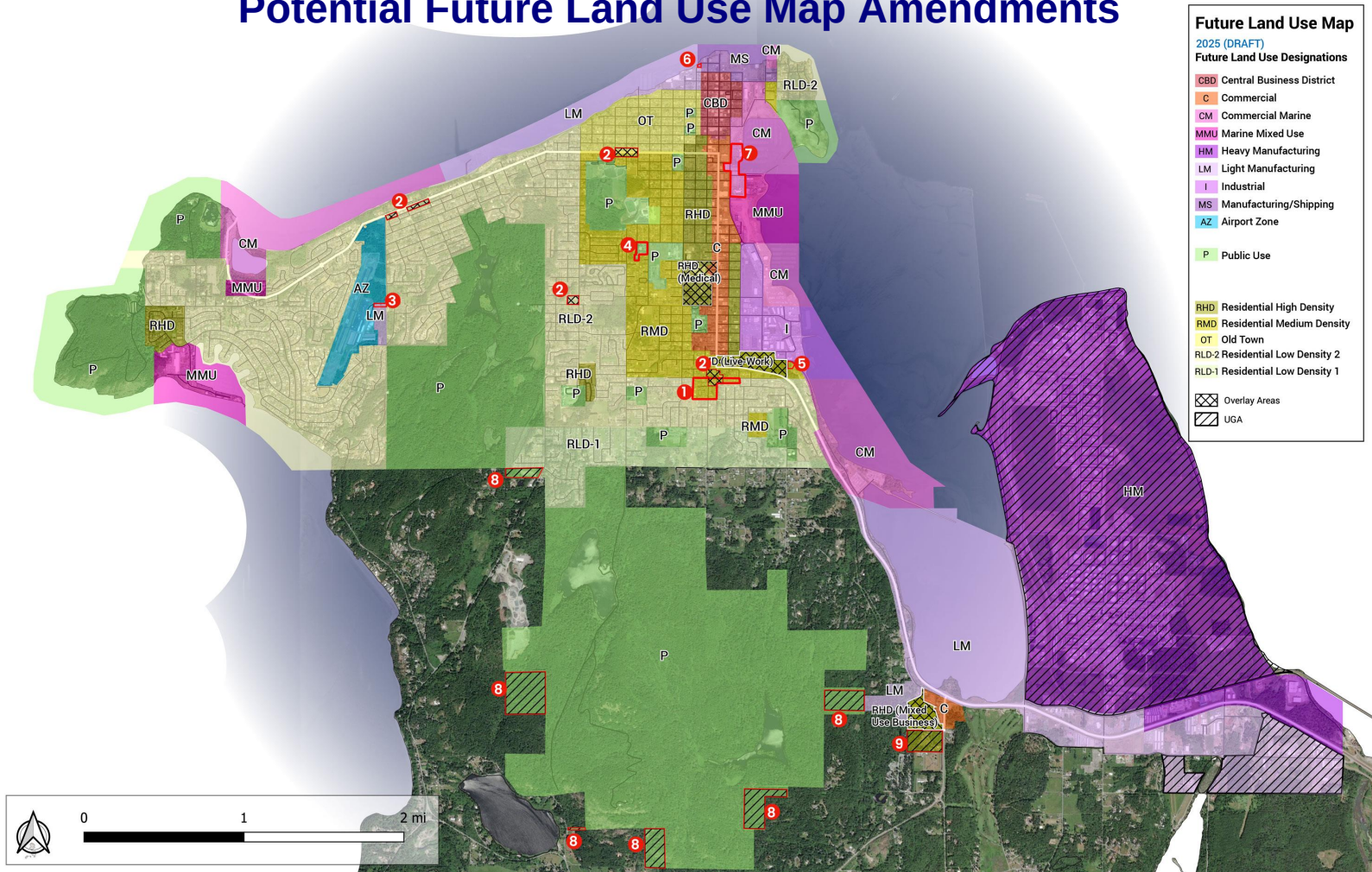
Table LU-2. Overlay designations

Some areas within the city have unique characteristics, special land uses and/or land use objectives that call for an overlay that would apply in addition to the base land use designation.

Special Land Use Overlays (initial proposed changes shown in strike-through/underline format)	Implementing Zoning Designation	Rationale	PC comments and/or recommended change to the 1 st draft
Medical Overlay <u>Purpose:</u> This overlay designation provides for coordinated expansion of Island Hospital and growth of medical support uses in the immediate vicinity while minimizing the impacts on surrounding residential uses. <u>Principal uses & density:</u> Hospitals and medical clinics in addition to permitted uses in the underlying zoning district. Uses are subject to height, density and other development standards in the underlying zone, unless modified by the overlay standards. <u>Special topics to explore:</u> Refine overlay boundary, use provisions, and height provisions.	MED-O		No PC comments.
Live/Work Overlay <u>Purpose:</u> This overlay designation provides the opportunity to combine living and working spaces in individual units, provided the scale and impact of such non-residential uses is limited. This designation is appropriate for select R-3 and R-4 zones that are adjacent to commercial or manufacturing zones. <u>Principal uses & density:</u> Small scale retail, commercial, and manufacturing uses are allowed if combined with a permitted use in the base zoning district. Subject non-residential activities shall be conducted indoors and external impacts minimized. Limited outdoor storage and sales may be allowed on a case by case basis provided measures are taken to minimize external impacts.	LW-O		No PC comments.
Mixed-Use Business Overlay <u>Purpose:</u> This overlay designation provides the opportunity to integrate non-residential uses together with residential uses. Such uses shall be limited to those uses that minimize external or physical impacts on residential uses. This designation is appropriate for select <u>R-2, R-3, and R-4 zones</u> that are adjacent to commercial or manufacturing zones. <u>Principal uses & density:</u> Professional office, institutional, educational, and small scale retail in addition to permitted uses in the underlying district. Non-residential activities shall be conducted indoors and external impacts minimized. <u>Special topics to explore:</u> <u>Refine overlay boundary, use provisions, and height provisions.</u>	MUB-O	Looking for ways to support current land use policy LU-6.5 – “Allow some compatible nonresidential uses in residential zones, such as appropriately scaled schools, neighborhood-scaled grocery stores, religious facilities, home occupations, parks, open spaces, and other uses that provide places for people to gather, senior centers and day care centers.” The current “mixed-use business overlay” could be adjusted and updated to apply in more areas or new neighborhood commercial overlays.	No PC comments.

Comprehensive Plan

Potential Future Land Use Map Amendments



1. Change from RLD-2 to RMD
2. Option 1 - neighborhood commercial overlay areas
Option 2 - update use chart to allow more commercial uses
3. Parcel change from AZ to LM
4. Several parcels change from RMD to P

5. Several parcels change from I to RMD
6. Parcel change from LM to MS
7. Several parcels change from C and MMU, to CM
8. Add all unincorporated ACFL parcels to the UGA
9. Expand UGA to include Signal Hill properties



Comprehensive Plan **Future Land Use Map** (FLUM)

Amendment Requests

STAFF RECOMMENDATIONS

The City of Anacortes is studying the below potential changes to the Future Land Use Map designations during the 2025 Comprehensive Plan Update process. The numbers in the title for each proposal correspond to the numbers on the [attached maps](#).

#1: “Commercial Ave. /37th St.” RLD2 to RMD

Applicant	City
City File #	N/A
Location	The area bounded by Commercial Avenue to the east, N Avenue to the west, Longview Avenue to the south, and 37 th Street to the north; and the parcels on the south side of 37 th Street between R Avenue and Commercial Avenue.
Summary	Amend the Future Land Use Map designation of multiple parcels from Residential Low Density 2 (RLD-2) to Residential Medium Density (RMD). Pair with a Neighborhood Commercial overlay for parcels near the Commercial Ave. and 37 th St. intersection.
Background	This potential FLUM amendment was suggested by MAKERS and city staff to increase housing options and help provide more opportunities for local services to be accessible within walking distance of residences. There is an existing neighborhood grocery store located on the southeast corner of the intersection of 37th Street and Commercial Avenue. Development in the area consists of primarily single-family homes on lots ranging from approximately 6,000 sq. ft. to 21,000 sq. ft. The initial study area encompassed vacant parcels along the east side of Commercial Avenue, however, further review determined limited development capacity due to presence of open and piped portions of a stream on the parcels.
Analysis	Consistency with the Comprehensive Plan

Table LU-1 Land Use Designations

Current Designation: Residential Low Density 2

Purpose – This designation provides for low density residential development in mostly established neighborhoods throughout the City. These areas are inappropriate for more intensive urban development due to the established character of the area and/or due to the area's separation from transit uses and commercial services.

Principal uses & density – Single family detached dwellings are the predominant dwelling type. Other dwelling types, such as duplexes, accessory dwellings and cottage housing may be allowed under certain circumstances. The permitted density is between 4 and 8 dwelling units per gross acre, depending on the established development pattern and character of the area.

Proposed Designation: Residential Medium Density

Purpose – This designation provides for moderate density residential neighborhoods on lands that are suitable for urban development. These areas are conveniently located in relation to traffic routes, public utilities and community facilities.

Principal uses & density – Single family detached dwellings are the predominant dwelling type. Other dwelling types, such as accessory dwellings, cottage housing, and low-density multi-family may be allowed under certain circumstances. The permitted density is 7-14 dwelling units per gross acre, depending on the particular housing types used and established development pattern and character of the area.

Staff comments: The subject area is located conveniently in relation to traffic routes – it is adjacent to the SR 20 Spur and Commercial Avenue intersection. Commercial services are nearby at the neighborhood grocery store, or further north along Commercial Avenue. Public utilities are existing and community facilities such as the Tommy Thompson trail and Storvik Park are within an approximately 10-minute walk.

Goals and Policies

Policy LU-1.3. Manage and maintain the City's Official Zoning Map to ensure continued consistency with the Future Land Use Map (see Figure LU-).

Staff discussion: If the amendment to the FLUM is approved, a rezone to an RMD implementing zone (such as R3) would need to be accomplished so that the Official Zoning Map remains consistent with the future land use map.

Policy LU-6.1. Provide for a wide variety of housing types within the city to meet the full range of housing needs for Anacortes's evolving population.

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

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

Policy H-1.7. Provide for multifamily housing in areas close to shopping, employment, services and public transportation.

Consistency with AMC 19.16.080.B.1.f. (For proposed comprehensive plan map changes)

- Whether the proposal is justified by changed or changing conditions,
- Whether the proposal would create an isolated land use designation unrelated to adjacent designations (a spot zone), and
- Whether the proposal will be compatible with and not adversely affect the value of those properties.

Staff comments: Makers intended for this rezone to be strengthened by also adopting a neighborhood commercial overlay in the same vicinity (#2, Option 1 described below). However, staff is not recommending that a commercial overlay be created, so that weakens the argument to change the zoning designation in this area from RLD2 to RMD. Also, the proposed location contains few vacant or large parcels, so construction of new multi-family buildings would rely on redevelopment of existing smaller residential lots that are mostly occupied by single-family buildings.

Staff Recommendation	Recommend tabling this idea
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#2, Option 1: Neighborhood Commercial Overlay Concept (4 potential locations)

Applicant	City
City File #	N/A
Location	Various
Summary	Establish a Neighborhood Commercial overly that enables neighborhood commercial uses in certain areas to promote more amenities and services closer to homes and to increase opportunities for walking and biking between uses. Apply the overlay to various locations throughout the city centered on vacant land or existing commercial use.

Background This potential FLUM amendment was suggested by MAKERS and city staff to help provide more opportunities for local services to be accessible within walking distance of residences. The Neighborhood Commercial overlay could:

- Allow larger neighborhood grocery stores than currently allowed in the residential zones, and more uses (retail, restaurant/bar, personal service, office, daycare II etc.)
- Allow fewer uses (no heavy or auto-oriented uses) and smaller sizes (e.g. <5,000 sq. ft.) than in the Commercial zone.
- Allow taller heights for vertical mixed-use
- Have no parking requirements for commercial uses (the ideal is that people walk to these nodes)
- Include design standards to address compatibility and account for house conversions

If the overlay concept is adopted, the detailed rules and requirements for development within the overlay would need to be created through a public process, and they would be located in the Anacortes Municipal Code development regulations.

Analysis Consistency with the Comprehensive Plan

Table LU-1 Land Use Designations

This Neighborhood Commercial Overlay designation does not currently exist in the Comprehensive Plan. If it were adopted, a new land use designation would be added to Table LU-1, along with its purpose and intended uses.

Goals and Policies

Policy LU-6.5. Allow some compatible nonresidential uses in residential zones, such as appropriately scaled schools, neighborhood-scaled grocery stores... and other uses that provide places for people to gather.... Maintain standards in the zoning code for locating and designing these uses in a manner that respects the character and scale of the neighborhood.

Consistency with AMC 19.16.080.B.1.f. (For proposed comprehensive plan map changes)

- Whether the proposal is justified by changed or changing conditions,

- Whether the proposal would create an isolated land use designation unrelated to adjacent designations (a spot zone), and
- Whether the proposal will be compatible with and not adversely affect the value of those properties.

Staff comments: the actual locations are less practical than originally expected by the consultant. Staff has not received requests to construct neighborhood commercial uses, so this concept should be studied in the future. At this time, this concept does not appear necessary.

Staff Recommendation	Recommend tabling this idea
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#3: “Rockwell Light Manufacturing”

Applicant	Port of Anacortes
City File #	LEG-2024-13 (Resolution 3161, 2025 Docket)
	Link to application documents
Location	P32372 (south of Airport Road)
Summary	Amend the Future Land Use Map designation of a portion of P32372 near the Anacortes Airport from Aeronautical Zone to Light Manufacturing.
Background	The applicant submitted a petition for amendment of the Comprehensive Plan meeting the requirements of AMC 19.16.040. A link to the application documents is located above. Additional information is provided by staff below. The request is to change the future land use designation of a portion of Skagit County Assessor Parcel Number P32372 from Aeronautical (AZ) to Light Manufacturing (LM). Changing the land use designation /zoning and subsequent merging of the redesignated area with parcels to the south (the “Rockwell property”, also designated LM) is intended to create a consistent land use and zoning designation across a future development site and help future development avoid impacts to nearby wetlands and buffers. Parcel P32372 consists of approximately 46-acres of land that contains the airport runway, hangars, access road, and other airport infrastructure. The portion of P32372 proposed to be

redesignated is separated from the rest of the 46-acre parcel by Airport Way, a 30' wide road that provides access to the airport from Anacopper Mine Road. The proposed redesignation area is approximately 60-75 ft wide and 395 ft long, totaling approximately 20,000 sf.

The entirety of Parcel P32372 is subject to a 2005 development agreement between the City and Port of Anacortes for the Anacortes Airport, recorded under [AFN 200504210031](#) and [200505230120](#) (correction), and codified in the Anacortes Municipal Code (AMC) at [AMC Chapter 19.82, Development Agreement for Port-Owned Property](#). The purpose of the development agreement is to establish, permit and mitigate for certain land uses and land disturbance activities related to the operation of the airport, including tree removal and clearing. The subject area proposed for redesignation is within the "Anacortes Future Process Area" referred to and shown on Exhibit A to the agreement. In the Anacortes Future Process area, only aeronautical uses are allowed through the conditional use permit process. The development agreement is in effect for a period of 20 years from the date of agreement execution – it was executed on March 29, 2005; therefore, its expiration date is March 29, 2025. Tree removal is vested and subject to the terms and conditions of the agreement for a period of 30 years (expiring on March 29, 2035).

The development agreement will continue to apply to the property, regardless of its land use and zoning designation, until the agreement expires. Upon expiration of the development agreement, any development of the property would be subject to the development regulations in effect at the time of complete application submittal.

Analysis Consistency with the Comprehensive Plan

Table LU-1 Land Use Designations:

Current Designation: Aeronautical Zone

Purpose - This designation provides for the Anacortes Airport and associated uses.

Principal uses & density – Airport and aeronautical uses.

Staff discussion: According to the applicant's narrative, the Port does not believe aeronautical uses are appropriate for the narrow strip of land proposed for redesignation due to its size and configuration.

Proposed Designation: Light Manufacturing

Purpose – This designating provides for a mix of industrial structures and uses; service commercial uses and limited retail uses that maximize external visual or physical impacts on adjacent properties and generally do not compete with uses in the CBD and C zones.

Principal uses & density – General service and light industrial uses that can be operated in a relatively clean, quiet, and safe manner compatible with adjoining uses. Retail and office uses are limited in scale or type to avoid competition with uses in CBD and C zones.

Staff comments: After redesignation, the property would be aggregated with, and included in the development of, the parcels to the south, which are already designated Light Manufacturing.

Goals and Policies

Policy LU-1.3. Manage and maintain the City’s Official Zoning Map to ensure continued consistency with the Future Land Use Map (see Figure LU-1).

Staff comments: If the amendment to the FLUM is approved, a rezone to Light Manufacturing would need to be accomplished so that the Official Zoning Map remains consistent with the future land use map.

Policy T-3.12. Any changes to the Anacortes Airport shall be in accordance with the 2005 Sub-Area Plan, Development Agreement, and City Comprehensive Plan, considering the goals as set forth in those documents.

Policy T-3.17. Support the Port’s 1994 Master Plan and current Airport Layout Plan (ALP) dated May 2012, with future development to be implemented in accordance with the 2005 Sub-Area Plan and Development Agreement.

Goal CF-9. Anacortes Airport. Coordinate with the Port of Anacortes in planning activities associated with the airport.

Policy CF-9.1. Recognize the Anacortes Airport as an essential public facility with specific limitations agreed to by the Port of Anacortes and the Federal Aviation Administration.

Policy CF-9.2. Ensure development at or near the Anacortes Airport is consistent with the 20-year development agreement between the Port of Anacortes and the City of Anacortes and the 30-year Anacortes Airport Subarea Plan goals and policies.

Staff comments: The proposal is consistent with the above-mentioned goals and policies.

Consistency with AMC 19.16.080.B.1.f. (For proposed comprehensive plan map changes)

- Whether the proposal is justified by changed or changing conditions,
- Whether the proposal would create an isolated land use designation unrelated to adjacent designations (a spot zone), and
- Whether the proposal will be compatible with and not adversely affect the value of those properties.

Staff comments: The Port of Anacortes acquired the Rockwell property subsequent to execution of the 2005 development agreement and intends to develop it with uses allowed in the LM zone. Access to the site would be via Airport Road, which will require crossing the area proposed for redesignation. The Port states in the application documents that the narrow width and configuration of the area proposed for redesignation precludes aeronautical uses. The area is physically and functionally separated from the vast majority of the Anacopper Mine Future Process area. The redesignation would not create an isolated land use designation, but rather will provide for a single, consistent designation for the Port-owned properties south of Airport Way. The change will be compatible with and is not likely to adversely affect the value of these properties.

**Staff
Recommendation**

Recommend approval of the request.

#4: “Fidalgo Park & Recreation District Public Designation”

Applicant	Fidalgo Park & Recreation District
City File #	LEG-2024-12 (Resolution 3161, 2025 Docket) Link to application documents
Summary	The Fidalgo Pool and Recreation District proposes amending the land use and zoning designations of multiple parcels near the 22 nd St. and J Ave. intersection from Residential Medium Density (RMD) (R3) to Public (P).
Location	Fidalgo Pool & Fitness Center: 1603 22 nd St. (P31802, P31803, P31794, P31795) Residences: 2210 J Ave. (P31796); 2220 J Ave. (P31799); 2222 J Ave. (P31798) Anacortes Senior Center: 1701 22 nd St. (P31804)
Background	The applicant submitted a petition for amendment of the Comprehensive Plan meeting the requirements of AMC 19.16.040. A link to the application documents filed is located above. Additional information is provided by staff below. The applicant requested changing the land use designation of the subject properties from Residential Medium Density to Public to so that the land use designation better reflects the current and future land uses planned on the properties. The current uses include: • The Fidalgo Pool and Fitness Center, which is owned and operated by the Fidalgo Park and Recreation District, a municipal corporation • The Anacortes Senior Center, which is owned and operated by the City of Anacortes, on land leased from the Fidalgo Park and Recreation District • Three single family residences (SFRs) Two of the SFR properties are owned by Fidalgo Parks and Recreation District (the District). The third is owned by a private party who has authorized the District to submit this application. The District is in the process of exploring the replacement of the existing pool to better serve the current and future needs of the community. The SFRs properties are planned to accommodate space needs of future modification or replacement facility, but are planned to retained and rented until a project is ready to move forward.

Table LU-1 Land Use Designations

Current Designation: Residential Medium Density

Purpose – This designation provides for moderate density residential neighborhoods on lands that are suitable for urban development. These areas are conveniently located in relation to traffic routes, public utilities and community facilities.

Principal uses & density – Single family detached dwellings are the predominant dwelling type. Other dwelling types, such as accessory dwellings, cottage housing, and low-density multi-family may be allowed under certain circumstances. The permitted density is 7-14 dwelling units per gross acre, depending on the particular housing types used and established development pattern and character of the area.

Proposed Designation: Public

Purpose – The purpose is to allow for common public uses where the need arises and uses will not create a nuisance or interfere with existing uses.

Principal uses & density - Public parks and recreation facilities, open space, single family residences under certain circumstances, schools, and other public facilities.

Staff comments: Fidalgo Park and Recreation District has identified a need for replacement of the existing public pool facility to better serve the current and future needs of the community, which may include a new or expanded facility. Any such new or expanded pool facility is not anticipated to create a nuisance or interfere with existing uses. The Anacortes Municipal Code contains site and building design requirements and other performance standards to ensure new nonresidential development is compatible with neighborhoods.

Goals and Policies

Policy LU-1.3. Manage and maintain the City's Official Zoning Map to ensure continued consistency with the Future Land Use Map (see Figure LU-1).

Staff comments: If the amendment to the FLUM is approved, a future rezone to Public would need to be accomplished so that the Official Zoning Map remains consistent with the future land use map.

Consistency with AMC 19.16.080.B.1.f. (For proposed comprehensive plan map changes)

- Whether the proposal is justified by changed or changing conditions,

-
- Whether the proposal would create an isolated land use designation unrelated to adjacent designations (a spot zone), and
 - Whether the proposal will be compatible with and not adversely affect the value of those properties.

Staff comments:

The Fidalgo Park & Recreation District has identified a need and is planning for a replacement pool facility to meet the needs of our growing and aging community. The proposal to change the land use designation to Public will not affect whether a new facility could be built – it is a conditional use in both the R3 (RMD) and Public (P) zones. The change will not create an isolated land use designation unrelated to adjacent designations – Anacortes Middle School is located across J Avenue and has a Public designation. The proposal will be compatible with and is not expected to adversely affect the value of adjacent properties. Development and performance standards will apply to any future development to ensure compatibility with adjacent areas.

Under the Growth Management Act, the land use element of the comprehensive plan must designate the proposed general distribution, location and extent of the uses of land anticipated over the planning period, including land needed for recreation and public facilities. Designating the properties as Public will further compliance with the GMA by showing on the land use map the land needed for recreation and public facilities over the planning period.

**Staff
Recommendation**

Recommend approval of the request.

#5: Skillings FLUM Amendment

Applicant	Thomas Skillings
City File #	Resolution 3042 - Exhibit A #P2 (2021 Docket) Link to application documents
Location	Southeast corner of the intersection of 35 th Street and V Avenue. 3519 V Avenue (P33058) and 311 35 th Street (P33059)
Summary	Amend the future land use map designation of a portion of P33058 and P33059 from Industrial (I) to Residential Medium Density (RMD).
Background	The applicant submitted a petition for amendment of the Comprehensive Plan meeting the requirements of AMC 19.16.040. A link to the application documents filed is located above. Additional information is provided by staff below. The applicants would like to adjust the boundary line between 3 properties currently under their ownership (P33059, P33058, P33062). The line would be adjusted toward the west, encompassing the existing pole barn structure to the west of the existing home. The City's code prohibits approval of a boundary line adjustment when it would result in a lot having more than one zoning or land use designation. Therefore, the owner has requested a change to the land use designation for portions of P33059 and P33058 so that it matches the designation of the residentially developed parcel to the east, and that, ultimately a rezone can be completed and the desired BLA accomplished.
Analysis	Consistency with the Comprehensive Plan

Table LU-1 Land Use Designations

Current designation: Industrial

Purpose – This designation provides for manufacturing and closely related uses in areas with existing industrial uses or other areas with suitable land and transportation access that are buffered from residential and other uses that are likely to complain about industrial activities.

Principal uses & density – Industrial, research and development, repair, warehouse, shipping terminals that minimize external impacts to adjacent districts, and accessory uses.

Proposed designation: Residential Medium Density

Purpose – This designation provides for moderate density residential neighborhoods on lands that are suitable for urban development. These areas are conveniently located in relation to traffic routes, public utilities, and community facilities.

Staff comments: The site is located within a neighborhood with moderate density residential development. The land use

designation and zoning of the neighborhood immediately to the west was changed from Medium Density Residential to High Density Residential with a Live/Work overlay in 2019. The site is located near main traffic routes and has access to public utilities and community facilities.

Goals and Policies

Policy LU-1.3. Manage and maintain the City's Official Zoning Map to ensure continued consistency with the Future Land Use Map (see Figure LU-1).

Staff discussion: If the amendment to the FLUM is approved, a future rezone to R3 would need to be accomplished so that the Official Zoning Map remains consistent with the future land use map.

Policy LU-8.3. Preserve Industrial-zoned land south of 22nd Street from future industrial businesses and potential for green industries.

Policy LU-9.5. Protect industrial and manufacturing lands from encroachment by other land uses, which would reduce the economic viability of industrial lands.

Policy LU-11.1.B. Provide for an adequate supply of land zoned for employment uses to support 20-year employment allocations as required by Skagit County-Wide Planning Policies.

Policy ED-4.4. Provide for adequate sites for supportive uses near marine dependent uses.

Staff comments: Changing a portion of the properties' FLUM designation from Industrial to RMD and subsequent rezone would reduce the total amount of industrial land available for supportive uses near the waterfront; however, the reduction is very small, and area conditions have changed. It would also reduce the supply of land zoned for employment use by 14,000 sq. ft. resulting in a reduction in job capacity by less than 2 jobs.

Consistency with AMC 19.16.080.B.1.f. (For proposed comprehensive plan map changes)

- Whether the proposal is justified by changed or changing conditions,
- Whether the proposal would create an isolated land use designation unrelated to adjacent designations (a spot zone), and

-
- Whether the proposal will be compatible with and not adversely affect the value of those properties.

Staff comments: The subject site appears to have historically been used to support a nearby mill and/or other commercial/industrial operations in existence in the area in the past. Conditions have changed since the site's initial designation as Manufacturing /Industrial around 50 years ago. The former Custom Plywood Mill is no longer in operation, recreational opportunities have been added with the Tommy Thompson trail to the east and along Fidalgo Bay, and the neighborhood to the west was re-designated in 2016/2019 to RHD/R4 with a live/work overlay.

The proposal to change a portion of the site from Industrial to RMD would not create a new isolated land use designation unrelated to adjacent designations because the properties to the east and south already have an RMD designation. The proposal is compatible with and would likely increase the value of the residential property to the east because ultimately the land is proposed to be added to that lot via BLA.

**Staff
Recommendation**

Recommend approval of the request.

#6: “Marine Terminal”

Applicant	Port of Anacortes
City File #	LEG-2024-15 (Resolution 3161, 2025 Docket) Link to application documents
Summary	Amend the Future Land Use Map designation of a parcel located just west of the terminus of 2 nd Street from Light Manufacturing to Manufacturing and Shipping.
Location	100 O Avenue (P55355)
Background	The applicant submitted a petition for amendment of the Comprehensive Plan meeting the requirements of AMC 19.16.040. A link to the application documents filed is located above. Additional information is provided by staff below. The Port of Anacortes proposes redesignation of P55355 from Light Manufacturing to Manufacturing and Shipping to better align the anticipated future uses of the property in conjunction with the Marine terminal.
Analysis	Consistency with the Comprehensive Plan

Table LU-1 Land Use Designations

Current designation: Light Manufacturing

Purpose – This designation provides for a mix of industrial structures and uses, service commercial uses and limited retail uses that minimize external visual or physical impacts on adjacent properties and generally do not compete with uses in the CBD and C zones.

Principal uses and density – General service and light industrial use that can be operated in a relatively clean, quiet, and safe manner compatible with adjoining uses. Retail and office uses are limited in scale or type to avoid competition with uses in the CBD and C zones.

Proposed designation: Manufacturing & Shipping

Purpose – This designation provides for manufacturing and shipping uses that can utilize the deep waters of the Guemes Channel.

Principal uses & density – Marine oriented manufacturing and shipping uses plus complementary support uses.

Staff comments: The proposal is consistent with the purpose of the proposed designation.

Goals and Policies

Policy LU-1.3. Manage and maintain the City’s Official Zoning Map to ensure continued consistency with the Future Land Use Map (see Figure LU-1).

Staff discussion: If the amendment to the FLUM is approved, a future rezone to Manufacturing and Shipping (MS) would need to be

accomplished so that the Official Zoning Map remains consistent with the future land use map.

Policy LU-8.3. Capitalize on maritime industry by making full use of sites already tailored to marine uses.

Policy LU-9.2. In shoreline areas with deep water access encourage and support water dependent and water related uses such as manufacturing, shipping, moorage, navigation, cargo handling and storage, fish processing, ship/boat construction and repair.

Consistency with Shoreline Master Program Goals and Policies

Current shoreline designation: Urban Maritime

Purpose – Preserve a variety of water-dependent, water-oriented, and water-related public, commercial, and industrial uses such as those associated with the Port of Anacortes.

Staff comments: The proposed Manufacturing and Shipping designation of the property is consistent with the property's existing Urban Maritime shoreline environment designation.

Consistency with AMC 19.16.080.B.1.f. (For proposed comprehensive plan map changes)

- Whether the proposal is justified by changed or changing conditions,
- Whether the proposal would create an isolated land use designation unrelated to adjacent designations (a spot zone), and
- Whether the proposal will be compatible with and not adversely affect the value of those properties.

Staff comments: Conditions have changed in that the Port purchased the adjacent Quiet Cove parcels to south and intends to utilize the parcel proposed for redesignation in conjunction with those parcels to support water-dependent uses. The proposal would not create an isolated land use designation, as the parcels immediately to the east and south are currently designated Manufacturing & Shipping. The proposal will create a consistent land use designation for all Port-owned parcels that are intended to function together to support water-dependent uses.

**Staff
Recommendation**

Recommend approval of the request.

#7: Cap Sante Marina

Applicant	Port of Anacortes
City File #	LEG-2024-14 (Resolution 3161, 2025 Docket)
	Link to application documents
Summary	Amend the Future Land Use Map designation of multiple parcels associated with the Cap Sante Marina from Commercial and Marine Mixed Use to Commercial Marine.
Location	1119 and 1207 Q Ave. (P32951, P32950) 1315, 1319 and 1401 Q Ave. (P32985, P32984, P114718) 909 14 th St. (P32956) 1601 Q Ave. (P32910)
Background	The applicant submitted a petition for amendment of the Comprehensive Plan meeting the requirements of AMC 19.16.040. A link to the application documents filed is located above. Additional information is provided by staff below. The Port of Anacortes requests changing the land use designations of: • P32951, P32950, P32958, P32984, P32956, and a portion of P114718 from Commercial (C) to Commercial Marine (CM); • P32910 and a portion of P114718 from Marine Mixed Use (MMU) to Commercial Marine (CM). According to the application, the changes are requested because the existing and anticipated future uses of the properties most closely align with the Commercial Marine designation. The Port desires establishing consistent land use and zoning designations across the Cap Sante Marina to help simplify planning for and operation of Port-owned properties.
Analysis	Consistency of the proposal with the Comprehensive Plan Table LU-1 Land Use Designations Current designation: Commercial Purpose – provide for a wide variety of general service, retail, commercial, and mixed-uses that serves local and regional residents and the traveling public. Principal uses and density – a variety of general service, retail commercial and professional office uses. Multifamily uses are encouraged on upper floors along South Commercial Avenue and are allowed on certain side streets. New residential uses must feature transit-supportive densities (at least 15 units/acre). Current designation: Marine Mixed Use Purpose – provide for a special mix of commercial, cultural, recreational, and residential uses in a high amenity area along the waterfront or with special waterfront relationship. The design of uses is intended to emphasize the unique marine setting

by providing marine access and views from public spaces and establishing /maintaining a pedestrian-friendly character.

Principal uses & density – commercial, hospitality, cultural, and recreational uses. Residential uses are encouraged in mixed-use structures and allowed in single purpose structures provided developments include a horizontal mix of uses. Multi-story buildings are encouraged provided they are designed and oriented to provide public marine views and integrate human-scaled design details. New residential uses must feature transit-supportive densities (at least 15 units/acre).

Proposed designation: Commercial Marine

Purpose – recognize the unique and irreplaceable nature of certain marine sites in Anacortes and provide for a marine-oriented uses and commercial and industrial enterprises where orientation to navigable waterways and the tourism trade is of primarily importance.

Principal uses & density

The designation allows for marine-oriented commercial, recreational, and industrial uses. Tourism uses building on marine access and views are encouraged. Retail uses are limited to small-scale establishments in support of primary uses. Large and multi-story buildings are allowed provided they are designed and oriented to provide public marine views.

Staff comments: The area north of Seafarer’s Way and east of Q Ave. have direct water access and are oriented to the water. The other properties in this request are separated from the water by public right-of-way.

The implementing zones for the Marine Mixed Use (MMU) and Commercial Marine (CM) designations allow many of the same uses, including overnight lodging, parking, passenger terminals, indoor recreation, restaurants, small retail stores, marine sales/rental, research and development, and civic uses. However, the MMU zone allows a variety of uses that are not allowed in the CM zone; while the CM zone allows some uses outright that may be unsuitable for the area south of Seafarer’s Way.

The table on the next page excerpts some uses from [AMC Table 19.41.050, Principal uses permitted in mixed-use and industrial zones](#), highlighting some of the key differences between the zones:

Use	MMU	CM
Townhouse	P	
Assisted living	P	
Nursing home	C	
Medical -		
<10,000 sq. ft. GFA	P	
10,000 – 20,000 sq. f.t GFA	C	
Personal services (e.g. beauty salon, copy center, optometrist) (except animal care)	P	
Campground & RV Park		C
Retail sales	P	
<5,000 sq. ft. NFA	P	P
(25,001-50,000 sq. ft. NFA)	P	
Gas station	C	
Light Industrial (manufacturing, assembly, repair/servicing of machinery, equipment, products)	C	
Self-service storage		P
Water-oriented Industrial Uses (industrial type uses that are either water-dependent, water-related, or water-enjoyment, including ship and boat building and repair, seafood processing, maritime administration, piers and wharfs, water-based shipping terminals, boat launch, dry stack boat storage)	C	P

Consistency with Shoreline Master Program Goals and Policies

Current shoreline environment designation: Urban

Purpose – Provide for commercial, industrial, and recreational uses; residential uses in some locations; and public land uses while seeking opportunities for protection and restoration of ecological functions.

Rationale – The Urban-designated areas are zoned for industrial and commercial uses. Existing and planned uses in the Urban designation represent a variety of water-oriented and non-water-oriented uses. In addition, current zoning allows for retail businesses, professional offices, hotels, restaurants, personal service shops, recreational uses, marinas and residential uses.

Staff discussion: The proposed Commercial Marine designation of the parcels north of Seafarer’s Way is consistent with the property’s Urban Maritime shoreline environment designation. The other properties do not have direct shoreline access.

Goals and Policies

Policy LU-1.3. Manage and maintain the City’s Official Zoning Map to ensure continued consistency with the Future Land Use Map (see Figure LU-1).

Staff discussion: If the amendment to the FLUM is approved, a future rezone to the applicable implementing zones would need to be accomplished so that the Official Zoning Map remains consistent with the future land use map.

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.

Consistency with AMC 19.16.080.B.1.f. (For proposed comprehensive plan map changes)

- Whether the proposal is justified by changed or changing conditions,
- Whether the proposal would create an isolated land use designation unrelated to adjacent designations (a spot zone), and
- Whether the proposal will be compatible with and not adversely affect the value of those properties.
- *Staff discussion:*
 - Property north of Seafarer’s Way and east of R Avenue (P32951, P32950, P32958, P32984 and a portion of P114718):

Staff is not aware of changed or changing conditions that justify the proposal; however, the proposal would not create an isolated land use designation and will be compatible with adjacent properties. The change would extend the existing CM designation from its current terminus at 11th Street south to Seafarer’s way. Existing and planned uses of this area are consistent with the CM designation.
 - Property west of Q Ave. (P32956):

Staff is not aware of changed or changing conditions that justify the proposal. The proposal would create an isolated land use designation of Commercial Marine on the west side of Q Avenue in an area that has no direct access to the water.
 - Property south of Seafarer’s Way (P32910):

Staff is not aware of changed or changing conditions that justify the proposal. The Marine Mixed Use designation was applied to the property in 2016, and then it was rezoned to MMU in 2019. The proposal would create an isolated land use designation of Commercial Marine on the south side of Seafarer's Way, in an area that has no direct access to the water. Surrounding properties to the east and south have a Marine Mixed Use designation. It's not been demonstrated that the proposal would be compatible with and not adversely affect the value of those properties.

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| Staff Recommendation | <ul style="list-style-type: none">• Property north of Seafarer's Way (change P32951, P32950, P32958, P32984 from Commercial to Commercial Marine; and a portion of P114718 from Marine Mixed Use to Commercial Marine):
Recommend <u>approval</u> of the request.• Property west of Q Ave. (change P32956 from Commercial to Commercial Marine)
Recommend <u>denial</u> of the request.• Property south of Seafarer's Way (change P32910 from Marine Mixed Use to Commercial Marine)
Recommend <u>denial</u> of the request. |
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#8: ACFL Parcels UGA expansion

Applicant	City
City File #	LEG-2024-05 (Resolution 3161, 2025 Docket)
	Link to application documents
Summary	Petition the County to add all City-owned ACFL parcels to the City's UGA. Parcels include those where the development rights have been extinguished or restricted through conservation easements held by Skagit Land Trust or by deed restriction.
Location	P20029 (20 acers), P60751 (3.04 acers), P60752 (5.74 acres), P60763 (5.74 acres), P60777 (2.86 acres), P19298 (20 acres), P19211 (0.54 acres), P19056 (40 acres) and P32547 (9.32 acres).
Background	The city requests adding several city-owned parcels to the Urban Growth Area. Together the nine parcels total approximately 107.24 acres. The parcels are all adjacent to city limits, and all but P32547 were acquired (either by donation or purchase) for use as Anacortes Community Forest Lands (ACFL). All but P32547 are currently used for exclusively for recreation purposes and will continue to be used for recreation purposes. With the exception of P32547, all the city-owned parcels are currently zoned Rural Reserve. P32547, a 9.32 acre parcel, was a permitted gravel pit at which Lakeside Industries has completed its quarry work. Lakeside deeded the property to the City of Anacortes in 2001 when mining on the property was completed. The parcel has a Parks Department trail on the northern portion and Public Works uses a southern portion for soil storage. The parcel is zoned Rural Resource NRL; however, the gravel at the site has been depleted and the property is no longer a viable gravel pit. Thus, the Rural Resource NRL designation should be removed. These city-owned lands will not be used to accommodate population growth (housing) or employment growth (commercial/industrial). The addition of the city-owned recreation properties will not affect the County's population and employment allocation. No employment or housing is lost by adding these properties to the UGA, and the lands will not be used for housing or employment. The city requests that all the parcels be zoned Anacortes UGA Urban Development District. The city intends to apply the Parks/ Public land use designation to the properties in the Anacortes Future Land Use map. When the properties are annexed, they will be assigned the Parks/ Public zoning designation on the Anacortes Zoning map.

	The city-owned properties included in the UGA expansion request are adjacent to city limits, used for city purposes, primarily as recreation lands in the ACFL. The city manages these properties and it is important that permitting needs on the properties be managed comprehensively with other city-owned lands under the city's permitting systems. This makes for a cohesive, less complicated permitting process for city-managed lands and reduces the need for County staff to process permits on lands owned and managed by the city.
Analysis	See linked application documents.
Staff	
Recommendation	Recommend <u>approval</u> of the request

#9: Signal Hill UGA Expansion

Applicant	Signal Hill Family Limited Partnership
City File #	LEG-2024-11 (Resolution 3161, 2025 Docket) Link to application documents
Summary	Petition the County to add Skagit County Assessor parcel numbers P20014, P20013, and P19979 (approximately 19 acres) to the Anacortes Urban Growth Area.
Location	7442 Old Brook Lane (P20014) 7515 State Route 20 (P20013) 7503 State Route 20 (P19979)
Background	Signal Hill Family Limited Partnership (Signal Hill), the owners of parcels P20013, P20014 and P19979 have requested to include their large holding of property, which is adjacent to city limits, into the Anacortes UGA. Signal Hill requested that 132.17 acres be included in the UGA, but the Anacortes City Council did not find that most of the property is appropriate to be included in the UGA at this time, however, the Council did authorize the three aforementioned parcels, totaling approximately 17.8 acres be studied as potential lands to be included in the UGA. The 17.8 acres is adjacent to city-owned land in the Sharpe's Corner area of Anacortes. The city has completed a land capacity analysis (LCA) and under the existing zoning and the existing housing allocation, the city anticipates that it has adequate land to accommodate future housing needs. The impact of adding the 17.8 acres of Signal Hill property will allow for the property to be eligible to annex into the City of Anacortes. After annexation, the property would have the opportunity to redevelop the land from the existing land use (three single-family residences on roughly 17.8 acres) to higher density residential uses on the property as requested by the property owner. A capacity analysis based on the R4 zoning density allowances show that the 17.8 acres could accommodated between 126 units to 327 units, depending on the size of the buffers on two suspected wetlands on the property. Other constraints such as market factors, necessary paved areas and stormwater infrastructure could lower those figures further. The additional residential uses will have impacts on city services. The impacts to city services are not anticipated to strain city services because the city is planning to improve and expand these services to meet the anticipated population, housing and

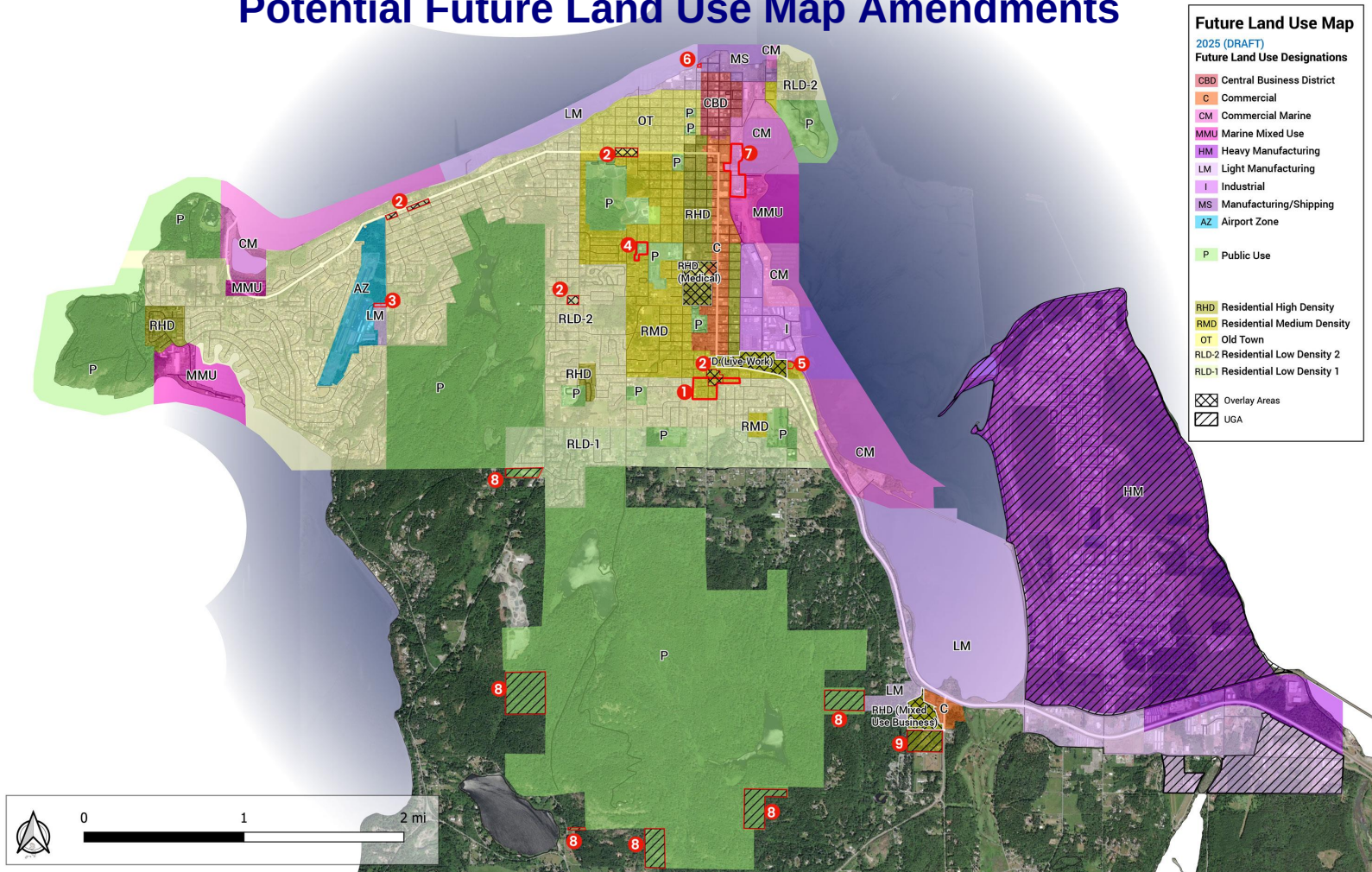
employment growth through 2045. However, the LCA indicates that the increased population, housing and employment between now and 2045 can be accommodated in the existing city limits and under the existing zoning designations. Therefore, no UGA expansion is necessary.

Analysis	See linked application documents.
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Staff Recommendation	Recommend <u>denial</u> of the request.
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Comprehensive Plan

Potential Future Land Use Map Amendments



1. Change from RLD-2 to RMD
2. Option 1 - neighborhood commercial overlay areas
Option 2 - update use chart to allow more commercial uses
3. Parcel change from AZ to LM
4. Several parcels change from RMD to P

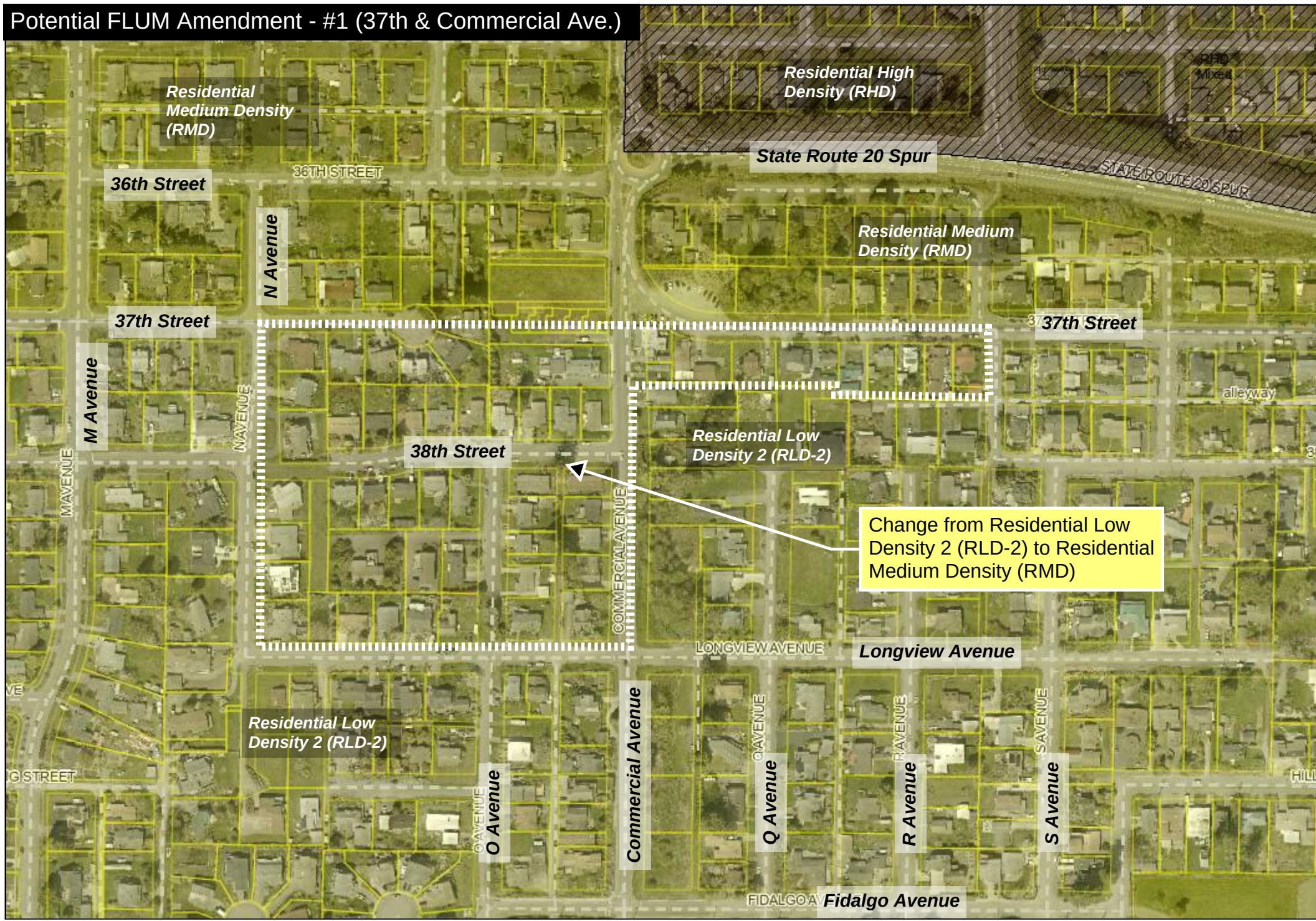
5. Several parcels change from I to RMD
6. Parcel change from LM to MS
7. Several parcels change from C and MMU, to CM
8. Add all unincorporated ACFL parcels to the UGA
9. Expand UGA to include Signal Hill properties

Descriptions of Potential Future Land Use Map (FLUM) Amendments

The following numbered descriptions correspond to the numbers on the map on the previous page.

1. Change from Residential Low Density-2 (RLD-2) to Residential Medium Density (RMD) to create more housing options in a high opportunity area of the City. This change also supports H-1.7 (*provide for development of multifamily housing in areas close to shopping, employment, services and public transportation*) and Item #LEG-2024-08 (*provide more opportunities through zoning for more local services to be accessible within walking distance of residences*), as a neighborhood grocery store is in the center of the area, as well as a couple of vacant or partially used sites
2. These potential changes are intended to provide options for implementing current land use policy LU-6.5 – “Allow some compatible nonresidential uses in residential zones, such as appropriately scaled schools, neighborhood-scaled grocery stores, religious facilities, home occupations, parks, open spaces, and other uses that provide places for people to gather, senior centers and day care centers.”
 - Option 1 – would add features to the Future Land Use Map (FLUM). Similar to other overlays symbolized on the current FLUM, additional “neighborhood commercial” overlays would be placed on the FLUM indicating areas with special allowances for small commercial uses. Uses that are currently allowed on these properties would continue to be allowed.
 - Option 2 – does not add any additional overlays to the FLUM and instead updates the allowed use chart in the zoning code to allow for more neighborhood-scale commercial uses.
3. Port of Anacortes - Requested land use designation change for 3 parcels near the airport from Aeronautical Zone (AZ) to Light Manufacturing (LM). (Res. 3161, LEG-2024-13).
4. Fidalgo Pool & Recreation District - Requested land use designation change for multiple parcels near the Fidalgo Pool from Residential Medium Density (RMD) to Public (P). (Res. 3161, LEG-2024-12).
5. Tom Skillings - Requested land use designation change of a portion of a parcel from Industrial to Residential Medium Density (RMD). (Res. 3161, 2021 Docket).
6. Port of Anacortes - Requested land use designation change of one parcel west of the terminus of 2nd St. from Light Manufacturing (LM) to Manufacturing and Shipping (MS). (Res. 3161, LEG-2024-15).
7. Port of Anacortes - Requested land use designation change of multiple parcels associated with the Cap Sante Marina from Commercial (C) and Marine Mixed Use (MMU) to Commercial Marine (CM). (Res. 3161, LEG-2024-14).
8. Add all unincorporated Anacortes Community Forest Land (ACFL) parcels to the UGA. (Res. 3161, LEG-2024-05).
9. Expand the UGA to include Signal Hill properties. (Res. 3161, LEG-2024-11).

