Anacortes City Council

Municipal Building Council Chambers
904 Sixth Street

January 8, 2018
6:00 p.m.

PRELIMINARY AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Announcements and Committee Reports**
   a. City Council Standing Committee Appointments
   b. Housing Affordability & Community Services Committee

4. **Public Comment**

5. **Consent Agenda (Action)**
   a. Minutes of January 2, 2018
   b. Approval of Claims in the amount of: $168,739.09
   c. Contract Award: Sidewalk ADA Detectable Warning Surfaces (17-028-TRN-003)

6. **Public Hearings**
   a. Closed Record Decision Hearing: Allen Family Investments Triplex Conditional Use Permit; 1211 & 1213 “H” Avenue, CUP-2017-0003 (Action)

7. **Other Business**
   a. Public Works 2017 Project Review (Discussion)

8. **Adjournment**

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

The City of Anacortes encourages people with disabilities to participate in public meetings.
For assistance with special needs, please contact Cherri Kahns at 360-299-1950 at least 48 hours prior to this meeting.

Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning January 16, 2018

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

January 16, 2018

•2018-2022 CDBG - Five Year Consolidated Plan and One Year Action Plan Public Comment Period Opening
•Amendment 7 to Interlocal Agreement C20140640 with Skagit County for Ambulance Service
•Amendment 8 to Interlocal Agreement C20140640 with Skagit County for Ambulance Service

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January 22, 2018

•Public Works Arc GIS Cartegraph Update/Demonstration (Discussion)

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February 5, 2018

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February 12, 2018

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February 20, 2018

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February 26, 2018

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March 5, 2018

•2018-2022 CDBG - Five Year Consolidated Plan and One Year Action Plan Public Process Conclusion

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March 12, 2018

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Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

•Planning, Monday, Jan 8, 2018, 5:00 PM, Main Conference Room, City Hall
•Public Safety, Tuesday, Jan 9, 2018, 4:30 PM, Mayor's Office City Hall
•Finance, Wednesday, Jan 10, 2018, 5:00 PM, Main Conference Room, City Hall
•Skagit County Law & Justice Council, Wednesday, Jan 10, 2018, 8:15 AM, Skagit County Sheriff's Department
•Public Works, Tuesday, Jan 16, 2018, 5:00 PM, Public Works Director's Office, City Hall
•Planning, Monday, Jan 22, 2018, 5:00 PM, Main Conference Room, City Hall
•Finance, Wednesday, Jan 24, 2018, 5:00 PM, Main Conference Room, City Hall

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City Council Agenda Bill

Meeting Date: 1/8/2018 **Agenda Item**: 3a

Subject: A Resolution Appointing City Council Members to Council Committees and Appointing Council Representatives for 2018-2019

Contact: Matt Miller, Mayor Pro Tem

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

Action Type	
	Ordinance No.
	Code Revision?
x	Resolution No. 2007
	Contract
	Public Hearing
	Staff Report

Summary: The proposed resolution would confirm established purposes and appoint councilmembers to standing (permanent) council committees, external committees (representative) and ad hoc (temporary) council committees. The appointments are summarized in the following table with meeting frequency (BM=Bi-Monthly; M=Monthly; Q=Quarterly; As Req=As Required):

		Walters	Adams	Johnson	Miller	McDougall	Lovelett	Young
Finance	**(BM)**	X		X		X		
HACS	**(M)**			X			X	X
Parks & Recreation	**(Q)**		X			X		X
Personnel	**(As Req)**					X	X	X
Planning	**(BM)**	X	X			X		
Public Safety	**(M)**			X	X		X	
Public Works	**(BM)**	X	X				X	
LTAC	**(As Req)**				X			
Port/City Liaison	**(M)**			X	X			X
SC Law & Justice Council	**(M)**				X			
SC Marine Resources	**(As Req)**	X (alt)						X
Traffic Safety	**(Q*)**			X	X	X		
Regional Fire Authority Planning	**(As Req)**		X	X	X			

*status of Traffic Safety Committee still in work

Background: The City Council has adopted rules of procedure by Resolution 1949 (2016); Section 10 of that resolution provides that council committees may be formed by appointment of councilmembers to each committee by the Mayor Pro Tem with the approval of the City Council. Section 10 describes three categories of appointments—standing committees, ad hoc committees, and council representatives.

The Mayor Pro Tem has solicited councilmembers' preferences with respect to desired committees and level of workload and has tried to balance those preferences with a general goal of achieving broad representation within the committees. It should be noted that many councilmembers serve on additional committees as recommended by Mayor and/or appointed by Skagit County Commissioners.

Previous Council/Committee Action: No previous action.

Competing Viewpoints Considered: Some may prefer to retain the committees and appointments from the 2016-2017 term.

Recommended Motion: I move to approve Resolution 2007 as proposed.

Alternative Actions: Return the resolution with direction for redrafting.

Attachments (listed in order presented): Proposed Resolution 2007.

Resolution No. 2007

A Resolution Appointing City Council Members to Council Committees and Appointing Council Representatives for 2018-2019

Whereas the City Council has adopted rules of procedure by Resolution 1949 (2016); and

Whereas Section 10 of that resolution provides that council committees may be formed by appointment of councilmembers to each committee by the mayor pro tem with the approval of the City Council; and

Whereas Section 10 describes three categories of appointments: standing committees, ad hoc committees, and council representatives; and

Whereas the mayor pro tem has made the appointments listed below;

Now therefore be it resolved by the City Council that:

Section 1. The following **standing committee** appointments are hereby approved:

Finance (Ryan Walters, Eric Johnson, Bruce McDougall)
Purpose: To make recommendations on the municipal budget, capital facilities financing, and to approve transactions as authorized by municipal code.

Housing Affordability & Community Services (Eric Johnson, Elizabeth Lovelett, Anthony Young)
Purpose: To develop a draft strategic plan to improve housing affordability and make recommendations on budget and CDBG grant allocations for social services.

Parks and Recreation (Brad Adams, Bruce McDougall, Anthony Young)
Purpose: To make recommendations regarding park, recreation, and trail facilities, activities, and policies.

Personnel (Bruce McDougall, Liz Lovelett, Anthony Young)
Purpose: To make recommendations regarding positions and personnel policies.

Planning (Ryan Walters, Brad Adams, Bruce McDougall)
Purpose: To make recommendations regarding land use, comprehensive planning, development regulations, and community and economic development.

Public Safety (Eric Johnson, Matt Miller, Elizabeth Lovelett)
Purpose: To make recommendations regarding public safety, including the police and fire departments and emergency medical services.

Public Works (Ryan Walters, Brad Adams, Elizabeth Lovelett)
Purpose: To make recommendations regarding public works and city utilities.

Section 2. The following appointments as **council representatives** to external committees are hereby approved:

DRAFT

Lodging Tax Advisory Committee: Matt Miller

Skagit County Marine Resources Committee: Anthony Young (alternate Ryan Walters)

Port/City Liaison Committee: Eric Johnson, Matt Miller, Anthony Young

Skagit County Law & Justice Council: Matt Miller

Traffic Safety: Eric Johnson, Matt Miller, Bruce McDougall

West Skagit Regional Fire Authority Planning Committee: Brad Adams, Eric Johnson, Matt Miller

PASSED by the City Council this ____ day of January, 2018.

CITY OF ANACORTES:

_____
Laurie Gere, Mayor

ATTEST:

_____
City Clerk/Treasurer

APPROVED AS TO FORM:

_____
Darcy James Swetnam, WSBA 40530
City Attorney

DRAFT

City Council Minutes – January 2, 2018

Mayor Laurie Gere called to order the regular Anacortes City Council meeting of January 2, 2018 at 6:00 p.m. Councilmembers Eric Johnson, Anthony Young, Ryan Walters, Brad Adams, Liz Lovelett, Bruce McDougall and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Port/City Liaison Committee: Mayor Gere announced that the Port/City Liaison Committee meeting scheduled for earlier in the day had been cancelled.

Mr. Walters reported that the Public Works Committee meeting scheduled for earlier in the evening had been cancelled.

Mr. Johnson announced that the Kiwanis Key Club annual Christmas Tree recycling program would take place on Saturday, January 6 from 9 a.m. to noon. He encouraged residents to leave canned food donations for the food banks beside their trees.

Oath of Office for Mayor and At Large Councilmembers: City Clerk Steve Hoglund administered the Oath of Office to Mayor Laurie Gere and to at large City Councilmembers Anthony Young, Liz Lovelett, Bruce McDougall and Matt Miller for their terms beginning January 1, 2018 and concluding December 31, 2021.

Election of Mayor Pro Tem: Mayor Pro Tem Ryan Walters summarized the duties of the mayor pro tem. He explained that Council had traditionally elected the mayor pro tem in rotation based on seniority. Mr. Walters moved, seconded by Mr. Johnson, to elect Councilmember Matt Miller to serve as mayor pro tem for 2018 and 2019. Vote: Ayes – Young, Walters, Adams, Lovelett, McDougall, Miller and Johnson. Motion carried.

Mr. Miller invited his colleagues to email him their preferences for committee assignments and suggested that Mr. Young assume retired Councilmember Pickett's committee assignments until the new committee appointments were made.

Planning Commission Appointments: Mayor Gere requested City Council confirmation of her appointment of Jeffrey Graf and Ward MacKenzie to the Anacortes Planning Commission to fill the vacancies of retiring Commissioners Marty Laumbattus and Curt Oppel. Mr. Walters recognized Mr. Laumbattus and Mr. Oppel for their service on the commission. Mr. Walters moved, seconded by Mr. Johnson, to approve the appointments. The motion carried unanimously by voice vote.

Public Comment

Martha Hall, 2617 16th Street, presented two requests regarding the Smileys Bottom wetlands. Noting that the city was planning wetland mitigation measures at the site, Ms. Hall asked that the exact impacts of the projects that were being addressed be mitigated, which she said was already required by the city's Critical Areas Ordinance. She noted that this would require identification of the projects being mitigated. Ms. Hall also requested that the public be allowed to participate in a meaningful way in the mitigation project, which was a change she would be requesting for the updated Critical Areas Ordinance. Ms. Hall indicated that she would follow up with a letter to councilmembers explaining why she felt that was important.

Mr. Walters requested a staff update on Smiley's Bottom mitigation. City Attorney Darcy Swetnam advised that in response to concerns Ms. Hall had raised, city staff met with Dept. of Ecology staff on site

and received recommendations from DOE for mitigation actions to help improve and address impacts at the site, including fully delineating the wetlands and buffers on the site. Ms. Swetnam advised that staff would be working closely with DOE to carry out the recommendations and added that she would forward DOE's correspondence to councilmembers.

Consent Agenda

Mr. Johnson removed Item 5b, Approval of Claims, from the Consent Agenda. Ms. Lovelett moved, seconded by Mr. Adams, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

a. Minutes of December 18, 2017
c. Contract Award: Heart Lake Algae Management Plan 18-008-PRK-001
d. Contract Modification: Library Community Room Audio Visual System 17-109-FAC-001
e. Contract Award: Prosecution Services for 2018 18-013-LEG

b. Approval of Claims in the amount of: $1,171,955.50

Mr. Johnson noted that the voucher list included $235.6K of telemetry expenses and asked how City Council provides oversight on the expenditures for the project. He cited the project figures included in the Capital Facilities Plan from the water and sewer funds and the capital expenditure summary included in the most recent quarterly finance update. He asked how Council would be able to tell if the overall fiber project was on budget. Mr. Johnson requested that future fiber-related contracts be presented to Council with an explanation of how they affect the CFP and the project budget. Mayor Gere, Mr. McDougall and Mr. Walters agreed.

Mr. Johnson moved, seconded by Ms. Lovelett, to approve Consent Agenda Item 5b. The motion carried unanimously by voice vote.

The following vouchers/checks were approved for payment: EFT numbers: 87515 through 87572, total $462,417.69 Check numbers: 87573 through 87636, total $700,912.93 Wire transfer numbers: 224972 through 226202, total $8,764.79

OTHER BUSINESS

Resolution 2006: Sole Source Designation for Stryker Stretchers

Mr. Hoglund recapped the regulations regarding sole source designation and the reason that the proposed stretcher purchase qualified for sole source designation for particular stretchers from a particular vendor, citing the staff memo included in the packet materials for the meeting.

Ms. Lovelett moved, seconded by Mr. McDougall, to approve Resolution 2006 authorizing sole source designation for Stryker Stretchers.

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

Vote: Ayes – Walters, Adams, Lovelett, McDougall, Miller, Johnson and Young. Motion carried.

There being no further business, at approximately 6:24 p.m. the Anacortes City Council meeting of January 2, 2018 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 January 8, 2018 City Council meeting:

Download this file in OpenDocument spreadsheet format.

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
226263	8/21/2017	216706	00768	DEPT OF LABOR & INDUSTRIES	AFD L&I ELEVATOR INSPECTION	$114.10
226262	8/21/2017	216707	00768	DEPT OF LABOR & INDUSTRIES	LIBRARY L&I ELEVATOR INSPECTION	$114.10
226290	8/30/2017	140	06629	BOYS & GIRLS CLUBS	AUGUST LUNCH PROGRAM SERVICE PROVISION	$560.00
226261	9/25/2017	217962	00768	DEPT OF LABOR & INDUSTRIES	CITY HALL L&I ELEVATOR CORRECTION	$114.10
226416	10/31/2017	010976	00930	SKIDMORE PHARMACY INC.	LEOFF 1 PHARMACY COPAYS, OCTOBER	$117.92
226377	11/8/2017	22982	00086	ALLMAX SOFTWARE, INC.	DATAPORT CRADLE, ACCESSORY KIT AND INTERFACE SOFTWARE	$2,028.95
225527	11/13/2017	71550011	10094	GOOD TO GO!	WSDOT TOLL FEES WTP	$25.75
225117	11/29/2017	113-9047769-4817830	08811	AMAZON.COM	SUPPLY- VEH #159	$492.70
225076	11/29/2017	113-9491283-1815426	08811	AMAZON.COM	SUPPLY- VEH #159	$126.78
226313	11/29/2017	95057255	07451	ECO SERVICES OPERATIONS CORP	ALUMINUM SULFATE	$4,319.23
225665	11/30/2017	111-0906404-6091400	08811	AMAZON.COM	WIRELESS MOUSE, MONITOR STAND, 2 STYLUS PACKS	$35.16
225723	11/30/2017	111-5906698-6620247	08811	AMAZON.COM	WORK BOOTS CAMERON SHERMAN	$46.00
225279	11/30/2017	1414-U01	00369	BLYTHE PLUMBING & HEATING INC	HVAC PREVENTATIVE MAINTENANCE - BOILERS	$1,045.94
226315	12/1/2017	111-1748182-0389866	08811	AMAZON.COM	2 PACKS JANAM STYLUS	$35.98
225237	12/1/2017	113-3805930-5408262	08811	AMAZON.COM	DASH MOUNT REMOTE SPOTLIGHT FOR VEHICLE	$165.00
226283	12/2/2017	2753	02926	WASHINGTON RECREATION	ANNUAL MEMBERSHIP RENEWAL - B. VAUX	$164.00
226264	12/3/2017	20180101	08563	CHOWANEC, WILLIAM	STA 3 RENT: JANUARY	$2,045.00
225236	12/4/2017	113-0126449-4373849	08811	AMAZON.COM	TV WALL MOUNT BRACKET FOR OPS LUNCHROOM	$42.99
225635	12/5/2017	ALOAF394E55F	08952	AMERICAN HEART ASSOCIATION	CPR/AED, BLOODBORN PATH ONLINE CLASSES FOR PRINGLE	$54.25
226285	12/8/2017	WAANA97444	00939	FASTENAL CO	PVC PIPE NIPPLES	$15.01
225640	12/8/2017	1090487	10278	RITE AID	LAB SUPPLIES	$20.14
226334	12/11/2017	604061	01765	MISTER T'S AWARDS &	HATS WITH CITY LOGO - 7	$113.93
225848	12/12/2017	0-07D92037613242 34R	03318	DELL MARKETING LP	PLANNING COMPUTER	$269.43
226403	12/12/2017	8123776495	09706	SHRED-IT USA, LLC	CONTAINER SHREDDING - CITY HALL	$30.25

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
225834	12/13/2017	113-2783993-2494652	08811	AMAZON.COM	PART- #90007	$14.62
226163	12/13/2017	750595	00306	BAYSHORE OFFICE PRODUCTS INC	BAYSHORE OFFICE SUPPLIES	$44.05
226060	12/14/2017	59834	10847	INDUSTRIAL AIR POWER	COMPRESSOR FILTERS	$409.78
226162	12/15/2017	17406	09617	FRONTLINE CLEANING SERVICES	LIBRARY - CUSTODIAL SERVICE DEC	$1,314.78
226379	12/17/2017	1085667	02519	SKAGIT PUBLISHING LLC	POSITION AD, PARKS MAINTENANCE WORKER	$532.15
226424	12/18/2017	57031	00240	ASSOC OF WASH CITIES DRUG	AWC DRUG & ALCOHOL CONSORTIUM ANNUAL MEMBERSHIP 2018	$2,203.00
226423	12/18/2017	57606	00244	ASSOCIATION OF WASHINGTON	AWC WORKERS' COMP RETRO PROGRAM SERVICE 2018	$17,819.29
226161	12/18/2017	154 700 0000 9	00494	CASCADE NATURAL GAS CORP.	LIBRARY (11/17-12/15/17)	$1,184.74
225999	12/18/2017	0-004-346-097	00765	DEPARTMENT OF LICENSING	REPORT OF SALE FEE- VEH #101	$8.75
226294	12/18/2017	990267634001	01962	OFFICE DEPOT, INC.	OFFICE SUPPLIES	$15.67
226295	12/18/2017	990267635001	01962	OFFICE DEPOT, INC.	OFFICE SUPPLIES	$5.63
226296	12/18/2017	990267636001	01962	OFFICE DEPOT, INC.	OFFICE SUPPLIES	$5.96
226419	12/18/2017	RE41 JA6641 L012	02941	WASHINGTON STATE DEPARTMENT	SNOW & ICE CONTROL - MATERIALS FOR	$664.37
226058	12/19/2017	113-9637954-0053020	08811	AMAZON.COM	PART- VEH #176	$63.03
226291	12/19/2017	990267144001	01962	OFFICE DEPOT, INC.	LIBRARY OFFICE SUPPLIES	$379.79
226292	12/19/2017	9902676330001	01962	OFFICE DEPOT, INC.	OFFICE SUPPLIES	$71.58
226293	12/19/2017	990267638002	01962	OFFICE DEPOT, INC.	OFFICE SUPPLIES	$44.62
226078	12/19/2017	P1676-1	06985	QCC QUALITY CONTROLS CORP.	REPLACE EXISTING WWTP SERIAL RADIO TELEMETRY - PHASE B	$59,789.41
226412	12/19/2017	89413	02666	SUMMIT LAW GROUP, PLLC	LEGAL SERVICES, TEAMSTER & POLICE BARGAINING UNIT	$223.50
226297	12/20/2017	23062	00086	ALLMAX SOFTWARE, INC.	ANTERO MAINTENANCE SOFTWARE UPGRADE- 2 SEATS	$1,900.00
226272	12/20/2017	82721214	09185	BOUND TREE MEDICAL, LLC	PHARMACEUTICALS	$46.80
226271	12/20/2017	17-19236	08938	NORTHWEST SAFETY CLEAN	REPAIR PPE	$206.78
226327	12/20/2017	8421000373-00001	02879	VERIZON WIRELESS	SCADA COMMUNICATION FOR PUMP STATIONS	$880.28
226318	12/21/2017	1990496715	06718	ARAMARK	OPS & PARKS LAUNDRY SVC FOR	$64.31
226316	12/21/2017	1990496716	06718	ARAMARK	OPS- MAT SERVICE: 12/21	$66.45
226273	12/21/2017	82722435	09185	BOUND TREE MEDICAL, LLC	PHARMACEUTICALS	$188.95
226268	12/21/2017	2721766	09961	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	$3.10
226267	12/21/2017	192595	00950	FIDALGO COFFEE ROASTERS	AFD BREAKROOM SUPPLIES	$74.40
226277	12/21/2017	AFD WS Q118	02505	SKAGIT- 911	WEST SIDE PROJECT: Q1 2018	$7,541.62
226319	12/22/2017	111-5344882-2945853	08811	AMAZON.COM	SUMP PUMP	$256.38

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
226298	12/22/2017	5F6Q-PR2T-W55T	10641	EASYAUTHCODES.COM	UNLOCK CODE FOR PROPANE CONVERSION	$40.00
226393	12/22/2017	8123773107	09706	SHRED-IT USA, LLC	OLD RECORDS DESTROYED - APD	$42.35
226414	12/24/2017	932056/1	00021	ACE HARDWARE	2" GALVANIZED CAP	$8.78
226312	12/25/2017	8498 30 017 0487207	04412	COMCAST	CITY HALL INTERNET CONNECTION 1/5-2/4/18	$191.12
226260	12/26/2017	3619	10416	ALL PHASE COMM LLC	WALL MOUNT KIT	$30.24
226207	12/26/2017	7001425986	00129	AMERICAN WATER WORKS ASSN.	MEMBERSHIP RENEWAL DUES	$2,047.00
226222	12/26/2017	751620	00306	BAYSHORE OFFICE PRODUCTS INC	WORK STATION ITEMS	$1,727.10
226245	12/26/2017	1-553331-6	00789	DIAMOND RENTALS INC.	CEMETERY /PARKS -PORTABLE RESTROOM-MONTHLY	$270.00
226314	12/26/2017	95058507	07451	ECO SERVICES OPERATIONS CORP	ALUMINUM SULFATE	$4,415.62
226332	12/26/2017	21279	00841	ECONOWASH LAUNDRY & DRY	UNIFORM CLEANING; NOV-DEC	$404.16
226369	12/26/2017	21280	00841	ECONOWASH LAUNDRY & DRY	DECEMBER LAUNDRY	$1,186.45
226244	12/26/2017	8034	01269	HOW IT WORKS, INC	A TOWN PUBLICATION - WINTER 2017,	$15,487.29
226328	12/26/2017	04734	10139	JB INDUSTRIAL SALES, LLC	ASH PUMP TUBING	$463.18
226374	12/26/2017	49938	01808	MT BAKER OVERHEAD DOORS INC	REPAIR GARAGE DOOR	$244.13
226385	12/26/2017	1197311	02681	SURETY PEST CONTROL	LIBRARY PEST CONTROL	$66.19
226364	12/26/2017	114-6187086	04834	UNITED SITE SERVICES, INC	INTAKE STATION PORTA-POTTI RENTAL	$22.58
226394	12/27/2017	16143577	00777	DEPT OF ENTERPRISE SVCS	FEDERAL SURPLUS ANNUAL ADMIN FEE 2018	$600.00
226250	12/27/2017	55714/2	06246	H.B. JAEGER	6" BRASS SADDLES FOR WATER INVENTORY	$931.15
226251	12/27/2017	cs- Patton	10855	PATTON, HEIDI	GIRLS BASKETBALL STAFF	$165.00
226373	12/27/2017	2017-7936	04403	PUBLIC SAFETY TESTING INC	OCT - DEC, 2017 - TESTING SUBSCRIPTION FEES - POLICE & FIRE	$600.00
226248	12/27/2017	130-0680-01	02465	SKAGIT COUNTY AUDITOR'S OFFICE	LIEN RELEASE 1201 K AVE	$35.00
226398	12/27/2017	1086467	02519	SKAGIT PUBLISHING LLC	PUBLISH AA-1709196 AA-1709199	$101.50
226265	12/27/2017	331 0383088	08646	UNIFIRST CORPORATION	WTP WEEKLY LAUNDRY SERVICE	$59.07
226289	12/28/2017	*122217	00180	ANACORTES TOWING LLC	TOWING; APD CASE 17-A09871	$162.75
226288	12/28/2017	1990507121	06718	ARAMARK	APD NYLON MATS CLEANED	$16.28
226317	12/28/2017	1990507129	06718	ARAMARK	OPS & PARKS LAUNDRY SVC FOR	$63.96
226287	12/28/2017	001-80334	00697	CUMMINS, INC.	START UP SERVICE FOR TRANSFER SWITCH	$2,383.78
226266	12/28/2017	192744	00950	FIDALGO COFFEE ROASTERS	AFD BREAKROOM SUPPLIES	$93.00
226395	12/28/2017	360-293-4900-0912865	07909	FRONTIER COMMUNICATIONS	APD BAC LINE; 12/28/17-1/27/18	$77.93
226399	12/28/2017	360-293-5868-1006005	07909	FRONTIER COMMUNICATIONS	APD BUSINESS LINE SUMMARY 12/28/17-1/27/18	$335.55
226380	12/28/2017	360-299-2484-0726025	07909	FRONTIER COMMUNICATIONS	LIBRARY PHONE (12/28-1/27/18)	$52.99

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
226371	12/28/2017	360-299-3674-021417-	07909	FRONTIER COMMUNICATIONS	BACK UP PHONE LINE OPERATIONS -	$65.75
226400	12/28/2017	360-299-6615-0615165	07909	FRONTIER COMMUNICATIONS	APD 911 LINE 12/28/17 - 1/27/18	$65.50
226396	12/28/2017	360-588-1422-0822015	07909	FRONTIER COMMUNICATIONS	APD BUSINESS LINE 12/28/17-1/27/18	$288.02
226363	12/28/2017	3602936955	07909	FRONTIER COMMUNICATIONS	GUEST INTERNET: 12/28 - 1/27	$70.45
226270	12/28/2017	18271	01542	LANGUAGE EXCHANGE INC, THE	INTERPRETER SERVICES FOR COURT	$420.00
226382	12/28/2017	001-389726	02109	PISTON SERVICE OF ANACORTES	FITTINGS FOR #176	$52.04
226418	12/28/2017	220015149234	02192	PUGET SOUND ENERGY	8147 S MARCHS PT RD ST LIGHTS 11/6/17 -	$46.50
226286	12/28/2017	0549359-IN	02260	REISNER DISTRIBUTOR INC	OIL FOR THE PLANT	$59.70
226375	12/28/2017	US-PSI-648861	09898	SOFTWAREONE INC	WINDOWS SERVER STANDARD LICENSE	$16,328.12
226256	12/28/2017	#1712	05726	STOUGHTON, MARY	LTAC HEART OF ANACORTES RESTROOM CLEAN	$230.40
226415	12/29/2017	252345	08765	A WORKSAFE SERVICE INC	CDL FOLLOW-UP TEST	$55.00
226372	12/29/2017	3628	10416	ALL PHASE COMM LLC	WALL MOUNT KIT	$354.33
226358	12/29/2017	315795	09765	DOORMAN COMMERCIAL, LLC	REPLACEMENT SENSORS ON AUTOMATED DOOR ASAC	$998.20
226384	12/29/2017	17583	09617	FRONTLINE CLEANING SERVICES	LIBRARY - SPECIAL CLEANING DECEMBER	$225.00
226404	12/29/2017	3135	07059	THE STORE	POLICE CIVIL SERVICE TESTING	$33.77
226386	12/30/2017	00005W5A83527	02817	UNITED PARCEL SERVICE	UPS SHIPPING CHARGES; WEEK END 12-30-17	$8.04
226368	12/31/2017	10117192	10069	NAVIA BENEFIT SOLUTIONS	DEC. NAVIA INVOICE PMT	$107.90
226401	12/31/2017	858253	08101	PUBLIC SURPLUS	PUBLIC SURPLUS AUCTION FEES DECEMBER	$562.72
226361	1/1/2018	5051831439	01351	RICOH USA, INC	CITY WIDE 10/1-12/31/17	$406.35
226390	1/1/2018	5051831571	01351	RICOH USA, INC	S/N C86138599 APD FRONT OFFICE COPIES; 12/1/17-12/31/17	$29.38
226365	1/1/2018	5051831937	01351	RICOH USA, INC	S/N C86086497 PUB DEF COPIES 10/1-12/31/17	$32.73
226421	1/1/2018	0542005-001	02835	UNUM LIFE INS CO OF AMERICA	JAN. LEOFF LONG-TERM CARE INSURANCE	$1,024.90
226422	1/2/2018	101412	00244	ASSOCIATION OF WASHINGTON	JAN. SUPPLEMENTAL LIFE INSURANCE	$394.91
226405	1/2/2018	REMITTANCE	10502	ISLAND HOSPITAL FOUNDATION	SAFETY ASSESSMENT GRANT REMITTANCE 2017	$2,500.00
226366	1/2/2018	5051832373	01351	RICOH USA, INC	S/N C86152062 HR COPIES 12/1-12/31/17	$7.27
226331	1/14/2018	17-131-SEW-0011	04323	WELCH BROTHERS CONSTRUCTION	RETAINAGE RELEASE	$3,312.46
226359	12/28/2018	360-293-0327-0122885	07909	FRONTIER COMMUNICATIONS	CITY HALL 12/28-1/27/18	$615.00

Total **$168,739.09**

City Council Agenda Bill

Meeting Date: 1/8/2018 **Agenda Item**: 5c

Subject: Contract Award for Sidewalk ADA Detectable Warning Surfaces Installation

Staff Contact: Fred Buckenmeyer

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

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

Summary Statement: City staff seeks City Council consent to award a contract to TILCO Vanguard Inc. in the amount of $40,000.000 to install sidewalk ADA detectable warning surfaces in the locations specified on the map marked Exhibit A.

Background: TILCO Vanguard Inc. uses a patented method of constructing ADA compliant Detectable Warning Surfaces. The method is a liquid-applied, non-skid, and form-fitting surface, which minimizes maintenance and upgrade costs. It is extremely cost effective compared to removing and replacing panel-style Detectable Warning Surfaces.

The advantages of this applied liquid Detectable Warning Surface are:

1. Easier to fit to existing conditions on the sidewalk ramp surface and still meet ADA compliance. All existing oddities and anomalies (e.g. an inconsistent radius along the edge of an ADA ramp, odd-shaped surfaces, utility vault covers, bollards) can be overcome and the ADA ramp surface made compliant because the product is flexible and form-fitting in its application. In some cases, panel-style Detectable Warning Surface products cannot be made easily or reasonably to meet ADA compliance because they are rigid and angular.

2. The concrete surface of the ADA ramp is left at its original surface plane.
   a. Detectable Warning Surface panels require recesses and fastener bolt fittings in the concrete making their aftermath more permanent and more difficult to update when ADA requirements change, or to replace (they cannot be rehabilitated) due to aging due to a panel distributor going out of business (the bolt pattern and exact dimensions are brand-specific). To replace or rehabilitate a liquid-applied Detectable Warning Surface does not require fillers to return the ramp surface to its original plane, it is much more simple and inexpensive to replace.
   b. There are also glue adhered "stick on" ADA panels, which do not utilize fasteners and make no recess in the ramp surface, but are still angular and difficult to fit

any surface shape except rectangular, in even increments of distance. Cutting them to fit curved or odd surfaces may make them noncompliant because a vertical cut edge (they have beveled factory edges) over adhesive may easily meet the 0.25" limit, which is a trip hazard by ADA standards. They cannot be repaired or rehabilitated, and must be replaced when they wear out.

3. The entire surface, including the truncated domes, are positively non-skid surfaces. This is not true of panel style Detectable Warning Surfaces, especially the domes, as they become polished with wear, making them slippery. Panels must be replaced in this situation. Non-skid domes can be easily rehabilitated by coating with more non-skid liquid.

Budget Impact	
Amount Budgeted	$450,000.00
Budget Account (BARS)	105.720.595.61.63
Proposed Expenditure	$40,000.00
Budget Amendment Required?	No
Revenue Source	City Funds

Proposed Contract	
Contractor	TILCO Vanguard Inc
Amount	$40,000.00
Start Date	Inception
End Date	4/30/18

Previous Council/Committee Action: N/A

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign a contract with TILCO Vanguard Inc. in the amount of $40,000.00 for the Sidewalk ADA Detectable Warning Surfaces Installation.

Alternative Actions: Make repairs by instead removing and replacing panel-style Detectable Warning Surfaces at a higher estimated cost.

Attachments: Contract 17-028-TRN-003, photo

CONTRACT 17-028-TRN-003
AGREEMENT WITH
TILCO Vanguard Inc.

This Contract is between the City of Anacortes, Washington, a Municipal Corporation (herein after referred to as "City") and TILCO Vanguard Inc. a private contractor at 18122 SR 9 SE, Suite F, Snohomish WA 98296 (herein after referred to as "Contractor").

PROJECT
Sidewalk ADA Detectable Warning Surfaces

1. **Scope of Work:** Contractor shall furnish all materials, equipment and labor to install Vanguard ADA Systems detectable warning surfaces, in the locations specified on the map marked as Exhibit A, which is hereby incorporated by reference and made a part hereof, and at the direction of the Project Manager. The contractor shall follow the specifications for installation as listed in Exhibit B, which is hereby incorporated by reference and made a part hereof.

2. **Contract Price:** The Contractor will do the scope of work above on a time-and-materials (T&M) basis not-to-exceed **Forty Dollars ($40.000.00)**. This includes all labor, materials, tax, and standard freight for the project. Before any payment is made by the City of Anacortes of sums under this contract, the contractor must provide a copy of the statement of *Intent to Pay Prevailing Wage* approved by the Department of Labor and Industries. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the contactor will be retained.

3. **Bonds:** Pursuant to RCW 39.08.010, the Contractor shall provide the City a performance bond and separate payment bond each for the full contract amount to be in effect as detailed in the incorporated General Provisions. The City may at its option release the bonds once all the conditions of RCW 39.08.010-1a have been discharged.

4. **Period of Performance:** The Contractor shall complete the work by April 30th, 2018.

5. **Job Safety:** Contractor shall comply with all Department Labor and Industries and City of Anacortes safety standards while on the job.

6. **Contract Requirements:** Contractor must have a contractor license number, insurance, and City of Anacortes business license.

Prevailing Wage Law Applies.

Forms Needed:
1) Proof of Insurance with Additional Insured Endorsement (see General Provisions)
2) Intent to Pay Prevailing Wage
3) Affidavit of Wages Paid
4) Performance Bond
5) Payment Bond
6) Certification of Compliance with Wage Payment Statutes

7. **Contract Documents:** The attached General Provisions, Exhibits A and B are included in this Contract Agreement.

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

In Witness Whereof, Owner and Contractor have signed two (2) copies of this Contract Agreement. All portions of the Contract Agreement have been signed or identified by the Owner and Contractor.

Owner:
City of Anacortes

_____
Mayor

_____
Date

Contractor:
TILCO Vanguard Inc.

_____
Signature

_____
Printed Name

_____
Date

_____
Contractor License #

1. Delivery. Advance coordination of the work shall be made with the Project Manager Gunnar Christiansen, 360-661-3708.

2. Subcontracts. The Contractor shall give notice reasonably in advance of placing any subcontract; preferably the Contractor shall identify subcontracts before subcontracted work begins. "Subcontract" means any contract entered into by a Sub-Contractor to furnish supplies or services for performance of the prime Contractor or a Sub-Contractor. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

The following information shall be included (i) a description of the supplies or services to be subcontracted, (ii) identification of the type of subcontract to be used (iii) identification of the proposed Sub-Contractor, (iv) proposed subcontract price.

Unless consent or approval specifically provides otherwise, consent by the City shall not constitute a determination
(1) of the acceptability of any subcontract terms or conditions;
(2) Of the allowability of any cost under this contract, or
(3) To relieve the Contractor of any responsibility for performing this Contract.