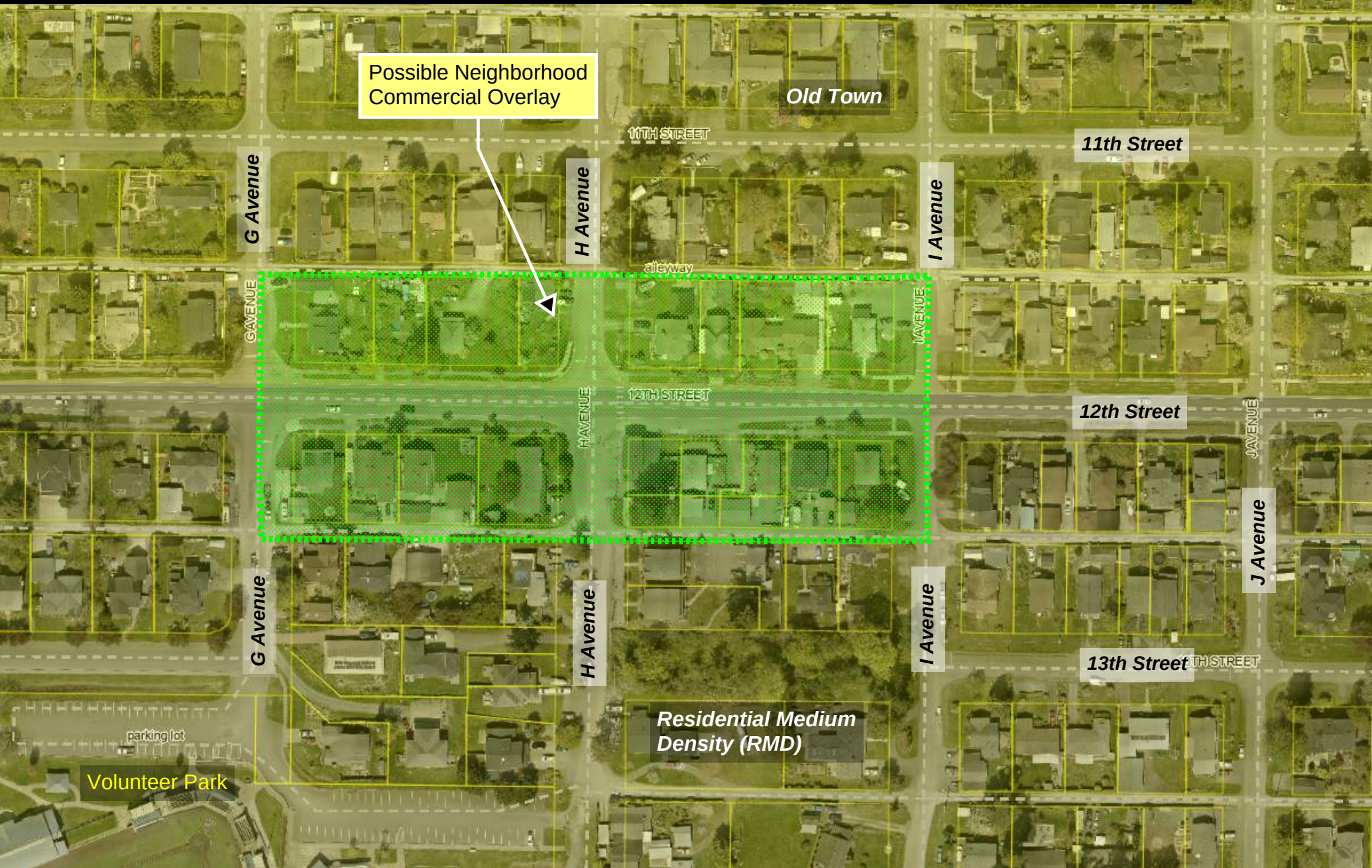
Potential FLUM Amendment - #1 (37th & Commercial Ave.)



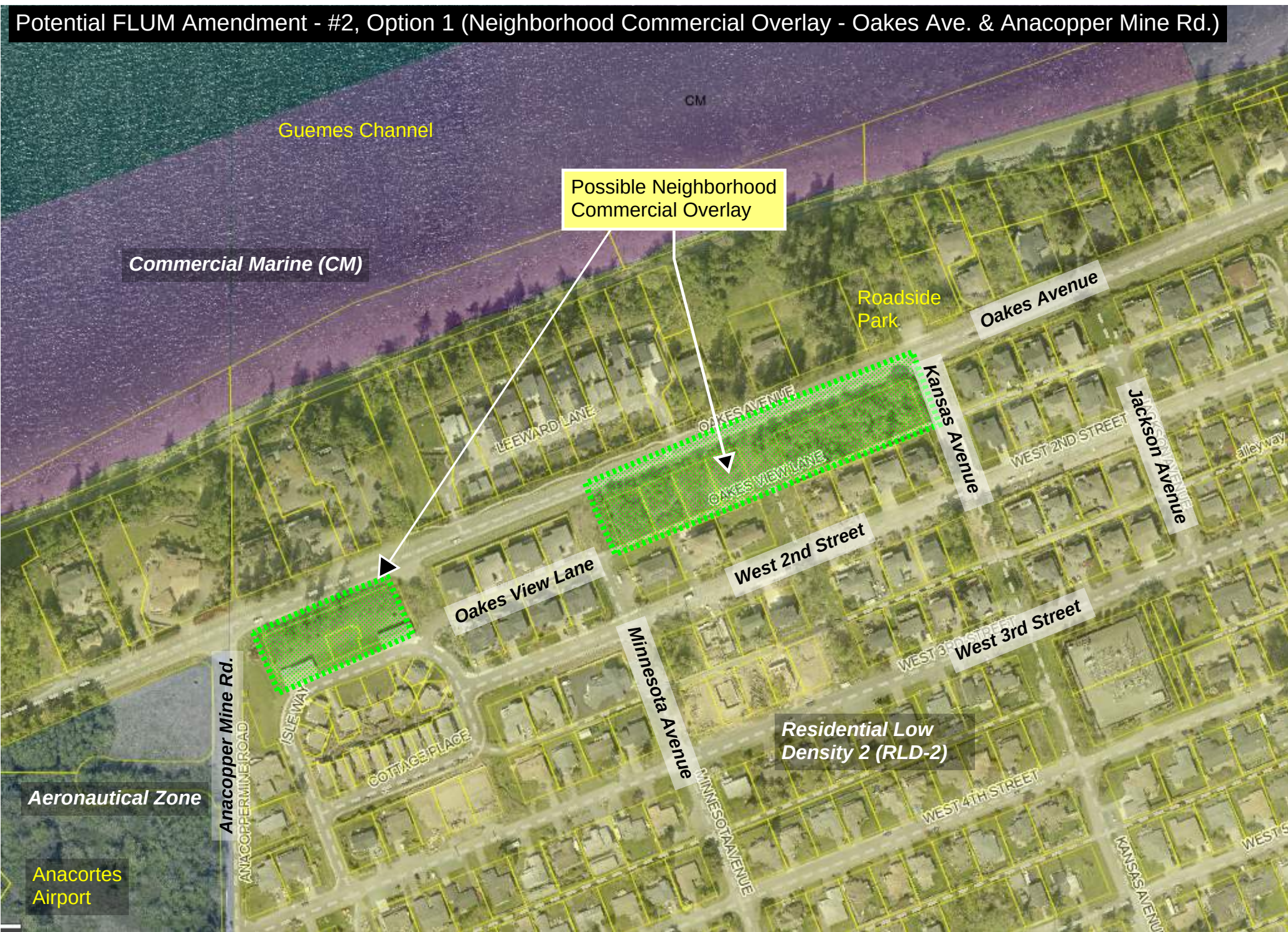
Potential FLUM Amendment - #2, Option 1 (Neighborhood Commercial Overlay - 37th St. & Commercial Ave.)



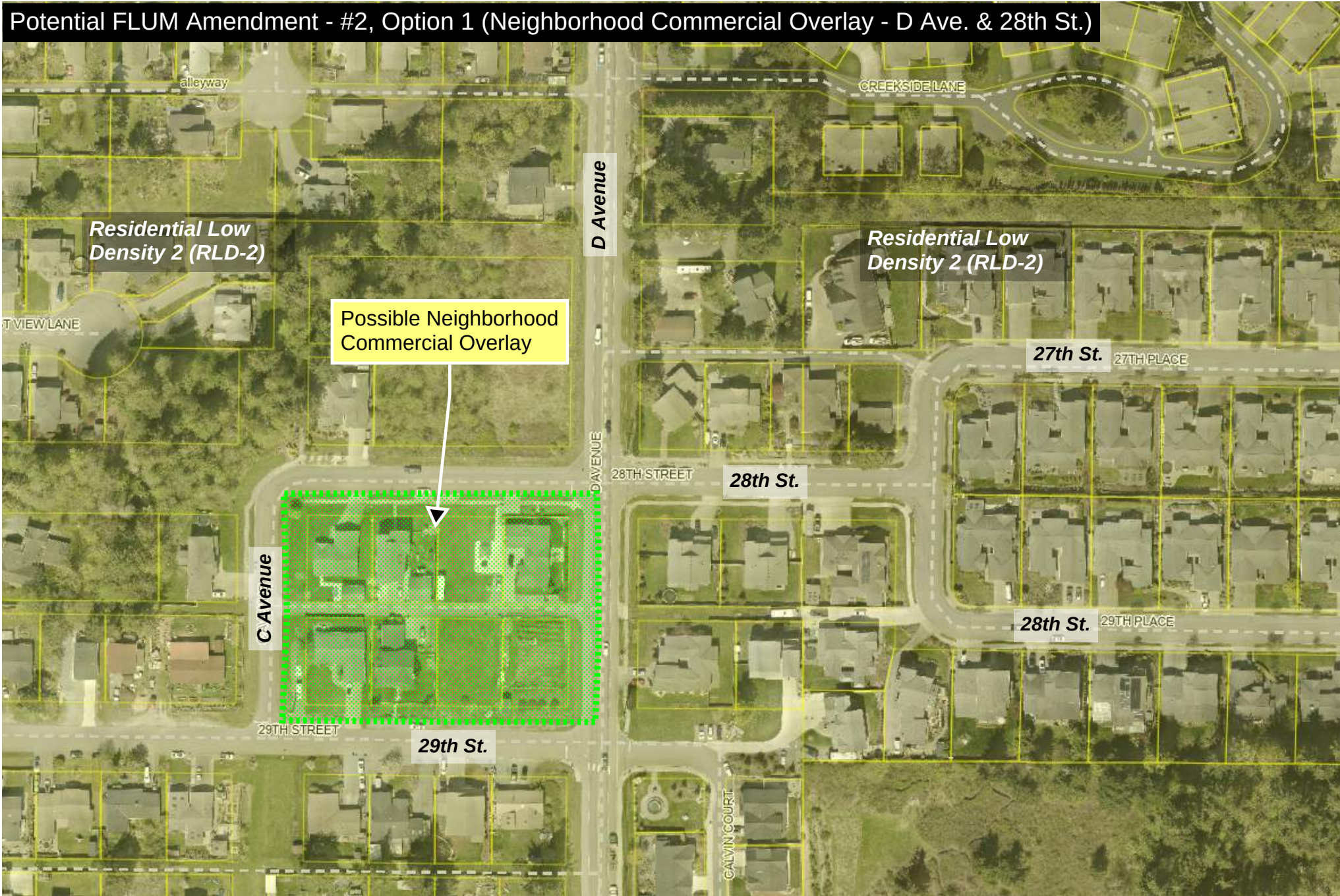
Potential FLUM Amendment - #2, Option 1 (Neighborhood Commercial Overlay - 12th Street & H Ave.)



Potential FLUM Amendment - #2, Option 1 (Neighborhood Commercial Overlay - Oakes Ave. & Anacopper Mine Rd.)



Potential FLUM Amendment - #2, Option 1 (Neighborhood Commercial Overlay - D Ave. & 28th St.)



Potential FLUM Amendment - #3 POA Airport



Potential FLUM Amendment - #4: Fidalgo Pool



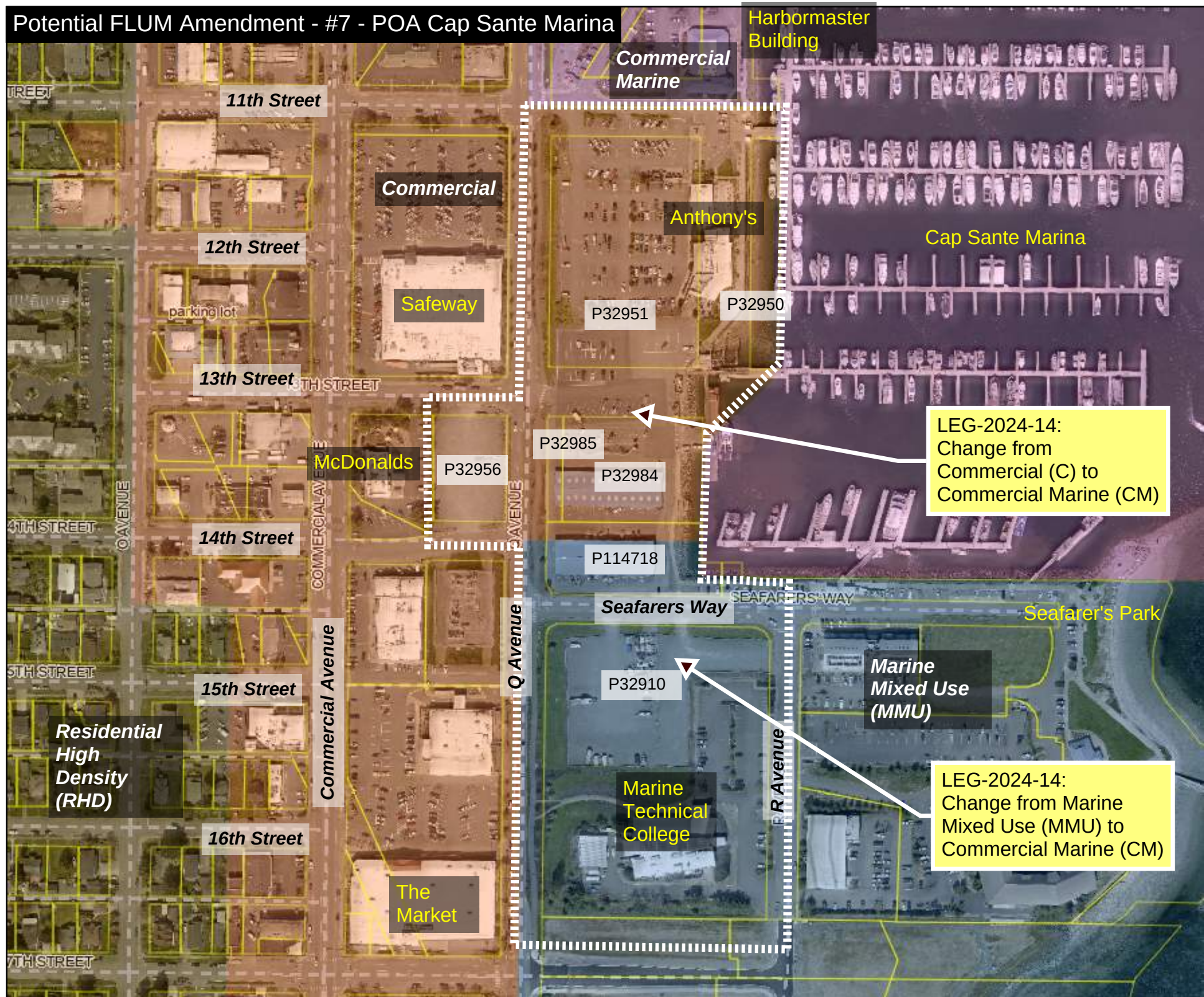
Potential FLUM Amendment - #5 - Skillings



Potential FLUM Amendment - #6 - POA Marine Terminal



Potential FLUM Amendment - #7 - POA Cap Sante Marina



Potential FLUM Amendment - #8 - City of Anacortes ACFL UGA Expansion Request



Potential FLUM Amendment - #9 - Signal Hill UGA expansion request



Anacortes Comprehensive Plan Update

Housing Goals and Policies Tracker

DRAFT September 18, 2024

11/6/24 Planning Commission Recommended Changes Version

The Planning Commission reviewed the 1st draft proposed amendments at their September 25, October 2, October 9, and November 6 meetings. The Planning Commission’s recommended changes to the 1st draft, if any, are shown in the last column.

Introduction

This goals and policies tracker reviews the Housing Element of the 2016 Anacortes Comprehensive Plan in support of the 2025 periodic update. MAKERS is providing comments, considerations, and recommendations for updating goals and policies. Further updates and additions will be added to the Housing Element to meet climate element requirements and better connect policies that are both housing and climate related.

Some frequent abbreviations used in this audit:

- HAP = [Housing Action Plan](#)
- AMC = Anacortes Municipal Code
- RDI = Racially disparate impacts

Housing Element

Some comments reference the Racially Disparate Impact (RDI) analysis, which is available on the [project webpage](#). See also the 2023 [Anacortes Housing Action Plan](#) (HAP).

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
Goal H-1	31	Housing Supply and Variety. Provide for a sufficient quantity and variety of housing to meet community needs.			No PC comments.
Policy H-1.1	31	Provide for an adequate supply of appropriately zoned land to accommodate the city’s housing growth targets.			No PC comments.
Policy H-1.2	31	Promote a variety of residential densities and housing types in all price ranges to meet a range of housing needs and respond to changing needs and preferences.	Promote a variety of residential densities and housing types in all price ranges to meet a range of housing needs and respond to changing needs and preferences. <u>Promote a variety of housing options that are needed by the different demographic groups and life situations in Anacortes. For example, young families, single parents, seniors, people of color, professionals, and service workers can all have different needs and preferences for housing size, design, location, and prices.</u>	Per the Racially Disparate Impacts (RDI) analysis, amend this policy (or add a similar policy) that that specifically addresses the housing needs and preferences of people of color.	Promote a variety of residential densities and housing types in all price ranges to meet a range of housing needs and respond to changing needs and preferences. <u>Promote a variety of housing options that are needed by the different demographic groups and life situations in Anacortes. For example, young families, single parents, seniors, people of color, professionals, and service workers can all have different needs and preferences for housing size, design, location, and prices.</u> [The examples seem unnecessary]
Policy H-1.3	31	Integrate smaller housing types, such as cottages, duplexes, townhouses, and accessory dwelling units, into residential neighborhoods.	Integrate smaller housing types, such as cottages, duplexes, townhouses, and accessory dwelling units, into <u>low and medium density residential zones</u> . residential neighborhoods.	Replace “residential” with a more general reference to zones to avoid implying existing neighborhoods only consist of single-family residences. Note the city has been making progress on this with updated development regulations and is already seeing construction of more diverse housing types in recent years.	Integrate smaller housing types, such as cottages, duplexes, townhouses, and accessory dwelling units, into <u>low and medium density residential zones</u> . residential neighborhoods.
Policy H-1.4	31	Consider the potential for development of tiny houses in selected areas of the city.	Consider the potential for development of tiny houses in selected areas throughout <u>of</u> the city.	The RDI analysis cautions that the “selected areas” not be restricted to segregated or higher-density areas of the city. The Housing Action Plan recommendation is consistent with the RDI analysis, as it recommends considering permanent tiny home clusters only in low- and medium density residential zones such as R2, R2A, and R3 in order to preserve the limited land available for denser housing.	No PC comments.
Policy H-1.5	31	Encourage infill development on vacant or under-utilized land.			No PC comments.

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Policy H-1.6.	31	Evaluate barriers to achieving increased density in multifamily residential and mixed use zones and revise regulations if appropriate.			No PC comments.
Policy H-1.7	31	Provide for development of multifamily housing in areas close to shopping, employment, services and public transportation.	Provide for development of multifamily housing in high-opportunity areas and areas close to shopping, employment, services and public transportation.	The RDI analysis recommends referring to “high opportunity” areas and avoiding the suggestion that new multifamily use must be concentrated in areas that typically have higher exposure to noise and pollution (e.g. arterial streets).	Provide for development of multifamily housing in high-opportunity areas and areas close to shopping, employment, services and public transportation. High-opportunity areas have attributes that have a positive effect on the economic mobility, health, and well-being of residents. These are often characterized by access to quality jobs, education, healthcare, healthy food, recreation, transit/transportation options, and lower exposure to environmental and health hazards.
Policy H-1.8	31	Provide for flexibility in subdivision development in order to promote environmental protection, encourage infill development, enhance neighborhood character, employ low impact development techniques, and other similar goals.	Provide for flexibility in subdivision development in order to promote environmental protection, encourage infill development, enhance neighborhood character , employ low impact development techniques, and other similar goals.	Updated to avoid the use of “neighborhood character,” as it is a vague term that can often be employed to the effect of excluding new types of development. Recommendation from the RDI analysis.	10/2/24 – PC comments: Change to “enhance neighborhoods”. Take out “character”. Provide for flexibility in subdivision development in order to promote environmental protection, encourage infill development, enhance neighborhoods character , employ low impact development techniques, and other similar goals.
Policy H-1.9	32	Encourage demonstration projects of innovative housing types or programs, such as co-housing, tiny houses, or others.	Encourage more development of innovative housing demonstration projects of innovative housing types or programs and strategies , such as co-housing, co-living, land trusts, sweat equity, co-location of housing with public facilities, tiny houses , or others.	The City has already implemented or seen development of demonstration projects, which the Skagit Co-Housing project is a great example of. Suggesting updating policy language to move towards development of more of these projects, rather than referring to them as demonstration projects. Tiny houses are already mentioned specifically in policy H-1.4. Co-living (single room occupancies) is required to be addressed by cities under new state law RCW 36.70A.535.	Encourage more development of innovative housing demonstration projects of innovative housing types or programs and strategies , such as co-housing, co-living, land trusts, sweat equity, co-location of housing with public facilities, tiny houses , or others. [Retain tiny houses.]
Policy H-1.10	32	Permit manufactured homes on individual lots in residential zones in accordance with the provisions of state and federal law.			No PC comments.
			New Policy Maintain development regulations that permit allowed residential uses by right and avoid conditional uses.	City Council expressed interest in such a policy. This policy will help reduce confusion from applicants on what residential uses are allowed and help speed up aspects of the permitting process. (2025 Docket Item - LEG-2024-07).	No PC comments.

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Goal H-2	32	Neighborhood Character. Promote the stability and vitality of residential and mixed use neighborhoods.	Neighborhood Character <u>Form. Promote the stability and vitality of residential and mixed use neighborhoods</u> <u>Allow organic change of neighborhoods over time to meet community needs, while preventing neighborhoods from experiencing extreme changes in a short period of time.</u>	A goal centered on the phrase "neighborhood character," is vague, and can be used to justify leaving higher-income neighborhoods unchanged, based on the RDI analysis recommendations and Department of Commerce guidelines. Instead a new housing goal can be focused on allowing change of housing types over time but in a manner that is more incremental and doesn't have major jumps in housing types for a given neighborhood. City Council expressed interest in this. (2025 Docket Item – LEG-2024-06)	
Policy H-2.1	32	Encourage housing types and design that reinforce and enhance the character and scale of established neighborhood development patterns.	Encourage housing types and design that reinforce and enhance the character and scale of established neighborhood development patterns. <u>When necessary to meet housing needs over time, provide zoning changes that allow the next increment of housing throughout any neighborhood in Anacortes.</u>	Replace the current policy with a new policy that better aligns to the new goal suggested above. (2025- Docket Item – LEG-2024-06)	<u>Zoning should allow the next increment of housing in all neighborhoods and should disallow sudden, radical change in all neighborhoods.</u>
Policy H-2.2	32	Develop design guidelines, standards or other measures to achieve the following benefits: A. Allow growth without sacrificing Anacortes's unique small town character. B. Facilitate compatibility between existing and new housing. C. Integrate and connect multifamily developments with surrounding development to enhance a sense of community in neighborhoods. D. Allow for compatible integration of attached and detached accessory dwelling units in residential neighborhoods.	Maintain <u>Develop</u> design guidelines , standards or other measures to achieve the following benefits: A. Allow growth without sacrificing Anacortes's unique small town character. B. Facilitate compatibility between existing and new housing. C. Integrate and connect multifamily developments with surrounding development to enhance a sense of community in neighborhoods. D. Allow for compatible integration of attached and detached accessory dwelling units in residential neighborhoods.	Updated language to emphasizes the maintenance of design standards, since such standards have already been adopted.	10/9/24 – No PC comments.
Policy H-2.3	32	Encourage rehabilitation and improvement programs to preserve the character and condition of existing housing.	Encourage rehabilitation and improvement programs to preserve the character and condition of existing housing, <u>especially for homes owned by seniors, low-income people, and people of color who may face mobility and/or financial barriers to home maintenance.</u>	Updated to avoid the use of "character". The RDI analysis notes that rehabilitation programs can help people stay in their homes, but it mostly benefits existing homeowners and does not help reduce racial disparities in homeownership. RDI analysis suggests the City work with	10/9/24 – No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
				organizations representing seniors and communities of color to prioritize any potential program funding.	
Goal H-3	32	Housing Affordability. Provide for a range of housing opportunities to address the needs of all economic segments of the community.			No PC comments.
Policy H-3.1	32	Encourage preservation, maintenance, and improvements to existing affordable housing.			No PC comments.
Policy H-3.2	32	Develop meaningful, measurable goals and strategies that promote the development of affordable workforce housing to meet local needs and monitor progress toward meeting those goals.	Develop meaningful-, measurable goals- metrics and strategies that promote the development of affordable workforce housing to meet local needs and monitor progress toward achieving those strategies. meeting those goals. Metrics should include homeownership rates and housing cost burden for people of color, and other statistics recommended by the Housing Action Plan.	It is a misnomer to have a policy require new goals that are not already listed in the Housing Element, so it is suggested to replace that term. Refer to the HAP Section 6.4 for recommendations on how to monitor housing progress. This updated Housing Element policy also suggests an additional layer of metrics that include a focus on racial equity and addressing historic patterns of segregation, as recommended by the RDI analysis. With the edits, this policy may now fit better under Goal H-6, which relates to implementation and monitoring.	No PC comments.
Policy H-3.3	32	Support non-profit agencies and public/private partnerships to preserve or develop additional housing for very low, low and moderate income households.			No PC comments.
Policy H-3.4	32	Support both rental and ownership forms of affordable housing in a variety of types and sizes.			No PC comments.
Policy H-3.5	32	Locate affordable housing throughout the city and especially in areas with good access to transit, employment, education, and shopping.	Locate affordable housing throughout the city and especially in high opportunity areas with good access to transit, employment, education, and shopping.	The RDI analysis recommends referring to “high opportunity” areas and avoiding concentrating new housing in a single area or areas with higher exposure to noise and pollution (e.g. arterial streets). The use of “high opportunity” areas, widens the scope of appropriate areas for affordable housing while still including transit, employment education, and shopping areas.	Add a glossary to the Comp Plan.

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Policy H-3.6	32	Consider a housing levy to provide ongoing funding for affordable housing.	Consider <u>Explore</u> a housing levy to provide ongoing funding for <u>construction and preservation of</u> affordable housing.	More forward language suggested. The RDI analysis finds a levy has the potential to improve racially disparate impacts.	Consider <u>Explore</u> a housing levy to provide ongoing funding for <u>construction and preservation of</u> affordable housing.
Policy H-3.7	32	Consider developing an inclusionary zoning program as a means of increasing the City's affordable housing supply.	Consider developing <u>Explore the establishment of a Multifamily Tax Exemption (MFTE) program</u> an inclusionary zoning program as a means of increasing the City's affordable housing supply. <u>Consider the provisions recommended by the Housing Action Plan on the residential target area, eligible properties, duration, duration, and other standards.</u>	Recommend this policy be removed and replaced with support for implementing a Multifamily Tax Exemption (MFTE) program. Inclusionary zoning (IZ) was considered in the Housing Action Plan (fulfilling this 2016 policy) and it was found that IZ likely would reduce or not significantly increase housing production due the lack of significant multifamily development occurring in the city. Instead, direct subsidies such as Housing Choice (known as "Section 8") vouchers and bonus programs such as the MFTE program will likely be more effective at producing affordable housing in Anacortes.	Consider developing <u>Explore the establishment of incentives for the development of affordable housing, such as a Multifamily Tax Exemption (MFTE) program</u> an inclusionary zoning program as a means of increasing the City's affordable housing supply. <u>Consider the provisions recommended by the Housing Action Plan on the residential target area, eligible properties, duration, duration, and other standards.</u>
Policy H-3.8	32	Require that affordable housing achieved through public incentives or assistance remains affordable for the longest possible term.			No PC comments.
Policy H-3.9	32	Evaluate land owned by the City and other public entities for use for affordable housing utilizing a community land trust, or similar, -type model.	Evaluate land owned by the City and other public entities for use for affordable housing utilizing a community land trust, or similar, -type model. <u>Disposition of City-owned surplus land will prioritize affordable housing developers (especially those serving communities of color) or other community-determined uses, consistent with the allowances of state law.</u>	Recommended by HAP Section 4.4.1 and allowed under new state law, RCW 39.33.015. RDI analysis says city should prioritize working with groups that directly serve communities of color when seeking development partners for projects on public land.	Evaluate land owned by the City and other public entities for use for affordable housing utilizing a community land trust, or similar, -type model. <u>Disposition of City-owned surplus land will pPrioritize affordable housing developers (especially those serving communities of color) or other community-determined uses, when disposing of city-owned surplus land, consistent with the allowances of state law.</u>
			New Policy <u>Explore opportunities for affordable housing on City-owned and other public land in downtown, including redevelopment of parking lots, co-location of affordable housing with public facilities, and new land acquired by the City for the purpose of developing housing.</u>	Recommended by several strategies in HAP Section 4.4.	No PC comments.
Policy H-3.10	33	Develop and implement a detailed affordable housing program that identifies specific actions to increase the	Develop and implement a <u>Maintain and update the Anacortes Housing Action Plan, with a focus on</u> detailed affordable housing program that identifies	The spirit of this policy was achieved with the Housing Action Plan. However, this policy can be worked to encourage updating	Develop and implement a <u>Maintain and update the Anacortes Housing Action Plan, with a focus on</u> detailed affordable housing program that identifies

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		supply of housing that is affordable to low to middle-income individuals and families.	specific actions to increase increasing the supply of housing that is affordable to low to middle-income individuals and families and addressing racial disparities and past patterns of segregation and exclusion.	the HAP over time. The RDI also recommends the HAP have more information and strategies to address past patterns of segregation and exclusion.	specific actions to increase increasing the supply of housing that is affordable to low to middle-income individuals and families. and addressing racial disparities and past patterns of segregation and exclusion. End the sentence without the last phrase regarding addressing racial disparities.... Especially in light of the RDI report findings.
Goal H-4	33	Special Needs. Provide housing options for special needs populations, including independent living for seniors, assisted living, memory care, drug & alcohol rehab and mental health facilities.			No PC comments.
Policy H-4.1	33	Provide accommodation throughout the city for housing for people with special needs and avoid concentrations of such housing.			No PC comments.
Policy H-4.2	33	Encourage the development of senior-friendly housing opportunities, particularly in areas near services and amenities.			No PC comments.
Policy H-4.3	33	Promote a range of housing types for seniors; e.g., adult family homes, skilled nursing facilities, assisted living, and independent living communities.			No PC comments.
Policy H-4.4	33	Support ways for older adults and people with disabilities to remain in the community as their housing needs change by encouraging universal design or retrofitting homes for lifetime use.			No PC comments.
Policy H-4.5	33	Promote the provision of support services, including transportation options, to allow seniors and those with special needs to remain in their own homes or non-institutional settings.			No PC comments.
Policy H-4.6	33	Support public and private housing and services for people who are homeless.	Support public and private housing and services for people who are homeless and transitioning out of homelessness. Allow the development of emergency shelters, transitional housing, emergency housing, and permanent supportive housing throughout Anacortes and consistent with state law.	Added policy that shows consistency with requirements in HB 1220.	Support public and private housing and services for people who are homeless and transitioning out of homelessness. Allow the development of emergency shelters, transitional housing, emergency housing, and permanent supportive housing throughout Anacortes and consistent with state law.
Goal H-5.	33	Regional Collaboration. Actively participate and coordinate with other agencies in efforts to meet regional housing needs			No PC comments.

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Policy H-5.1	33	Encourage local and regional affiliations and alliances to provide affordable housing.			No PC comments.
Policy H-5.2	33	Explore local and regional funding options to support development of housing for low- and moderate-income households.			No PC comments.
Policy H-5.3	33	Work with other jurisdictions and health and social service organizations to develop a coordinated, regional approach to homelessness.			No PC comments.
Goal H-6	33	Monitoring. Implement Housing Element goals in a manner that is efficient and transparent.			No PC comments.
Policy H-6.1	33	Evaluate and report on how the goals and policies of this Housing Element are being achieved.	Evaluate and report on how the goals and policies of this Housing Element and the Housing Action Plan are being achieved.	More specificity recommended.	Evaluate and report on how the goals and policies of this Housing Element and the Housing Action Plan are being achieved.
Policy H-6.2	33	Monitor housing supply, type and affordability, including progress toward meeting a proportionate share of the countywide need for affordable housing for very low-, low-, and moderate-income households.			No PC comments.
Policy H-6.3	33	Monitor local data and routinely reassess and adjust policies, strategies and regulations to improve effectiveness of programs to meet local housing needs.			No PC comments.
	New subheading: Climate focused goals and policies				
TBD	TBD	TBD	TBD	TBD	

Anacortes Comprehensive Plan Update

Transportation Goals and Policies Tracker

DRAFT October 1, 2024

10/9/24 Planning Commission Discussion Version

[The Planning Commission reviewed the 1st draft proposed amendments at the October 9, 2024 meeting.](#)

Introduction

This goal and policy tracker reviews the **Transportation Element** of the 2016 Anacortes Comprehensive Plan in support of the 2025 periodic update. **Transpo Group** is providing comments, considerations, and recommendations for updating goals and policies. Further updates and additions will be added to the **Transportation Element** to meet climate element requirements and better connect policies that are both land use and climate related.

Some frequent abbreviations used in this audit:

AMC = Anacortes Municipal Code

GMA = Growth Management Act

RCW = Revised Code of Washington

Transportation Element

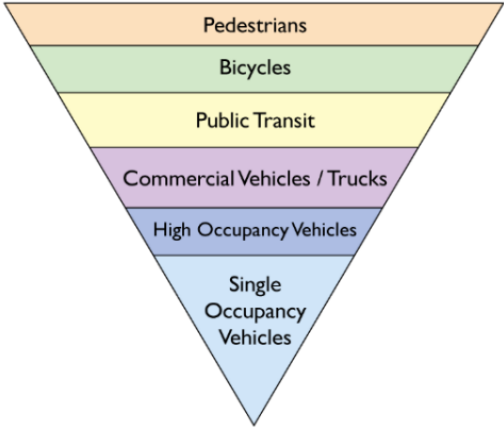
Goals and Policies

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Goal T-1	56	Operations, Maintenance, Management and Safety. As a high priority, maintain, preserve, and operate the city’s transportation system in a safe and functional state.	Prioritize Safety, Operations, Maintenance, and Management, and Safety. As a high priority, m Maintain, preserve, and operate the city’s transportation system in a safe and functional state for all travelers.	Prioritizing implies highest importance. Safety is paramount in transportation. GMA emphasizes all travelers, all modes.
Category		Maintenance and Preservation		
Policy T-1.1	56	Maintain and operate the city’s transportation systems working to minimize impacts to mobility from maintenance activities and provide continuous safe, efficient, and reliable movement of people, goods, and services.	Maintain and operate the city’s transportation systems working to m Minimize impacts to mobility from maintenance activities and provide continuous safe, efficient, and reliable movement of people, goods, and services.	Simplicity, clear direction.
Policy T-1.2	56	Protect the investment in the existing system and lower overall life-cycle costs through effective maintenance and preservation programs.	Protect the investment in the existing <u>transportation</u> system and lower overall life-cycle costs through effective maintenance and preservation programs.	Specificity
Policy T-1.3	56	Using Asset Management methodology, prioritize essential maintenance, preservation, and safety improvements of the existing transportation system to protect mobility and avoid more costly replacement projects.	No change	
Category		Transportation Systems Management for the System as a Whole		
Policy T-1.4	57	Develop a citywide traffic monitoring system to collect AM, PM and daily traffic volume data on a regular basis to determine how transportation investments are performing over time.	No change	
Policy T 1.5	57	Strive to increase the efficiency of the current transportation system to move goods, services, and people to and within the city before adding additional capacity.	No change	
Policy T-1.6	57	Work with the Washington State Ferry system to encourage ferry walk-on and transit service and additional passenger-only service centered in Anacortes.	Move to and consolidate into Policy 1.7	Consolidate all WSDOT ferry policies
Policy T-1.7	57	Encourage the replacement and modernization of the Washington State Ferry Terminal which is the gateway to the world famous San Juan Islands; continued maintenance of the facility; and continued use of the reservation system to prevent the ferry lines from backing up onto Oakes Avenue.	Delete; Consolidate into Policy 1.7	Consolidate all WSDOT ferry policies
Policy T-1.8	57	Consistently work with Washington State Ferries to continue making the international ferry service to Sidney, B.C., and Canada successful.	Delete; Consolidate into Policy 1.7	Consolidate all WSDOT ferry policies
Policy T-1.9	57	Reserve undeveloped city right-of-way for future use and do not vacate city right-of-way unless overwhelmingly beneficial to the city.	Renumber to 1.6	

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			Policy T-1.7. <u>Work with the Washington State Ferry system to encourage:</u> <u>Additional transit service, walk-on ridership, and passenger-only ferry service centered in Anacortes.</u> <u>Replacement, modernization, and continued maintenance of the Washington State Ferry Terminal which is the gateway to the world-famous San Juan Islands.</u> <u>Restore international ferry service from Anacortes to Sidney, B.C., Canada.</u> <u>Continued use of the reservation system to prevent the ferry lines from backing up onto Oakes Avenue.</u> <u>An Intelligent Transportation System (ITS) improvement (electronic information collection and display for highway users) to reduce impacts of ferry traffic.</u>	Consolidate all WSDOT ferry policies
Policy T-1.10	57	Encourage Guemes Island Ferry facilities that are compatible with the surrounding neighborhood and mitigate for ferry traffic impacts; this should include bus service during the Guemes Island Ferry maintenance shutdown.	Delete; Rewrite as Policy T-1.8	
			Policy T-1.8. <u>Encourage Skagit County to provide Guemes Island Ferry facilities that:</u> <u>Are compatible with the surrounding neighborhood</u> <u>Mitigate for daily ferry vehicle traffic impacts; and</u> <u>Include bus service during the annual ferry maintenance shutdown.</u>	Bullets provides 3 clear requests
Category	57	Coordination of the State Highways (SR 20 and SR 20 Spur) going through Anacortes	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
Policy T-1.11	57	Work with Washington State Department of Transportation to give a high priority to safety and mobility projects at Sharpe’s Corner.	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies. Sharpe’s corner roundabout completed since this was written.
Policy T-1.12	57	Plan and budget for a safety plan and project follow through for the SR 20 Spur/R Avenue intersection and other high accident locations in Anacortes.	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
Policy T-1.13	57	Encourage, and partner with Washington State Department of Transportation in the long-term (20 plus years) to pursue reduction of signals by creation of grade separated intersections along SR 20 at Christiansen Road, Thompson Road, and/or Reservation Road using as a basis the WSDOT Route Development Plan titled “SR 20 to Sharpes Corner to SR 536 Safety Improvement Project” (Nov. 2003).	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
Policy T-1.14	57	Plan for and develop a more robust and usable frontage road system in the SR 20 corridor using existing roadways.	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
Policy T-1.15	57	Consider an Intelligent Transportation System (ITS) improvement (electronic information collection and display for highway users) to reduce impacts of Washington State Ferry traffic.	Delete; Consolidate into Policy 1.7	Consolidate all WSDOT ferry policies

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Policy T-1.16	57	Partner with Washington State Department of Transportation to provide adequate shoulders, safe bicycle lanes, sidewalks, and street lighting from Commercial Avenue to the Ferry Terminal.	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
Policy T-1.17	58	Provide an alternate route, or routes, for local and emergency traffic between the west end of town (Skyline area) and downtown Anacortes (Island Hospital), such as West 2nd Street.	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
Policy T-1.18	58	Work to improve, and increase the number of, pedestrian crossings along the SR 20 and SR 20 Spur corridors; such as the proposed crossing at Christiansen Road and SR 20 intersection as proposed as part of the Sharpe’s Corner project.	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
Policy T-1.19	58	Coordinate on road maintenance issues and continue the close relationship with Washington State Department of Transportation to keep lines of communication open and increase the chances of successful collaboration in the future.	Delete; Consolidate into Policy 1.9	Consolidate all WSDOT highway policies
			Policy T-1.9. The City will continue to work with WSDOT to: a. <u>Provide adequate shoulders, safe bicycle lanes, sidewalks, and street lighting on SR 20 Spur from Commercial Avenue to the Ferry Terminal, consistent with RCW 47.04.035 Complete Streets Principles and the 2020 WSDOT Active Transportation Plan.</u> b. <u>Complete a safety plan for the SR 20 Spur/R Avenue intersection and other high accident locations in Anacortes.</u> c. <u>Pursue reduction of signals by creation of grade separated intersections along SR 20 at Christiansen Road, Thompson Road, and/or Reservation Road based on the WSDOT Route Development Plan titled “SR 20 to Sharpes Corner to SR 536 Safety Improvement Project” (Nov. 2003).</u> d. <u>Plan for and develop a more robust and usable frontage road system in the SR 20 corridor using existing roadways.</u> e. <u>Provide an alternate route, or routes, for local and emergency traffic between the west end of town (Skyline area) and downtown Anacortes (Island Hospital), such as West 2nd Street.</u> f. <u>Improve, and increase the number of, pedestrian crossings along the SR 20 and SR 20 Spur corridors.</u> g. <u>Coordinate on road maintenance issues, maintain a close relationship, and keep lines of communication open to increase the chances of successful collaboration in the future.</u>	Rewritten to consolidate all WSDOT highway policies, but if any obsolete statements or completed projects should be deleted.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Category		Financial		
Policy T-1.20	58	Emphasize transportation investments that provide and encourage alternatives to single occupancy vehicle travel and increase travel options, especially to and within commercial and mixed-use areas and along corridors served by transit to reduce infrastructure costs associated with system expansion.	No change	
Policy T-1.21	58	Focus on investments that produce significant net benefits to people and businesses and aim to minimize the environmental impacts of transportation.	No change	
Policy T-1.22	58	Encourage public and private sector partnerships to identify and implement improvements to personal mobility.	No change	
Policy T-1.23	58	In coordination with other agencies and organizations, participate in planning for and funding of the expansion of multi-modal transportation capital facilities.	No change	
Policy T-1.24	58	Update transportation impact fees on an annual basis using the Engineering News-Record Construction Cost Index (ENR CCI) to reflect current inflation, policies, and needs and discuss a method of updating the impact fees on an annual or biannual basis.	Update Adjust transportation impact fee (TIF) base rates on an annual basis using the Engineering News-Record Construction Cost Index (ENR CCI) to reflect current inflation, policies, and needs. and discuss a method of updating the impact fees on an annual or biannual basis.	Adjustment using index does not require a complete update of the TIF program, but simply an adjustment to the base rate. This can be built into the new 2025 TIF program so the intended TIF base rate will be known for each year going forward, but actual rate will need to be adjusted for index.
Policy T-1.25	58	Consider city financing methods that create, sustain and/or expand local transit service. This service could be city provided, SKAGIT TRANSIT provided, or privately provided.	No change	
Policy T-1.26	58	Strive to create and maintain a balance between available revenue and needed capital facilities. If projected funding is inadequate to finance needed capital facilities adjust the level of service, the planned growth, and/or the sources of revenue. The City should first consider identifying additional funding, then adjusting LOS standards, before considering reassessment of land use assumptions.	Strive to create and maintain a balance between available revenue and needed capital facilities. If projected funding is inadequate to finance needed capital facilities adjust the level of service (LOS) , the planned growth, and/or the sources of revenue. The City should first consider identifying additional funding, then adjusting LOS standards, before considering reassessment of land use assumptions.	Abbreviate before using acronym in next sentence.
Goal T-2	58	Greater Safety, Options and Mobility. Invest in transportation systems that offer greater options, mobility, and access in support of the city’s growth strategy.	Greater Multimodal Transportation Safety, Options, and Mobility. Invest in <u>multimodal</u> transportation systems that offer greater <u>increased safety</u> , options, mobility, and access in support of the city’s growth strategy.	Multimodal is more inclusive
Category		Safety		
Policy T-2.1	58	Policy T-2.1. Continue to improve the safety of the transportation system to work towards the state’s goal of zero deaths and disabling injuries by the year 2030.	Continue to Improve the safety of the <u>multimodal</u> transportation system to work by continually working towards the <u>City</u> , state, ’s and federal goal of zero deaths and disabling serious injuries by the year 2030.	Zero fatalities is the goal and while WSDOT has established 2030 as the goal in Target Zero, the state and national trend has been increasing, especially for pedestrian/bicycle deaths and injuries. Remove the date so that it is a continual effort with no end.

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Policy T-2.2	59	In our concern for safety for all travelers; while making planning and budget decisions the City will utilize the following prioritization for different travel modes: A. Pedestrian B. Bicycle C. Motorcycle D. Transit E. Freight F. Carpool G. Single Occupant Vehicle	In our concern for safety for all travelers; while making City planning and budget decisions the City will be based on utilize the following prioritization for different travel modes. <u>with an emphasis on safety for the most vulnerable roadway users:</u> A. Pedestrian B. Bicycle C. Motorcycle D. Transit E. Freight F. Carpool G. Single Occupant Vehicle 	More directive that City budget decision will be based on Motorcycles included by default in motor vehicle categories below Add graphic to illustrate priorities Staff Note: During their 10/9 review, Planning Commission recommended re-inserting motorcycles as a separate category in the graphic to the right.
Policy T-2.3	59	Provide facilities for, and education on, safe and non-threatening travel throughout the city on all modes of transportation using the prioritization list in T-2.2	Provide facilities for, and education on, safe and non-threatening travel throughout the city on all modes of transportation using the <u>investment</u> prioritization list in <u>policy T-2.2. and the equity analysis and prioritization in the City Safety Action Plan.</u>	Current effort to complete Safety Action Plan requires an equity analysis that can be used going forward
Policy T-2.4	59	Keep an emphasis on the enforcement of motorized and nonmotorized safety	Keep Maintain an emphasis on the enforcement of motorized and nonmotorized traffic safety laws <u>for all roadway users.</u>	All-inclusive
Policy T-2.5	59	Consider roundabouts and traffic calming devices to reduce excessive speeding and other unsafe driving choices.	No change	
Policy T-2.6	59	Utilize a non-motorized travel awareness campaign so drivers expect pedestrians and bicycles on the roadway.	Utilize a non-motorized <u>Fund and promote a citywide</u> travel awareness campaign so drivers expect pedestrians and bicycles on to see people walking, biking, and rolling along and across the roadway.	Direction to provide funding; people-oriented; more inclusive
Category		Mobility Options		
		<u>New policy</u>	<u>Policy T-2.7 Establish a citywide Active Transportation Network (ATN) of existing and planned safe and comfortable ADA-compliant walking, biking, and rolling facilities coordinated and connected to regional pedestrian and bicycle routes.</u>	ATN is based primarily on Anacortes Walks and Bikes maps in existing Transportation Element
Policy T-2.7	59	Decrease the proportion of trips made by single occupant vehicles by increasing alternative transportation choices.	<u>Policy T-2.8. Work to d</u> ecrease the proportion of trips made by single occupant vehicles by increasing <u>alternative active</u> transportation choices facilities and opportunities.	Adding “work” acknowledges that this will take effort; Not easy

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Policy T-2.8	59	Address the needs of non-driving populations in the coordination, development, and management of local and regional transportation systems (e.g., electric bike rentals)	Policy T-2.9. Address the needs of non-driving populations in the coordination, development, and management of local and regional transportation systems (e.g., <u>ADA accessibility, adequate transit service, and affordable</u> electric bike rentals).	ADA now required in GMA Transportation Element
Policy T-2.9	59	Locate and design transit facilities to simplify access for pedestrian and bicycle patrons.	Policy T-2.10. Locate and design transit facilities to simplify access for pedestrian and bicycle patrons <u>people walking, biking, and rolling</u> .	People-oriented
Policy T-2.10	59	Encourage local street connections and walkways between existing neighborhoods and new developments to provide an efficient network of travel route options for pedestrians and bicycles.	Policy T-2.11. Encourage local street connections and walkways between existing neighborhoods and new developments to provide an efficient network of travel route options for pedestrians and bicycles.	
Policy T-2.11	59	Encourage development of safe and easy-to-use bike paths and pedestrian walkways in and around Anacortes and coordinate with regional pedestrian and bicycle routes. Separate grade crossing facilities in certain locations should be considered.	Delete; Replaced by new Policy T-2.7	
Policy T-2.12	59	Encourage identification and pedestrian scale signing of shopping and public use facilities (e.g. wayfinding signs).	No change	
Policy T-2.13	59	Revise development policies to reduce city sign clutter.	No change	
Policy T-2.14	59	Develop improved signing for public transportation-related facilities, e.g. airport, ferry systems, etc. Develop improved signing for public transportation-related facilities, e.g. airport, ferry systems, etc.	No change	
Policy T-2.15	59	Encourage pedestrian movement to and from gathering spaces, public facilities, and parks, particularly in downtown Anacortes, the Skyline area, and appropriate locations on the Fidalgo Bay waterfront.	No change	
Policy T-2.16	59	Improve pedestrian crossing opportunities not only across the state highway (SR 20 Spur) but on other highly traveled corridors in the city such as Commercial Avenue, R Avenue, D Avenue, etc).	No change	
Policy T-2.17	60	Provide safe bicycle and pedestrian travel to and from schools throughout the community.	No change	
Policy T-2.18	60	Prepare, and implement, a master plan for pedestrian and bicycle safety, beautification, and economic stimulus to South Commercial Avenue from 12th to 34th Streets.	Delete; Replaced by new Policy T-2.7	
Policy T-2.19	60	Implement “high value” bicycle corridor improvements as identified in the “2012 Anacortes Bike and Walks” report.	Delete; Replaced by new Policy T-2.7	
Policy T-2.20	60	Incorporate pedestrian and bicycle accommodations into all new construction (complete streets) as appropriate.	Policy T-2.20 18. <u>18.</u>	
Policy T-2.21	60	Use bump outs, curb extensions, and/or pedestrian refuge islands in the design and construction of pedestrian crossings when appropriate and feasible.	Policy T-2.21 19. <u>19.</u>	
Policy T-2.22	60	Fill in gaps in the bicycle and pedestrian network whenever possible (example: West 2nd Street between Alaska and Florida Avenues).	Delete; Replaced by new Policy T-2.7	
		New policy	Policy T-2.20. <u>Strive to elevate the League of American Bicyclists certification of Anacortes as a Bronze-level Bicycle Friendly Community to a Silver- or Gold-level Bicycle Friendly Community.</u>	City should apply for promotion by LAB as progress is made to complete the ATN.

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Category		Transportation Demand Management (TDM)		
Policy T-2.23	60	Support local transportation demand management programs to reduce the impacts of high traffic generators such as city offices, hospitals, schools, and large employers. The City of Anacortes should serve as a model to the community by voluntarily complying with the requirements of the State Commute Trip Reduction Act (CTR) possibly using the City of Seattle Commute Trip Reduction program as an example with programs including: bike and pedestrian safety demonstrations; hosted lunch where employees can learn about building a routine around being a bike or walk commuter; route planning and advice from other city employees; hold regular no cost bike tuneups; and giving out free lights so commuters are more visible at night.	Rewrite. Policy T-2.23-21. Support local transportation demand management programs to reduce the impacts of high traffic generators such as city offices, hospitals, schools, and large employers. To he City of Anacortes should serve as a model to the community by voluntarily complying with the requirements of the State Commute Trip Reduction (CTR) Act (CTR) possibly using the City of Seattle Commute Trip Reduction program as an example with could sponsor and fund programs including: • bike and pedestrian safety demonstrations; • hosted lunch where employees and residents can learn about building a routine around being a bike or walk commuter; • route planning and advice from other city employees and bike commute advocates; • hold regular no cost bike tuneups; and • giving out free lights so commuters are more visible at night.	Remove reference/identification of City staff needing to model this behavior. Many reasons why people may choose, or need, to drive vehicles and doing so does not imply that they do not care or have a “Do as I say and not as I do” attitude. Needs to apply to all.
		New Policy	Policy T-2.22 Create educational content on the City web site and materials distributed in the community to promote ADA accessibility, walking, biking, and riding Skagit Transit to reduce traffic congestion, vehicle miles traveled, and greenhouse gas emissions.	TDM requires continual community education
		New Policy	Policy T-2.23 Continue to promote the Anacortes Open Streets event and similar community events to highlight accessibility, walkability, bicycle advocacy, safe routes to school, and Skagit Transit bus routes.	TDM requires continual community education
Policy T-2.24	60	Support the reduction of vehicle dependence in the city by supporting “ride share” and on-demand car/bike services.	No change	
Category		Design	Retitle as “Street Design”	
Policy T-2.25	61	Continue to focus on context sensitive complete streets by designing, constructing, operating and maintaining transportation facilities to serve all users safely and conveniently, including motorists, pedestrians, bicyclists, people with disabilities, and transit users.	Continue to focus on context sensitive complete streets by designing, constructing, operating and maintaining transportation facilities to serve all users safely and conveniently, including motorists, pedestrians, bicyclists, people with disabilities, and transit users according to the investment priorities in Policy T-2.2.	Reference back to Policy 2.2 priorities and inverted triangle graphic
Policy T-2.26	61	Improve local street design for walking, bicycling, and transit use to enhance communities, connectivity, and physical activity.	No Change	
Policy T-2.27	61	Design or redesign roads and streets to accommodate a range of motorized and non-motorized modes in order to reduce injuries, further reduce the risk of fatalities and to encourage non-motorized travel. The design should include well defined, safe, and appealing spaces for pedestrians and bicyclists with a goal of all users feeling safe and comfortable using the facility.	Design or redesign roads and streets to accommodate a range of motorized and non-motorized transportation modes in order to reduce injuries, further reduce the risk of fatalities and to encourage non- auto motorized travel. The design should include well defined, safe, and appealing spaces for pedestrians and bicyclists people walking, biking, and rolling with a goal of all users feeling safe and comfortable using the facility.	More inclusive and people-oriented.
Policy T-2.28	61	Be flexible with development standards to promote infill by allowing alternate ways, such as narrower streets, modified parking requirements, one-way	No Change	

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		streets, and/or low-speed design streets to meet those standards where full compliance with standards is not feasible or desirable.		
Category		Transit		
Policy T-2.29		Work to expand local transit service and connections to adjacent jurisdictions.	No change	
Policy T-2.30		New development and redevelopment in the city should be designed to provide and encourage non-motorized access to transit. The location of bus stops and shelters should be incorporated into both larger residential and non-residential project development design.	New development and redevelopment in the city should be designed to provide and encourage non-motorized <u>walking, biking, and rolling</u> access to transit. The location of bus stops and shelters should be incorporated into both larger residential and non-residential project development design.	More inclusive and people-oriented.
Policy T-2.31		Adopt road design standards, site-access guidelines, and land use regulations that support transit. This could include “pullouts” so buses can stop and pickup/dropoff outside of the traffic flow.	No change	
Policy T-2.32		SKAGIT TRANSIT Work to provide a citywide transit service that is dependable, affordable, maintains regular schedules with frequent service to all destinations in the City, connects neighborhoods to downtown and other frequented destinations, and provides an adequate level of service throughout the day, including weekends, and holidays.	SKAGIT TRANSIT Work <u>with Skagit Transit</u> to provide a citywide transit service that is dependable, affordable, maintains regular schedules with frequent service to all destinations in the City, connects neighborhoods to downtown and other frequented destinations, and provides an adequate level of service throughout the day, including weekends, and holidays.	City partnership with Skagit Transit
Policy T-2.33		Consider, for a reasonable fee, a dial-a-ride type of transit service with door-to-door service for the entire Fidalgo Island similar to paratransit but not requiring a disability to qualify for service, so that people who cannot drive or choose not to drive can access services even if they are not near a regular bus route.	Consider, for a reasonable fee, <u>Work with Skagit Transit to determine the financial feasibility of providing</u> a dial-a-ride type of transit service with door to door service for the entire Fidalgo Island similar to paratransit but not requiring a disability to qualify for service, so that people who cannot drive or choose not to drive can access services even if they are not near a regular bus route.	City partnership with Skagit Transit
Goal T-3	62	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.	Support Growth. Support the city’s and region’s <u>City and regional</u> growth strategy by focusing on moving people and goods within <u>throughout</u> the city and beyond with a highly safe and efficient multimodal transportation network for now and into the future.	“Highly efficient” in transportation realm implies free-flow and speed; emphasize safety above all else.
Category		Concurrency	<u>Transportation Concurrency and Multimodal LOS Standards</u>	
Policy T-3.1	62	Maintain a concurrency management system that monitors the impacts of growth and development on the transportation system and aims to ensure that LOS standards are met within required timeframes.	Maintain a <u>transportation</u> concurrency management system that monitors the impacts of growth and development on the transportation system and aims to ensure that <u>roadway corridor and intersection</u> LOS standards are met within required timeframes.	Specificity.
Policy T-3.2	62	Assess, and adopt per ordinance, new impact fees pursuant to all concurrency improvements mentioned in the 2016 Transportation Element Background Information document.	Assess, and adopt per ordinance, <u>Adopt a new multimodal transportation impact fees program pursuant to all concurrency improvements mentioned in the 2016 Transportation Element Background Information document to include vehicle capacity, active transportation network completeness, and ADA accessibility to transit service.</u>	<u>SB 5452</u> explicitly allows ped-bike facilities to be included on TIF program project lists

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Policy T-3.3	62	Address non-motorized, pedestrian, transit and other multimodal types of transportation options in the city’s concurrency program – both in assessment and mitigation of transportation impacts.	Address non-motorized, pedestrian, transit and other <u>all</u> multimodal types of transportation options in the city’s <u>annual</u> concurrency program report to document both in assessment and mitigation of transportation impacts <u>compliance with corridor and intersection LOS standards and progress made on completion of active transportation and transit networks</u> .	More inclusive; References new Annual Concurrency Report; More specificity.																														
Policy T-3.4	62	Revise the Traffic Impact Analysis process for development to streamline the process and remove ambiguities from the system.	Delete. Revise the Traffic Impact Analysis process for development to streamline the process and remove ambiguities from the system.	Vague policy; No specificity. If a policy on TIAs is desired, then write a new policy with specific direction.																														
Category		Corridor Level of Service																																
Policy T-3.5	62	All corridors must pass the Corridor LOS standard for the transportation system to be considered adequate. The Corridor LOS is designed to account for the impact of non-motorized facilities on an urban street network.	Policy T-3.4 All corridors must pass the Corridor LOS standard for the transportation system to be considered adequate. The Corridor LOS is designed to account for the impact presence and availability of non-motorized facilities <u>sidewalks, bikeways, or multiuse trails or pathways</u> on an urban street network-corridor . <u>The presence of active transportation facilities and/or safety features increases traffic flow and the people-moving capacity of a roadway corridor while the lack of these facilities decreases the corridor capacity</u> .	Adds specificity. Advise re-examining this LOS approach. Have any City street corridors ever not passed this concurrency test? If so, what type of mitigation is conceived? Road widening is not consistent with goals and policies promoting active transportation and safety.																														
	62	Table T-1. Capacity for Various Roadway Classifications and Modifications <table><tr><th>Functional Classification</th><th>Base Peak Hour Capacity (vphpl)</th><th>Left-Turn Lane (vph)</th><th>Access Management (vph)</th><th>No Bike Lane (vph)</th><th>No Sidewalk (vph)</th></tr><tr><td>State Highway (55mph;SR20 and SR 20 Spur)</td><td>1,100</td><td>550</td><td>770</td><td>0</td><td>0</td></tr><tr><td>Principal Arterial (30/40mph; SR 20 Spur)</td><td>800</td><td>400</td><td>560</td><td>-120</td><td>-280</td></tr><tr><td>Minor Arterial</td><td>550</td><td>275</td><td>385</td><td>-55</td><td>-165</td></tr><tr><td>Urban Collector</td><td>550</td><td>275</td><td>385</td><td>-55</td><td>-140</td></tr></table>	Functional Classification	Base Peak Hour Capacity (vphpl)	Left-Turn Lane (vph)	Access Management (vph)	No Bike Lane (vph)	No Sidewalk (vph)	State Highway (55mph;SR20 and SR 20 Spur)	1,100	550	770	0	0	Principal Arterial (30/40mph; SR 20 Spur)	800	400	560	-120	-280	Minor Arterial	550	275	385	-55	-165	Urban Collector	550	275	385	-55	-140	Retain Table T-1	
Functional Classification	Base Peak Hour Capacity (vphpl)	Left-Turn Lane (vph)	Access Management (vph)	No Bike Lane (vph)	No Sidewalk (vph)																													
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Urban Collector	550	275	385	-55	-140																													
Category	62	Intersection Level of Service (LOS)																																
Policy T-3.6	62	Intersection LOS is calculated using standard Highway Capacity Manual analysis procedures for the PM peak hour. Calculation of the AM peak hour for areas near, or affected by, the Washington State Ferry traffic may be required. The adopted standard is LOS D for intersections that include Principal Arterials and LOS C for intersections that include Minor Arterial or collector roadways.	Policy T-3.5 Intersection LOS is calculated using standard Highway Capacity Manual analysis procedures for the PM peak hour. Calculation of the AM peak hour for areas near, or affected by, the Washington State Ferry traffic may be required. The adopted standard is LOS D for intersections that include Principal Arterials and LOS C for intersections that include Minor Arterial or collector roadways. <u>Intersection LOS is limited to measuring the average seconds of delay per vehicle for drivers on the roadway network</u> .	More specificity.																														

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		New Policy	<u>Policy T-3.6. Pedestrian and Bicycle LOS Standards are based on degree of completeness of sidewalk and bikeway connections as measured on the citywide Active Transportation Network. The LOS standards shown in green, orange, and red emphasize system completion of sidewalks, bikeways, or multi-use trails on arterial and collector roadways.</u> • <u>A GREEN LOS indicates that a primary facility meets adopted roadway standards and has active mode facilities on both sides of the street, while a secondary facility may only have facilities on one side of the street.</u> • <u>An ORANGE LOS indicates a primary facility has facilities only on one side of the roadway, when both sides would be preferred.</u> • <u>A RED LOS indicates that there are no designated active mode facilities provided and is considered inadequate.</u>	New MMLOS standard to comply with GMA requirements. Colors similar to traffic signal messaging; graphically intuitive. Applies to ATN map (presentation slides); Registered to City street standards.												
			<table><tr><th>LOS</th><th>Primary Route</th><th>Secondary Route</th></tr><tr><td></td><td>Meets City standards, facilities on both sides</td><td>Meets City standards, facilities on one or both sides</td></tr><tr><td></td><td>Facilities exist, but only on one side</td><td>N/A</td></tr><tr><td></td><td>No facilities exist, does not meet standards</td><td>No facilities exist, does not meet standards</td></tr></table> Active Transportation Levels of Service (LOS) Standards	LOS	Primary Route	Secondary Route		Meets City standards, facilities on both sides	Meets City standards, facilities on one or both sides		Facilities exist, but only on one side	N/A		No facilities exist, does not meet standards	No facilities exist, does not meet standards	
LOS	Primary Route	Secondary Route														
	Meets City standards, facilities on both sides	Meets City standards, facilities on one or both sides														
	Facilities exist, but only on one side	N/A														
	No facilities exist, does not meet standards	No facilities exist, does not meet standards														
		New Policy	<u>Policy T-3.7. The Transit LOS Standard is based on ADA accessibility of Skagit Transit bus stops within the public road right-of-way. The prioritization and completion of ADA upgrades at all bus stops provides mutual benefit to the City of Anacortes and Skagit Transit.</u>	New Transit LOS standard to comply with GMA requirements. Mutually beneficial for City and Skagit Transit. City builds out ADA Transition Plan and Skagit Transit is more accessible, safe, and convenient to use.												
Category		Rail	Rail <u>Transport</u>													
Policy T-3.7	62	The City of Anacortes supports legislation to address freight rail safety and congestion issues, funding for hazardous materials first responder training, and funding for analysis of inland spill response planning and capability.														
Category		Freight	Freight <u>Transport</u>													
Policy T-3.8	63	Provide a freight system infrastructure that, for all types of freight, meets the needs for local distribution, including truck routes.	Renumber as Policy T-3.9													
Policy T-3.9	63	Actively encourage truck use of truck routes. Signs will be placed along the truck route and the City will identify and work with the major shippers to make their drivers aware of the truck routes.	Policy T-3.10. Actively encourage truck drivers to use of designated truck routes with signs installed by the City Signs will be placed along the truck route and the City will identify and work with the major shippers to make their drivers aware of the truck routes.	Provides clear direction that truck routes are designated and signed and City expects trucking companies to train drivers to use them.												

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Policy T-3.10	63	The shipment or movement of hazardous and nuisance materials within or through the City should be managed by the City.	Renumber as Policy T-3.11	“Should” is a problematic word. Does City have legal oversight of this or is this an opinion?
Category		Air	Air Transport	
Policy T-3.11	63	Explore options for float plane landing and service areas in the skyline marina and in Fidalgo Bay.	Renumber as Policy T-3.12	
Policy T-3.12	63	Any changes to the Anacortes Airport shall be in accordance with the 2005 Sub-Area Plan, Development Agreement, and City Comprehensive Plan, considering the goals as set for in those documents.	Renumber as Policy T-3.13	
Policy T-3.13	63	Skagit Regional Airport should support air transportation growth needs of Anacortes and the Islands that are not compatible with the intent of the 2005 Sub-Area Plan and Development Agreement.	Renumber as Policy T-3.14	
Policy T-3.14	63	Encourage increases in scheduled commuter air traffic to utilize the facilities at Skagit Regional Airport	Renumber as Policy T-3.15	
Policy T-3.15	63	Cumulative Impact shall be considered for all airport related development.	Renumber as Policy T-3.16	
Policy T-3.16	63	Support the Port of Anacortes strategic plan, goal #5 for the airport that states the airport should be recognized as a community oriented facility.	Renumber as Policy T-3.17	
Policy T-3.17	63	Support the Port’s 1994 Master plan and current Airport Layout Plan (ALP) dated May 2012, with future development to be implemented in accordance with the 2005 Sub-Area Plan and Development Agreement.	Renumber as Policy T-3.18	
Category		Marine	Marine Transport	
Policy T-3.18	63	Encourage the Port of Anacortes to provide more transient boat moorage. The City is willing to partner on this effort, and in reducing existing moorage vacancy rates, as it benefits the economy of the downtown area.	Renumber as Policy T-3.19	
Policy T-3.19	63	Require sufficient space for parking of boat trailers and vehicles at existing and future boat launch sites, marinas and boat storage facilities.	Renumber as Policy T-3.20	
Policy T-3.20	63	The City should request that Washington State Department of Transportation and Washington State Ferries include the City in all communications and meetings concerning the operation of the ferry terminal in Anacortes. The City shall invite Washington State Department of Transportation and Washington State Ferries to participate and cooperate in all traffic management and any associated improvements necessary for the operation of this ferry.	Policy T-3.21. The City should request that Washington State Department of Transportation <u>WSDOT</u> and Washington State Ferries include the City in all communications and meetings concerning the operation of the ferry terminal in Anacortes. The City shall invite Washington State Department of Transportation <u>WSDOT</u> and Washington State Ferries to participate and cooperate in all traffic management and any associated improvements necessary for the operation of this ferry.	No need to write full name, WSDOT is commonly understood acronym.
Policy T-3.21	63	The City supports commercial and industrial development along the waterfront within the City that meets City requirements and maintains public access.	Renumber as Policy T-3.22	
Policy T-3.22	63	The City supports public, commercial and private marinas within the City that meet City requirements and maintain public access.	Renumber as Policy T-3.23	
Category		Parking		
Policy T-3.23	64	Provide adequate parking space in high demand areas by: A. Developing a comprehensive parking plan which designates immediate and future parking lot sites and shuttle parking lots, B. Investigating opportunities to reduce parking requirements, C. Identifying minimum and maximum parking standards, D. Creating an action plan to implement a comprehensive parking plan over time,	Renumber as Policy T-3.24	

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		E. Periodically surveying parking space availability and occupancy to determine any emerging needs for additional space, F. Considering funding the purchase of land for developing public parking lots, G. Considering a parking availability study as a means of parking mitigation by businesses and developers to avoid overdesigning parking facilities around town, 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.		
Policy T-3.24	64	Develop an investment program to obtain land and construct public parking areas.	Re-number as Policy T-3.25	
Policy T-3.25	64	Encourage public/private partnerships for developing public parking lots.	Re-number as Policy T-3.26	
Policy T-3.26	64	Encourage Washington State Ferry system to provide adequate parking for State Ferry patrons. Overflow parking and appropriate signage should be provided out of town and a shuttle provided to the State Ferry Terminal.	Re-number as Policy T-3.27	
Policy T-3.27	64	Encourage Skagit County to provide adequate parking and pedestrian access for Guemes Island ferry patrons.	Re-number as Policy T-3.28	
Goal T-4	64	Sustainability. Design and manage the city’s transportation system to minimize the negative impacts of transportation on the natural environment, promote public health and safety, and achieve optimum efficiency.	Sustainability. Design and manage the <u>citywide multimodal</u> transportation system to minimize the negative impacts of transportation on the natural environment, promote public health and safety, and achieve optimum efficiency.	Inclusive of all modes
Category		Sustainability and the Natural Environment		
Policy T-4.1	64	Foster a less polluting system that reduces the negative effects of transportation infrastructure and operation on air quality, the climate, and also the natural environment including the use of techniques to reduce pollutants in storm drains.	Foster a less polluting system that reduces the negative effects of transportation infrastructure and operation on air quality, the climate, and also the natural environment including the use of techniques to reduce pollutants in storm drains.	
Policy T-4.2	64	Seek the development and implementation of transportation modes and technologies that are energy efficient and improve system performance.	Seek the development and implementation of <u>multimodal</u> transportation modes and technologies that are energy efficient and improve system performance.	Inclusive of all modes
Policy T-4.3	64	When feasible, design and operate transportation facilities in a manner that emphasizes community character and is compatible with and integrated into the natural and built environment including features, such as street trees, natural drainage, native plantings, and local design themes.	When feasible, design and operate <u>multimodal</u> transportation facilities in a manner that emphasizes community character and is compatible with and integrated into the natural and built environment including features, such as street trees, natural drainage, native plantings, and local design themes.	Inclusive of all modes
Policy T-4.4	64	Promote the expanded use of alternative fuels by acquiring and converting public vehicles using advanced technologies and providing for electric vehicle charging stations throughout the city.	No Change	
Policy T-4.5	64	Plan and develop a citywide transportation system that reduces greenhouse gas emissions by shortening trip length and replacing vehicle trips with other modes of transportation by implementing higher density and mixed-use development, and encouraging ride-sharing, public transit, and nonmotorized transportation, to decrease vehicle miles traveled.	Plan and develop a citywide <u>multimodal</u> transportation system that reduces greenhouse gas emissions by shortening trip length and replacing vehicle trips with other modes of transportation by implementing higher density and mixed-use development, and encouraging ridesharing, public transit, and nonmotorized <u>active</u> transportation, to decrease vehicle miles traveled.	Inclusive of all modes
Category		Human Health and Safety		

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Policy T-4.6	64	Develop a transportation system that aims to minimize negative impacts to human health, including exposure to environmental toxins generated by vehicle emissions, noise, or a lack of non-motorized options.	Develop a <u>multimodal</u> transportation system that aims to minimize negative impacts to human health, including exposure to environmental toxins generated by vehicle emissions, noise, or a lack of non-motorized <u>active transportation and transit</u> options.	Inclusive of all modes
Policy T-4.7	64	Provide opportunities for an active, healthy lifestyle by integrating the needs of pedestrians and bicyclists in the local and regional transportation plans and systems.	Provide opportunities for an active, healthy lifestyle by integrating the needs of pedestrians and bicyclists in the local and regional <u>multimodal</u> transportation plans and systems.	Inclusive of all modes
Policy T-4.8	64	Oakes Avenue and 12th Street are a major bicycle and pedestrian route, make a separated facility along this route a priority in future transportation planning efforts.	Oakes Avenue and 12th Street <u>between downtown and the WSDOT ferry terminal is are</u> a major bicycle and pedestrian route, make <u>and</u> a separated <u>or protected walking and biking</u> facility along this route <u>should be</u> a priority in future transportation planning efforts.	More specificity, but this could also be deleted with adoption of ATN, RCW for Complete Streets on State highways, and WSDOT Active Transportation Plan requirement for LTS Type 1 or 2 ped and bike facilities on State highways.
Policy T-4.9	64	Work to secure right-of-way and to develop a pedestrian and bike trail along the Guemes Channel from the state ferry terminal to connect with the Fidalgo Bay Trail (Tommy Thompson Trail).	Work to secure right-of-way and to develop a pedestrian and bike trail along the Guemes Channel from the state <u>WSDOT</u> ferry terminal to connect with the Fidalgo Bay Trail (Tommy Thompson Trail).	All public engagement included strong support for this trail connection.
Policy T-4.10	64	Review options for, and consider the installation of, city owned electric car charging stations.	<u>Interview other cities in northwest Washington to learn about successes.</u> review options for, and consider the installation of, city-owned electric car charging stations.	Learn from success stories
Policy T-4.11	64	Encourage private charging station installations as part of parking requirements for larger projects.	No change	
Category		Transportation Equity		
Policy T-4.12	64	Implement transportation programs and projects in ways that aim to prevent or minimize negative impacts to low income, minority, and special needs populations.	Implement <u>multimodal</u> transportation programs and projects in ways that aim to prevent or minimize negative impacts to low income, minority, and special needs populations.	
Policy T-4.13	64	Work to improve mobility choices for people with special transportation needs, including persons with disabilities, the elderly, the young, and low income populations.	No change	
Policy T-4.14	64	Plan transportation and street improvements to consider the existing and desired character of the area and cost of future maintenance.	Plan <u>multimodal</u> transportation and street improvements to consider the existing and desired character of the area and cost of future maintenance.	Inclusive of all modes
Policy T-4.15	64	Complete the 2016 Americans with Disabilities Act (ADA) Transition Plan including a financial plan for constructing and replacing ADA compliant ramps and sidewalks. Develop a prioritized list of ADA compliant routes throughout town, which provide access to key city amenities and services for people with disabilities and implement facilities improvements based on these priorities.	No change	
Policy T-4.16	64	Budget for, and provide, the construction and repair of sidewalks and ramps to meet ADA standards according to priorities established in the 2016 ADA Transition Plan.	Budget for, and provide, the construction <u>maintenance</u> and repair of <u>existing, as well as the construction of new,</u> sidewalks and ramps to meet ADA standards according to priorities established in the 2016 ADA Transition Plan.	Consider removing the 2016 date and replacing with “citywide.” The date reference is 8-years old. At very least reference newest plan.

Anacortes Comprehensive Plan Update

Capital Facilities Goals and Policies

Revision Tracker

DRAFT January 17, 2025

2/12/25 Planning Commission Recommended Changes Version

The Planning Commission reviewed the 1st draft proposed amendments at their January 22 and February 12, 2025 meetings. The Planning Commission’s recommended changes to the 1st draft, if any, are shown in the last column.

Introduction

This goals and policies revision tracker shows the existing goals and policies from the Capital Facilities element of the 2016 Anacortes Comprehensive Plan, revisions proposed to the goals and policies as part of the 2025 periodic update, and rationale for the proposed revisions.

Further updates to the Capital Facilities element policies are planned in order to meet Climate element requirements and better connect policies that are both Capital Facilities and Climate related.

Capital Facilities Element

Goals and Policies

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
Goal CF-1		Goal CF-1. Support Existing Development and Future Growth. Provide capital facilities and public services necessary to support existing and new development envisioned in the land use element.			No PC comments.
Policy CF-1.1		Plan for needed public and private capital facilities based on adopted level-of-service standards and forecasted growth in accordance with the Land Use Element of the Comprehensive Plan.			No PC comments.
Policy CF-1.2		Accommodate new residential, commercial, and industrial development only when required facilities and services are available prior to or concurrent with development. Concurrency means that facilities are available within 6 years of construction of the new development.	Accommodate new residential, commercial, and industrial development only when required facilities and services are available prior to or concurrent with development. <u>Maintain a process for reviewing the impacts of new development on concurrency facilities and services.</u> Concurrency means that <u>adequate public facilities are available when the impacts of development occur, or</u> within 6 years of construction of the new development <u>a specified time thereafter.</u> <u>For water, wastewater and stormwater facilities, “concurrent with development” means prior to actual use of the facilities.</u> <u>For transportation, police protection, fire protection, and parks and recreation, “concurrent with development” means that a financial commitment is in place to complete the improvements or strategies within six years.</u>	Updated to more generally cover all types of development (not just residential, commercial and industrial) and to better match the definition provided in WAC 365-196-210 and the provisions in AMC 19.22.040(A)(1), which require adequate water, sewer, and stormwater facility capacity to be available prior to the actual use of the facilities. Revise policy to refer to the Concurrency review process (implemented in AMC 19.2). This proposed change was introduced at the 2/12/25 PC meeting.	No PC comments.
Policy CF-1.3		MISSING			
			New policy <u>Develop and update system plans that evaluate existing conditions and future conditions necessary to accommodate growth projected in the Comprehensive Plan. System plans shall use best available techniques and when possible, modeling will be used to identify capital facility needs. Plans include but are not limited</u>	The City’s system plans contain more detail than is needed in the comprehensive plan. However, the detail is necessary to show how adequate provisions can be made to provide facilities and plan for long-term expenses. Therefore, the Comp Plan adopts the system plans by reference to	No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
			to: Water System Plan, General Sewer Plan, Stormwater Master Plan, Transportation Master Plan.	meet GMA requirements for the capital facilities element.	
Policy CF-1.4.		Coordinate planning for city capital facilities and services and prepare a Capital Facilities Plan that includes: A. A long-range plan for capital improvements and construction needed to support the level and distribution of the adopted 20-year population and employment growth target, B. A demonstration of how facility and service needs are determined. C. At least a six-year finance plan, which is to be updated concurrently with the budget, demonstrating how needs are to be funded. D. Population and employment projections consistent with those used in developing the Anacortes Comprehensive Plan. E. A strategy for achieving consistency between the land use and the capital facility plan beyond the six-year capital improvement plan, including identified potential funding sources.	Coordinate planning for city capital facilities and services and prepare a Capital Facilities Plan that includes: A. A long-range plan for capital improvements and construction needed to support the level and distribution of the adopted 20-year population and employment growth target, B. A demonstration of how facility and service needs are determined. C. At least a six-year finance plan, which is to be updated concurrently with the budget, demonstrating how needs are to be funded. D. Population and employment projections consistent with those used in developing the Anacortes Comprehensive Plan Land Use Element. E. A strategy for achieving consistency between the land use and the capital facility plan Capital Facilities Plan beyond the six-year capital improvement plan, including identified potential funding sources.	Capitalization and specificity.	No PC comments.
Policy CF-1.5		When planning, developing, and administering the City's capital facilities plan, give primary consideration to the following: A. Protect public health and safety. B. Provide infrastructure to support the vision of Anacortes's future as articulated in the Comprehensive Plan. C. Support the provision of City services consistent with the expectations of the community, as expressed in the City's adopted level of service standards. D. Maintain, rehabilitate, or replace the City's facilities and infrastructure as necessary to extend the useful life of existing facilities and ensure continued efficiency. E. Develop and operate capital investments in a way that is fiscally responsible.	When planning, developing and administering the City's capital facilities plan Capital Facilities Plan, give primary consideration to the following: A. Protect public health and safety. B. Provide infrastructure to support the vision of Anacortes's future as articulated in the Comprehensive Plan. C. Support the provision of City services consistent with the expectations of the community, as expressed in the City's adopted level of service standards. D. Maintain, rehabilitate, or replace the City's facilities and infrastructure as necessary to extend the useful life of existing facilities and ensure continued efficiency. E. Develop and operate capital investments in a way that is fiscally responsible.	Capitalization	No PC comments.

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Policy CF-1.6.		Locate, inventory and monitor the capacity of existing capital facilities owned by the City. Inventories should be updated periodically.	Locate, inventory and monitor the capacity of existing capital facilities owned by the City. Inventories should be updated periodically <u>when a new capital facility is added or an old one is replaced, but no less than every periodic update cycle.</u>	Provides more specificity for the interval of inventory updates.	No PC comments.
Policy CF-1.7.		Coordinate with other agencies, including the Anacortes School District, to ensure that the levels of service are consistent between the providers' plan and this Capital Facilities Element, and that the providers can continue to achieve their level of services over the 20-year timeframe of the Comprehensive Plan.	Coordinate with <u>tribal governments and other public entities that provide capital facilities and services</u> agencies , including the <u>Port of Anacortes and</u> Anacortes School District, to ensure that the levels of service are consistent between the providers' plan and this Capital Facilities Element, and that the providers can continue to achieve their level of services over the 20-year timeframe of the Comprehensive Plan.	Seems best to expand beyond coordination with the school district to include other partners. Especially for transportation facilities with the tribe and potential future event center with the port.	No PC comments.
Policy CF-1.8		Encourage joint siting and shared use of facilities for schools, community centers, health facilities, cultural and entertainment facilities, public safety/public works, libraries, museums, swimming pools, and other social and recreational facilities.	Encourage joint siting and shared use of facilities for schools, community centers, health facilities, cultural and entertainment facilities, public safety/public works, libraries, museums, swimming pools, and other social and recreational facilities.	Relocate Policy under Goal CF-7 regarding design and location.	No PC comments.
Policy CF-1.9		Participate in processes for determining the location of capital facilities of regional or statewide importance.	Participate in processes for determining the location of capital facilities of regional or statewide importance.	Relocate this policy to Goal CF-7.	No PC comments.
Policy CF-1.10.		Conduct vulnerability assessments and prepare disaster preparedness plans for critical infrastructure.			Consider relocating to CF-3.
Policy CF-1.11		Evaluate the feasibility of the City providing broadband services. A. Conduct a fiber-optic infrastructure feasibility study and business model analysis. B. Author and work toward implementation of a Broadband Strategic Plan which describes in detail the technology and economic context and outlines the community's options and intended plan to address its broadband needs.	Evaluate the feasibility of the City providing broadband services: A. Conduct a fiber-optic infrastructure feasibility study and business model analysis. B. Author and work toward implementation of a Broadband Strategic Plan which describes in detail the technology and economic context and outlines the community's options and intended plan to address its broadband needs.	The feasibility study and plan referenced in this policy have been completed.	No PC comments.
Goal CF-2.		Level of Service. Utilize level of service standards that correspond with the Land Use Element and provide a realistic assessment of City resources.	Level of Service. Utilize level of service standards that correspond with <u>the growth, densities and distribution of growth anticipated</u> in the Land Use Element and provide a realistic assessment of City resources.	Reworded for clarity.	No PC comments.
Policy CF-2.1		Establish the following levels of service for City-provided facilities and services. The standards are to guide the future delivery of community services and facilities, and	Establish the following levels of service for City-provided facilities and services. The standards are to guide the future delivery of community services and facilities, and	The current policy provides clear level of service standards for some facilities and services, and for others it refers to an	

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		to provide a measure to evaluate the adequacy of actual services. Table CF-1. Level of Service Standards for services/facilities necessary for development. <table><tr><th>Service or Facility</th><th>Level of Service Standard</th></tr><tr><td>Water</td><td>A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.</td></tr><tr><td>Wastewater</td><td>Collection and treatment of peak wastewater discharge, including infiltration and inflow, consistent with the Sewer System Utility/Comprehensive Plan.</td></tr><tr><td>Stormwater</td><td>Consistent with the requirements of the current Department of Ecology Surface Water Design Manual and Surface Waste Water Comprehensive Plan adopted by the City.</td></tr><tr><td>Parks</td><td>As adopted in the Anacortes Parks & Recreation Comprehensive Plan</td></tr><tr><td>Transportation</td><td>LOS C for City street corridors. Washington State Department of Transportation LOS requirements apply to the State Routes within the City (LOS D). For a complete description of LOS standards for</td></tr></table>	Service or Facility	Level of Service Standard	Water	A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.	Wastewater	Collection and treatment of peak wastewater discharge, including infiltration and inflow, consistent with the Sewer System Utility/Comprehensive Plan.	Stormwater	Consistent with the requirements of the current Department of Ecology Surface Water Design Manual and Surface Waste Water Comprehensive Plan adopted by the City.	Parks	As adopted in the Anacortes Parks & Recreation Comprehensive Plan	Transportation	LOS C for City street corridors. Washington State Department of Transportation LOS requirements apply to the State Routes within the City (LOS D). For a complete description of LOS standards for	to provide a measure to evaluate the adequacy of actual services. Table CF-1. Level of Service Standards for services/facilities necessary for development. <table><tr><th>Service or Facility</th><th>Level of Service Standard</th></tr><tr><td>Water</td><td><u>Drinking water will meet Washington Department of Health standards for no bacteria and adequate chlorination. Water pressure will be a minimum of 35 PSI, Fire flows will meet the standard for the land use as detailed in the Anacortes Water System Plan. The city upholds the goal of achieving the reservoir volume determined in the Anacortes Water System Plan.</u> A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.</td></tr><tr><td>Wastewater</td><td><u>Wastewater effluent and biosolids from the Wastewater Treatment Plant will meet environmental quality standards established by the Washington State NPDES Wastewater Treatment Plant Permit. The wastewater collection system will have no sewer overflows and only one combined sewer overflow will be discharged per</u></td></tr></table>	Service or Facility	Level of Service Standard	Water	<u>Drinking water will meet Washington Department of Health standards for no bacteria and adequate chlorination. Water pressure will be a minimum of 35 PSI, Fire flows will meet the standard for the land use as detailed in the Anacortes Water System Plan. The city upholds the goal of achieving the reservoir volume determined in the Anacortes Water System Plan.</u> A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.	Wastewater	<u>Wastewater effluent and biosolids from the Wastewater Treatment Plant will meet environmental quality standards established by the Washington State NPDES Wastewater Treatment Plant Permit. The wastewater collection system will have no sewer overflows and only one combined sewer overflow will be discharged per</u>	external document. Staff are proposing to provide within the table a specific level of service for each facility/ service that is necessary for development. Names of the plans external to the comprehensive plan have been updated to reflect current common names used throughout the municipal corporations of Washington. The Police and Fire/EMS levels-of-service have been updated per the police chief’s and fire chief’s recommendations.	Remove aspirational language highlighted in yellow.
Service or Facility	Level of Service Standard																						
Water	A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.																						
Wastewater	Collection and treatment of peak wastewater discharge, including infiltration and inflow, consistent with the Sewer System Utility/Comprehensive Plan.																						
Stormwater	Consistent with the requirements of the current Department of Ecology Surface Water Design Manual and Surface Waste Water Comprehensive Plan adopted by the City.																						
Parks	As adopted in the Anacortes Parks & Recreation Comprehensive Plan																						
Transportation	LOS C for City street corridors. Washington State Department of Transportation LOS requirements apply to the State Routes within the City (LOS D). For a complete description of LOS standards for																						
Service or Facility	Level of Service Standard																						
Water	<u>Drinking water will meet Washington Department of Health standards for no bacteria and adequate chlorination. Water pressure will be a minimum of 35 PSI, Fire flows will meet the standard for the land use as detailed in the Anacortes Water System Plan. The city upholds the goal of achieving the reservoir volume determined in the Anacortes Water System Plan.</u> A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.																						
Wastewater	<u>Wastewater effluent and biosolids from the Wastewater Treatment Plant will meet environmental quality standards established by the Washington State NPDES Wastewater Treatment Plant Permit. The wastewater collection system will have no sewer overflows and only one combined sewer overflow will be discharged per</u>																						

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			transportation, refer to the Transportation Element.		<u>year. The wastewater utility will strive to achieve the future condition of the system as detailed in the General Sewer Plan.</u> Collection and treatment of peak wastewater discharge, including infiltration and inflow, consistent with the Sewer System Utility/Comprehensive Plan.		Remove aspirational language highlighted in yellow.
		Police Protection	1.7 officers per 1,000 people Average 5 minute response to emergency calls from time of dispatch. Average 15 minute response to non-emergency calls from time of dispatch.				
		Fire Protection	Initial response –imminent rescue capability From time of 911 call to any structure, vessel, vehicle, wildland fire, and hazardous materials incident; arrive with the closest fire engine staffed with 3 firefighters within 7 minutes 90% of the time. Effective response force From time of 911 call, to any structure, boat, vehicle, wildland fire, and hazardous materials incident; be able to assemble an Effective Response Force of 12 firefighters within 11 minutes 90% of the time. Fire prevention Provide an initial fire inspection of High Risk Business Occupancies twice a year, and other Business Occupancies annually.	Stormwater	<u>Provide stormwater runoff treatment and detention to the standards established by the current Western Washington Phase II Municipal Stormwater Permit. To limit potential for flooding, stormwater pipes will be designed to convey the 25-year 24-hour storm event. The stormwater utility is strive to achieve the future condition of the system as detailed in the</u> Consistent with the requirements of the current Department of Ecology Surface Water Design Manual and Surface Waste Water Comprehensive Plan adopted by the City. <u>the Stormwater Master Plan.</u>		Remove aspirational language highlighted in yellow.
				Parks	As adopted in the Anacortes Parks & Recreation Comprehensive Plan. NOTE: TO BE UPDATED WITH PARKS AND REC ELEMENT.		
				Transportation	<u>Level of service “C”</u> for City street corridors. Washington State Department of Transportation <u>Level of service “D” for state routes</u> requirements apply to the State Routes within the City <u>as throughout the state.</u> (LOS-D). For a complete		

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				description of LOS standards for transportation, refer to the Transportation Element and the Transportation Master Plan.		
			Police Protection	1.7 1.83 officers per 1,000 residents people Average 5 minute response to emergency calls from time of dispatch. Average 15 minute response to non-emergency calls from time of dispatch.		
			Fire Protection and EMS Services	Fire Suppression Initial response –imminent rescue capability From time of 911 call dispatch to any all structure fires: vessel, vehicle, wildland fire, and hazardous materials incident; arrive with the closest fire engine staffed with 3 firefighters within 320 seconds (5:20) 7 minutes 90% of the time. Imminent rescue capability – From time of dispatch to all structure fires: assemble a minimum of 3 firefighters within 420 seconds (7 min.) 90% of the time. Effective response force - From time of 911 call, of 2nd Alarm to any structure fires: boat, vehicle, wildland fire, and hazardous materials incident; be able to assemble an Effective Response Force of 12 firefighters within 11 minutes 90% of the time.		

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				Fire prevention - Provide an initial fire inspection of High-Risk Business Occupancies twice a year, and other Business Occupancies annually. EMS Initial Response – From time of dispatch to all Advanced Life Support EMS incidents: arrive with the closest EMS unit within 300 seconds (5min) 90% of the time.		
Goal CF-3.		Correct Deficiencies. Identify deficiencies in public facilities serving existing development based on adopted level of service standards and the means and timing by which those deficiencies will be corrected.	Correct Deficiencies. Identify deficiencies in public facilities serving existing <u>and future</u> development based on adopted level of service standards, and the means and timing by which those deficiencies will be corrected.			No PC comments.
Policy CF-3.1.		Identify needs for additional capital facilities based on adopted levels of services and forecasted growth, and determine the means and timing for providing needed additional facilities.	Identify needs for additional capital facilities based on adopted levels of services and forecasted growth, and determine the means and timing for providing needed additional facilities.			No PC comments.
Policy CF-3.2.		In conjunction with the budget, confirm that long-term financial capacity exists to provide adequate capital facilities and to ensure consistency between the Capital Facilities Plan, Land Use Element, and other elements of the Comprehensive Plan.				No PC comments.
						Consider relocating Policy CF-1.10 to Goal CF-3.
Goal CF-4.		Financial Feasibility. Ensure that planned capital facilities are financially feasible.				No PC comments.
			New policy <u>Develop and implement a funding prioritization process and criteria to help guide future funding decisions and provide transparency to the public.</u>		The Commerce Capital Facilities Plan Guidebook recommends jurisdictions have a funding prioritization process in-place to help guide future funding decisions and provide transparency to the public.	No PC comments.
Policy CF-4.1.		If projected funding is inadequate to finance needed capital facilities that provide adequate levels of service,				

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		adjust the level of service, the planned growth, and/or the sources of revenue to maintain a balance between available revenue and needed capital facilities.			
Policy CF-4.2,		Capital improvements that are needed to correct existing deficiencies or maintain existing levels of services should have funding priority over those that would significantly enhance service levels above those designated in the Comprehensive Plan.			No PC comments.
Policy CF-4.3.		Use debt when the City Council determines that it is appropriate to accelerate completion of priority capital improvements, in addition to setting aside cash reserves over time to fund the projects, based on financial planning principles appropriate to the type and magnitude of the expenditure.			No PC comments.
Policy CF-4.4.		Identify specific sources and realistic projected amounts of public money that will provide full funding for the capital improvement projects needed for existing and future development.	Identify specific sources and realistic projected amounts of public money funds that will provide full funding for the capital improvement projects needed for existing and future development.		No PC comments.
Policy CF-4.5.		Identify the process and actions needed to develop and implement new or increased sources of revenue that are needed to make the Capital Facilities Element financially feasible.	Identify the process and actions needed to develop and implement new or increased sources of revenue that are needed to make the Capital Facilities Element financially feasible. Explore funding approaches that don't put the full burden of capital facilities to support future growth on existing tax and rate payers. Funding sources examples include connection fees, designated area surcharge fees, and impact fees.		This policy may impact affordability of housing.
Policy CF-4.6.		Use local funding to leverage other resources such as grants, public/private partnerships, and investments by businesses locating in Anacortes.			No PC comments.
Policy CF-4.7		Seek to coordinate, where appropriate, City investment in public facilities with business, employment, and economic development opportunities.			No PC comments.
Goal CF-5.		Development Costs. Require new development to pay its share of the cost of new facilities needed to service such growth and development.			No PC comments.
CF-5.1		Utilize guidelines established by state law for imposition of impact fees on new development. Monitor use of and update impact fees as appropriate.			No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
CF-5.2		Seek opportunities for joint development of facilities through tools such as development agreements, in-lieu payments, and mitigation fees.			
			New Policy: When system deficiencies are identified in a system plan, those deficiencies shall be addressed as part of the improvements required of development/redevelopment when the deficiency is inside or adjacent to the project	This new policy is proposed to have development activity address any system issues within the frontage of the project, prior to the project building surface improvements such as sidewalk, curb and gutter, and half the street. Systems that have a system plan identifying upgrades could include the water system, sewer system, storm system. Size and proportionality should be considered so that a small project doesn't trigger a large amount of system upgrades	Refine language to clarify what is meant by "inside or adjacent to the project".
Goal CF-6		Sewer Connection. Develop codes and policies to require connection to the sanitary sewer system when development or subdivision of land occurs.	Sewer Connection. Develop Maintain codes and policies to require connection to the sanitary sewer system when development or subdivision of land occurs.	Connection to a sewer system within 200 feet of a property is required in AMC 13.04.040 since 1949.	No PC comments.
Policy CF6.1		Allow connection to sanitary sewer only within city limits, consistent with GMA requirements.			No PC comments.
Policy CF-6.2.		Encourage conversion from on-site wastewater disposal systems as sewer lines become available.			No PC comments.
Policy CF-6.3.		Give priority to water and sewer line extensions where on-site disposal systems have created known pollution or health hazards.			No PC comments.
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.		This might need to be reviewed for consistency with the climate change element.	No PC comments.
Policy CF-7.1		Design natural infrastructure into projects whenever feasible to mimic natural ecological processes and minimize the need for built infrastructure.			No PC comments.
Policy CF-7.2		Incorporate consideration of physical health and well-being into decisions regarding the location, design, and operation of capital facilities.			No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
Policy CF-7.3.		Provide capital facilities that support and implement sustainability, reduction of greenhouse gas emissions, and environmental stewardship, as appropriate.		This might need to be reviewed for consistency with the climate change element.	No PC comments.
Policy CF-7.4		Reduce energy use and consumption of potable water by city buildings and operations, and promote the use of renewable energy sources, as appropriate.			No PC comments.
Policy CF-7.5.		Use environmentally sensitive building techniques and low impact surface water methods wherever feasible.	Use environmentally sensitive building techniques and stormwater low impact surface water methods wherever feasible. development techniques as required by Washington State NPDES Phase II Municipal Stormwater Permit.		No PC comments.
Policy CF-7.6.		Design capital facilities that are oriented towards and accessible by transit and non-motorized modes of travel.	Design capital facilities that are oriented towards and accessible by transit and non-motorized modes of travel.	Remove, this should be in the transportation element.	No PC comments.
Policy CF-7.7.		Design capital facilities that are adaptable, with flexibility to expand or be converted to other uses as the city's needs change over time.			No PC comments.
Policy CF-7.8.		Strive for resilient capital facilities by considering the potential impacts of changing conditions – such as climate change, technological change and human-caused disasters – in planning and investment decisions.	Strive for resilient capital facilities by considering the potential impacts of changing conditions – such as climate change, sea level rise , technological change and human-caused disasters – in planning and investment decisions.	Flag for coordination with climate element	Noted overlap with Climate element.
Policy CF-7.9.		Consider future climate conditions during siting and design, including changes to temperature, precipitation and sea level, to help ensure facilities function as intended over their planned life cycle.		Flag for coordination with climate element	Noted overlap with Climate element.
			Relocated Policy CF-1.8 Encourage joint siting and shared use of facilities for schools, community centers, health facilities, cultural and entertainment facilities, public safety/public works, libraries, museums, swimming pools, and other social and recreational facilities.	This policy better fits under this section.	No PC comments.
			Relocated Policy CF-1.9. Participate in processes for determining the location of capital facilities of regional or statewide importance.	This policy better fits under this section.	No PC comments.
Goal CF-8.		Essential Public Facilities. Ensure that Essential Public Facilities are sited and designed in compliance with the State Growth Management Act.			No PC comments.

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Policy CF-8.1.		Coordinate with other jurisdictions to ensure the efficient and equitable siting of essential public facilities.			No PC comments.
Policy CF-8.2.		Proposed or new improvements to existing essential public facilities should be sited consistent with the Anacortes Comprehensive Plan and Countywide Planning Policies.			No PC comments.
Policy CF-8.3.		The process to site proposed new or expansions to existing essential public facilities shall include the following: A. An inventory of similar existing essential public facilities, including their locations and capacities. B. A forecast of future needs for the essential public facility. C. An analysis of the potential social, economic, financial and infrastructure impacts, including an assessment of the proportionate financial impacts on affected jurisdictions. D. An analysis of the proposal's consistency with the city's comprehensive plan and development regulations, and plans and policies of other affected jurisdictions. E. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies. F. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process. G. An analysis of environmental impacts and mitigation. H. Extensive public involvement.			No PC comments.
Policy CF-8.4.		Seek to mitigate disproportionate financial burdens to the City due to the siting of essential public facilities through joint planning or interlocal agreements.			No PC comments.
Policy CF-8.5.		Work with Skagit County and other municipalities to standardize review procedures and criteria for siting of Statewide and Countywide essential public facilities and incorporate these procedures within interlocal agreements.			No PC comments.
Goal CF-9.		Anacortes Airport. Coordinate with Port of Anacortes in planning activities associated with the airport.			No PC comments.

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CF-9.1.		Recognize the Anacortes Airport as an essential public facility with specific limitations agreed to by the Port of Anacortes and the Federal Aviation Administration.			No PC comments.
CF-9.2.		Ensure development at and near the Anacortes Airport is consistent with the 20-year development agreement between the Port of Anacortes and the City of Anacortes and the 30-year Anacortes Airport Subarea Plan goals and policies.			No PC comments.
CF-9.3.		Encourage the adoption of development regulations that will protect the airport from height hazards, and require avigation easements and/or aviation disclosure notices for new development where appropriate.	Encourage the adoption of <u>Adopt</u> development regulations that will protect the airport from height hazards, and require avigation easements and/or aviation disclosure notices for new development where appropriate.	Updated to provide clearer direction.	No PC comments.
	New subheading: Climate focused goals and policies				
TBD	TBD	TBD	TBD	TBD	

Anacortes Comprehensive Plan Update

Utilities Goals and Policies

Revision Tracker

DRAFT January 17, 2025

1/22/25 Planning Commission Recommended Changes Version

The Planning Commission reviewed the 1st draft proposed amendments at their January 22 and February 12, 2025 meetings. The Planning Commission’s recommended changes to the 1st draft, if any, are shown in the last column.

Introduction

This goals and policies revision tracker shows the existing goals and policies from the Utilities element of the 2016 Anacortes Comprehensive Plan, revisions proposed to the goals and policies as part of the 2025 periodic update, and rationale for the proposed revisions.

Further updates to the Utilities element policies are planned in order to meet Climate element requirements and better connect policies that are both Utilities and Climate related.

Utilities Element

Goals and Policies

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
Goal U-1.		Quality Utility Services. Facilitate provision of quality utility services throughout Anacortes to meet the needs of residents and businesses.			No PC comments.
Policy U-1.1.		Work with utility providers to ensure that reliable, quality services are provided at reasonable, equitable rates in all areas of the city.			No PC comments.
Policy U-1.2.		Support the timely expansion and maintenance of utility infrastructure in order to meet the evolving needs of the community.			No PC comments.
Policy U-1.3.		Encourage the use of new technologies that will enhance the quality of services and that are financially feasible.			No PC comments.
Policy U-1.4		Utilize a variety of methods to protect and advance community interests, such as partnerships, interlocal agreements and franchise agreements.			No PC comments.
Policy U-1.5.		Explore options for improving telecommunication services in Anacortes, with high-speed internet being a high priority, including potential development of a broadband/fiber master plan and policies requiring installation of conduit where needed.	Explore options for improving telecommunication services in Anacortes, with high-speed internet being a high priority, including potential development of a broadband/fiber master plan and policies requiring installation of conduit where needed. Maintain and enhance the fiberoptic network throughout Anacortes to meet the expanding needs for high-speed internet of residents and businesses.	Fiberoptic network is under construction and nearing completion of project.	No PC comments.
Goal U-2.		Sustainable Utility Infrastructure. Work with utility providers and other partners to plan for sustainable utility infrastructure that supports City and regional growth plans.			No PC comments.
Policy U-2.1.		Support utility service areas that are consistent with growth and development patterns outlined in the City's Comprehensive Plan and Skagit County's Comprehensive Plan.			No PC comments.
Policy U-2.2.		Coordinate the formulation and periodic update of the utility element (and relevant implementing development regulations) with adjacent jurisdictions.			No PC comments.
Policy U-2.3.		Coordinate, and seek to cooperate, with other jurisdictions in the implementation of multi-			No PC comments.

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		jurisdictional electric utility facility additions and improvements.			
Policy U-2.4.		Share information with utility providers and other partners, to facilitate coordinated planning for sustainable regional utility infrastructure.			No PC comments.
Policy U-2.5.		Coordinate review of significant development proposals with utility providers to determine whether there is available capacity to accommodate development without lowering service standards and identify any needed system improvements.			No PC comments.
Policy U-2.6.		Encourage the joint use of utility corridors and facilities, provided that such use is consistent with limitations as may be prescribed by applicable law and prudent utility practice, in order to pool utility resources and to minimize the amount of land area impacted by utility infrastructure.			No PC comments.
Policy U-2.7.		Provide timely and effective notice to utilities of the construction, maintenance or repair of streets, roads, highways or other facilities, and coordinate such work with the serving utilities to ensure utility needs are appropriately considered and to facilitate coordination of trenching activities.			No PC comments.
Policy U-2.8.		Support the use of utility corridors for recreation and open space purposes, where appropriate.			No PC comments.
Goal U-3.		Sensitive Design. Mitigate negative impacts of utility systems to community members.			No PC comments.
Policy U-3.1.		Minimize impacts to the community associated with the construction, operation and maintenance activities of utility providers, such as loud noises, service outages, transportation disruptions and public safety hazards.			No PC comments.
Policy U-3.2.		Work with utility providers to inform the community about utility activities and to provide opportunities for public engagement in the planning processes, as appropriate.			No PC comments.
Policy U-3.3.		Minimize visual impacts to the community associated with the siting and design of utility infrastructure, for instance by regulating light and glare, screening and landscaping, and location of above-ground facilities.			No PC comments.

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Policy U-3.4.		Require installation of new utilities underground, as well as converting existing overhead wiring to underground when feasible through local improvement districts, contract agreements between property owners and utility companies, and by other legal means.			No PC comments.
Goal U-4.		Coordination. Support coordination with service providers to minimize cost and service disruption.			No PC comments.
Policy U-4.1.		Coordinate the timing of construction activities with public and private utilities to minimize disruption to the public and reduce costs of utility delivery.			No PC comments.
Policy U-4.2		Promote co-location of new and private utility distribution facilities.			No PC comments.
Policy U-4.3.		Promote awareness by property owners of proper procedures for notification of utility providers prior to construction activities (e.g. Call Before You Dig, etc.).			No PC comments.
Goal U-5.		Sustainable Design. Minimize negative impacts of utility systems to the environment.			No PC comments.
Policy U-5.1		Encourage siting, construction, operation and maintenance activities that are consistent with environmental best management practices.			No PC comments.
Policy U-5.2.		Encourage utilities to adopt efficient practices and explore alternative energy resources, in order to help meet long-term energy needs and reduce environmental impacts associated with traditional energy supplies.			No PC comments.
Policy U-5.3.		Work with utilities to limit trimming of trees to that which is necessary for the safety and maintenance of transmission facilities.			No PC comments.
Policy U-5.4.		Encourage development of vegetation management policies and plans for utility corridors.			No PC comments.
Policy U-5.5.		Promote education of the public on choosing and maintaining vegetation with growth habits that will not interfere with nearby utilities.			No PC comments.
Goal U-6.		Energy Conservation. Encourage conservation of energy resources, including the reduction of energy consumption in city facilities.			No PC comments.
Policy U-6.1.		Residential, commercial and industrial development shall be encouraged to use energy-efficient, cost-			No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
		effective and environmentally sensitive technologies and resources in new construction.			
Policy U-6.2.		Encourage the use of alternative energy resources in the design and construction of new development.			No PC comments.
Policy U-6.3.		Encourage the use of solar energy for water and space heating and consider developing ordinances to protect solar access.			No PC comments.
Policy U-6.4.		Consider incentive programs to seek and implement alternative energy resources in building and site design, and land use.			No PC comments.
Goal U-7.		Hazardous Liquid and Gas Pipelines.		Add a goal here – there isn't currently one.	No PC comments.
Policy U-7.1.		Require proposed developments, expansion of existing uses and construction projects, both public and private, located near hazardous liquid and gas pipelines to: A. Show the location of the pipelines in relation to proposed structures, utilities, or clearing and grading. B. Use techniques prior to and during construction to minimize the potential for disturbing the pipelines. C. Identify and mitigate potential impacts on pipelines from erosion, stormwater discharge and other hazards. D. Use site design techniques to minimize potential hazards. E. Develop emergency plans for dealing with pipeline failure, as appropriate.	<u>Adopt regulations to</u> require proposed developments, expansion of existing uses and construction projects, both public and private, located near hazardous liquid and gas pipelines to: A. Show the location of the pipelines in relation to proposed structures, utilities, or clearing and grading. B. Use techniques prior to and during construction to minimize the potential for disturbing the pipelines. C. Identify and mitigate potential impacts on pipelines from erosion, stormwater discharge and other hazards. D. Use site design techniques to minimize potential hazards. E. Develop emergency plans for dealing with pipeline failure, as appropriate.	Updated to be more direct.	No PC comments.
Policy U-7.2.		Notify and coordinate with the pipeline operator when developments are proposed near a hazardous liquid pipeline corridor to reduce the potential for problems.			No PC comments.
Policy U-7.3.		Consider appropriate uses near hazardous pipeline corridors and require appropriate mitigation measures that help reduce adverse impacts in the event of a pipeline failure.			No PC comments.
Policy U-7.4.		Establish minimum setback requirements to protect transmission pipelines from development, and to protect development from transmission pipelines.			No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
Goal U-8.		Sustainable Water Policy. Ensure availability of water for future generations.			No PC comments.
Policy U-8.1.		In future updates to the City's Water System Plan, the City should plan for future use of its water right to support, in descending order of priority, (1) the City's existing retail and wholesale customers at reasonable trendline projections from their existing committed volumes; (2) future residential users in the Service area; (3) reasonable expectations of agricultural users in the service area; and (4) future commercial and industrial users in the service area.			No PC comments.
Policy U-8.2.		In future updates to the City's Water System Plan, the City should examine the demand forecast of the "future industrial block" to align with the priorities set out in Policy U-8.1.			No PC comments.
Policy U-8.3.		In future updates to the City's Water System Plan, the City should examine the "future ag block" demand forecast as needed to plan for a more accurate and reasonable forecast based on predicted future climate conditions and demand.			No PC comments.
Policy U-8.4.		The City must encourage and support timely updates to the Skagit County Coordinated Water System Plan that reflect current water law including the instream flow rule, supply restrictions, predicted climate models, and a 50-year demand forecast, facilitating timely infrastructure planning to jointly, with Skagit PUD, supply water to current and future users in the service area.			No PC comments.
Policy U-8.5.		The City should work with Skagit PUD to explore coordinated solutions to regional problems, and explore changes to the City's and Skagit PUD's service areas to align those service areas with reasonable and political boundaries.			No PC comments.
Policy U-8.6.		The City should explore options to increase drought tolerance, e.g., water shortage.			No PC comments.
Policy U-8.7.		The City must not sell or lease its water rights.			No PC comments.
Policy U-8.8.		The City may not enter into any contracts for the sale of water in excess of 4,000,000 gallons per year to any non-municipal or non-residential water			No PC comments.