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

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

4. Invoicing. All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Title, Agreement Number and Price, or Amended Price.

The Contractor must invoice **MONTHLY** for quantities delivered during the invoice period.

Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@cityofanacortes.org. Contractors may complete a City furnished ACH/EFT form to receive electronic payments directly to their financial institution.

The City shall notify the Contractor within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Contractor shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

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

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

7. Inspection.

A. **Of the Work**

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

B. **Project Manager's Authority**

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

8. Warranty. This Contract includes Contractor's one (1) year warranty for all new work installed. Said one (1) year warranty includes all labor and materials which shall be provided by the Contractor. In addition, the Contractor shall obtain and submit to the City any necessary documentation to secure any extended manufacturer's warranty and warranty terms. Warrant shall begin as of the date cited on the Notice of Final Acceptance.

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

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

10. Insurance.

A. **Insurance Term**

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

B. **No Limitation**

The Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. **Minimum Scope of Insurance**

The Contactor's required insurance shall be of the types and coverage as stated below:

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

3. Extended Coverage for Completed Operations The Contractor shall maintain Commercial General Liability completed operations coverage for a period of three years following substantial completion of the work for the benefit of the City of Anacortes by naming the City an additional insured using Additional Insured-Completed Operations endorsement CG 20 37 10 01 or an endorsements providing at least as broad coverage.
4. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

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

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

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

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

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

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

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

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

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

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

12. Registered or Licensed Contractor. The City is prohibited by RCW 39.06.010 from executing an Agreement with a Contractor who is not registered or licensed as required by the laws of the state. In addition, the City will require persons doing business with the City to possess a business license.

13. Discrimination Prohibited. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin or physical handicap.

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

15. The City's Right to Terminate Agreement.

A. **Termination for Default**

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

B. **Termination for Public Convenience**

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

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

17. 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.

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

19. Disputes

A. **General**

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

B. **Notice of Potential Claims**

The Contractor shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the City, or (2) the happening of any event or occurrence, unless the Contractor has given the City a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or

event giving rise to the claim, and before final payment by the City. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

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

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

In the event the parties are unable to resolve the dispute under the procedure set forth above, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties.

If either party is dissatisfied with the outcome of the mediation, that party may then pursue any available judicial remedies.

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

21. 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.

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

23. 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.

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

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

The bonds must meet the following provisions:

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

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

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

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

26. Retainage. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the Contractor will be retained. The Contractor may elect to execute a Retainage Bond. The bond must be furnished on a bond form standardized by the City Attorney's office and issued by a surety currently authorized by the State Insurance Commissioner to do business in Washington State.

Retainage will be released **45 days after final acceptance**, provided that the following has occurred:

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

27. WASHINGTON STATE PREVAILING WAGES

Washington State Prevailing Wages apply to all Work. The Contractor and any of its Subcontractors are required to pay their laborers and mechanics minimum wage in compliance with Washington State Prevailing Wage Laws. The applicable provisions are as follows:

Before any payment is made by the City of Anacortes of any sums under this contract, the contractor and each subcontractor must provide the City with a copy of the statement of *Intent to Pay Prevailing Wages* approved by the Washington State Department of Labor and Industries.

Following contract completion, the City will not release any funds retained, according to the provisions of RCW 60.28.010, until the contractor and each subcontractor has provided the City a copy of the *Affidavit of Wages Paid* approved by the Washington State Department of Labor and Industries.

The Department of Labor and Industries provides the wage forms. Payment by the contractor or subcontractor of any fees are incidental to the project and all costs shall be included in other pay items of the project.

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

The State of Washington prevailing wage rates applicable for this public works project, which is located in Skagit County, may be found at the following website address of the Department of Labor and Industries: https://fortress.wa.gov/lni/wagelookup/prvwagelookup.aspx. Based on the bid submittal deadline for this project, the applicable effective date for prevailing wages for this project is 12/19/17. A copy of the applicable prevailing wage rates are also available for viewing at the office of the Owner, located at 904 6th Street, Anacortes, WA. Upon request, the Owner will mail a hard copy of the applicable prevailing wages for this project.

CITY OF ANACORTES

DOWNTOWN SIDEWALKS PHASE 2

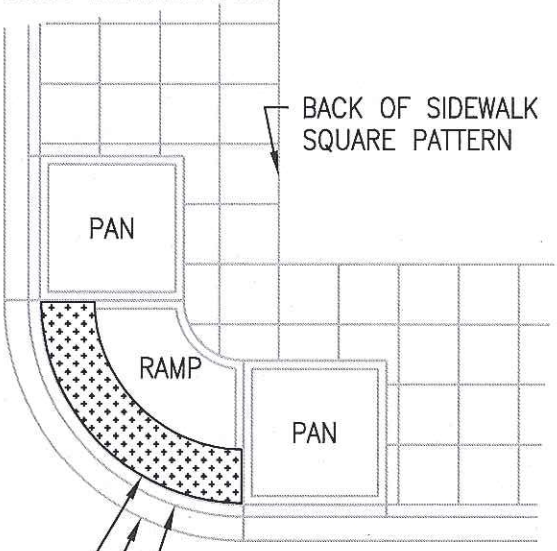
PW-17-028-TRN

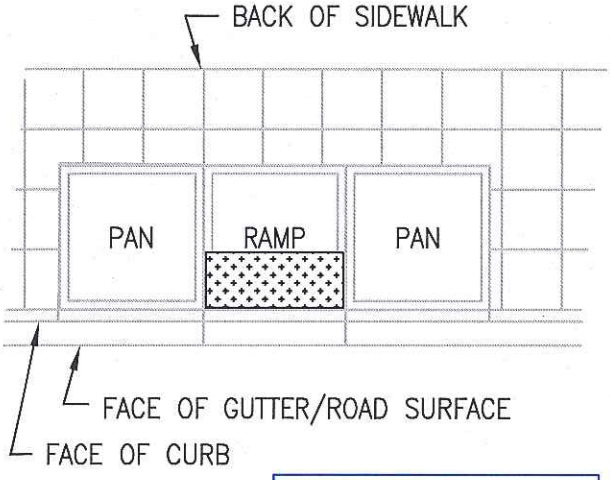
Contract 17-028-TRN-003
Exhibit A

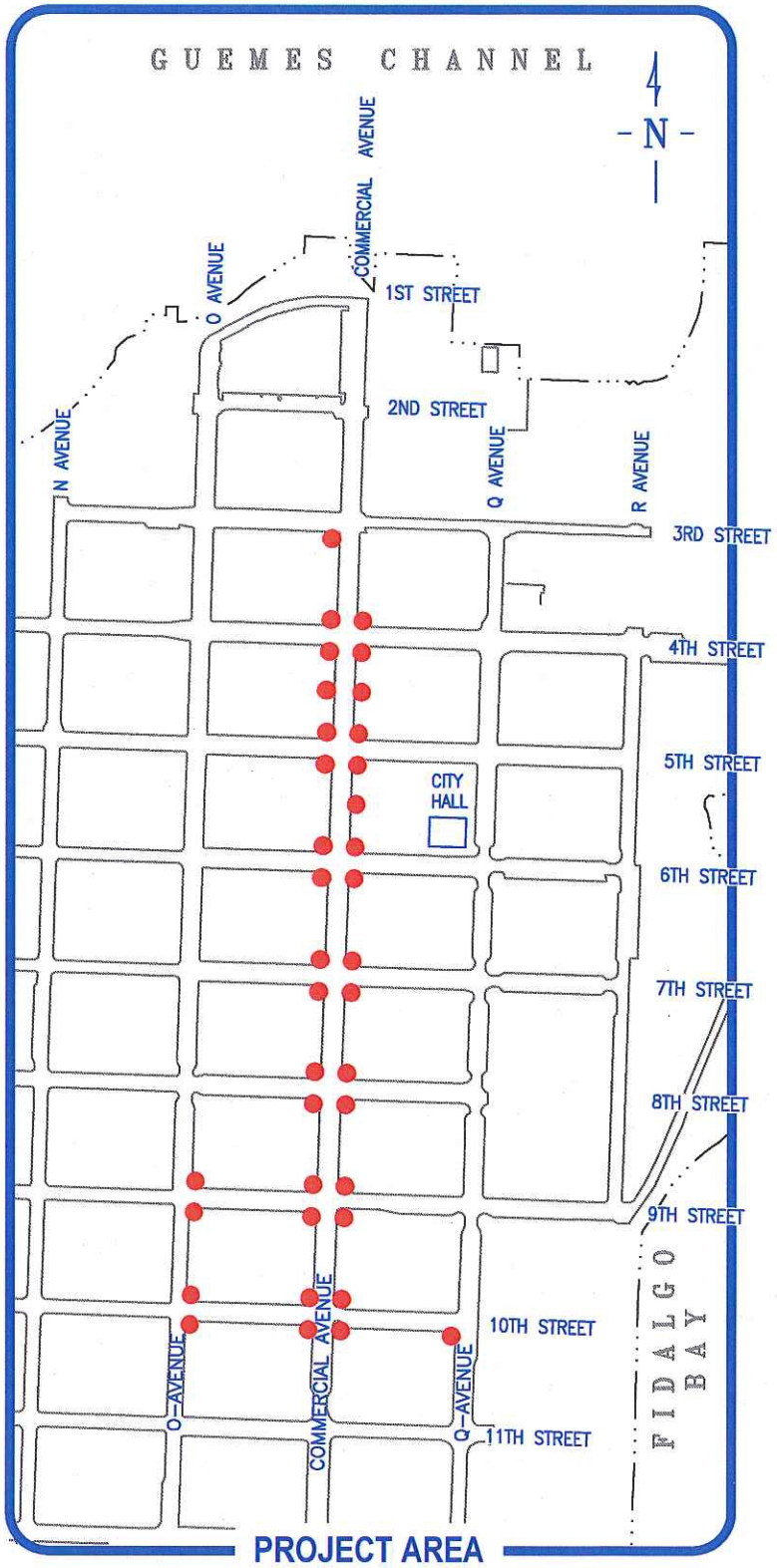
CONTACTS FOR COMMUNICATION IN ORDER:

1. GUNNAR H CHRISTIANSEN — (360) 299-1989
   PUBLIC WORKS PROJECT MANAGER
2. TIM HOHMANN — (360) 770-9221
   PUBLIC WORKS PROJECT MANAGER (ALTERNATE)
3. ERIC SHJARBACK — (360) 299-1980
   CITY ENGINEER

ADA DETECTABLE WARNING SURFACE TYPICAL INSTALLATION







● ADA DETECTABLE WARNING SURFACE INSTALLATION LOCATION

CITY OF ANACORTES
PUBLIC WORKS ENGINEERING
P O BOX 547
ANACORTES WA 98221

attn: Gunnar Christiansen

FILE:	DATE:	SHEET:
PW-17-028-TRN	19 DEC 2017	1 of 1

COA Contract 17-028-TRN-003
EXHIBIT B

VANGUARD ADA Systems

20628 Broadway Ave
Snohomish, WA 98296
(360) 668 5700

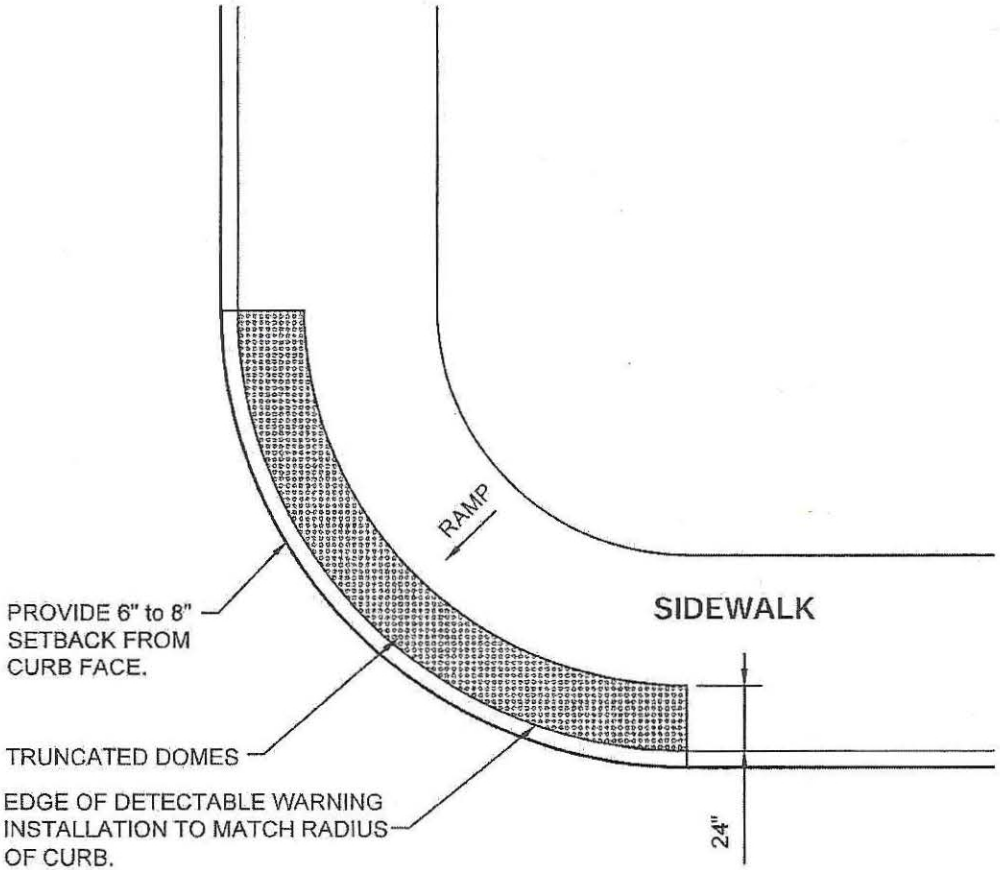
The World's *most* durable Detectable Warning!

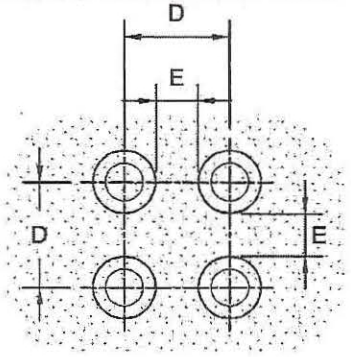
Detectable Warning (Truncated Dome) SPECIFICATIONS

Viscosity	6000 - 12000 cps, ASTM D2196 - Brookfield #7 spindle @20 rpm, 77 degF
Tracking	None after 60 minutes max., ASTM D711, 50mils wet @77 degF
VOC	25 g/l max., ASTM D2205
Hardness	Shore Durometer, A-1, 80 minimum after 24 hours
Tensile Strength	125 psi minimum at break, ASTM D638
Percent Elongation	20% minimum, ASTM D638
Water Absorption	Maximum 0.5% (ASTM D570)
Chemical Resistance	Seven day immersion test: *Motor oil.....no effect Transmission fluid...no effect Diesel fuel.....no effect* *Anti-freeze.....no effect Gasoline.....no effect Road salts.....no effect*
Adhesion	Portland cement; minimum 200 PSI. Asphalt; dependent on tensile failure of substrate
Skid Resistance	Minimum 45 (ASTM E303) in units (British pendulum)
Reflectivity	200 millicandella minimum initial reading when applied per VANGUARD specifications
Composition	Comprised of resins, reactive monomers, pigments, glass beads, and fillers. Exact composition is at the manufacturer's discretion. The material is resistant to ultra-violet light.
CSI Specifications	Truncated domes and all related installed surfaces to be installed according to manufacturers specifications. **All detectable warning surface installations shall be at minimum, at least as non skid as the surrounding pedestrian surfaces.**

SUBSTRATE REQUIREMENTS

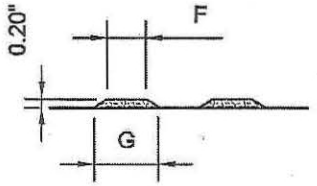
Asphalt	Truncated dome installation on asphalt utilizes the same technique as concrete installations. The asphalt must be inspected by a VANGUARD installer prior to installation to determine if a mix or additive adjustment is required. Asphalt installations carry a 5 year warranty on labor and material (see full warranty information below).
Seal Coat	Vanguard products shall not be placed on asphalt or coal tar sealers. If surface has been sealed, grind entire area to be installed to remove all sealers.
Concrete	Minimum compressive strength 2500 PSI. Concrete must cure for minimum of 5 days in Southern states or 10 days for Northern states prior to the installation (due to wide swings in climatic environments nationwide). The Vanguard installer shall retain full discretion to determine whether it may (or should) be installed earlier or later than above defined timelines to insure proper bonding. All concrete coloring/additives shall be integral, not surface applied. All "surface curing" compounds or sealers shall be removed by method of grinding on any concrete that is less than 6 months old if deemed necessary by installer before the VANGUARD products are installed. Surface finish should be medium broom finish for maximum adhesion.
Surfaces	All surfaces to be clean and dry.
Temperatures	Surface temperatures should not exceed 88 degF, or be below 35 degF. Adjustments should be made in appropriate mixing ratios for extreme temperatures. Some regional adjustments may also be required due to climatological discrepancies.
Installation Warranty	VANGUARD Detectable Warnings are warranted to not lose more than 5% of their surface installation/adhesion, color retention or non skid characteristics over a 5 year period (occasional cleaning/pressure washing is recommended), assuming installation as per manufacturers specifications, and surface criteria. Detectable Warnings are not a driving surface, nor are they intended to be driven on (this includes damage from shopping cart "trucks"). Any damage caused by "dry steering" or blade snow removal is neither implied nor covered under this warranty. Surface coloring agents or sealers *(see "concrete" section above)* will alter this warranty.





PLAN

	MIN.	MAX.
D	1.60"	2.40"
E	.65"	1.50"
F	.45"	.80"
G	.90"	1.40"



ELEVATION

TRUNCATED DOME DETECTABLE WARNING DETAIL

Detectable Warning at Blended Curb

Truncated domes and all related installed surfaces to be installed according to manufacturers specifications. All detectable warning surface installations shall be at minimum, *at least* as non skid as the surrounding pedestrian surfaces.

As manufactured by Vanguard ADA Systems of America, or equivalent.
www.VanguardOnline.com



DOWNTOWN SIDEWALKS PHASE 2 PROJECT PW-17-028-TRN
ADA RAMP UPGRADES REQUIRED W. NEW PAVEMENT OVERLAY
EXAMPLE : LIQUID-APPLIED DETECTABLE WARNING SURFACE
JANUARY 2018 G.H.C.
CITY OF ANACORTES PUBLIC WORKS ENGINEERING

Anacortes City Council Meeting 01/08/18

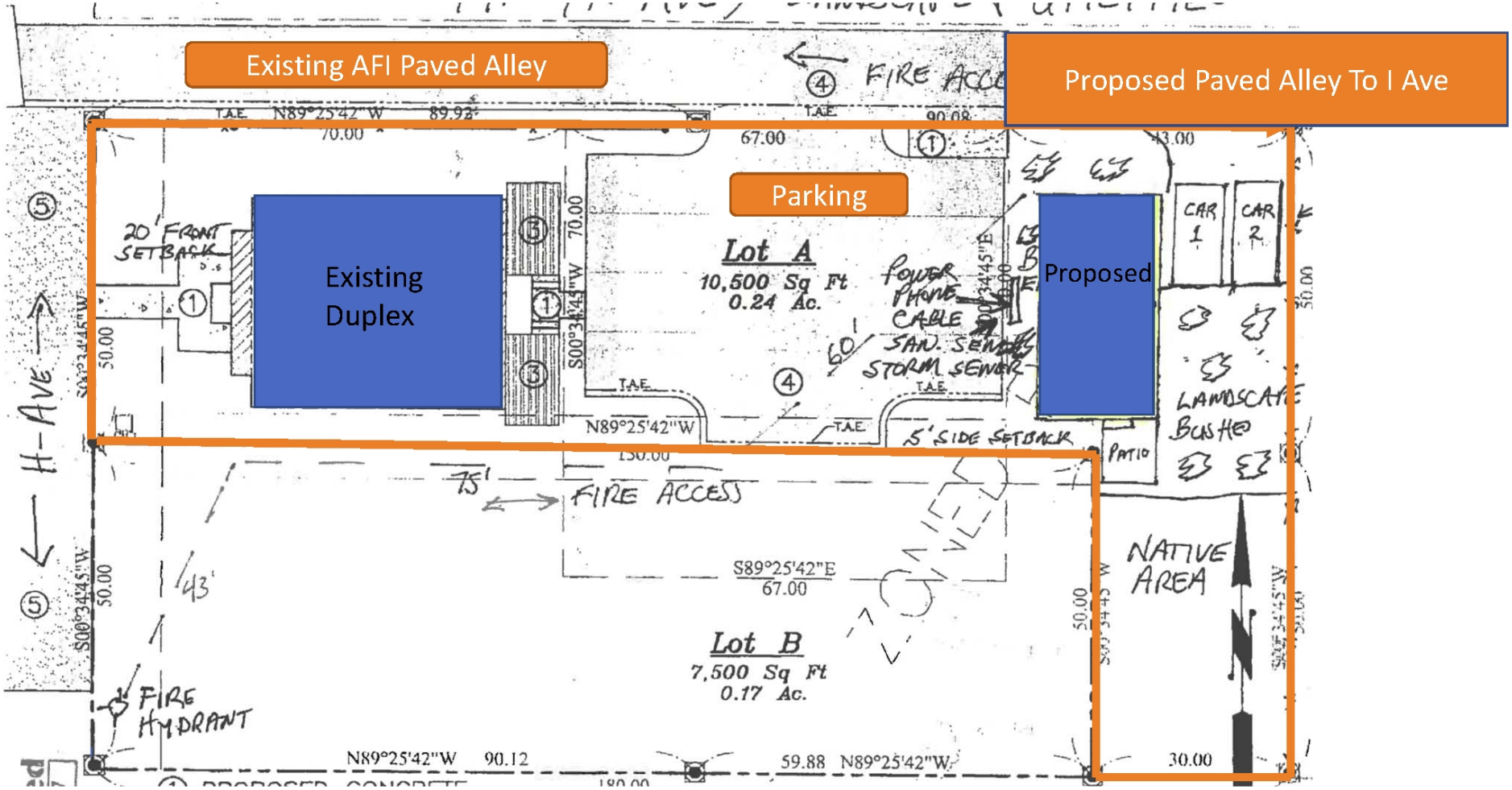
CUP-2017-000

- Addition of a single living unit to existing duplex site
- Quality workforce housing that serves a community need



1215 H Ave CUP Summary

1. Addition of a wood frame, 2-story, 2-bedroom, 1.5 bath to existing duplex lot
2. Area is zoned R3 – this is a permitted conditional use anticipated by AMC
3. No exceptions to code are requested
4. No critical areas, wetlands, or shorelines are associated with this property
5. AFI installed 6’ cedar privacy fence between this site and neighbor to the east
6. Project is compliant with all setback requirements and height restrictions in the code – See R3 zoning AMC 17.34
7. Project provides for off street parking in excess of code requirements
8. Landscaping proposed is equivalent to that of the recently completed portion of the lot development
9. Project includes Fire Marshall conditional requirement to pave easterly 150’ of alley to I Ave


Existing AFI Paved Alley
Proposed Paved Alley To I Ave
Parking
Existing Duplex
Proposed
Lot A
10,500 Sq Ft
0.24 Ac.
Lot B
7,500 Sq Ft
0.17 Ac.
20' FRONT SETBACK
5' SIDE SETBACK
FIRE ACCESS
FIRE HYDRANT
H-AVE
NATIVE AREA
PATIO
CAR 1
CAR 2
POWER
PHONE
CABLE
SAN. SEWER
STORM SEWER
T.A.E.
N89°25'42"W 89.92
70.00
67.00
90.08
43.00
S00°34'45"W 70.00
50.00
N89°25'42"W
150.00
S89°25'42"E
67.00
N89°25'42"W 90.12
59.88 N89°25'42"W
30.00




Existing 4-Plex
BUILDING SITE

Neighborhood Meeting 10/26/17

- (9) Participants (excluding proponents, presenter and City)
- (4) of the (9) participants were from within the 300' notification radius

City Meeting Notes

Concerns Noted At The Meeting:

1. Traffic Concerns
2. No Sidewalk
3. Pedestrian Safety
4. Development Does Not Comply With AMC 17.34.050
5. Piecemeal Development

AFI Response to 10/17 Neighborhood Meeting

1. Traffic Concerns – Addition of a single living unit, 1 car trip every 3.5 to 4 Hours
2. No Sidewalk – 16 foot wide alley, no room or precedent in Anacortes
3. Pedestrian Safety – Added a solar commercial pole light to alley, east/west sidewalks ½ block north on 12th street for pedestrians
4. Development Does Not Comply With AMC 17.34.050 – Improper code interpretation
5. Piecemeal Development – Phasing not relevant to code or conditional use permit

All attending neighbors within 300' expressed support for the project

Planning Commission Meeting 12/17

1. Planning commission voted 4-0 in support
2. 4 of 5 public comments at this meeting were in support (meeting minutes page 1)

Project Neighborhood Earthview N



17.34.050 Minimum lot size

Minimum lot size shall be six thousand square feet for a single-family unit; seven thousand five hundred square feet for duplex, and for each additional unit, beyond the duplex requirement, up to a maximum of four units, an additional two thousand five hundred square feet are required. Units in a multifamily development of two or more units may be attached or detached, provided that the underlying property shall not be subdivided and sold separately unless the subdivided lots meet the setback, lot coverage, parking, and other requirements for the buildings thereon.

Single-family 6,000 sq. ft.	Triplex 10,000 sq. ft. (project site is 10,500 sq ft)
Duplex 7,500 sq. ft.	Fourplex 12,500 sq. ft.

Vernon Lauridsen

- 10/27/17 3:28pm email to the City (last paragraph)

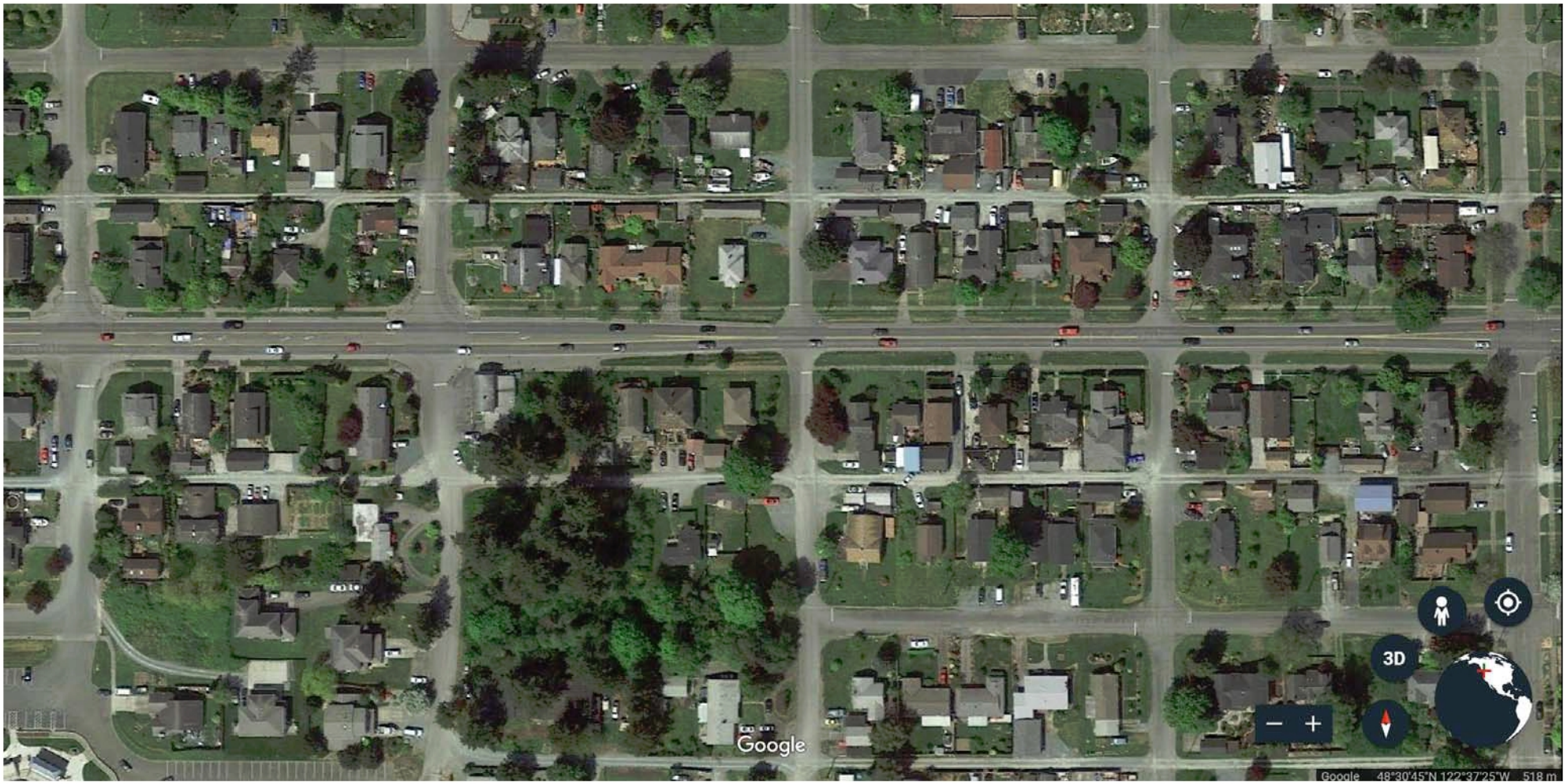
"…, the proposal does appear to provide for appropriate parking, set-backs, and lot coverage. As such, I do not feel that the H Ave. "triplex" proposal is a good example of the misuse that could occur given the current text of AMC 17.34.050. You may wish to advise the applicant that I do not intend to oppose the project as outlined last night. Thank you. Vernon Lauridsen"

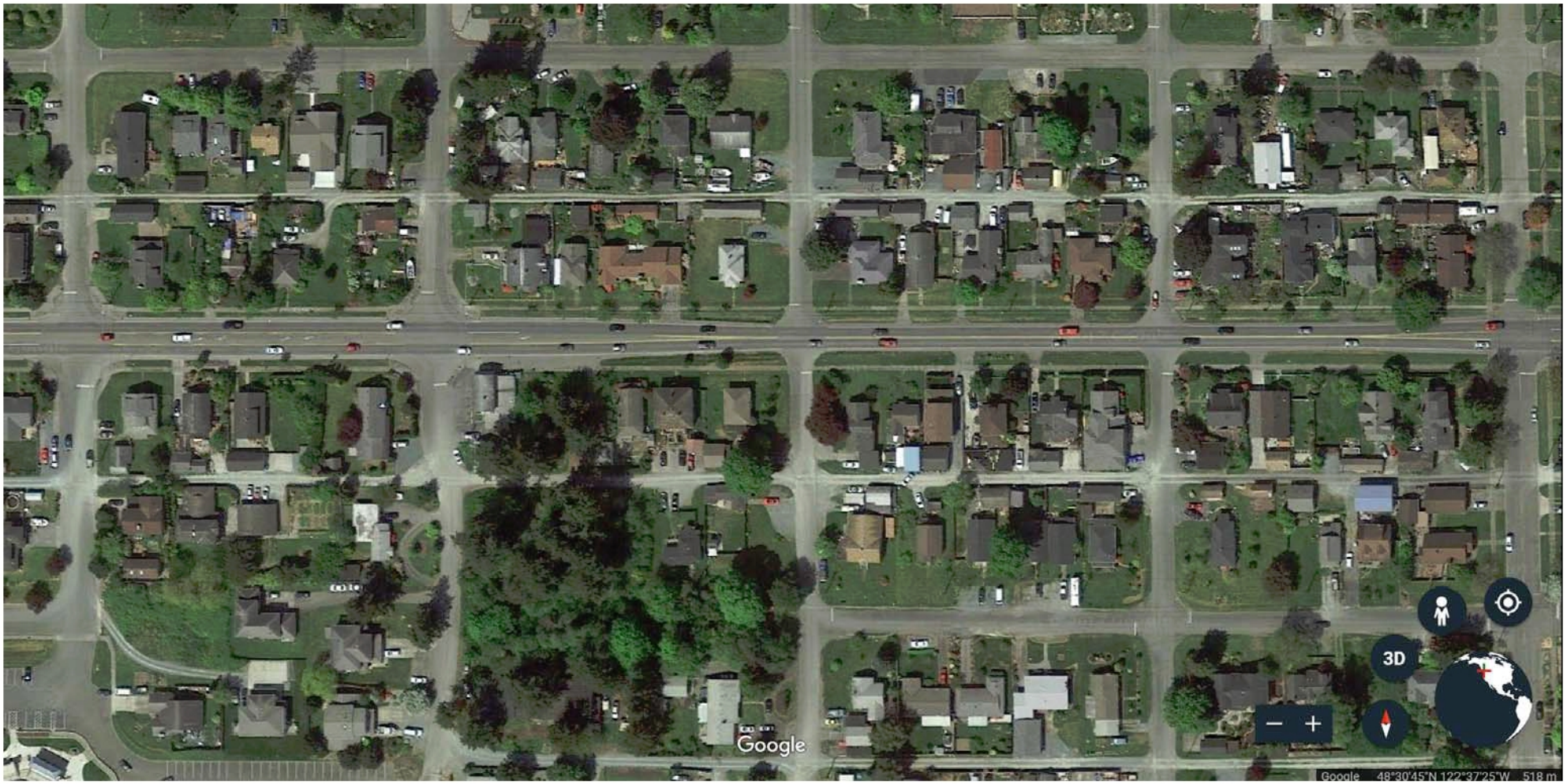
Apryl Cuvelier

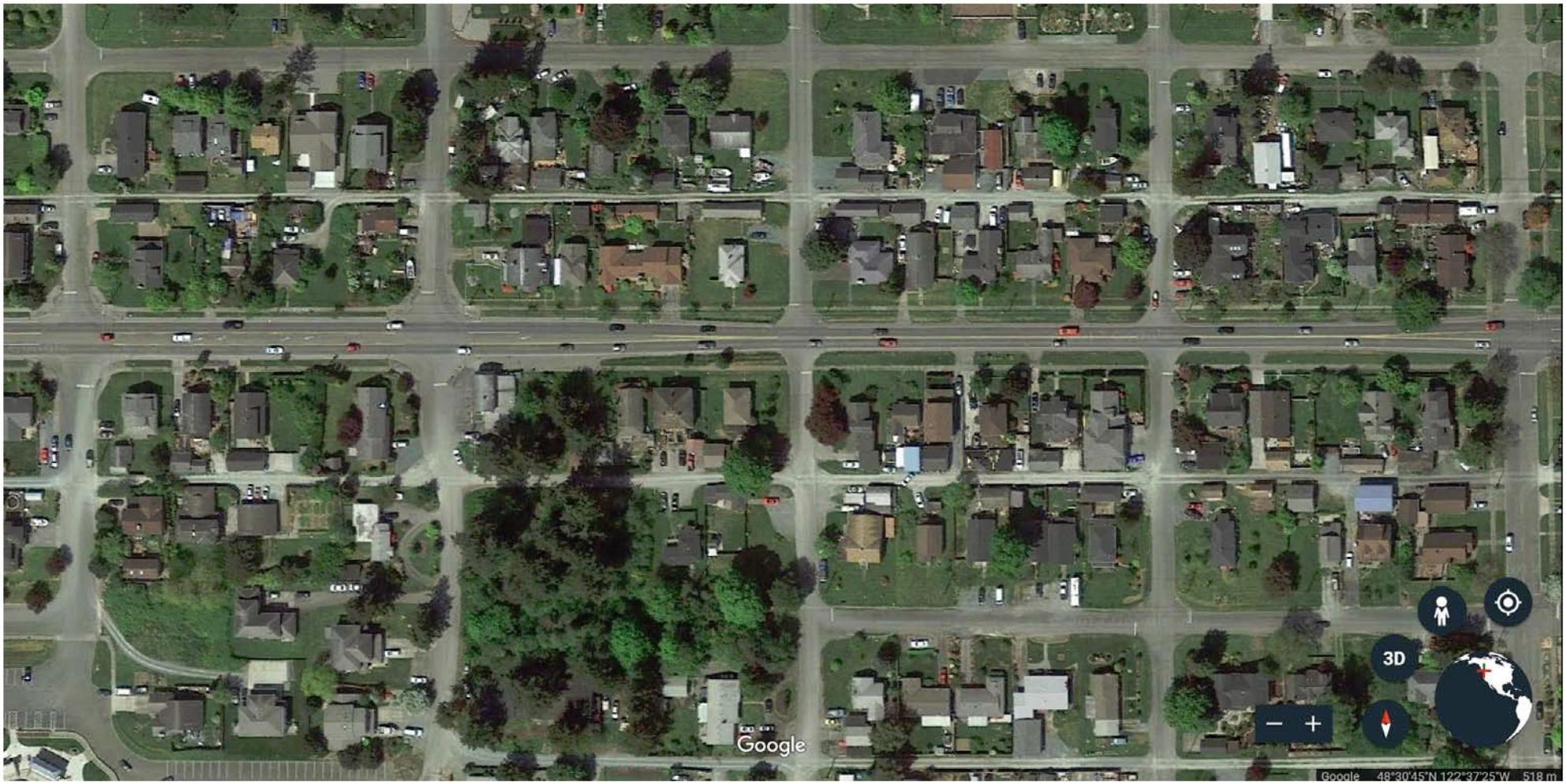
- 12/12/17 9:31pm email to the City

"… Now I am able to walk down the alley without fear. I believe the development of 1211 & 1213 H ave has been a great improvement and would like to see the next addition approved for development.