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and Recommended Changes to the 1 st Draft
		reseller for a term longer than five years without first conducting a public hearing.			
			New Goal and Policies Goal 9. Toward Zero Waste. Increase recycling and composting to 65% of the municipal solid waste stream. Policy U-9.1. Provide weekly curbside food waste collection including small containers for residents that do not require yard waste bins. Policy U-9.2. Facilitate or require multi-family dwellings to offer food waste collection. Policy U-9.3. Perform a waste characterization study and analyze results to identify waste stream components that can be targeted for reduction through producer responsibility or consumer education. Policy U-9.4. Construct solid waste rate schedules to incentivize increased diversion or reduced frequency of pickup. Policy U-9.5. When it becomes feasible, reduce garbage collection frequency to reduce trips, personnel costs, and greenhouse gas emissions.	This proposed new goal and policies were docketed by City Council in 2021 (Res. 3042) and have been included in 2025 Docket.	No PC comments.
	New subheading: Climate focused goals and policies				
TBD	TBD	TBD	TBD	TBD	

Anacortes Comprehensive Plan Update

Climate Goals and Policies Tracker

DRAFT April 17, 2025

Introduction

This goal and policy tracker reviews the 2016 Anacortes Comprehensive Plan in support of the 2025 periodic update. MAKERS and Parametrix, through on-going work with the Climate Team, developed recommendations for the new Anacortes Climate Element, which includes both new goals, and some updates to existing goals and policies. Some frequent abbreviations used in this audit:

ACFL: Anacortes Community Forest Land	GHG: Greenhouse Gas	RCW: Revised Code of Washington
AMC: Anacortes Municipal Code	GMA: Growth Management Act	SLR: Sea level rise
CE: Climate Element	EC: Environment and Conservation Element	SMP: Shoreline Management Program
CF: Capital Facilities Element	LU: Land Use Element	VMT: Vehicle Miles Traveled

Guiding Principles

- **Leadership and Collaboration:** Be a regional leader by taking local action to anticipate, mitigate and adapt to climate change, and work collaboratively with local municipalities, regional and state agencies, and tribal communities whenever feasible to achieve shared climate adaptation goals.
- **Multi-benefit Strategies:** Seek multi-benefit strategies to climate change adaptation and mitigation that also address community needs and priorities.
- **Economic Sustainability:** Identify potential impacts to local economy and businesses and seek mitigation strategies that will foster economic development as the City adapts to climate change.
- **Broad Community Engagement:** Engage with all sectors of the community and ensure voices of vulnerable and overburdened communities are heard. Work to minimize and mitigate impacts to these groups to support equitable adaptation to climate change.
- **Evidence-based and Adaptive:** Use best available science to identify impacts and build on the success of others when developing strategies. Monitor change and track progress over time, so that goals and policies can adapt as new information becomes available.
- **Feasible and Action-oriented:** Assess feasibility of strategies and prioritize them based on the overall economic and environmental costs and benefits to balance near-term results with planning for and investing in long-term solutions.

How the Policy Tracker is Organized

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
Source of the goal/policy (i.e. current comp. plan, commerce, PSE, team suggestion...)	This is the original text of the source, either existing goal/policy or Commerce measure. High Priority indicates measure Commerce’s guidance identified as priorities for communities to consider for Climate Elements.	Notes from team on proposed change.	Goal/policy number	Commerce guidance on how measures meet minimum requirements for Resilience (R) or GHG Emissions (E). Yellow highlight indicates how non-Commerce measures meet minimum requirements.	This is the proposed draft goal and policy language – track changes highlight revisions on the existing policy and/or Commerce measure language. Blue highlight and strike-throughs indicate changes suggested by PC following April 9 th meeting.	Notes and suggestions on how goals/policies can cross-referenced in other elements. A separate chart at the end of the document highlights policies we have proposed moving to other elements.

Climate Element

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
Goal EC-13	Climate Change - Anacortes should be a regional leader in mitigating and adapting to climate change.	<i>Suggested revisions to existing EC goal. Adds focus on need to build capacity to implement changes and work to become a regional leader on Climate Change.</i>	CE-1		Build Local Capacity - Climate Change Leadership- Build city and community capacity to become a regional leader in mitigating and adapting to climate change.	Remove existing goal from Conservation and Environment (CE) Element and revise in the Climate Element. Cross-reference EC-1
C ID: M, AA.05 And Policy EC-13.1. Team, EC 8.12, and EC 13.4	Develop and maintain local government staff members' technical expertise and skills related to climate change and environmental justice so as to improve communitywide policy implementation, equity, and resilience. And Provide emissions-reduction educational workshops, activities, and engagement opportunities, especially those that prioritize equity and underrepresented communities. And <i>Support local community and multi-jurisdictional efforts to raise awareness, address the impacts of, and develop solutions to the challenges of climate change.</i> And <i>EC 8-12: Consider developing a sustainable energy task force to develop a strategy plan to assist the City in meeting City energy reduction goals.</i> And <i>EC-13.4: Initiate efforts to identify potential local climate change impacts on built, natural and human systems and conduct a vulnerability assessment.</i>	<i>New proposed policy, from Commerce measure and combined with updated existing policy, based on Climate Team input.</i> <i>Updates existing policy EC8.12 with Climate Element priorities/process.</i> <i>Existing policy EC13.4 is broad, and climate element has started some of this. Revisions provide more specific measure.</i>	CE-1.1	R-Min. Req. 3 (EJ) E-Min. Req. 3 (EJ)	Develop and maintain local technical expertise and skills related to climate change and environmental justice to support communitywide policy implementation. a) Continue to align with the Guiding Principles of the Climate Element; b) Maintain and grow City staff and/or resources to support implementation of climate policies. c) Recognize the important contributions of community-members and support local efforts to raise awareness, research and monitor, address the impacts of, and develop solutions to the challenges of climate change. d) Seek outside funding and/or partnerships to provide emissions-reduction educational workshops, activities, and engagement opportunities for the Anacortes community, especially those that prioritize vulnerable populations.	

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Team and PSE	PSE: Pursue public-private partnership to seek funding sources to accelerate clean energy projects.	<i>New proposed based on team and PSE.</i> <i>Also relates to existing policy EC 13.1 – suggest broadening language to identify needs and opportunities for coordination and partnerships.</i>	CE-1.2	E-Min Req – 1 R-Min. Req. 3 (EJ)	Coordinate with local, regional, and state entities to develop and implement plans related to climate change mitigation and adaptation. a) Coordinate with local jurisdictions, tribal governments, ports, state and regional agencies, and departments to share information, and build partnerships where there are shared opportunities for reducing GHG emission and/or increasing resilience. b) Coordinate with PSE and other utility companies and/or regional partners to accelerate regional clean energy projects that benefit Anacortes.	
C ID: T and AA	Protect community health and well-being from the impacts of climate-exacerbated hazards — prioritizing focus on overburdened communities — and ensure that the most vulnerable residents do not bear disproportionate health impacts. And Ensure environmental justice by providing all residents an equitable opportunity to learn about climate impacts, influence policy decisions, and take actions to enhance community resilience.	<i>New proposed goal, combined and revised from Commerce measure.</i>	CE-2	R-Min. Req. 3 (EJ)	Promote Climate Awareness and Community Well-being - Raise awareness about climate change and protect community health and well-being from the impacts of climate-exacerbated hazards so that the vulnerable populations do not bear disproportionate health impacts.	
C ID: T.07 and T.15	Develop and implement a wildfire smoke resilience strategy in partnership with local residents, emergency management officials, regional clean air agency officials, and other stakeholders. And Protect the health and well-being of outdoor workers exposed to extreme heat and other climate-exacerbated hazards.	<i>New proposed policy, revised from Commerce measure.</i>	CE-2.1	R-Min. Req. 1 (Drought, Ex. Heat, Wildfire); R-Min. Req. 3 (EJ)	Raise awareness about potential community and health impacts from wildfire smoke and extreme heat. a) Coordinate with local and regional partners to develop and implement a wildfire smoke resilience strategy. b) Raise community awareness and Highlight protective strategies for outdoor workers and others exposed to extreme heat and other climate-exacerbated hazards by providing information on the City's website, issuing notices, and/or developing other communication strategies.	
C ID: T.04	Prioritize at-risk community members for actions that mitigate wildfire smoke, including providing personal protective equipment and filter fans or incentivizing infrastructure updates (e.g., HVAC updates and MERV 13 filters for air intake) for facilities that serve high-risk populations.	<i>New proposed policy from Commerce measure.</i>	CE-2.2	R-Min. Req. 1 (Drought, Ex. Heat, Wildfire); R-Min. Req. 3 (EJ)	Prioritize at-risk community members for actions that mitigate wildfire smoke and extreme heat by: a) Increasing access to personal protective equipment and filter fans; b) Incentivizing infrastructure updates (e.g., HVAC updates and MERV 13 filters for air intake) for facilities that serve high-risk populations; and c) Partnering with local and/or regional agencies to promote efficient home cooling and air-filtration strategies for lower-income residents.	

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Team		<i>New proposed policy, based on Climate Team feedback.</i>	CE-2.3	R-Min. Req. 3 (EJ)	Foster community-building activities that promote sustainability and resilience by strengthening social networks, reducing isolation, and promoting mental health and wellbeing.	
C ID: AA.01	Create and implement culturally contextualized outreach and education initiatives and materials that will inform the community about near-term and longer-term climate change threats and build resilience.	<i>New proposed policy, revised from Commerce measure based on Climate Team input.</i>	CE-2.4	R-Min. Req. 3 (EJ)	Engage vulnerable communities, including seniors, lower-income residents, to raise awareness and deepen the local understanding of climate change by: a) engaging with local community service organizations to understand how climate change is impacting local food distribution systems that serve lower-income and other vulnerable or overburdened communities; b) seeking or expanding partnerships with local businesses, non-profits, and other entities with close ties to these communities; and c) creating and implementing culturally contextualized outreach and education initiatives and materials.	
C ID: Q	Ensure that cultural resources and practices – including significant historic sites and culturally important traditional foods and natural resources – are resilient to the impacts of extreme weather and other natural hazards worsened by climate change.	<i>New proposed goal, from Commerce measure.</i>	CE-3	R-Min. Req. 1 (Ex. Heat, Ex. Precip., Flooding, Landslide, SLR, Wildfire); R-Min. Req. 3 (EJ)	Resilient Cultural Resources - Ensure that cultural resources and practices – including historic sites and culturally important traditional foods and natural resources – are resilient to the impacts of extreme weather and natural hazards worsened by climate change.	
C ID: Q.01	Protect, enhance, and restore ecosystems in order to meet tribal treaty rights and conserve culturally important consumptive and non-consumptive resources including foods, medicinal plants, and materials that could be adversely impacted by climate change. (High Priority)	<i>New proposed policy, from Commerce measure.</i>	CE-3.1	R-Min. Req. 3 (EJ)	Protect, enhance , and restore local ecosystems to meet tribal treaty rights and conserve culturally important resources, including foods, medicinal plants, materials, and wildlife.	
C ID: Q.03	Establish and maintain government-to-government relations with Native American tribes for the preservation of archaeological sites and traditional cultural properties that are vulnerable to climate impacts.	<i>New proposed policy, from Commerce measure.</i>	CE-3.2	R-Min. Req. 1 (Ex. Heat, Ex. Precip., Flooding, Landslide, SLR, Wildfire); R-Min. Req. 3 (EJ)	Establish and maintain government-to-government relations with local Native American tribes for the preservation of archaeological sites and traditional cultural properties that are vulnerable to climate impacts.	
Team		<i>New proposed policy from team, based on staff feedback.</i>	CE-3.3	E-Min Req – 1? R-Min. Req. 3 (EJ)	Consider potential for impacts to historic and culturally relevant sites and/or buildings when developing resilience plans and improvement projects (i.e. infrastructure, parks, trails, etc.) and identify strategies to reduce or mitigate impacts.	
C ID: AF and L	Protect and restore coastal ecosystems to increase the resilience of species, habitats, and communities to climate change. (High Priority) And	New goal, which combines two similar commerce measures.	CE-4	R-Min. Req 1 (Ex Precip, Flooding, SLR) Min. Req 2	Support Ecosystem Adaptation: Protect and restore coastal ecosystems, streams, riparian zones, and wetlands to increase the resilience of species, habitats, and communities to climate change and achieve a healthy watershed.	

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	Ensure the protection and restoration of streams, riparian zones, estuaries, wetlands, and floodplains to achieve healthy watersheds that are resilient to climate change. (High Priority)			R-Min. Req. 3 (EJ)		
Team and AF.01	Consider sea-level rise in coastal and nearshore habitat restoration projects.	<i>New proposed policy, suggested by team.</i> <i>Including SLR in future SMP updates is a requirement of HB1181. Ecology will be releasing guidance in 2026.</i>	CE-4.1	R- Min. Req 1 (Ex Precip, Flooding, SLR) R- Min. Req 2	Consider future climate change impacts from including sea-level rise, and climate change when implementing shoreline restoration and open space projects.	Cross reference EC-1.8
C ID: A.04	Assess the sea level rise vulnerability of wetlands, aquatic vegetation, beaches and dunes, and other valuable natural assets and collaborate with landowners and partners to support adaptation.	<i>New proposed policy, revised from Commerce measure to broaden scope beyond natural areas. Commerce measure text added to EC element.</i>	CE-4.2	R- Min. Req 1 (Flooding, SLR, Landslide?) R- Min. Req 2	Conduct a sea level rise vulnerability assessment with future updates to the Shoreline Management Program (SMP) and Critical Areas Ordinance (CAO) to: a) update sea level rise assumptions for future planning; b) assess the vulnerability of natural and developed shorelines from the combined effects of sea level rise, storm surge, coastal erosion and landslides, and groundwater changes; and c) collaborate with landowners and partners to support adaptation and contingency plans.	Cross reference EC-2 and new groundwater flooding content under EC-3 (see chart below)
C ID: L.01	Implement actions identified in restoration and salmon recovery plans to improve the climate resilience of streams and watersheds. (High Priority)	<i>New proposed policy, revised from Commerce measure.</i>	CE-4.3	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip.) R- Min. Req. 2	Develop and implement actions identified in city restoration plans to improve the climate resilience of streams and watersheds.	Cross reference EC- 6 watershed goal and T-4.1
C ID L.03	Protect and restore riparian vegetation to reduce erosion, provide shade, and support other functions that improve the climate resilience of streams. (High Priority)	<i>New proposed policy, revised from Commerce measure based on staff input.</i>	CE-4.4	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, Wildfire?) R- Min. Req. 2	Protect and restore riparian vegetation to reduce erosion, provide shade, provide habitat connectivity, and support other functions that improve the climate resilience of streams. while balancing the need to protect structures adjacent to forested areas from wildfire danger, as required by the state wildland urban interface regulations.	Cross-reference updated policy EC 5.1 and EC-6.
WDFW suggestion and C ID: AE	<i>WDFW: Enhance and Maintain Urban Tree Canopy for Climate Resilience and Community Health</i> and Protect and enhance the climate resilience of urban forests by implementing climate-smart forest management. (High Priority)	<i>New proposed goal, revised from Commerce measure and WDFW suggestions.</i>	CE-5	R- Min. Req 1 (Drought, Ex. Heat? Wildfire) R- Min. Req. 2	Resilient Urban Forests: Enhance and maintain urban tree canopy for community health and climate resilience, and develop plans to reduce wildfire risks around the ACFL.	
C ID: AE.02	Adopt a forest master plan and implementing ordinances to maintain and expand tree canopy cover, improve tree and watershed health, prioritize carbon	<i>New proposed policy, revised from Commerce measure and WDFW suggestions.</i>	CE-5.1	R- Min. Req 1 (Drought, Ex. Heat? Wildfire) R- Min. Req. 2	Adopt and maintain an urban forest master plan and implementing ordinances, including a tree canopy assessment of all areas of the City (greenbelts, parks, street trees, forests), that establishes goals to:	Cross reference T-4.3

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	sequestration, and build climate resilience. (High Priority)				a) maintain and expand tree canopy cover and improve tree and watershed health; b) prioritize carbon sequestration; c) monitor wildfire risks; and d) build climate resilience by reducing heat island effects, enhancing air quality, improving stormwater filtration, and supporting biodiversity.	
C ID: AE.08	Prioritize urban forestry planning resources and funding for frontline communities that are hurt first and worst by climate change.	<i>New proposed policy, revised from Commerce measure.</i>	CE-5.2	R- Min. Req 1 (Drought, Ex. Heat? Wildfire) R- Min. Req. 2 R-Min Req 3 (EJ)	Prioritize urban forestry planning resources and funding for vulnerable and overburdened communities, including, but not limited to: a) increasing street trees and canopy cover in and around affordable housing communities that lack shade and are more vulnerable to extreme heat.	
C ID: AE.06	Ensure that tree species selection and planting guidance are updated to be resilient to climate change.	<i>New proposed policy, revised from Commerce measure.</i>	CE-5.3	R- Min. Req 1 (Drought, Ex. Heat? Wildfire) R- Min. Req. 2	Ensure that tree species selection and planting guidance used for projects are updated to be resilient to climate change and share information with local community members.	
C ID: S.04	Support the development of community wildfire protection plans.	<i>New proposed policy, revised from Commerce measure</i>	CE-5.4	R- Min. Req 1 (Ex. Heat, Landslide, Wildfire) R-Min Req 3 (EJ)	Increase community awareness of local wildfire risks hazards, and collaborate with property-owners in high-risk areas when developing a community wildfire protection plan, and coordinate on the need to protect structures adjacent to forested areas from wildfire danger, as required by state wildland urban interface regulations, with public open space regulations.	Reference new land use policies (see chart below)
C ID: O	Ensure that energy infrastructure – including generation and transmission – is able to accommodate renewable energy opportunities and to withstand and recover quickly from the impacts of extreme weather and other natural hazards worsened by climate change.	<i>New proposed goal, revised from Commerce measure.</i>	CE-6	R- Min. Req 1 R-Min Req 3 (EJ)	Coordination with Utilities: Promote Energy Resilience: Coordinate with regional utilities and jurisdictions on increasing energy infrastructure resilience – including generation, transmission, and storage – to accommodate renewable energy opportunities, meet increased demand, and withstand and recover from extreme weather and natural hazards worsened by climate change.	
Team and PSE	Partner with PSE to promote energy efficiency programs and initiatives. And Partner with PSE to promote local investments and customer enrollment in clean energy projects and programs in order to achieve clean energy goals.	<i>New proposed policy from team, based on meeting with from PSE and related actions.</i>	CE-6.1	R- Min. Req 1 R-Min Req 3 (EJ)	Coordinate regularly with Puget Sound Energy (PSE) to share information, monitor local grid capacity, and increase awareness of upcoming projects and emerging opportunities that support the City's efforts to reduce GHG emissions. a) City staff to highlight for developers, property owners, or others proposing projects the importance of early engagement with PSE. b) Coordinate with PSE to promote energy efficiency programs and initiatives and to promote local investments and customer enrollment in clean energy projects and programs. c) Coordinate with PSE to promote financial assistance and discounted billing programs for income qualified residents to ensure that the most vulnerable are not	

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					disproportionately impacted by the State's clean energy transition.	
PSE	Support PSE's wildfire mitigation efforts including electric system upgrades, year-round vegetation management, and fire weather operational procedures. Work closely with utilities and local fire departments to lessen the risk and impact of wildfires. And Support ongoing vegetation management in order to maintain system reliability.	<i>New proposed policy, revised from PSE suggestion.</i>	CE-6.2	R- Min. Req 1 (Wildfire)	Coordinate with PSE's vegetation management and/or wildfire mitigation efforts including electric system upgrades, year-round vegetation management, and fire weather operational procedures. Work closely with utilities and local fire departments to lessen the risk and impact of wildfires.	
PSE	Partner with PSE to promote and support programs designed to decrease load on the grid during times of peak use.	<i>New proposed policy, from PSE suggestion.</i>	CE -6.3	R- Min. Req 1	Coordinate with PSE to promote and support programs designed to decrease load on the grid during times of peak use.	
PSE	Partner with PSE to effectively meet rapidly increasing electrical demand as the City and region work to achieve a Clean Energy Transition by adopting codes that support siting existing and new technologies.	<i>New proposed policy, revised from PSE suggestion.</i>	CE -6.4	R- Min. Req 1	Coordinate with PSE to effectively meet rapidly increasing electrical demand as the city and region work to achieve a Clean Energy Transition by adopting codes that support siting existing and new technologies.	
Policy EC-8.1. and Team	<i>Energy conservation shall be a goal in the design or remodeling of commercial, public and residential buildings</i>	<i>Suggests rephrasing existing policy to highlight GHG emissions reduction, and making it a goal.</i>	CE-7	R- Min. Req 1 E- Min. Req. 1 (GHG)	Energy Efficient Buildings: Promote renewable energy, encourage conservation and efficiency technologies, and support energy system transitions to reduce GHG emissions from buildings.	Cross reference LU-4
					<i>Reducing Emissions from New Buildings</i>	
Policy EC-8.4.	<i>Develop incentives for construction or remodeling of structures to utilize state of the art energy conservation techniques (including, but not limited to, insulation, passive energy design, co-generation).</i>	<i>Suggest revising existing policy. Incentives should promote features that surpass recent updates to WA State Building/Energy Codes.</i>	CE -7.1	R- Min. Req 1 E- Min. Req. 1 (GHG)	Offer incentives to promote new buildings to include energy efficiency and renewable energy features beyond minimum code requirements.	Cross reference LU-4-2. Consider revising list to include energy efficiency and GHG emissions reductions, in addition to green building ratings programs, etc. (see chart below)
Policy EC-8.3.	<i>Promote the use of environmentally friendly construction practices, such as those specified under certification systems such as Leadership in Energy and Environmental Design (LEED).</i>	<i>Suggest revising existing policy to focus on City buildings.</i>	CE -7.2	E-Min. Req. 1, (GHG)	Promote the use of environmentally friendly construction practices in City buildings, such as those specified under certification systems such as Leadership in Energy and Environmental Design (LEED).	Cross reference LU-4, CF-7.3, and CF-7.3
C ID: C.04	Adjust single-family home impact fees and system development charges so those homes with larger impacts on utilities pay more. (High Priority)	<i>New proposed policy, revised from Commerce measure.</i>	CE -7.3	E-Min. Req. 1, (GHG) E-Min. Req. 2 (VMT), E-Min. Req. 3 (Equity)	Adjust single-family home impact fees and system development charges so those homes with larger impacts on utilities pay more.	

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		<i>Relates to City-services (water, etc.). Fees to reduce GHG emissions may need further study, given PSE is the utility provider.</i>				
					<i>Reducing Emissions from Existing Buildings</i>	
Policy EC-8.7, 8.8, and C ID: F.02	<i>Encourage conversion of existing low-efficiency building stock to cost-effective and environmentally sensitive alternative technologies and energy sources. (EC-8.7.)</i> And <i>Encourage the creation of an energy conservation microloan program in partnership with other agencies. (EC-8.8.)</i> And Prioritize the preservation and weatherization of housing in overburdened communities, particularly at higher densities, to reduce emissions and increase resilience. (C ID: F.02) - (High Priority)	<i>Suggest revising existing policy to align with Commerce measure.</i> <i>Updated EC 8.8 policy language to provide more specifics on potential to coordinate with regional approaches.</i>	CE -7.4	E-Min. Req. 1, (GHG) E-Min. Req. 3 (Equity)	Prioritize the weatherization, and conversion to the most energy efficient water and space heating of housing to reduce emissions and increase resilience. a) Coordinate with regional jurisdictions and/or state agencies to encourage the creation of an energy conservation microloan, rebate, or other program in partnership with other agencies, particularly for lower-income communities.	Cross reference LU-4.3
C ID: E.03	Retrofit buildings for energy efficiency. (High Priority)	<i>New proposed policy, revised from Commerce measure.</i> <i>Updated commerce text to focus on public buildings, which are completely within the City's control.</i>	CE -7.5	E-Min. Req. 1, (GHG)	Retrofit City-owned buildings for energy efficiency by updating building materials, transitioning heating in City buildings to energy efficient heat pump technologies, updating mechanical systems and lighting, replacing back-up generators and/or adding onsite solar and battery storage systems, where feasible.	Cross reference LU2.2.D, U-6, and CF-7.3 Parks TBD
Policy EC-8.11. and C ID: F	<i>Where consistent with the desired character and intensity of the zone, encourage renovation and adaptive re-use of existing buildings as a strategy to reduce waste and the need to expend energy in producing new materials. (EC-8.11)</i> and Prioritize the adaptive reuse of buildings, recognizing the emission-reduction benefits of retaining existing buildings. (High Priority)	<i>Keep existing policy, aligns with Commerce measure.</i>	CE -7.6	E-Min. Req. 1, (GHG) E-Min. Req. 3 (Equity)	Where consistent with the desired character and intensity of the zone, encourage renovation and adaptive re-use of existing buildings as a strategy to reduce waste and the need to expend energy in producing new materials.	Cross reference LU-7.1.E?
Policy EC-8.6 and	<i>Promote sustainable building and site management and maintenance practices.</i>	<i>Suggest revising existing policy.</i>	CE -7.7	E-Min. Req. 1, (GHG)	Promote sustainable building and site management and maintenance practices, and promote energy conservation in	Cross reference LU-4.3

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Policy EC-8.9.	And (excerpt) ... encourage conservation in street lighting....	Addresses the street lighting policy that was embedded in EC-8.9			site and street lighting by replacing existing building, site, and streetlights with low-energy use LED fixtures.	
Team		New proposed goal	CE- 8	R- Min. Req 1? E- Min. Req. 1(GHG)	Support Energy Resilience: Support overall energy resilience by promoting local solar energy production as well as other small-scale renewable energy (i.e. geothermal) and battery storage.	
Policy EC-8.2. And C ID: G:	Encourage building and site designs that consider solar access of adjacent properties and that best offer opportunities for maximum use of southern exposures and the use of natural climate conditions And C ID: G: Maximize solar access of site design, where practicable, for new solar-ready residential and commercial buildings.	Keep existing policy, minor text edits. Similar to Commerce Measure.	CE -8.1	E-Min. Req. 1, (GHG) E-Min. Req. 3 (Equity)	Encourage building and site designs that consider solar access of adjacent properties and promote maximum use of southern exposures and the use of natural climate conditions	Cross reference LU-4.2
C ID: O.2	Install distributed renewable energy generation and battery infrastructure at public facilities to store renewable electricity generated on site and provide emergency power that ensures continuity of operations.	New proposed policy, from Commerce measure.	CE -8.2	E-Min. Req. 1, (GHG) E-Min. Req. 3 (Equity)	Install distributed renewable energy generation and battery infrastructure at City facilities to store renewable electricity generated on site and provide emergency power that ensures continuity of operations.	Cross reference LU2.2.D, and CF-7.4 Parks TBD
Policy EC-8.9. and C ID: E.04, and PSE	Work with Puget Sound Energy to encourage conservation in street lighting and other public and private uses and support programs that encourage renewable energy production. (EC-8.9) And Develop local microgrid solar and battery storage facilities in low-impact sites. And PSE: Promote and support the growth of customer owned distributed energy resources.	Suggest revising existing policy. Similar to Commerce Measure. Combining with PSE suggestion	CE -8.3	E-Min. Req. 1, (GHG) E-Min. Req. 3 (Equity)	Encourage local microgrid solar, battery storage facilities, and/or other small-scale renewable energy generation projects on low-impact sites (i.e., large roof-tops, and/or over parking lots, etc.) to support electrification by providing locally-generated power.	Cross reference LU-4.2
C ID: V, P and A	Establish land use patterns that increase the resilience of the built environment, ecosystems, and communities to climate change. (V, High Priority) And Ensure that buildings are designed and built sustainably to reduce environmental impacts and remain resilient to extreme weather and other hazards worsened by climate change. (P)	New proposed goal	CE-9	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, Landslide, SLR Wildfire) R- Min. Req. 2 R-Min Req 3 (EJ)	Resilient Development: Promote land use patterns that increase the resilience of the built environment, ecosystems, and communities to climate change, and ensure development is resilient to climate impacts.	

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	And Ensure that development and redevelopment projects are resilient to the impacts of climate change. (A)					
C ID: V.05	Direct new development into areas where exposure to climate hazards is low.	<i>New proposed policy, revised from Commerce measure.</i> <i>Aligns with LU and Utility, and Capital Facilities policies.</i>	CE-9.1	R-Min Req 3 (EJ)	Direct new development, utility and transportation infrastructure, and capital facilities into areas where exposure to climate hazards is low, and/or where climate mitigation strategies can be effective at reducing risks.	Cross reference LU-4.1, LU4.6, and T-4.3, U-5.1, and CF7.9.
C ID: V.08	Identify and implement strategies to increase the resilience of the shoreline environment to sea-level rise and other climate hazards, while also protecting shoreline ecological functions, allowing water-dependent uses, and providing public access.	<i>New proposed policy, from Commerce measure.</i> <i>Aligns with EC, LU, and Transportation policies.</i>	CE-9.2	R- Min. Req 1 (Ex. Heat, Ex. Precip., Flooding, Landslide, SLR) R-Min Req 3 (EJ)	Identify and implement strategies to increase the resilience of the shoreline environment to sea-level rise and other climate hazards, while also protecting shoreline ecological functions, allowing water-dependent uses, and providing public access.	Cross reference EC-2, (and new EC policies related to monitoring regulations – see chart below), LU- LU-4.1, LU-5.1, LU8.1, T-3.22, and T-4.9.
C ID: A.01	Establish development regulations that incorporate best practices for reducing the risk of wildfire, extreme heat, flooding, and other climate-exacerbated hazards.	<i>New proposed policy, revised from Commerce measure.</i>	CE-9.3	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, Landslide, SLR, Wildfire) R-Min Req 3 (EJ)	Establish or maintain development regulations that incorporate best practices for reducing the risk of wildfire, extreme heat, flooding, and other climate-exacerbated hazards.	Cross reference to new or revised LU policy for resilient development and design standards (see chart below)
C ID: A.05	Acquire properties or easements on properties that are vulnerable to climate-exacerbated hazards and are or will become unsuitable for development.	<i>New proposed policy, revised from Commerce measure.</i>	CE-9.4	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, Landslide, SLR, Wildfire) R-Min Req 3 (EJ)	When feasible, consider acquiring properties or easements on properties that are vulnerable to climate-exacerbated hazards and are or will become unsuitable for development.	Cross reference LU-4.6 (potential)
C ID I and K	Reduce vehicle miles traveled to achieve greenhouse gas reduction goals. (I, High Priority) And Increase housing diversity and supply within urban growth areas to reduce greenhouse gas emissions and support environmental justice. (K, High Priority)		CE-10	E-Min. Req. 1, (GHG) E-Min. Req. 2 (VMT)	Reduce Vehicle Miles Traveled (VMT): Reduce GHG emissions from transportation by reducing VMT, fostering efficient land uses and promoting active transportation and transit.	
C ID C, I, K.04, V.11, C.06, C.07	Reduce vehicle miles traveled to achieve greenhouse gas reduction goals. (I, High Priority)	<i>New proposed policy, combining multiple Commerce measures.</i>	CE-10.1	E-Min. Req. 1, (GHG)	Foster more efficient land uses to reduce vehicle miles traveled, including, but not limited to:	Cross reference LU-6.1.H, LU-6.4, LU-7.1, LU-7.2, and LU-8.4, and T-4.5

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
	and Foster higher-intensity land uses in mixed-use urban villages and transit corridors. (C, High Priority) and Establish minimum residential densities within urban growth areas. (K.04) and Implement complimentary, mixed land uses versus traditional zoning, such as locating business districts, parks and schools in neighborhoods to promote cycling and walking and reduce driving. (V.11, High Priority) and Prioritize infill development through zoning and permitting process. (C.06, High Priority) And Establish form-based codes where appropriate to better integrate higher-density development. (C.07, High Priority)	<i>Aligns with LU and Transportation policies.</i>		E-Min. Req. 2 (VMT)	a) Encouraging density in urban areas of the city. b) Implementing complimentary, mixed land uses to promote cycling and walking and reduce driving. c) Prioritizing infill development through zoning and permitting processes. d) Maintaining and updating form-based codes to better integrate higher-density development and support climate resilience by promoting sustainable design strategies.	
C ID: K.02 and C ID: K.05 And K.06	Allow middle housing types, such as duplexes, triplexes, and ADUs, on all residential lots. (K.02, High Priority) and Allow or encourage micro-housing units (K.05, High Priority) and Develop and implement inclusionary zoning to support greater income diversity in housing types. (K.06, High Priority)	<i>New proposed policy, combining multiple Commerce measures.</i> <i>Aligns with LU and Housing policies.</i>	CE-10.2	E-Min. Req. 1, (GHG) E-Min. Req. 2 (VMT) E-Min. Req. 3 (Equity)	Diversify housing options and promote housing affordability by: a) Expanding middle housing types, such as duplexes, triplexes, and ADUs, in residential areas. b) Encouraging co-living units in areas where multifamily housing is allowed c) Developing and implementing programs to support housing for a greater range of income levels.	Cross reference LU-6.1, H-1.9, and H-3.
C ID: I.04, I.18	Increase multimodal capacity in coordination with the location of higher-density housing and commercial centers. (I.04, High Priority) And	<i>New proposed policy, revised from two Commerce measures.</i> <i>Aligns with Transportation policies.</i>	CE-10.3	E-Min. Req. 1, (GHG) E-Min. Req. 2 (VMT)	Implement multimodal transportation plans (i.e. modal plans, complete streets policies, TDM programs, bike parking, etc.), particularly in coordination with higher-density housing and commercial centers.	Cross reference T-2.7, Policy T-2.18, T-2.21, T-2.23 21 T-2.29, and T-4.5

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
	Integrate "Complete Streets" principles into the roadway designs of residential developments. (I.18)					
C ID: H.01 And C ID: AI.03	Prioritize and promote public transit expansion and use through coordination of land use and transportation planning. (H.01, High Priority) and Improve transit speed, frequency, coverage, and reliability. (AI.03, High Priority)	<i>New proposed policy, revised and combined from Commerce measures.</i> <i>Aligns with Transportation policies.</i>	CE-10.4	E-Min. Req. 1, (GHG) E-Min. Req. 2 (VMT)	Work with Skagit Transit to prioritize and promote public transit use and expansion by: a) coordinating on land use and transportation planning, and b) identifying how the City can better support Skagit Transit in meeting goals to improve transit speed, frequency, coverage, and reliability.	Cross reference T-2.29 and T-2.30, and T-2.32
Climate Team		<i>New proposed policy from Climate Team related to school buses</i>	CE-10.5	E-Min. Req. 1, (GHG)	Promote use of existing transit resources (i.e. school bus, transit routes) to reduce car trips to public destinations in the community.	
			CE-11		Promote Electrification and Alternative Fuels: Reduce GHG emissions from transportation by supporting the transition to electric vehicles, and encouraging the use of cleaner fuels in marine transportation.	
C ID: H	Convert public fleets to zero-emission vehicles by [insert target date] and develop supporting infrastructure and programs (e.g., charging stations and dedicated lanes for electric cars and buses).	<i>New proposed policy, drawing aspects of Commerce measure.</i>	CE-11.1	E-Min. Req. 1, (GHG) E-Min. Req. 3 (Equity)	Develop an EV transition plan to convert public fleets to zero-emission vehicles and identify EV charging needs and opportunities in the City.	Cross reference T-4.4, and 4.10.
C ID: AD.01	Require electric vehicle charging infrastructure in all new and retrofitted buildings.	<i>New proposed policy, drawing aspects of Commerce measure.</i>	CE-11.2	E-Min. Req. 1, (GHG)	Expand electric vehicle infrastructure in key destinations and public buildings, and encourage the installation of EV charging retrofits for multifamily housing.	Cross reference T-4.10
Team		<i>New policy to align with new Utilities goal.</i>	CE-11.3	E-Min. Req. 1, (GHG)	Reduce GHG emissions from waste management transportation as service needs evolve.	Cross reference U-9.5
Team		<i>New proposed policy.</i>	CE-11.4	E-Min. Req. 1, (GHG)	Coordinate with the Port of Anacortes and WA State Ferries to identify how the city can best support them in their ongoing electrification projects.	Cross reference T-1.7
Team		<i>New proposed policy</i>	CE-11.5	E-Min. Req. 1, (GHG)	Support port and marinas in transition to renewable diesel and increase community awareness as lower-emissions fuels (i.e. R99 diesel) become more locally available.	
C ID: W	Ensure that the local transportation system – including infrastructure, routes, and travel modes – is able to withstand and recover quickly from the impacts of extreme weather events and other hazards exacerbated by climate change.	<i>New proposed goal, from commerce measure</i>	CE-12	R- Min. Req 1 (Ex. Precip., Flooding, Landslide, SLR, Wildfire) R-Min Req 3 (EJ)	Resilient Transportation System: Ensure that the local transportation system – including infrastructure, routes, and travel modes – can withstand and recover quickly from the impacts of extreme weather events and other hazards exacerbated by climate change.	

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
Team		<i>New proposed policy</i>	CE-12.1	R- Min. Req 1 (Ex. Precip., Flooding, Landslide, SLR, Wildfire) R-Min Req 3 (EJ)	Coordinate with WSDOT to identify plans to increase resilience of SR-20, a critical access and evacuation route for Anacortes, to high-tide flooding, future sea level rise, and landslides.	Cross reference T-1.9, Add bullet in this policy to coordinate with WSDOT on SLR and flood vulnerability. (see chart below)
Team and C ID: W.05	Enhance the resilience of parks and recreational trails by assessing and addressing climate hazards and impacts.	<i>New proposed goal, revised from commerce measure.</i> <i>Aligns with Transportation policies.</i>	CE-12.2	R- Min. Req 1 (Drought, Ex. Precip., Flooding, Landslide, SLR, Wildfire) R-Min Req 3 (EJ)	Continue to expand recreational trail systems in Anacortes that are resilient to coastal flood impacts and sea level rise and explore how trail design and maintenance can support adaptation while also providing positive benefits to the environment.	Cross reference T-2.7 and T-4.9
C ID: W.04 and W.03	Reduce stormwater impacts from transportation and development through watershed planning, redevelopment and retrofit projects, and low-impact development. (W.04) And Incorporate hydrologic climate impacts into the design of water-crossing structures (i.e., climate-smart culverts and bridges) for fish passage and habitat quality. (W.03, High Priority)	<i>New proposed policy, from commerce measure and WDFW comments.</i> <i>Aligns with Transportation policies.</i>	CE-12.3	R- Min. Req 1 (Ex. Precip., Flooding, SLR?) R-Min Req 3 (EJ)	Reduce stormwater impacts from transportation and development through watershed planning, redevelopment and retrofit projects, and low-impact development. a) Coordinate with State, regional, and local agencies to plan and prioritize culvert upgrades that consider climate impacts to ensure fish passage barrier removal and stormwater management needs.	Cross reference T-4.1 and T-4.3
C ID: S	Enhance emergency preparedness, response, and recovery efforts to mitigate risks and impacts associated with extreme weather and other hazards worsened by climate change. (High Priority)	<i>New proposed policy, from commerce measure</i>	CE-13	R- Min. Req 1 (Ex. Heat, Ex. Precip., Flooding, Landslide, Wildfire) R-Min Req 3 (EJ)	Preparation and Emergency Response: Enhance emergency preparedness, response, and recovery efforts to mitigate risks and impacts associated with extreme weather and other hazards worsened by climate change.	Cross reference EC-3, and EC 3.8
C ID: M.01 and S.01	Create evacuation plans and outreach materials to help residents plan and practice actions that make evacuation quicker and safer. (M.01) Map transportation infrastructure that is vulnerable to repeated floods, landslides, and other natural hazards, and designate alternative travel routes for critical transportation corridors when roads must be closed. (S.01)	<i>New proposed policy, from commerce measure.</i> <i>Aligns with EC and Transportation policies.</i>	CE-13.1	R- Min. Req 1 (Ex. Precip., Flooding, Landslide, Wildfire) R-Min Req 3 (EJ)	Monitor evacuation plans and outreach materials and update as needed to consider natural hazards and climate impacts, to help residents plan and practice actions that make evacuation quicker and safer. a) Map transportation infrastructure that is vulnerable to repeated floods, and other natural hazards, and designate alternative travel routes for critical transportation corridors when roads must be closed.	Cross reference EC 3.8, EC 3.14, T-1.9,
C ID: S.07	Develop resilience hubs – community-serving facilities that are designed to support residents, coordinate communication, distribute resources, and	<i>New proposed policy, revised from Commerce measure based on staff input.</i>	CE -13.2	R- Min. Req 1 (Ex. Heat, Ex. Precip., Flooding,	Continue to operate cooling centers at the Anacortes Senior Activity Center and the Anacortes Library and expand access to resilience hubs - safe gathering spaces during extreme weather	Cross reference CF-7.8. Considering adding resilience hub function to

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
	reduce carbon pollution while enhancing quality of life.			Landslide, Wildfire) R-Min Req 3 (EJ)	events - by updating and/or maintaining HVAC, air filtration, and back-up power systems in select publicly-oriented City facilities.	CF policies. (see chart below)
C ID: X.01	Develop and implement a strategy to expedite management of debris (e.g., downed tree limbs and buildings blocking roads and streams) after a disaster incident to reduce the risks of subsequent fire, flood, injury, and disease vectors.	<i>New proposed policy, from commerce measure</i>	CE-13.3	R- Min. Req 1 (Ex. Precip., Flooding, Landslide, Wildfire) R-Min Req 3 (EJ)	Develop and implement a strategy to expedite management of debris (e.g., downed tree limbs and buildings blocking roads and streams) after a disaster incident to reduce the risks of subsequent fire, flood, injury, and disease vectors.	
C ID: R	Ensure that the local economy is resilient to climate disruptions and fosters business opportunities associated with climate mitigation and adaptation.	New proposed goal, from Commerce measure.	CE-14	R-Min Req 3 (EJ)	Resilient Economy: Ensure that the local economy is resilient to climate disruptions and fosters business opportunities associated with climate mitigation and adaptation.	
C ID: R.01	Ensure that the jurisdiction's Comprehensive Emergency Management Plan responds to the impacts of climate change and identifies roles and responsibilities to support a sustainable economic recovery after a disaster.	<i>New proposed policy, from Commerce measure.</i>	CE-14.1	R-Min Req 3 (EJ)	Ensure that the jurisdiction's Comprehensive Emergency Management Plan responds to the impacts of climate change and identifies roles and responsibilities to support a sustainable economic recovery after a disaster.	Cross reference new CF policy (see chart below) and others as needed.
C ID: R.02	Support local businesses' efforts to bolster climate preparedness and continuity of operations.	<i>New proposed policy, revised from Commerce measure and team.</i>	CE-14.2	R-Min Req 3 (EJ)	Continue to engage with local businesses to understand local need and priorities and how the City can support climate preparedness. a) Consider local business perspectives when identifying opportunities to reduce GHG emissions from consumption and align with the City's goals to reduce overall waste.	Cross reference new ED policies related to climate (see chart below) Cross reference 14.2.a to U-9 Towards Zero Waste goal
Team		<i>New proposed policy, based on feedback from business community meeting.</i>	CE-14.3	R-Min Req 3 (EJ)	Recognize the value of Anacortes' existing skilled labor (industry and working waterfront, etc.) and coordinate with local and regional partners to maintain and grow local labor resources while supporting the transition to electrification and reducing GHG emissions.	Cross reference new ED policies related to green jobs pipeline (see chart below)
C ID: Y.	Protect and preserve water quality and quantity from drought, extreme heat, and other hazards exacerbated by climate change. (High Priority)	<i>New proposed policy, from commerce measure</i>	CE-15	R- Min. Req 1 (Drought, Ex. Heat, Reduced Snowpack) R- Min. Req. 2? R-Min Req 3 (EJ)	Protecting Water Infrastructure: Protect and preserve water quality and quantity from drought, extreme heat, and other hazards exacerbated by climate change.	
Team		<i>New proposed policy</i>	CE-15.1	R- Min. Req 1 (Drought, Ex. Heat, Reduced Snowpack) R-Min Req 3 (EJ)	Continue to develop Surface and Stormwater, Wastewater, and Drinking Water system plans and facility improvements that incorporate climate change mitigation and resilience.	Cross reference U-8.3, U-8.4
Team		<i>New proposed policy</i>	CE-15.2	R- Min. Req 1 (Drought, Ex.	Consider overall energy use, resilience needs, and opportunities for innovative design approaches when developing plans to replace the City's Wastewater Treatment Plant.	Cross reference U-5.1 and U-6 and Table CF-1 - Wastewater

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
				Heat, Reduced Snowpack) R-Min Req 3 (EJ) E-Min. Req. 1, (GHG)		
C ID: Y.03	Require the use of green infrastructure and low-impact development to address increased storm intensities and stormwater runoff. (High Priority)	<i>New proposed policy, revised from commerce measure</i>	CE-15.3	R- Min. Req 1 (Ex. Precip., flooding) R-Min Req 3 (EJ)	Promote use of Green Stormwater Infrastructure (GSI) strategies whenever feasible to help manage stormwater, improve water quality, reduce impervious surfaces, and promote shade to lower temperatures.	Cross reference T-4.1 and T-4.3
C ID: Y.04	Manage water resources sustainably in the face of climate change through smart irrigation, stormwater management, preventative maintenance, water conservation and wastewater reuse, plant selection, and landscape management. (High Priority)	<i>New proposed policy, from commerce measure</i>	CE-15.4	R- Min. Req 1 (Drought, Ex. Heat, Reduced Snowpack) R-Min Req 3 (EJ)	Manage water resources sustainably in the face of climate change through smart irrigation, stormwater management, preventative maintenance, water conservation and wastewater reuse, plant selection, and landscape management.	Cross reference CF-7.4 and Parks TBD
C ID: S.05	Analyze how the municipal water system maintains adequate pressure during a major wildfire event (e.g., multiple structures burning) and how it will look under current and projected drought conditions.	<i>New proposed policy, revised from Commerce measure, based on staff input.</i>	CE-15.5	R- Min. Req 1 (Drought, Wildfire) R-Min Req 3 (EJ)	Continue to coordinate with local fire officials during periodic updates to the Water System Plans.	Cross reference U-8

Climate Goals Moved to Other Sections

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #, Relevant Sub-element*	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
C ID: A.08	Develop regulations for elevating or setting back new and substantially improved structures to reduce the risk of damage caused by sea level rise.	<i>New proposed policy for EC element, revised from Commerce measure and staff input.</i>	EC#	R- Min. Req 1 (Flooding, SLR) R-Min. Req. 2 R-Min. Req. 3	Monitor existing regulations for elevating or setting back new and substantially improved structures to reduce the risk of damage caused by sea level rise, and to protect coastal ecosystems.	Recommend adding policy under to EC-3 (with flood-related policies.) Cross reference CE-9.2
C ID: A.04	Assess the sea level rise vulnerability of wetlands, aquatic vegetation, beaches and dunes, and other valuable natural assets and collaborate with landowners and partners to support adaptation.	<i>New proposed policy for EC element.</i> <i>Suggest cross-refencing back to CE 4.2 to align two elements.</i>	EC#	R- Min. Req 1 (Flooding, SLR) R-Min. Req. 2 R-Min. Req. 3	Assess the sea level rise vulnerability of wetlands, aquatic vegetation, beaches and dunes, and other valuable natural assets and collaborate with landowners and partners to support adaptation.	Recommend adding policy under to EC-2 Cross reference CE-4.2
C ID: A.14	Consider climate change, including sea-level rise, extreme precipitation, increased winter streamflow, and other impacts, in floodplain management planning. (High Priority)	<i>New proposed policy for EC element, from Commerce measure.</i>	EC#	R- Min. Req 1 (Flooding, Ex. Precip, SLR) R-Min. Req. 2 R-Min. Req. 3	Consider climate change, including sea-level rise, extreme precipitation, increased winter streamflow, and other impacts, in floodplain management planning.	Move to EC - 3
Team		<i>New proposed policy for EC element, suggested by team.</i>	EC#	R- Min. Req 1 (Flooding, SLR, R- Min. Req 2	Identify areas vulnerable to groundwater flooding and review and update regulations to reduce impacts.	Move to reference EC-3 (with flood-related policies.) Cross reference CE-4.2

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #, Relevant Sub-element*	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
		<i>Emerging vulnerability that needs further study.</i>				
C ID: V.06	Maintain and update a critical areas ordinance that incorporates climate change considerations. (High Priority)	<i>New proposed policy for EC element, from Commerce measure.</i> <i>Ensure that policies related to Critical Areas consider climate change.</i>	EC#	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, Landslide, SLR Wildfire) R-Min Req 3 (EJ)	Maintain and update a critical areas ordinance that incorporates climate change considerations.	New EC policy
C ID: A.10	Review required buffers and setbacks for steep slopes and shorelines vulnerable to erosion exacerbated by climate change, and establish new minimums, if necessary, so that improvements are not required to protect structures during their expected life.	<i>New proposed policy for EC element, from Commerce measure.</i>	EC#	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, Landslide, SLR, Wildfire) R-Min Req 3 (EJ)	Review required buffers and setbacks for steep slopes and shorelines vulnerable to erosion, and establish new minimums, if necessary, so that improvements are not required to protect structures during their expected life.	Update EC-3 and critical area regulations for landslide hazards.
C ID: S.09	Integrate a climate impacts risk assessment and policies into the local hazard mitigation plan.	<i>New proposed policy for EC element, from Commerce measure.</i>	EC#	Emergency Management	Coordinate with Skagit County and other partners on how to incorporate climate impacts into the next Hazard Mitigation Plan update.	Update EC 3-8
EC 8.4 and Team	<i>Develop incentives for construction or remodeling of structures to utilize state of the art energy conservation techniques (including, but not limited to, insulation, passive energy design, co-generation).</i>	<i>New proposed LU policy, based on similar existing policies, to align with team comments.</i> <i>Suggestion to expand on incentives in existing policy EC 8.4 to encourage new development to help deliver climate resilience goals.</i>	LU#	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, SLR) R-Min Req 3 (EJ) (GHG co-benefits)	Consider incentives for development projects to encourage innovative approaches that promote climate resilience. Strategies may include, but are not limited to: a) Site and building designs to reduce urban heat effects, including but not limited to trees and vegetation, reduction in impervious surface coverage, sidewalk shade strategies, and green roofs; and b) Green stormwater management and water quality strategies that surpass minimum requirements and help the city meet stormwater management goals.	Update and expand LU-4.2 to integrate items listed in proposed policy?
C ID: P.06	Develop or modify design standards to integrate exterior building features that reduce the impacts of climate change and increase resilience. (High Priority)	<i>New proposed policy for LU element, revised from Commerce measure.</i> <i>Revising commerce measure to be more specific on needs for Anacortes.</i>	LU#	R- Min. Req 1 (Drought, Ex. Heat, Ex. Precip., Flooding, SLR) R-Min Req 3 (EJ)(GHG co-benefits)	Update design standards to integrate exterior building features that reduce the impacts of climate change and increase resilience by: a) moderating interior building temperatures; b) promoting shade; c) reducing the urban heat island effect while also providing co-benefits for urban design and/or public space; and d) Increasing wildfire resilience.	Update and expand LU-4.2 to integrate items listed in proposed policy?
Team/staff and C ID: P.03	Adopt fire-resilience standards for new and redeveloped sites in high-risk wildfire areas.	<i>New proposed policy for LU element, revised from commerce measure, based on staff input</i>	LU#	R- Min. Req 1 (Wildfire) R-Min Req 3 (EJ)	Develop local codes to reduce risk in Wildland-Urban Interface (WUI) areas, and coordinate with Washington State Department of Natural Resources on risk areas.	New Land Use Element policy under LU-4? (Could also consider under LU-10)
Team	Adopt fire-resilience standards for new and redeveloped sites in high-risk wildfire areas.	<i>New proposed policy for LU element, from team. Also</i>	LU#	R- Min. Req 1 (Wildfire) R-Min Req 3 (EJ)	Coordinate with property-owners when updating Critical Area regulations and/or City policies around the Anacortes	New Land Use Element policy under LU-4? (Could also consider under LU-10)

Goal or Policy Source	Referenced Commerce Measure or Existing Goal/Policy Text	Reasoning for Proposed Policy Change	CE #, Relevant Sub-element*	Minimum Requirement	Working Draft Proposed Policy Revision or New Policy	Cross Reference/ Integration Notes
		<i>related to Commerce measure (P.03)</i>			Community Forest to identify how best to implement wildfire mitigation strategies.	
CID: S.08	Factor climate impacts into the planning of operations and coordination of preparedness, response, and recovery activities among first-responders and partners, including public health, law enforcement, fire, school, and emergency medical services (EMS) personnel.	<i>New proposed policy for Capital Facilities element, from commerce measure</i>	CF#	R- Min. Req 1 (Ex. Heat, Ex. Precip., Flooding, Landslide, Wildfire) R-Min Req 3 (EJ)	Factor climate impacts into the planning of operations and coordination of preparedness, response, and recovery activities among first-responders and partners, including public health, law enforcement, fire, school, and emergency medical services (EMS) personnel.	New Capital Facilities Element policy to consider climate change in emergency services, as well as facilities.
		<i>Suggested update to existing CF policy.</i>	CF-7.8.		Considering adding resilience hub function to existing policy, or adding a new policy to address emergency functions of capital facilities.	
C ID: R.04	Facilitate a green jobs pipeline for frontline communities. (High Priority)	<i>New proposed policy for Economic Development, revised from Commerce measure, based on Climate Team feedback for this to be broad.</i>	ED#	R-Min Req 3 (EJ)	Coordinate with Skagit Valley College or other local and regional partners to promote awareness, education, and training for green job opportunities, particularly for lower-income, underemployed, and/or frontline communities.	New Economic Development Element policy? Aligns with a recommended by Western WA for Economic Development Element.
C ID: R.06	Promote purchasing from local businesses to support economic development and reduce emissions associated with the transportation, production, and distribution of goods. (High Priority)	<i>New proposed policy for Economic Development element, revised from Commerce measure</i>	ED#	E-Min Req 2 (VMT)	Promote local businesses by raising awareness of investments that are being made towards reducing emissions, increasing resilience and sustainability, and how supporting local business can help reduce impacts of climate change.	New Economic Development Element policy?
			T-1.9	R-Min Req 1	Add new bullet in this policy to coordinate with WSDOT on SLR and flood vulnerability.	Adding new bullet to Transportation Element policy

Anacortes Comprehensive Plan Update

Environment & Conservation Element Goals and Policies Tracker

DRAFT April 17, 2025

Planning Commission Suggested Changes Version

The Planning Commission reviewed the 1st draft proposed amendments at their April 9, 2025 meeting. The Planning Commission suggested changes to the 1st draft, if any, are shown in the last column.

Introduction

This goals and policies tracker reviews the Environment & Conservation element of the 2016 Anacortes Comprehensive Plan in support of the 2025 periodic update.

Environment & Conservation Element

Goals and Policies

Goal or Policy	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and recommended updates to 1 st draft
Goal EC-1	Environmental protection. Serve as a leader in environmental stewardship of the natural environment for current and future generations.			
Policy EC-1.1	Recognize the inter-relationship of natural systems, people and the economy and promote integrated and interdisciplinary approaches for environmental planning and assessment.			
Policy EC-1.2	Work cooperatively with local, state, regional and federal governments and community organizations to protect and enhance the environment.	Work cooperatively with local, state, regional, and federal and tribal governments and community organizations to protect and enhance the environment.	Acknowledging tribal governments.	
Policy EC-1.3	Promote and lead public education and involvement programs to raise public awareness about and involvement in environmental issues, and advocate respect for the environment and demonstrate how individual actions and the cumulative effect of a community's actions can have significant effects on the environment. A. Establish and promote an ongoing volunteer program in and out of our schools aimed at educating residents and visitors with speakers, programs and written information. This program shall promote stewardship of Fidalgo Island and its surrounding waters. B. Develop and implement a program aimed specifically at reduction of litter and other nuisances. C. Support and encourage city and citizen involvement in local and national organizations and programs such as Tree City USA, Washington Department of Fish & Wildlife's Backyard Wildlife Sanctuary Program, forest education programs, tree preservation, and shoreline stewardship programs. D. Promote public outreach activities aimed at encouraging water conservation and water recycling. E. Maintain a continually updated list of City, County and State planning, environmental and development documents at City Hall and the Anacortes Public Library for public review. F. Publish and make available information about programs to help private property owners maintain property in its historic or undeveloped state, such as tax benefits, the Nature Conservancy, Skagit Land Trust, City Historic	Promote and lead public education and involvement programs to raise public awareness about and involvement in environmental issues, and advocate respect for the environment and demonstrate how individual actions and the cumulative effect of a community's actions can have significant effects on the environment. A. Establish and promote-an ongoing volunteer program in and out of our schools aimed at educating residents and visitors with speakers, programs and written information. This program shall should promote stewardship of Fidalgo Island and its surrounding waters. B. Develop and implement a Maintain regulations and programs aimed specifically at reduction of litter and other nuisances. C. Support and encourage city and citizen involvement in local and national organizations and programs such as Tree City USA, Washington Department of Fish & Wildlife's Backyard Wildlife Sanctuary Habitat at Home Program, forest education programs, tree preservation, and shoreline stewardship programs. D. Promote public outreach activities aimed at encouraging water conservation and water recycling. E. Maintain a continually updated list of Enhance access to City, County and State planning, environmental and development documents. at City Hall and the Anacortes Public Library for public review. F. Publish and make available information about programs to help private property owners maintain property in its historic or undeveloped state, such as tax benefits, the Nature Conservancy, Skagit Land Trust, City Historic Preservation Board sellback and leaseback, property	Tone consistency. Updated to reflect that municipal code provisions and educational programs currently exist to implement this policy. Updated to current name of the program - "Habitat at Home". Updated to recognize availability of current documents, codes, and plans via the internet and other electronic means.	

Goal or Policy	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change	Planning Commission Meeting Notes and recommended updates to 1 st draft
	Preservation Board sellback and leaseback, property donation, property exchange, cluster development, and transferrable development rights. G. Implement the educational provisions of the Critical Areas Ordinance.	donation, property exchange, cluster development, and transferrable development rights. G. Implement the educational provisions of the Critical Areas Ordinance.	The adopted CAO does not contain specific educational provisions.	
Policy EC-1.4	Actively work with local, regional, and state agencies and private entities, to acquire and preserve larger tracts of key open space lands in the region, including through such programs as transfer of development rights (TDR).			
Policy EC-1.5	Identify and inventory areas of aesthetic, educational, historical, cultural, and/or biological significance, encourage their preservation, and regulate development which could cause significant deterioration of these qualities.			
Policy EC-1.6	Provide opportunities for residents to have access to undeveloped natural areas where appropriate.	Continue to provide <u>recreational access</u> opportunities for residents to undeveloped natural areas, where appropriate, <u>when feasible, via parks, trails, and access points. Consider impacts on public access when developing climate adaptation plans and implementing strategies.</u>	Updates for clarity and to integrate climate measure.	
Policy EC-1.7	Work cooperatively with Skagit County in development of land use plans and review of development proposals to identify and protect habitat networks and critical areas on an interjurisdictional basis.			
Policy EC-1.8	Use the best available science to preserve or enhance the function and values of critical areas through regulations, programs, and incentives.	Use the best available science, <u>and consider future climate impacts,</u> to preserve or enhance the function and values of critical areas through regulations, programs, and incentives.	'Best available' science should include climate change, but this makes it clear.	
Policy EC-1.9	Work with appropriate agencies and property owners to identify and facilitate the clean-up of contaminated sites.			
Goal EC-2.	Marine waters and shorelines. Preserve, protect, enhance and restore shoreline natural resources.	Marine waters and shorelines. <u>Shoreline Resources.</u> Preserve, protect, enhance and restore shoreline natural resources.	More accurate topic heading.	
Policy EC-2.1	Ensure that shoreline uses adhere to the goals and policies outlined in the City of Anacortes Shoreline Master Program (ASMP), including achievement of no net loss of shoreline ecological functions.	Ensure that shoreline uses <u>and modifications</u> adhere to the goals, and policies, <u>and regulations</u> outlined in the City of Anacortes Shoreline Master Program (ASMP), including achievement of no net loss of shoreline ecological functions.	Clarifications. Keep this policy in EC element for cross reference to SMP for shoreline-related policies.	
		<u>New Policy:</u> <u>Assess the sea level rise vulnerability of wetlands, aquatic vegetation, beaches and dunes, and other valuable natural assets and collaborate with landowners and partners to support adaptation.</u>	New climate measure; Cross reference to Climate Element CE-4.2. Consider relocating to Shoreline Element during SMP update.	

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Policy EC-2.2	Encourage projects that restore, rehabilitate, and enhance shoreline resources.	Encourage projects that restore, rehabilitate, and enhance shoreline resources.	Recommend removal of policies EC-2.2 through EC-2.6 from EC element. Policies are duplicative of policies within the adopted 2010 Anacortes Shoreline Master Program , and pending amendments thereto. The goals and policies of the SMP are intended to be migrated to a new Shoreline Element of the Comprehensive Plan, so it is not necessary to repeat them within this Element.	
Policy EC-2.3	Identify unique and sensitive shoreline areas and actively work with partner agencies and private property owners to enhance, restore and achieve permanent protection.	Identify unique and sensitive shoreline areas and actively work with partner agencies and private property owners to enhance, restore and achieve permanent protection.	See note above. Recommend removal of policy from EC element.	
Policy EC-2.4	Develop a recreational and wildlife corridor along the Guemes Channel with links to other natural areas including Anacortes Community Forest Lands (ACFL), Ship Harbor, and Washington Park.	Develop a recreational and wildlife corridor along the Guemes Channel with links to other natural areas including Anacortes Community Forest Lands (ACFL), Ship Harbor, and Washington Park.	See note above. Recommend removal of policy from EC element.	
Policy EC-2.5	Work to preserve and restore forage fish spawning areas as shown in the Fidalgo Bay Sub-Area Plan and its restoration element.	Work to preserve and restore forage fish spawning areas as shown in the Fidalgo Bay Sub-Area Plan and its restoration element.	See note above. Recommend removal of policy from EC element.	
Policy EC-2.6	Soft armoring of shorelines is generally preferred over riprap or hard armoring.	Soft armoring of shorelines is generally preferred over riprap or hard armoring.	See note above. Recommend removal of policy from EC element.	
Goal EC-3.	Natural Hazards. Reduce exposure to landslides, tsunamis and earthquakes.	Natural Hazards. Reduce exposure to the impacts of flooding, erosion, landslides, tsunamis and earthquakes, seismic events.	Update goal to be more specific and include reference to more hazards.	
Policy EC-3.1	Protect, and where feasible, enhance or restore existing shoreline and other flood-prone areas.			
Policy EC-3.2	When development occurs within the 100-year floodplain, seek to minimize risk to people, property and the environment.	When Plan for and regulate development occurs within frequently flooded areas, including the 100-year floodplain and coastal hazard areas, seek to minimize risk to people, property and the environment. Consider climate change, including sea-level rise, extreme precipitation, increased winter streamflow, and other impacts, in frequently flooded areas management planning.	Suggest expanding policy to include Climate planning in floodplain management.	When Plan for and regulate development occurs within frequently flooded areas, including the 100-year floodplain and coastal hazard areas, seek to minimize risk to people, property and the environment. Consider climate change, including sea-level

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				rise, extreme precipitation, increased winter streamflow, and other impacts, in frequently flooded areas management planning.
		New Policy: Identify areas vulnerable to groundwater flooding and review and update regulations to reduce impacts.	Add new climate-related policy. Cross reference to Climate Element.	
Policy EC-3.3	Manage development in erosion hazard areas to minimize erosion.			
Policy EC-3.4	Avoid potential impacts to life and property by strictly limiting land disturbance and development in landslide prone areas.			
Policy EC-3.5	Support and promote seismic hazard preparedness efforts.			
Policy EC-3.6	Integrate regulatory standards such as buffers and setbacks with hazard avoidance measures.	Integrate regulatory standards such as buffers and setbacks with hazard avoidance measures.	Consolidated with EC-3.11, as both involve development regulations.	
Policy EC-3.7	Coordinate hazard vulnerability assessments with programs for purchase or preservation of open space.			
Policy EC-3.8	Update hazard mitigation and disaster plans a minimum of every five years as a joint effort with Skagit County in coordination with local agencies.	Update hazard mitigation and disaster plans a minimum of every five years as a joint effort with Skagit County in coordination with local agencies and integrate findings from climate vulnerability and risk assessment.	Suggest expanding policy to include Climate-related work.	
Policy EC-3.9	Coordinate related activities of City departments with the County, State, and Federal agencies.			
Policy EC-3.10	Continue to compile and revise mapping of vulnerable areas by using City, County, State, and Federal databases. As additional surveying and other data collection is produced for infrastructure improvements, integrate this information into the mapping system. Update mapped hazard designation based on “real world” information as it becomes available.	Continue to compile and revise mapping of vulnerable areas by using City, County, State, and Federal databases. As additional surveying and other data collection is produced for infrastructure improvements, integrate this information into the mapping system. Update mapped hazard designation based on “real world” information as it becomes available.	Consolidated with EC-3.12 as both address mapping of assets and hazards.	
Policy EC-3.11	Revise the Zoning, Subdivision, Critical areas regulations and the regulations portion of the Shoreline Master Program to incorporate hazard avoidance provisions and assure consistency of definitions and mapping.	Revise the Zoning, Subdivision, Critical areas Maintain and update development regulations and the regulations portion of the Shoreline Master Program to incorporate hazard avoidance provisions and assure consistency of definitions and mapping including: Review required buffers and setbacks for steep slopes and shorelines vulnerable to erosion, and establish new minimums, if necessary, so improvements are not required to protect structures during their expected life. Monitor existing regulations for elevating or setting back new and substantially improved structures to reduce the risk of damage caused by sea level rise, and to protect coastal ecosystems.	Consolidated with EC-3.6 as both involve maintaining and updating development regulations.	

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Policy EC-3.12	Continue to update and maintain the City's GIS database inventory of city infrastructure.	Continue to update and maintain the City's GIS mapping and database inventory of with city infrastructure, critical areas, hazards, and other data as new information becomes available.	Consolidated with EC-3.10, as both address mapping.	
Policy EC-3.13	Support public outreach programs to encourage public awareness of potential natural hazards and emergency procedures that are in place, including places of refuge and emergency contact information. Educate people in disaster survival strategies.			
Goal EC-4.	Water Quality. Protect and enhance water quality.			
Policy EC-4.1	Work with neighboring jurisdictions, citizens and other partners to maintain and restore natural hydrological functions on a drainage basin level through providing education on and incorporating requirements that encourage Low Impact Development Techniques to facilitate mimicking the natural site drainage.			
Policy EC-4.2	Promote the sustainable use of water resources, including conservation efforts.			
Policy EC-4.3	Reduce pollution of surface and ground water resources through regulations, programs, and public education.			
Policy EC-4.4	Conduct regular inspections and maintenance of City sewer and stormwater infrastructure according to public works policies to minimize negative impacts to surface and groundwater.			
Policy EC-4.5	Review new and redevelopment to utilize stormwater best management practices, such as Low Impact Development and other natural drainage techniques.			
Policy EC-4.6	Strive to minimize impervious surfaces in the City.			
Policy EC-4.7	Require the proper use and maintenance of existing on-site septic systems and require connection to sanitary sewer system whenever possible.			
Policy EC-4.8	Protect and preserve areas that are critical for aquifer recharge, such as wetlands, streams, and water bodies.			
Policy EC-4.9	Strive for "no net loss" of wetland acreage, function and value within each drainage basin over the long term.			
Goal EC-5.	Fish & Wildlife. Protect and enhance fish and wildlife habitat.			
Policy EC-5.1	Identify, plan for and preserve habitat areas, including wildlife corridors and areas with healthy native ecosystems, through development regulations and as part of the Parks and Recreation and ACFL Comprehensive Plans and Open Space Connectivity Map.	Identify, plan for, and preserve habitat areas, including wildlife corridors and areas with healthy native ecosystems, through development regulations and as part of the Parks and Recreation and ACFL Comprehensive Plans and Open Space Connectivity Map. Protect these natural assets in perpetuity to enhance ecological connectivity, support biodiversity, and contribute to community resilience against climate change.	Added section based on WDFW comments.	
Policy EC-5.2	Participate in regional species protection efforts, including salmon habitat protection and restoration.			
Policy EC-5.3	Encourage the removal of invasive species and the replanting of natural vegetation.			

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Policy EC-5.4	With the exception of habitat improvements, stream alterations should only occur when absolutely necessary and should minimize adverse impacts to aquatic life.			
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.			
Policy EC-5.6	Encourage the use of buffers between new development and the Anacortes Community Forest Lands that reflect the nature of the existing vegetation, sensitivity of the habitat, and the type and intensity of human activity proposed to be conducted nearby.			
Goal EC-6.	Surface water. Maintain or improve the functional integrity of watercourses, wetlands, bodies of water and their shores.			
Policy EC-6.1	Streams and wetlands should be examined in a basin-wide approach before adjustments to the system are considered.			
Policy EC-6.2	Streams and wetlands should be maintained in their existing natural condition, or restored where appropriate.			
Policy EC-6.3	Significant fills and excavations, which by their nature affect both surface and groundwater dynamics and habitat, shall be allowed only by permit process.			
Policy EC-6.4	Inventory all significant drainage patterns and make this information available to City planners and residents.			
Policy EC-6.5	Place appropriate restrictions on land surface modifications that would cause unnecessary landscape scarring, hydrology modifications, erosion, or undermining of support of nearby land, including, but not limited to, dredging, filling, clearing, paving, and grading.			
		New Policy: Identify, protect and restore watershed-scale processes to maximize the ecological benefits and climate resilience of riparian ecosystems.	Suggest new climate-related policy.	There is very similar language in draft Climate Element, only include in one location.
Goal EC-7.	Recognize the importance of mature trees as an integral part of the ecology and heritage of the city.	Trees. Recognize the importance of mature trees as an integral part of the ecology and heritage of the city.	Add topic heading for consistency.	
Policy EC-7.1	Retention and protection of mature trees should be an essential consideration in project development and building plans.			
Policy EC-7.2	Develop regulations which encourage tree retention and provide regulatory penalties for unauthorized tree removal.			
Policy EC-7.3	Consider development of a permitting process to consider requests for removal of trees.			
Policy EC-7.4	Educate people in the value of planting and retaining trees.			
Policy EC-7.5	Maintain and enhance a street tree maintenance program on arterial streets and City-owned trees.			
Policy EC-7.6	Where on-site tree retention or planting is not feasible, consider allowing off-site options for planting and restoration in order to meet tree retention requirements and achieve tree canopy coverage.			
Goal EC-8.	Sustainability. Increase the sustainability and efficiency of building practices in Anacortes.	Sustainability. Increase the sustainability and efficiency of building practices in Anacortes.	Remove goal from C&E element and relocate/revise in the Climate element.	

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Policy EC-8.1	Energy conservation shall be a goal in the design or remodeling of commercial, public and residential buildings.	Energy conservation shall be a goal in the design or remodeling of commercial, public and residential buildings.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.2	Encourage building and site designs that consider solar access of adjacent properties and that best offer opportunities for maximum use of southern exposures and the use of natural climate conditions.	Encourage building and site designs that consider solar access of adjacent properties and that best offer opportunities for maximum use of southern exposures and the use of natural climate conditions.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.3	Promote the use of environmentally friendly construction practices, such as those specified under certification systems such as Leadership in Energy and Environmental Design (LEED).	Promote the use of environmentally friendly construction practices, such as those specified under certification systems such as Leadership in Energy and Environmental Design (LEED).	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.4	Develop incentives for construction or remodeling of structures to utilize state of the art energy conservation techniques (including, but not limited to, insulation, passive energy design, co-generation).	Develop incentives for construction or remodeling of structures to utilize state of the art energy conservation techniques (including, but not limited to, insulation, passive energy design, co-generation).	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.5	Encourage projects that utilize green energy strategies and innovative approaches to conserving resources by providing incentives such as flexibility in meeting regulatory requirements.	Encourage projects that utilize green energy strategies and innovative approaches to conserving resources by providing incentives such as flexibility in meeting regulatory requirements.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.6	Promote sustainable building and site management and maintenance practices.	Promote sustainable building and site management and maintenance practices.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.7	Encourage conversion of existing low-efficiency building stock to cost-effective and environmentally sensitive alternative technologies and energy sources.	Encourage conversion of existing low-efficiency building stock to cost-effective and environmentally sensitive alternative technologies and energy sources.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.8.	Encourage the creation of an energy conservation microloan program in partnership with other agencies.	Encourage the creation of an energy conservation microloan program in partnership with other agencies.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.9	Work with Puget Sound Energy to encourage conservation in street lighting and other public and private uses and support programs that encourage renewable energy production.	Work with Puget Sound Energy to encourage conservation in street lighting and other public and private uses and support programs that encourage renewable energy production.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.10	Become a leader in innovative energy efficiency and reduction strategies through support and implementation of programs such as the City of Anacortes Community Energy Plan.	Become a leader in innovative energy efficiency and reduction strategies through support and implementation of programs such as the City of Anacortes Community Energy Plan.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.11	Where consistent with the desired character and intensity of the zone, encourage renovation and adaptive re-use of existing buildings as a strategy to reduce waste and the need to expend energy in producing new materials.	Where consistent with the desired character and intensity of the zone, encourage renovation and adaptive re-use of existing buildings as a strategy to reduce waste and the need to expend energy in producing new materials.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-8.12	Consider developing a sustainable energy task force to develop a strategic plan to assist in meeting City energy reduction goals.	Consider developing a sustainable energy task force to develop a strategic plan to assist in meeting City energy reduction goals.	Remove policy from C&E element and relocate/revise in the Climate element.	
Goal EC-9.	Air quality.			
Policy EC-9.1	Promote compliance with federal and state air pollution control laws and improvements to regional air quality in cooperation with the Northwest Clean Air Agency.			

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Policy EC-9.2	Maintain high air quality through land use and transportation planning and management.			
Policy EC-9.3	Reduce the amount of airborne particulates through a street sweeping program, dust abatement on construction sites, covered loads of hauled materials, and other methods to reduce dust sources.			
Goal EC-10.	Noise.			
Policy EC-10.1	Maintain noise regulations to limit noise to levels that protect the public health and that allow residential, commercial, industrial and manufacturing areas to be used for their intended purposes.			
Policy EC-10.2	Adopt provisions to help ensure that mixed-use developments are designed and operated to minimize noise impacts. Measures may include provisions controlling uses, design and construction measures, and timing requirements.			
Policy EC-10.3	Require buffering or other noise reduction and mitigation measures to reduce noise impacts from Commercial and Industrial zones on residential zones.			
Goal EC-11.	Light Pollution. Reduce light pollution.			
Policy EC-11.1	Minimize and manage ambient light levels to protect the integrity of ecological systems and public health without compromising safety and cultural expression.			
Policy EC-11.2	Design and construct night lighting to minimize glare and to avoid light spillover onto nearby properties.			
Policy EC-11.3	Minimize overhead lighting that would shine on the water surface of the City's shorelines or streams. Encourage the use of pedestrian level or shaded lighting when providing lighting along the Tommy Thompson and Guemes Channel trail.			
Policy EC-11.4	Establish design standards and other regulations, where appropriate, that employ "dark skies" approaches.			
Goal EC-12.	Food security. Promote a resilient local food system.			
Policy EC-12.1	Support efforts to identify food vulnerabilities and formulate strategies to increase food resilience.			
Policy EC-12.2	Support community workshops, educational programs, and local farmers markets that encourage local food production.			
Policy EC-12.3	Promote increased access to locally-grown foods by providing space for community gardens, encouraging growing food in backyard gardens, and encouraging the location of fresh food markets and community gardens in close proximity to multifamily uses and transit facilities.			
Policy EC-12.4	Support a local food system that includes a diversity of food sources, encourages consumption of local, healthy foods with a low carbon footprint, minimizes adverse impacts to eco-systems, and minimizes food waste.			
Policy EC-12.5	Support development of infrastructure for processing and storing food.			
Goal EC-13.	Climate Change. Anacortes should be a regional leader in mitigating and adapting to climate change.	Climate Change. Anacortes should be a regional leader in mitigating and adapting to climate change.	Remove goal from C&E element and relocate/revise in the Climate element.	

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Policy EC-13.1	Support local community and multi-jurisdictional efforts to raise awareness, address impacts of, and develop solutions to the challenges of climate change.	Support local community and multi-jurisdictional efforts to raise awareness, address impacts of, and develop solutions to the challenges of climate change.	Remove policy from C&E element and relocate/revise in the Climate element.	
Policy EC-13.2	Consider a multi-pronged approach to climate change adaptation and mitigation, including support for energy efficiency (Anacortes Community Energy Plan), promotion of “green energy”, vehicle trip reduction, and environmental protection.	Consider a multi-pronged approach to climate change adaptation and mitigation, including support for energy efficiency (Anacortes Community Energy Plan), promotion of “green energy”, vehicle trip reduction, and environmental protection.	Remove policy for C&E element and include as Guiding Principle in the Climate element.	
Policy EC-13.3	Advocate for administrative practices, land use patterns, transportation systems, and building practices that will reduce greenhouse gas emissions.	Advocate for administrative practices, land use patterns, transportation systems, and building practices that will reduce greenhouse gas emissions.	Remove policy from the C&E element and replace with more specific policies in the Climate element.	
Policy EC-13.4	Initial efforts to identify potential local climate change impacts on built, natural and human systems and conduct a vulnerability assessment.	Initial efforts to identify potential local climate change impacts on built, natural and human systems and conduct a vulnerability assessment.	Remove policy from C&E element replace with more specific policies in the Climate element.	
Policy EC-13.5	Recognize that the information surrounding climate change is constantly evolving and track the best available science to use for planning purposes.	Recognize that the information surrounding climate change is constantly evolving and track the best available science to use for planning purposes.	Remove policy from the C&E element and include as Guiding Principle in the climate element, as well as noted above.	
Policy EC-13.6	Consider climate change impacts, including sea level rise, when conducting review of proposed land use and transportation actions and programs.	Consider climate change impacts, including sea level rise, when conducting review of proposed land use and transportation actions and programs.	Remove policy from C&E element replace with more specific policies in the Climate element.	

Anacortes Comprehensive Plan Update

Economic Development Goals and Policies Tracker

DRAFT January 21, 2025

May 14, 2025 Planning Commission Suggested Changes Version

The Planning Commission reviewed the 1st draft proposed amendments at their May 14, 2025 meeting. The Planning Commission’s suggested changes to the 1st draft, if any, are highlighted in yellow.

Introduction

This tracker contains suggested updates to the 2016 Anacortes Comprehensive Plan Economic Development Goals & Policies based on Leland Consulting Group (LCG)’s audit of the existing Goals & Policies as well as information in the Economic Development Background Report, Western Washington Economic Development Study and staff input. Key takeaways from the audit of Economic Development Goals & Policies are found below:

Economic Development

- The structure of the goals and policies remains a relevant and useful framework – starting with a balanced and diverse economy, commercial businesses that serve local needs, tourism, and growth sectors.
- Many of the policies remain relevant and are useful to retain going forward.
- There are several recommendations to consider consolidating goals and policies with one another, where the intent may be quite similar.
- There are several policies where more specifics would be useful, such as specific industries or businesses or specific entities the City should partner with on strategy development.

Economic Development Element

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Goal ED-1		Balanced Economy. Foster a balanced, diversified and sustainable local economy that contributes to Anacortes's high quality of life.	Retain	
Policy ED-1.1		Pursue a balanced economy through the protection and enhancement of the community's natural, historical, and cultural amenities, and the improvement of the well-being of its residents.	Retain	
Policy ED-1.2		Promote economic resilience by encouraging a diversity of businesses not reliant on a single business sector or large employer. Include strategies for increasing business sector diversity in the economic development strategic plan.	Retain	
Policy ED-1.3		Provide a stable tax base to support the costs of desired public facilities and services.	Retain	
Policy ED-1.4		Encourage expansion of existing employers and attraction of new employers that pay wages sufficient to support family households and fund needed public services.	Retain	
Policy ED-1.5		Support existing commercial, manufacturing and industrial enterprises as a vital part of Anacortes's economy.	Retain	
Policy ED-1.6		Facilitate the retention, growth and new location of small and locally-owned business.	Facilitate the retention, growth and new location of small and locally-owned business, through marketing, technical assistance, allowing live-work units, and/or providing incubator or kitchen spaces for microenterprise.	Combined with ED-2.11, also added mention of live-work units to consolidate with Policy ED-1.11. Added mention of kitchen space per Planning Commission 5/14 meeting
Policy ED-1.7		Encourage low-impact home-based businesses in residential areas.	Retain	
Policy ED-1.8		Invest in public facilities and services that improve business conditions and quality of life and are affordable to residents and businesses.	Invest in public facilities and services, including high-capacity fiber broadband , that improve business conditions and quality of life and are affordable to residents and businesses.	Added fiber internet per Planning Commission 5/14 meeting.
Policy ED-1.9		Attract a diverse population, including artists, innovators, and families that contribute to a vibrant multigenerational community.	Collaborate with the Anacortes Creative District to foster the growth of Anacortes' creative economy through recruitment and support of creative and artistic businesses, supporting the Anacortes Arts Festival and additional arts and cultural events, and marketing Anacortes as a destination for art and culture.	Focus policy specifically on arts and creative economy.
Policy ED-1.10		Support the development of an adequate range of affordable housing opportunities for the local workforce to increase the attractiveness of the city to employers.	Support the development of an adequate range of a variety of housing types that can serve all income levels throughout the city, affordable housing opportunities for the local workforce to increase to facilitate workforce housing affordability and increase the attractiveness of the city to employers and creative economy employees.	Adjusted language to better match new housing legislation terminology and requirements.
Policy ED-1.11		Allow for live/work opportunities as described in the Land Use Element to expand options for small or startup businesses.	Consolidate	Added mention of live-work units to consolidate with ED-1.6.
Policy ED-1.12		Develop a strategic plan for economic development in coordination with local stakeholders, such as the Port of Anacortes.	Develop a strategic plan for economic development in coordination with local stakeholders, such as the Port of Anacortes and work with local businesses and non-profits to implement the findings and recommendations of the plan.	The city is in the process of completing such a strategic plan. Suggest eliminating reference to the Port because there are many relevant stakeholders besides the Port. Added language to encourage follow-up activities to actuate the findings of the economic development strategic plan.
Policy ED-1.13		Engage in frequent communication with local businesses and resources outside the region to better understand industry trends, cooperatively plan for future needs and work toward common goals.	Retain	

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Policy ED-1.14		Provide state-of-the-art broadband infrastructure, including high-capacity fiber-optic cable, for business, education, public affairs, and consumer uses.	Consolidate	Consolidated with ED-1.8
Policy ED-			Coordinate with regional economic development organizations to identify and encourage development of industry clusters that can share technologies, facilities and labor resources.	Moved from ED-5.1
Policy ED-			Attract knowledge-based enterprises offering alternative technologies and services, including green industries such as environmental services and energy technologies.	Moved from ED-5.2
			Support expansion of local medical care facilities as sources of jobs and income, as well as support services to the community.	Moved from ED-5.3
Goal ED-2		Retail & Commercial. Enhance commercial businesses which serve the community's needs for goods and services.	Retail & Commercial. Enhance Retain and grow commercial businesses which serve the community's needs for goods and services.	Adjusted language to clarify actions rather than the more vague "enhance"
Policy ED-2.1		Encourage residents to support local businesses and keep money within the community.	Through the forthcoming economic strategic plan, incentives, marketing, and other work, promote the formation and support of local businesses that serve the needs of residents and visitors – such as small specialty retailers, mercantile, and the provision of community spaces – in order to retain money within the community.	Combined ED-2.1, 2.2, 2.3, 2.4, and 2.6 here and added specificity of how city might support local businesses.
Policy ED-2.2		Strive to recapture local household spending that currently goes to businesses in surrounding communities.	Consolidate	Consolidated into ED-2.1
Policy ED-2.3		Encourage new businesses, such as small specialty retailers, mercantile, or complementary brand retailer, that provide goods not currently available within the community.	Consolidate	Consolidated into ED-2.1
Policy ED-2.4		Encourage new businesses that serve local residents as well as visitors.	Consolidate	Consolidated into ED-2.1
Policy ED-2.5		Promote the development of uses, such as high density residential and overnight accommodations, that maintain or increase shopper density within the Central Business District.	Retain	
Policy ED-2.6		Encourage uses that provide gathering and meeting places.	Consolidate	Consolidated into ED-2.1
Policy ED-2.7		Consider implementing limits on non-retail uses in core Central Business District areas after careful review of successful implementations elsewhere.	Remove	In reviewing AMC Table 19.41.050, it appears this policy was not pursued too strictly in the 2019 development regulation updates. A variety of non-retail uses such as day care, office, medical, and personal services are permitted in the CBD zone – and this is appropriate as commercial heart of Anacortes. This may also conflict with other policies.
Policy ED-2.8		Consider providing for small commercial nodes in noncommercial zones, where appropriate access is available, in order to expand local neighborhood access to goods and services.	Explore Consider providing allowing for small commercial nodes in noncommercial zones, where appropriate access is available, in order to expand local neighborhood access to goods and services.	Changed "Consider" to "Explore" to be more proactive while retaining staff flexibility, per Planning Commission 5/14 meeting.
Policy ED-2.9		Encourage higher density residential development within and near the Central Business District as support for Downtown businesses.	Retain	
Policy ED-2.10		Strive to provide for a range of sites for a variety of retail development including sites that serve auto-oriented customers as well as those serving pedestrians.	Retain	
Policy ED-2.11		Explore the City's potential role in providing incubator space for microenterprise and small start-up retail businesses that are consistent with the Comprehensive Plan goals and policies for commercial and retail areas.	Consolidate	Consolidated into Policy ED-1.6

Goal or Policy	Existing Page Number	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Policy ED-2.12		Encourage development of circulation routes, signage, and information displays between Cap Sante Marina, Downtown and other commercial areas.	Retain	
Policy ED-2.13		Provide for adequate, convenient, and safe parking for cars and bicycles in all commercial areas.	Retain Monitor vehicle parking and expand bicycle parking and electric vehicle charging infrastructure to ensure adequate, convenient, and safe parking for cars and bicycles in all commercial areas.	Updated language for consistency with Climate element.
Policy ED-2.14		Encourage commercial businesses that provide professional, financial and medical services to residents and visitors.	Retain	
Goal ED-3		Tourism. Maintain and enhance year round opportunities for sustainable tourism in keeping with the Community's vision.	Retain	
Policy ED-3.1		Pursue opportunities that recognize Anacortes's unique historic heritage, culture, recreational amenities and natural setting.	Retain	
Policy ED-3.2		Actively work with business and tourism associations as well as other local organizations to establish a brand for Anacortes as a recognizable tourist destination.	Actively work with business, and tourism, and arts associations as well as other local organizations to establish a brand for Anacortes as a recognizable tourist destination.	
Policy ED-3.3		Consider creation of a City culture and tourism office to manage marketing and tourism promotion.	Consider Explore the creation and funding of a City culture and tourism office to manage marketing and tourism promotion.	Adjusted to include seeking funding. Changed "consider" to "explore" to be more proactive while retaining flexibility per Planning Commission 5/14 meeting.
Policy ED-3.4		Enhance entrances to the City with extensive landscaping and appropriate signage.	Enhance entrances to the City with extensive landscaping and appropriate gateway signage.	Adjusted language. "Extensive" seemed out of place. Could be further strengthened by identifying specific gateway locations if desired.
Policy ED-3.5		Encourage activities and facilities that attract visitors throughout the year.	Encourage Coordinate marketing and programming of activities and facilities that attract visitors throughout the year and increase the length of potential visitor experience.	Combined with ED-3.12
Policy ED-3.6		Encourage activities and facilities that serve residents as well as tourists.	Retain	
Policy ED-3.7		Encourage development of expanded lodging options to support overnight stays by tourists and other visitors.	Encourage development of expanded lodging options allowed by city regulations to support overnight stays by tourists and other visitors through land use and marketing.	Added more specificity on ways the city might do this. Added mention of regulations to ensure this policy does not conflict with recent short-term rental regulations.
Policy ED-3.8		Attract users of Washington State Ferries and other nearby destinations to spend time in Anacortes and patronize local businesses.	Retain	
Policy ED-3.9		Encourage development of a civic community gathering place and a destination events/concert/meeting/music venue or conference center with hotel in the downtown/waterfront area.	Retain	
Policy ED-3.10		Expand the amount and variety of attractions available to visitors, such as a fishing pier, sawmill museum, or other attractions that build on Anacortes's unique history and identity.	Expand the amount and variety of attractions available to visitors, such as a fishing pier, sawmill museum, and/or other attractions a key focal tourist attraction that builds on Anacortes's unique history and identity.	Added mention of a key tourist attraction per Planning Commission meeting 5/14
Policy ED-3.11		Promote Downtown Anacortes, including the Central Business District and Cap Sante Marina, the central Fidalgo Bay waterfront and south Commercial Avenue, as visitor destinations.	Retain	
Policy ED-3.12		Coordinate marketing and programming of visitor activities to increase the length of potential visitor experience.	Consolidate	Consolidated into ED-3.5
Policy ED-3.13		Coordinate marketing with other nearby attractions such as Deception Pass, Whidbey Island, and San Juan Islands.	Retain	
Policy ED-3.14		Improve vehicular and pedestrian connections between downtown and the waterfront and downtown and the State Ferry Terminal, including potential development of a shuttle service.	Improve vehicular and pedestrian connections between downtown and both the waterfront and downtown and the State Ferry Terminal, including potential development of a shuttle service.	Added clarity on connection to Economic Development and cross-reference to GHG emissions reduction to align with climate element.

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			to enhance accessibility to businesses and services, and help the City reduce GHG emissions	
New Policy ED-			Continue to encourage the state to re-establish international ferry service from Anacortes to British Columbia.	Added per Planning Commission suggestions 5/14
Goal ED-4		<u>Manufacturing and Industrial.</u> Strengthen the marine trades economy and encourage other manufacturing and industrial opportunities.	Retain	
Policy ED-4.1		Leverage marine traditions while protecting the natural environment and balancing public use of shoreline areas.	Retain	
Policy ED-4.2		Encourage location and retention of manufacturing, industrial, marine trade, high-tech and sustainable industry jobs that pay wages commensurate with the cost of living in Anacortes.	Retain	
Policy ED-4.3		Support special purpose facilities, such as a heavy boat lift, and the deep water port to enhance the competitive advantage for marine trades and marine industrial uses.	Retain	
Policy ED-4.4		Provide for adequate sites for supportive uses near marine dependent uses.	Retain	
Policy ED-4.5		Provide for adequate sites for large scale manufacturing operations, including sites near navigation channels and truck routes.	Retain	
Policy ED-4.6		Provide for maker spaces, incubator facilities and live/work options for smaller or startup enterprises.	Retain	
Policy ED-4.7		Anticipate and plan for potential future desired uses at the March Point refineries as product types, manufacturing processes, economic competitiveness, and transportation methods change.	Coordinate with Skagit county to Anticipate and plan for potential future desired uses at the March Point refineries as product types, manufacturing processes, economic competitiveness, and transportation methods change.	Added mention of County, since the refinery is in the UGA.
Goal ED-5		Other Growth Economic Sectors. Attract businesses in other sectors that offer growth opportunities and provide high wage jobs.	Remove	Policies consolidated under other goals as described below.
Policy ED-5.1		Identify and encourage development of industry clusters that can share technologies, facilities and labor resources.	Move	Updated and moved under Goal ED-1
Policy ED-5.2		Attract knowledge-based enterprises offering alternative technologies and services, including green industries such as environmental services and energy technologies.	Move	Moved under Goal ED-1
Policy ED-5.3		Encourage expansion of higher education opportunities locally through existing programs such as the Marine Technology Center and Shannon Point Marine Center, as well as attracting new educational facilities.	Remove	Redundant with Policy ED-6.2
Policy ED-5.4		Support expansion of local medical care facilities as sources of jobs and income, as well as support services to the community.	Move	Moved under Goal ED-1
Goal ED-6		<u>Provide Education and Training.</u> Collaborate with educational institutions to meet employer and workforce needs.	Retain	Good goal to retain.
Policy ED-6.1		Encourage opportunities to train the workforce to develop skills for new technologies and family-wage jobs.	Consolidate	Consolidated with Policy ED-6.2
Policy ED-6.2		Collaborate with educational facilities (NW Center of Excellence for Marine Manufacturing and Technology, Shannon Point Marine Center, Rosario Beach Marine Laboratory, Skagit Valley College, etc.) and other public and private institutions to provide education and training for a broad range of careers and interests.	Collaborate with educational facilities (NW Center of Excellence for Marine Manufacturing and Technology, Shannon Point Marine Center, Rosario Beach Marine Laboratory, Skagit Valley College, etc.) and other public and private institutions to provide education and training for a broad range of careers, and interests, technologies, and to provide family-wage jobs.	Consolidated with Policy ED-6.1. Added sub-bullet point to connect with “green jobs pipeline” in Climate Element Policy C ID: R.04

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			Promote awareness, education, and training for green job opportunities, particularly for lower-income, underemployed, and/or frontline communities.	
Policy ED-6.3		Encourage educational opportunities in entrepreneurship, innovation and mentoring.	Retain	
Policy ED-6.4		Encourage expansion of existing educational institutions.	Encourage expansion of existing educational institutions, including culinary and hospitality programs at Skagit Valley College.	Culinary and hospitality added per 5/14 Planning Commission conversation.
Goal ED-7		Enhance regulatory predictability. Streamline regulations and permitting.	Retain	
Policy ED-7.1		Provide an efficient, clear and economical permitting process as a means of enhancing the City's goal for quality customer service.	Retain	
Policy ED-7.2		Craft land use and development regulations that offer a balance of predictability and flexibility.	Craft Maintain land use and development regulations that offer a balance of predictability and flexibility.	Updated to "maintain", as there was a major code update in 2019 that achieved this policy.
Policy ED-7.3		Monitor local economic conditions and update economic development policies at least every five years.	Retain	
Policy ED-7.4		Encourage the redevelopment of key and/or underused buildings and parcels through incentives and public/private partnerships.	Retain	
Policy ED-7.5		Provide incentives for land uses that enhance the city's vitality through a variety of regulatory and financial strategies.	Retain	
Policy ED-7.6		Support public/private partnerships to facilitate or fund infrastructure improvements that will result in increased economic opportunity.	Retain	
Goal ED-8		Ongoing commitment. Continue to collaborate with public and private partners to pursue local and regional economic development.	Retain	
Policy ED-8.1		Actively work with other jurisdictions, educational institutions, environmental groups, agencies, economic development organizations, and local business associations to stimulate business retention, and implement interlocal and regional strategies.	Retain	
Policy ED-8.2		Improve marketing of the City's economic assets by: • Inventorying and describing areas available for new and redevelopment activity. • Engaging in cooperative activities with the Port of Anacortes, Chamber of Commerce, local businesses, state and county entities, tourist development agencies, Navy, private developers and realtors. • Considering establishment of a Community and Business Development office or role to support and facilitate location of new business in Anacortes consistent with the Community's vision.	Improve marketing of the City's economic assets by: • Inventorying and describing areas available for new and redevelopment activity. • Engaging in cooperative activities with the Port of Anacortes, Chamber of Commerce, local businesses, state and county entities, tourist development agencies, Navy, private developers and realtors. • Considering establishment of a Community and Business Development office or role to support and facilitate location of new business in Anacortes consistent with the Community's vision. • Raising awareness of local business efforts to reduce emissions and increase resilience. • Promoting how the use of local businesses can help Anacortes meet GHG emission reduction goals.	Added sub-bullets to align with Climate policy C ID: R-06 relating to patronizing local businesses as a means to support emissions reductions
Policy ED-8.3		Develop meaningful, measurable goals and strategies that promote community-desired economic development and monitor progress toward meeting those goals.	Retain	

Anacortes Comprehensive Plan Update

Parks & Recreation Element Goals and Policies Tracker

DRAFT May 5, 2025

May 14, 2025 Planning Commission Suggested Changes Version

The Planning Commission reviewed the 1st draft proposed amendments at their May 14, 2025 meeting. The Planning Commission’s suggested changes to the 1st draft, if any, are highlighted in yellow.

Introduction

This goals and policies tracker reviews the Parks, Recreation & Open Space element of the 2016 Anacortes Comprehensive Plan in support of the 2025 periodic update. Further updates and additions will be added to the to meet Climate element requirements and better connect policies that are both parks/recreation and climate related.

Parks & Recreation Element

Goals and Policies

Goal or Policy	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Goal PR-1.	Park & Recreational Facilities. Provide a range of high quality and easily accessible park and recreational areas, facilities, and opportunities that will serve a wide range of age groups, recreational interests, and ability levels.	Parks & Recreational Facilities. Provide a range of high quality, safe , and easily accessible park and recreational areas, facilities, and opportunities that will serve a wide range of age groups, recreational interests, and ability levels.	Broadened to address safety.
Policy PR-1.1	Provide park areas that are convenient to and accessible for the residents of Anacortes.	Provide park areas and facilities that are convenient to and accessible for the-all residents of Anacortes. a. Identify areas where there are gaps in access and target areas of highest need when prioritizing parks projects. Special emphasis should be placed on underserved locations and communities. b. Prioritize development of safe walking and biking routes to public parks, green spaces, and recreational facilities to improve access.	Policy broadened to identify specific actions to help improve access to parks and recreation facilities
Policy PR-1.2	Provide programs for as many people of diverse abilities, ages, and genders as our resources allow.	Retain as is.	
Policy PR-1.3.	Provide facilities and activities that are accessible per ADA standards and are sensitive to issues of universal accessibility in spirit. Increase awareness of accessible features via signage, publicity, and other means.	Provide facilities Design spaces and activities that are welcoming to people of all ages and abilities. accessible per ADA standards and are sensitive to issues of universal accessibility in spirit. Increase awareness of accessible features via signage, publicity, and other means.	Broadens this policy to reference principles of universal design. ADA design is already a requirement of federal law.
Policy PR-1.4.	Provide a balance of both active and passive recreation opportunities that encourage active lifestyles, facilitate lifelong participation and generate a respect for the natural environment.	Provide a balance of both active and passive recreation opportunities that encourage active lifestyles, facilitate lifelong participation, and generate a respect for the natural environment.	Removed the words active and passive from this goal because the type of recreation would be determined to by permitting requirements.
Policy PR-1.5.	Develop a comprehensive multi-purpose trail system to serve recreational and non-motorized transportation functions for a variety of users, including handicapped-accessible routes where feasible.	Develop a comprehensive multi-purpose trail system to serve recreational and non-motorized transportation functions for a variety of users, including handicapped -accessible routes where feasible.	"Accessible" is the modern term.
NEW POLICY		(NEW) Provide quality civic spaces and public places for community use and benefit with recreational opportunities that encourage social interaction, such as sidewalks with pedestrian amenities, public plazas, performance space, and pocket parks. a. Engage community members and partners from the public, private, and nonprofit sectors in collectively reimagining and reinventing public spaces.	New policy to expand the idea of what a park or recreation facility is and promote development of community gathering spaces.

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		b. Continue programs to incorporate art into public and private places and buildings. c. Design spaces to incorporate elements that reflect Anacortes' shared identity, local heritage, and sense of place. d. Encourage and support other public, non-profit, and private entities in providing public spaces serving the community.	
Policy PR-1.6.	Improve the arterial and neighborhood street system in the City to make provision for bicycle and pedestrian connections.	Remove	See PR-1.1, which incorporates this idea.
NEW POLICY		(NEW) Continue to support arts and culture as an important component of community identity and the local economy.	Recognizes Parks and Recreation's role in supporting the arts.
Policy PR-1.7.	Support and encourage the Anacortes Community Forest Lands Management Plan's provision for the maintenance of a trail system for recreational users.	Remove	Fits better in PR-8 re: ACFL. Relocated.
Policy PR-1.8.	Develop a long range master plan for the provision of recreational programs and services.	Develop a long-range master plan for the provision of recreational programs and services Budget for and conduct a comprehensive review and update of the Parks & Recreation element to guide programming, services, and investments needed to best serve the community. The review and update should consider (but not be limited to): a. National, regional, and local programming trends. b. Equitable access to parks and programming for the entire community. c. Evolving community needs and expectations. d. Staff and budget resources needed to comply with cultural resources, critical areas, stormwater, shorelines and other regulations impacting development and maintenance activities. e. Impacts resulting from or exacerbated by climate change on park and recreation facilities and operations. f. The expanding role of the Parks and Recreation Department in providing services to the community. g. Adequate and sustainable funding sources/options to support expected levels of service.	This policy provides some guidance for issues to consider with the next major update of the Parks and Recreation element.
Policy PR-1.9.	Include neighboring pocket parks when appropriate to allow for community connections.	Remove	Incorporated into new policy re: quality civic spaces, above.
Policy PR-1.10.	In cooperation with community partners (e.g. Anacortes School District, the Boys & Girls Club, etc.) explore options for potential development of a community center as a place where people can gather and recreate.	In cooperation with community partners (e.g. Anacortes School District, the Boys & Girls Club, etc.) explore feasibility, including funding options, for potential development of a community center as a place where people can gather and recreate.	This is a more general approach that does not exclude future partners.

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Goal PR-2.	Shoreline Access. Increase the opportunities for public access to and enjoyment of the shorelines of Anacortes, including both physical and visual access.	Retain as is.	
Policy PR-2.1	Place a high priority on completing the multi-use trail along Guemes Channel from the Depot Arts Center to Washington Park with links to other natural areas including the ACFL and Ship Harbor Interpretive Preserve.	Retain as is.	
Policy PR-2.2.	Pursue public-private and other agency partnerships in developing conveniently-spaced public access points to the Guemes Channel trail that include parking and other facilities that are designed to be compatible with their surroundings.	Retain as is.	
Policy PR-2.3.	Work with the Port of Anacortes to develop and interconnect Cap Sante Marina and surrounding areas including: A. Continuing to support transient moorage facilities. B. Developing a public fishing pier. C. Enhancing landscaping, roadways, signage and pedestrian walkways. D. Developing a small boating facility and associated parking.	Retain as is.	
Policy PR-2.4.	Develop a public trailer boat launch adjacent to the downtown area.	Develop <u>Support</u> a public trailer boat launch adjacent to the downtown area <u>for small boat and hand powered craft.</u>	Larger boats have a launch opportunity at Cap Sante Marina, small craft are looking for access on this side of Anacortes.
Policy PR-2.5.	City owned rights-of-way or street ends that afford access to, or views of, marine shorelines should be evaluated for suitability as street end parks and/or wildlife corridors and developed as such if appropriate.	<u>Evaluate</u> City-owned public rights-of-way or <u>and</u> street ends that afford access to, or views of, marine shorelines should be evaluated for suitability as street end parks and/or wildlife corridors. and developed <u>a plan for improving them</u> as such <u>when feasible, and consistent with the Shoreline Master Program. if appropriate.</u>	There some street ends that are parks, and others that serve as parks but are not officially parks. This can be a problem for maintenance and enforcement of after-hours vehicle parking. Staff could do an assessment of these assets for inclusion in the Park system.
Goal PR-3.	Efficient Parks Program Management. Provide parks, open space, recreation facilities, and a comprehensive recreation services program to the citizens of Anacortes in a well-run, economical and cost-effective manner.	Retain as is.	
Policy PR-3.1.	Develop safe, high quality facilities that serve multiple purposes and functions whenever appropriate.	Retain as is.	
Policy PR-3.2.	Avoid duplication of recreational programming with non-departmental organizations unless the demand for additional programs exceeds the supply.	Avoid duplication of recreational programming with non-departmental organizations <u>non-profit or for-profit organizations</u> unless the demand for additional programs exceeds the supply.	In a small town with limited resources we try not to duplicate what other organizations or local businesses are offering.
Policy PR-3.3.	Manage recreation on an economically sound basis, evaluating the need for fees on a case-by-case basis.	Retain as is.	

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Policy PR-3.4.	Provide leadership for all park and recreation activities in Anacortes by assisting other agencies, groups, and individuals in their efforts to improve their quality of life. Act as a catalyst to help special interest groups organize and run their own programs, especially when for the benefit of local residents.	Retain as is.	
Policy PR-3.5.	Foster and promote stewardship of the Anacortes Park and open space system.	Retain as is.	
Policy PR-3.6.	Place planning emphasis on the development of a linked system of parks and open spaces.	Remove – relocated.	This fits better under the Open Space connectivity goal (PR-9.) and has been consolidated with PR-9.2.
Policy PR-3.7.	Broaden the public understanding of parks to include sidewalks, boulevards, street ends and open space on other public properties.	Retain as is.	
Policy PR-3.8.	When developing acquisition plans for new parks consider and provide for maintenance and operation costs.	Retain as is.	
Policy PR-3.9.	Prepare master plans for development or improvement of existing parks based upon real needs.	Prepare master plans for development or improvement of existing parks based upon real needs <u>community support and departmental goals</u> .	This description is more accurate as to how plans are actually developed.
Policy PR-3.10.	Recruit, involve, and utilize volunteers in the planning and delivery of park and recreation programs.	Retain as is.	
Policy PR-3.11.	Develop and implement parks and maintenance procedures that enhance the quality and durability of our park facilities.	Develop and implement parks plans and maintenance <u>high quality maintenance procedures</u> that enhance the <u>safety</u> , quality, and durability <u>and sustainability</u> of our parks, <u>community forestlands, and all related facilities</u> .	
Policy PR-3.12.	Maintain adequate funding sources for parks and recreation planning, development, management and maintenance and maintain a plan for capital improvements to guide capital expenditures, utilizing City funding, grants and fees for programs.	Maintain adequate funding sources for parks and recreation planning, development, management and maintenance. Maintain a plan for capital improvements to guide capital expenditures, utilizing City funding, grants, fees for programs <u>and a possible levy to secure necessary funding</u> .	The addition of a possible levy in the future is important to consider especially if a community center is established. This, in addition to our current programming, is likely to require extra funding.
Policy PR-3.13.	Continue to promote close working relationships with the Anacortes School District, Skagit County, the Port of Anacortes, citizen groups, volunteers and others who provide recreation programs and services including jointly funded projects where applicable.	Continue to promote close working relationships with the Anacortes School District, Skagit County, the Port of Anacortes, <u>Samish Indian Nation</u> , citizen groups, volunteers and others who provide recreation programs and services including jointly funded projects where applicable.	
NEW		<u>(NEW) Consider proving <u>providing</u> a full-time, fully commissioned Park ranger, employed in the Police Department, dedicated to working in the City's Parks and Forestlands.</u>	This is a new policy. It reflects the changes made by APD to their plan regarding the growing need for law enforcement in the parks system.