It would be great to see more development similar to these in the future and I hope the city helps support more developers with similar ideas."


Google
3D
Google 48°30'45"N 122°37'25"W 518 m


Google
3D
Google 48°30'45"N 122°37'25"W 518 m


Google
3D
Google 48°30'45"N 122°37'25"W 518 m

CITY COUNCIL

Closed-Record Decision Hearing

Monday, January 8, 2018 @ 6:00 PM

By: Kevin Cricchio, AICP, WPIT, Associate Planner

Planning, Community, & Economic Development Department

CUP-2017-0003:

SUBJECT PROPOSAL:

The applicant has applied for a Conditional Use Permit to permit the construction of one (1) additional detached dwelling unit on the east side of the subject property. A duplex was recently constructed on the west side of the property. Triplexes require an approved Conditional Use Permit in the underlying R3 Zoning District. The proposed development is generally located south of 12th Street on the east side of "H" Avenue.

APPLICANT & LANDOWER:

Tom Allen
Allen Family Investments, LLC
Anacortes, WA 98221

CUP-2017-0003:

PROJECT LOCATION:

1211 & 1213 “H” Avenue, Anacortes, WA

EXISTING LAND USE:

A duplex constructed in 2016 is located on the subject property.

PROPOSED LAND USE:

The applicant wishes to add one (1) additional detached dwelling unit on the subject property (cumulatively it would be a triplex).

CUP-2017-0003:

ZONING DISTRICT:

Residential Medium Density (R3) Zoning District

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Residential Medium Density (R3)	Alleyway, Commercial/ Retail, & Multifamily
South:	Residential Medium Density (R3)	13th Street un-opened right-of-way
East:	Residential Medium Density (R3)	Single-family residences
West:	Residential Medium Density (R3)	Duplex

CUP-2017-0003:

BACKGROUND:

1. A building permit (BLD-2016-1653 & BLD-2016-1654) was issued on January 27, 2017, for the construction of the existing duplex located on the subject property. Duplexes are permitted outright in the R3 Zoning District provided they meet the minimum lot size of 7,500 square feet.
2. According to recorded survey (AFN #201612200069), the subject property is 10,500 square feet or 0.24 acres in area.
3. A pre-application conference was conducted at 1:30 PM on August 1, 2017, concerning the proposed construction of one additional dwelling unit on the subject property where a duplex currently is located.
4. At 6:00 PM on October 26, 2017, a neighborhood meeting was held at the Senior Center as required per AMC Table 19.20.030-1.

CUP-2017-0003:

BACKGROUND (CONTINUED):

5. On September 25, 2017, the City of Anacortes' Department of Planning, Community, & Economic Development received a Conditional-Use Permit application to permit one additional dwelling unit (cumulatively considered a triplex) on the subject property.
6. The subject Conditional-Use Permit application was determined to be incomplete on October 17, 2017.
7. On October 20, 2017, the applicant submitted revisions as was requested by the incomplete letter.
8. Following a review of the revisions submitted, the subject application was deemed complete on November 1, 2017.

CUP-2017-0003:

BACKGROUND (CONTINUED):

9. Per AMC Table 19.20.030-1, Conditional Use Permits are considered a Type 4 land use permit, which requires a 21-day comment period.
10. The comment period for the subject application began on November 1st and ended at 5:00 PM on November 22, 2017. Comments however were accepted until the close of the pre-decision open record public hearing.

CUP-2017-0003:

NEIGHBORHOOD MEETING NOTICE:

1. A neighborhood meeting notice was published in the Anacortes American Newspaper on October 11, 2017.
2. On October 4, 2017, the neighborhood meeting notice was posted in two (2) different locations on the subject property.
3. On October 4, 2017, the notice was also posted at city hall, the local USPS office, the library, and on the city's website.
4. On October 5, 2017, the neighborhood meeting notice was also mailed to neighboring landowners located within 300 feet of the subject property.

CUP-2017-0003:

NOTICE OF APPLICATION & HEARING:

1. A notice of application & hearing was published in the Anacortes American Newspaper on November 1, 2017.
2. On October 30, 2017, the notice of application & hearing was posted in two (2) different locations on the subject property.
3. On October 30, 2017, the notice of application & hearing was also posted at city hall, the local USPS office, the library, and on the city's website.
4. On October 30, 2017, the notice of application and hearing was mailed to neighboring landowners located within 300-feet of the subject property.
5. Agencies and departments of jurisdiction were solicited for comment on October 27, 2017.

CUP-2017-0003:

CRITICAL AREAS REVIEW:

There are no known critical areas on the subject property or within 300 feet to it.

PUBLIC COMMENTS RECEIVED:

Public comment received can be found in **Exhibit # 04.**

AGENCY & DEPARTMENT COMMENT:

Comments from both agencies and departments of jurisdiction can be found in **Exhibit # 05.**

CUP-2017-0003:

ZONING ORDINANCE /CODE:

1. Per AMC 17.34.050, units in a multifamily development of two or more units in the R3 Zoning District may be attached or detached, provided that the underlying property shall not be subdivided and sold separately unless the subdivided lots meet the setback, lot coverage, parking, and other requirements for the buildings thereon.
2. Triplexes in the R3 Zoning District require a minimum lot size of 10,000 square feet and an approved Conditional Use Permit per AMC 17.34.050 and 17.34.040 respectively. According to a recent boundary survey, the subject property is 10,500 square feet in area.
3. According to AMC 17.34.070, the maximum permitted density in the R3 Zoning District is nine (9) dwelling units per gross acre.
4. According to AMC 17.060.045, “gross acre” is defined as “acreage plus one-half the width of abutting rights-of-way of streets and alleys.”

CUP-2017-0003:

ZONING ORDINANCE /CODE:

5. The subject property is bound on **three sides by city right-of-ways** ("H" Avenue, 13th Street, and an alleyway). The calculation for one-half the abutting right-of-way streets and alleyway is as follows:

CITY ROW:	LENGTH OF LOT FRONTING ROW:	ROW WIDTH:	½ ROW	SQUARE FOOTAGE
"H" Avenue	50 feet	80 feet	40 feet	2,000
Alleyway	180 feet	16 feet	8 feet	1,440
13th Street	30 feet	80 feet	40 feet	1,200
TOTAL SQ':				**4,640**

CUP-2017-0003:

ZONING ORDINANCE /CODE (CONTINUED):

6. The **density calculation** is as follows: 10,500 square foot lot size plus 4,640 square foot ½ abutting ROWs equals 15,140 square feet. 43,560 square feet (the area within an acre) divided by nine (9) dwelling units permitted per gross acre equals 4,840 square feet per dwelling unit (DU). Four thousand eight hundred and forty (4,840) square feet multiplied by three (3) dwelling units proposed (a triplex) equals 14,520 square feet required. Cumulatively, the subject property plus one-half the abutting ROWs equals 15,140 square feet. The maximum permitted density for the R3 Zone has not been exceeded.

CUP-2017-0003:

ZONING ORDINANCE /CODE (CONTINUED):

7. The criteria of approval for a CUP as listed in AMC 19.36.040 can be found on pages 5-7 of your staff report along with a staff analysis.

PCED STAFF RECOMMENDATION:

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

CUP-2017-0003:

PLANNING COMMISSION:

The Planning Commission conducted a Pre-Decision Open-Record Public Hearing on Wednesday, December 13, 2017, @ 6:00 PM which was continued to Wednesday, December 20, 2017 @ 6:00 PM following a 3:00 PM Site Visit. Following public testimony and deliberation on the matter, the Planning Commission voted 4-0 in favor of recommending approval to City Council.

Details for Parcel: P58013



Jurisdiction: ANACORTES
Please contact the city of **ANACORTES** for ANACORTES zoning information.

Zoning Designation:

Recorded Documents
Excise Affidavits

Documents scanned and recorded by the Auditor's office
Document scans of excise affidavits

Parcel Number	XrefID	Quarter	Section	Township	Range
P58013	3806-004-016-0004	NE	24	35	01

Owner Information
ALLEN FAMILY INVESTMENTS LLC
PO BOX 817
ANACORTES, WA 98221

Site Address(es)
1211 H AVENUE
Anacortes, WA *(Jurisdiction, State)*
Zip Code Lookup | Site Address Information

Map Links
Open in iMap
Assessor's Parcel Map:
PDF | DWF

Current Legal Description Abbreviation Definitions

(0.2410 ac) LOT A, CITY OF ANACORTES BLA-2016-1012, RECORDED UNDER AF#201612200069, RECORDS OF SKAGIT COUNTY, WASHINGTON, BEING A PORTION OF LOTS 11 THRU 16, INCLUSIVE, BLOCK 4, MUNKS FIRST QUEEN ANNE ADDITION TO ANACORTES, RECORDED IN VOLUME 3 OF PLATS, PAGE 1, RECORDS OF SAID COUNTY.

2017 Values for 2018 Taxes*

Building Market Value	$216,800.00
Land Market Value	+$131,300.00
Total Market Value	$348,100.00
Assessed Value	$348,100.00
Taxable Value	$348,100.00

Sale Information
Deed Type WARRANTY DEED
Sale Date 2016-04-25
Sale Price $190,000.00

2018 Property Tax Summary
2018 Taxes will be available after 2/15/2018

Use the Taxes link above for 2017 taxes

** Effective date of value is January 1 of the assessment year (2017)*

Legal Description at time of Assessment

***Land Use**	(120) HOUSEHOLD, 2-4 UNITS	WAC 458-53-030
Neighborhood	(30AMF) ANACORTES 2-4 FAMILY RESIDENTIAL AS BUILT	

Levy Code	0900	**Fire District**	
School District	SD103	**Exemptions**	
Utilities		**Acres**	0.24

Improvement 1 Attributes Summary

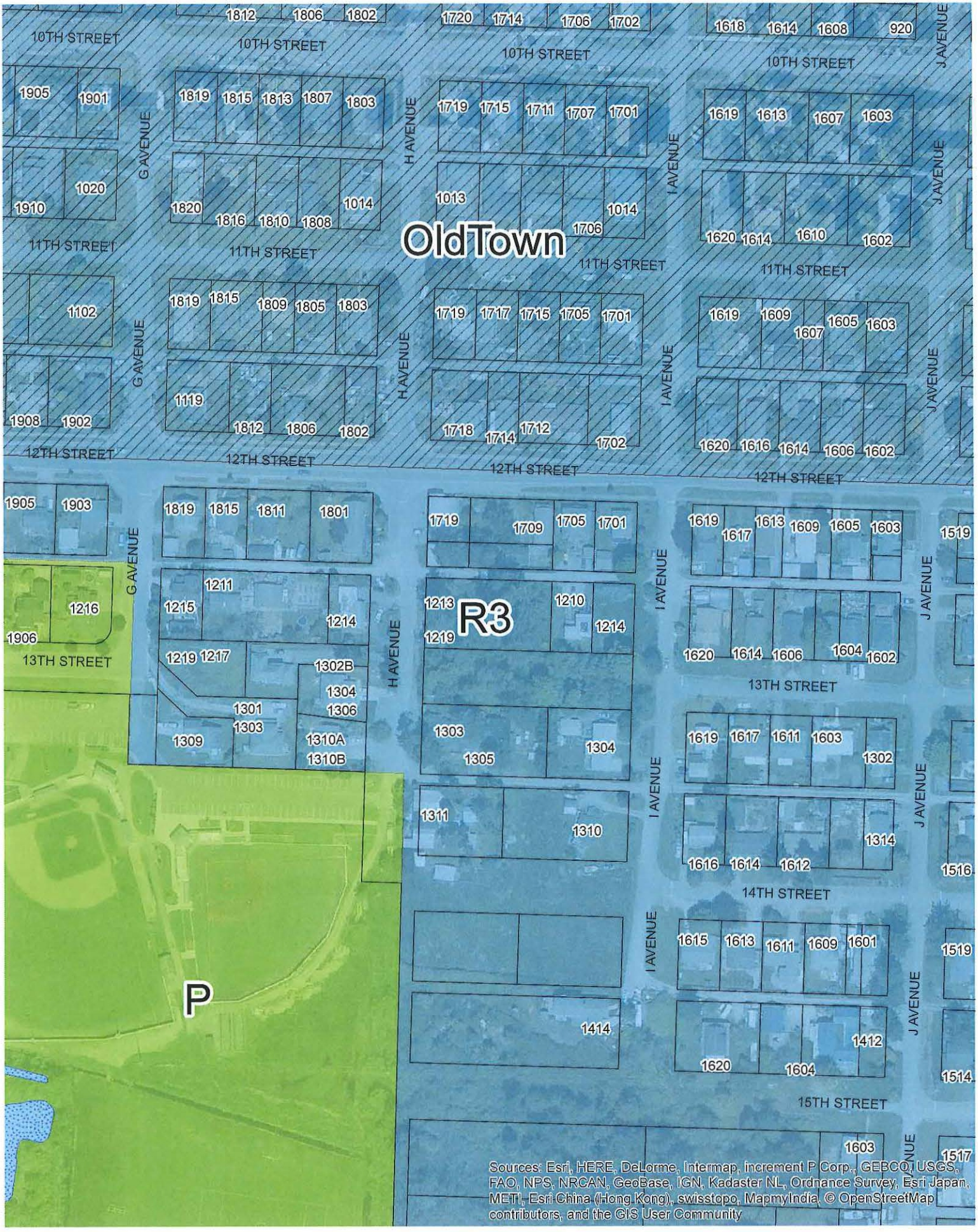
Building Style	DUPLEX		
Year Built		**Foundation**	
Above Grade Living Area	2,432 Square Feet	**Exterior Walls**	
Finished Basement		**Roof Covering**	
***Total Living Area**	2,432 Square Feet	**Heat/Air Conditioning**	
Unfinished Basement		**Fireplace**	
***Total Garage Area**		**Bedrooms**	
Bathrooms			
For additional information on individual segments see Improvements tab			

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

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

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

Assessment data for improvements is based on exterior inspections. Please contact the Assessor's office if the information does not accurately reflect the interior characteristics.


OldTown
R3
P
10TH STREET
11TH STREET
12TH STREET
13TH STREET
14TH STREET
15TH STREET
G AVENUE
H AVENUE
I AVENUE
J AVENUE
1812 1806 1802
1720 1714 1706 1702
1618 1614 1608 920
1905 1901
1819 1815 1813 1807 1803
1719 1715 1711 1707 1701
1619 1613 1607 1603
1910 1020
1820 1816 1810 1808 1014
1013 1706 1014
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1102
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1908 1902
1119 1812 1806 1802
1718 1714 1712 1702
1620 1616 1614 1606 1602
1905 1903
1819 1815 1811 1801
1719 1709 1705 1701
1619 1617 1613 1609 1605 1603 1519
1216 1906
1211 1215 1214
1213 1219 1210 1214
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1219 1217 1302B 1304 1301 1306 1303 1309 1310A 1310B
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1620 1604 1514
1603 1517
Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

201612200069
Skagit County Auditor
12/20/2016 Page 1 of 3 3:47PM
$167.00

Auditor's Certificate

Skagit County Auditor

Legend

y–yellow gas
e–red/orange electrical & telephone
g–green sewer
b–blue water
water meter/valve
utility pole
fire hydrant
drain manhole
sewer manhole

12th Street

Block 2
Plat of Barber's Addition

Block 4
Plat of Munk's Addition

Auditor's File Number
201612050137
EASEMENT

Basis of Bearings
Survey per AFN 1994
02110127

Cased monument at Avenue G and alley Centerline this survey bears S65°06'49"W 0.83 (see notes sheet 3 of 3)

Block 2, Davis' First Addition

Survey per AFN 1995
06230061

80'

centerline

alley centerline

S89°25'42"E
380 Plat

Alley

16'

Gravel (12' wide)

centerline

N89°25'42"W 89.92
73.00

N89°25'42"W 90.08
62.00

N89°25'42"W
60.00

N89°25'42"W
60.00

Rebar & Cap, LS
29535 Corner Bears
N04°55'12"E 0.18

Lot A
10,500 Sq Ft
0.24 Ac.

Reciprocal Easement in Parking Lot See Sht. 3 of 3

45'

Rebar & Cap, LS
29535 Corner Bears
S09°13'07"E 0.66

Survey per AFN 20050506005 and surveys to the east in Blocks 5, 7 and 10

Left undisturbed except for tree management and drywells

Lot 11
Lot 12
Lot 16

S00°34'45"W 50.00
S00°34'45"W 70.00
N00°34'45"E 70.00
50.00

N89°25'42"W
150.00

Lot B
7,500 Sq Ft
0.17 Ac.

S89°25'42"E
62.00

BLOCK 4

S00°34'45"W 100.00

Proposed water meters

Proposed fire hydrant

Paved

See sheet 2 of 3

Lot 13
Lot 14
Lot 15

S00°34'45"W 50.00

N89°25'42"W
90.12

N89°25'42"W
59.88

30.00

N89°25'42"W
60.00

N89°25'42"W
60.00

Rebar & Cap, LS
29535 Corner Bears
S26°07'52"W 0.63

Rebar & Cap, LS
29535 Corner Bears
S07°26'14"W 0.75

● Rebar & Cap, LS 29535 per prior survey
◙ Rebar & Cap, LS 29535 set this survey

H Avenue

I Avenue

centerline

centerline

13th Street
(currently unimproved)

Block 8

BLA–2016–1012

SHEET 1 OF 3

Survey Notes

This survey has been prepared from a closed random traverse using an instrument measuring angles to 3 seconds of arc and distances rounded to hundredths of feet.

The purpose of this survey has been to locate and describe the existing corners and boundaries of the parcels described below.

A boundary determination that was later revised resulted in the departures noted between monuments set and corners now described. Monuments are set in concrete.

Utility line locations are based on surface paint marks.,

Munk's Queen Anne Addition was found to be senior to Davis' First Addition and therefore held.

Property Description

Auditor's File Number (AFN) 201604280088 Tax Parcel 55013

Lots 11 through 16 inclusive, Block 4, Munk's First Queen Anne Addition to Anacortes, according to the recorded Plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page 1.
Subject to covenants, conditions, restrictions and easements of record.

Graphic Scale

30 0 15 30 60

1 inch = 30 feet

Surveyor's Certificate

This map correctly represents a survey made by me or under my direction in conformance with the requirements of the Survey Recording Act at the request of Allen Family Investments, LLC, owners of property in Skagit County, Washington in July, 2016.

Certificate No. 29535

Record of Survey / Boundary Line Adjustment

FILE NAME: 1605–740			
SCALE: 1" = 30			
DATE OF PLAN:11–26–16			
DRAWN BY: RFP			
F.B. No. 42, 43			
QUARTER	SECTION	TOWNSHIP	RANGE
NE/NW	24	35N	1E

PLS

PREPARED FOR:
ALLEN FAMILY INVESTMENTS, LLC

Parrish Land Surveying
PO Box 314, Lopez, Washington 98261
(360) 588-1467 email parrish@rockisland.com

UNOFFICIAL DOCUMENT

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Skagit County Auditor
12/20/2016 Page 2 of 3 3:47PM $167.00

DOCUMENT
UNOFFICIAL

N

3/4" Pipe in monument case (no lid)

1" pipe in monument case 8th St. & I Ave.
See survey "A", AFN 200505060005

Surveys of Record
A. AFN 200505060005
B. AFN 9402110127
C. AFN 201309030018
D. AFN 200407260004

Diagram of Street Centerlines and monumentation

S00°35'17"W 295.17

N00°33'48"E 887.68 (888 Plat)

Lead & Tack, 11th St. & D Ave.

N89°25'42"W 759.41

N89°25'42"W 379.80

11th Street

N89°25'42"W 380.00

Quarter Corner (calculated position)

13 24

N89°25'42"W 379.92

© see survey

S00°35'17"W 296.17

F Avenue

S00°35'17"W 296.17

G Avenue

S00°34'45"W 296.17

H Avenue

N00°34'45"E 296.17 296 Plat

I Avenue

Ⓑ Basis of Bearings
Survey, AFN 9402110127

Brass disk in monument case 12th St. & D Ave.

12th Street

S89°25'42"E 1139.26 1140 plat 1139.40 prior survey

"PK" Nail

S89°25'42"E 380.00

N89°25'42"W 380.00

40' 40' N89°25'42"W 300.00 40'

Barber's Addition Block 2

Munk's Addition Block 4

16' alley

S00°34'45"W 139.83 140 Plat

296.00

S00°34'45"W 100.00

Ⓓ

Rebar & Cap, LS 19645

N89°25'42"W 75.30 80.19' N89°25'42"W 264.40 N89°25'42"W 380.00

Rebars & Caps, LS 29535

Brass disk in monument case

S00°34'45"W 8.17 see note below 8'Plat

alley

See Sheet 1 of 3 Ⓐ

N89°25'42"W 300.00

N89°25'42"W 380.00

40' 40'

13th Street

The east–west block dimensions are based on the above found monuments and referenced surveys. The location of the monument in the alley does not appear to be consistent with record information.
Plat dimensions appear to be the best available evidence of the block boundaries.

Graphic Scale

100 0 50 100 200

1 inch = 100 feet

Record of Survey / Boundary Line Adjustment

BLA–2016–1012

ROBERT F. PARRISH STATE OF WASHINGTON 29535 REGISTERED PROFESSIONAL LAND SURVEYOR EXPIRES 12/01/16

FILE NAME: 1506–715			
SCALE: 1" = 100'			
DATE OF PLAN: 11–26–16			
DRAWN BY: RFP			
F.B. No. 42,43			
QUARTER	SECTION	TOWNSHIP	RANGE
NE/NW	24	35N	1E

PLS

PREPARED FOR:
ALLEN FAMILY INVESTMENTS, LLC

Parrish Land Surveying
PO Box 314, Lopez, Washington 98261
Anacortes 360-588-1467 email parrish@rockisland.com

201612200069
Skagit County Auditor
12/20/2016 Page 3 of 3 3:47PM
$167.00

Property Description Before Boundary Line Adjustment (BLA)

Tax Parcel 58013
Auditor's File Number 201604280088

Lots 11 through 16, inclusive, Block 4, "Munk's First Queen Anne Addition to Anacortes," according to the recorded plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page1.

This conveyance is subject to covenants, conditions, restrictions and easements, if any, affecting title, which may appear in the public records, including those shown on any recorded plat or survey.

Lot A After BLA

A portion of Lots 11 through 16, inclusive, Block 4, "Munk's First Queen Anne Addition to Anacortes," according to the recorded Plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page 1 described as follows:

Beginning at the south margin of the alley in said Block 4 and the east margin of H Avenue at the northwest corner of said Lot 11 from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S89°25'42"E, 89.92 feet to a rebar and cap labeled "Parrish, LS 29535," on the south margin of said alley; thence continuing S89°25'42"E, 90.08 feet along said margin to the northeast corner of said Lot 16 from which a rebar and cap labeled "Parrish, LS 29535" bears S09°13'07"E, 0.66 feet; thence S00°34'45"W, 50.00 feet to a rebar and cap labeled "Parrish, LS 29535" on the east line of said Lot 16; thence continuing S00°34'45"W, 50.00 feet to the southeast corner of said Lot 16 from which a rebar & cap labeled "Parrish, LS 29535," bears S07°26'14"W, 0.75 feet; thence N89°25'42"W, 30 feet along the north margin of unimproved Thirteenth Street to a rebar and cap labeled "Parrish, LS 29535;" thence N00°34'45"E, 50.00 feet to a rebar and cap labeled "Parrish, LS 29535;" thence N89°25'42"W, 150.00 feet to a rebar and cap labeled "Parrish, LS 29535" and the east margin of said H Avenue; thence N00°25'02"E, 50.00 feet along said east margin to the point of beginning.

Together with and subject to a non–exclusive reciprocal easement for ingress, egress, parking and utilities described as follows: Commencing at the east margin of H Avenue at the northwest corner of said Lot 11 and the south margin of said alley, from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S89°25'42"E, 73.00 feet along said alley to the point of beginning; thence S00°34'45"W, 70.00 feet; thence S89°25'42"E, 62.00 feet; thence N00°34'45"E, 70.00 feet to the south margin of said alley; thence N89°25'42"W, 62.00 feet along said alley to the point of beginning.

Lot B After BLA

A portion of Lots 11 through 16, inclusive, Block 4, "Munk's First Queen Anne Addition to Anacortes," according to the recorded Plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page 1 described as follows:

Commencing at the south margin of the alley in said Block 4 and the east margin of H Avenue at the northwest corner of said Lot 11 from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S00°34'45W, 50.00 feet along said east margin to a rebar and cap labeled "Parrish, LS 29535" and the true point of beginning; thence S89°25'42"E, 150.00 feet to a rebar and cap labeled "Parrish, LS 29535;" thence S00°34'45"W, 50.00 feet to a rebar and cap labeled "Parrish, LS 29535" and the north margin of unimproved Thirteenth Street; thence N89°25'42"W along said north margin, 59.88 feet to a rebar and cap labeled "Parrish, LS 29535;" thence continuing N89°25'42"W, 90.12 feet to the east margin of said H Avenue from which, a rebar and cap labeled "Parrish, LS 29535" bears S26°07'52"W, 0.63 feet; thence N00°34'45"E, 50.00 feet along said margin to the point of beginning.

Together with and subject to a non–exclusive reciprocal easement for ingress, egress, parking and utilities described as follows: Commencing at the east margin of H Avenue at the northwest corner of said Lot 11 and the south margin of said alley, from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S89°25'42"E, 73.00 feet along said alley to the point of beginning; thence S00°34'45"W, 70.00 feet; thence S89°25'42"E, 62.00 feet; thence N00°34'45"E, 70.00 feet to the south margin of said alley; thence N89°25'42"W, 62.00 feet along said alley to the point of beginning.

EASEMENT RECORDED UNDER AUDITOR'S FILE NUMBER _____

Declaration and Consent

Know all persons by these presents that we the undersigned owners hereby certify that this boundary line adjustment is made as our free and voluntary act and deed.

Pamela J. Allen — Thomas L. Allen

Pamela J. Allen–Bowles — Brian K. Allen

Acknowledgement

I certify or have satisfactory evidence that Thomas L. Allen, Pamela J. Allen signed this instrument and on oath stated that they are authorized to execute the instrument and acknowledged it as their free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: DECEMBER 19, 2016

Signature: _____

M. GAUDIO-COTTON _____ Notary Public

MARCIANA GAUDIO-COTTON NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES 05-09-2020

My Appointment Expires 05-09-2020.

Acknowledgement

I certify or have satisfactory evidence that Brian K. Allen and Pamela J. Allen–Bowles signed this instrument and on oath stated that they are authorized to execute the instrument and acknowledged it as their free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: 12-16-16

Signature: _____

Lilliane Martin Notary Public

LILLIANE A. MARTIN NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES JUNE 20, 2019

My Appointment Expires: 6/20/19

Acceptance

This Boundary Line Adjustment is hereby examined and approved for acceptance this 19th day of JANUARY, 2016.

City Engineer

for DM
Subdivision Administrator

SHEET 3 OF 3

Record of Survey / Boundary Line Adjustment

BLA–2016–1012

ROBERT F PARRISH STATE OF WASHINGTON 29535 REGISTERED PROFESSIONAL LAND SURVEYOR EXPIRES 10/01/18

FILE NAME: 1506–740			
SCALE: N/A			
DATE OF PLAN: 11–26–16			
DRAWN BY: RFP			
F.B. No. 42,43			
QUARTER	SECTION	TOWNSHIP	RANGE
NE/NW	24	35N	1E

PLS

PREPARED FOR:
ALLEN FAMILY INVESTMENTS, LLC

Parrish Land Surveying
PO Box 314, Lopez, Washington 98261
Anacortes 360-588-1467 email parrish@rockisland.com

UNOFFICIAL DOCUMENT

Allen Family Investments, LLC
P.O. Box 817
Anacortes, WA 98221
Phone: 360-293-7754

City Pre-Application Letter -- Date 08/01/2017

Item #6./Gross Acre Calc's:

1)

	Square Footage
Lot Size	10,500
30' x 40' - ½ 13th Street.....	1,200
160' x 8' - ½ Alley	1,440
50' x 40' - ½ 'H' Ave.....	2,000
Lot Size with ½ abutting streets & alleys:	15,140

2) 9 Lot Gross Acre Rule:

43,560 sq. ft./acre *divided by* 9 = 4,840 sq. ft. Unit

4,840 sq. ft. x 3 units = 14,520 sq. ft.