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Goal PR-4.	Community Engagement. Engage the public in decisions about planning, acquisition, development and management of park and recreation facilities and programs.	Community Engagement. Engage the public in decisions about planning, acquisition, development and management of park, forest lands , and recreation facilities and programs.	Added community forest lands.
Policy PR-4.1.	Maintain community engagement and a public feedback system to increase the community's awareness of and involvement in such issues as changes in recreation interests, park maintenance, city operations and services, etc. through the Parks and Recreation Advisory Committee and Forest Advisory Board.	Maintain community engagement and a public feedback system to increase the community's awareness of and involvement in such issues as changes in recreation interests, park maintenance, city operations and services, etc. through the Parks and Recreation Advisory Committee Commission, Arts Commission , and Forest Advisory Board.	Corrected mis-identification and added Arts Commission.
Policy PR-4.2.	Utilize the Parks and Recreation Advisory Committee and Forest Advisory Board's monthly meetings to hear public comments and take feedback on community interests and concerns.	Utilize the Parks and Recreation Advisory Committee Commission, Arts Commission and Forest Advisory Board's monthly meetings to hear public comments and take feedback on community interests and concerns.	Corrected mis-identification and added Arts Commission.
Policy PR-4.3.	The Parks and Recreation Advisory Commission will advise the City Council regarding the management of the Ship Harbor Interpretive Preserve. The Commission shall receive input from a subcommittee made up of interested community members who should have representation from environmental educators, the Shannon Point Marine Research Center, Evergreen Islands, Friends of the Forest, Anacortes School District, Samish Nation, Washington State Ferry System and others as appropriate.	The Parks and Recreation Advisory Commission will advise the City Council regarding the management of the Ship Harbor Interpretive Preserve. The Commission shall receive input from the public, community partners and sovereign Indian Nations while following permit guidelines as necessary under local, state and federal requirements. a subcommittee made up of interested community members who should have representation from environmental educators, the Shannon Point Marine Research Center, Evergreen Islands, Friends of the Forest, Anacortes School District, Samish Nation, Washington State Ferry System and others as appropriate.	This policy was updated to reflect current practices.
Policy PR-4.4.	The ACFL Advisory Board will advise City Council on management of all the lands that formerly comprised Heart Lake State Park, as well as Mt. Erie including the summit; and the area around Little Cranberry Lake dedicated in 1964 by City Council as Little Cranberry Lake Park.	Retain as is.	
Policy PR-4.5.	Use a variety of modalities to communicate with the public including direct mailings, the City of Anacortes website, the government access television channel, e-mail lists, local popular press, local radio stations, etc.	Use a variety of modalities to communicate with the public including direct mailings, the City of Anacortes website, the government access television channel, e-mail lists, local popular press, social media , local radio stations, etc	Social media is a primary way we communicate with the public.
Goal PR-5.	Parks Facilities Maintenance. Develop and implement parks and maintenance procedures that enhance the quality and durability of our park facilities.	Remove	Incorporated this goal and policies into PR-3 Efficient Parks Management.
Policy PR-5.1	Provide a high level of maintenance for all City facilities appropriate to the needs of the park.	Remove	

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Policy PR-5.2.	Develop specific maintenance plans for some areas of the park system that address staffing priorities, equipment needs, etc.	Remove	
Goal PR-6.	Parks Funding. Ensure adequate funding sources for parks and recreation planning, management, maintenance and maintain a plan for capital improvements to guide capital expenditures.	Parks Funding. Ensure adequate funding sources for parks and recreation planning, management, maintenance and maintain a plan for capital improvements to guide capital expenditures.	This section discusses funding for more than just parks.
Policy PR-6.1.	Prepare, maintain, and implement a comprehensive park, recreational and open space plan that fulfills the requirements for state and local granting agencies.	Prepare, maintain, and implement a comprehensive Review and periodically update the pParks, rRecreational, and oOpen sSpace element to ensure plan that it fulfills the requirements for of the Growth management Act and state and local granting agencies.	The Parks, Recreation & Opens Space element is intended to be this plan.
Policy PR-6.2.	Pursue grant funding as appropriate to acquire and develop parks facilities and recreation programs.	Retain as is.	
Policy PR-6.3.	Establish an operating budget that addresses the public demand, needs and interests as expressed in public opinion surveys.	Establish an operating budget that addresses the public demand, needs and interests. as expressed in public opinion surveys. Acknowledge growing population and need for adequate staffing to cover increased demands for parks services, recreation programing and maintenance at other city facilities.	Our budget is not based on public opinion surveys. This change is more accurate regarding the current state of departmental needs and planning to address them.
Policy PR-6.4.	Develop fees and charges policy for residents of the City of Anacortes that is based on the ability to pay with costs shared between the City and the user.	Retain as is.	
Policy PR-6.5.	Work with Skagit County to develop a specific approach to meeting the needs of those people living outside the City limits but likely to utilize City park and recreation services.	Retain as is.	
Policy PR-6.6	Require new residential development to provide impact fee payments to the City.	Remove.	The City currently charges park impact fees for residential and commercial uses.
Policy PR-6.7.	Adjust park impact fees to keep park facilities current with growth.	Adjust park impact fees to keep park facilities current with growth. Monitor growth and, at least every periodic update cycle, update the forecast of future park facility needs based on adopted levels of service. Update park impact fees to keep current with growth the rising cost of construction.	This a more specific goal for keeping up with population growth.
Policy PR-6.8.	Foster partnerships and cooperative efforts with other agencies, jurisdictions, citizen groups and volunteers in planning for parks, recreation, and open space opportunities.	Foster partnerships and cooperative efforts with other agencies, jurisdictions, citizen groups and volunteers in planning and identifying funding for parks, recreation, and open space opportunities.	The addition of funding makes for creating more realistic goal setting.
Policy PR-6.9.	Continue to promote close working relationships with the Anacortes School District, Skagit County, the Port of Anacortes, and others who provide recreation programs and services including jointly funded projects where applicable.	Remove.	Repeat of Policy 3.13.

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Goal PR-7.	Environmental Stewardship. Design, construct and manage parks facilities and programs with sensitivity to the protection and restoration of environmental resources and natural habitats.	Retain as is.	
Policy PR-7.1.	Design and operate all park projects to comply with the City's Critical Areas, Tree Preservation, Stormwater and Shoreline Regulations.	Retain as is.	
Policy PR-7.2.	Include greenbelts in new park development or park redevelopment where appropriate; these greenbelts should include pedestrian connections, wildlife corridors and park/forestland buffers wherever practicable and reasonable.	Retain as is.	
Policy PR-7.3.	Provide recreational opportunities while preserving and enhancing the resource value of each site (natural, cultural, historic, and recreational, etc.).	Retain as is.	
Policy PR-7.4.	Promote stewardship of native habitat for wildlife and native vegetation where the choice contributes to habitat value in parks or areas of parks with natural lands, especially for sensitive habitats and habitats that are in decline.	Retain as is.	
Policy PR-7.5.	Maintain or improve the functional integrity of watercourses, wetlands, bodies of water and their shores by keeping them in their existing natural condition where appropriate or restoring them as appropriate.	Retain as is.	
Policy PR-7.6.	Continue to reduce the use of chemical fertilizers, pesticides and herbicides and to test the use of less toxic alternatives, particularly in areas immediately adjacent to waterways and wetlands.	Retain as is.	
Policy PR-7.7.	Continue program to remove non-native invasive plant species from parks, the ACFL, and city green spaces.	Retain as is.	
Policy PR-7.8.	Increase recycling collection, purchase recycled products and promote energy conservation in parks facilities.	Retain as is.	
Policy PR-7.9.	Purchase alternative fuel vehicles and requirement when appropriate for parks maintenance needs.	Purchase alternative fuel vehicles and requirement when appropriate for parks maintenance needs.	Edited because the previous version did not make sense.
Policy PR-7.10.	Take measures to minimize storm water runoff from park grounds using Low Impact Development (LID) when appropriate.	Retain as is.	
Policy PR-7.11.	For stormwater discharge from Anacortes Parks, provide treatment that effectively reduces or eliminates trash, oil, toxicants and fecal bacteria prior to being discharged to marine water of the Puget Sound when appropriate.	Retain as is.	
Policy PR-7.12.	Review and implement environmentally sound practices. This could include looking at water consumption, electrical power consumption, paper use, fertilizer use, herbicide use, gas consumption, etc.	Retain as is.	

Goal or Policy	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
Goal PR-8.	Forestlands Management. Manage the Anacortes Community Forest Lands (ACFL) with the principal goals of maintaining and enhancing habitat, aesthetic, and recreational values.	Retain as is.	
NEW POLICY		(NEW). Continue to manage all uses and activities within the Anacortes Community Forestlands (ACFL) in accordance with the adopted Anacortes Community Forest Lands Plan, recorded conservation easements, and applicable municipal code provisions.	Directs readers to the standalone ACFL Master Plan, which contains its own use and management policies, and other mechanisms that address activities within the ACFL.
Policy PR-8.1.	The Anacortes Community Forest Lands' (ACFL) are critical areas having the designation as a Wildlife Habitat Conservation Area.	Maintain t The Anacortes Community Forest Lands' (ACFL) are -critical areas s having the designation as a Fish and Wildlife Habitat Conservation Area - Habitat of Local Importance .	Reworded to use correct terminology and use active voice.
NEW POLICY		(NEW) Develop a set of standard operating procedures for common maintenance and repair activities within the ACFL, including best management practices to ensure impacts to ecological functions are avoided, minimized, or mitigated when necessary.	Maintenance and repair of trails and other facilities within the ACFL often requires review under the City's critical areas regulations. A set of SOPs may help expedite review while ensuring critical areas functions are maintained.
Policy PR-8.2.	Acquisition and habitat restoration funding for the ACFL, shoreline areas, and wildlife corridors will remain a high priority.	Prioritize a Acquisition and habitat restoration funding for the ACFL, shoreline areas, and wildlife corridors will remain a high priority .	
Policy PR-8.3.	The Anacortes Community Forest Lands should be managed to maintain their pristine and/or fragile environment and to preserve watersheds, wildlife habitats, wetlands, and aesthetic values, while providing for appropriate low-impact recreational uses with priority for residents.	Remove.	This is repeated in the ACFL Plan, which is referenced in a new policy under Goal PR-8.
Policy PR-8.4.	Continue to work towards the placement of conservation easements on all lands either currently in or added to the ACFL.	Retain as is.	
Policy PR-8.5.	Continue to support the basic operation of the ACFL with General Fund dollars and augment that with interest from the Forest Endowment Fund.	Retain as is.	
Policy PR-8.6.	Continue to find ways to fund the Forest Endowment fund either with the Conservation Easement Program (CEP) that can be as successful as the CEP.	Continue to find ways to fund the Forest Endowment fund as opportunities present themselves . either with the Conservation Easement Program (CEP) that can be as successful as the CEP.	Previous sentence was unclear.
Policy PR 8.7		Promote the work of citizen science groups for collecting data in the Anacortes Community Forest Lands. Groups seeking to do this work as is currently done by the Friends of the ACFL and Transition Fidalgo, need to gain approval of the Forest Advisory Board and the Parks and Recreation Director or their designee.	This reflects the desire for scientific data in the ACFL and our current practices.
Goal PR-9.	Open space connectivity. Establish and acquire a network of open space and public access corridors.	Retain as is.	
Policy PR-9.1.	Develop an integrated open space network plan that identifies connection opportunities between historical, cultural, aesthetic,	Remove.	Consolidated with PR-9.2.

Goal or Policy	Existing Goal or Policy Text	First Draft Proposed Policy Revision <i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	Reasoning for Proposed Policy Change
	archaeological, biological, natural, recreational, and educational sites.		
Policy PR-9.2.	Maintain and periodically update the “Open Space Connectivity Map” to identify greenbelt and open space areas within the urban growth area and between urban growth areas, generally consistent with the Skagit Countywide UGA Open Space Concept Plan (2009). This includes connections that link the Tommy Thompson Trail, Cap Sante, Washington Park, the downtown, marinas, city trails, schools and other assets; and links between the Community Forestlands and Deception Pass State Park.	Maintain and periodically update the “Open Space Connectivity Map” to identify <u>Identify and plan for a linked system of open space corridors within the urban growth area, including lands useful for recreation, wildlife habitat, trails, and connection of critical areas. greenbelt and open space areas within the urban growth area and between urban growth areas,</u> <u>A. Maintain and periodically update the “Open Space Connectivity Map”. The map should be</u> generally consistent with the Skagit Countywide UGA Open Space Concept Plan (2009), which This includes connections that link the Tommy Thompson Trail, Cap Sante, Washington Park, the downtown, marinas, city trails, schools, <u>US Bike Route 10</u> and other assets; and links between the Community Forestlands and Deception Pass State Park. <u>B. Identify potential open space connection opportunities across adjacent parcels when development is proposed.</u> <u>C. Identify potential open space connection opportunities between historical, cultural, aesthetic, archaeological, biological, natural, recreational, and educational sites.</u>	Updated language for consistency with WAC 365-196-335; to identify connection opportunities between parcels when development is proposed and to consolidate PR-9.1 with PR-9.2.
Policy P-9.3.	Funding the protection of open space required for habitat, wildlife movement, public access, non-motorized recreational corridors, and similar purposes shall continue to be a City priority .	<u>Prioritize f</u> unding the protection of open space required for habitat, wildlife movement, public access, non-motorized recreational corridors, and similar purposes shall continue to be a City priority .	Updated for clarity and directness.
Policy PR-9.4.	Unopened or under-developed rights-of-way shall be evaluated for use as non-motorized public and community access and wildlife corridors prior to granting any vacation or encroachment easement.	<u>Retain u</u> nopened or under-developed <u>public</u> rights-of-way shall be evaluated for use as non-motorized public and community access and wildlife corridors prior to granting any vacation or encroachment easement.	Update for consistency in use of terms and directness.
Policy PR-9.5.	Consider methods to preserve areas with open space value adjacent to Anacortes Community Forest Lands, including native growth protection easements and building setbacks.	Retain as is.	
NEW GOAL	<u>(NEW) Senior Activity Center. The Senior Activity Center’s mission is to create a place where seniors thrive. Our vision is to enrich the lives of our participants by creating a vibrant, welcoming and inclusive environment.</u>		New goal and supporting policies to reflect the addition of the Senior Activity Center into the Parks and Recreation Dept.
NEW POLICY	<u>(NEW) Work with local, regional and national partners to share resources and ideas, understand senior needs, and proactively respond to the emerging needs of older adults in Anacortes.</u>		
NEW POLICY	<u>(NEW) Develop, implement and execute programs that align with community needs and available staff and volunteer resources. Most programs will target participants in the 55+ demographic, however, as a City Parks and Recreation facility, we have an increasing desire to serve residents of all ages by facilitating multi-generational activities.</u>		
NEW POLICY	<u>(NEW) Actively recruit, train and support Center volunteers who are key to the success of our operational objectives.</u>		

Goal or Policy	Existing Goal or Policy Text	First Draft Proposed Policy Revision	Reasoning for Proposed Policy Change
		<i>The policies will undergo at least another round of revisions before their estimated final adoption in 2025</i>	
NEW POLICY	(NEW) Maintain effective and stewardship of City and private donor resources and contributions for capital and programming needs of the Center.		

2025 Anacortes Comprehensive Plan and Development Regulations Periodic Update

Housing Action Plan code amendments - AMC Title 19, Unified Development Code

Discussion Draft – ~~February 7, 2025~~; February 21, 2025

About this document

- This document provides possible amendments to AMC Title 19 to implement selected recommendations contained within the 2023 Housing Action Plan (HAP).
- This draft is being used for initial review and discussion purposes. It's a preliminary version that is subject to significant changes to incorporate forthcoming recommendations on various topics, including ADUs, religiously-owned land density bonus, supportive housing, and based on feedback and further review.
- Explanations for each potential change are displayed in-line throughout the document using the blue box and symbols, as shown below:

 HAP-2.1.1 – HAP strategy number, summary of the HAP recommendation, and/or other considerations.

 This symbol means the change is related to, or mandated, by state law.

The HAP action number (e.g. HAP-2.1.1, etc.) corresponds to the sections of the 2023 HAP, where detailed explanation of each recommendation is provided.

- This document does not contain the complete set of regulations in Title 19; it only includes sections that have potential changes being considered, and sometimes additional text before and after is included to provide context. The proposed text changes are displayed throughout the document as shown in the “Key to Draft Changes” (below). The complete current, adopted text of AMC Title 19 can be viewed here: <https://anacortes.municipal.codes/AMC/19>.

Key to Draft Changes

Black text = Existing code text [no changes proposed]

Green underlined text = Add text

~~Red strike-through text~~ = Delete text

Purple = Change is proposed within other pending legislation (Draft Ord. 4092, implementing SB 5290 (2023) related to permit review timeframes)

AMC Title 19, Unified Development Code

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Division 1. General and Legislative Provisions

Chapter 19.12 Definitions and Interpretation

19.12.020 Definitions

 Commerce recommends including this definition, from RCW 36.70A.030, in the code.

- A. Affordable housing means, unless the context clearly indicates otherwise, residential housing whose monthly costs, including utilities other than telephone, do not exceed 30 percent the monthly income of a household whose income is:
1. For rental housing, sixty percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development; or
 2. For owner-occupied housing, 80 percent of the median household income adjusted for household size for the county where the household is located, as reported by the United States department of housing and urban development.
- B. [no change]

 HAP 2.1.9 – HB 1998 (2024) established standards for Co-Living Housing, including a definition. This cross reference sends code users to the definition and use standards in AMC 19.43.160 if they happen to check here first.



- C. “Co-living housing” refers to a type of household living use as defined in AMC 19.43.160.
- D. [no change]

 HAP 2.5.1 – Amend the definition of family to be consistent with state law (RCW 35A.21.314 (2021)). Cities may not regulate or limit the number of unrelated persons that may occupy a household or dwelling unit. Staff’s recommended change, which is different than the HAP recommendation, is shown below.



- E. “Family” means: one or more persons, either related or unrelated, living together as a single housekeeping unit.
- ~~1.—One person or two or more related persons living together.~~
 - ~~2.—No more than five unrelated persons living together as a signal nonprofit housekeeping unit.~~
 - ~~3.—Unrelated persons living together in a state-licensed adult family home pursuant to RCW 70.127.010, with the provider’s family counting as up to six persons not related to the providers living with them as one housekeeping unit for profit.~~
 - ~~4.—In a single-family dwelling, one roomer or boarder is permitted in addition to the family.~~
- F. - Z

Division 2. Procedures

[no change]

Division 3. Permits

[no change]

Division 4. Zoning and Land Uses

Chapter 19.41 Allowed Uses

19.41.040 Principal uses permitted in residential zones.

Table 19.41.040 below provides the list of permitted principal uses in residential zones.

NOTE: Accessory uses are not shown in these principal use charts. See AMC 19.47, Accessory Uses and Structures, for applicable use provisions.

Table 19.41.040

Principal uses permitted in residential zones.

Principal Use	R1	R2	R2 A	R3	R3 A	R4	R4 A	OT	Reference & special use limitations
RESIDENTIAL									
Household Living, as listed below									AMC 19.43.010(A)
i HAP 2.1.7 – Prohibiting new large-lot single family uses in medium and higher-density zones (R3A, R4, R4A). Staff recommend continuing to allow SFRs in R3/R3A/R4A; but require a minimum density in the R4 zone on lots >= 6,000 sq. ft (See HAP 2.4.4).									
Single-family	P	P	P	P	P	P ^x	P	P	AMC 19.43.020 ^x AMC 19.43.0120(B)(2) (Only on lots less than 6000 sf)
i Planning Commission discussed adding Single-family, small lot as a permitted use in the OT zone.									
Single-family, small lot				P	P	P	P	<u>P</u>	AMC 19.43.030

Principal Use	R1	R2	R2 A	R3	R3 A	R4	R4 A	OT	Reference & special use limitations
i HAP 2.1.1 - Allow cottage units in the R1 zone. To support this change, the City could consider updates to open space policies and regulations. Updates could emphasize project design to preserve and connect natural features across the landscape to better support recreational use and wildlife movement. <i>[More information will be presented at a subsequent PC discussion of HAP recommendations.]</i>									
Cottage housing	<u>P</u>	P	P	P	P	P	P		AMC 19.43.040
Duplex		P	P	P	P	P	P	P	AMC 19.43.050
i HAP 2.1.3 – R2A zone - Allow Triplexes and Townhouses (up to 4 attached dwellings) by right, on alley-loaded lots only, and with limitations on unit size. MAKERS recommends a maximum of 1,000-1,200 sf per unit. 2/12/25 PC Discussion – In the OT (Old Town) zone, allow small duplexes, triplexes, and up to four attached units on lots meeting min. lot size (mirror the R2A min. lot size requirements.)									
Triplex			<u>P(X)</u>	P	P	P	P	<u>P(X)</u>	AMC 19.43.060 (X) <u>AMC 19.43.060(C)*</u> (*only on alley-loaded lots, and subject to max. unit sizes)
Townhouse			<u>P(X)</u>	P	P	P	P	<u>P(X)</u>	AMC 19.43.070 (X) <u>AMC 19.43.070(C)*</u> (*only on alley loaded lots, max. 4 units, and subject to max. unit size)
Multifamily, 4 units				P	P	P	P		AMC 19.43.080 and 19.43.090
Multifamily, 5 or more units						P	P		AMC 19.43.080 and 19.43.090
Live-work									AMC 19.43.100
Group Living, as listed below									AMC 19.43.010(B)
Adult family home	P	P	P	P	P	P	P	P	AMC 19.43.120
i HAP 2.1.5 - Change assisted living and nursing homes from Conditional uses to Permitted uses in the zones where they are currently allowed.									
Assisted living facility				eP	eP	P	eP		AMC 19.43.130
Nursing homes						eP			AMC 19.43.140

Principal Use	R1	R2	R2 A	R3	R3 A	R4	R4 A	OT	Reference & special use limitations
i HAP 2.1.9 - Discusses Single Room Occupancy housing. Since the HAP's adoption in 2023, the legislature adopted HB 1998 (2024) related to co-living. MAKERS provided updated recommendations on 8/28/24 to replace the current rooming house definition with new "co-living housing" term and definition and to allow by right in R4, R4A, CBD, C, MMU (wherever multifamily with 6+ units is allowed by right currently). Staff recommend retaining the Rooming House type for use in lower intensity zones, where state law does not require co-living be permitted.									
Rooming houses				⊖ P	⊖ P	P	P	⊖ P	AMC 19.43.150
<u>Co-housing living</u>						P	P		<u>AMC 19.43.160</u>
i HAP 2.1.10. Supportive Housing. Under RCW 36A.21.030 (2021) cities may not prohibit permanent supportive housing or transitional housing in areas where residential dwelling units or hotels are allowed. Emergency shelters and indoor emergency housing may not be prohibited in any zones in which hotels are allowed. Reasonable occupancy, spacing, and intensity of use requirements may be imposed to protect public health and safety, as long as they do not practically prevent their development. Subsequent to adoption of the HAP, Commerce released updated guidance pertaining to siting and development of Emergency shelter, Transitional housing, Emergency housing, and Permanent supportive housing (STEP). <i>[Staff is reviewing the guidance and will provide recommendations at a future PC meeting].</i>									
<u>Supportive living</u>									<u>AMC 19.43.010(C)</u>
<u>Permanent supportive housing</u>									
<u>Transitional housing</u>									
<u>Emergency housing</u>									
<u>Emergency shelter</u>									

19.41.050 Principal uses permitted in mixed-use and industrial zones.

Table 19.41.050 below provides the list of permitted principal uses in mixed-use and industrial zones.

Table 19.41.050

Principal uses permitted in mixed-use and industrial zones.

Principal Use	CBD	C	MMU	CM	CM2	LM	LM1	MS	I	HM	Reference
RESIDENTIAL											

Principal Use	CBD	C	MMU	CM	CM2	LM	LM1	MS	I	HM	Reference
<i>Note: Residential uses are not allowed on the ground floor facing a designated storefront street (see AMC Chapter 19.61). Lobbies for multifamily uses and live-work dwelling units are an exception, provided the units meet the standards in AMC 19.61.060.</i>											
Household Living, as listed below											AMC 19.43.010(A)
i Changes already included in pending legislation - Draft. Ordinance 4092 (re SB 5290(2023)) – permit review time periods.											
Single-family	e^(P)	e^(P)				e	P ^(X)				AMC 19.43.010(B) ^(X) AMC 19.43.010(B)(2)
Single-family, small lot											AMC 19.43.030
Cottage housing											AMC 19.43.040
Duplex											AMC 19.43.050
Triplex											AMC 19.43.060
Townhouse	P	P ^(X)	P ^(X)								AMC 19.43.070
Multifamily dwellings, 4 or more units	P	P ^(X)	P ^(X)	e^(P) P		e		P e ^(X)			AMC 19.43.080
Live-work	P	P	P					e			AMC 19.43.100
Group Living, as listed below											AMC 19.43.010(B)
Adult family home	P e^(P)	P e^(P)	P	P		P e^(P)	P				AMC 19.43.120
Assisted living facility	P	P	P								AMC 19.43.130
i HAP-2.1.5 – Reduce barriers to development of group living uses to encourage their development to better serve the needs of seniors that want to stay in Anacortes.											
Nursing homes	e P	e P	e P								AMC 19.43.140
i HAP 2.1.9 discusses single room occupancy housing. Since the HAP’s adoption in 2023, the legislature adopted HB 1998 (2024) related to co-living. MAKERS provided updated recommendation on 8/28/24 to replace the current rooming house definition with new “co-living housing” term and definition and to allow by right in R4, R4A, CBD, C, MMU (wherever multifamily with 6+ units is allowed by right currently)											
Rooming houses											AMC 19.43.150
Co-living housing	P	P	P	P				P ^(X)			AMC 19.43.160 ^(X) in LM, only west of Commercial, south of 2 nd St.

Principal Use	CBD	C	MMU	CM	CM2	LM	LM1	MS	I	HM	Reference
 HAP 2.1.10. Supportive Housing. Under RCW 36A.21.030 (2021) cities may not prohibit permanent supportive housing or transitional housing in areas where residential dwelling units or hotels are allowed. Emergency shelters and indoor emergency housing may not be prohibited in any zones in which hotels are allowed. Reasonable occupancy, spacing, and intensity of use requirements may be imposed to protect public health and safety, as long as they do not practically prevent their development. Subsequent to adoption of the HAP, Commerce released updated guidance pertaining to siting and development of Emergency shelter, Transitional housing, Emergency housing, and Permanent supportive housing (STEP). <i>[Staff is reviewing the guidance and will provide recommendations at a future PC meeting].</i> 											
Supportive living, as listed below											AMC 19.43.010(C)
Emergency housing											
Emergency shelter											
Permanent supportive housing											
Transitional housing											
Commercial											
<i>[no changes to remaining sections]</i>											

Chapter 19.42 Form and Intensity Standards

19.42.010 Generally.

A. Purpose.

1. To promote forms of development that reinforce and/or enhance the desired character of Anacortes residential neighborhoods, business districts, and industrial zones.
2. To promote compatibility between developments.
3. To minimize environmental impacts of development.

B. Key to the Form and Intensity Standards Tables.

1. The form and intensity standards tables address the form and intensity of development specific to individual zones. The zone is located on the vertical columns and the form/intensity topic being addressed is located on the horizontal rows.
2. Where an AMC reference appears after the form and intensity measure, then the use or development is subject to standards in that section or chapter.
3. For standards containing a superscript ^(X), refer to the code reference in the right column next to the superscript ^(X).

4. If a cell is blank (), then there are no standards for the particular measure or it is not applicable to the zone.
5. AMC [19.42.040](#) through [19.42.160](#) provide clarification and exceptions to the form and intensity standards tables below.

19.42.020 Form and intensity standards for residential zones.

The following table describes the form and intensity standards in residential zones. Supplemental form and intensity standards apply to the Old Town zone per AMC [19.42.160](#).

Table 19.42.020

Form and intensity standards for residential use.

Measure	R1	R2	R2A	R3	R3A	R4	R4A	OT	Conditions/Reference
LOT SIZE AND DEVELOPMENT INTENSITY									
Lot size for single-family dwelling, minimum (square feet) (AMC 19.42.080)	15,000	7,500	6,000	4,500	3,000	3,000	3,000	6,000	See AMC 19.43.030 for standards for lots <5,000 sq. ft.
i HAP Strategy 2.4.1 = Reduce minimum lot sizes for duplexes & reduce additional lot area needed for each additional attached dwelling (where permitted). 2/12/25 PC Discussion – In the OT (Old Town) zone, allow small duplex, triplex, and up to four attached units on lots meeting min. lot size (mirror the R2A min. lot size requirements.)									
Lot size for duplex, minimum (square feet) (AMC 19.42.080)		9,000	9,000 7,500	7,500 6,000	5,000 4,500	4,200 3,000	4,200 3,000	7,500	See AMC 19.43.050 for duplex standards.
Lot size for small duplex, minimum (square feet) (Max. [1,000-1,400] square feet gross floor area per unit)		7,500 ^(x)	6,000 ^(x)	4,500 ^(x)				6,000 ^(x)	AMC 19.43.050 ^(x) AMC 19.43.050(B)(2)
Additional lot size needed for additional attached dwelling unit beyond duplex, minimum (square feet) (AMC 19.42.080)			1,500	2,500 1,500	2,000 1,000		1,200	1,500	See AMC 19.43.060 and 19.43.070 for applicable housing type standards.
Minimum lot width circle									Applies to each newly created lot in residential zones.
Lot with alley access (feet)	100	60	50	35	25	25	25	45	

Measure	R1	R2	R2A	R3	R3A	R4	R4A	OT	Conditions/Reference
Lot without alley access (feet)	100	60	50	40	30	30	30	50	See AMC 19.42.090 for minimum lot width circle calculation and exceptions.
<i>i</i> HAP 2.4.4 – Update density standards. <i>[More on this topic will be presented for discussion at future PC meetings and additional changes may be proposed.]</i> Add a minimum density for new development in the R4 zone to promote efficient use of the very limited quantity of land that is designated for high density residential.									
Density minimum (dwelling units/acre)						15 ^(x)			See AMC 19.42.100 for calculating density. R4 min. density applies to lots >=6,000 sq. ft.
Density maximum (dwelling units/gross acre)	2	4	6	See lot size min. above		None	18	9	See AMC 19.42.100 for calculating density.
<i>i</i> HAP 2.4.2 – Increase maximum lot coverage in the R4 and R4A zones. May need to consider increasing allowed lot coverage in other zones where minimum lot sizes are proposed to be reduced.									
Lot coverage, maximum percentage	35%	35%	40%	50%	50%	50% 60%	50% 60%	35% ^(x)	See AMC 19.42.110 for clarification of lot coverage standards. ^(x) See AMC 19.42.160(A) for additional lot coverage standards in the OT zone.
Landscaped area, minimum percentage	20%	20%	20%	20%	20%	20%	20%	20%	See AMC Chapter 19.65 for landscaping standards.
HEIGHT—PRINCIPAL STRUCTURES									
Height, maximum (feet)	35	35	35	35	35	40	35	25 ^(x)	See AMC 19.42.120 for building height exceptions and modifications.

Measure	R1	R2	R2A	R3	R3A	R4	R4A	OT	Conditions/Reference
									(X) See AMC 19.42.160(B) for height exceptions in the OT zone.
Height, maximum with bonus						50			See AMC 19.42.050 for building height bonuses in the R4 zone.
i HAP Strategy 2.4.5 – Reduce street setbacks and interior side setbacks for upper floors to complement the recommended adjustments in lot sizes and permitted use changes in these zones.									
SETBACKS (feet)									
<i>NOTE: The setbacks below apply to principal and accessory structures, except where accessory structure setbacks are modified by AMC 19.47.020(B).</i> <i>NOTE: For multifamily projects, also see AMC 19.62.030, Relationship to adjacent properties.</i>									
Street setback, minimum	20	20	20 15	20 15	20 15	10	10	20	AMC 19.42.130(B)
Street setback—garage, minimum	25	20	20	20	20	20	20	25 (X)	AMC 19.42.130(B) AMC 19.42.150(B) (X) See AMC 19.42.160(D) for additional garage setback standards in the OT zone.
Side street setback, minimum	20	10	10	10	10	10	10	10 (X)	AMC 19.42.130(B) (X) See AMC 19.42.160(C) for additional setback standards in the OT zone.
Interior side setback, minimum	10	5	5	5	5	5	5	5 (X)	AMC 19.42.130(C) (X) See AMC 19.42.160(C) for additional setback standards in the OT zone.
Interior side setback—upper floors, minimum	10	7.5	7.5	7.5 5	7.5 5	7.5 5	7.5 5	7.5	AMC 19.42.130(D)
Rear setback, minimum	20	20	20	20	20	10	10	20	AMC 19.42.130(E)

19.42.030 Form and intensity standards for mixed-use and industrial zones.

[no change]

19.42.050 Bonus incentives in the R4, C, and CBD zones.

A. [no change]

B. [no change]

i HAP 2.4.6 – Consider increasing the size of “small units” to be 650 square feet which allows for slightly more storage space. Also consider other options for height bonuses based on Anacortes’ unmet needs (e.g. inclusion of daycare space and service in a mixed-use development, development of senior housing, assigned living, or nursing homes)

C. *Option 1: Small Units.* Developments where at least 50 percent of the total dwelling units contain no more than ~~600~~ 650 square feet of gross floor area qualify for the height bonus.

D. [no change]

19.42.100 Density calculations.

A. *Calculations for Determining Minimum Density.* The density minimum standard applies to single-purpose residential developments (mixed-use developments are exempt). All site areas applicable to the residential development must be used in the calculation of minimum allowed residential density except the following:

1. Street right-of-way, or other areas reserved or dedicated for public use (such as parks, open space, and stormwater facilities).
2. Submerged lands, landslide hazard areas and buffers, regulated wetlands and buffers, and Types 1, 2, 3, and 4 streams and buffers.

B. *Calculations for Determining Maximum Density.*

1. Maximum density for residential zones applies to all development with new residential dwelling units, unless otherwise noted herein.
2. Gross acreage of the site may be used in the calculation of the maximum allowed residential density (including half of existing street right-of-way around the perimeter of the site and any new street right-of-way internal to the site).
3. For the purpose of meeting maximum density requirements for subdivisions in applicable zones, final plats must specify the maximum number of dwelling units per lot.

C. *How to Calculate Density.* Minimum and maximum density for an individual site must be calculated by multiplying the total site acreage based on subsections A and/or B of this section by the minimum and maximum dwelling units per acre for the applicable zone. When calculation results in a fraction, the fraction must be rounded to the nearest whole number as follows:

1. Fractions of one-half and above must be rounded up.
2. Fractions below one-half must be rounded down.

D. *Prohibited Reduction.* Any portion of a lot that was used to calculate minimum compliance with the standards and regulations of this title must not be subsequently subdivided or segregated from such lot unless all portions of the resulting lots continue to meet the code requirements after the subdivision.

19.42.120 Building height calculations, exceptions, and modifications

- B. Exception. The following structures may be erected above the height limits established in Tables 19.42.020 and 19.42.030:
1. Roof structure housing or screening elevators, stairways, tanks, rooftop wind generators, ventilating fans or similar equipment required for building operation and maintenance may exceed the height limit by:
 - a. Up to 10 feet in the R3, R3A, R4, R4A, mixed-use, and industrial zones, provided the area with the added height is limited to what is necessary to screen or enclose the use.

i HAP Strategy 2.4.7 – Increase height allowance for elevator screening to improve livability and functionality for multifamily and mixed-use housing. 10’feet tall elevator cabs are desirable for residents to move the largest pieces of furniture which cannot fit through stairwells and elevator-accessible rooftop decks help development meet residential open space requirements. These 2 features are difficult to combine due to the limitation of this section. New technology mounts mechanical equipment on top of the elevator cab, which increases the overrun above the roof level beyond that assumed by code. To achieve a 10-foot interior cab dimension and accounting for the assembly for the penthouse structure, it is recommended to increase the code allowance from 15 to 17 feet.

- b. Up to ~~45~~ 17 feet on buildings over four stories in height where they allow access to shared roof decks that meet the requirements of AMC 19.62.040(B0(1)(e)), provided the area with the added height is limited to what is necessary to screen or enclose the use.

Such structures constructed for nonresidential or multifamily uses are subject to screening standards in AMC 19.62.070(E).

2. [no change]
 3. [no change]
 4. [no change]
- C. [no change]

Chapter 19.43 Residential Uses ~~Standards~~

19.43.010 Categories of residential uses.

- A. *Household Living Use Category*. Residential occupancy of a dwelling unit by a household. Household living includes the following uses:
1. Single-family.
 2. Single-family, small lot.
 3. Cottage housing.
 4. Duplex.
 5. Triplex.
 6. Townhouse.
 7. Multifamily, four or more units.
 8. Live-work.

B. *Group Living Use Category.* Residential occupancy of a structure by a group of people that does not meet the definition of “household living.” Generally, group living facilities have a common eating area for residents and residents may receive care or training. Group living includes the following uses:

1. Adult family home.
2. Assisted living facility.
3. Nursing home.
4. Rooming house.



HAP Strategy 2.1.9 Single-room occupancy housing. Now known as Co-living housing per RCW 36.70A.535.

5. Co-living housing



HAP Strategy 2.1.10 – Make updates to comply with state law regarding supportive and emergency housing types.

C. Supportive Living Use Category. Residential facilities intended to house individuals and families experiencing homelessness, or at imminent risk of homelessness, and paired with on-site or off-site supportive services designed to maintain long-term or permanent tenancy, or to eventually transition the residents to independent living arrangements.

1. Emergency housing.
2. Emergency shelter.
3. Permanent supportive housing.
4. Transitional housing.

HOUSEHOLD LIVING

19.43.020 Single-family.

- A. *Definition.* A detached dwelling that is entirely surrounded by open space on the same lot, and which is designed for and occupied exclusively by one family and the household employees of the family, if any.
- B. ~~District~~Zone-Specific Standards.



DRAFT ORD. 4092 would strike the below subsection for consistency with changes made to the permitted use table to make all residential uses permitted outright in zone where they are permitted.

- ~~1. In the CBD and C zones, no new single-family residences may be constructed. Single-family uses are conditionally permitted in these zones if in an existing building that was a single-family residence at some time in its past.~~
 2. In the R4 zone, a single-family home may only be placed on a lot of record that is less than 6,000 square feet in size.
 3. In the LM1 zone, single-family uses are permitted only for existing platted lots. In no event will this allow a residential subdivision.
- C. *Standards—Multiple Single-Family Dwellings on One Lot.* Two or more single-family dwellings may be built on the same lot, provided the applicable lot size standard (one dwelling unit/minimum lot area for single-family dwellings) is met. For example, if the minimum lot area for single-family dwellings is 7,500 square feet, two single-family dwellings could be built on a 15,000-square-foot lot. Applicants must

demonstrate how the lot could be subdivided in the future consistent with the density and dimensional standards of this title.

D. [no change]

19.43.040 Cottage housing.

- A. *Definition.* A small single-family dwelling that is clustered with other similar units sharing a common open space.
- B. *Purpose.*
1. Provide opportunities for creative, diverse and high-quality infill development that is compatible with existing neighborhoods.
 2. Promote housing affordability and greater choice by encouraging smaller and more diverse home sizes in accordance with the Anacortes comprehensive plan.
 3. Support compatibility with existing neighborhoods by promoting high-quality design.
 4. Support more efficient use of urban residential land.
 5. Enhance the character of the residential neighborhood.
 6. Provide usable open space for residents.

Figure 19.43.040(A)

Cottage housing development examples.

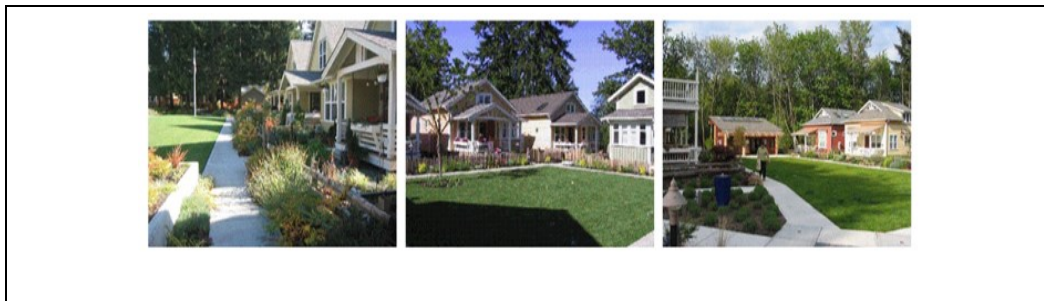
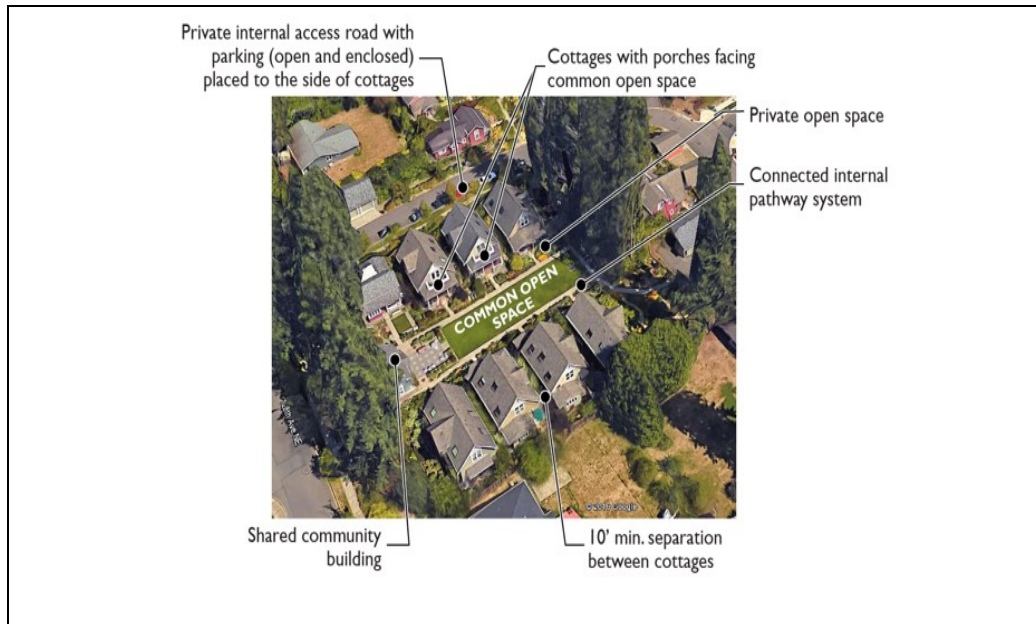


Figure 19.43.040(B)

Cottage housing site plan example.



C. Standards.

1. *Lot Size.* Cottages are exempt from minimum lot area and lot width circle standards, provided they comply with density and design standards herein.
2. *Density.* Due to the smaller relative size of cottage units, each cottage may be counted as one-half a dwelling unit for the purpose of calculating density. For example, a cluster of six cottages would be equivalent to three dwelling units.
3. Minimum and Maximum Number of Cottages.
 - a. Cottage housing developments must contain a minimum of three cottages.
 - b. Three to 12 cottage structures may make up a cluster. There is no limit on the number of clusters, provided all other standards are met.

i HAP Strategy 2.1.8. Allow duplex cottages in all zones where cottage housing is allowed.

~~c. In the R3, R3A, R4, and R4A zones, attached duplex cottages are allowed.~~ Duplex cottages are allowed in all zones where cottage housing is allowed.

4. Setbacks and Separation.
 - a. The minimum setbacks set forth in Table 19.42.020 apply to the development frontage and external side and rear property lines of the entire cottage development.
 - b. Individual cottages must be separated from other cottages by at least 10 feet. Permitted projections into required interior side setbacks in AMC 19.42.140 apply.
 - c. Cottages must be set back at least five feet from any internal pedestrian path. Permitted projections into required street setbacks in AMC 19.42.140 apply.
 - d. Cottages must be set back at least 10 feet from any internal access lanes that provide access to four or more cottages. For access lanes serving less than four cottages, at least five feet of separation is required between access lanes and cottages. Permitted projections into required street setbacks in AMC 19.42.140 apply for setbacks to internal access lanes.
5. Building Height.

- a. Cottages have a maximum building height of 25 feet. All parts of the roof above 18 feet must be pitched with a minimum roof slope of 6:12.
 - b. Accessory structures in cottage housing developments are subject to the standards in AMC 19.47.020.
6. *Cottage Size*. Cottages must contain no more than 1,200 square feet gross floor area in total, not including attached garages.
7. *Entries*.
 - a. Clear and obvious pedestrian access between the sidewalk (or the street if there is no sidewalk) and the building entry is required for new dwellings.
 - b. All new dwellings must provide a covered pedestrian entry with minimum weather protection of three feet by three feet (a covered porch or recessed entry).
8. *Facade Transparency*. Transparent windows and/or doors are required on at least eight percent of facades featuring the primary entrance and facing streets and common open spaces. For corner lots, this standard is only applied to the elevation containing the primary entrance.
9. *Common Open Space*.
 - a. *Minimum Size*. Common open space must be at least 400 square feet per cottage.
 - b. *Minimum Dimensions*. Common open space must have no dimension less than 15 feet. Areas used to meet private open space requirements may not be double-counted as common open space.
 - c. *Elements*. Common open space may include a lawn, courtyard, plaza, garden, or other shared central open space and may not include parking areas. Common open space must be usable and may not include critical areas or critical area buffers, including steep slopes. LID stormwater BMPs, like rain gardens, may be integrated in up to 25 percent of the minimum required usable open space area.
 - d. *Orientation*. Common open space must have cottages abutting on at least two sides. At least 50 percent of the cottages in each cottage housing cluster must abut common open space. Cottages abutting the common open space must be oriented around and have the primary entrance face the common open space.
 - e. *Access*. Cottages must be within 100 feet walking distance of the common open space and feature a direct pedestrian connection to the common open space.
10. *Shared Community Buildings*.
 - a. A shared community building may be integrated into the common open space area required in subsection (C)(9) of this section but must not be included in the minimum common open space area calculations.
 - b. *Nonresidential Use*. A shared community building may include uses such as, but not limited to, a multi-purpose entertainment space, recreation center, kitchen, library, storage space, workshop, or similar amenities that promote shared use and a sense of community. Commercial uses other than day care (see AMC 19.44.010(B)(2)(a)) are prohibited.
 - c. *Residential Use*. A shared community building may contain one attached accessory dwelling unit (see AMC 19.47.030).
 - d. *Height*. Shared community buildings have a maximum building height of 25 feet. All parts of the roof above 18 feet must be pitched with a minimum roof slope of 6:12.
 - e. *Size*. Shared community buildings have a maximum ground floor footprint of 1,200 square feet.

- f. *Other Standards.* Except for the height and size exceptions identified in subsections (C)(10)(d) and (C)(10)(e) of this section, shared community buildings are subject to the accessory structure standards in AMC 19.47.020.

11. Private Open Space.

- a. *Minimum Size.* The minimum private open space adjacent to each cottage must be at least 200 square feet.
- b. *Minimum Dimensions.* The private open space must have no dimension less than 10 feet.
- c. *Access.* The private open space must have direct access from the cottage via a door or porch.
- d. The required porch (see subsection (C)(11)(e) of this section) does not count as private open space for the size or dimension requirements of this section. The private open space is encouraged to be located between the cottage and the common open space.
- e. *Porches.* Cottage facades facing the common open space or common pathway must feature a roofed porch at least 70 square feet in size with a minimum dimension of seven feet on any side. Cottages sited between a street and the common open space are also subject to the entry requirements in subsection (C)(7) of this section.
- f. Private open space must be usable and may not include critical areas or critical area buffers, including steep slopes.

12. Access and Parking.

- a. Driveway and access requirements are in AMC Chapter 19.53.
- b. Off-street parking standards, including guest parking provisions, are set forth in AMC 19.64.030 and 19.64.040.
- c. Parking areas must be located to the side or rear of cottage clusters. Parking must not be located between the street and cottages nor between cottages and common open space.
- d. Parking and access lanes must be screened from adjacent residential uses by landscaping or architectural screens. For parking areas and access abutting residential uses, at least five feet of Type A, B, or C landscaping (see AMC 19.65.060) must be provided between the parking area and the abutting residential use.
- e. Parking is encouraged to be consolidated under cover. Uncovered parking must be located in clusters of not more than five adjoining spaces (except where adjacent to an alley). Driveway space in front of private garages is exempt from this provision.
- f. Garages with a footprint of up to 300 square feet may be attached to individual cottages, provided all other standards herein are met. Such garages do not count toward the size limit of cottages. Such garages must not be located adjacent to the common open spaces.
- g. Departures to the garage/common open space standard will be considered, provided the combination of the common open space design, garage location and design, and landscaping/architectural design features helps to create a common open space that meets the purposes of the standards and the design mitigates the impact of the garages on the common open space.

13. *Landscaping.* The minimum landscaped area requirements per Table 19.42.020 apply to the whole cottage development rather than for individual cottage dwellings.

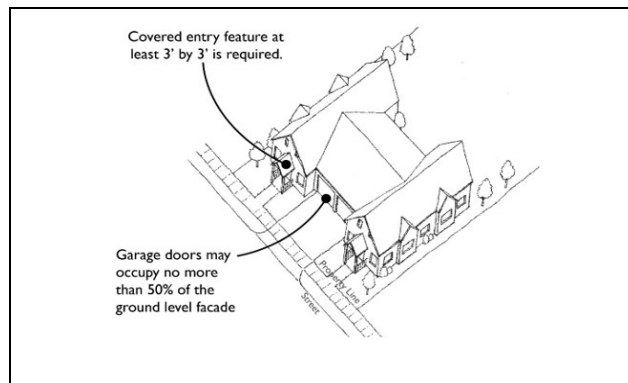
14. Accessory dwelling units are not permitted in cottage housing developments, except as provided in subsection (C)(10) of this section.

19.43.050 Duplex.

- A. *Definition.* A building that is entirely surrounded by open space on the same lot and contains two dwelling units.
- B. Standards.
 - 1. Duplexes are subject to the entry and driveway access and garage standards for single-family small lot (AMC 19.43.030(C)(1) and (C)(2)). The entries for individual units may be grouped (with a shared path connecting grouped entries to the sidewalk) or separated (as illustrated in Figure 19.43.050(B)(1)).

Figure 19.43.050(B)(1)

Duplex example.



i HAP Strategy 2.4.1 – Reduce minimum lot sizes for duplexes in some zones.

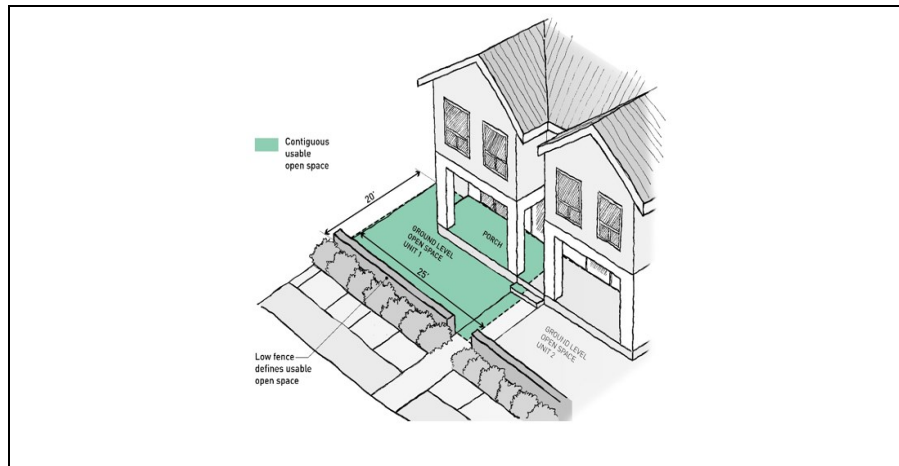
2/12/25 PC Discussion – In the OT (Old Town) zone, allow small duplex, triplex, and up to four attached units on lots meeting min. lot size (mirror the R2A min. lot size requirements.)

- 2. Zone-Specific Standards.
 - a. R2 Zone. A small duplex may be located on a lot that is at least 7,500 sq. ft. in size when all units have less than [1,200-1,400] square feet gross floor area.
 - b. R2A Zone. A small duplex may be located on a lot that is at least 6,000 sq. ft. in size when all units have less than [1,200-1,400] square feet gross floor area.
 - c. R3 Zone. A small duplex may be located on a lot that is at least 4,500 sq. ft. in size when all units have less than [1,200-1,400] square feet gross floor area.
 - d. Old Town Zone. A small duplex may be located on a lot that is at least 6,000 sq. ft. in size when all units have less than [1,200-1,400] square feet gross floor area.
- 3. See AMC 19.53.030 for general driveway and access easement standards. Separate driveways are permitted for each unit, provided each driveway is limited to 12 feet in width and meets driveway separation standards in AMC 19.53.030(D).
- 4. Standards for Minimum Usable Open Space.
 - a. All new duplex units must provide a contiguous open space with a minimum dimension of 15 feet on all sides.

- b. The minimum collective size of usable open space is 10 percent of the lot area. For example, an 8,000-square-foot lot would require at least 800 square feet of usable open space, which could include separate 20-foot by 20-foot usable open spaces for each unit.
- c. Where the usable open space is configured within the street setback, the open space must be defined with a fence or wall (meeting the standards of AMC Chapter 19.66). See Figure 19.43.050(B)(3)) for an example.
- d. Covered but unenclosed decks and porches may be used as a part of the usable open space, provided they are a part of a space that meets the standards herein.
- e. LID stormwater BMPs, like rain gardens, may be integrated in up to 25 percent of the minimum required usable open space area.
- f. Drive aisles must not count in the calculations for usable open space.
- g. Additions must not create or increase any nonconformity with this standard.

Figure 19.43.050(B)(3)

Example of integrating a duplex's minimum usable open space into the street setback.



- 5. Multiple duplexes may be built on the same lot, provided the minimum lot size per duplex is met (see Table 19.42.020) and other standards above are met.

19.43.060 Triplex.

- A. *Definition.* A building that is entirely surrounded by open space on the same lot and contains three dwelling units.
- B. Standards.
 - 1. Triplexes are subject to the entry and driveway access and garage standards for single-family small lot in AMC 19.43.030(C)(1) and (C)(2). The entries for individual units may be grouped (including a shared path connecting grouped entries to the sidewalk) or separated.
 - 2. See AMC 19.53.030 for general driveway and access easement standards. Separate driveways are permitted for each unit, provided each driveway is limited to 12 feet in width and meets driveway separation standards in AMC 19.53.030(D).
 - 3. Standards for Minimum Useable Open Space.
 - a. All new triplex units must provide a contiguous open space with a minimum dimension of 15 feet on all sides.

- b. The minimum collective size of usable open space is 10 percent of the lot area. For example, an 8,000-square-foot lot would require at least 800 square feet of usable open space, which could include separate 20-foot by 20-foot usable open spaces for each unit.
- c. Where the usable open space is configured within the street setback, the open space must be defined with a fence or wall (meeting the standards of AMC Chapter 19.66). See Figure 19.43.050(B)(3) for an example.
- d. Covered but unenclosed decks and porches may be used as a part of the usable open space, provided they are a part of a space that meets the standards herein.
- e. LID stormwater BMPs, like rain gardens, may be integrated in up to 25 percent of the minimum required usable open space area.
- f. Drive aisles must not count in the calculations for usable open space.
- g. Additions must not create or increase any nonconformity with this standard.

i HAP Strategy 2.1.3 – Allow triplexes (up to 4 units attached) in the R2A zone, on alley-loaded lots and with max. unit sizes.

2/12/25 PC Discussion – In the OT (Old Town) zone, allow small duplexes, triplexes, and up to four attached units on lots meeting min. lot size (mirror the R2A min. lot size requirements.)

C. Zone-specific standards.

1. R2A Zone.

- a. Triplexes on a lot with alley access are permitted by right. Triplexes not located on a lot with alley access are prohibited.
- b. Triplex units must have no more than [900-1,000] square feet gross floor area.

2. Old Town Zone.

- a. Triplexes on a lot with alley access are permitted by right. Triplexes not located on a lot with alley access are prohibited.
- b. Triplex units must have no more than [900-1,000] square feet gross floor area.

- D. Multiple triplexes may be built on the same lot, provided the “additional lot size needed for additional dwelling unit beyond duplex, minimum,” per Table 19.42.020, is met.

19.43.070 Townhouses.

- A. *Definition.* A dwelling unit in a row of at least three such units in which each unit has its own front access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more common walls.
- B. *Purpose.*
 - 1. To enhance the character of the street.
 - 2. To maintain “eyes on the street” for safety to pedestrians and to create a more welcoming and interesting streetscape.
 - 3. To de-emphasize garages and driveways as major visual elements along the street.
 - 4. To provide usable open space for residents.
 - 5. To reduce the apparent bulk and scale of large townhouse buildings.
 - 6. To promote architectural variety that adds visual interest to the neighborhood.

C. Zone-Specific Standards.

i HAP Strategy 2.1.3 – Allow townhouses (up to 4 units attached) in the R2A zone, on alley-loaded lots and with max. unit sizes.

2/12/25 PC Discussion – In the OT (Old Town) zone, allow small duplexes, triplexes, and up to four attached units on lots meeting min. lot size (mirror the R2A min. lot size requirements and limits on unit size).

1. R2A Zone.
 - a. Townhouse structures with up to 4 attached units and located on a lot with alley access are permitted by right. Townhouse structures with more than 4 attached units or not located on a lot with alley access are prohibited.
 - b. Townhouse units must have no more than [900-1,000] square feet gross floor area.
2. *R3 and R3A Zone Standards.* Townhouse structures with up to four attached units are permitted by right. Townhouse structures with more than four attached units are prohibited in the R3 and R3A zones.
3. Old Town.
 - a. Townhouse structures with up to 4 attached units and located on a lot with alley access are permitted by right. Townhouse structures with more than 4 attached units or not located on a lot with alley access are prohibited.
 - b. Townhouse units must have no more than [900-1,000] square feet gross floor area.
4. *R4 and R4A Zone Standards.* Townhouse developments have the following form and intensity adjustments from Table 19.42.020:
 - a. Maximum lot coverage: 60 percent.
 - b. Minimum landscaped area: 15 percent.
5. In the *MMU zone east of Q Avenue*, townhouses and other permitted residential uses within single-purpose buildings may cover up to 60 percent of the site area (parcel or contiguous parcels held under common ownership), provided they meet access, site and building design standards in this title. Associated parking, landscaping, open space, and other facilities accessory to the residential uses are included within the site area limitation. The maximum percentage may be increased through a framework development plan (AMC 19.61.180).
6. *C Zone Standards.*
 - a. Townhouses that do not meet the standards for live-work dwellings that front on Commercial Avenue within the C zone are prohibited.
 - b. Townhouses that do not meet the standards for live-work dwellings are prohibited within the C zone south of 41st Street.

i HAP 2.5.3 – Add clarity for how to find required setbacks for townhouse developments.

***Note that this subsection (19.43.070(D)) was formerly known as 19.43.010(G)(4). It was renumbered by Ord. 4086 [2024].**

D. Setbacks.

1. For minimum street setbacks, the greater setback applies from either the Landscaped block frontage standards of AMC 19.61.070 or the residential zone setbacks in Table 19.42.020. ~~The minimum setbacks set forth in Table 19.42.020 apply to development frontage and external side and rear setbacks of the entire townhouse development.~~

2. [For side and rear setbacks, see Tables 19.42.020 \(residential zones\) or 19.42.030 \(mixed-use and industrial zones\).](#)
3. See AMC 19.42.130(C) for exemptions involving interior side setbacks for townhouses.

E. Entries.

1. Clear and obvious pedestrian access between the sidewalk (or the street if there is no sidewalk) and the building entry is required for new dwellings.
2. All new dwellings must provide a covered pedestrian entry with minimum weather protection of three feet by three feet (a covered porch or recessed entry).
3. For townhouses where the primary pedestrian access to the dwelling is from an alley or private internal vehicular access, buildings must emphasize individual pedestrian entrances over private garages by using both of the following measures:
 - a. Enhance entries with a trellis, small porch, or other architectural features that provide cover for a person entering the unit and a transitional space between outside and inside the dwelling.
 - b. Provide a planted area in front of each pedestrian entry of at least 20 square feet in area, with no dimension less than four feet.

Alternative designs will be considered, provided they meet the purpose of the standards.

Figure 19.43.070(E)

Acceptable and unacceptable examples of garage/entry configurations.



The left example features a landscaped area and a trellis to highlight the entry. In the middle image, the balconies and landscaped areas de-emphasize the garage. In the right image, the lack of landscaping near the entries would not be allowed (where this is the primary pedestrian entry to the unit).

- F. *Facade Transparency*. Transparent windows and/or doors are required on at least eight percent of facade area (all vertical surfaces of street-facing elevations). For corner lots, this standard is only applied to the elevation containing the dwelling entry.
- G. *Private Garages Facing the Street—Maximum Garage Widths*.
 1. Individual garages facing the street are not allowed for townhouse dwellings unless they are designed to meet driveway standards in AMC 19.53.030. Garages may be provided to the rear of the dwelling via alley access or shared driveway as depicted in Figure 19.43.070(G).
 2. Individual garages facing the street (where allowed) are limited to 12 feet in width.

Figure 19.43.070(G)

Townhouse development examples using side/rear vehicular access.



Both examples show a driveway with private garages placed to the rear of units. In the left image, there is no alley and access is provided from the street. In the right image, access from an alley is available and access is provided from the alley.

H. Access and Parking.

1. Off-street parking standards for townhouses are set forth in AMC 19.64.040 as a type of multifamily residential use (based on the number of bedrooms). Also see AMC 19.64.030(B) for guest parking standards.
2. See AMC 19.53.030 for driveway and access standards.
3. Internal Drive Aisle Standards.
 - a. Must meet minimum widths and other standards such as turning radii of the city-adopted International Fire Code.
 - b. Minimum building separation along uncovered internal drive aisles must be 24 feet. Projections into this minimum building separation standard are permitted for each building consistent with the interior side setback projections referenced in AMC 19.42.140. The purpose is to provide adequate vehicular turning radius, allow for landscaping elements on at least one side, and provide adequate light and air on both sides of the dwelling units and vehicle areas, which often function as usable open space for residents.
 - c. See AMC 19.53.050 for other internal circulation requirements.

- I. *Usable Open Space.* Townhouse dwelling units must provide open space at least equal to 10 percent of the gross floor area. The required open space may be provided by one or more of the following:

i HAP 2.5.5 – Provide more consistency between open space standards and setback requirements.

1. Private ground level open space that is directly adjacent and accessible to dwelling units. Such space must have minimum dimensions of at least 12 feet in one direction and 10 feet in other directions on all sides and be configured to accommodate human activity such as outdoor eating, gardening, toddler play, etc. Street setbacks may be used to meet this standard, provided they are defined with a fence (meeting standards of AMC Chapter 19.66, Fences, Walls and Hedges).
2. Balconies, roof decks or porches.
3. Shared open space that meets the design requirements of AMC 19.62.040(B)(2), provided such space is visible and directly accessible to townhouse dwelling units.

4. LID stormwater BMPs, like rain gardens, may be integrated in up to 25 percent of the minimum required usable open space area.

[no changes to remaining]

19.43.080 Multifamily.

- A. *Definition.* A building that contains four or more dwelling units. The term also includes any dwelling units that are within a mixed-use building.
- B. *Standards.* Multifamily uses are subject to design provisions in Division 6 of this title, including block frontage standards, site planning, building design, and landscaping. See AMC 19.53.050 for internal circulation requirements.

i Update for formatting consistency with other use standard sections.

C. Zone-Specific Standards.

1. MMU Zone East of Q Avenue Standards.

- a. Multifamily dwellings are allowed on upper floors throughout the site.
- b. Multifamily dwellings and other permitted residential uses within single-purpose residential buildings* may cover up to 60 percent of the site area (parcel or contiguous parcels held under common ownership), provided they meet access, site and building design standards in this title. Associated parking, landscaping, open space, and other facilities accessory to the residential uses are included within the site area limitation. The maximum percentage may be increased through a framework development plan (AMC 19.61.180).

* Mixed-use buildings that meet the following criteria are not considered a single-purpose residential building:

- c. At least 50 percent of the ground level building frontage is designed to accommodate nonresidential uses meeting the interior space requirements in AMC 19.43.080(C)(2)(b) and (C)(2)(c).
- d. Spaces feature 13-foot-minimum floor-to-ceiling height.
- e. Spaces are at least 50 feet deep.

2. *CM Zone Standards.* Multifamily uses are conditionally permitted, provided it can be demonstrated that the use will not weaken the zone's tourist or marine-oriented purpose, nor diminish the marine values inherent in the zone, such as physical and visual access to waterways and shoreline. Multifamily units that are part of a mixed-use development incorporating commercial marine uses are permitted and single-purpose multifamily developments require a conditional use permit.

3. MS Zone Standards.

- a. Multifamily dwellings are conditionally permitted west of Commercial Avenue and south of 2nd Street.
- b. Residential units must be no larger than 800 square feet each and constructed within a mixed-use development.

4. C Zone Standards.

- a. Single-purpose multifamily uses that front on Commercial Avenue within the C zone are prohibited.
- b. Single-purpose multifamily uses are prohibited within the C zone south of 41st Street.

5. *R4 and R4A Zone Standards.* Multifamily developments have the following form and intensity adjustments from Table 19.42.020, provided at least 50 percent of all required parking is located within and/or below the structure:
 - a. Maximum lot coverage: 75 percent.
 - b. Minimum landscaped area: 15 percent.

19.43.090 Multifamily, restricted.

- A. *Definition.* A dwelling unit restricted to occupancy by a person or persons who satisfy one of the following requirements:
1. Meet the minimum age in the definition of “housing for older persons” contained in Section 3607(b)(2) of the Federal Fair Housing Act, as amended.
 2. Their domestic partners and/or live-in caregivers are 55 years of age or older and/or disabled.
 3. Are disabled or handicapped regardless of age.

19.43.100 Live-work.

- A. [no change]

19.43.110 Manufactured home.

- A. [no change]

GROUP LIVING

19.43.120 Adult family home.



HAP 2.1.6. Changes already included in pending legislation - **Draft. Ordinance 4092 (re SB 5290(2023)) – permit review time periods.**

The changes below bring the code into conformity with the state law governing adult family homes – RCW 70.128.

- A. *Definition.* A residential home in which a person or persons provide personal care, special care, room, and board to more than one but not more than six adults who are not related by blood or marriage to the person or persons providing the services. An adult family home may provide services to up to eight adults upon approval from the Department of Social and Health Services under RCW 70.128.066. RCW 70.128.140 provides that adult family homes are treated the same as single-family homes under applicable regulations.
- B. Standards.
1. An adult family home must be licensed under Chapter 70.128 RCW.
 2. Per RCW 70.128.140(1), each adult family home must meet applicable local licensing, zoning, building, and housing codes, and state and local fire safety regulations as they pertain to a single-family residence.
- C. Use Permissions in the CBD and C Zones:
1. ~~An adult family home is a permitted use when in an existing single-family dwelling.~~
 2. ~~An adult family home is conditionally permitted when within an existing building that was a single-family residence at some time in its past.~~

3.—~~An adult family home within a newly constructed single-family dwelling is not allowed.~~

D. ~~Use Permissions in the LM Zone.~~

1.—~~An adult family home is a permitted use when in an existing single-family dwelling.~~

2.—~~An adult family home within a newly constructed single-family dwelling is conditionally permitted.~~

19.43.130 Assisted living facility.

- A. *Definition.* A state-licensed multi-unit establishment which provides living quarters and a variety of limited personal care and at least a minimal amount of supportive health care to individuals who are unable to live independently due to infirmity of age, physical or mental handicap, but who do not need the skilled nursing care of a convalescent center or nursing home. Supportive health care may include health care monitoring, such as assistance with medication, but is limited to health care services which may be provided by a boarding home licensed under Chapter 18.20 RCW. These facilities may consist of individual dwelling units with a full kitchen, partial kitchen or no kitchen. In addition, these facilities may have a communal dining area, recreational facilities (library, lounge, game room, open space), and/or laundry facilities. Assisted living facilities do not include adult family homes, as defined in Chapter 70.128 RCW.

i HAP 2.1.5 – Reduce barriers to group living uses to encourage their development. Recommended zone specific standards for Assisted Living in the R3 zone to help ensure compatibility. City staff recommend adding a requirement for a traffic plan.

B. Standards.

1. *Density.* For the purpose of calculating maximum density in residential zones, one assisted living facility dwelling unit is counted as one-half of a dwelling unit.
2. *Design Standards.* For the purpose of meeting the project design standards of Division 6 of this title, except for AMC Chapter 19.64, Parking, this use is considered a multifamily use when interpreting applicability provisions.
3. Zone-Specific Standards.
 - a. R3 Zone.
 - (I) Assisted living facilities are limited to a maximum of [10] units or beds per facility.
 - (II) Assisted living facilities must be separated from other assisted living facilities by a minimum of [1,000] feet.
 - (III) Maximum size of porte cochere features for passenger loading to accommodate vehicles no longer than 30'.
 - (IV) A traffic mitigation plan must be submitted for approval by the city. The plan must address traffic control, parking management (including the mitigation of overflow parking into adjoining residential areas), and traffic movement to the arterial street system.
4. MMU Zone East of Q Avenue Standards. **(FIX NUMBERING and check cross references)**
 - a. Assisted living facilities are allowed on upper floors throughout the site.
 - b. Assisted living facilities and other permitted residential uses within single-purpose buildings may cover up to 60 percent of the site area (parcel or contiguous parcels held under common ownership), provided they meet access, site and building design standards in this title. Associated parking, landscaping, open space, and other facilities accessory to the residential

uses are included within the site area limitation. The maximum percentage may be increased through a framework development plan (AMC 19.61.180).

19.43.140 Nursing home.

- A. Definition. An establishment providing care for persons recovering from an illness or operation or persons made weak or disabled by illness or injury. Such establishments must be duly licensed by the state as a nursing home in accordance with current state statutes.
- B. Standards.
 - 1. Design Standards. For the purpose of meeting the project design standards of Division 6 of this title, except for AMC Chapter 19.64 Parking, this use is considered a multifamily use when interpreting the applicability provisions.

19.43.150 Rooming house.

 Consider updating this definition to further differentiate from a short-term rental, possibly by adding ...” for 30 or more consecutive nights”. Also, since Rooming houses may be located in R3, R3A and OT zones, consider changing the applicable design standards to focus on compatibility with lower intensity residential development.

- A. Definition. A dwelling, with a central kitchen and with more than one but fewer than nine boarders, with no more than nine sleeping rooms. Boarder means a patron of a rooming house who is provided lodging, with or without meals, for compensation.
- B. Standards.
 - 1. Design standards. For the purpose of meeting the project design standards of Division 6 of this title, except for AMC Chapter 19.64 Parking, this use is considered a multifamily use when interpreting the applicability provisions.

 HAP 2.1.9 – Co-Living Housing (formerly known as Single Room Occupancy). HB 1998 (2024) requires cities to allow co-housing living wherever multifamily with 6+ units are allowed by right currently. Staff recommend retaining the Rooming House type for use in lower intensity zones.



19.43.160 Co-Living Housing

- A. Definition. Co-living is a residential development with sleeping units that are independently rented and lockable and provide living and sleeping space, and residents share kitchen facilities with other sleeping units in the building. This definition does not preclude an option for sleeping units with bathrooms and/or kitchenettes.
- B. Standards.
 - 1. Room dimensions. Sleeping unit room dimensions must comply with the adopted state building code.
 - 2. Design Standards. For the purpose of meeting the project design standards of Division 6 of this title, except for AMC Chapter 19.64, Parking, this use is considered a multifamily use when interpreting applicability provisions.
- C. Zone-Specific Standards.
 - 1. MS Zone Standards.
 - a. Multifamily dwellings are permitted west of Commercial Avenue and south of 2nd Street.

- b. Residential units must be no larger than 800 square feet each and constructed within a mixed-use development.

SUPPORTIVE LIVING

- i** HAP Strategy 2.1.10. Address supportive housing uses directly in the code. Add terms, definitions, and standards for Emergency housing and Emergency shelter, Permanent supportive housing, and Transitional housing. Under RCW 35A.21.430 (2021) cities may not prohibit emergency shelters or indoor emergency housing in zones where hotels are allowed. Cities may not prohibit transitional housing or permanent supportive housing in any zones where residential dwelling units or hotels are allowed. Reasonable occupancy, spacing, and intensity of use requirements may be imposed to protect public health and safety, as long as they do not practically prevent their development.
-  Subsequent to adoption of the HAP, Commerce released updated guidance pertaining to siting and development of Emergency shelter, Transitional housing, Emergency housing, and Permanent supportive housing (STEP). *[Staff is reviewing the guidance and will provide additional recommendations at a future PC meeting].*

19.43.170 Emergency housing.

- A. Definition. Emergency housing is temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement. (RCW 36.70A.030(14))
- B. Standards.

19.43.180 Emergency shelter.

- A. Definition. An Emergency shelter is a facility that provides temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations. (RCW 36.70A.030(15))
- B. Standards.

19.43.190 Permanent supportive housing.

- A. Definition. Permanent supportive housing is subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW. (RCW 36.70A.030(31))
- B. Standards.

19.43.200 Transitional housing.

- A. Definition. Transitional housing is a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living. (RCW 84.36.043)
- B. Standards.

Chapter 19.47 Accessory Uses & Structures

19.47.030 Accessory Dwelling Units

 HB 1337 requires updates to the City's accessory dwelling unit regulations consistent with state law. Staff is reviewing guidance and developing recommendations. *[More information will be presented at a subsequent PC discussion of HAP recommendations]*



Division 5. Community Design

[no change]

Division 6. Project Design

Chapter 19.61 Block Frontage Standards

19.61.020 Applicability

 HAP 2.5.2 – Clarify applicability to townhouse development.

- A. The provisions of this chapter apply to all nonresidential, ~~and~~ multifamily, and townhouse development. The following are exempt:

[no other changes]

19.61.030 How to use this chapter

Site orientation standards for individual properties depend on the block frontage designated for that location. The following steps will help in using this chapter:

- A. Go to the maps in AMC 19.61.040 to find the property and the block frontage type designation.

 Clarify that townhouse development in nonresidential zones is subject to the landscaped block frontage standards.

1. For multifamily, townhouse, and nonresidential development in residential zones, the standards for landscaped block frontages apply.
2. For development that fronts onto multiple streets, see provisions in AMC 19.61.150.

[no other changes]

19.61.110 Undesignated (streets with no designated block frontage)

- A. *Purpose.* Undesignated block frontages should provide visual interest at all observable scales and meet the design objectives of the city.

i HAP 2.5.3 – For clarity, repeat that Undesignated streets in residential zones are subject to Landscaped standards. HAP included incorrect reference to 19.61.030(A)(2) – should be (A)(1).

- B. *Applicability.* All undesignated block frontages in nonresidential zones ~~that are not designated~~ are subject to the standards of this section. Per AMC 19.61.030(A)(1), Landscaped block frontage standards apply to multifamily, townhouse, and non-residential development in residential zones. ~~These Undesignated block frontages are provided greater flexibility with regard to the design of multifamily and nonresidential development frontages.~~

These block frontages include a combination of side streets (where most uses often front on other adjacent streets) and service-oriented streets (often characterized by industrial or service types of uses), and heavy arterial streets. While there is greater flexibility in the amount of transparency of facades and the location of surface and structured parking, design parameters are included to ensure that landscaping and other design elements help to mitigate the potential impacts of parking lots and blank walls along these streets.

DEPARTURES will be considered pursuant to AMC 19.20.220.

[no other changes]

Chapter 19.62 Site Planning

19.62.020 Applicability

- A. The provisions of this chapter apply to all nonresidential and multifamily development. The following are exempt:
1. Add development in the I, LM, AZ, CM2, and MS zones.
 2. Developments in the HM and LM1 zones when not abutting State Route 20 right of way.

i HAP 2.5.2 – Clarifies that townhouse development is exempt from this section (because townhouses have their own use-specific standards in 19.43.070). AMC 19.62.070 contains location and screening requirements for dumpster storage areas, utility meters and apparatus, mechanical equipment, and service areas).

3. Townhouse development, except that for large developments with multiple buildings, internal drive aisles, and/or featuring common service elements, the provisions of AMC 19.62.070 may be applied.

[no other changes]

19.62.040 Internal open space.

- A. *Purpose.*
1. To create usable space that is suitable for leisure or recreational activities for residents.
 2. To create open space that contributes to the residential setting.
 3. To provide plazas that attract shoppers to commercial areas.

4. To provide plazas and other pedestrian-oriented spaces in commercial areas that enhance the employees' and public's opportunity for active and passive activities, such as dining, resting, people watching, and recreational activities.
5. To enhance the development character and attractiveness of commercial development.

B. *Usable Residential Open Space.*

 HAP 2.1.9 – Co-living housing. Adjusted open space requirements for co-living housing consistent with Commerce draft guidance.

 HAP Strategy 2.1.10. Address supportive housing uses directly in the code. *[Staff is reviewing the Commerce guidance for STEP housing and will provide additional recommendations at a future PC meeting].*

1. Usable residential open space must be provided as follows:

<u>Housing Type</u>	<u>Quantity</u>
Multifamily (including multifamily portions of mixed-use development)	100 sq. ft. / per dwelling unit for studio and 1-bedroom dwellings 150 sq. ft. per dwelling unit for dwellings with 2 or more bedrooms
<u>Co-living housing</u>	<u>25-50 sq. ft. per sleeping unit</u>
<u>Permanent supportive housing and transitional housing</u>	

~~All multifamily development, including multifamily portions of mixed-use development, must provide minimum usable open space equal to 100 square feet per dwelling unit for studio and one-bedroom dwellings and 150 square feet per dwelling unit for dwellings with two or more bedrooms.~~
[moved this language to the table above]

2. The required open space may be provided in a combination of ways:

- a. *Shared Open Space.* All of the required open space may be in the form of shared open space available to all residents and meeting the requirements of subsection (B)(2) of this section.
- b. *Ground Level Individual Outdoor Space.* All of the required open space for a unit may be provided by ground level outdoor space that is adjacent and directly accessible to the subject unit. Such open spaces must be:
 - (I) Outdoor spaces may be located in the front, side, or rear yard, provided they are generally level, feature no dimension less than 10 feet, and are enclosed by a fence and/or hedge at least 32 inches in height to qualify.
DEPARTURES will be considered for this provision.
 - (II) Private porches may qualify as outdoor space, provided they are at least 36 square feet in area, with no dimension less than six feet.
 - (III) LID BMPs may be included in ground level individual outdoor space, provided the LID BMP design and maintenance requirements are consistent with the purpose of the space and do not affect usability.

- c. *Balconies*. Up to 50 percent of the required open space may be provided by private balconies, provided such spaces are at least 32 square feet in area, with no dimension less than four feet (not including railings), to provide a space usable for human activity.
- d. *Common Indoor Recreation Areas*. For mixed-use buildings, up to 50 percent of the required open space may be provided by common indoor recreation areas meeting the following conditions:

i HAP 2.5.4 – Add a minimum dimensional standard to ensure that recreational spaces are functional. For reference, 250 square feet is about the size of a medium conference room.

- (I) The minimum area is 250 square feet. The space must feature dimensions necessary to provide functional leisure or recreational activities (unless otherwise noted herein).
- (II) The space must meet ADA standards and must be located in a visible area, such as near an entrance, lobby, or high traffic corridor.
- (III) The space must be designed specifically to serve interior recreational functions and not merely be leftover unrentable space used to meet the open space requirement. Such space must include amenities and design elements that will encourage use by residents.

i HAP 2.5.4 – Remove the difference in applicability between single-purpose multifamily buildings compared to mixed-use buildings, to allow intermediate level roof decks, and to ensure access is available to all residents.

Note: A docketed development regulation amendment request (#LEG-2024-28) requested amending this section to allow multifamily buildings in a horizontal mixed-use development to fulfill 100% of their required internal open space requirement with shared roof decks. LEG-2024-28 and HAP recommendations are not aligned.

- e. *Shared Roof Decks*. Such spaces are a type of private internal common area located on the top of buildings or intermediate levels (e.g. upper floor building façade step-back areas) and are available to all residents. Up to 50 percent of the required open space may be provided by shared roof decks. Examples of amenities include but are not limited to, cooking and dining areas, seating areas, gardening areas, water features, children’s play areas and pet play areas. Shared rooftop decks must meet the following design standards: ~~For multifamily buildings, up to 50 percent of the required open space may be provided by shared roof decks located on the top of buildings which are available to all residents and meet the requirements below. For mixed-use buildings, 100 percent of the required open space may be provided by shared roof decks.~~ Design requirements:
 - (I) Space must feature hard surfacing, and provide amenities such as seating areas and other features that encourage use.
 - (II) Space must integrate landscaping elements that enhance the character of the space and encourage its use.
 - (III) Space must incorporate features that provide for the safety of residents, such as enclosures, railings, and appropriate lighting levels.

3. Shared Open Space Design Requirements.

[no change]

i HAP 2.5.4 – Provide an open space credit for multifamily developments adjacent to a park, which provides some (but not all) of the benefits of building-specific open space and may help manage construction costs.

4. Open Space Credit. Multifamily development and multifamily portions of mixed-use development and co-living housing may reduce the minimum amount of usable open space required per unit under subsection (B)(1) by 33% (one-third) when the primary entrance of the development is located within 250 feet walking distance of a park at least one-quarter acre in size. The park may be public or private, and it must be accessible to all residents and be suitable for a variety of leisure and recreational activities.

C. Usable Commercial Open Space.

[no change]

D. Pedestrian-oriented Open Space Design Criteria.

[no change]

19.62.070 Service areas and mechanical equipment

A. Purpose.

1. To minimize adverse visual, odor, and noise impacts of mechanical equipment, utility cabinets and service areas at ground and roof levels.
2. To provide adequate, durable, well-maintained, and accessible service and equipment areas.
3. To protect residential uses and adjacent properties from impacts due to location and utilization of service areas.

i HAP 2.5.7 – Minor clarifications throughout this section to offer more flexibility.

B. *Location of Ground-Related Service Areas and Mechanical Equipment.* Ground-level building service areas and mechanical equipment include loading docks, trash collection and compactors, dumpster areas, storage tanks, electrical panels, HVAC equipment, and other utility equipment. If any such elements are outside the building envelope at ground level, the following location standards apply.

1. Service areas (loading docks, trash dumpsters, compactors, recycling areas, electrical panels, and mechanical equipment areas) must be located for convenient service access while avoiding negative visual, auditory, olfactory, or physical impacts on the streetscape environment and adjacent residentially zoned properties. Service areas must be sited for alley access if available.

The Director may require evidence that such elements will not significantly impact neighboring properties or public areas. (For example, the Director may require noise-damping specifications for fans near residential zones.)

2. *Exterior Loading Areas.* Exterior loading areas for commercial uses must not be located within 20 feet of a residentially zoned property.

DEPARTURES may be allowed where such a restriction does not allow feasible development, and alternative design measures can successfully mitigate potential negative impacts. For example, areas and drives may be required by the reviewing authority to be separated from the residential lot by a masonry wall at least eight feet high.

3. Service areas must not be visible from the sidewalk and adjacent properties. Where the Director finds that the only option for locating a service area is an area visible from a street, internal pathway or pedestrian area, or from an adjacent property, the area must be screened with structural and or landscaping screening measures provided in subsection (C) below

and AMC Chapter 19.65, Landscaping. Service elements accessible from an alley are exempt from screening requirements.

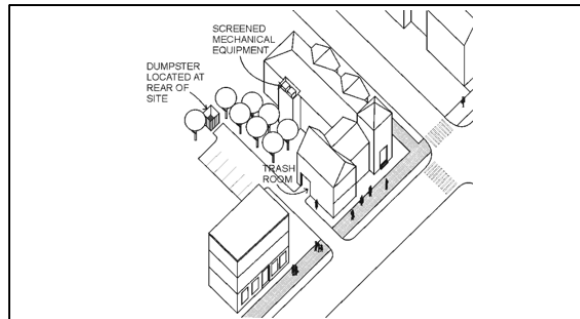
4. *Design for Safety.* Other provisions of this section notwithstanding, service areas used by residents must be located to avoid entrapment areas and other conditions where personal security is potentially a problem. The Director may require pedestrian-scaled lighting or other measures to enhance security.
5. Locate and/or shield noise-producing mechanical equipment, such as fans, heat pumps, etc., to minimize sounds and reduce impacts at property lines adjacent to residentially zoned properties.

i Note: Subsections (B) and (C) need to be reviewed for consistency with the City's new Solid Waste Container Collection standards. Subsection (B)(6)(d) is shown as recommended in the HAP.

6. *Dumpster Storage Areas.*

- a. Dumpster storage areas must be provided for all nonresidential and multifamily development.
- b. Dumpster storage areas must be on site and must not be located in the public right-of-way.
- c. Dumpster storage areas must be sized to accommodate the minimum dumpster sizes (as provided by the Anacortes engineering design standards) for garbage, recycling, and composting.
- d. Trash collection areas must include roofs or overhead weather protection and must meet required stormwater standards. Drainage must be designed to meet applicable NPDES standards.

Figure 19.62.070(B)
Service element location.



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

C. *Screening of Ground-Related Service Areas and Mechanical Equipment.*

1. Where screening of ground level service areas is required (see subsection (B)(3) of this section), the following applies:
 - a. A structural enclosure must be constructed of masonry, heavy-gauge metal, or decay-resistant material that is also used with the architecture of the main building. The reviewing authority may allow materials other than those used for the main building if the finishes are similar in color and texture or if the proposed enclosure materials are more durable than those for the main structure. The walls must be sufficient to provide full screening from the affected roadway, pedestrian areas or adjacent use. The enclosure may use overlapping walls to screen dumpsters and other materials (see Figure 19.62.070(C) below).
 - b. Gates must be made of heavy-gauge, site-obscuring material. Chain-link or chain-link with slats is not an acceptable material for enclosures or gates.

- c. Where the interior of a service enclosure is visible from surrounding streets, pathways, and buildings, an opaque or semi-opaque horizontal cover or screen must be used to mitigate unsightly views. The horizontal screen/cover should be integrated into the enclosure design (in terms of materials and/or design).

i HAP 2.5.8 – Add the following moderation to help control construction costs.

- d. Collection points must be located and configured to the extent practical so that the enclosure gate swing does not obstruct pedestrian or vehicular traffic, or does not require that a hauling truck project into any public right-of-way. Ensure that screening elements allow for efficient service delivery and removal operations.
 - e. The service area must be paved.
2. The sides and rear of service enclosures must be screened with landscaping at least five feet wide in locations visible from the street, parking lots, and pathways to soften views of the screening element and add visual interest.

DEPARTURES to the provisions of subsections (C)(1) and (2) of this section will be considered per AMC 19.20.220, provided the enclosure and landscaping treatment meet the purpose of the standards and add visual interest to site users.

Figure 19.62.070(C)
Acceptable screening enclosures.
[no change to figure]

D. [no changes]

E. *Location and Screening of Roof-Mounted Mechanical Equipment.*

- 1. All rooftop mechanical equipment, including air conditioners, heaters, vents, and similar equipment, must be fully screened from public view at the street level. Screening must be located so as not to interfere with operation of the equipment.

Exception: Roof-mounted wind turbines, solar energy systems, and rainwater reuse systems do not require screening.

i HAP-2.5.7 – Subsection (E)(2) – Remove the prohibition on perforated metal as a rooftop equipment screening material since it is cost effective and has a variety of design options.

- 2. For rooftop equipment, all screening devices must be well integrated into the architectural design through such elements as parapet walls, false roofs, roof wells, clerestories, or equipment rooms. Screening walls or unit-mounted screening is allowed but less desirable. Wood must not be used for screens or enclosures. Louvered designs are acceptable if consistent with building design style.
- ~~Perforated metal is not permitted.~~

Chapter 19.63 Building Design Standards

19.63.020 Applicability

- A. The provisions of this chapter apply to all nonresidential and multifamily development. The following are exempt:
1. All development in the I, LM, AZ, CM2, and MS zones.
 2. Developments in the HM and LM1 zone when not abutting State Route 20 right of way.

i HAP 2.5.2 – Clarify how section applies to townhouses.

3. Townhouse buildings, except where otherwise noted in this title.

19.63.040 Building Massing and Articulation

- A. – B [no change]
- C. *Facade Articulation.* Nonresidential, mixed-use, and multifamily residential buildings must include facade articulation features at designated maximum intervals to create a human-scaled pattern. This standard applies to applicable building facades 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. [no change]
 2. At least three of the following articulation features must be employed in compliance with maximum interval standards in subsection (C)(1) of this section:

i HAP 2.5.8 – Make minor revisions to the list of articulation standards.

- a. Use of windows and/or entries that reinforce an articulation pattern.
- b. Use of awnings or similar weather protection features (not applicable to residential buildings)
- 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 or siding style, ~~and/or window pattern~~ (applies to all floors of the façade, excluding upper level stepbacks).

[no changes to remaining]

19.63.050 Building Details

- A. – D [no change]

i HAP 2.5.8 – Revise the entry articulation standard for consistency.

- E. *Articulated Building Entries.* The primary building entrance (when provided) for an office building, hotel, ~~apartment~~ multifamily building, public or community-based facility or other multi-story commercial building must be designed as a clearly defined and demarcated standout architectural feature of the building. Such entrances must be easily distinguishable from regular storefront entrances on the building. Such entries must be scaled proportional to the building. See Figure 19.63.050(E) below for good examples.

19.63.060 Building Materials

A. [no change]

i HAP 2.5.9 – Clarify the applicability of durable materials on the ground floor.

- B. *Quality Building Materials.* ~~Applicants must use high-quality durable materials. This is most important for the base of buildings, particularly for commercial and mixed-use buildings where the facade is sited close to sidewalks.~~ Stone, brick or tile masonry, architectural concrete or other similar highly durable materials must be used for at least the bottom two feet of the first-floor facade on nonresidential and mixed-use buildings (excluding window and door areas).

[no other changes]

19.63.070 Blank Wall Treatment

A. – B [no change]

i HAP 2.5.10 – Update the applicability for blank wall treatment standards to reduce construction cost impacts.

- C. *Blank Wall Treatment Standards.* Untreated blank walls located within 100 feet of, and visible from a street, public space, ground-level individual outdoor space, or internal walkway, are prohibited. Methods to treat blank walls include the following (a variety of treatments may be required to meet the purpose of the standards) ~~adjacent to a public street, pedestrian-oriented space, common usable open space, or pedestrian pathway are prohibited. Methods to treat blank walls can include:~~

[no other changes]

Chapter 19.64 Parking

i The requirements of SSB 6015 (2024) Minimum Parking Requirements – Residential Development, codified under RCW 36.70A.622, will need to be integrated and adopted during this periodic update. Staff recommendations are forthcoming.

19.64.030 Computation of required parking spaces

A. [no change]

B. Guest Parking Requirements.

1. Guest parking is required for all residential developments in accordance with this subsection. Guest parking provided is above and beyond the minimum quantitative requirements elsewhere in this chapter.
2. Guest Parking Location and Accessibility Standards.

i HAP 2.6.3 – Recommended evaluating appropriateness of guest parking standards in some zones.

Staff recommend retaining current standards, as we have not heard that they are challenging to meet, and most of the time can be met with adjacent on-street parking. Subsection (B)(2)(c) conflicts with the allowance for on-street parking spaces to count for guest parking. On-street public parking cannot be reserved.

- a. On-street parking areas within or directly adjacent to the subdivision or other development may be used to meet guest parking requirements, provided such ~~areas~~ streets are constructed to city standards and are not already used for the purpose of meeting minimum parking requirements. One parking space is equivalent to 20 lineal feet of parallel on-street parking area.
- b. Other off-street parking spaces within the subdivision/development that are above and beyond standard minimum parking requirements for the development may be ~~used for~~ counted toward meeting guest parking.
- ~~c. Guest parking spaces must be available to guests of any residential unit in the development at all hours.~~

3. *Minimum Guest Parking Ratios by Housing Type.*

Table 19.64.030(B0

Minimum guest parking spaces required by housing type.

Housing Type	Minimum guest parking ratio
Single-Family	1 per 2 units
Cottage	1 per 4 units
Duplex or Triplex	1 per 4 units
Townhouse	1 per 4 units
Multifamily	1 per 8 units; 1 per 10 units if the multifamily use parking is provided entirely by structured parking; Where units average less than 700 square feet, 1 per 4,000 sq. ft. of net leasable floor area.

4. Developments within the CBD zone are exempt from the guest parking requirements herein.
5. If the required number of guest parking spaces results in a fraction that requires less than one guest stall, no off-street parking space is required if on-street parking is available within 500 feet of the subject property.

C. [no change]

19.64.040 Number of parking spaces required

- A. The minimum number of off-street parking spaces must be determined in accordance with Table 19.64.040.
- B. [no change]
- C. [no change]
- D. [no change]

Table 19.64.040

Off-street parking spaces required.

Use	Minimum Parking Spaces Required	Maximum Parking Spaces Allowed
RESIDENTIAL		
Household Living, as listed below		
Single-family	2 per unit	
Single-family, small lot	1 per unit	
Accessory dwelling unit	See AMC 19.47.030(C)(8)	
Cottage housing	1.5 per unit	
i HAP 2.6.1 – For middle housing, use clear quantitative standards instead of referring to multifamily bedroom counts. Staff recommend retaining current parking standards for middle housing for now because much of the City where middle housing could be located does not have frequent or convenient public transit service, which may cause residents to rely more on cars.		
Duplex or triplex	Same as multifamily (based on number of bedrooms)	
Townhouse	Same as multifamily (based on number of bedrooms)	
Multifamily dwelling, one bedroom or studio	1.0 per unit	1.5 per unit
Multifamily dwelling, two bedrooms	1.4 per unit	2.0 per unit
Multifamily dwelling, three or more bedrooms	1.6 per unit	2.5 per unit
i HAP 2.6.1 – For affordable housing, set off-street parking requirements at 0.5 to 0.75 spaces per unit, based on census data that demonstrates that lower income residents own fewer vehicles. We need to define what qualifies as an affordable multifamily dwelling to qualify for this reduced parking rate. Should this include deed-restricted affordable housing and/or ‘small units’?		
<u>Multifamily dwelling, affordable</u> (includes permanent supportive housing and transitional housing)	<u>0.75 per unit</u>	<u>1.5 per unit</u>

i HAP 2.6.1 – The HAP recommends using ‘senior housing’ instead of ‘restricted’ here; however the term is defined in AMC 19.43.090 and references the definition of “housing for older persons” in the Federal Fair Housing Act. Staff recommend we keep this term as-is, and cross-reference the definition in 19.43.090 for clarity.		
Multifamily dwelling, restricted (as defined in AMC 19.43.090)	25% reduction in base multifamily parking requirements above (based on number of <u>bed</u> rooms)	Same as multifamily uses above
Group Living, as listed below		
Adult family home	2 per home	
Assisted living facility	0.5 per unit	
Nursing home	0.33 per bed	
Rooming houses	1 per rented room	
i RCW 36.70A.535(3) – this is the maximum amount of off-street parking that can be required for co-living housing.		
<u>Co-living housing</u>	<u>0.25 per sleeping unit</u>	
i HAP Strategy 2.1.10. Address supportive housing uses directly in the code. Subsequent to adoption of the HAP, Commerce released updated guidance pertaining to siting and development of Emergency shelter, Transitional housing, Emergency housing, and Permanent supportive housing (STEP). [Staff is reviewing the guidance and will provide additional recommendations at a future PC meeting].		
<u>Supportive Housing, as listed below</u>		
<u>Emergency housing and emergency shelters</u>		
<u>Permanent supportive housing</u>		
<u>Transitional housing</u>		

[no changes to the remaining table]

Chapter 19.65 Landscaping

19.65.070 Landscape site design standards

A. [no change]

- B. [no change]
- C. [no change]
- D. Parking Lot Landscaping.
 - 1. [no change]
 - 2. [no change]
 - 3. *Minimum Width and Length.* Planting areas must have a minimum average width of ~~10~~ 7.5 feet (measured inside the curb) and must be the same length as the parking stall or column.
 - 4. [no change]
 - 5. [no change]
 - 6. Parking Lot Perimeters.

i HAP 2.5.6 – Reduce and simplify minimum planting area widths to allow more efficient use of land. This is critical for smaller lots where infill multifamily and townhouse development may occur, but still meet the purpose of parking lot landscaping.

- a. For parking lots adjacent to public streets, use Type C landscaping at least 7.5 feet deep. ~~a width equal to or greater than the minimum building setback specified for the applicable block frontage type specified in AMC Chapter 19.61, Block Frontage Standards.~~

DEPARTURES to this standard will be considered via AMC 19.20.220, provided they meet the purpose of the standards noted above.

- b. For parking lots along internal lot lines, use Type A, B, or C landscaping at least ~~10~~ 5 7.5 feet deep, except where a greater buffer width is required per the standards in subsections A and B of this section. Where recorded cooperative parking agreements are in place between adjacent properties, sites must be exempted from the subject parking lot landscaping buffer.

[no other changes to this section]



City Council Agenda Bill

Meeting Date: June 9,
2025

Agenda Item: 7.b.

Agenda Item Title: Contract Award: WTP Intake Station Condition Assessment #25-165-WTR-001

Staff Contact(s): Andrew Rheaume, Terry Nemeth

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Tiffany Matson	Contract Award
Andrew Rheaume	

Item Summary: City staff seeks City Council consent to award a contract in the amount of \$132,884.00 to HDR Engineering, Inc. to perform a condition assessment of the existing Water Treatment Plant (WTP) Intake Pump Station including the structural and mechanical features identifying deficiencies and the associated criticality/consequence of failure.

Background:

1. **History:** The City operates a single raw water intake pump station (IPS) that draws water from the Skagit River and pumps it to the City's water treatment plant. The IPS and the original 42-inch diameter raw water pipeline were constructed around 1970. This raw water pipeline crosses under the Skagit River making it inaccessible. A second raw water pipeline was installed in 2020 to provide redundancy for this section of the system. However, a short length of existing piping and the IPS itself remain as a single point of failure for the City's water system. Historically both features have had failures that interrupted the City's ability to withdraw water. In 2007, during a period of construction on the adjacent levee, the existing pipeline experienced a failure requiring the IPS be taken offline while repairs were implemented. In 2022, the existing transformer powering the IPS failed taking the facility offline prompting a multi-year repair effort due to the availability of replacement components. The IPS structure itself was not designed to current standards for resiliency against seismic events. If damaged to a point where a shutdown was necessary for repairs, the entire water supply system would be interrupted. The existing structure exhibits evidence of settlement at the interface of the access ramp and the IPS itself. It is not presently known which feature is settling.
2. **Key Terms:**

- Contract is on a time and materials basis not-to-exceed \$132,884.00.
 - The period of performance under this Agreement is through December 31, 2025.
3. Competitive Bidding: Per RCW 39.80 this engineering consultant was selected from the City's MRSC Architectural, Landscape Architectural, and Engineering Service Roster to provide a proposal for this scope of work.

Budget Impact:

Consultant	HDR Engineering, Inc.
Contract Amount	\$132,884.00
Earmarked Funds	\$132,884.00
BARS #	401.730.534.10.41
Budget Amendment Required?	No
Start Date	Contract execution
End Date	12/31/2025

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 25-165-WTR-001 with HDR Engineering, Inc. in the amount of \$132,884.00 to perform the WTP Intake Pump Station Condition Assessment.

Alternative Actions: Not award the contract.

Attachments (listed in order presented):

1. 25-165-WTR-001



AGREEMENT 25-165-WTR-001

Between
THE CITY OF ANACORTES
AND
HDR ENGINEERING, INC.

WTP INTAKE PUMP STATION CONDITION ASSESSMENT

This Agreement, hereinafter referred to as "Agreement", is made and entered into between the City of Anacortes, hereinafter referred to as the "City", and HDR Engineering, Inc., hereinafter referred to as the "Consultant".

WHEREAS, the City requires the professional services of the Consultant;

NOW, THEREFORE, in consideration of mutual benefits accruing, it is agreed by and between the parties hereto as follows:

1. **Scope of Work.** Under this Agreement, the Consultant shall perform a condition assessment of the existing Water Treatment Plant (WTP) Intake Pump Station including the structural and mechanical features identifying deficiencies and the associated criticality/consequence of failure. Work tasks are specified in Exhibit A which is attached hereto and incorporated by reference, and shall be performed under the direction of the City's Project Manager, Isaac Brunk, or designee.

2. **Price and Payment Terms.** The services provided under this Agreement shall be on a time and materials basis not-to-exceed **One Hundred Thirty-Two Thousand Eight Hundred Eighty-Four Dollars (\$132,884.00)**. The per task estimates are detailed in Exhibit A.

3. **Period of Performance.** The period of performance under this Agreement is from inception through December 31, 2025.

4. **Subcontracts.** The Consultant shall not subcontract the Scope of Work ("Work") unless detailed in this Agreement or the Project Manager approves in writing. If the Project Manager requests, the Consultant shall provide proof that the subcontractor has the experience, ability, and equipment the Work requires. "subcontractor" means an individual, partnership, firm, corporation, or joint venture who is sublet part of the Contract by the Consultant. Each request to subcontract shall include the following information (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 subcontractor, (iv) proposed subcontract price, (v) identification of the percentage of work to be performed by subcontract. Approval of subcontract shall not:

- a. Relieve the Consultant of any responsibility to carry out the Contract,
- b. Relieve the Consultant of any obligations or liability under the Contract,
- c. Create any contract between the City and the subcontractor, or
- d. Convey to the subcontractor any rights against the City.

Consultant remains fully responsible for obligations, services, and functions performed by its subcontractor to the same extent as if such obligations, services, and functions were performed by Consultant's employees, and for purposes of the Agreement such work will be deemed work performed by Consultant. The Consultant shall give immediate written notice, reference Clause Notices, of any action or suit filed and prompt notice of any claim made against the Consultant by any subcontractor or vendor that, in the opinion of the Consultant, may result in litigation related in any way to this Agreement, with respect to which the Consultant may be entitled to reimbursement from the City.

If dissatisfied with any part of the subcontracted Work, the Project Manager may request in writing that the subcontractor be removed. The Consultant shall comply with this request at once and shall not employ the subcontractor for any further Work under the Contract.

5. **Taxes.** The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Consultant must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Consultant'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.

6. **Invoicing.** All invoices shall include a cover page that states: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Manager Name, **Agreement Number**, Agreement Price, amount requested per invoice and cumulative invoiced amount. Invoices shall include actual hours worked by

Period, by Labor Category. The Consultant must invoice MONTHLY for quantities delivered during the invoice period, and no more frequently than monthly, and allow 30 calendar days from receipt of the invoice for payment. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@anacorteswa.gov. The City shall notify the Consultant within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Consultant 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.

7. **Withholding Payment.** In the event the City determines that the Consultant 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 Consultant 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 Consultant to terminate or damages, provided that the City promptly gives notice in writing to the Consultant 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 City Attorney set forth in such notice to the Consultant 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 Consultant 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 City Attorney 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 Consultant, (3) to set off any amount so paid or incurred from amounts due to become due the Consultant. In the event the Consultant obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Consultant by reason of good faith withholding by the City under this clause.

8. **Final Payment: Waiver of Claim.** The Consultant's acceptance of final payment shall constitute a waiver of claims, except those previously and properly made and identified by the Consultant as unsettled at the time request for final payment is made.

9. **Ownership and Use of Documents.** All finished and unfinished documents and material prepared by the Consultant with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to plans, specifications, reports, electronic and non-electronic data, and other design documents prepared by the Consultant. Pursuant to RCW 42.56.70, all information and documents produced under this Agreement may be subject to public disclosure. Any modification or reuse of such materials for purposes other than those intended by this Agreement shall be at City's sole risk and without liability to Consultant.

10. **Assistance Regarding Patent and Copyright Infringement.** In the event of any claim or suit against City on account of any alleged patent or copyright infringement arising out of the performance of this Contract or out of the use of any material furnished or work or services performed hereunder, Consultant shall defend City against any such suit or claim and hold City harmless from any and all expenses, court costs, and attorney's fees in connection with such claim or suit.

11. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, to the extent arising out of or resulting from the alleged negligent or wrongful acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. However, 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 Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant'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 section shall survive the expiration or termination of this Agreement.

12. **General and Professional Liability Insurance.**

A. Insurance Term: The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation: Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance: Consultant shall obtain insurance of the types and coverages described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be as least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrences form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent consultants and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance: Consultant 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 \$2,000,000 each occurrence and \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision: The Consultant'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 Consultant's insurance and shall not contribute with it.

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

G. Verification of Coverage: The Consultant 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 Consultant **within 10 days of contract execution and before scheduling of the work**. Upon request by the City, the Consultant shall furnish redacted copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractor' coverage. Failure of the City to demand such verification of coverage with these insurance requirements or failure of the City to identify a deficiency from the insurance documentation provided shall not be construed as a waiver of Consultant's obligation to maintain such insurance.

Verification of coverage shall include:

1. An ACORD certificate or a form determined by the City to be equivalent.
2. Copies of all endorsements naming the City as additional insured, showing the policy number. The Consultant may submit a copy of any blanket additional insured clause from its policies instead of a separate endorsement.
3. Any other amendatory endorsements to show the coverage required herein.
4. **A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements – actual endorsements must be submitted.**

H. Notice of Cancellation: The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance: Failure on the part of the Consultant 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 Consultant 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 sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

13. **Registered or Licensed.** The City is prohibited from executing an Agreement with a Consultant who is not registered or licensed as required by the applicable laws of the state for their profession. In addition, Anacortes Municipal Code requires that every business located within the city limits of Anacortes register the business with the state and include a City of Anacortes Endorsement. Businesses from outside city limits with a gross annual income of \$2,000 within Anacortes are also required to obtain a city endorsement. Business licenses and city endorsements can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at bls.dor.wa.gov.

14. **Inspection.** The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute the Consultant may appeal to the City Attorney, whose decision shall be final, subject to the Disputes clause contained herein. The Consultant shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve the Consultant of their obligations or responsibilities under the Agreement. However, the Consultant shall be responsible for their own methods and conduct during the period of performance.

15. **Standard of Care.** The Consultant represents that they have the necessary knowledge, skill, and experience to perform the Services required by this Agreement. Consultant, and any persons employed by Consultant, shall use their professional skill and efforts to perform the Work in a professional manner consistent with sound practices, in accordance with the usually and customary professional care required for services of the type described in the Scope of Work herein provided at the same time and in the same locale. The City's remedy for a failure to meet the above Standard of Care shall be the re-performance of the service or an equitable adjustment in the monies paid for the services, at the City's discretion.

16. **Standard Title VI / Non-Discrimination Assurances.** During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest agrees to the clauses in "Appendix A" and "Appendix E" of the Standard Title VI Assurances (USDOT1050.2A), which are hereby incorporated by reference and made a part hereof.

17. **Consultant 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 Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and subcontractor during the performance of this Agreement.

18. **Acceptance.** Consultant acknowledges and agrees that these contract terms 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 Consultant. These contract terms supersede all conflicting or additional terms pre-printed on any purchase order, quote, invoice, Consultant's website, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

19. **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.

20. **Right to Terminate Agreement.**

A. Termination for Default: If the Consultant defaults by failing to perform any of the obligations of the Agreement and fails to cure the default within a reasonable period of time following written notice thereof, 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 Consultant 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 Consultant shall not be entitled to receive any further payments under the Agreement until all work called for 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 Consultant. The Consultant 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 Consultant 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 Consultant shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work through the date of termination. If the City exercises its option under this Paragraph, the City shall not be responsible for payment 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.

21. **Changes/Additional Work.** The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant 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 Consultant 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.

22. **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.

23. **Non-assignable.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

24. **Covenant Against Contingent Fees.** The Consultant warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that they have not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, 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.

25. **Disputes**

A. General: Differences between the Consultant 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 Consultant 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 Contracting Agent or the City, or (2) the happening of any event or occurrence, unless the Consultant 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 Consultant 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. Consultant 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 Consultant 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 Consultant 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 Consultant arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Consultant 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.

26. **Force Majeure.** Neither party shall be liable to the other or deemed in breach or default for any failure or delay in performance under this Agreement during the time and to the extent its performance is prevented by reasons of Force Majeure. For the purposes of this Agreement, Force Majeure means an occurrence that is beyond the reasonable control of and without fault or negligence of the party claiming force majeure and which, by exercise of due diligence of such party, could not have been prevented or overcome. Force Majeure shall include natural disasters, including fire, flood, earthquake, windstorm, avalanche, mudslide, and other similar events; acts of war or civil unrest when an emergency has been declared by appropriate governmental officials; acts of civil or military authority; freight embargoes; epidemics; pandemics; quarantine restrictions; labor strikes; boycotts; terrorist acts; riots; insurrections; explosions; and nuclear accidents. A party claiming suspension or termination of its obligations due to force majeure shall give the other party prompt written notice of the impediment and its effect on the ability to perform, with such notice to be provided no more than two (2) working days after the force majeure event or reasonable discovery of the event's impact on performance. Failure to provide such notice shall preclude recovery under this provision. 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 Consultant shall have no recourse against the City

27. **Compliance with Laws.** The Consultant 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, executive proclamations, all applicable Washington Dept. of Labor & Industries (L&I) and Occupational Safety & Health Administration (OSHA) safety standards, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. The Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.

28. **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.

29. **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.

30. **Survival of Agreement Termination.** The articles relating to Indemnification / Hold Harmless, Taxes, Ownership and Use of Documents, Assistance Regarding Patent and Copyright Infringement, The City's Right to Terminate Agreement, Governing Law, and Disputes, shall survive completion of the services, payment in full of the compensation and termination of this Agreement.

31. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given and received (a) when personally delivered, or delivered by same-day courier; or (b) on the third business day after mailing by registered or certified mail, postage prepaid, return receipt requested; or (c) upon delivery when sent by prepaid overnight express delivery service (e.g., FedEx, UPS); or (d) when sent by email and upon the receipt by the sending party of written confirmation by the receiving party; provided, however, that an automated email confirmation of delivery or read receipt shall not constitute such confirmation. Notices shall be sent to the following addresses:

CITY:
City of Anacortes
Tiffany Matson
904 6th Street
PO BOX 547
Anacortes, WA 98221
contracts@anacorteswa.gov

CONSULTANT:
HDR Engineering, Inc.
Olivia Williams
929 108th Ave NE, Suite 1300
Bellevue, WA 98004
olivia.williams@hdrinc.com

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind 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. Each of the persons signing below on behalf of any party hereby represents and warrants that they are signing with full and complete authority to bind the party on whose behalf of whom they are signing, to each and every term of this Agreement.

CITY OF ANACORTES

HDR ENGINEERING, INC.