Maximum Density OK

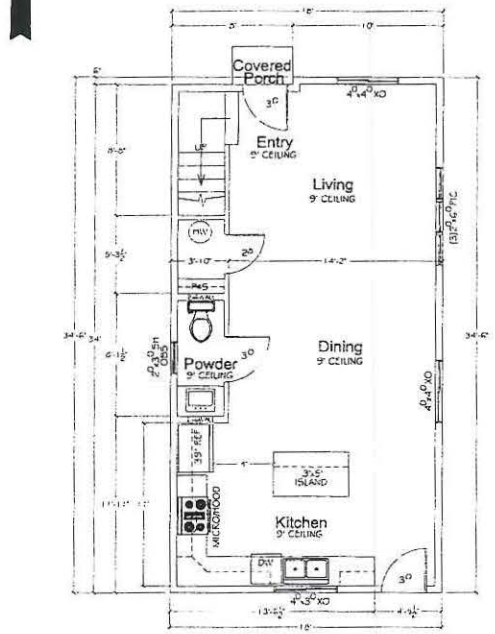
EXISTING IMPERVIOU
ROOF 1300#
SIDEWALK 215#
DUMPSTER 75#
PARKING 3,214#

PROPOSED NEW IMPERVIOUS
ROOF 660#
PARKING 540#

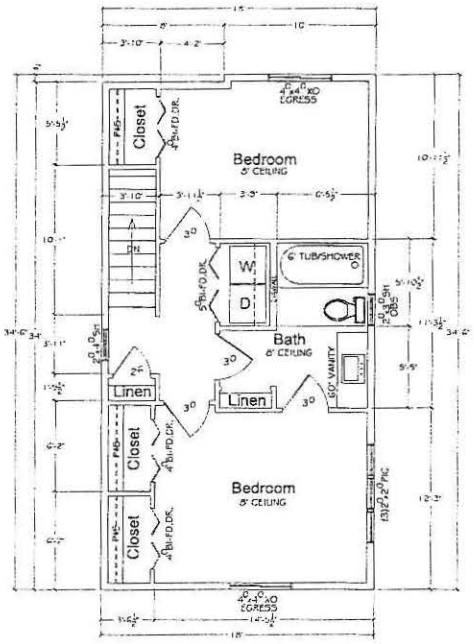
BLDG LOT COVERAGE ON 10,500# LOT

EXISTING DUPLEX 1,216#
EXISTING DECKS 192#
EXISTING STAIRS 80#
EXISTING TOTAL 1,488#
ADDITIONAL 3RD UNIT 617#
PROPOSED TOTAL 2,105#

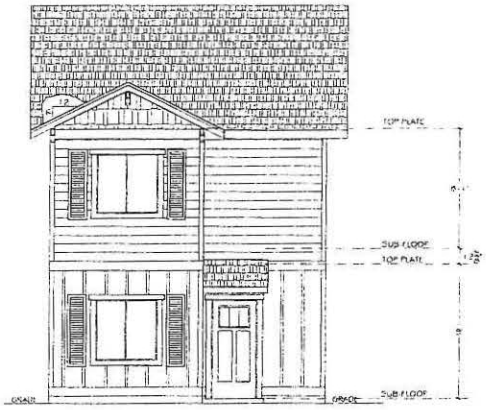
$\frac{2105\#}{10500\#} = 20\%$ LOT COVERAGE



MAIN FLOOR PLAN
LIVING AREA SQ. FT.=617



UPPER FLOOR PLAN
LIVING AREA SQ. FT.=584



NORTH ELEVATION

TOTAL LIVING AREA SQ. FT.=1201

R3 ZONING
STICK FRAME
WOOD FRAME BUILDING
BUILDER TO VERIFY ALL DIMENSIONS
BUILDING & PLUMBING TO COMFORMS TO
IRC 2015 BUILDING CODES
FOR FAMILY DWELLINGS

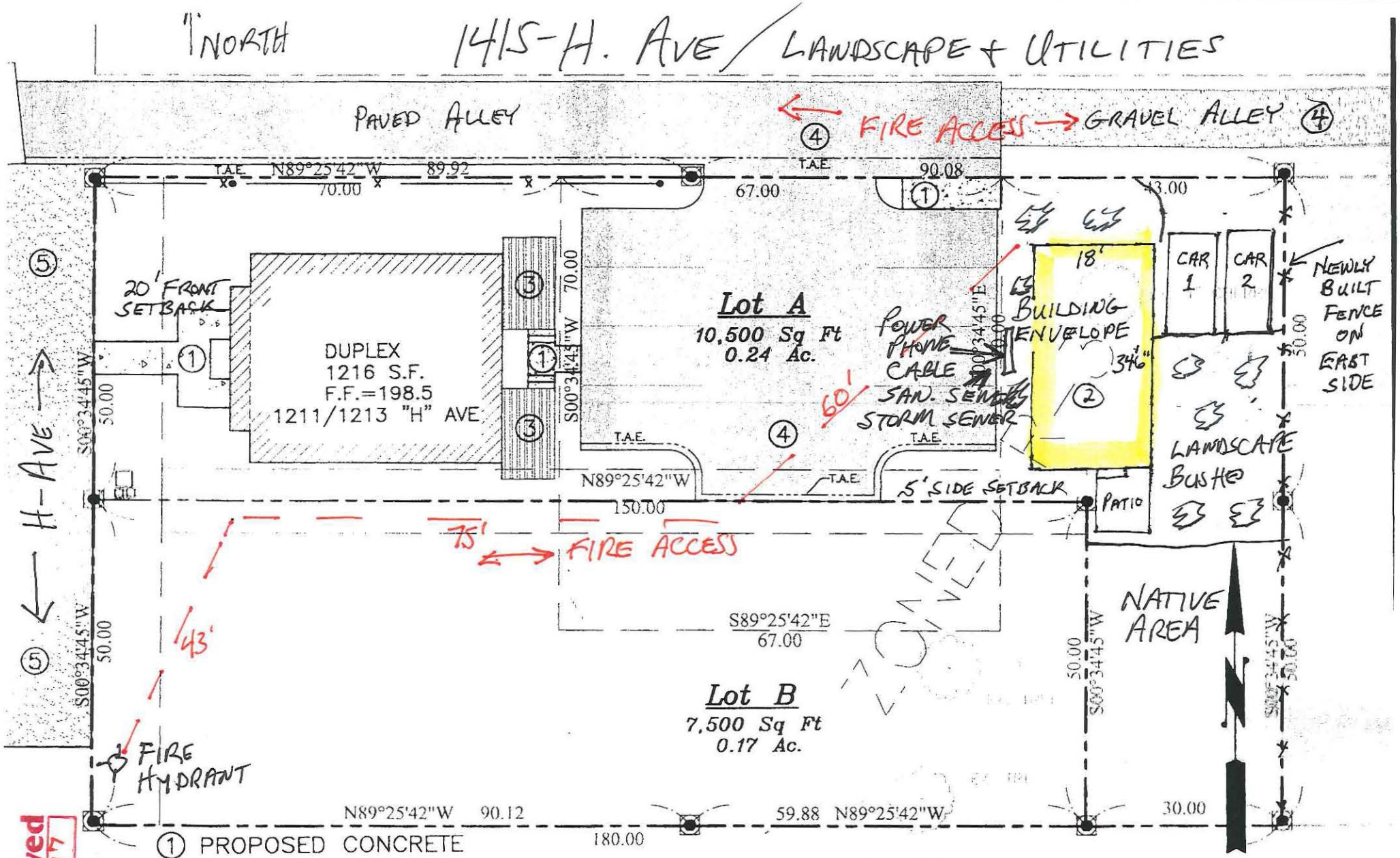
received 9/25/17

11" x 17" PAPER SIZE --- SCALE IS 1/8" = 1' (COPY @ 100%)
22" x 34" PAPER SIZE --- SCALE IS 1/4" = 1' (COPY @ 200%)

2
2 of 2

MAIN & UPPER FLOOR PLANS & NORTH ELEVATION
TOM ALLEN RESIDENCE
ADDRESS: 1215 "H" AVE
PARCEL: P 58013
XrefID: 3806-004-016-0004
DRAWN BY: BRUCE RUSTAD — DATE: 08/17/17

1415-H. AVE / LANDSCAPE + UTILITIES

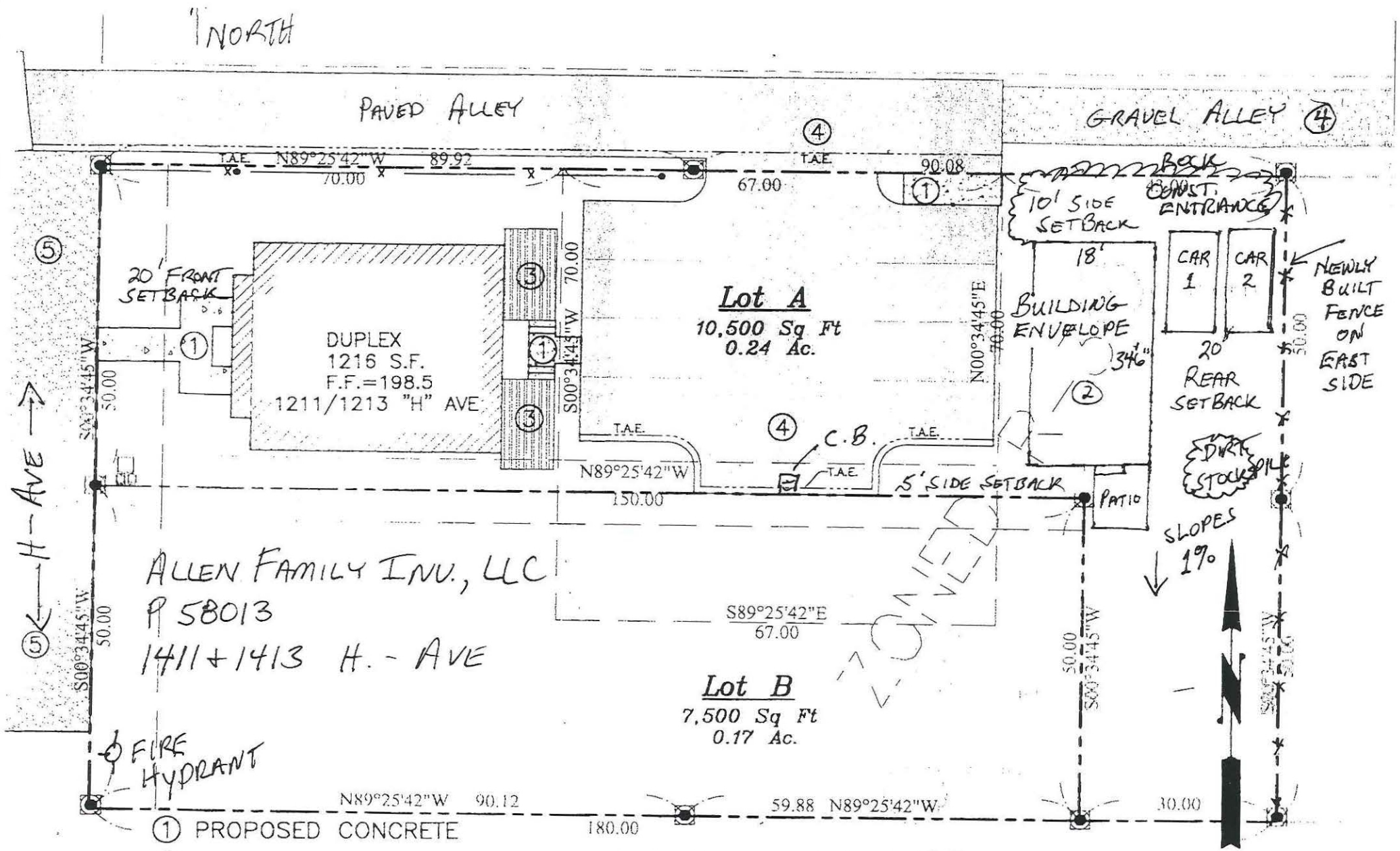


received 9/25/17

① PROPOSED CONCRETE
② PROPOSED STRUCTURE
③ PROPOSED PATIO
④ PROPOSED ASPHALT

LANDSCAPE TO CITY CODE
R3 ZONE
DRG MEETING COMPLETED
MAXIMUM DENSITY OK (15,140 ft²)

SCALE: 1" = 20'
0 10 20 40


NORTH
PAVED ALLEY
GRAVEL ALLEY
N89°25'42"W 89.92
70.00
67.00
90.08
10' SIDE SETBACK
CONST. ENTRANCE
20' FRONT SETBACK
DUPLEX
1216 S.F.
F.F.=198.5
1211/1213 "H" AVE
Lot A
10,500 Sq Ft
0.24 Ac.
70.00
N00°34'45"E
70.00
S00°34'45"W
50.00
BUILDING ENVELOPE
18'
CAR 1
CAR 2
20' REAR SETBACK
NEWLY BUILT FENCE ON EAST SIDE
50.00
T.A.E.
C.B.
N89°25'42"W
150.00
5' SIDE SETBACK
PATIO
DIRT STOCKPILE
SLOPES 1%
H - AVE
ALLEN FAMILY INV., LLC
P 58013
1411 + 1413 H. - AVE
S89°25'42"E
67.00
Lot B
7,500 Sq Ft
0.17 Ac.
50.00
S00°34'45"W
FIRE HYDRANT
N89°25'42"W 90.12
180.00
59.88 N89°25'42"W
30.00
① PROPOSED CONCRETE
② PROPOSED STRUCTURE
③ PROPOSED PATIO
④ PROPOSED ASPHALT
LANDSCAPE TO CITY CODE
R3 ZONE
DRG MEETING COMPLETED
MAXIMUM DENSITY OK (15,140 ft²)
SCALE: 1" = 20'
0
10
20
40

← 13 ft CT →

THIS LANDSCAPE PLAN WAS SUBMITTED WITH APPLICATION.. I'm DOING BUSHES, BARK + LEAVING SOME IN NATIVE

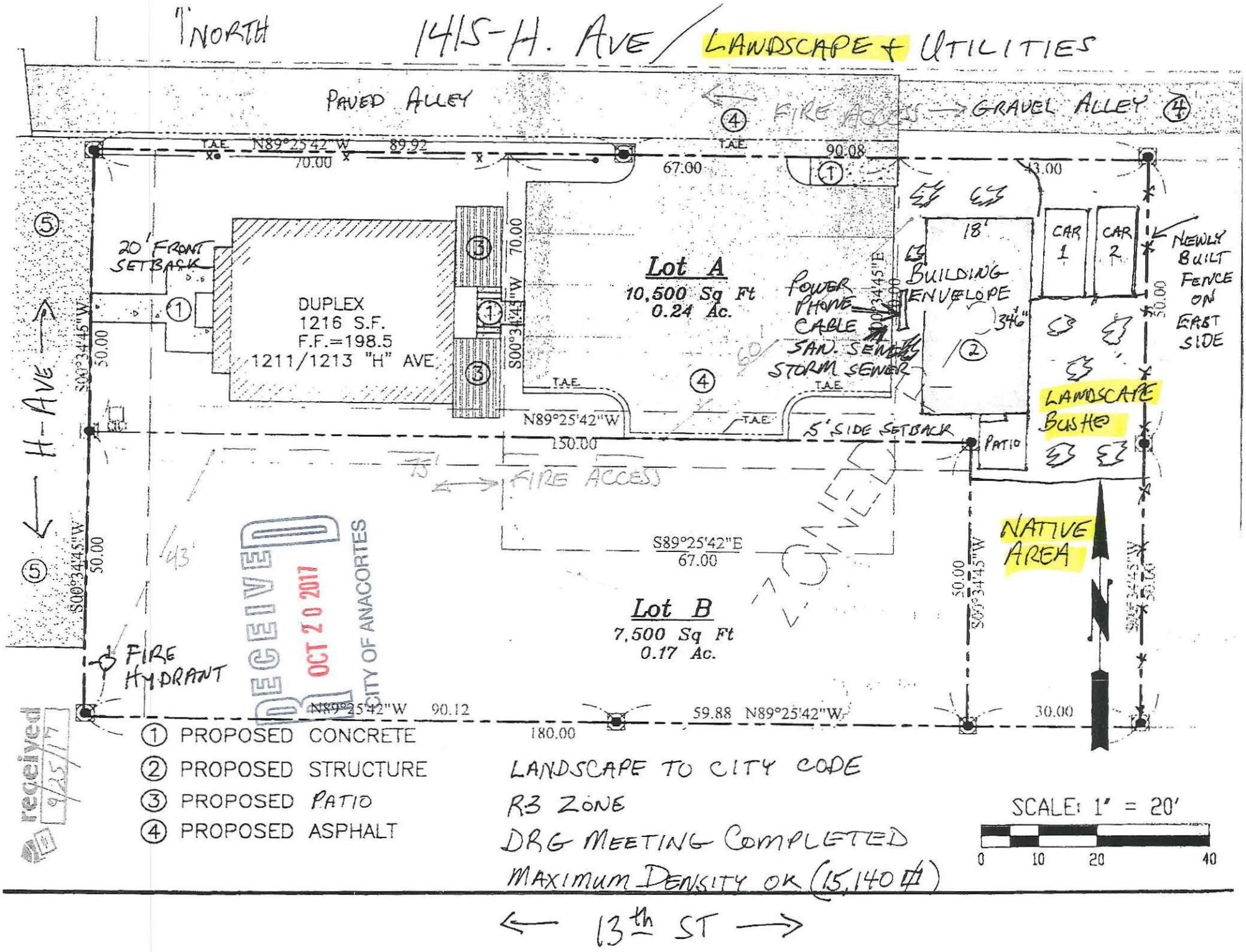

NORTH
1415-H. AVE / LANDSCAPE + UTILITIES
PAVED ALLEY
FIRE ACCESS → GRAVEL ALLEY
T.A.E.
N89°25'42"W 89.92
70.00
67.00
90.08
3.00
20' FRONT SETBACK
DUPLEX
1216 S.F.
F.F.=198.5
1211/1213 "H" AVE.
S00°34'45"W 70.00
Lot A
10,500 Sq Ft
0.24 Ac.
POWER
PHONE
CABLE
SAN. SEWER
STORM SEWER
BUILDING ENVELOPE
18'
CAR 1
CAR 2
NEWLY BUILT FENCE ON EAST SIDE
50.00
S00°34'45"E 50.00
60'
N89°25'42"W
150.00
5' SIDE SETBACK
PATIO
LANDSCAPE BUSHES
H-AVE
75'
FIRE ACCESS
S00°34'45"W 50.00
S89°25'42"E
67.00
NATIVE AREA
Lot B
7,500 Sq Ft
0.17 Ac.
FIRE HYDRANT
N89°25'42"W 90.12
180.00
59.88 N89°25'42"W
30.00
RECEIVED
OCT 20 2017
CITY OF ANACORTES
received 9/25/17
① PROPOSED CONCRETE
② PROPOSED STRUCTURE
③ PROPOSED PATIO
④ PROPOSED ASPHALT
LANDSCAPE TO CITY CODE
R3 ZONE
DRG MEETING COMPLETED
MAXIMUM DENSITY OK (15,140 ft²)
SCALE: 1" = 20'
0 10 20 40
← 13th ST →

EXHIBIT #06
SITE PHOTOS:



Existing duplex on subject property addressed as 1211 1213 “H” Avenue



On the right side, an adjacent duplex addressed as 1217 & 1219“H” Avenue

Looking south at "H" Avenue





Looking east at un-opened 13th Street on south side of 1217 & 1219 duplex



Looking north at "H" Avenue. 1211 & 1213 "H" Avenue duplex on right side.



Looking east at alleyway that abuts 1211 & 1213 duplex & subject property on right side.



Looking west at alleyway that abuts property. Two duplexes & parking lot located on left side.





1211 & 1213 duplex on right side & 1217 & 1219 duplex on left side. 4 parking spaces shown.

Four additional parking spaces on east side of parking lot



Eastern side of subject property where one additional dwelling unit is proposed





Garbage & recycling receptacles for two existing duplexes

City Council Agenda Bill

Meeting Date: 1/8/2018 **Agenda Item**: 6a

Subject: Tom Allen's Triplex, 1211 & 1213 "H" Avenue, CUP-2017-0003

Staff Contact: Kevin Cricchio, AICP, WPIT, Associate Planner

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

Action Type	
X	Closed-Record Decision Hearing
X	Discussion
X	Possible Action

Summary & Background: The City of Anacortes' Planning, Community, & Economic Development Department received a Conditional Use Permit to permit the construction of one (1) additional detached dwelling unit on the east side of the subject property. A duplex was recently constructed on the west side of the property. Triplexes require an approved Conditional Use Permit in the underlying R3 Zoning District. The proposed development is generally located south of 12th Street on the east side of "H" Avenue.

The Planning Commission conducted a pre-decision open-record public hearing regarding the subject CUP at 6:00 PM on December 13, 2017, which was continued to 6:00 PM on December 20, 2017 following a site visit at 3:00 PM. Following public testimony and deliberation on the matter, the Planning Commission voted 4-0 in favor of recommending approval to City Council. City Council will conduct a closed-record decision hearing regarding the subject CUP at 6:00 PM on January 8, 2018.

Recommended Motion: I move that City Council make a motion to approve the subject Conditional Use Permit subject to the recommended conditions of approval.

Attachments (listed in order presented):

Signed Planning Commission's Findings of Fact, Conclusions of Law, & Recommendation

Exhibit #01, Master Permit Application, Narrative, CUP Criteria of Approval, Drainage Analysis, Site Plan, Landscape Plan, Parking Plan, & Boundary Line Adjustment Map

Exhibit #02, GIS Map & Assessor's Info

Exhibit #03, Neighborhood Meeting Notice & Notice of Application & Hearing

Exhibit #04, Public Comments Received

Exhibit #05, Agency & Department Comments Received

Exhibit #06, Site Photos

Exhibit #07, Applicant's Response to Public Comments

Exhibit #08, Applicant's Presentation to Planning Commission

Exhibit #09, Planning Commission Minutes

PLANNING COMMISSION'S FINDINGS OF FACT, CONCLUSIONS OF LAW, & RECOMMENDATION:

PRE-DECISION OPEN-RECORD PUBLIC HEARING DATE: Wednesday, December 20, 2017, @ 6:00 PM (Continued to) & a 3:00 PM Site Visit

Wednesday, December 13, 2017, @ 6:00 PM

CLOSED-RECORD DECISION HEARING DATE: Monday, January 8, 2018, @ 6:00 PM

FILE NUMBER: CUP-2017-0003

PROJECT LOCATION: 1211 & 1213 "H" Avenue, Anacortes, WA

SUBJECT PARCEL: Parcel #: P58013

APPLICANT & LANDOWNER:
Tom Allen
Allen Family Investments, LLC
P.O. Box 817
Anacortes, WA 98221

STAFF REPORT PREPARED BY:
Kevin Cricchio, AICP, WPIT
Associate Planner
City of Anacortes
904 6th Street
Anacortes, WA 98221

SUBJECT PROPOSAL:

The applicant has applied for a Conditional Use Permit to permit the construction of one (1) additional detached dwelling unit on the east side of the subject property. A duplex was recently constructed on the west side of the property. Triplexes require an approved Conditional Use Permit in the underlying R3 Zoning

District. The proposed development is generally located south of 12th Street on the east side of "H" Avenue.

CURRENT ZONING: Residential Medium Density (R3) Zoning District

COMPREHENSIVE PLAN DESIGNATION: Residential Medium Density

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Residential Medium Density (R3)	Alleyway, Commercial/ Retail, & Multifamily
South:	Residential Medium Density (R3)	13th Street un-opened right-of-way
East:	Residential Medium Density (R3)	Single-family residences
West:	Residential Medium Density (R3)	Duplex

FINDINGS OF FACT:

I. GENERAL BACKGROUND:

1. A building permit (BLD-2016-1653 & BLD-2016-1654) was issued on January 27, 2017, for the construction of the existing duplex located on the subject property. Duplexes are permitted outright in the R3 Zoning District provided they meet the minimum lot size of 7,500 square feet.
2. According to recorded survey (AFN #201612200069), the subject property is 10,500 square feet or 0.24 acres in area.
3. A pre-application conference was conducted at 1:30 PM on August 1, 2017, concerning the proposed construction of one additional dwelling unit on the subject property where a duplex currently is located.
4. At 6:00 PM on October 26, 2017, a neighborhood meeting was held at the Senior Center as required per AMC Table 19.20.030-1.
5. On September 25, 2017, the City of Anacortes' Department of Planning, Community, & Economic Development received a Conditional-Use Permit application to permit one additional dwelling unit (cumulatively considered a triplex) on the subject property.
6. The subject Conditional-Use Permit application was determined to be incomplete on October 17, 2017.
7. On October 20, 2017, the applicant submitted revisions as was requested by the incomplete letter.

8. Following a review of the revisions submitted, the subject application was deemed complete on November 1, 2017.

9. Per AMC Table 19.20.030-1, Conditional Use Permits are considered a Type 4 land use permit, which requires a 21-day comment period.

10. The comment period for the subject application began on November 1st and ended at 5:00 PM on November 22, 2017. Comments however were accepted until the close of the pre-decision open record public hearing.

II. NEIGHBORHOOD MEETING NOTICE:

1. A neighborhood meeting notice was published in the Anacortes American Newspaper on October 11, 2017.

2. On October 4, 2017, the neighborhood meeting notice was posted in two (2) different locations on the subject property.

3. On October 4, 2017, the notice was also posted at city hall, the local USPS office, the library, and on the city's website.

4. On October 5, 2017, the neighborhood meeting notice was also mailed to neighboring landowners located within 300 feet of the subject property.

III. NOTICE OF APPLICATION (NOA) & NOTICE OF HEARING (NOH):

1. A notice of application & hearing was published in the Anacortes American Newspaper on November 1, 2017.

2. On October 30, 2017, the notice of application & hearing was posted in two (2) different locations on the subject property.

3. On October 30, 2017, the notice of application & hearing was also posted at city hall, the local USPS office, the library, and on the city's website.

4. On October 30, 2017, the notice of application and hearing was mailed to neighboring landowners located within 300-feet of the subject property.

5. Agencies and departments of jurisdiction were solicited for comment on October 27, 2017.

IV. CRITICAL AREA / ENVIRONMENTALLY SENSITIVE AREA REVIEW:

There are no known critical areas located either on the subject property or within 300 feet to it.

V. STATE ENVIRONMENTAL POLICY ACT:

The subject proposal is exempt from SEPA environmental review per WAC § 197.11.800 and AMC § 18.04.120.

VI. PUBLIC COMMENT:

Comment received can be been found in **Exhibit # 04.**

VII. AGENCY & DEPARTMENT COMMENT:

Comments received from both agencies and departments of jurisdiction can be found in **Exhibit # 05.**

VIII. ZONING ORDINANCE/CODE:

1. Per AMC 17.34.010, the purpose of the Residential Medium Density (R3) Zoning District is to "accommodate a mix of single-family homes and duplexes, with multifamily residences up to four units by conditional use permit. These areas are to be conveniently located in relation to traffic routes, public utilities and community facilities of adequate capacity to serve present and projected demands."
2. A duplex was constructed on the subject property in 2016. The applicant now wishes to construct an additional dwelling unit for a total of 3 dwelling units (cumulatively considered a triplex) located on the subject parcel.
3. Per AMC 17.34.050, units in a multifamily development of two or more units in the R3 Zoning District may be attached or detached, provided that the underlying property shall not be subdivided and sold separately unless the subdivided lots meet the setback, lot coverage, parking, and other requirements for the buildings thereon.
4. Triplexes in the R3 Zoning District require a minimum lot size of 10,000 square feet and an approved Conditional Use Permit per AMC 17.34.050 and 17.34.040 respectively. According to a recent boundary survey, the subject property is 10,500 square feet in area.
5. According to AMC 17.34.070, the maximum permitted density in the R3 Zoning District is nine (9) dwelling units per gross acre.
6. According to AMC 17.060.045, "gross acre" is defined as "acreage plus one-half the width of abutting rights-of-way of streets and alleys."
7. The subject property is bound on three sides by city right-of-ways ("H" Avenue, 13th Street, and an alleyway). The calculation for one-half the abutting right-of-way streets and alleyway is as follows:

CITY ROW:	LENGTH OF LOT FRONTING ROW:	ROW WIDTH:	½ ROW	SQUARE FOOTAGE
"H" Avenue	50 feet	80 feet	40 feet	2,000
Alleyway	180 feet	16 feet	8 feet	1,440
13th Street	30 feet	80 feet	40 feet	1,200
TOTAL SQ':				**4,640**

8. The density calculation is as follows: 10,500 square foot lot size plus 4,640 square foot ½ abutting ROWs equals 15,140 square feet. 43,560 square feet (the area within an acre) divided by nine (9) dwelling units permitted per gross acre equals 4,840 square feet per dwelling unit (DU). Four thousand eight hundred and forty (4,840) square feet multiplied by three (3) dwelling units proposed (a triplex) equals 14,520 square feet required. Cumulatively, the subject property plus one-half the abutting ROWs equals 15,140 square feet. The maximum permitted density for the R3 Zone has not been exceeded.

9. Per AMC § 19.36.040, in order to grant a Conditional Use Permit, the decision maker must find that the use would be consistent with the following criteria as follows:

A) The use would comply with any specific requirements for the conditional use specified elsewhere in this code.

STAFF ANALYSIS:

Triplexes are permitted in the R3 Zoning District per AMC 17.34.040 via an approved Conditional Use Permit provided they meet minimum lot size and maximum permitted density per AMC 17.34.050 and 17.34.070 respectively. As stated above, the applicant has met these requirements.

B) Access to this site is appropriate considering the anticipated volume of traffic resulting from the use.

STAFF ANALYSIS:

Access to the existing duplex located on the subject property is from the alleyway. The one additional dwelling unit, will also access the subject property using the alleyway, which currently is only partially paved. As conditioned below, the alleyway will be paved from "I" Avenue to "H" Avenue. This will provide adequate access for those residents that live at this development.

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

STAFF ANALYSIS:

An existing parking lot located on the subject property provides off-street parking for the duplex addressed as 1211 and 1213 "H" Avenue. This parking lot also provides off-street parking for the duplex located to the south of the subject property addressed as 1217 and 1219 "H" Avenue.

Two off-street parking spaces are required for each dwelling unit. Currently there are eight (8) paved off-street parking spaces for the two duplexes utilizing

the parking lot. The additional dwelling unit proposed would require two (2) additional off-street parking spaces. The applicant will meet this requirement by adding two (2) additional off-street parking spaces for a total of ten (10) off-street parking spaces located onsite.

D) The amount and location of open-space and the provision of screening is such that buffering of incompatible uses is achieved.

STAFF ANALYSIS:

The proposed additional dwelling unit will be required to meet the respective R3 Zoning District setbacks per AMC 17.34.060. Conformance with this requirement will be reviewed at time of building permit application submittal.

E) The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties.

STAFF ANALYSIS:

No outdoor lighting is proposed with the exception of to that of the front and rear porches. As conditioned below, outdoor lighting shall be down-shielded.

F) Hours and manner of operation of the propose use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses.

STAFF ANALYSIS:

The proposed additional dwelling unit will be surrounded by both single-family residences and two duplexes thus the proposed use will be consistent with adjacent land uses. No noise is anticipated except for a short period of time while the dwelling unit is being constructed.

G) Public facilities and utilities are capable of adequately serving the proposed use.

STAFF ANALYSIS:

All public utilities (i.e., potable water, sanitary sewer, and stormwater) are present at the subject property.

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

STAFF ANALYSIS:

The physical conditions of the subject property are conducive for the construction of an additional dwelling unit. The project site is flat in topography.

As conditioned below, stormwater generated onsite from impervious surfaces will be required to comply with the Department of Ecology's 2012 Stormwater Management Manual as amended in 2014.

l) Any other factors deemed relevant to the decision maker.

STAFF ANALYSIS:

No additional factors were determined to be relevant by the decision maker.

10. The subject proposal **is** consistent with the above development regulations and the proposed land use is permitted in the underlying zoning districts.

IX. CONCLUSIONS OF LAW:

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

X. STAFF RECOMMENDATION:

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

XI. RECOMMENDATION:

Based on the foregoing information and analysis, the application material submitted by the applicant, and the City regulatory authority to implement the policies, standards, and the regulations of the Anacortes Municipal Code (AMC), the Planning Commission **recommends approval** to City Council concerning the subject Conditional Use Permit subject to staff's suggested conditions of approval listed below.

XII. CONDITIONS OF APPROVAL:

1. The applicant shall be responsible for reimbursement to the City for the full cost of posting, mailing and publication of both the neighborhood meeting notice and notice of application & hearing for this proposal. Payment shall be made prior to building permit application submittal or issuance.

2. The scope of this project shall not exceed that as set out in the conditional use permit application (including attachments), and in accordance with the determinations made and conditions imposed.

3. If any garbage dumpsters are proposed, the applicant is responsible for following the city's dumpster pad specifications. Dumpsters shall be screened by constructing an enclosure(s) around them surrounded by landscaping. Both wood enclosures and landscaping shall be in place prior to certificate of occupancy being issued.

4. A building permit shall be secured before any construction activities begin onsite.

5. Hours of construction /work are limited to 7:00 AM to 10:00 PM Sunday through Saturday.

6. A landscape plan shall be submitted to the City of Anacortes' Planning, Community, & Economic Development Department at time of building permit application submittal that complies with AMC Chapter 17.41 and 16.50 that regulates landscaping and tree preservation. All landscaping /trees shall be planted and in place prior to certificate of occupancy being issued.

7. A parking plan shall be submitted to the City of Anacortes' Planning, Community, & Economic Development Department at time of building permit application submittal that complies with AMC Chapter 17.46 regulating parking. Ten (10) off-street paved parking spaces are required for the two existing duplexes and one additional proposed dwelling unit utilizing the existing parking lot. All parking lot improvements must be constructed and in place prior to certificate of occupancy being issued.

8. Development shall comply with the Department of Ecology's 2012 Stormwater Management Manual for Western Washington as amended in 2014.

9. All exterior lighting shall be down-shielded thus preventing light trespass and impacts to the neighborhood.

10. Prior to certificate of occupancy being issued the applicant shall pave the entire alleyway abutting the subject property from "H" Avenue to "I" Avenue according to city standards.

11. Per AMC 17.34.050, in the underlying zoning district multifamily development(s) of two or more units may be attached or detached, provided that the underlying property shall not be subdivided and sold separately unless the subdivided lots meet the setback, lot coverage, parking, and other requirements for the buildings thereon. Accordingly, prior to building permit application issuance, the applicant shall record a covenant with the Skagit County Auditor's Office to this effect on the subject property's title. A copy of the recorded covenant shall be provided to the City of Anacortes' Planning Department.

These Findings of Fact, Conclusions of Law, and Recommendation were adopted by the City of Anacortes' Planning Commission on **December 20, 2017**.

CITY OF ANACORTES, WASHINGTON
PLANNING COMMISSION

By _____
Marty Laumbattus, Planning Commission Chair

EXHIBITS:

EXHIBIT NUMBER:	NAME OF EXHIBIT:
Exhibit #01	Master Permit Application, Narrative, CUP Criteria of Approval, Drainage Analysis, Site Plan, Landscape Plan, Parking Plan, & Boundary Line Adjustment Map
Exhibit #02	GIS Map & Assessor's Info
Exhibit #03	Neighborhood Meeting Notice & Notice of Application & Hearing
Exhibit #04	Public Comments Received
Exhibit #05	Agency & Department Comments Received
Exhibit #06	Site Photos

EXHIBIT #01:

MASTER PERMIT APPLICATION, NARRATIVE, CUP CRITERIA OF APPROVAL, DRAINAGE ANALYSIS, SITE PLAN, LANDSCAPE PLAN, PARKING PLAN, & BOUNDARY LINE ADJUSTMENT MAP

City of Anacortes – Planning, Community, and Economic Development
906 – 6th Street, P.O. Box 547, Anacortes, WA 98221-0547

MASTER PERMIT APPLICATION

1.

	Applicant	Contact Person (if different)
Name:	THOMAS L. ALLEN	
Mailing Address:	P.O. Box 817	
City, State, Zip:	ANACORTES, WA. 98221	SAME
Phone#:	360-293-7754	
Fax#:	360-588-1029	
E-mail:	allencollectables@yahoo.com	

2. Applicant's Interest to Property (check one)
☑ Owner ☐ Contract Purchaser ☐ Lessee ☐ Other (specify)_____

3. All Persons/Firms having an ownership interest in the property:
Name: ALLEN FAMILY INV., LLC Phone# 360-293-7754
Address: P.O. Box 817, ANACORTES, WA. 98221
Name:_____ Phone#_____
Address:_____
Name:_____ Phone#_____
Address:_____

4. General location of property (including nearest intersection): SEC: 24 TWP: 35 RNG: 01
1/2 BLOCK SOUTH OF 12TH ST AND H. AVE.

*By submittal of this application, the property owner/applicant grants permission for public officials at the City of Anacortes to enter the subject property, if necessary, for the purpose of site inspection.

P# 58013

5. Attach legal description of property. (If recording of legal description is required, the format MUST comply with Recording Requirements.) LOTS 11-16, INCLUSIVE, BLOCK 4, MUNK'S FIRST QUEEN ADDITION TO ANACORTES. LOT A.

6. List all Property Tax Account Numbers involved in this application (Attach separate pages if necessary):
P# 58013

7. Approximate acreage: .241 AC. 10,500 ft

8. Present zoning: R3

9. Present use of property: DUPLEX

10. Source of water supply and sewer supply: CITY OF ANACORTES

11. Permits requested from City:

☐ Annexation	☐ Rezone	
☐ Boundary Line Adjustment	☐ Shoreline Exemption	
☐ Binding Site Plan	☐ Shoreline Management Conditional Use Permit	
☒ Conditional Use Permit	☐ Shoreline Management Substantial Development	
☐ Comprehensive Plan Amendment	☐ Shoreline Variance	
☐ Planned Unit Development	☐ Short Plat	
☐ Plat Modification	☐ Special Use	
☐ Preliminary Plat	☐ Variance	☐Other:

12. Explain your request and ALL proposed uses included in this proposal:
CONDITIONAL USE PERMIT TO ALLOW A TRI-PLEX.
ONE ADDITIONAL DETACHED UNIT AT EAST END OF PROPERTY.

PLEASE FILL IN ALL APPLICABLE SECTIONS

FOR REZONES:

13. Requested zoning: N/A

14. Comprehensive Plan designation:

15. Has anyone applied for a rezone of this property within the last five years?
If yes, who? Year?

FOR SUBDIVISIONS (PLATS):

16. Plat Name: N/A 17. Number of Lots:

FOR SHORT SUBDIVISIONS (SHORT PLATS):

18. Number of Lots: N/A 19. Duplex Lots Proposed:

FOR SHORELINE MANAGEMENT SUBSTANTIAL DEVELOPMENT OR CONDITIONAL USE:

20. Total cost or fair market value (whichever is higher) of project (please state total value of all construction finishing work for which the permit will be issued, including all permanent equipment to be installed on the premises): $_____

21. Construction dates for which permit is requested (month & year): Begin: _____ / _____
End: _____ / _____

N/A

22. Does the project require a Shoreline/Floodplain location? If yes, please explain why:_____

23. Water Body:_____ 24. Shoreline Environment Designation:_____

FOR VARIANCE (ZONING AND SHORELINE):

25. Code sections involved: N/A

26. Description of variance requested:_____

A notarized affidavit is required to be completed by all persons having an ownership interest in the subject property and the applicant, if different from the property owner(s). If the signatory is not listed as the owner in the title report, or if the signatory is signing on behalf of an entity, documentation authorizing the signatory to sign the affidavit on behalf of the individual or entity shall provided.

STATE OF WASHINGTON)

) ss

COLLEEN LILLA CRAIG NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES APRIL 10, 2021

I (we) Thomas L Allen, being duly sworn, depose and say that I am (we are) the **OWNER**(s) of the property involved in this application, and that I (we) have familiarized myself (ourselves) with the rules and regulations with respect to preparing and filing this application and that the statements and information submitted herewith are in all respects true and correct to the best of my (out) knowledge and belief.