By _____
Matt Miller, Mayor

By _____

Date _____

Title _____

Date _____

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

**AGREEMENT 25-165-WTR-001
EXHIBIT A**

**Anacortes
Intake Pump Station – Condition Assessment**

Scope of Services

May 2025



**555 110th Avenue NE
Suite 1200
Bellevue, WA 98004-4361
(425) 586.5100**

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EXHIBIT A

SCOPE OF SERVICES

Background

1. The City of Anacortes (City) operates a single raw water intake pump station (IPS) that draws water from the Skagit River and pumps it to the City's water treatment plant. The IPS and the original 42-inch diameter raw water pipeline were constructed around 1970. This raw water pipeline crosses under the Skagit River making it inaccessible. A second raw water pipeline was installed in 2020 to provide redundancy for this section of the system. However, a short length of existing piping and the IPS itself remain as a single point of failure for the City's water system.
2. Historically both features have had failures that interrupted the City's ability to withdraw water. In 2007, during a period of construction on the adjacent levee, the existing pipeline experienced a failure requiring the IPS be taken offline while repairs were implemented. In 2022, the existing transformer powering the IPS failed taking the facility offline prompting a multi-year repair effort due to the availability of replacement components. The IPS structure itself was not designed to current standards for resiliency against seismic events. If damaged to a point where a shutdown was necessary for repairs, the entire water supply system would be interrupted. The existing structure exhibits evidence of settlement at the interface of the access ramp and the IPS itself. It is not presently known which feature is settling.
3. The objective of this scope of services is to perform a condition assessment of the existing IPS including the structural and mechanical features identifying deficiencies and the associated criticality/consequence of failure.

Scope of Services

Task 100 Project Management

Objective

1. The purpose of this task is to monitor, control and adjust scope, schedule, and budget as well as provide monthly status reporting, accounting, and invoicing.

HDR Services

1. Prepare a Project Management Plan (Project Guide) outlining the project scope, team organization, schedule, and communications information.
2. Coordinate and manage the project team.
3. Prepare monthly status reports describing the following:
 - A. Services completed during the month.
 - B. Services planned for the next month.
 - C. Needs for additional information.
 - D. Scope/schedule/budget issues.

- E. Schedule update and financial status summary.
- 4. Prepare monthly invoices formatted in accordance with contract terms.

Client Responsibilities

- 1. Attend project management meetings.
- 2. Timely processing and payment of invoices.
- 3. Review and process contract change requests and amendments, if needed.

Assumptions

- 1. The project duration will be 6 months.
- 2. Invoices will be HDR standard invoice format.
- 3. Expense backup will not be provided with invoices but will be available for review at HDR.

Deliverables

- 1. Scope of services, schedule (Gantt chart or project milestones), and budget (PDF file and two copies).
- 2. Monthly reports and invoices (one copy with invoice can be mailed or e-mailed PDF file)
- 3. Monthly project schedule and budget updates.

Task 200 IPS Condition Assessment

Objective

- 1. Perform condition assessment of the existing IPS.

HDR Services

- 1. Review available as-built information for the IPS and associated pipe infrastructure.
- 2. Conduct a site visit to observe the IPS and document condition of structural and mechanical features.
- 3. Prepare a Finite Element model of the existing IPS structure based on as-builts and geotechnical parameters. Run the model and determine adequacy of existing structure for current structural codes (at the time of analysis).
- 4. The following assessments will take place during the site visit.
 - A. Pumps:
 - i. Listen for cavitation or bearing noise
 - ii. Check for excessive vibration.
 - iii. Check pump base condition
 - iv. Discharge pressure, flow and pump speed.
 - v. Inspect exposed piping and appurtenances.
 - B. Screens:
 - i. Inspect and observe traveling screen cleaning system
 - ii. Inspect pump chamber floor for sediment accumulation

- iii. Visually inspect screen for signs of wear/damage/warping.
- C. Structural:
 - i. Visually inspect structure for signs of settlement/degradation.
 - ii. Spot check structural characteristics against as-builts.
- 5. Prepare a condition assessment report documenting the findings of the site visit as well as follow up analysis.
- 6. Conduct a review meeting with the City.

Client Responsibilities

- 1. Provide all available as-built information for the IPS within two weeks of NTP.
- 2. Provide staff to facilitate access to the IPS.
- 3. Participate in the condition assessment walk through.
- 4. Participate in review meeting.

Assumptions

- 1. A total of 24 hours has been budgeted to review IPS as-built information.
- 2. The site visit will occur on a single work day with 8 hours budgeted for each attendee (up to 6 attendees) for travel and attendance.
- 3. Cavitation testing will be a basic audible listen for sounds, advanced sound measuring is not included.
- 4. Vibration testing will be a basic check for apparent vibration, vibration analysis by a licensed vibration specialist is not included.
- 5. No access into confined spaces will be completed during the condition assessment.
- 6. The criticality/consequence of failure assessment is limited to a qualitative review of the asset and does not include a formal review similar to Failure Modes, Effects, and Criticality Analysis (FMECA).
- 7. The review meeting will be held in person at the Anacortes WTP. The review meeting will be 1 hour in duration. There will be three HDR attendees and three hours is budgeted for each for preparation, attendance and follow-up. One additional staff is budgeted to attend the meeting virtually.

Deliverables

- 1. Draft and Final Condition Assessment Report, emailed as a PDF.

Task 300 Geotechnical Analysis (Subconsultant)

Objective

- 1. Perform geotechnical analysis to define seismic conditions of the site.

Subconsultant Services

- 1. Review available as-built information for the IPS and associated pipe infrastructure.

2. Develop subsurface profile including groundwater levels.
3. Determine soil weights and friction angles.
4. Determine active, at-rest and passive earth pressure coefficients.
5. Determine seismic parameters
 - A. Site Class
 - B. IBC seismic design parameters
 - C. USGS deaggregation
 - D. Site specific site response.
 - E. Liquefaction potential and induced settlement/lateral spreading.
 - F. Seismic later earth pressure increment.
6. Define pile parameters:
 - A. Axial pile capacity, lateral pile parameters, recommend pile group factors, and pile springs at 1 foot interval depth.
7. Assess slope stability of the existing site.

Client Responsibilities

1. None under this task

Assumptions

1. Basis of this analysis is existing geotechnical information, no additional geotechnical explorations are required.
2. The site-specific site response analysis assumes the structure has a fundamental period of vibration of greater than 0.5 seconds. If this period is less than 0.5 seconds, this analysis will not be required.

Deliverables

1. Draft and Final Geotechnical Report (digital letter format).

Schedule

1. The table provides scheduled completion dates for each task. These dates are subject to change based on as requested services agreed upon by the City and HDR. If no defined HDR services are included in the scope the scheduled completion date coincides with the following.

Milestones	Date
Task 100	December 31, 2025
Task 200	December 31, 2025

Fee

The total budget included in this budget is \$132,884. The table below is a summary of the fee for this project broken down by task. Expenses and subconsultants will be billed at a 5% markup.

Task #	Task Description	Total Labor	Total Expenses	Total Subconsultants	Total
100	Project Management	\$11,025	\$0	\$0	\$11,025
200	Condition Assessment	\$68,111	\$704	\$0	\$68,815
300	Geotechnical Analysis	\$3,736	\$0	\$49,308	\$53,044
		\$82,872	\$704	\$49,308	\$132,884



City Council Agenda Bill

Meeting Date: June 9,
2025

Agenda Item: 7.c.

Agenda Item Title: Contract Award: 17th Street Drainage Improvement Project - Design #25-166-STM-001

Staff Contact(s): Aaron Esterholt, Andrew Rheaume

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Tiffany Matson	Contract Award
Andrew Rheaume	

Item Summary: City staff seeks City Council consent to award a contract in the amount of \$144,660.00 to Osborn Consulting, Inc. to provide design services for the 17th Street Drainage Improvement Project. This scope includes design services to make the project ad ready. The scope includes bid assistance but does not currently include construction services. An optional water quality facility design is included as a separate task as requested by the City. An amendment to the scope will be needed to add construction services to the contract should the City require Osborn Consulting's services at that time.

Background:

1. **History:** To provide long-term maintenance access to a City drainage facility, the City has proposed replacing a conveyance ditch and pipe drainage system with a new storm drainage pipe, sized appropriately for future build out of the upstream area, to a new outfall location in Fidalgo Bay. The project area is located east of Q Avenue and north of 17th Street. The project will allow development by the Port of Anacortes and other adjacent developers including the extension of a shoreline walkway over what now serves as the system's outfall to the Bay. The project is expected to be designed, permitted, advertised, and constructed in 2025.
2. **Key Terms:**
 - Contract is on a time and materials basis not-to-exceed \$144,660.00.
 - The period of performance under this Agreement is through June 16, 2026.
3. **Competitive Bidding:** Per RCW 39.80 this engineering consultant was selected from the City's MRSC Architectural, Landscape Architectural, and Engineering

Service Roster to provide a proposal for this scope of work.

Budget Impact:

Consultant	Osborn Consulting, Inc.
Contract Amount	\$144,660.00
Earmarked Funds	\$250,000.00
BARS #	445.770.594.31.63
Budget Amendment Required?	No
Start Date	Contract execution
End Date	6/16/2026

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 25-166-STM-001 with Osborn Consulting, Inc. in the amount of \$144,660.00 to perform the design of the 17th Street Drainage Improvement Project.

Alternative Actions: Not award the contract.

Attachments (listed in order presented):

1. 25-166-STM-001
2. Map - 17th



AGREEMENT #25-166-STM-001

Between
THE CITY OF ANACORTES
AND
OSBORN CONSULTING, INC.

17TH STREET DRAINAGE IMPROVEMENT PROJECT – DESIGN

This Agreement, hereinafter referred to as "Agreement", is made and entered into between the City of Anacortes, hereinafter referred to as the "City", and Osborn Consulting, Inc., hereinafter referred to as the "Consultant".

WHEREAS, the City requires the professional services of the Consultant;

NOW, THEREFORE, in consideration of mutual benefits accruing, it is agreed by and between the parties hereto as follows:

1. **Scope of Work.** Under this Agreement, the Consultant will provide design services for the 17th Street Drainage Improvement Project as detailed in Exhibit A, which is attached hereto and incorporated by reference. Work shall be performed under the direction of Aaron Esterholt, or designee, hereinafter referred to as Project Manager.

2. **Price and Payment Terms.** The services provided under this Agreement shall be on a time and materials basis not-to-exceed **One Hundred Forty-Four Thousand Six Hundred Sixty Dollars (\$144,660.00)**. The billable rates for services provided shall be in accordance with Exhibit A.

3. **Period of Performance.** The period of performance under this Agreement is from inception through June 16, 2026.

4. **Subcontracts.** The Consultant shall not subcontract the Scope of Work ("Work") unless detailed in this Agreement or the Project Manager approves in writing. If the Project Manager requests, the Consultant shall provide proof that the subcontractor has the experience, ability, and equipment the Work requires. "subcontractor" means an individual, partnership, firm, corporation, or joint venture who is sublet part of the Contract by the Consultant. Each request to subcontract shall include the following information (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 subcontractor, (iv) proposed subcontract price, (v) identification of the percentage of work to be performed by subcontract. Approval of subcontract shall not:

- a. Relieve the Consultant of any responsibility to carry out the Contract,
- b. Relieve the Consultant of any obligations or liability under the Contract,
- c. Create any contract between the City and the subcontractor, or
- d. Convey to the subcontractor any rights against the City.

Consultant remains fully responsible for obligations, services, and functions performed by its subcontractor to the same extent as if such obligations, services, and functions were performed by Consultant's employees, and for purposes of the Agreement such work will be deemed work performed by Consultant. The Consultant shall give immediate written notice, reference Clause Notices, of any action or suit filed and prompt notice of any claim made against the Consultant by any subcontractor or vendor that, in the opinion of the Consultant, may result in litigation related in any way to this Agreement, with respect to which the Consultant may be entitled to reimbursement from the City.

If dissatisfied with any part of the subcontracted Work, the Project Manager may request in writing that the subcontractor be removed. The Consultant shall comply with this request at once and shall not employ the subcontractor for any further Work under the Contract.

5. **Taxes.** The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Consultant must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Consultant'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.

6. **Invoicing.** All invoices shall include a cover page that states: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Manager Name, **Agreement Number**, Agreement Price, amount requested per invoice and cumulative invoiced amount. Invoices shall include actual hours worked by Period, by Labor Category. The Consultant must invoice MONTHLY for quantities delivered during the invoice

period, and no more frequently than monthly, and allow 30 calendar days from receipt of the invoice for payment. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@anacorteswa.gov. The City shall notify the Consultant within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Consultant 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.

7. **Withholding Payment.** In the event the City determines that the Consultant 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 Consultant 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 Consultant to terminate or damages, provided that the City promptly gives notice in writing to the Consultant 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 City Attorney set forth in such notice to the Consultant 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 Consultant 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 City Attorney 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 Consultant, (3) to set off any amount so paid or incurred from amounts due to become due the Consultant. In the event the Consultant obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Consultant by reason of good faith withholding by the City under this clause.

8. **Final Payment: Waiver of Claim.** The Consultant's acceptance of final payment shall constitute a waiver of claims, except those previously and properly made and identified by the Consultant as unsettled at the time request for final payment is made.

9. **Ownership and Use of Documents.** All finished and unfinished documents and material prepared by the Consultant with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to plans, specifications, reports, electronic and non-electronic data, and other design documents prepared by the Consultant. Pursuant to RCW 42.56.70, all information and documents produced under this Agreement may be subject to public disclosure. Consultant shall not be held liable for reuse of documents or modifications thereof by City or its representatives for any purpose other than the intent of this Agreement.

10. **Assistance Regarding Patent and Copyright Infringement.** In the event of any claim or suit against City on account of any alleged patent or copyright infringement arising out of the performance of this Contract or out of the use of any material furnished or work or services performed hereunder, Consultant shall defend City against any such suit or claim and hold City harmless from any and all expenses, court costs, and attorney's fees in connection with such claim or suit.

11. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, to the extent caused by the alleged negligent or wrongful acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. However, 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 Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. Consultant's duty to defend shall not require Consultant to provide an upfront defense to the City but shall require that Consultant reimburse the City for reasonable attorney's fees and costs incurred by the City. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant'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 section shall survive the expiration or termination of this Agreement.

12. **General and Professional Liability Insurance.**

A. Insurance Term: The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation: Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance: Consultant shall obtain insurance of the types and coverages described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be as least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrences form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. **The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy** with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance: Consultant 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 \$2,000,000 each occurrence and \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision: The Consultant'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 Consultant's insurance and shall not contribute with it.

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

G. Verification of Coverage: The Consultant 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 Consultant **within 10 days of contract execution and before scheduling of the work**. Upon request by the City, the Consultant shall furnish evidence of all subcontractor coverage. Failure of the City to demand such verification of coverage with these insurance requirements or failure of the City to identify a deficiency from the insurance documentation provided shall not be construed as a waiver of Consultant's obligation to maintain such insurance.

Verification of coverage shall include:

1. An ACORD certificate or a form determined by the City to be equivalent.
2. Copies of all endorsements naming the City as additional insured, showing the policy number. The Consultant may submit a copy of any blanket additional insured clause from its policies instead of a separate endorsement.
3. Any other amendatory endorsements to show the coverage required herein.
4. **A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements – actual endorsements must be submitted.**

H. Notice of Cancellation: The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance: Failure on the part of the Consultant 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 Consultant 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 sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits: If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

13. **Registered or Licensed.** The City is prohibited from executing an Agreement with a Consultant who is not registered or licensed as required by the applicable laws of the state for their profession. In addition, Anacortes Municipal Code requires that every business located within the city limits of Anacortes register the business with the state and include a City of Anacortes Endorsement. Businesses from outside city limits with a gross annual income of \$2,000 within Anacortes are also required to obtain a city endorsement. Business licenses and city endorsements can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at bls.dor.wa.gov.

14. **Inspection.** The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute the Consultant may appeal to the City Attorney, whose decision shall be final. The Consultant shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve the Consultant of their obligations or responsibilities under the Agreement. However, the Consultant shall be responsible for their own methods and conduct during the period of performance.

15. **Standard of Care.** The Consultant represents that they have the necessary knowledge, skill, and experience to perform the Services required by this Agreement. Consultant, and any persons employed by Consultant, shall use their professional skill and efforts to perform the work in a professional manner consistent with sound practices, in accordance with the usually and customary professional care required for services of the type described in the Scope of Work herein provided at the same time and in the same locale. The City's remedy for a failure to meet the above Standard of Care shall be the re-performance of the Service or an equitable adjustment in the monies paid for the services, at the City's discretion.

16. **Standard Title VI / Non-Discrimination Assurances.** During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest agrees to the clauses in "Appendix A" and "Appendix E" of the Standard Title VI Assurances (USDOT1050.2A), which are hereby incorporated by reference and made a part hereof.

17. **Consultant 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 Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and subcontractor during the performance of this Agreement.

18. **Acceptance.** Consultant acknowledges and agrees that these contract terms 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 Consultant. These contract terms supersede all conflicting or additional terms pre-printed on any purchase order, quote, invoice, Consultant's website, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

19. **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.

20. **Right to Terminate Agreement.**

A. Termination for Default: If the Consultant 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 Consultant 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 Consultant shall not be entitled to receive any further payments under the Agreement until all work called for 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

Consultant. The Consultant 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 Consultant 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 Consultant shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work through the date of termination. If the City exercises its option under this Paragraph, the City shall not be responsible for payment 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.

21. **Changes/Additional Work.** The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant 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 Consultant 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.

22. **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.

23. **Non-assignable.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

24. **Covenant Against Contingent Fees.** The Consultant warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that they have not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, 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.

25. **Disputes**

A. General: Differences between the Consultant 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 Consultant 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 Contracting Agent or the City, or (2) the happening of any event or occurrence, unless the Consultant 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 Consultant 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. Consultant 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 Consultant 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 Consultant 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 Consultant arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Consultant 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.

26. **Force Majeure.** Neither party shall be liable to the other or deemed in breach or default for any failure or delay in performance under this Agreement during the time and to the extent its performance is prevented by reasons of Force Majeure. For the purposes of this Agreement, Force Majeure means an occurrence that is beyond the reasonable control of and without fault or negligence of the party claiming force majeure and which, by exercise of due diligence of such party, could not have been prevented or overcome. Force Majeure shall include natural disasters, including fire, flood, earthquake, windstorm, avalanche, mudslide, and other similar events; acts of war or civil unrest when an emergency has been declared by appropriate governmental officials; acts of civil or military authority; freight embargoes; epidemics; pandemics; quarantine restrictions; labor strikes; boycotts; terrorist acts; riots; insurrections; explosions; and nuclear accidents. A party claiming suspension or termination of its obligations due to force majeure shall give the other party prompt written notice of the impediment and its effect on the ability to perform, with such notice to be provided no more than two (2) working days after the force majeure event or reasonable discovery of the event's impact on performance. Failure to provide such notice shall preclude recovery under this provision. 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 Consultant shall have no recourse against the City.

27. **Compliance with Laws.** The Consultant 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, executive proclamations, all applicable Washington Dept. of Labor & Industries (L&I) and Occupational Safety & Health Administration (OSHA) safety standards, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. The Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.

28. **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.

29. **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.

30. **Survival of Agreement Termination.** The articles relating to Indemnification / Hold Harmless, Taxes, Ownership and Use of Documents, Assistance Regarding Patent and Copyright Infringement, The City's Right to Terminate Agreement, Governing Law, and Disputes, shall survive completion of the services, payment in full of the compensation and termination of this Agreement.

31. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given and received (a) when personally delivered, or delivered by same-day courier; or (b) on the third business day after mailing by registered or certified mail, postage prepaid, return receipt requested; or (c) upon delivery when sent by prepaid overnight express delivery service (e.g., FedEx, UPS); or (d) when sent by email and upon the receipt by the sending party of written confirmation by the receiving party; provided, however, that an automated email confirmation of delivery or read receipt shall not constitute such confirmation. Notices shall be sent to the following addresses:

CITY:
City of Anacortes
Tiffany Matson
904 6th Street
PO Box 547
Anacortes, WA 98221
contracts@anacorteswa.gov

CONSULTANT:
Osborn Consulting, Inc.
Tarelle Osborn
1800 112th Ave. NE Suite 220E
Bellevue, WA 98004
tarelle@osbornconsulting.com

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind 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. Each of the persons signing below on behalf of any party hereby represents and warrants that they are signing with full and complete authority to bind the party on whose behalf of whom they are signing, to each and every term of this Agreement.

CITY OF ANACORTES

OSBORN CONSULTING, INC.

By _____

By _____

Date _____

Title _____

Date _____

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

AGREEMENT 25-166-STM-001

EXHIBIT A

SCOPE OF WORK

Project Name:	17th Street Drainage Improvements
Client:	City of Anacortes
Prime Consultant:	Osborn Consulting, Inc.
Contract Number:	

BACKGROUND

To provide long-term maintenance access to a City of Anacortes (City) drainage facility, the City has proposed replacing a conveyance ditch and pipe drainage system with a new storm drainage pipe, sized appropriately for future build out of the upstream area, to a new outfall location in Fidalgo Bay. The project area is located east of Q Avenue and north of 17th Street. The project will allow development by the Port of Anacortes (Port) and other adjacent developers including the extension of a shoreline walkway over what now serves as the system's outfall to the Bay. The project is expected to be designed, permitted, advertised, and constructed in 2025.

This scope includes design services to make the project Ad Ready. The scope includes bid assistance but does not currently include construction services. An optional water quality facility design is included as a separate task as requested by the City. An amendment to the scope will be needed to add construction services to the contract should the City require Osborn Consulting's (Consultant) services at that time. The summary of hours and project budget is provided in Exhibit B.

SCOPE OF WORK

Task 1 Project Management

This task covers the management, administration, and coordination of the work by the Consultant defined in this Contract including project management, preparation of monthly invoices, project schedule maintenance, and overall coordination with the City. Consultant services for this task are outlined in the following sections.

Assumptions

- The project duration for the design phase will be no more than eight (8) months from the date this contract is executed.
- This scope of work includes support during bid advertisement. It does not include services during construction. This may be added through a future amendment.
- All submittals will be made electronically. No hard copies will be provided.

Subtask 1.1 Project Management Plan

The Consultant will develop a Project Management Plan (PMP) to outline the key project milestones, communication protocols, and other guidelines for the execution of the project. The PMP will be distributed to the Consultant team at the beginning of the project.

Deliverables

- Project Management Plan (one submittal).

Subtask 1.2 Project Coordination

The Consultant's Project Manager will be responsible for managing the design team and coordinating with the City's Project Manager. Monthly monitoring of the design budget will occur over the course of the project. Responding to emails and phone calls from the City as information becomes available or issues come up over the course of the project will be provided by the Consultant.

Subtask 1.3 Project Schedule

The Consultant and the City will jointly develop an overall project schedule using Microsoft Project showing all major and supportive activities. The schedule will be arranged to meet key target dates. The Consultant will update the schedule at key project milestones to reflect the status of the project.

Client Responsibility

- Coordination with Consultant on project schedule
- Timely reviews of all work at mutually agreed upon times as shown in the project schedule and consolidation of all review comments into one review document prior to return to the Consultant.

Deliverables

- Initial Project Schedule and up to two (2) schedule updates in .PDF format

Subtask 1.4 Meetings

The Consultant will prepare for and attend a kick-off meeting with the City to discuss the task order scope, schedule, and goals. The meeting will confirm project goals, discuss any design development previously completed, and review and agree upon the roles and responsibilities during the design process.

The Consultant will also attend monthly conference call meetings with the City's project management staff for the duration of the project (design phase) to discuss project progress, issues, and upcoming milestones.

Client Responsibility

- Attendance in kick-off meeting
- Attendance in biweekly meetings

Assumptions

- All meetings will be held virtually using Microsoft Teams, or a similar platform.
- The Kick-Off meeting with the City will last up to 1 hour (60 minutes) and will be attended by up to three (3) Consultant staff members. The Consultant will develop the agenda and meeting notes.
- One Consultant staff member will attend up to seven (7) meetings with the City project management staff, lasting thirty (30) minutes each.

Deliverables

- Preparation and attendance in the kick-off meeting
- Attendance of conference call check-in meetings with the City
- Summary of Action Items after each meeting.

Subtask 1.5 Status Reporting

Monthly invoices will be prepared by the Consultant according to the City's requirements for work activities for the prior month. These invoices will be accompanied by monthly progress reports and schedule updates. Invoices will include back-up material for all expenses.

Consultant Services

The invoices will be submitted electronically with attached monthly status reports that describe the following:

- Services completed during the month.
- Schedule updates and financial status summaries.

Client Responsibility

- Review and approval of monthly progress reports and invoices.

Assumptions

- Up to seven (7) progress reports and invoices will be prepared for the duration of the project.
- The invoices will include a summary of the work completed.

Deliverables

- Monthly Invoices and Progress Reports

Task 2 Data Gathering and Assessment

This task covers the collection and analysis of existing conditions information for the project conducted to develop the design. It is our understanding a topographic survey of the project area is available through the City. Topographic and right-of-way survey will not be included as part of the completion of this task. Collection and review of existing conditions will be as described below.

Consultant Services

The Consultant will coordinate the collection of existing conditions data and review all available information.

- Desktop Review: The Consultant will perform a desktop review of the existing information for the site. This will include review of the City's GIS information, a City-provided topographic survey, and other readily available documentation provided by the City.
- Site Visit: A site visit will be performed to collect data, backcheck existing conditions including surveyed pipe information, and photograph the site.
- The Consultant will provide evaluation of potential utility conflicts prior to the Preliminary submittal. The evaluation will assume utility depths based on information from previous projects in Anacortes.

Client Responsibility

- Provide any available information for the site including GIS data, as-built files, previous survey information in AutoCAD format, record drawings, and design information for any planned projects in the immediate vicinity.

- Coordinate with the Port of Anacortes on upcoming projects that may affect the design of the storm system or outfall location and rights of entry, as necessary.
- Act as primary contact for franchise utility owners within the project limits.

Assumptions

- No potholing will be required.
- City will coordinate utility coordination meetings with affected utility providers.
- All submittals will be made electronically. No hard copies will be provided.
- No professional land surveying, geotechnical investigations, or cultural resources investigations will be required.
- If required, the City will provide Title reports for affected properties. We understand the project area falls within an easement granted to the City.
- Available topographic survey information includes sufficient information to confirm existing conditions for preparation of the design and construction documents.

Deliverables

- Up to two (2) utility conflict exhibits for coordination with utility providers.

Task 3 Permitting Support

As the improvements will change the existing outfall location, the Consultant, with subconsultant Northwest Environmental Consulting (NVEC), will develop the following permit applications and reports, provide design quantities, and participate in permit review meetings with review agencies as needed.

The following environmental permits and reports are anticipated for this project. The included hourly budget spreadsheet includes estimated hours by Osborn and NVEC staff:

1. Joint Aquatic Resource Permit Application (JARPA) - USACE
2. SEPA Checklist (up to 12 staff hours)
3. Shoreline Substantial Development Permit (SSDP)
4. Hydraulic Project Approval (HPA) – WDFW (up to 38 staff hours)
5. Critical Area Study (No Net Loss) (up to 34 staff hours)
6. Biological Evaluation – USACE (up to 39 staff hours)

A JARPA will be prepared with drawings and submitted to the U.S. Army Corps of Engineers (Corps) and Washington Department of Fish and Wildlife (WDFW). The JARPA will be used to apply for the following permits:

- Corps of Engineers Section 10//404 Permit
- WDFW Hydraulic Project Approval
- City of Anacortes SSDP

A SEPA checklist will be prepared for the City of Anacortes as lead agency. Stakeholder agencies will be invited to comment on the project by the City.

A Shoreline Substantial Development Permit (SSDP) will be prepared using the required forms and submittal package electronically through the City's submittal portal. This task includes attending a pre-

application meeting with the City of Anacortes on line. Typically, the submitted items are reviewed for completeness and a Correction Notice is sent to request missing or incomplete information.

The HPA application will be prepared after the Preliminary Design phase to capture a conservative estimate of potential project impacts and precede any permits that may be required by the City. Project plans will be submitted through the Aquatic Protection Permitting System (APPS). This task assumes one field meeting with WDFW project manager.

A No Net Loss Summary Report (NNLR) that meets the requirements of the City of Anacortes will be prepared and submitted. The report will include a summary of site conditions, summary of project impacts and conservation measures, and a statement declaring if the project meets a No Net Loss conclusion. The report will include mitigation sequencing and FWHA sections. The scope includes addressing one round of comments from the local agency.

A Biological Evaluation (BE) will be prepared for the project using the Corps of Engineers short form template. This scope does not include addressing agency comments. Changes in the project details will result in additional costs billed at an hourly rate. We assume that the project will be designed so that a Not Likely to Adversely Affect (NLAA) determination can be determined through the use of construction BMPs and conservation measures. This task includes completing the Puget Sound Near Shore Calculator Deliverables – Draft and Final BE in electronic format. This will be required for any work below the HAT line by preparing the Biological Evaluation

Permit coordination and management includes weekly check-ins with the permit reviewers to shepherd the permitting process along and address comments from agencies as necessary.

Client Responsibilities

- The City will participate in permit review meetings and provide review of pre-meeting materials.
- The City will review and approve all permit applications. Consultant will provide draft permits for City review and approval.

Assumptions

- This scope of services does not include work related to permit appeals. If support for permit appeals be required, a separate scope of services will need to be developed.
- Up to six (6) meetings will be required for permit coordination with two staff.
- Up to three (3) virtual meeting will be held with permit review agencies with two staff.
- Up to one (1) meeting will be held on site for HPA coordination with up to three staff.
- Joint Aquatic Resource Permit Application (JARPA) plans will be based on preliminary design layout in 11 by 17-inch format.
- One Correction Notices response is planned for the SSDP. Additional rounds from review are considered extra work. Coordination with the City of Anacortes permit reviewer will be completed via email.
- Endangered Species Act Compliance will not be required for this project.
- Drainage conveyance is not associated with a listed stream.
- Wetland site evaluations will not be required.
- Coordination with the Department of Natural Resources (DNR) will not be required.
- All submittals will be in electronic format except the USACE (Corps) permit which requires paper copies.

- Associated permit and public notice fees will be paid by the City.

The scope assumes one (1) round of review and comments prior to submittal.

Deliverables

- Draft and Final JARPA
- Permit applications – Draft, Final (PDF)
 - JARPA, HPA, SEPA
- Environmental Reports – Draft, Final (PDF)
 - Critical Area Study, Biological Evaluation
- City of Anacortes forms for SSDP
- Draft and Final NNLR.
- Weekly status updates on permit review status throughout the permit processing period.

Task 4 Preliminary Design

For the Preliminary Design phase, the Consultant will prepare design plans, draft specifications, a draft stormwater design memorandum, and an engineering estimate. Plans sheets will be developed at a 1"=20' full-size scale that allows approximately 450 feet per plan window. Two plan windows will be used per sheet where feasible to allow proposed work to be clearly and concisely conveyed to contractors and to reduce the total number of sheets.

- The following plans are anticipated for the Preliminary submittal (up to 8 total sheets):
 - Cover sheet including a vicinity map and sheet index (1 sheet).
 - Legend and Abbreviations (1 sheet).
 - Demolition and TESC Sheets (up to 3 sheets including details).
 - Drainage Plan and Profile Sheets (up to 3 sheets).
- A brief stormwater design memorandum will be included to document whether the project is required to address any Minimum Requirements from Ecology's 2019 Stormwater Management Manual for Western Washington (2019 SWMMWW).
- Optional Task – The consultant will design and prepare plans and details for a water quality facility sized and located between the eastern catch basin structure where the system crosses R Avenue and the outfall at Fidalgo Bay. The system will provide runoff treatment for the entire upstream system (Basin F02). Design will consist of determining the runoff treatment flow for the basin and sizing up to three types of water quality facilities for the City to review and choose from.

Client Responsibility

- Provide City General Special Provisions and front-end documentation (Divisions 0-1).
- Review of deliverables
- Design input

Assumptions

- Applicable federal, state, and local codes and current design standards will be followed including City of Anacortes Public Works Standards, WSDOT Standard Plans and Specifications, and 2019 SWMMWW.
- The project will not be required to address Ecology Minimum Requirements as it is considered an underground utility project replacing the ground surface with in-kind materials as defined in the 2019 SWMMWW. A memorandum will document this. If the optional runoff treatment task is included in the contract, the treatment facility design will follow the requirements set forth in the 2019 SWMMWW for Minimum Requirement 6 and design methodologies laid out in Volume 5 of the same manual.
- Stormwater management improvements will only consist of resetting existing catch basin structure rims to match the replaced curb and gutter. No conveyance evaluations or improvements are proposed. Conveyance analysis will be based on recently completed basin mapping prepared by Osborn Consulting under a separate contract.
- No topographical survey will be conducted.
- The Consultant team will develop project special provisions (Divisions 2-9) and the Bid Schedule based on the Cost Estimate. The City will prepare the remainder of the bidding documents.

Deliverables:

- Preliminary Plans
- Preliminary design-level project Engineer's Estimate of Probable Construction Costs
- Draft Project Specifications (Divisions 2-9)
- Stormwater Design Memorandum.

Task 5 Final Design

The Consultant will refine the design and associated deliverables for the project through the Final Design phase. The Consultant will produce final plans, specifications, and a cost estimate for a final City review. New plans added to the plan set will include:

- Plans prepared for Preliminary Design will be updated based on City comments.
- The following plans are anticipated to be added to the plan set for the Final submittal (up to 5 total sheets):
 - General Notes including applicable Standard City Notes (1 sheet).
 - Drainage Details (up to 2 sheets).
 - Traffic Control Plans (up to 2 sheets).

Client Responsibility

- Timely reviews of all work at mutually agreed upon times as shown in the project schedule and consolidation of all review comments into one review document prior to return to the Consultant.

Assumptions

- The Consultant team will update the project special provisions (Divisions 2-9) and the Bid Schedule based on the Cost Estimate. The City will prepare the remainder of the bidding documents.

- Resolution of City comments after review of the preliminary deliverables will only require up to one resubmittal response to comment review letter prior to approval.
- Drainage details will follow City of Anacortes standards first followed by WSDOT standard plans.

Deliverables

- Responses to City's preliminary comments
- Final Contract Plans
- Final Engineer's Estimate of Probable Construction Costs
- Final Project Specifications (Divisions 2-9)
- Final Stormwater Design Memorandum

Task 6 Bid-Ready PS&E

The Consultant will update the associated deliverables for the project based on the City's Final comments and proposed advertisement date. The Consultant will produce bid-ready plans, specifications, and a cost estimate. Only Final Design submittal comments will be incorporated into the documents. No design level changes will be made to the plans or estimate.

Client Responsibility

- Review of deliverables

Assumptions

- The same number and type of sheets will be included from the Final Design.
- The Consultant team will update the project special provisions (Divisions 2-9) and the Bid Schedule based on the Cost Estimate and proposed advertisement date. The City will prepare the remainder of the bidding documents.
- Resolution of City comments after review of the Final Design deliverables will only require up to one resubmittal response to comment review letter prior to approval.

Deliverables

- Responses to City's Final Design Comments.
- Bid-Ready Contract Plans
- Bid-Ready Engineer's Estimate of Probable Construction Costs
- Bid-Ready Project Specifications (Divisions 2-9)

Task 7 Ad & Award Support

The Consultant will assist the City in advertising the project for construction contractor bids. For the effort, the Consultant will:

- Coordinate with City staff to effectively respond to written Requests for Information.
- Respond to field bidder questions (RFIs) and provide clarifications, as necessary.
- If necessary, revise PS&E documentation and prepare corresponding addenda.

- If requested by the City, attend pre-bid conference and site visit to answer questions or provide design clarifications to potential bidders and subcontractors.

Client Responsibility

- Prepare and maintain a listing of bidders.
- Review bidder questions and design team RFIs.
- Setup and manage pre-bid conference.
- Prepare bid tabs, evaluation apparent low bid, and make recommendation for contract award.

Assumptions

- Up to four (4) RFI responses.
- Up to one (1) addendum will be developed to aid construction bidding.

Deliverables:

- Written responses to contractor requests for information.
- Addendum.
- Updated engineer's estimate incorporating addenda, as required.
- Updated "Issued for Construction" drawings and bid proposal form, as required.

Task 8 Project Close Out

The Consultant will gather the work files from team members and organize and combine to one file. The Consultant will prepare a summary contract close out document and will provide a package in electronic formats and PDF.

Deliverables:

- Summaries of items discussed will be included in the monthly status reports.
- Project files in electronic format (PDF, AutoCAD, Microsoft Word, and Excel).
- Design Reports and Documentation
- Contract PS&E

Task 9 CONSTRUCTION SUPPORT (Future Phase)

- Services for construction support will be defined through a contract amendment, if required.

GENERAL ASSUMPTIONS

The Consultant has developed this scope with the following assumptions based on review of the project site, and in subsequent discussions with the City project manager. If published standards or criteria change from this agreement after the date the contract or agreement is signed, the changes may be considered out-of-scope or extra work. The Consultant will notify the City as soon as possible of the anticipated impact of changes to project elements on fee and schedule.

This Scope of Services assumes the following:

- Computer Aided Drafting (CAD) will be performed using AutoCAD version 2024 or later.
- All other deliverables besides the CAD files will be provided electronically via PDF and in their original file format.

- City of Anacortes Engineering Standards will be used as a starting point for preparing design concepts.
- Additional right-of-way and temporary construction easements, if necessary, will be acquired by the City. The Consultant will not provide the City with any legal descriptions for any right-of-way or easements but will provide exhibits depicting the limits of needed acquisitions.
- Environmental investigations will not be required.
- Conveyance analysis will be based on recently completed basin mapping prepared by Osborn Consulting under a separate contract.
- No design for stormwater force mains or pump systems will be required.
- Neither runoff treatment nor flow control will be required based on an expected review of the disturbed areas within the project and Minimum Requirement thresholds defined in Ecology's 2019 Stormwater Management Manual for Western Washington. However, an optional water quality system may be added to the project at the City's request and will be designed to meet Ecology's requirements described in Minimum Requirement #6.
- It is assumed a Construction Stormwater General Permit will not be required.
- Stormwater details will be based on the most applicable City Standard Plans or WSDOT Standard Plans. No custom details will be required.
- There will only be minor changes to the project design after the Final submittal, provided the Consultant has adequately addressed previous review comments provided by the City.

TASK ORDER BUDGET

Task ID	TASK DESCRIPTION	BUDGET
Task 1	PROJECT MANAGEMENT	\$ 12,950.00
Task 2	DATA GATHERING AND ASSESSMENT	\$ 4,900.00
Task 3	PERMITTING SUPPORT	\$ 33,420.00
Task 4	PRELIMINARY DESIGN	\$ 44,280.00
Task 5	FINAL DESIGN	\$ 31,800.00
Task 6	BID-READY PS&E	\$ 9,970.00
Task 7	AD & AWARD SUPPORT	\$ 4,630.00
Task 8	PROJECT CLOSEOUT	\$ 2,410.00
Expenses		\$ 300.00
Total		\$ 144,660.00

Project Title: 17th Street Drainage Improvements
Contract #:
Amendment #:

TASK ID	SUB TASK ID	TASK DESCRIPTION	OSBORN CONSULTING									NWECC (Permitting)					Task Estimated Cost	Total Est. Hours	% of Total Contract Value	Rounded Estimated Cost
			Principal (QC)	Project Manager	Project Engineer	Design Engineer	Senior Engineering Technician	Design Technician III	Senior Project Accountant	Administration III	Expense	Prof. Staff	Field Staff	Title / Role	Title	Expenses				
1		PROJECT MANAGEMENT																		
	1.1	Project Management Plan (PMP)	1	2														3		
	1.2	Project Coordination		16														16		
	1.3	Project schedule		2														2		
	1.4	Meetings		7	1	1					\$ 56.00							9		
	1.5	Status Reporting	1	8					12									21		
		SUBTOTAL	2	35	1	1	0	0	12	0	\$ 56.00	0	0	0	0	\$ -	\$ 12,944.48	51	9.0%	\$ 12,950
2		DATA GATHERING AND ASSESSMENT																		
	2.1	General Data Gathering				8												8		
	2.2	Site Visit		3	5	5					\$ 168.00							13		
	2.3	Utility Coordination				4		4			\$ 56.00							8		
		SUBTOTAL	0	3	5	17	0	4	0	0	\$ 224.00	0	0	0	0	\$ -	\$ 4,894.00	29	3.4%	\$ 4,900
3		PERMITTING SUPPORT																		
	3.1	Joint Aquatic Resource Project Approval		2		4		4				16						26		
	3.2	SEPA Checklist		1	2							10						13		
	3.3	Shoreline Permit (SSDP)		2	4	8		8				24						46		
	3.4	Hydraulic Project Approval		4		2						12						18		
	3.5	Critical Area Study (No Net Loss Report)		1								24						25		
	3.6	Biological Evaluation		2	4			8				24						38		
	3.7	Permit Coordination and Management		1	4							20						25		
		SUBTOTAL	0	13	14	14	0	20	0	0	\$ -	130	0	0	0	\$ -	\$ 33,420.00	191	23.1%	\$ 33,420
4		PRELIMINARY DESIGN																		
	4.1	Preliminary Design Plans	0	5	14	42	2	38	0	0								101		
	4.1A	Cover Sheet			1	2		4										7		
	4.1B	Legend and Abbreviations			1	4		6										11		
	4.1C	Demolition and TESC		1	4	12	1	12										30		
	4.1D	Drainage Plan and Profile		4	8	24	1	16										53		
	4.2	Preliminary Cost Estimate		1	8	16												25		
	4.3	Draft Project Specifications (Divisions 2-9)		2	6	10												18		
	4.4	Preliminary Stormwater Design Memorandum		4	12	20		4										40		
	4.5	Bi-weekly design meetings (for the duration of task; 30 minutes each)		6	6	6		6										24		
	4.6	QA/QC	12	16														28		
	4.7	Optional Water Quality System Design		4	12	40	4	20										80		
		SUBTOTAL	12	34	46	94	2	48	0	0	\$ -	0	0	0	0	\$ -	\$ 44,272.00	236	30.6%	\$ 44,280
5		FINAL DESIGN																		
	5.1	Final Design Documents	0	1	9	26	2	42	0	0								80		
	5.1A	Update Cover Sheet				1		1										2		
	5.1B	Legend and Abbreviations				1		1										2		
	5.1C	Demolition and TESC			2	4		8										14		
	5.1D	Drainage Plan and Profile		1	4	12		16										33		
	5.1E	General Notes			1	2		4										7		
	5.1F	Drainage Details			1	4	1	4										10		
	5.1G	Traffic Control Plans			1	2	1	8										12		
	5.2	Response to City's Preliminary Design Comments		1	1	4												6		
	5.3	Final Cost Estimate		1	3	8												12		
	5.4	Final Project Specifications (Divisions 2-9)		1	6	2												9		
	5.5	Final Stormwater Design Memorandum		2	4	8		4										18		
	5.6	Bi-weekly design meetings (for the duration of task; 30 minutes each)		2	2	2		2										8		

	5.7	QA/QC	8	12													20			
	5.8	Optional Water Quality System Plans		1	4	8		8									21			
		SUBTOTAL	8	21	29	58	2	56	0	0	0	0	0	0	\$ -	\$ 31,800.00	174	22.0%	\$ 31,800	
6		BID-READY PS&E																		
	6.1	Bid-Ready Design Documents	0	2	4	14	0	8	0	0							28			
	6.1A	Response to City's Final Design Comments				2											2			
	6.1B	Bid-Ready Contract Plans			2	8		8									18			
	6.1C	Construction Costs		1	1	4											6			
	6.1D	Bid-Ready Project Specifications (Division 2-9)		1	1												2			
	6.2	QA/QC	8	8													16			
	6.3	Bi-weekly design meetings (for the duration of task; 30 minutes each)		1	1	1		1									4			
		SUBTOTAL	8	11	5	15	0	9	0	0	\$ -	0	0	0	0	\$ -	\$ 9,970.00	48	6.9%	\$ 9,970
7		AD & AWARD SUPPORT																		
	7.1	Written Responses to Contractor RFI's		1	1	4											6			
	7.2	Addenda		1	1	4		2									8			
	7.3	Updated Engineer's Estimate Incorporating Addenda, as Required			1	2											3			
	7.4	Updated "Issued for Construction" Drawings and Bid Proposal form, as Required			1	2		8									11			
		SUBTOTAL	0	2	4	12	0	10	0	0	\$ -	0	0	0	0	\$ -	\$ 4,628.00	28	3.2%	\$ 4,630
8		PROJECT CLOSEOUT																		
	8.1	Summary of Items Discussed		1		1											2			
	8.2	Project Files in Electronic Format				2											2			
	8.3	Design Reports and Documentation				1											1			
	8.4	Contract PS&E		1		2		4	1	2							10			
		SUBTOTAL	0	2	0	6	0	4	1	2	\$ -	0	0	0	0	\$ -	\$ 2,403.82	15	1.7%	\$ 2,410
9		CONSTRUCTION SUPPORT (FUTURE PHASE)																		
	9.1	RFI & RFQ Response																		
	9.2	QA/QC																		
	9.3	Design Review Meetings																		
	9.4	Record Drawings																		
		SUBTOTAL	0	0	0	0	0	0	0	\$ -	0	0	0	0	\$ -	\$ -	0	0.0%	\$ -	
X		EXPENSES																		
		SUBTOTAL								\$ 280.00					\$ -	\$ 280.00		0.2%	\$ 300	
	TOTAL ESTIMATE FOR ALL TASKS (hours)		30	121	104	217	4	151	13	2		130	0	0	0		772	772	hours	
	TOTAL ESTIMATE FOR ALL TASKS (\$)		\$ 8,700	\$ 34,122	\$ 25,584	\$ 28,210	\$ 744	\$ 22,952	\$ 2,295	\$ 275	\$ 280.00	\$ 21,450	\$ -	\$ -	\$ -	\$ -	\$ 144,612.30		fee est.	\$ 144,660

		Fee	Hours	% Total	
Osborn	\$	122,882.30		85%	
NWEC	\$	21,450.00		15%	
	\$	-		0%	
Expenses	\$	280.00		0%	
	\$	144,612.30		100.0%	\$ 144,660

Total Contract \$ 144,660.00
Management Reserve (1%) \$ 14,466.00





City Council Agenda Bill

Meeting Date: June 9,
2025

Agenda Item: 7.d.

Agenda Item Title: Amendment to Interlocal Agreement #24-282-PLN-001 with the Washington State Department of Commerce for Paper to Digital Permitting Grant

Staff Contact(s): John Coleman, Rob Frisinger

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Greg Francioch	Contract Modification
John Coleman	

Item Summary: City staff requests Council consent to execute Amendment A to Interlocal Cooperation Agreement 24-282-PLN-001 between the City of Anacortes and Washington State Department of Commerce for the Paper to Digital Permitting Grant. This Amendment provides for changes to the breakdown of the tasks and deliverables and budgets between the tasks but does not change the total dollar amount of the grant.

History: With the implementation of SB 5290 permitting processes are held to a time limit and cities are encouraged to shift to digital permitting systems in order to streamline permit delivery. As part of this, grant funding was made available for cities to transition to digital systems and enhance the functionality of existing digital systems. Anacortes purchased a system in 2022 and implemented it over 2022 and mid 2023. The current system does not work as well as we would like or as well as the vendor has promised. The funding from this grant covers the cost of improving the current system as well as analyzing our review process within PCED and between departments. The grant funding also contributes to the cost of digitizing historical building permit documents that are languishing in the basement.

Budget Impact:
Receipt of \$197,335 grant funds.

Previous Action: Council approved interlocal #[24-282-PLN-001](#) at the [11/18/2024](#) meeting.

Recommended Motion: I move that City Council authorize the Mayor to execute Amendment A to Interlocal Cooperation Agreement 24-282-PLN-001 between the City

of Anacortes and Washington State Department of Commerce.

Alternative Actions: Not approve the interlocal amendment.

Attachments (listed in order presented):

1. 24-282-PLN-001 Amendment A

Amendment

Contract Number: 25-63342-201
Amendment: A



Local Government Division Growth Management Services Paper to Digital Grant

COA #24-282-PLN-001

1. Contractor City of Anacortes 904 6th Street Anacortes, WA 98221-1716		2. Contractor Doing Business As (optional) N/A	
3. Contractor Representative (only if updated) Rob Frisinger Deputy Building Official (360) 588-8297 robfr@anacorteswa.gov		4. COMMERCE Representative (only if updated) Jo Anne Wright Senior Planner (509) 601-0385 joanne.wright@commerce.wa.gov	
5. Original Contract Amount (and any previous amendments) \$197,335	6. Amendment Amount \$0		7. New Contract Amount \$197,335
8. Amendment Funding Source Federal: State: X Other: N/A:		9. Amendment Start Date Date of Execution	
		10. Amendment End Date June 30, 2025	
11. Federal Funds (as applicable): N/A	Federal Agency: N/A		ALN: N/A
12. Amendment Purpose: Revisions to the Scope of Work (Attachment A) and Budget (Attachment B).			

COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract As Amended and attachments and have executed this Contract Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract As Amended are governed by this Contract Amendment and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. A copy of this Contract Amendment shall be attached to and made a part of the original Contract between COMMERCE and the Contractor. Any reference in the original Contract to the "Contract" shall mean the "Contract as Amended".

FOR CONTRACTOR _____ Matt Miller, Mayor City of Anacortes _____ Date	FOR COMMERCE _____ Mark K. Barkley, Assistant Director Local Government Division _____ Date APPROVED AS TO FORM ONLY _____ Sandra Adix Assistant Attorney General _____ 3/20/2014 Date
--	--

Amendment

This Contract is **amended** as follows:

Attachment: A Scope of Work and **Attachment B: Budget** are hereby revised and replaced in their entirety by **Attachment A-1** and **Attachment B-1**
(See *attached below*)

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.

Attachment A-1: Scope of Work

Grant Objective: Transition paper filing system to a software system capable of processing digital permit applications, virtual inspections, electronic review and with the capacity for video storage.

Tasks / Deliverables	Description	End Date
Task 1		
Deliverable 1.1	Laserfiche (LF) connector on Smartgov (SG) side.	June 15, 2025
Deliverable 1.2	Laserfiche connection on City side.	June 15, 2025
Deliverable 1.3	Staffing to clear backlog of existing SG to LF	June 15, 2025
	Deliverables 1.1 - 1.3: Progress reports and related documentation demonstrating status and completion of task(s).	June 15, 2025
Task 2		
Deliverable 2.1	Current State Assessment	June 15, 2025
<i>Deliverable 2.2</i>	<i>Best Practices Diagnostic Assessment</i>	<i>June 15, 2025</i>
<i>Deliverable 2.3</i>	<i>Current and Recommended Process Analysis</i>	<i>June 15, 2025</i>
<i>Deliverable 2.4</i>	<i>Workload and Staffing Analysis</i>	<i>June 15, 2025</i>
<i>Deliverable 2.5</i>	<i>Implementation of workflow improvement recommendations</i>	<i>June 15, 2025</i>
<i>Deliverable 2.6</i>	<i>Training staff in permitting software use</i>	<i>June 15, 2025</i>
<i>Deliverable 2.6.1</i>	<i>project management for map connector and parcel connector</i>	<i>June 15, 2025</i>
Deliverable 2. 7	Implementing GIS connector	June 15, 2025
<i>Deliverable 2.8</i>	<i>Verifying accuracy of GIS Connector</i>	<i>June 15, 2025</i>

Amendment

Deliverable 2. 9	Automating parcel updates	June 15, 2025
<i>Deliverable 2.10</i>	<i>Verifying accuracy of Parcel Updates</i>	<i>June 15, 2025</i>
Deliverable 2.11	Configure Bluebeam to Smartgov connector	June 15, 2025
	Deliverables 2.1 - 2.6: Progress reports and related documentation demonstrating status and completion of task(s).	June 15, 2025
Task 3		
Deliverable 3.1	Video inspection search	June 15, 2025
Deliverable 3.2	Implementation of video inspection system	June 15, 2025
Deliverable 3.3	Video storage implementation	June 15, 2025
	Deliverables 3.1 - 3.3: Progress reports and related documentation demonstrating status and completion of task(s).	June 15, 2025
Task 4		
Deliverable 4.1	Scoping/vendor search of paper to digital storage to facilitate permit issuance and productivity	June 15, 2025
Deliverable 4.2	Temp Staff to sort paper documents for digitization	June 15, 2025
Deliverable 4.3	Digitization process outsourced	June 15, 2025
Deliverable 4.4	Temp staff to import files to LF.	June 15, 2025
	Deliverables 4.1 - 4.4: Progress reports and related documentation demonstrating status and completion of task(s).	June 15, 2025
Task 5	Final report on transition from paper to digital including lessons learned	
Deliverable 5	Final report	June 15, 2025

Attachment B-1: Budget

Task/Deliverable		Amount
Deliverable 1.1	Laserfiche connector on Smartgov side	\$3,562.50
Deliverable 1.2	Laserfiche connection on City side	\$3,562.50
Deliverable 1.3	Staffing to clear backlog of existing SG to LF	\$10,000.00
<i>Deliverable 2.1</i>	<i>Current State Assessment</i>	<i>\$8,180 Amount spread into separate deliverables</i>
<i>Deliverable 2.2</i>	<i>Best Practices Diagnostic Assessment</i>	<i>\$15,195</i>
<i>Deliverable 2.3</i>	<i>Current and Recommended Process Analysis</i>	<i>Funded by other sources</i>
<i>Deliverable 2.4</i>	<i>Workload and Staffing Analysis</i>	<i>Funded by other sources</i>
Deliverable 2.5	Implementation of workflow improvement recommendations	\$32,625
<i>Deliverable 2.6</i>	<i>Training staff in permitting software use</i>	<i>\$4,192.5</i>
<i>Deliverable 2.6.1</i>	<i>project management for map connector and parcel connector</i>	<i>\$2,220</i>
Deliverable 2.7	Implementing GIS connector	\$1,425.00
<i>Deliverable 2.8</i>	<i>Verifying accuracy of GIS Connector</i>	<i>\$160</i>
<i>Deliverable 2.9</i>	<i>Automating parcel updates</i>	<i>\$3,562.50</i>
<i>Deliverable 2.10</i>	<i>Verifying accuracy of Parcel Updates</i>	<i>\$400</i>
<i>Deliverable 2.11</i>	<i>Configure Bluebeam to Smartgov connector</i>	<i>\$1,150</i>
Deliverable 3.2	Implementation of video inspection system	\$5,000
Deliverable 4.2	Temp Staff to sort paper documents for digitization	\$20,000

Amendment

Deliverable 4.3	Digitization process outsourced	\$76,100
Deliverable 4.4	Temp staff to import files to LF.	\$10,000
Total Grant		\$197,335