Signed: _____
Property Owner

Subscribed and sworn to before me this 17 day of 7, 20 17

_____
Notary Public in and for the State of Washington
residing at Anacortes, Wa

STATE OF WASHINGTON)

) ss

COLLEEN LILLA CRAIG NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES APRIL 10, 2021

I (we) Thomas L. Allen, being duly sworn, depose and say that I am (we are) the **APPLICANT**(s) for this application, and that I (we) have familiarized myself (ourselves) with the rules and regulations with respect to preparing and filing this application and that the statements and information submitted herewith are in all respects true and correct to the best of my (out) knowledge and belief.

Signed: _____
Applicant

Subscribed and sworn to before me this 17 day of 7, 20 17

_____
Notary Public in and for the State of Washington
residing at Anacortes, Wa

received
9/25/17

Allen Family Investments, LLC
P.O. Box 817
Anacortes, WA 98221
Phone: 360-293-7754

September 24, 2017

CONDITIONAL USE APPLICATION

1415 'H' Ave, Anacortes

PROJECT NARRATIVE PER AMC 19.36.040

The proposed project consists of a 2-story, wood frame, 2-bedroom, 1-1/2 bath structure to be located at the east end of the property where an existing duplex is located at 1211 & 1213 'H' Ave., Anacortes.

The zoning is R3 and allows Triplexes and 4-plexes by Conditional Use. The building lot is 10,500 sq. ft. and by calculating ½ of abutting streets and alley there is 15,140 gross sq. footage with a maximum density of 9 units/acre. The minimum number of sq. footage required is 14,520 sq. ft. adding this unit is well within the required total.

Access to the site is off the existing alley, the east 150' which is to be paved before occupancy permit is issued. Required parking is 1.6 spaces for a 2-bedroom unit. 2 spaces are provided with a 3rd space that can be used in the paved parking area adjacent to and west of the proposed unit.

Proposed exterior lighting on the front and rear porches will not exceed the equivalent of 2 ea. 100-watt bulbs. There will be little light pollution on the neighbor to the east or across the alley to the north.

The proposed building unit use will be consistent with the current neighborhood as to noise generation after the initial building construction is complete.

Public facilities and utilities are capable of serving this building unit and there are no size, shape, topography, wetlands, critical areas or drainage issues.

Allen Family Investments, LLC
P.O. Box 817
Anacortes, WA 98221
Phone: 360-293-7754

City Pre-Application Letter -- Date 08/01/2017

Item #6./Gross Acre Calc's:

1)

	Square Footage
Lot Size	10,500
30' x 40' - ½ 13th Street.....	1,200
160' x 8' - ½ Alley	1,440
50' x 40' - ½ 'H' Ave.....	2,000
Lot Size with ½ abutting streets & alleys:	15,140

2) 9 Lot Gross Acre Rule:

43,560 sq. ft./acre *divided by* 9 = 4,840 sq. ft. Unit

4,840 sq. ft. x 3 units = 14,520 sq. ft.

Maximum Density OK

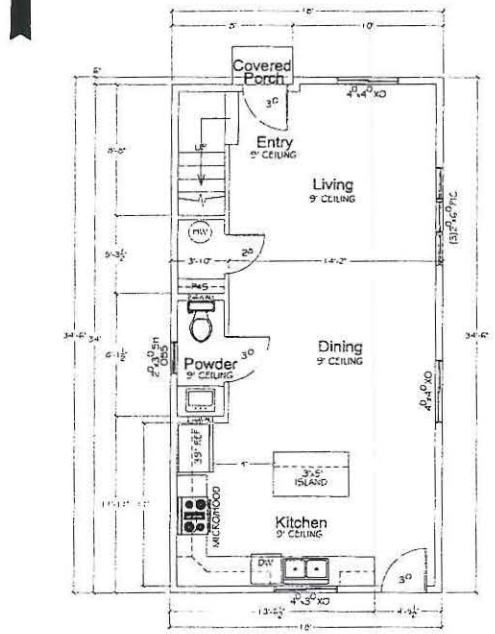
EXISTING IMPERVIOU
ROOF 1300#
SIDEWALK 215#
DUMPSTER 75#
PARKING 3,214#

PROPOSED NEW IMPERVIOUS
ROOF 660#
PARKING 540#

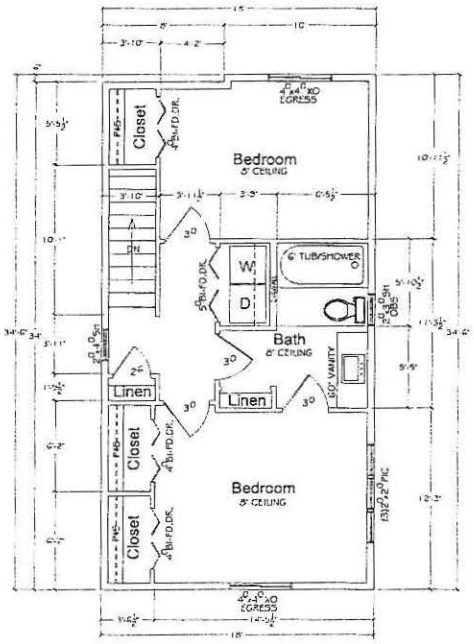
BLDG LOT COVERAGE ON 10,500# LOT

EXISTING DUPLEX 1,216#
EXISTING DECKS 192#
EXISTING STAIRS 80#
EXISTING TOTAL 1,488#
ADDITIONAL 3RD UNIT 617#
PROPOSED TOTAL 2,105#

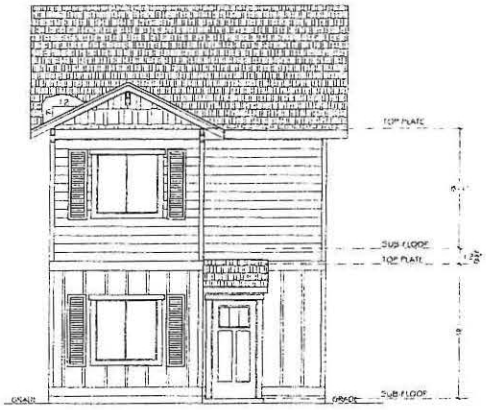
$\frac{2105\#}{10500\#} = 20\%$ LOT COVERAGE



MAIN FLOOR PLAN
LIVING AREA SQ. FT.=617



UPPER FLOOR PLAN
LIVING AREA SQ. FT.=584



NORTH ELEVATION

TOTAL LIVING AREA SQ. FT.=1201

R3 ZONING
STICK FRAME
WOOD FRAME BUILDING
BUILDER TO VERIFY ALL DIMENSIONS
BUILDING & PLUMBING TO COMFORMS TO
IRC 2015 BUILDING CODES
FOR FAMILY DWELLINGS

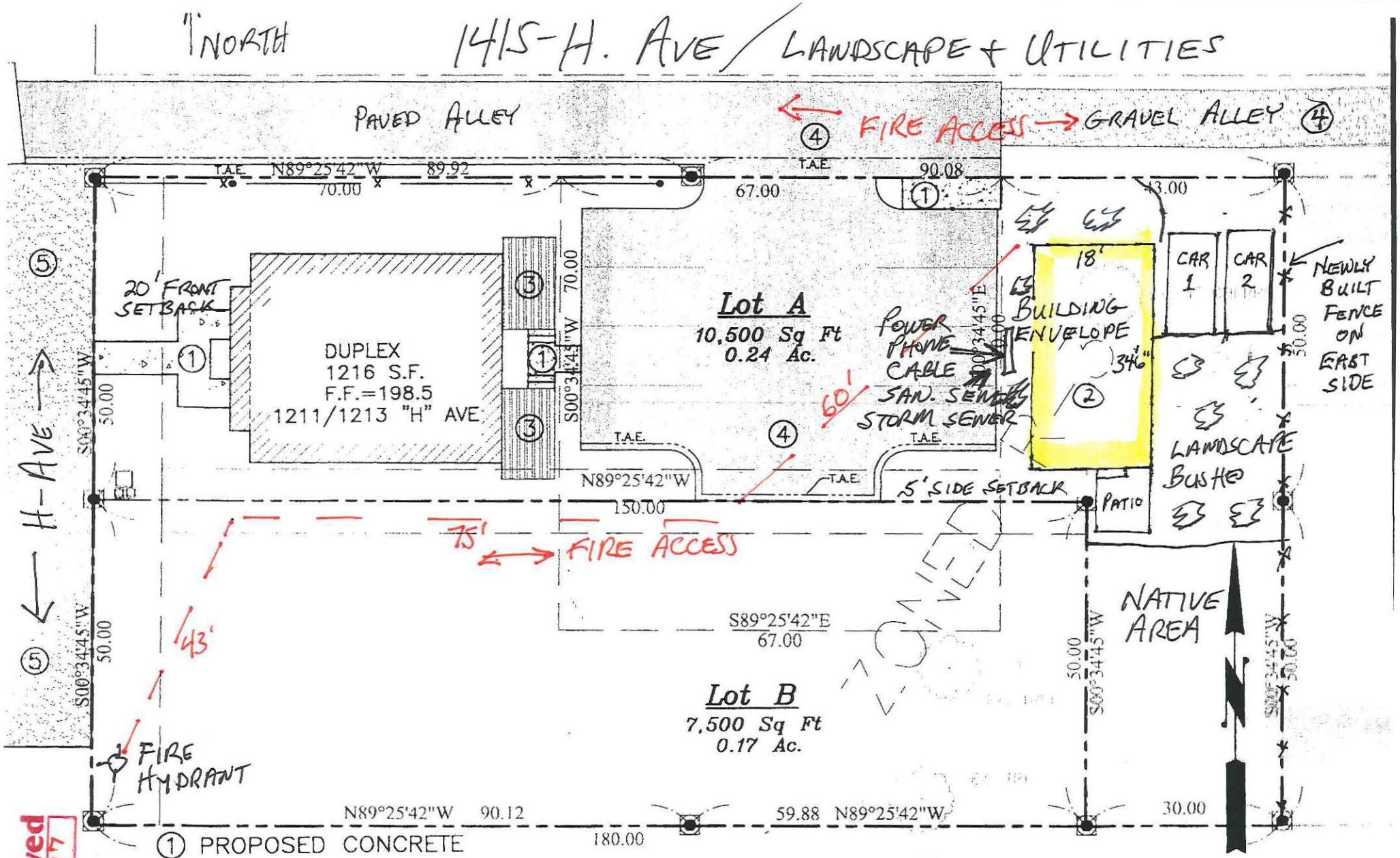
received 9/25/17

11" x 17" PAPER SIZE --- SCALE IS 1/8" = 1' (COPY @ 100%)
22" x 34" PAPER SIZE --- SCALE IS 1/4" = 1' (COPY @ 200%)

2
2 of 2

MAIN & UPPER FLOOR PLANS & NORTH ELEVATION
TOM ALLEN RESIDENCE
ADDRESS: 1215 "H" AVE
PARCEL: P 58013
XrefID: 3806-004-016-0004
DRAWN BY: BRUCE RUSTAD — DATE: 08/17/17

1415-H. AVE / LANDSCAPE + UTILITIES

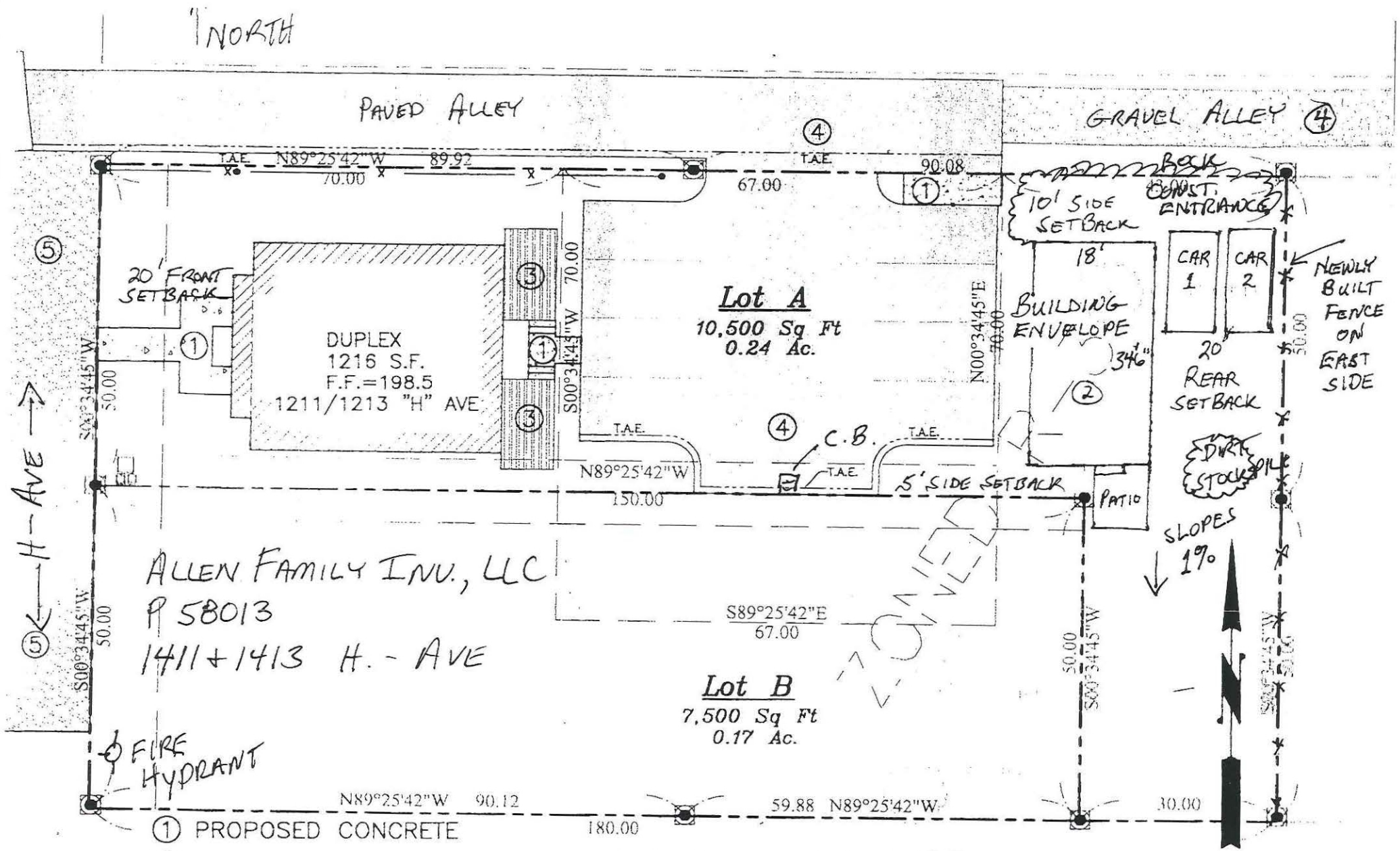


received 9/25/17

① PROPOSED CONCRETE
② PROPOSED STRUCTURE
③ PROPOSED PATIO
④ PROPOSED ASPHALT

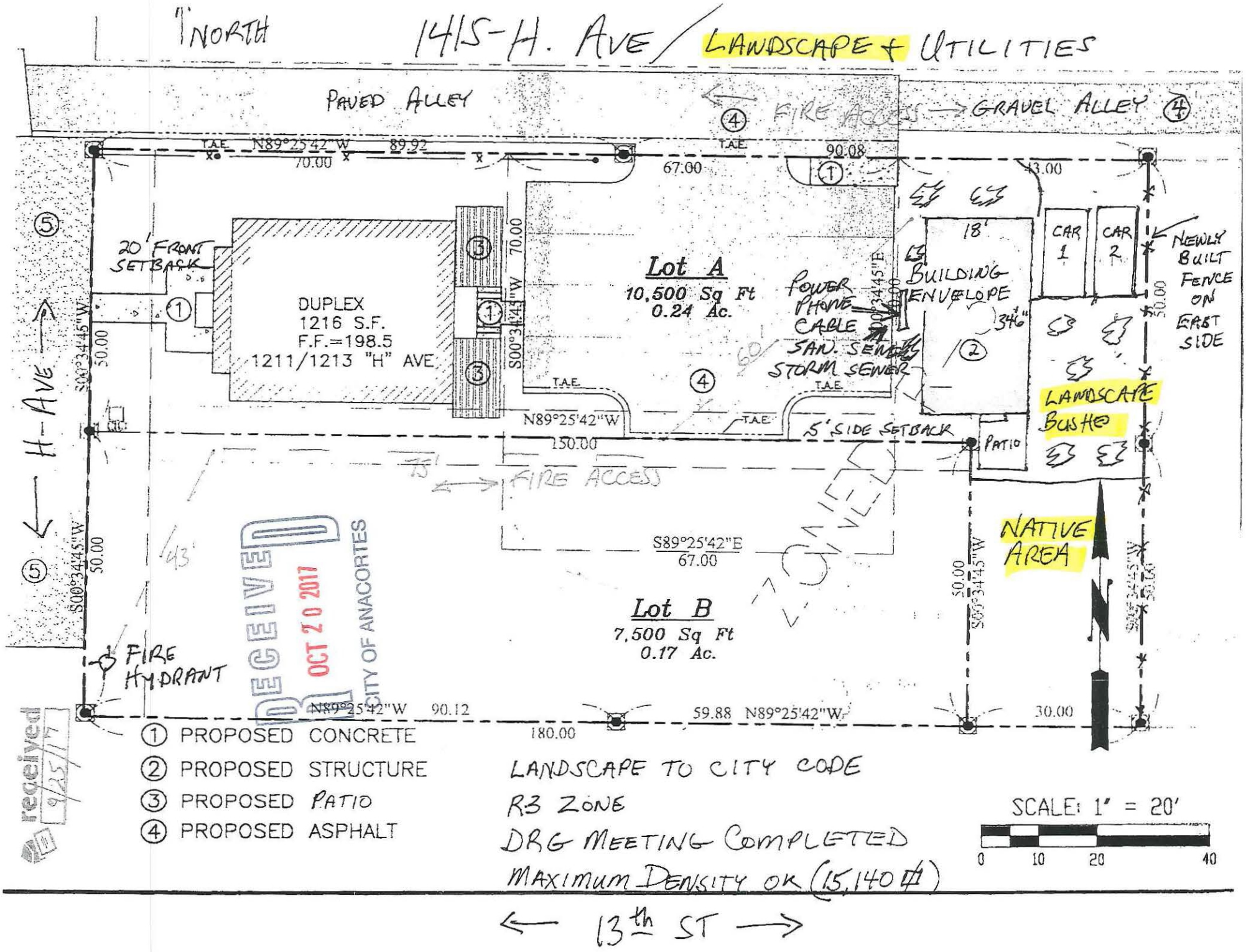
LANDSCAPE TO CITY CODE
R3 ZONE
DRG MEETING COMPLETED
MAXIMUM DENSITY OK (15,140 ft²)

SCALE: 1" = 20'
0 10 20 40


NORTH
PAVED ALLEY
GRAVEL ALLEY
N89°25'42"W 89.92
70.00
67.00
90.08
10' SIDE SETBACK
CONST. ENTRANCE
20' FRONT SETBACK
DUPLEX
1216 S.F.
F.F.=198.5
1211/1213 "H" AVE
Lot A
10,500 Sq Ft
0.24 Ac.
70.00
N00°34'45"E
70.00
S00°34'45"W
50.00
BUILDING ENVELOPE
18'
CAR 1
CAR 2
20' REAR SETBACK
NEWLY BUILT FENCE ON EAST SIDE
50.00
T.A.E.
C.B.
N89°25'42"W
150.00
5' SIDE SETBACK
PATIO
DIRT STOCKPILE
SLOPES 1%
H - AVE
ALLEN FAMILY INV., LLC
P 58013
1411 + 1413 H. - AVE
S89°25'42"E
67.00
Lot B
7,500 Sq Ft
0.17 Ac.
50.00
S00°34'45"W
FIRE HYDRANT
N89°25'42"W 90.12
180.00
59.88 N89°25'42"W
30.00
① PROPOSED CONCRETE
② PROPOSED STRUCTURE
③ PROPOSED PATIO
④ PROPOSED ASPHALT
LANDSCAPE TO CITY CODE
R3 ZONE
DRG MEETING COMPLETED
MAXIMUM DENSITY OK (15,140 ft²)
SCALE: 1" = 20'
0
10
20
40

← 13 ft CT →

THIS LANDSCAPE PLAN WAS SUBMITTED WITH APPLICATION.. I'm DOING BUSHES, BARK + LEAVING SOME IN NATIVE


NORTH
1415-H. AVE / LANDSCAPE + UTILITIES
PAVED ALLEY
FIRE ACCESS → GRAVEL ALLEY
T.A.E.
N89°25'42"W 89.92
70.00
67.00
90.08
3.00
20' FRONT SETBACK
DUPLEX
1216 S.F.
F.F.=198.5
1211/1213 "H" AVE.
S00°34'45"W 70.00
Lot A
10,500 Sq Ft
0.24 Ac.
POWER
PHONE
CABLE
SAN. SEWER
STORM SEWER
BUILDING ENVELOPE
18'
CAR 1
CAR 2
NEWLY BUILT FENCE ON EAST SIDE
50.00
S00°34'45"E 50.00
60'
N89°25'42"W
150.00
5' SIDE SETBACK
PATIO
LANDSCAPE BUSHES
H-AVE
75'
FIRE ACCESS
S00°34'45"W 50.00
S89°25'42"E
67.00
NATIVE AREA
Lot B
7,500 Sq Ft
0.17 Ac.
FIRE HYDRANT
N89°25'42"W 90.12
180.00
59.88 N89°25'42"W
30.00
RECEIVED
OCT 20 2017
CITY OF ANACORTES
received 9/25/17
① PROPOSED CONCRETE
② PROPOSED STRUCTURE
③ PROPOSED PATIO
④ PROPOSED ASPHALT
LANDSCAPE TO CITY CODE
R3 ZONE
DRG MEETING COMPLETED
MAXIMUM DENSITY OK (15,140 ft²)
SCALE: 1" = 20'
0 10 20 40
← 13th ST →

201612200069
Skagit County Auditor
12/20/2016 Page 1 of 3 3:47PM
$167.00

Auditor's Certificate

Skagit County Auditor

Legend

y–yellow gas
e–red/orange electrical & telephone
g–green sewer
b–blue water
water meter/valve
utility pole
fire hydrant
drain manhole
sewer manhole

12th Street

Block 2
Plat of Barber's Addition

Block 4
Plat of Munk's Addition

Auditor's File Number
201612050137
EASEMENT

Basis of Bearings
Survey per AFN 1994
02110127

Cased monument at Avenue G and alley Centerline this survey bears S65°06'49"W 0.83 (see notes sheet 3 of 3)

Block 2, Davis' First Addition

Survey per AFN 1995
06230061

80'

centerline

alley centerline

S89°25'42"E
380 Plat

Alley

16'

Gravel (12' wide)

centerline

N89°25'42"W 89.92
73.00

N89°25'42"W 90.08
62.00

N89°25'42"W
60.00

N89°25'42"W
60.00

Rebar & Cap, LS
29535 Corner Bears
N04°55'12"E 0.18

Lot A
10,500 Sq Ft
0.24 Ac.

Reciprocal Easement in Parking Lot See Sht. 3 of 3

45'

Rebar & Cap, LS
29535 Corner Bears
S09°13'07"E 0.66

Survey per AFN 20050506005 and surveys to the east in Blocks 5, 7 and 10

Left undisturbed except for tree management and drywells

Lot 11
Lot 12
Lot 16

S00°34'45"W 50.00
S00°34'45"W 70.00
N00°34'45"E 70.00
50.00

N89°25'42"W
150.00

Lot B
7,500 Sq Ft
0.17 Ac.

S89°25'42"E
62.00

BLOCK 4

S00°34'45"W 100.00

Proposed water meters

Proposed fire hydrant

Paved

See sheet 2 of 3

Lot 13
Lot 14
Lot 15

S00°34'45"W 50.00

N89°25'42"W
90.12

N89°25'42"W
59.88

30.00

N89°25'42"W
60.00

N89°25'42"W
60.00

Rebar & Cap, LS
29535 Corner Bears
S26°07'52"W 0.63

Rebar & Cap, LS
29535 Corner Bears
S07°26'14"W 0.75

● Rebar & Cap, LS 29535 per prior survey
◙ Rebar & Cap, LS 29535 set this survey

H Avenue

I Avenue

centerline

centerline

13th Street
(currently unimproved)

Block 8

BLA–2016–1012

SHEET 1 OF 3

Survey Notes

This survey has been prepared from a closed random traverse using an instrument measuring angles to 3 seconds of arc and distances rounded to hundredths of feet.

The purpose of this survey has been to locate and describe the existing corners and boundaries of the parcels described below.

A boundary determination that was later revised resulted in the departures noted between monuments set and corners now described. Monuments are set in concrete.

Utility line locations are based on surface paint marks.,

Munk's Queen Anne Addition was found to be senior to Davis' First Addition and therefore held.

Property Description

Auditor's File Number (AFN) 201604280088 Tax Parcel 55013

Lots 11 through 16 inclusive, Block 4, Munk's First Queen Anne Addition to Anacortes, according to the recorded Plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page 1.
Subject to covenants, conditions, restrictions and easements of record.

Graphic Scale

30 0 15 30 60

1 inch = 30 feet

Surveyor's Certificate

This map correctly represents a survey made by me or under my direction in conformance with the requirements of the Survey Recording Act at the request of Allen Family Investments, LLC, owners of property in Skagit County, Washington in July, 2016.

Certificate No. 29535

Record of Survey / Boundary Line Adjustment

FILE NAME: 1605–740			
SCALE: 1" = 30			
DATE OF PLAN:11–26–16			
DRAWN BY: RFP			
F.B. No. 42, 43			
QUARTER	SECTION	TOWNSHIP	RANGE
NE/NW	24	35N	1E

PLS

PREPARED FOR:
ALLEN FAMILY INVESTMENTS, LLC

Parrish Land Surveying
PO Box 314, Lopez, Washington 98261
(360) 588-1467 email parrish@rockisland.com

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Skagit County Auditor
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DOCUMENT
UNOFFICIAL

N

3/4" Pipe in monument case (no lid)

1" pipe in monument case 8th St. & I Ave.
See survey "A", AFN 200505060005

Surveys of Record
A. AFN 200505060005
B. AFN 9402110127
C. AFN 201309030018
D. AFN 200407260004

Diagram of Street Centerlines and monumentation

S00°35'17"W 295.17

N00°33'48"E 887.68 (888 Plat)

Lead & Tack, 11th St. & D Ave.

N89°25'42"W 759.41

N89°25'42"W 379.80

11th Street

N89°25'42"W 380.00

Quarter Corner (calculated position)

13 24

N89°25'42"W 379.92

© see survey

S00°35'17"W 296.17

F Avenue

S00°35'17"W 296.17

G Avenue

S00°34'45"W 296.17

H Avenue

N00°34'45"E 296.17 296 Plat

I Avenue

Ⓑ Basis of Bearings
Survey, AFN 9402110127

Brass disk in monument case 12th St. & D Ave.

12th Street

S89°25'42"E 1139.26 1140 plat 1139.40 prior survey

"PK" Nail

S89°25'42"E 380.00

N89°25'42"W 380.00

40' 40' N89°25'42"W 300.00 40'

Barber's Addition Block 2

Munk's Addition Block 4

16' alley

S00°34'45"W 139.83 140 Plat

296.00

S00°34'45"W 100.00

Ⓓ

Rebar & Cap, LS 19645

N89°25'42"W 75.30 80.19' N89°25'42"W 264.40 N89°25'42"W 380.00

Rebars & Caps, LS 29535

Brass disk in monument case

S00°34'45"W 8.17 see note below 8'Plat

alley

See Sheet 1 of 3 Ⓐ

N89°25'42"W 300.00

N89°25'42"W 380.00

40' 40'

13th Street

The east–west block dimensions are based on the above found monuments and referenced surveys. The location of the monument in the alley does not appear to be consistent with record information.
Plat dimensions appear to be the best available evidence of the block boundaries.

Graphic Scale

100 0 50 100 200

1 inch = 100 feet

Record of Survey / Boundary Line Adjustment

BLA–2016–1012

ROBERT F. PARRISH STATE OF WASHINGTON 29535 REGISTERED PROFESSIONAL LAND SURVEYOR EXPIRES 12/01/16

FILE NAME: 1506–715			
SCALE: 1" = 100'			
DATE OF PLAN: 11–26–16			
DRAWN BY: RFP			
F.B. No. 42,43			
QUARTER	SECTION	TOWNSHIP	RANGE
NE/NW	24	35N	1E

PLS

PREPARED FOR:
ALLEN FAMILY INVESTMENTS, LLC

Parrish Land Surveying
PO Box 314, Lopez, Washington 98261
Anacortes 360-588-1467 email parrish@rockisland.com

201612200069
Skagit County Auditor
12/20/2016 Page 3 of 3 3:47PM
$167.00

Property Description Before Boundary Line Adjustment (BLA)

Tax Parcel 58013
Auditor's File Number 201604280088

Lots 11 through 16, inclusive, Block 4, "Munk's First Queen Anne Addition to Anacortes," according to the recorded plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page1.

This conveyance is subject to covenants, conditions, restrictions and easements, if any, affecting title, which may appear in the public records, including those shown on any recorded plat or survey.

Lot A After BLA

A portion of Lots 11 through 16, inclusive, Block 4, "Munk's First Queen Anne Addition to Anacortes," according to the recorded Plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page 1 described as follows:

Beginning at the south margin of the alley in said Block 4 and the east margin of H Avenue at the northwest corner of said Lot 11 from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S89°25'42"E, 89.92 feet to a rebar and cap labeled "Parrish, LS 29535," on the south margin of said alley; thence continuing S89°25'42"E, 90.08 feet along said margin to the northeast corner of said Lot 16 from which a rebar and cap labeled "Parrish, LS 29535" bears S09°13'07"E, 0.66 feet; thence S00°34'45"W, 50.00 feet to a rebar and cap labeled "Parrish, LS 29535" on the east line of said Lot 16; thence continuing S00°34'45"W, 50.00 feet to the southeast corner of said Lot 16 from which a rebar & cap labeled "Parrish, LS 29535," bears S07°26'14"W, 0.75 feet; thence N89°25'42"W, 30 feet along the north margin of unimproved Thirteenth Street to a rebar and cap labeled "Parrish, LS 29535;" thence N00°34'45"E, 50.00 feet to a rebar and cap labeled "Parrish, LS 29535;" thence N89°25'42"W, 150.00 feet to a rebar and cap labeled "Parrish, LS 29535" and the east margin of said H Avenue; thence N00°25'02"E, 50.00 feet along said east margin to the point of beginning.

Together with and subject to a non–exclusive reciprocal easement for ingress, egress, parking and utilities described as follows: Commencing at the east margin of H Avenue at the northwest corner of said Lot 11 and the south margin of said alley, from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S89°25'42"E, 73.00 feet along said alley to the point of beginning; thence S00°34'45"W, 70.00 feet; thence S89°25'42"E, 62.00 feet; thence N00°34'45"E, 70.00 feet to the south margin of said alley; thence N89°25'42"W, 62.00 feet along said alley to the point of beginning.

Lot B After BLA

A portion of Lots 11 through 16, inclusive, Block 4, "Munk's First Queen Anne Addition to Anacortes," according to the recorded Plat thereof in the office of the Auditor of Skagit County, Washington in Volume 3 of Plats, page 1 described as follows:

Commencing at the south margin of the alley in said Block 4 and the east margin of H Avenue at the northwest corner of said Lot 11 from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S00°34'45W, 50.00 feet along said east margin to a rebar and cap labeled "Parrish, LS 29535" and the true point of beginning; thence S89°25'42"E, 150.00 feet to a rebar and cap labeled "Parrish, LS 29535;" thence S00°34'45"W, 50.00 feet to a rebar and cap labeled "Parrish, LS 29535" and the north margin of unimproved Thirteenth Street; thence N89°25'42"W along said north margin, 59.88 feet to a rebar and cap labeled "Parrish, LS 29535;" thence continuing N89°25'42"W, 90.12 feet to the east margin of said H Avenue from which, a rebar and cap labeled "Parrish, LS 29535" bears S26°07'52"W, 0.63 feet; thence N00°34'45"E, 50.00 feet along said margin to the point of beginning.

Together with and subject to a non–exclusive reciprocal easement for ingress, egress, parking and utilities described as follows: Commencing at the east margin of H Avenue at the northwest corner of said Lot 11 and the south margin of said alley, from which a rebar and cap labeled "Parrish, LS 29535" bears N04°55'12"E, 0.18 feet; thence S89°25'42"E, 73.00 feet along said alley to the point of beginning; thence S00°34'45"W, 70.00 feet; thence S89°25'42"E, 62.00 feet; thence N00°34'45"E, 70.00 feet to the south margin of said alley; thence N89°25'42"W, 62.00 feet along said alley to the point of beginning.

EASEMENT RECORDED UNDER AUDITOR'S FILE NUMBER _____

Declaration and Consent

Know all persons by these presents that we the undersigned owners hereby certify that this boundary line adjustment is made as our free and voluntary act and deed.

Pamela J. Allen — Thomas L. Allen

Pamela J. Allen–Bowles — Brian K. Allen

Acknowledgement

I certify or have satisfactory evidence that Thomas L. Allen, Pamela J. Allen signed this instrument and on oath stated that they are authorized to execute the instrument and acknowledged it as their free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: DECEMBER 19, 2016

Signature: _____

M. GAUDIO-COTTON _____ Notary Public

MARCIANA GAUDIO-COTTON NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES 05-09-2020

My Appointment Expires 05-09-2020.

Acknowledgement

I certify or have satisfactory evidence that Brian K. Allen and Pamela J. Allen–Bowles signed this instrument and on oath stated that they are authorized to execute the instrument and acknowledged it as their free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: 12-16-16

Signature: _____

Lilliane Martin Notary Public

LILLIANE A. MARTIN NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES JUNE 20, 2019

My Appointment Expires: 6/20/19

Acceptance

This Boundary Line Adjustment is hereby examined and approved for acceptance this 19th day of JANUARY, 2016.

City Engineer

for DM
Subdivision Administrator

SHEET 3 OF 3

Record of Survey / Boundary Line Adjustment

BLA–2016–1012

ROBERT F PARRISH STATE OF WASHINGTON 29535 REGISTERED PROFESSIONAL LAND SURVEYOR EXPIRES 10/01/18

FILE NAME: 1506–740			
SCALE: N/A			
DATE OF PLAN: 11–26–16			
DRAWN BY: RFP			
F.B. No. 42,43			
QUARTER	SECTION	TOWNSHIP	RANGE
NE/NW	24	35N	1E

PLS

PREPARED FOR:
ALLEN FAMILY INVESTMENTS, LLC

Parrish Land Surveying
PO Box 314, Lopez, Washington 98261
Anacortes 360-588-1467 email parrish@rockisland.com

UNOFFICIAL DOCUMENT

1211 & 1213 H. AVE.

RECEIVED
OCT 20 2017
CITY OF ANACORTES

19.36.040 CUP Criteria:

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

1. The use would comply with any specific requirements for the conditional use specified elsewhere in this code; *Zoning R-3*
AMC 17.34.050 Minimum lot size Tri-Plex 10,000 sq. ft. all conditions of AMC 17.34 met.

2. Access to the site is appropriate considering the anticipated volume of traffic resulting from the use; *Alley access or with approximately 1 car added to alley every 3-1/2 – 4 hours*

3. Off-street parking and loading facilities are adequate in terms of location, amount, and design to service the use; *Off street parking with 2 units provided plus the access to existing 1211 – 1213 parking area.*

4. The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved; *Building will have 20' setback on eastside With privacy fence to nearest neighbor.*

5. The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining, or neighboring properties; *Front porch and rear porch lights only as required by code*

6. Hours and manner of operation of the proposed use, including anticipated noise generation, are not inconsistent with the adjacent or nearby uses;
Apartment use will be consistent with the current single and multi-family neighborhood.

7. Public facilities and utilities are capable of adequately serving the proposed use;
All utilities are run to the building site.

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

9. Any other factors deemed relevant to the decision-maker. (Ord. 2992 § 1 (Att. A), 2016)

Ravnik & Associates, Inc.
CIVIL ENGINEERING & LAND-USE PLANNING

DRAINAGE REPORT
for
New Duplex Building
1211 "H" Avenue, Anacortes, WA
for
Tom Allen

Ravnik & Associates #16019

November 2, 2017



NARRATIVE

The project area is located within the City of Anacortes (WA) and exists today as a single parcel (P58013) of land containing approximately 10,500 square feet and the adjoining 16-foot wide alley right of way. The subject property is located along the east side of H Avenue, approximately 121 feet southerly of 12th Avenue. The alley portion of the project extends from the subject property easterly to "I" Avenue. The project addressed herein proposes construction of a new 621 square foot residential building and approximately 1,950 square feet of new asphalt surfacing of the existing gravel ally located along the north side of the subject property. The subject property currently contains an existing 1,216 square foot duplex building and approximately 3,073 square feet of existing concrete and asphalt improvements associated with the building. This Drainage Report has been prepared to address the stormwater provisions necessary for development of additional residential building including a gravel parking area and asphalt surfacing over the existing gravel alley to the north of the subject property based on the 2012 Department of Ecology Stormwater Manual for Western Washington (DOE Manual) as required by the City of Anacortes.

EXISTING CONDITIONS

The project basin area is comprised of a single parcel of land and an adjoining alley right of way along the north side of the project. The subject property contains a total of approximately 10,500 square feet (0.24-acres), with the alley right of way encompassing approximately 4,828 (0.11-acres) square feet for a total project basin area of 0.35 acres. To the south of the subject property there is an 80-foot wide unopened right of way area, to the east is residential development, to the west is developed "H" Avenue, and the existing ally is located north with residential development along its north side. The subject property is generally flat with gentle slopes downhill from north to south. There is an existing duplex building located within the westerly portion of the subject property, along various areas of existing concrete and asphalt for walkways and parking to serve the existing building. The existing alley is paved within its westerly half and is surfaced with compact gravel within the remaining easterly portion. The existing compacted gravel alley which appears to sheet low onto adjoining properties as there is no existing storm system serving this area and there is no evidence of concentrated flows or ponding water. Refer to the following for the total existing impervious surface area:

Existing Impervious Surface

Ex Duplex Building	1,216 sf
Ex Concrete (onsite)	373 sf
Ex Asphalt (onsite)	2,700 sf
Ex Asphalt (offsite-alley)	2,036 sf
Total Ex Impervious Surface	6,325 sf (0.15 acres)

Therefore, the project basin area currently contains approximately 42.9% impervious surfaces and 57.1% pervious areas.

Per information from the Soils Conservation Service Soil Survey of Skagit County, the onsite soils are comprised of #31 "Clallam" soils, identified as being in Hydrologic Group "C". Per the SCS Manual, "Clallam" soils are described as typically having a surface covered with a mat of needles, leaves, and swigs about 1-inch thick, with the surface layer below the mat being a dark brown gravelly loam over a dense glacial till. Permeability of this soil is moderate above the dense glacial till and very low through the lower till soils. Per Table 14 of the SCS Manual, Clallam soils have permeability of 0.60-2.0 inches per hour to depths of 27 inches, however the infiltration rate is reduced to less than 0.06 inches per hour a depths below 27 inches.

DEVELOPED CONDITIONS

This project proposes the construction of the new 621 square foot building (847 sf roof area), 554 square feet of gravel surfacing for two parking stalls, and the extension of the asphalt surfacing in the alley easterly, adding approximately 2,538 square feet of new asphalt surfacing in the alley where compact gravel currently exists. The new onsite impervious improvements proposed herein are to occur within the easterly side of the previously developed lot and easterly end of the previously developed alley as summarized below:

New Impervious surfaces

New duplex building (roof area)	847 sf
New gravel surfacing (parking)	554 sf
New asphalt alley surfacing	2,538 sf (*currently compacted impervious gravel*)
Total New Impervious Surface	3,939 sf

The proposed project development is proposed to conform to the requirements established by the Department of Ecology's 2012 Stormwater Manual as required by the City of Anacortes. Following the 2012 DOE Figure 2.4.1-*Flow Chart for Determining Requirements for New Development* the first question asks if the site has more than 35% or more of existing impervious coverage. For this project it does (it currently contains approximately 42.9% impervious coverage), therefore this flow chart notes that this project should refer to Figure 2.4.2 "*Flow Chart for Determining Requirements for*

Redevelopment". DOE Figure 2.4.2 for redevelopment was used to determine the necessary stormwater provisions which must be incorporated for this specific project. Both of the referenced 2012 DOE flow charts are attached at the end of this report.

The Flow Chart for Determining Requirements for Redevelopment (DOE Figure 2.4.2) starts by asking: "Does the project result in 2,000 square feet, or more, of new plus replaced hard surface area?" The answer for this project is "**Yes**," therefore DOE Minimum Requirements #1-#5 are applicable to the new and replaced hard surface area. Next question is "Does the project add 5,000 square feet or more of **new** hard surface." The answer is "**No**," and additionally this is not a road related project. Last question: "Is the total of new plus replaced hard surfaces 5,000 square feet or more AND does the value of the proposed improvements - including interior improvements-exceed 50% of the assessed value (or replacement value) of the existing site improvements?" This project **does not** propose more than 5,000 square feet of new plus replaced hard surface, and the proposed improvements **do not** exceed 50% of the replacement value of the existing site improvements, therefore, "No additional requirements are required." In summary, per the 2012 DOE Manual's Redevelopment Flow Chart, this project is **required to meet Minimum Requirements #1 - #5 for all new and replaced hard surface areas.** It should be noted that even if using Figure 2.4.1 for New Development also results in the project being required to meet minimum requirements #1-#5. Refer to both of the attached DOE flow charts for reference.

DOE MINIMUM REQUIREMENTS #1-#5

Based on the requirements established using the DOE flow charts as noted, the following is the list of DOE's Minimum Requirements #1-#5 and how the standard is proposed to be met for this project.

Minimum Requirement #1-Prepareation of Stormwater Site Plan
Stormwater design for the site will be included within the plans submitted to the City of Anacortes with Building Permit submittal.

Minimum Requirement #2-Construction Stormwater Pollution Prevention (SWPPP)
A plan will be prepared to assure that no erosion will occur and that the existing stormwater facilities onsite area properly managed, protected, and maintained during construction. The plan shall be prepared by the contractor and will address each of the 13 elements noted within the 2012 DOE Manual as applicable/necessary.

Minimum Requirement #3-Source Control Pollution
Source control BMP's will be chosen and noted within the projects plans to support each element as needed per minimum requirement #2 to prevent stormwater from coming into contact with pollutants during construction.

Minimum Requirement #4-Preservation of Natural Drainage Systems and Outfalls
This project proposes to collect and route the new building's roof runoff waters to a dispersion system or perforated stub-out connection as required to meet the Onsite Stormwater Management (LID) requirement as further discussed in minimum requirement #5. The addition runoff from the new asphalt surfacing within the easterly half of the alley will continue to sheet flow onto the adjoining lots as occurs today, however a small section of thickened asphalt edge will be installed where the alley right of way directly adjoins an existing house. The thickened asphalt edge will route waters easterly and be allowed to flow southerly within the west side of the "I" Street right of way towards the 80-foot wide unopened, forested, 13th Street right of way to the south. Refer to the Developed Conditions Drainage Exhibit attached.

Minimum Requirement #5: On-site Stormwater Management
This project must employ on-site stormwater management BMPs. Based on enclosed Figure 2.5.1 in Volume 1 of the DOE manual *"Flow Chart of Determining LID MR #5 Requirements,"* since the project is only required to conform to minimum requirements #1-#5 this project has the choice of choosing On-site Stormwater Management BMP's from List #1 or demonstrating conformance to the Low Impact Development Performance Standard as noted within 2012 DOE Manual Volume 1-Section 2.5.5. This project proposes to use List #1 to be in compliance with Requirement #5 *On-site Stormwater Management*, the LID performance standard.

Using List #1, BMP's for new "Roof" and "Other Hard Surfaces" have been considered in the order they are presented in the following list as summarized, with the first BMP deemed feasible being chosen for use by the project as required.

Roofs:
Per the Low Impact Development Performance Standard - List #1 the following BMPs are applicable for roofs in the order that DOE requires they be considered for feasibility:

1. **Full Dispersion or Full Infiltration**-*Not feasible as the site is already developed and maintaining 65% of the native condition is not feasible.*

2. **RainGardens or Bioretention**- *The onsite soil structure contains a restrictive layer at approximately 27-inches below existing grade that has a hydraulic conductivity of less than 0.06 inches per hour, therefore Raingardens or Bio retention is not feasible per 2012 BMP T7.30. BMP T7.30 Infeasibility Criteria states if the native soils infiltration rate is less than 0.30 inches per hour they should not be used to meet the requirements of MR #5.*

3. **Downspout Dispersion**- *Downspouts from the proposed 847 square foot building roof area will be tight-lined to a Dispersion Trench (DOE detail 3.1.5 and 3.1.6). This dispersion trench will be situated so that there is at least 25 feet of vegetated flow path down gradient to the nearest property line. For Downspout Dispersion DOE requires a 10 foot long x 2-foot wide drainrock filled trench containing a 4-*

inch diameter perforated pipe for each 700 sf of building. Based on this the proposed 847 sf building roof area will require 12.1 lineal feet of dispersion trench be installed to disperse roof runoff. Refer to the detail provided with this report. If it is deemed that a dispersion trench along the southerly side of the site would be impactive to adjoining properties, a perforated stub-out connection can also be used in lieu of a dispersion trench.

4. **Perforated Stub-out Connection**
Though not anticipated, if the previously noted dispersion trench is anticipated to negatively impact adjoining properties, a perforated stub-out connection is required in place of the dispersion trench. If used, the new building downspouts will be tight-lined to a perforated stub-out connection to be located within the onsite southerly portion of open lawn area. Per DOE Volume III, Section 3.1.3 Perforated Stub-out Connections (BMP T5.10C) Design Criteria at least 10-feet of perforated pipe per 5,000 sf of roof area laid in a level, 2-foot wide trench backfilled with washed drain rock is required. To provide the perforated stub-out for the proposed 847 sf building roof area, 10 lineal feet of trench would be required, with a piped connection to the existing 6-inch diameter storm stub located southerly of the proposed building which will provide an overflow into the adjoining underground storm system to the west. Refer to the DOE Detail attached with this report.

Other Hard Surfaces:
Small areas of concrete sidewalks and/or patios are proposed and will be cross-sloped to direct runoff to flow downhill towards lawn/landscape area where there is sufficient area for runoff to disperse and infiltrate into the underlying soils. The proposed 13-foot wide asphalt surfacing to be placed on the existing compacted gravel alley with this project will generally be designed to promote sheet flow, as currently occurs today, as noted in the following. However within the east most portion of the new alley to be paved, approximately 85 lineal feet of thickened asphalt edge will be placed along the south side of the new pavement to protect an existing house located very near the south side of the alley right of way. The thickened asphalt edge will convey runoff easterly where it will be released southerly within the west side of the "I" Street right of way. Refer to the Existing and Developed Conditions Exhibits attached.

1. **Full Dispersion or Full Infiltration in accordance with BMP T5.30-***Not feasible as the site is already developed and maintaining 65% of the native condition is not feasible.*

2. **Permeable pavement or RainGardens or Bioretention-** *Per the footnote on this item in the 2012 DOE Manual this is not a requirement to pave surfaces, and therefore is not applicable to the proposed gravel parking surfacing. Regarding the asphalting of the adjoining unimproved portions of the alley, the use of Permeable pavement or Raingardens or Bio retention is infeasible due to the fact that the onsite soils have a restrictive layer at approximately 27-inches below*

existing grade which has a hydraulic conductivity of less than 0.06 inches per hour. Per the 2012 DOE Manual BMP T7.30. BMP T7.30 use of Permeable Pavement or Raingardens or Bio retention is infeasible if the native soils infiltration rate is less than 0.30 inches per hour should not be used to meet the requirements of MR #5.

3. **Sheet Flow Dispersion (BMP T5.12) or Concentrated Flow Dispersion (BMP T5.11)**-*This project will disperse runoff waters via sheet flow for all proposed onsite concrete and gravel surfaces by cross-sloping them to promote runoff waters to sheet flow onto adjoining vegetated landscape areas as required by DOE standards. Generally a 10-foot wide vegetated area is sufficient to disperse up to a 20-foot wide impervious surface width per BMP T5.12. For the new 13-feet of asphalt surfacing within the 16-foot wide alley right of way area there is only 1.5-2-feet of area remaining between the edge of the asphalt and adjoining right of way line. Without at least 10-feet of vegetated buffer for dispersion and/or the 50-feet to the property line for Concentrated Flow Dispersion, Sheet Flow Dispersion is not feasible for the proposed asphalt. Runoff generated from the generally new asphalt areas will continue to sheet flow, as it currently does, from the compacted gravel surfacing, and infiltrate along the north and south sides of the alley. Within the easterly section (approximately 85 liner feet) of the alley, will include a thickened asphalt edge along the south side to protect an existing house located very near the south right of way line. This thickened asphalt edge will collect and convey runoff from the new asphalt surface and route it easterly where it can be discharged south, within the west side of the "I" Avenue right of way, ultimately reaching the unopened 13th Street right of way to the south as there is not a defined storm system within the area.*

SUMMARY

In summary, redevelopment of this property to add 847 square feet of new building roof area, gravel surfacing for parking stalls, a small amount of concrete surfacing for walkways and patios, and 2,538 square feet of new paving of the existing gravel alley as noted will not have a significant impact on the project area. Per the DOE flow charts noted previously and attached herein, this project is required to meet DOE's minimum requirements #1-#5, most notably Minimum Requirement #5 - On-site Stormwater Management. This project will use Onsite Stormwater BMP's such as 12.1 lineal feet of dispersion trench for downspout dispersion (or 10 linear feet of perforated stub out connection) for roof runoff and will grade new concrete and gravel areas with a cross slope to promote runoff to disperse sheet flow onto vegetated surfaces as noted on List #1 in Volume I of the 2012 DOE Manual to meet this requirement as specified in the previous sections of this report. Since the alley right of way is only 16-feet wide, sheet flow dispersion and concentrated flow dispersion for all areas cannot be achieved, therefore the alley runoff will be allow to flow to areas as currently occurs except within the east most 85 linear feet of the alley where a thickened asphalt edge will be provided along the south side of the alley to protect an existing house has been constructed very close to the south right of way line. This thickened asphalt edge will collected and convey runoff easterly, to the west side of the "I" Avenue right of way, where it is

discharged southerly, ultimately reaching the vegetated unopened 13th Street right of way south of the project. Refer to the attached Developed Conditions Drainage Exhibit.



Ravnik & Associates, Inc.
CIVIL ENGINEERING & LAND-USE PLANNING
1633 LINDAMOOD LANE/P.O. BOX 361
BURLINGTON, WA 98233
PH: (360) 707-2048 FAX: (360) 707-2216

SHEET DESCRIPTION:

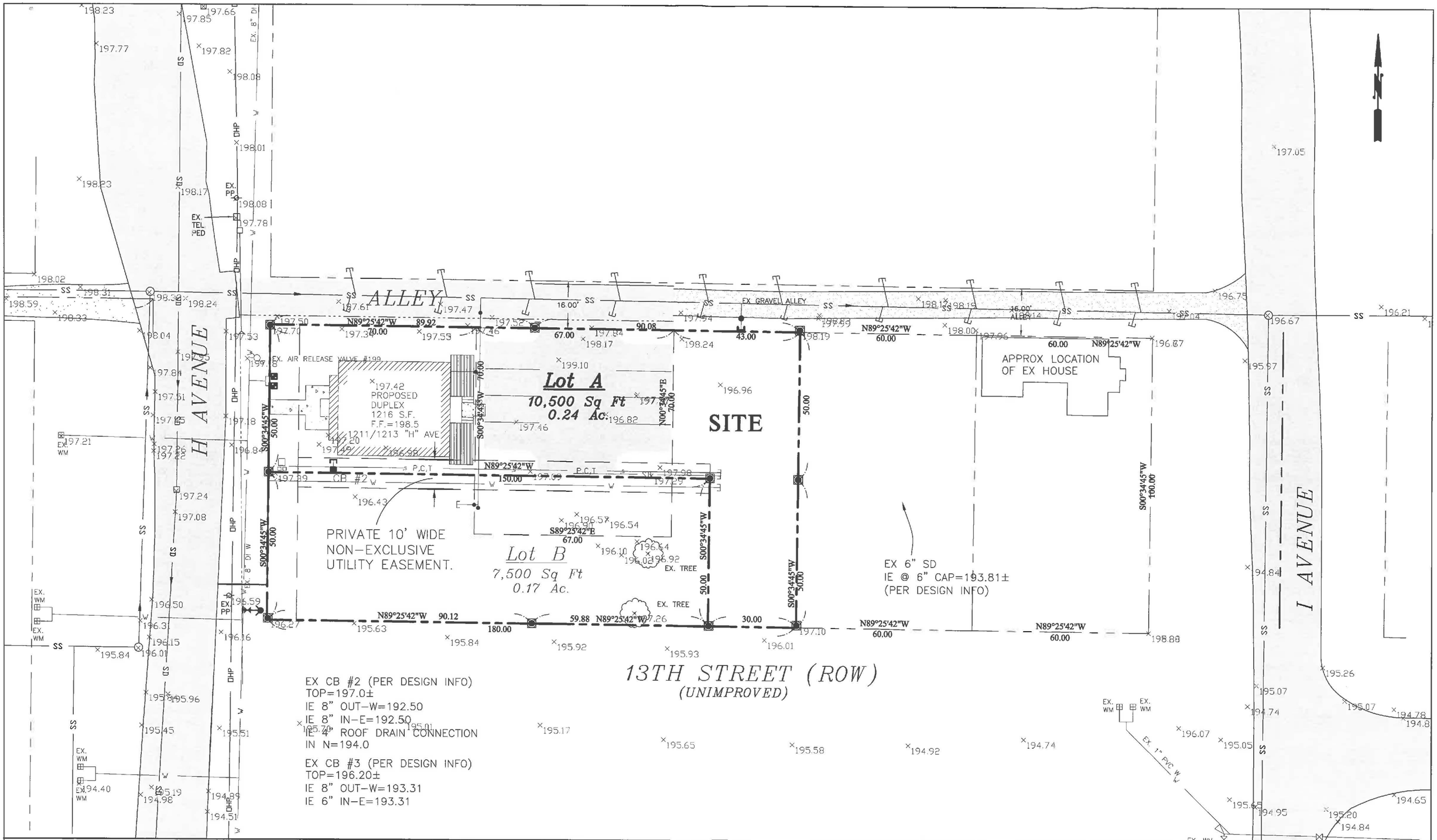
VICINITY MAP

SCALE: 1"=300'

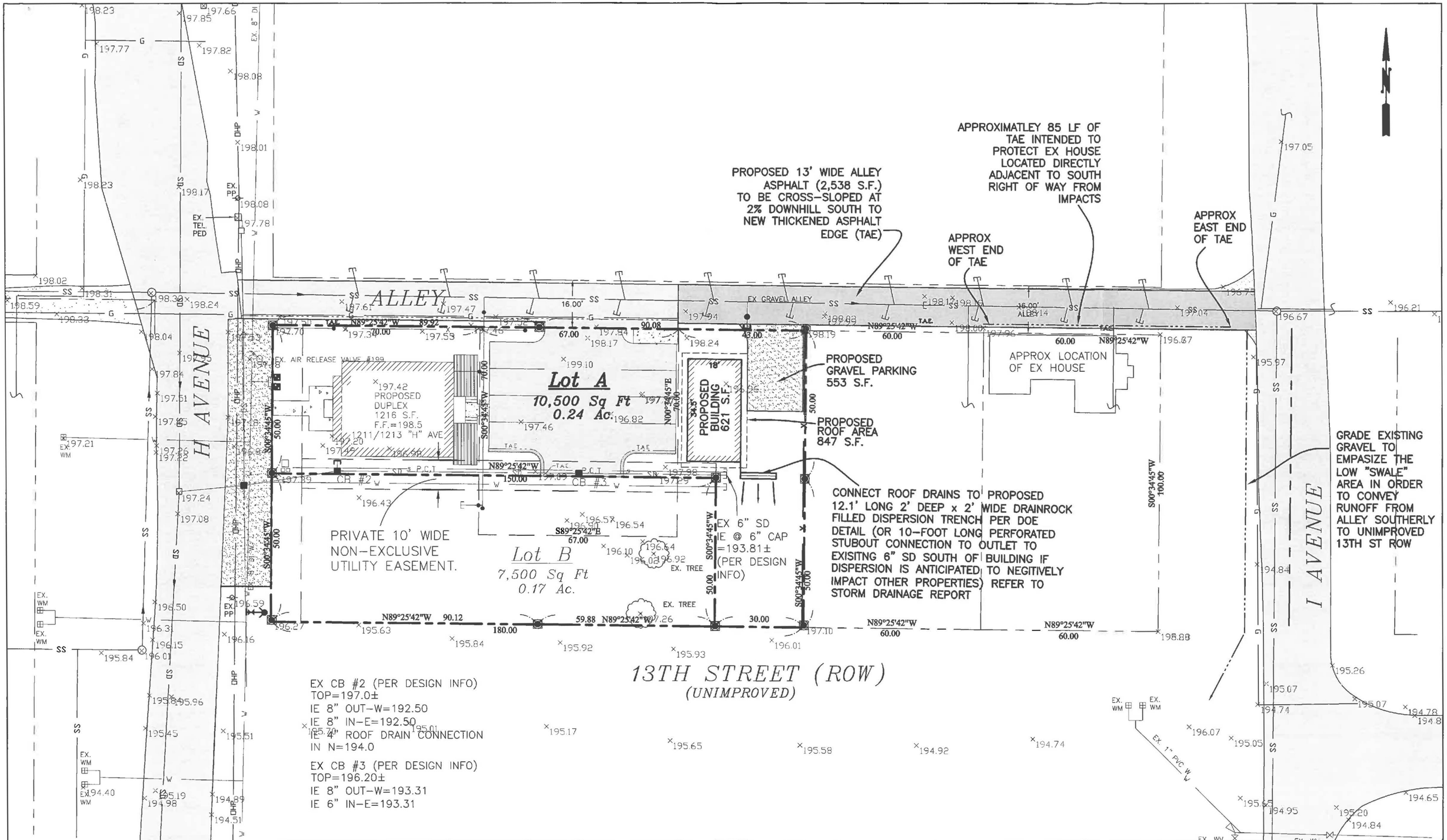
DRAWN BY: D. REMSEN

JOB NO. 16019

DATE: 10.25.17



Ravnik & Associates, Inc. CIVIL ENGINEERING & LAND-USE PLANNING 1633 LINDAMOOD LANE/P.O. BOX 361 BURLINGTON, WA 98233 PH: (360) 707-2048 FAX: (360) 707-2216		SCALE: 1"=30' DRAWN BY: DLR CHECKED BY: HLN DATE: 10.31.17	SHEET TITLE: **EXISTING CONDITIONS DRAINAGE EXHIBIT**	DRAWING NO. 16019.DRNG.EXH.DWG JOB NO. 16019 SHEET NO. 1 OF 2	SHEET DESCRIPTION: **"H" AVENUE DUPLEX ON LOT A** **FOR** **ALLEN FAMILY INVESTMENTS LLC** **SECTION 24 T. 35 N., R. 01 E., W.M.**



Ravnik & Associates, Inc.
CIVIL ENGINEERING & LAND-USE PLANNING
1633 LINDAMOOD LANE/P.O. BOX 361
BURLINGTON, WA 98233
PH: (360) 707-2048 FAX: (360) 707-2216

SCALE: 1"=30'
DRAWN BY: DLR
CHECKED BY: HLN
DATE: 10.31.17

SHEET TITLE:
DEVELOPED CONDITIONS DRAINAGE EXHIBIT

DRAWING NO. 16019.DRNG.EXH.DWG
JOB NO. 16019
SHEET NO. 2 OF 2

SHEET DESCRIPTION:
"H" AVENUE DUPLEX ON LOT A
FOR
ALLEN FAMILY INVESTMENTS LLC
SECTION 24 T. 35 N., R. 01 E., W.M.

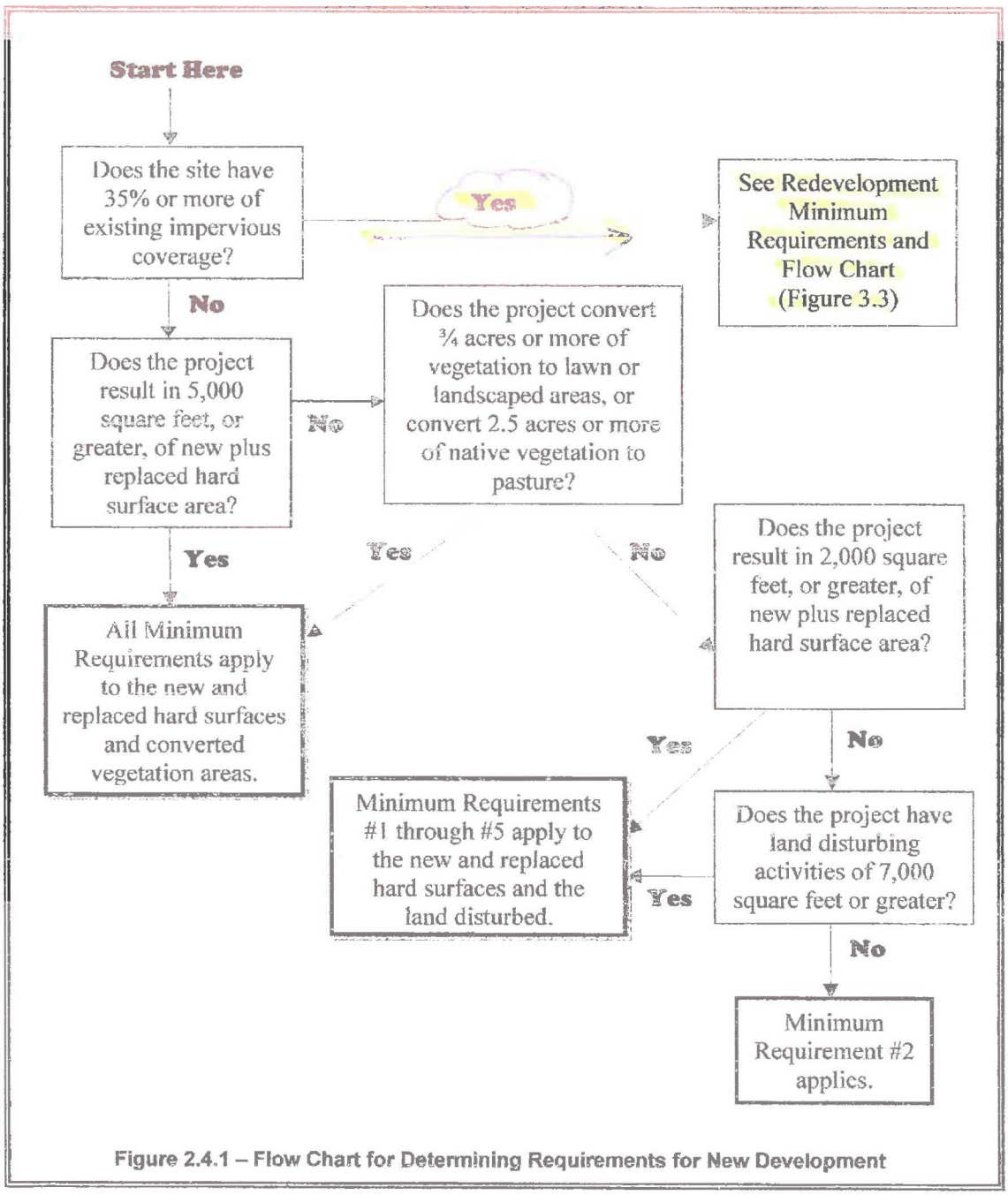


Figure 2.4.1 – Flow Chart for Determining Requirements for New Development

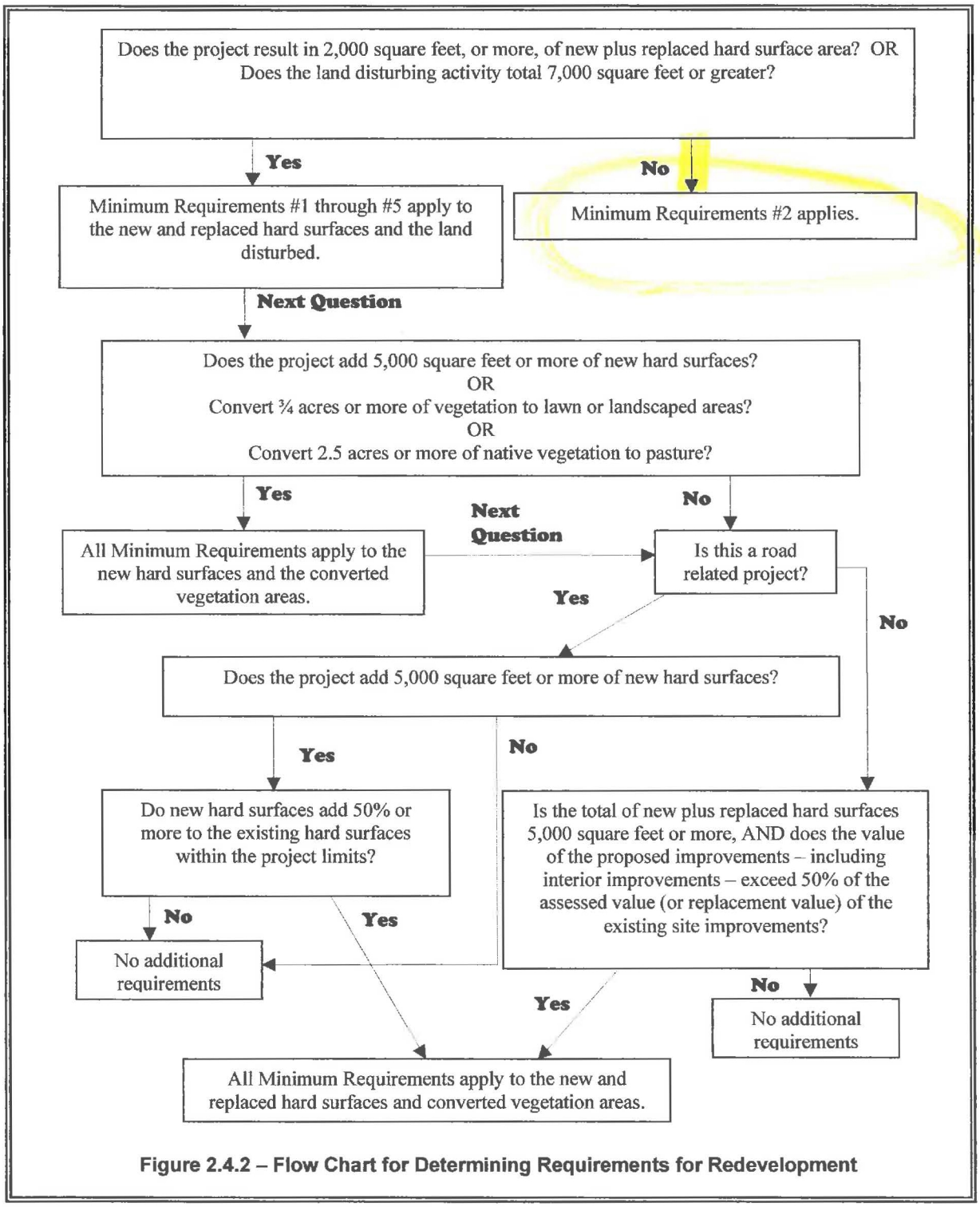
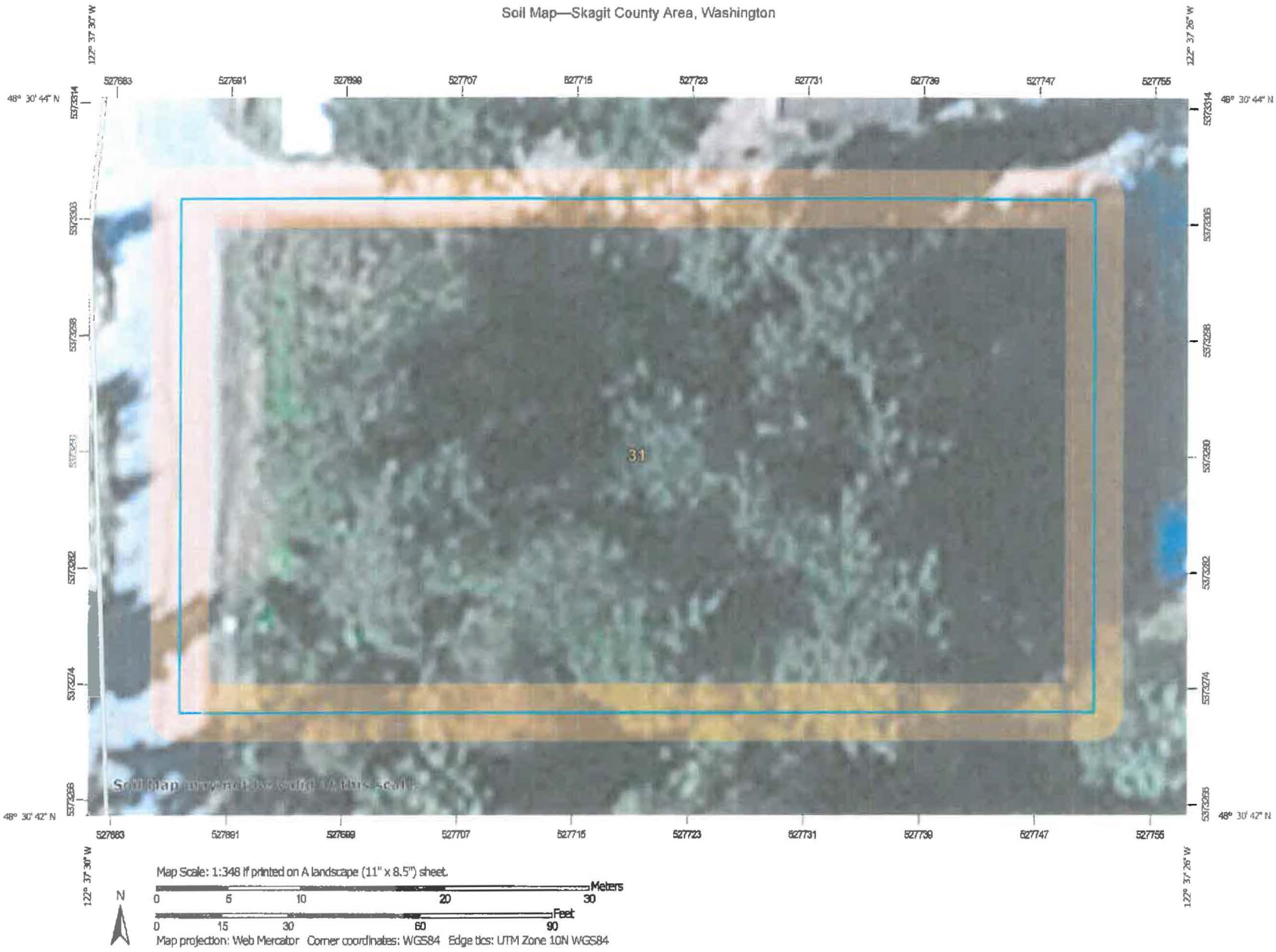


Figure 2.4.2 – Flow Chart for Determining Requirements for Redevelopment


122° 37' 30" W
122° 37' 26" W
48° 30' 44" N
48° 30' 42" N
527683
527691
527699
527707
527715
527723
527731
527739
527747
527755
5373314
5373303
5373298
5373292
5373274
5373266
31
Map Scale: 1:348 if printed on A landscape (11" x 8.5") sheet.
N
Meters
0 5 10 20 30
Feet
0 15 30 60 90
Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 10N WGS84

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

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

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

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Skagit County Area, Washington
Survey Area Data: Version 13, Sep 8, 2016

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jul 9, 2010—Aug 28, 2011

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Skagit County Area, Washington (WA657)			
Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
31	Clallam-Urban land complex, 0 to 8 percent slopes	0.6	100.0%
Totals for Area of Interest		0.6	100.0%

TABLE 14.--PHYSICAL AND CHEMICAL PROPERTIES OF THE SOILS--Continued

Soil name and map symbol	Depth	Clay	Permeability	Available water capacity	Soil reaction	Shrink-swell potential	Erosion factors		Organic matter
							K	T	
	In	Pct	In/hr	In/in	pH				Pct
14----------	0-6	---	0.6-2.0	0.15-0.20	5.1-6.5	Low----------	0.15	3	3-9
Blethen	6-37	---	0.6-2.0	0.10-0.15	5.1-6.5	Low----------	0.15		
	37-49	8-14	0.6-2.0	0.08-0.12	5.1-6.5	Low----------	0.10		
	49	---	---	---	---	----------	----		
15----------	0-8	---	0.6-2.0	0.30-0.40	4.5-5.5	Low----------	0.02	5	40-80
Borohemists	8-30	---	0.6-2.0	0.30-0.40	4.5-5.5	Low----------	0.02		
	30-60	---	---	---	---	----------	----		
16, 17----------	0-7	---	0.6-2.0	0.15-0.20	6.1-7.3	Low----------	0.20	5	.5-2
Bow	7-17	---	0.6-2.0	0.10-0.17	6.1-7.3	Low----------	0.15		
	17-31	25-45	0.2-0.6	0.19-0.21	6.1-7.3	Moderate-------	0.24		
	31-60	35-50	0.06-0.2	0.15-0.19	6.1-7.3	Moderate-------	0.24		
18, 19----------	0-8	---	0.6-2.0	0.15-0.20	6.1-7.3	Low----------	0.20	5	.5-2
Bow	8-22	25-45	0.2-0.6	0.19-0.21	6.1-7.3	Moderate-------	0.24		
	22-60	35-50	0.06-0.2	0.15-0.19	6.1-7.3	Moderate-------	0.24		
20*:									
Bow----------	0-7	---	0.6-2.0	0.15-0.20	6.1-7.3	Low----------	0.20	5	.5-2
	7-17	---	0.6-2.0	0.10-0.17	6.1-7.3	Low----------	0.15		
	17-31	25-45	0.2-0.6	0.19-0.21	6.1-7.3	Moderate-------	0.24		
	31-60	35-50	0.06-0.2	0.15-0.19	6.1-7.3	Moderate-------	0.24		
Urban land.									
21----------	0-16	5-12	0.6-2.0	0.13-0.15	6.1-7.3	Low----------	0.32	5	3-9
Briscot	16-30	5-12	0.6-2.0	0.13-0.20	6.1-7.3	Low----------	0.37		
	30-60	20-35	0.6-2.0	0.19-0.21	6.1-7.3	Low----------	0.43		
22, 23----------	0-10	---	0.6-2.0	0.15-2.0	4.5-6.0	Low----------	0.28	5	2-8
Cathcart	10-40	---	0.6-2.0	0.10-2.0	5.1-6.5	Low----------	0.28		
	40-60	---	0.6-2.0	0.08-0.11	5.6-6.5	Low----------	0.20		
24----------	0-7	---	0.6-2.0	0.15-2.0	4.5-6.0	Low----------	0.28	5	2-8
Cathcart	7-39	---	0.6-2.0	0.10-2.0	5.1-6.5	Low----------	0.28		
	39-60	---	0.6-2.0	0.08-0.11	5.6-6.5	Low----------	0.20		
25, 26----------	0-6	5-10	0.6-2.0	0.08-0.10	5.1-6.0	Low----------	0.20	1	2-5
Catla	6-11	5-15	0.6-2.0	0.08-0.10	5.1-6.0	Low----------	0.20		
	11-17	5-15	0.6-2.0	0.06-0.08	5.1-6.0	Low----------	0.10		
	17		<0.06	---	---	----------	----		
27, 28----------	0-9	---	2.0-6.0	0.15-0.20	5.1-6.0	Low----------	0.20	3	2-8
Chuckanut	9-35	---	0.6-2.0	0.10-0.15	5.1-6.0	Low----------	0.20		
	35-49	---	0.6-2.0	0.10-0.15	5.1-6.0	Low----------	0.20		
	49	---	---	---	---	----------	----		
29, 30----------	0-11	7-12	0.6-2.0	0.10-0.14	5.1-6.5	Low----------	0.20	2	3-5
Clallam	11-27	3-12	0.6-2.0	0.06-0.10	5.1-6.5	Low----------	0.15		
	27		<0.06	---	---	----------	----		
31*:									
Clallam----------	0-11	7-12	0.6-2.0	0.10-0.14	5.1-6.5	Low----------	0.20	2	3-5
	11-27	3-12	0.6-2.0	0.06-0.10	5.1-6.5	Low----------	0.15		
	27		<0.06	---	---	----------	----		
Urban land.									
32----------	0-7	---	0.6-2.0	0.15-0.25	4.5-5.0	Low----------	0.20	1	10-15
Clendenen	7-16	---	0.6-2.0	0.12-0.20	4.5-5.5	Low----------	0.10		
	16	---	<0.06	---	---	----------	----		

See footnote at end of table.

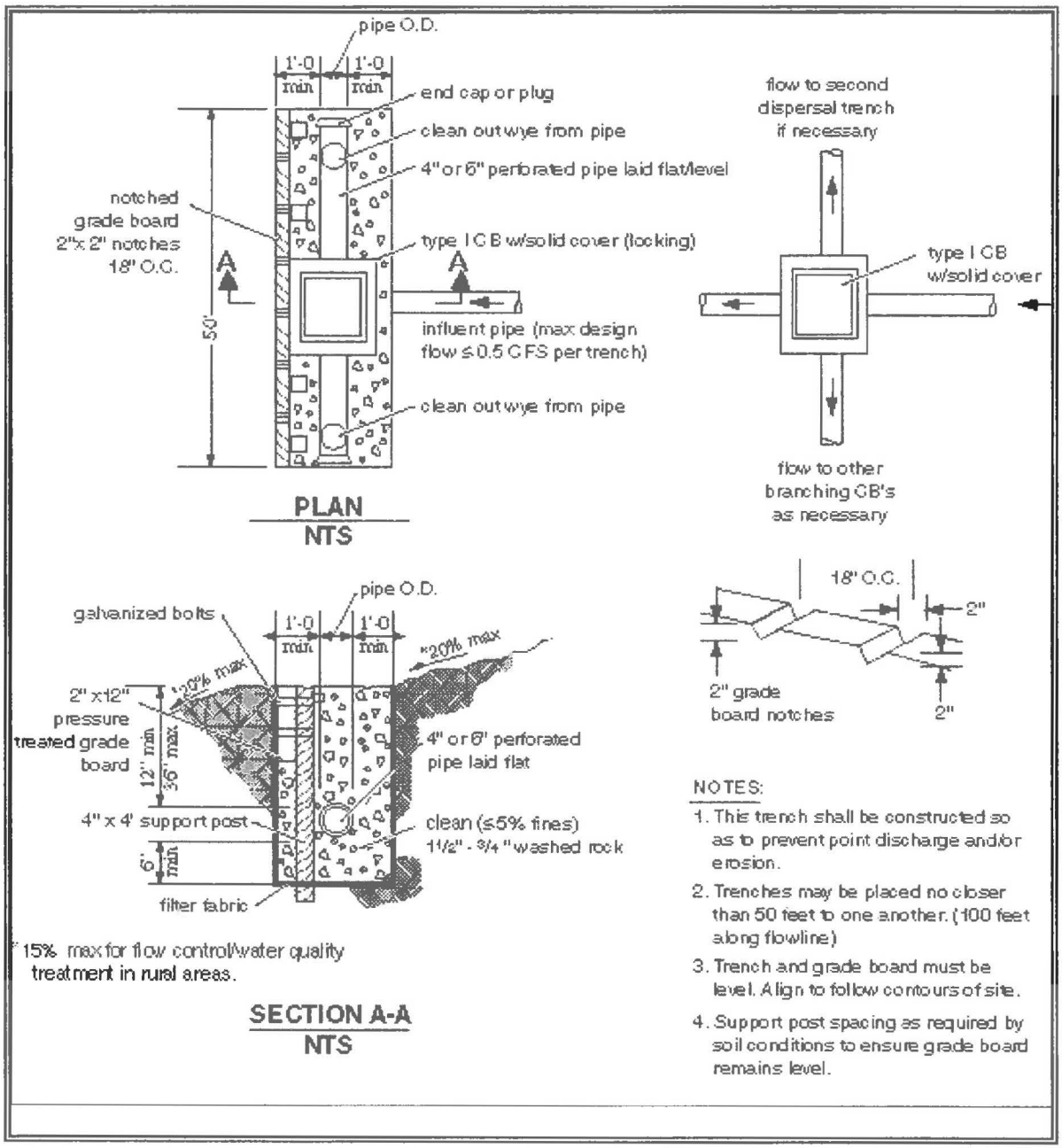
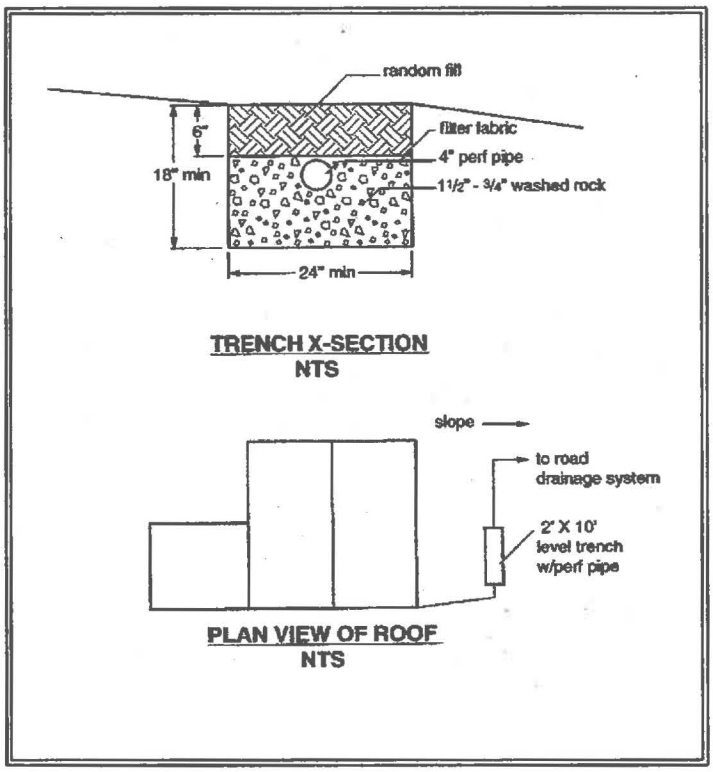


Figure 3.1.6 - Standard Dispersion Trench with Notched Grade Board



Source: King County

Figure 3.1.8 - Perforated Stub-Out Connection

EXHIBIT #02:

GIS MAP & ASSESSORS'S INFO

Details for Parcel: P58013



Jurisdiction: ANACORTES
Please contact the city of **ANACORTES** for ANACORTES zoning information.

Zoning Designation:

Recorded Documents
Excise Affidavits

Documents scanned and recorded by the Auditor's office
Document scans of excise affidavits

Parcel Number	XrefID	Quarter	Section	Township	Range
P58013	3806-004-016-0004	NE	24	35	01

Owner Information
ALLEN FAMILY INVESTMENTS LLC
PO BOX 817
ANACORTES, WA 98221

Site Address(es)
1211 H AVENUE
Anacortes, WA *(Jurisdiction, State)*
Zip Code Lookup | Site Address Information

Map Links
Open in iMap
Assessor's Parcel Map:
PDF | DWF

Current Legal Description Abbreviation Definitions

(0.2410 ac) LOT A, CITY OF ANACORTES BLA-2016-1012, RECORDED UNDER AF#201612200069, RECORDS OF SKAGIT COUNTY, WASHINGTON, BEING A PORTION OF LOTS 11 THRU 16, INCLUSIVE, BLOCK 4, MUNKS FIRST QUEEN ANNE ADDITION TO ANACORTES, RECORDED IN VOLUME 3 OF PLATS, PAGE 1, RECORDS OF SAID COUNTY.

2017 Values for 2018 Taxes*

Building Market Value	$216,800.00
Land Market Value	+$131,300.00
Total Market Value	$348,100.00
Assessed Value	$348,100.00
Taxable Value	$348,100.00

Sale Information
Deed Type WARRANTY DEED
Sale Date 2016-04-25
Sale Price $190,000.00

2018 Property Tax Summary
2018 Taxes will be available after 2/15/2018

Use the Taxes link above for 2017 taxes

** Effective date of value is January 1 of the assessment year (2017)*

Legal Description at time of Assessment

***Land Use**	(120) HOUSEHOLD, 2-4 UNITS	WAC 458-53-030
Neighborhood	(30AMF) ANACORTES 2-4 FAMILY RESIDENTIAL AS BUILT	

Levy Code	0900	**Fire District**	
School District	SD103	**Exemptions**	
Utilities		**Acres**	0.24

Improvement 1 Attributes Summary

Building Style	DUPLEX		
Year Built		**Foundation**	
Above Grade Living Area	2,432 Square Feet	**Exterior Walls**	
Finished Basement		**Roof Covering**	
***Total Living Area**	2,432 Square Feet	**Heat/Air Conditioning**	
Unfinished Basement		**Fireplace**	
***Total Garage Area**		**Bedrooms**	
Bathrooms			
For additional information on individual segments see Improvements tab			

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

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

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

Assessment data for improvements is based on exterior inspections. Please contact the Assessor's office if the information does not accurately reflect the interior characteristics.

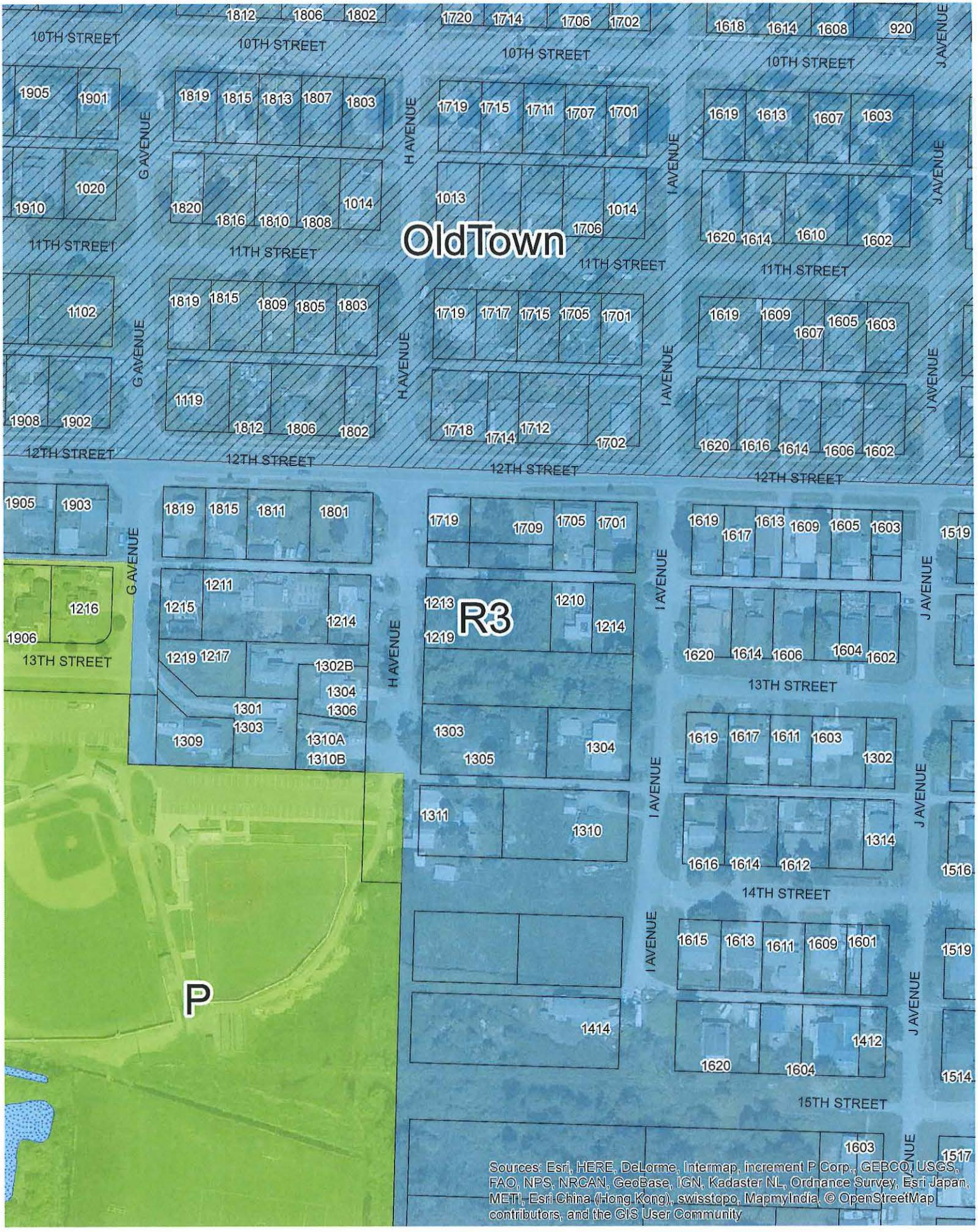

OldTown
R3
P
10TH STREET
11TH STREET
12TH STREET
13TH STREET
14TH STREET
15TH STREET
G AVENUE
H AVENUE
I AVENUE
J AVENUE
1812 1806 1802
1720 1714 1706 1702
1618 1614 1608 920
1905 1901
1819 1815 1813 1807 1803
1719 1715 1711 1707 1701
1619 1613 1607 1603
1910 1020
1820 1816 1810 1808 1014
1013 1706 1014
1620 1614 1610 1602
1102
1819 1815 1809 1805 1803
1719 1717 1715 1705 1701
1619 1609 1607 1605 1603
1908 1902
1119 1812 1806 1802
1718 1714 1712 1702
1620 1616 1614 1606 1602
1905 1903
1819 1815 1811 1801
1719 1709 1705 1701
1619 1617 1613 1609 1605 1603 1519
1216 1906
1211 1215 1214
1213 1219 1210 1214
1620 1614 1606 1604 1602
1219 1217 1302B 1304 1301 1306 1303 1309 1310A 1310B
1303 1305 1304
1619 1617 1611 1603 1302
1311 1310
1314
1616 1614 1612 1516
1615 1613 1611 1609 1601 1519
1414
1412
1620 1604 1514
1603 1517
Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

EXHIBIT #03:

NEIGHBORHOOD MEETING NOTICE & NOTICE OF APPLICATION & HEARING

NEIGHBORHOOD MEETING:

A neighborhood meeting will be held at **6:00 PM on Thursday, October 26, 2017, in the City of Anacortes Senior Activity Center located at 1701 22nd Street, Anacortes, Washington**, concerning the applicant's proposed development.

The applicant is proposing constructing one (1) additional detached dwelling unit on the east side of the subject property. A duplex was recently constructed on the west side of the property. Triplexes require an approved Conditional Use Permit in the underlying R3 Zoning District. The proposed development is generally located south of 12th Street on the east side of "H" Avenue.

Applicant: Tom Allen; Allen Family Investments, LLC; P.O. Box 817, Anacortes, WA 98221; Phone #: (360) 293-7754

Project Location: 1211 & 1213 "H" Avenue, Anacortes, WA

Parcel(s) Numbers Involved: Parcel #: P58013

Required Project Permits/Approvals: The following permits /approvals may be required as part of the proposed development: Conditional Use Permit, Stormwater Drainage Analysis, & Building Permit. This however just concerns a neighborhood meeting at this time.

For Project Information: Kevin Cricchio, AICP, WPIT, Associate Planner; Phone: (360) 293-1937; Email: kevinc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: October 11, 2017

Publish: October 11, 2017

NOTICE OF APPLICATION & HEARING:

Notice Is Hereby Given That An Application Was Made For The Following Proposal:

Request: The applicant has applied for a Conditional Use Permit to permit the construction of one (1) additional detached dwelling unit on the east side of the subject property. A duplex was recently constructed on the west side of the property. Triplexes require an approved Conditional Use Permit in the underlying R3 Zoning District. The proposed development is generally located south of 12th Street on the east side of "H" Avenue. The subject parcel number is P58013.

Project Location: 1211 & 1213 "H" Avenue, Anacortes, WA

Applicant: Tom Allen; Allen Family Investments, LLC; P.O. Box 817, Anacortes, WA 98221

File Number: CUP-2017-0003

Date of Application: September 25, 2017 **Date of Completeness:** November 1, 2017

Public Comment Period: Any person may comment on this application by writing to the address below and/or by testifying at the public hearing. Staff will issue a recommendation on the project after the comment period ends at **5:00 PM on November 22, 2017**. Written comments on the proposal should be submitted before the end of the comment period but will be accepted until the close of the Open-Record Public Hearing.

Required Project Permits/Approvals: The following may be required in addition to the above: Building Permit Application Approval & Stormwater Drainage Analysis

Preliminary Determination of Consistency: At this time, no determination of consistency with City of Anacortes plans, regulations, or standards has been made. At a minimum, this project will be subject to the following plans and regulations: the Comprehensive Plan; Anacortes Municipal Code (Zoning, etc.), Engineering Design and Building Standards.

SEPA Review: SEPA review is not required.

Pre-Decision Open-Record Public Hearing: A pre-decision open-record public hearing will be held by the **Planning Commission at 6:00 PM on Wednesday, December 13, 2017** to make a recommendation on the application to City Council**. Closed-Record Decision Hearing:** A closed-record decision hearing to make a decision on the application will be held by the **City Council at 6:00 PM on Monday, January 8, 2018.** Both hearings will be in City Council chambers located at 904 6th Street, Anacortes, WA.

How to become a party of record: You may become a party of record by submitting written comments, including a (USPS) mailing address, to the City of Anacortes PCED at the address listed below. E-mailed comments must include a return (USPS) mailing address in order for the sender to be considered a party of record. Questions about this proposal, requests to receive future notices of hearings and/or the decision, once made, and/or appeal procedures should be directed to the contact person listed below. The application and complete case file are available for review at the City of Anacortes PCED located at 904 6th Street, Anacortes, WA 98221. A decision on this application will be made within 120 days from the date of completeness.

For Project Information: Kevin Cricchio, AICP, WPIT, Associate Planner; Phone: (360) 293-1937; Email: kevinc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: November 1, 2017

Publish: November 1, 2017

EXHIBIT #04:

PUBLIC COMMENTS RECEIVED

Received 12/13/17 at PC hearing

December 13, 2017

Good Evening Commissioners,

My name is Marilyn Wells Derig and I reside at 1302 K Avenue. I attended the neighborhood meeting held on October 26th and heard Mr. Lauridsen's concerns at that time, and have since read his letter. I share his concerns as outlined. I too have misgivings over the ambiguous language of AMC 17.34.050, and urge that this be addressed in the rewriting of Title 17, so such serial development cannot take place in the future.

At that neighborhood meeting I shared my own concerns, and my words this evening relate to those and the City's dependence on alleys for access to new development. The alley between what would be 13th Street if it went through and 12th Street, between H and I Avenues, is the only means by which people enter and exit at least 9 homes, not counting the proposed building. This block also is in close proximity to the play fields at Volunteer Park. Many children frequent this area.

I am concerned that in our City's reliance on alleys for home access, we have foregone pedestrian safety, and, at the very least, we should have pedestrian paths, so as to insure that these alleys are safe for foot traffic. Cars travel in, out and through these alleys with increasing frequency.

I have expressed this concern before related to another recent project, and I see the same pattern emerging for this one.

Thank you for your time and consideration,

Marilyn Wells Derig

Marilyn Wells Derig
360-770-9805
mderig@me.com

From: Measamer, Don
To: "Vernon Lauridsen"; Cricchio, Kevin
Cc: Gere, Laurie; Grace, Libby
Subject: RE: H Avenue Triplex
Date: Monday, October 30, 2017 8:13:31 AM

Thank you for your email, the current draft regulations does not include the use of detached multifamily units. Thank you again.

Don Measamer, Director | Planning, Community & Economic Development Department
P.O. Box 547 | 904 6th Street | Anacortes, WA 98221
360.299.1942 (work) don@cityofanacortes.org

From: Vernon Lauridsen [mailto:vclauridsen47@yahoo.com]
Sent: Friday, October 27, 2017 3:28 PM
To: Cricchio, Kevin <kevinc@cityofanacortes.org>
Cc: Measamer, Don <don@cityofanacortes.org>; Gere, Laurie <laurieg@cityofanacortes.org>
Subject: H Avenue Triplex

As you know, I attended the neighborhood meeting last night for the "triplex" CUP on H Ave. I attended to draw attention to what I believe to be a terrible statutory provision that is being used to support the project. AMC 17.34.050 provides

> "Units in a multifamily development of two or more units may be attached or detached, provided that the underlying property shall not be subdivided and sold separately unless the subdivided lots meet the setback, lot coverage, parking, and other requirements for the buildings thereon" (emphasis added).

This language was added to 17.34.050 by Ordinance 2794 in 2008. Other than the development on H and 28th, 10th Street and an H Ave. and 13th, I know of no other case where this section has been applied.

The quoted language is ambiguous. Does "Units in a multifamily development" refer to proposed new development or development when applied to preexisting development? As I recall, the 10th Street development was on a piece of vacant land. It seems clear that the quoted language applies in that case. But had there already been a single family dwelling on the property, could the owners have built the second home and called it a detached duplex? There is nothing in the Section 17.34.050 which seems to preclude that interpretation. Indeed that may have been the intent. Perhaps a review of the legislative history would resolve question.

Evidently, the department is interpreting the language to support such serial development. The H Ave. applicant only seeking to build one dwelling unit but rather than call it an application for construction of a single family residence (requiring a separate lot of 6000 sq. ft.), it is deemed to be an application for a "detached" triplex given there is a preexisting duplex.

Note that by implication, so long as the owner/developer has no intention of subdividing and selling the units, there are no "requirements for buildings" which would include set-backs, land coverage, parking, access/street improvements, height, impact fees, and every other development regulation

other than the minimum lot size.
The quoted language would allow a R3 home owners with a 7500 square foot lot to build an oversize, over height home, right on their property line and call it a duplex, then tear down the old home thus avoiding virtually all the development regulations.
The quoted language makes nonsense of the regulations governing accessory dwelling units. Given Section 17.34.050, why would anybody in the R3 zone bother with an ADU and all its regulations when they could build a "detached" duplex without any restrictions other than lot size?
The quoted language also would allow serial development to be taken to an extreme. For example, an R3 land owner with a 12,500 square foot lot could build a (or have an existing) single family home that meets all applicable land use regulations, then proceed to apply for and build a second home with a one foot set-back and call it a duplex, repeat the process and call it a triplex and repeat the process again and call it a fourplex. The effect is row housing rentals in R3 zone which might be an appropriate housing option but one never contemplated by the Comprehensive Plan.
I hope that during the course of rewriting Title 17, Section 17.34.050, would be addressed to preclude "detached" multifamily dwelling units and the potential for harmful unregulated serial development. The H Ave. project is an example of serial development that avoids disclosure and review of the entire project from the beginning. However, the proposal does appear to provide for appropriate parking, set-backs, and lot coverage. As such, I do not feel that the H Ave. "triplex" proposal is a good example of the misuse that could occur given the current text of AMC 17.34.050. You may wish to advise the applicant that I do not intend to oppose the project as outlined last night. Thank you. Vernon Lauridsen.

Sent from Mail for Windows 10

From: Apryl Cuvelier
To: Measamer, Don
Cc: Cricchio, Kevin
Subject: Re: 1211 1213 H ave
Date: Tuesday, December 12, 2017 9:31:55 PM

Don Measamer, Kevin Cricchio, City of Anacortes Planning Commissions and City Council members,

Five years ago I bought 1214 I ave. I lived there with the hopes of tearing the house down and putting up a duplex someday. It was a scary neighborhood and a run down house, but it was what I could afford and I saw its potential. As a homeowner, I am glad to see neighborhoods improve not only cosmetically but when safety improves as well. I am also excited to see nicer homes being built at rates that many mid- income families can afford. As a business owner, Impressions salon, I hear complaints about how hard it is to find nice places to rent at affordable prices. I would like to encourage our council to consider this when people are trying to improve our community. A community isn't sustainable with big million dollar mansions alone and we need economic balance to keep the system running. There is limited space on this precious island and growth is inevitable. As we forecast our land development and plan for future growth I hope we keep this in mind. We need to encourage affordable housing growth in areas that need improvements. What better way is there to clean up neighborhoods and fill the needs of our community than by adding five beautiful affordable homes to a wooded area that was full of the homeless, that appeared to be drug addicts. Now I am able to walk down the alley without fear. I believe that the development of 1211 & 1213 H ave has been a great improvement and would like to see the next addition approved for development.
It would be great to see more developments similar to these in the future and I hope the city helps support more developers with similar ideas.
Please feel free to contact me, if you'd like to discuss this further. Thank you for your time and consideration!

Apryl Cuvelier, Owner
1214 I Avenue
Anacortes, WA 98221
360-708-0845

EXHIBIT #05:

AGENCY & DEPARTMENT COMMENTS RECEIVED

Development Review Group

(DRG)

Name of Applicant: Allen Family Investments, LLC

Brief Description: Triplex Conditional Use Permit, CUP-2017-0003

Please initial if approved and/or include your comments:

Street Department: B.A.

Comments:

OK

Water Department: TN

Comments:

ok

Solid Waste: MK

Comments:

ok

Sandi Andersen: SA

Comments:

Anacortes Planning, Community & Economic Development Dept.
Permit Center
P.O. Box 547, Anacortes, WA 98221-0547
Don Measamer, *Director of Planning, Community and Economic Development*
PH (360) 299-1984
FAX (360) 293-1938

DEPARTMENT / AGENCY COMMENT FORM:

October 27, 2017

RE: Triplex Conditional Use Permit, CUP-2017-0003

From: Kevin Cricchio, Associate Planner; City of Anacortes; 904 6th Street, P.O. Box 547, Anacortes, WA 98221; Phone: (360) 293-1937; Email: kevinc@cityofanacortes.org

Description of Subject Proposal:	**CUP-2017-0003:** The applicant has applied for a Conditional Use Permit to permit the construction of one (1) additional detached dwelling unit on the east side of the subject property. A duplex was recently constructed on the west side of the property. Triplexes require an approved Conditional Use Permit in the underlying R3 Zoning District. The proposed development is generally located south of 12th Street on the east side of "H" Avenue. The subject parcel number is P58013. Project location is 1211 & 1213 "H" Avenue, Anacortes, WA. Please provide any comments /requirements to me no later than **5:00 PM on November 22, 2017**. Please see the attached notice of application & hearing.
Applicant & Landowner:	Allen Family Investments, LLC P.O. Box 817 Anacortes, WA 98221

Conditions &/or Requirements:

NO PUBLIC WORKS ISSUES.

Signature:	STEVEN LANGE	**Date:**	10.30.17
Dept. / Agency Name:	COA PW'S DEPARTMENT		

Anacortes Planning, Community & Economic Development Dept.
Permit Center
P.O. Box 547, Anacortes, WA 98221-0547
Don Measamer, *Director of Planning, Community and Economic Development*
PH (360) 299-1984
FAX (360) 293-1938

DEPARTMENT / AGENCY COMMENT FORM:

October 27, 2017

RE: Triplex Conditional Use Permit, CUP-2017-0003

From: Kevin Cricchio, Associate Planner; City of Anacortes; 904 6th Street, P.O. Box 547, Anacortes, WA 98221; Phone: (360) 293-1937; Email: kevinc@cityofanacortes.org

Description of Subject Proposal:	**CUP-2017-0003:** The applicant has applied for a Conditional Use Permit to permit the construction of one (1) additional detached dwelling unit on the east side of the subject property. A duplex was recently constructed on the west side of the property. Triplexes require an approved Conditional Use Permit in the underlying R3 Zoning District. The proposed development is generally located south of 12th Street on the east side of "H" Avenue. The subject parcel number is P58013. Project location is 1211 & 1213 "H" Avenue, Anacortes, WA. Please provide any comments /requirements to me no later than **5:00 PM on November 22, 2017**. Please see the attached notice of application & hearing.
Applicant & Landowner:	Allen Family Investments, LLC P.O. Box 817 Anacortes, WA 98221

Conditions &/or Requirements:

Signature:	T J Z	**Date:**	10-30-17
Dept. / Agency Name:	Water Dept.		

EXHIBIT #06:

SITE PHOTOS

EXHIBIT #06
SITE PHOTOS:



Existing duplex on subject property addressed as 1211 1213 “H” Avenue



On the right side, an adjacent duplex addressed as 1217 & 1219“H” Avenue

Looking south at "H" Avenue





Looking east at un-opened 13th Street on south side of 1217 & 1219 duplex



Looking north at "H" Avenue. 1211 & 1213 "H" Avenue duplex on right side.



Looking east at alleyway that abuts 1211 & 1213 duplex & subject property on right side.



Looking west at alleyway that abuts property. Two duplexes & parking lot located on left side.





1211 & 1213 duplex on right side & 1217 & 1219 duplex on left side. 4 parking spaces shown.

Four additional parking spaces on east side of parking lot



Eastern side of subject property where one additional dwelling unit is proposed





Garbage & recycling receptacles for two existing duplexes

EXHIBIT #07:

APPLICANT'S RESPONSE TO PUBLIC COMMENTS

RECEIVED
DEC 08 2017
CITY OF ANACORTES

Allen Family Investments, LLC
P.O. Box 817
Anacortes, WA 98221
Phone: 360-293-7754

December 11, 2017

To: Planning Commissioners and City Council Members

Re: Allen CUP Application for 'H' Ave. - NEIGHBORHOOD MEETING 10-26-17 TOM ALLEN TRIPLEX:

On September 26th, 2017 Allen Family Investments (AFI) participated in a mandatory neighborhood meeting related to our submission of a conditional use permit for construction of a single wood framed living unit on an existing duplex site.

Excluding City employee's and AFI representatives, there were nine participants at the meeting. Four of the nine participants were from within the 300 foot radius mandatory notice immediate neighborhood, the remaining five live outside the immediate neighborhood.

City representatives maintained a list of concerns expressed during this meeting. The concerns are listed **BOLDED** below, AFI's response to the five concerns follows each bolded concern:

1. **TRAFFIC CONCERNS:** Marilyn Derig expressed a concern about traffic. She does not live in the immediate neighborhood but indicated she is walking distance away. Traffic impact on the neighborhood by addition of a single 2 bedroom unit will be negligible. It is estimated that a two bedroom apartment will add one car trip every 3-1/2 to 4 hours.

2. **NO SIDEWALK:** Marilyn Derig also expressed concern that walking in the alley will not be as safe, appearing to want a sidewalk. As part of this project, AFI intends to pave the easterly 150' portion of the alley adjacent to the site, which will provide much better definition to the right of way and provide better access to emergency vehicles. Installing a sidewalk in an alley is not consistent with any other alleys in Anacortes, nor is there width provided in the 16' right of way by the City for such an improvement. A short ½ block away to the north along 12th street are east/west sidewalks which parallel this alley, intended for safe pedestrian use and will keep her from having to walk back alleys.

3. **PEDESTRIAN SAFETY:** Related to item 2. Above, Marilyn Derig raised general pedestrian safety. AFI added a 14' tall commercial grade solar light on the alley to light our parking lot area, which added nighttime security and safety to the neighborhood.

4. **DEVELOPMENT DOES NOT COMPLY WITH AMC 17.34.050 :** Vernon Lauridsen, who does not live in the neighborhood, launched into long rhetoric stating AFI does not comply with AMC 17.34.050, that the code is poorly written, and that this could allow row houses to be built in Anacortes. We believe he has simply mis-interpreted the code section and does not understand it.
    1. The title to this code section is "Minimum Lot Size". The code section is quite short and the language plainly written.
    2. The code section allows attached or detached units. Under our proposal, ours is detached.
    3. The code section states that Tri-plex's require a minimum lot size of 10,000 square feet. Under our proposal the existing lot is 10,500 square feet.

4. The code section requires maintaining setbacks, lot coverage requirements, and providing parking per the R3 zoning for this area of Anacortes. Under our proposal, all of these requirements have been met.

There is little else in this code section, we simply do not understand where there is any ambiguity.

5. **PIECEMEAL DEVELOPMENT:** Vernon Lauridsen also expressed concerns with "piecemeal development". This was in response to a duplex being built on the property, then later AFI making this application for a third unit. There is no "timing" requirement in AMC. The code defines maximum and minimum requirements, there is no penalty for under developing property now and adding improvements to it later, nor should there be. Timing of a project is not a City prerogative and should not be a consideration in this CUP application. Which buildings to apply for what permit is a factor of the market, financing, personal preference, etc. of the land owner.

City staff notes only listed concerns raised. Not included in the notes is the fact that 4 of the immediate neighbors (within 300') and one local banker voiced support for our one-unit apartment CUP Application. They represented 5 of the 9 participants. Their comments included:

1) AFI cleaned up problems in the neighborhood by building the duplex's.
2) Attractive buildings and landscaping
3) Nice addition to the neighborhood.

AFI has met all code requirements for this CUP in good faith, this proposal deserves your support.

Thank you for your attention to this response.

Sincerely,

Tom Allen
Allen Family Investments, LLC

EXHIBIT #08:

APPLICANT'S PRESENTATION TO PLANNING COMMISSION

Planning Commission Meeting 12/13/17

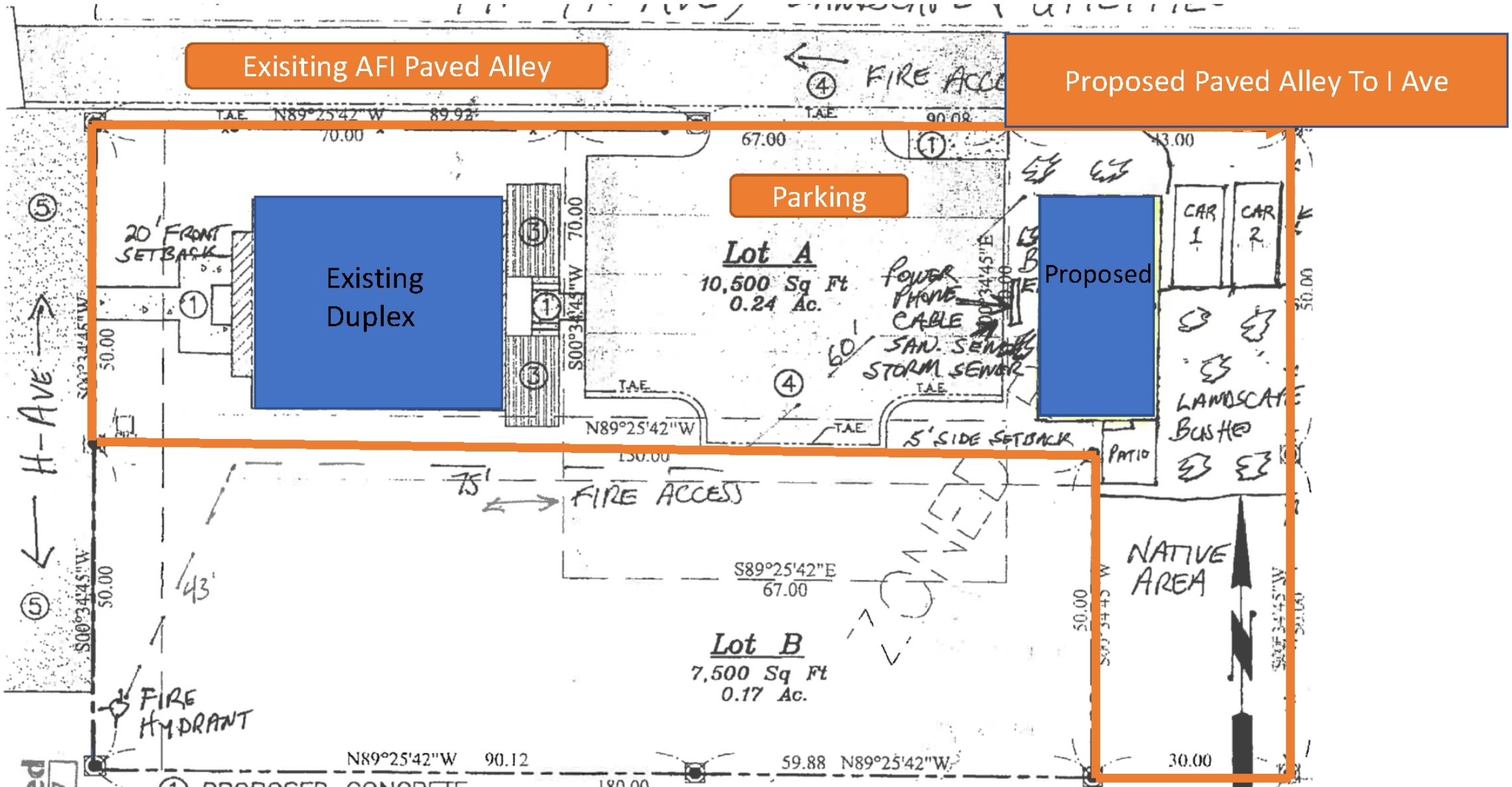
CUP-2017-000

- Addition of a single living unit to existing duplex site
- Quality workforce housing that serves a community need


1211
1213

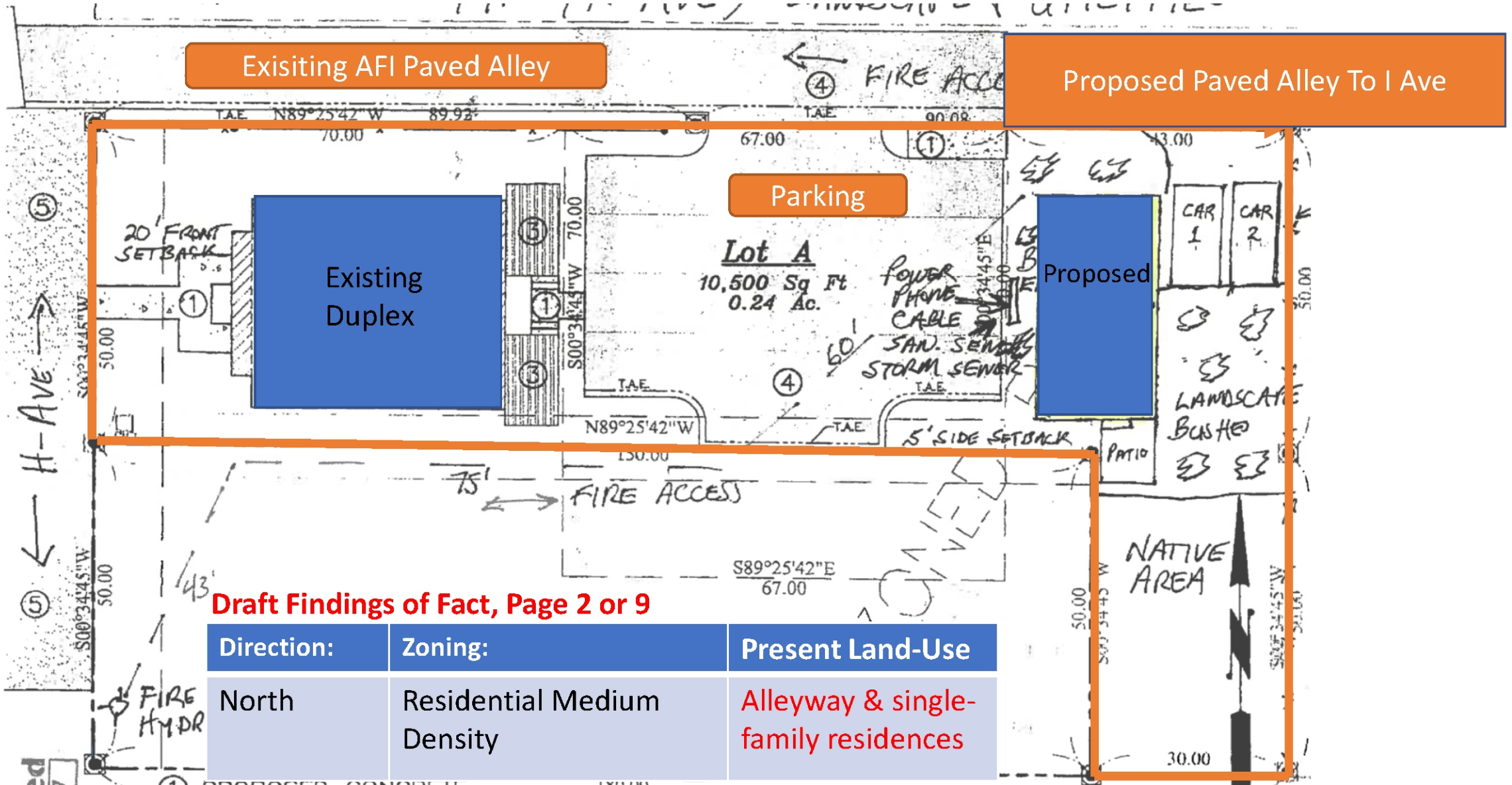
1215 H Ave CUP Summary

1. Addition of a wood frame, 2-story, 2-bedroom, 1.5 bath to existing duplex lot
2. Area is zoned R3 – this is a permitted conditional use anticipated by AMC
3. No exceptions to code are requested
4. No critical areas, wetlands, or shorelines are associated with this property
5. AFI installed 6’ cedar privacy fence between this site and neighbor to the east
6. Project is compliant with all setback requirements and height restrictions in the code – See R3 zoning AMC 17.34
7. Project provides for off street parking in excess of code requirements
8. Landscaping proposed is equivalent to that of the recently completed portion of the lot development
9. Project includes Fire Marshall conditional requirement to pave easterly 150’ of alley to I Ave


Exisiting AFI Paved Alley
Proposed Paved Alley To I Ave
Parking
Existing Duplex
Proposed
Lot A
10,500 Sq Ft
0.24 Ac.
Lot B
7,500 Sq Ft
0.17 Ac.
20' FRONT SETBACK
H-AVE
FIRE ACCESS
FIRE HYDRANT
POWER
PHONE
CABLE
SAN. SEWER
STORM SEWER
5' SIDE SETBACK
PATIO
CAR 1
CAR 2
LANDSCAPE BUSHES
NATIVE AREA
T.A.E.
N89°25'42"W 89.92'
70.00
67.00
90.08
S00°34'45"W
50.00
70.00
N89°25'42"W
150.00
75'
43'
S89°25'42"E
67.00
N89°25'42"W 90.12
59.88 N89°25'42"W
30.00

Commercial (Steinman's)

4-Plex



Draft Findings of Fact, Page 2 or 9

Direction:	Zoning:	Present Land-Use
North	Residential Medium Density	Alleyway & single-family residences




Existing 4-Plex
BUILDING SITE

Neighborhood Meeting 10/26/17

- (9) Participants (excluding proponents, presenter and City)
- (4) of the (9) participants were from within the 300' notification radius

City Meeting Notes

Concerns Noted At The Meeting:

1. Traffic Concerns
2. No Sidewalk
3. Pedestrian Safety
4. Development Does Not Comply With AMC 17.34.050
5. Piecemeal Development

AFI Response

1. Traffic Concerns – Addition of a single living unit, 1 car trip every 3.5 to 4 Hours
2. No Sidewalk – 16 foot wide alley, no room or precedent in Anacortes
3. Pedestrian Safety – Added a solar commercial pole light to alley, east/west sidewalks ½ block north on 12th street for pedestrians
4. Development Does Not Comply With AMC 17.34.050 – Improper code interpretation
5. Piecemeal Development – Phasing not relevant to code or conditional use permit

All attending neighbors within 300' expressed support for the project

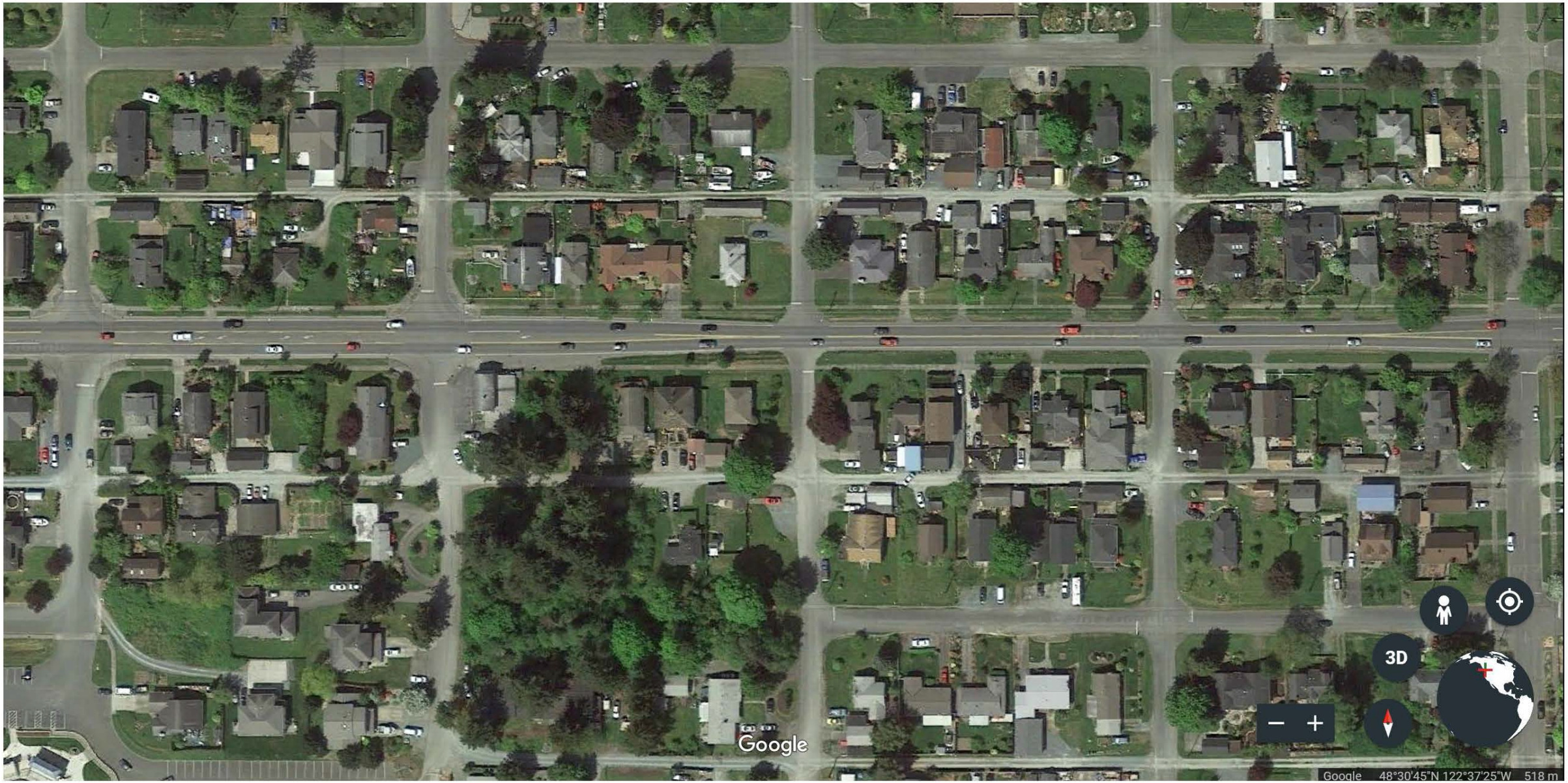
17.34.050 Minimum lot size

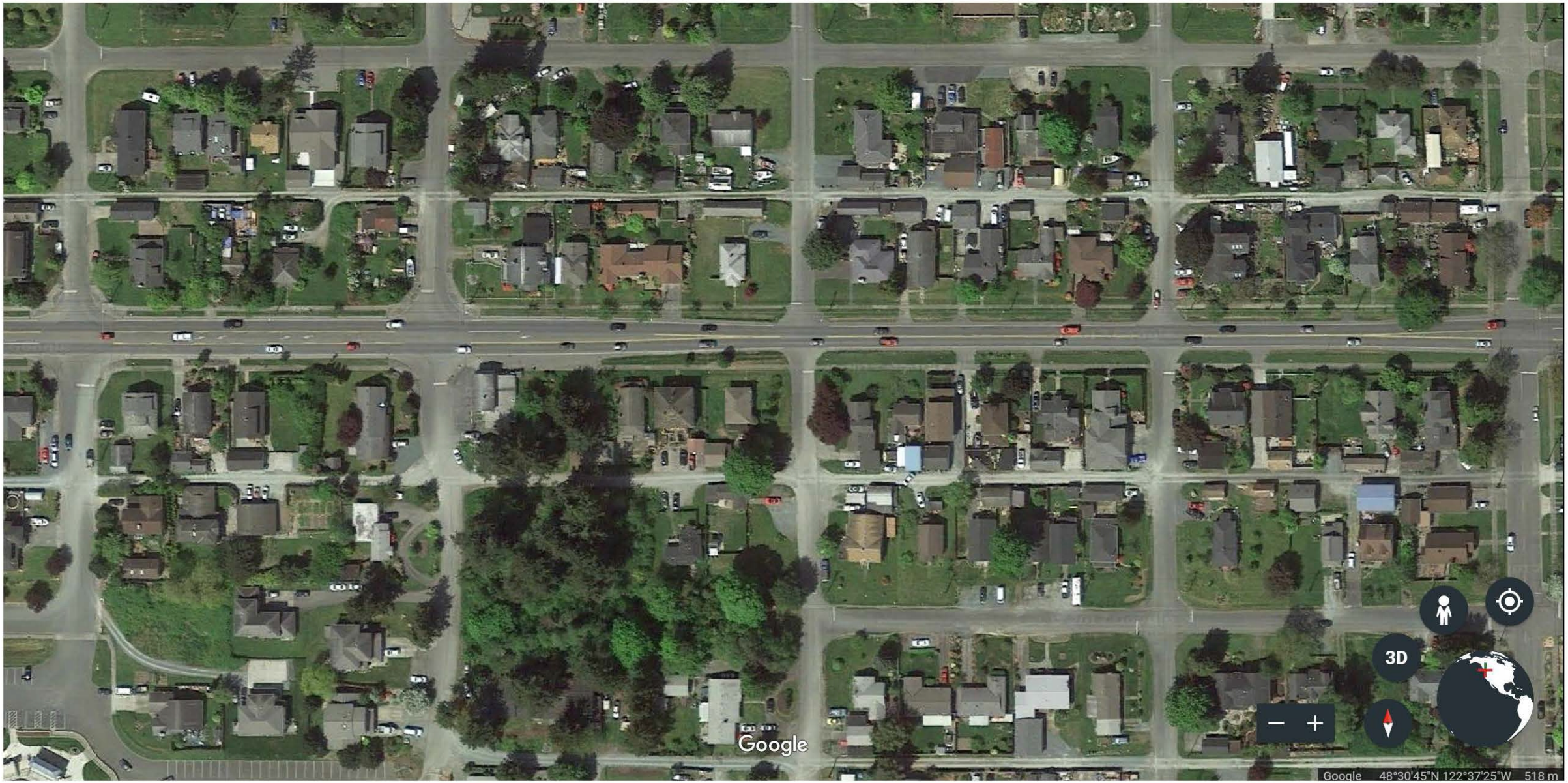
Minimum lot size shall be six thousand square feet for a single-family unit; seven thousand five hundred square feet for duplex, and for each additional unit, beyond the duplex requirement, up to a maximum of four units, an additional two thousand five hundred square feet are required. Units in a multifamily development of two or more units may be attached or detached, provided that the underlying property shall not be subdivided and sold separately unless the subdivided lots meet the setback, lot coverage, parking, and other requirements for the buildings thereon.

Single-family 6,000 sq. ft.	Triplex 10,000 sq. ft. (project site 10,500 sq ft)
Duplex 7,500 sq. ft.	Fourplex 12,500 sq. ft.

Project Neighborhood Earthview N




Google
3D
Google 48°30'45"N 122°37'25"W 518 m


Google
3D
Google 48°30'45"N 122°37'25"W 518 m

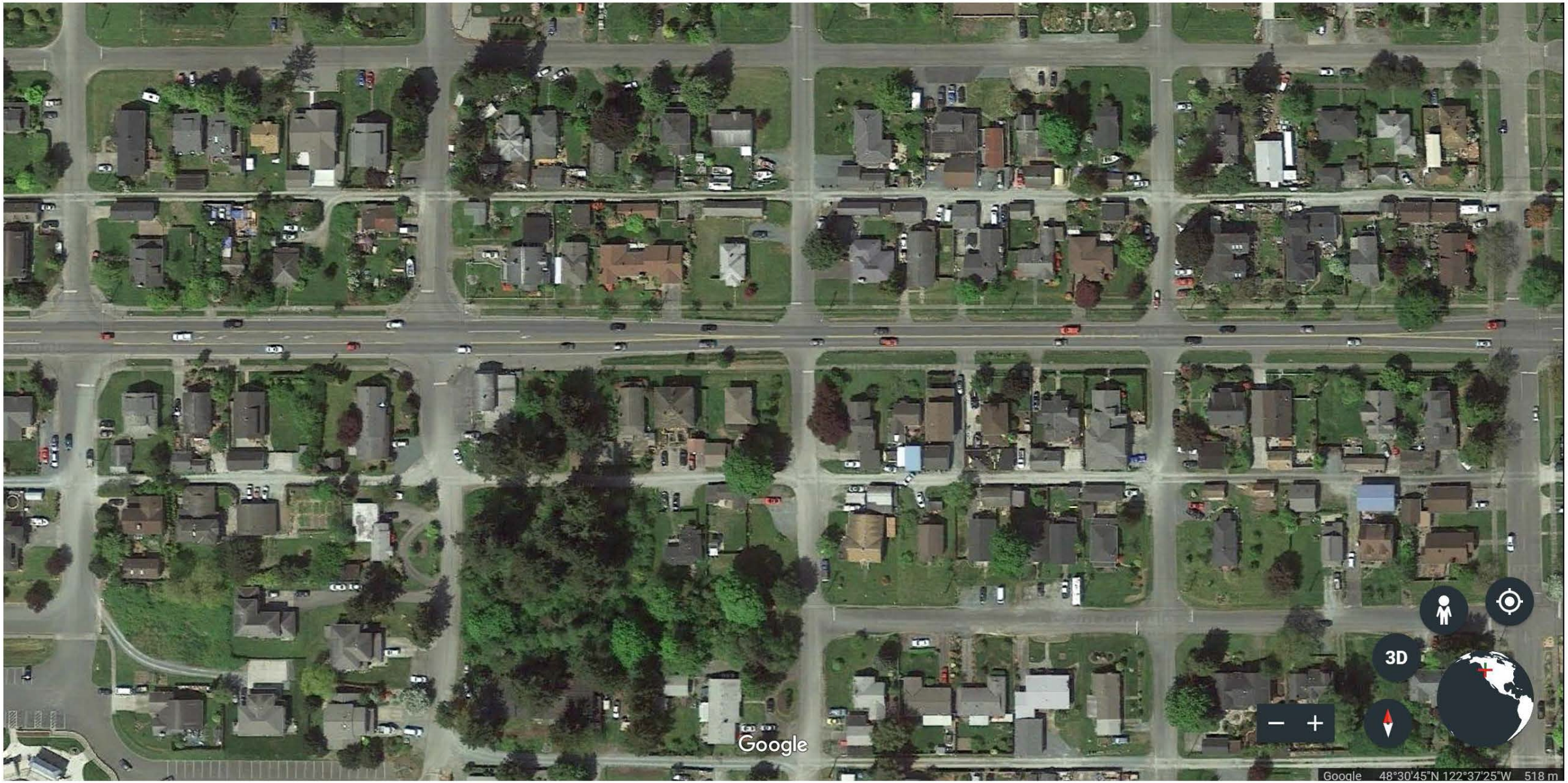

Google
3D
Google 48°30'45"N 122°37'25"W 518 m

EXHIBIT #09:

PLANNING COMMISSION MINUTES

Planning Commission Meeting
Minutes for – December 13, 2017

Chair Laumbattus called the meeting of December 13, 2017 to order at approximately 6 p.m.

Roll Call

Members Present: Commissioners Laumbattus, Mount, Cleland-McGrath, McNett, & Doll
Members Absent: Commissioners Moffitt & Oppel

Minutes

Minutes of November 29, 2017 approved as read.

Correspondence

None

New Business

Allen Family Investments, 1211 & 1213 H Ave, Triplex Conditional Use Permit (CUP)

Kevin Cricchio, Associate Planner, AICP, presented the CUP to allow the addition of one dwelling unit on a single lot with two already existing dwelling units.

Brian Allen, Allen Family Investments, provided additional information on the project and addressed concerns from the Neighborhood Meeting.

Commissioner Doll questioned the recent boundary line adjustment (BLA) on this and the neighboring lot. Don Measamer, Planning Director, stated that the BLA was approved and no appeals were received.

Marilyn Wells Derig, 1302 K Avenue. Ms. Derig expressed concern with AMC 17.34.050 and the use of the alley to access homes. A physical copy was provided for the record.

John Prosser, 3912 Michigan Avenue. Mr. Prosser supports the project.

George Bourque, 1709 12th Street. Mr. Bourque supports the project.

Apryl Cuvelier, 1214 I Avenue. Ms. Cuvelier supports the project.

Donna Davison, 4506 Cutter Drive. Ms. Davison supports the project.

Commissioner Cleland-McGrath questioned the access to the neighboring lot. Mr. Cricchio clarified there is an access/parking easement to allow both lots to use the parking area.

Commissioner Doll requested a site visit. The meeting was continued to December 20, 2017 at 6 p.m., with a site visit at 3 p.m.

Chair Laumbattus called the meeting to a close at approximately 6:50 p.m.

DRAFT

Planning Commission Meeting
Minutes for – December 20, 2017

Chair Laumbattus called the meeting of December 20, 2017 to order at approximately 6 p.m.

Site Visit

A site visit meeting was called to order at approximately 3 p.m.

Members Present: Commissioners Laumbattus, Doll, and McNett

The site visit meeting closed at approximately 3:20 p.m.

Roll Call
Members Present: Commissioners Laumbattus, McNett, Moffitt, & Doll
Members Absent: Commissioners Oppel, Mount, Cleland-McGrath

Minutes
None

Correspondence

An Award of Excellence was provided to Chair Laumbattus for 14 years of volunteer service on the Planning Commission

Old Business
Allen Family Investments, 1211 & 1213 H Ave, Triplex Conditional Use Permit (CUP)

Kevin Cricchio, Associate Planner, AICP, provided a recap of the CUP.

Commissioner Moffitt was absent from the previous hearing on this project, but stated sufficient preparation.

With no public comments, the public hearing closed.

Commissioner McNett made a motion to recommend approval of the Conditional Use Permit to City Council with staff suggested conditions. Commissioner Doll seconded. The vote was unanimous.

Chair Laumbattus called the meeting to a close at approximately 6:15 p.m.

DRAFT

2017 City of Anacortes Public Works Review

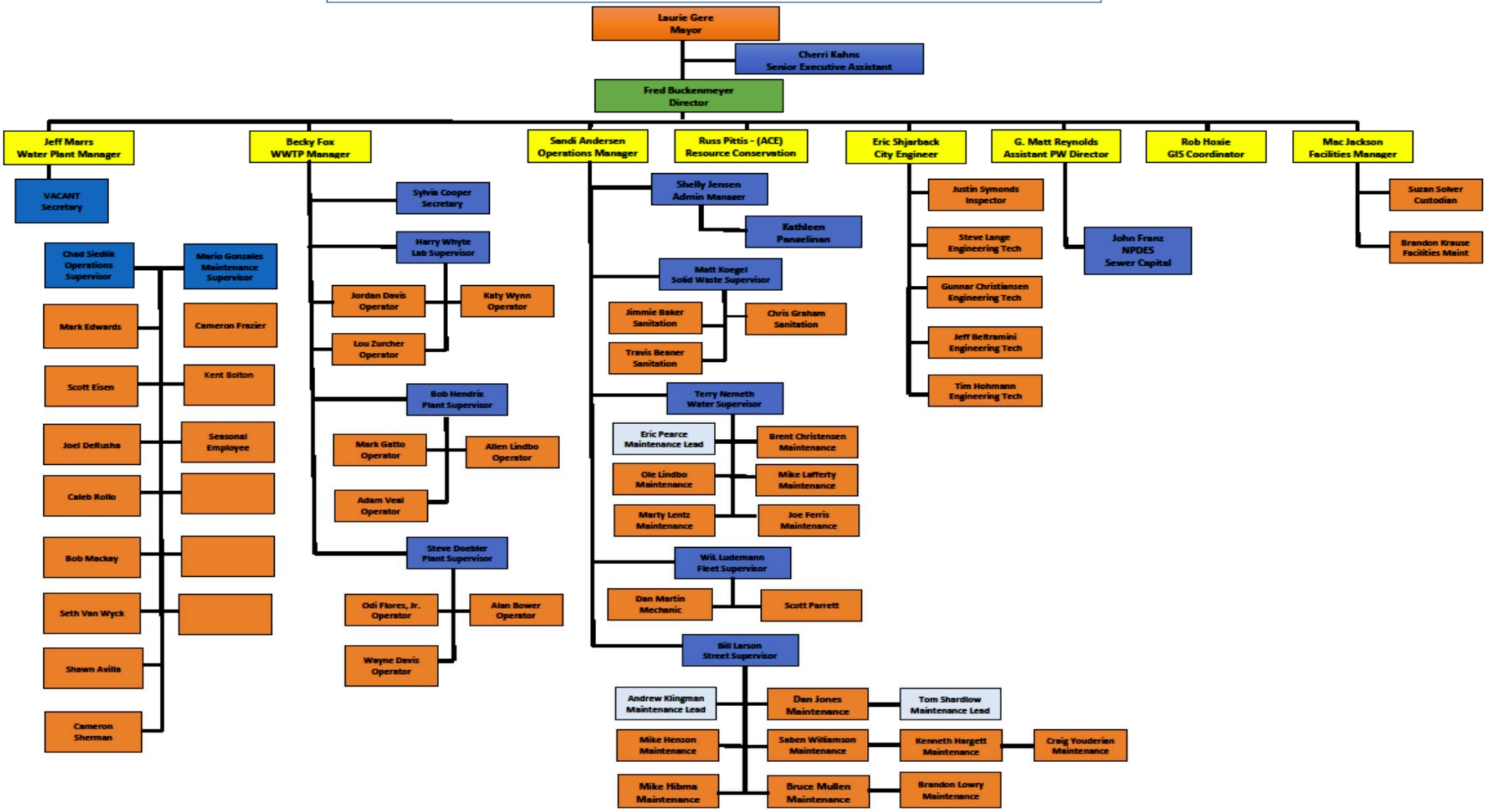
CITY OF ANACORTES PUBLIC WORKS

ESSENTIAL SERVICES
FOR OUR COMMUNITY

All Hands Dec. 2017

CITY OF ANACORTES PUBLIC WORKS

CITY OF ANACORTES PUBLIC WORKS DEPARTMENT



CITY OF ANACORTES PUBLIC WORKS DEPARTMENT

Water Treatment
Waste Water Treatment
Solid Waste
Fleet Services
Geographic Information Services
Street Maintenance
Water Distribution
Water and Waste Water maintenance
Storm Water utility
Engineering
Facilities
Resource Conservation
Fiber Optics

2017 Public Works Top Projects

- Storm Pond Cleaning First Time
- Sewer Outfall Replacement – 15 Years from Planning to Construction
- Blue Heron Reservoir Project
- Fiber Optics Deployment
- Incinerator Scrubber - First in Nation to Receive Permitting
- Commercial Avenue Paving
- 3rd Street Paving and Sidewalks
- Splash Park - PW Assisted with Construction Management
- OPS Remodel - 80% Completed In-House
- Electric Car - First City in Skagit County
- Cape Seal / Slurry Seal - Partnership with Skagit County Public Works
- Transport Corridor / Signal – 1st Rotating Signal Head in West Coast U.S.
- Storm Rates – First Increase in 10 Years
- Washington Park restrooms
- Library round room improvements
- City Hall windows
- Polymer System Relocated WWTP
- Intake Water Screens – First Maintenance Since 1970
- Relocate Water Inventory Form
- Propane Station – First in Skagit County
- Cartegraph – Fully Implemented Assessment
- Wi-Fi – Depot, Maritime, Senior Center – Internet
- Appliance Rebate Program
- New Web Site
- Solar Production City Hall
- ADA Transition Plan
- Waterline Replacements
- New Contracts Position – Now in City Attorney's Office

CITY OF ANACORTES PUBLIC WORKS

Engineering

CITY OF ANACORTES PUBLIC WORKS

Street Department



PAVING 5TH & O AVENUE WITH NEW PAVING MACHINE

Public Works Engineering





HEART LAKE ROAD REPAIR AND CAPE SEAL PROJECT
GUNNAR CHRISTIANSEN
$250,000

Public Works Engineering





3RD STREET SIDEWALK REBUILD
GUNNAR CHRISTIANSEN
$100,000

Public Works Engineering



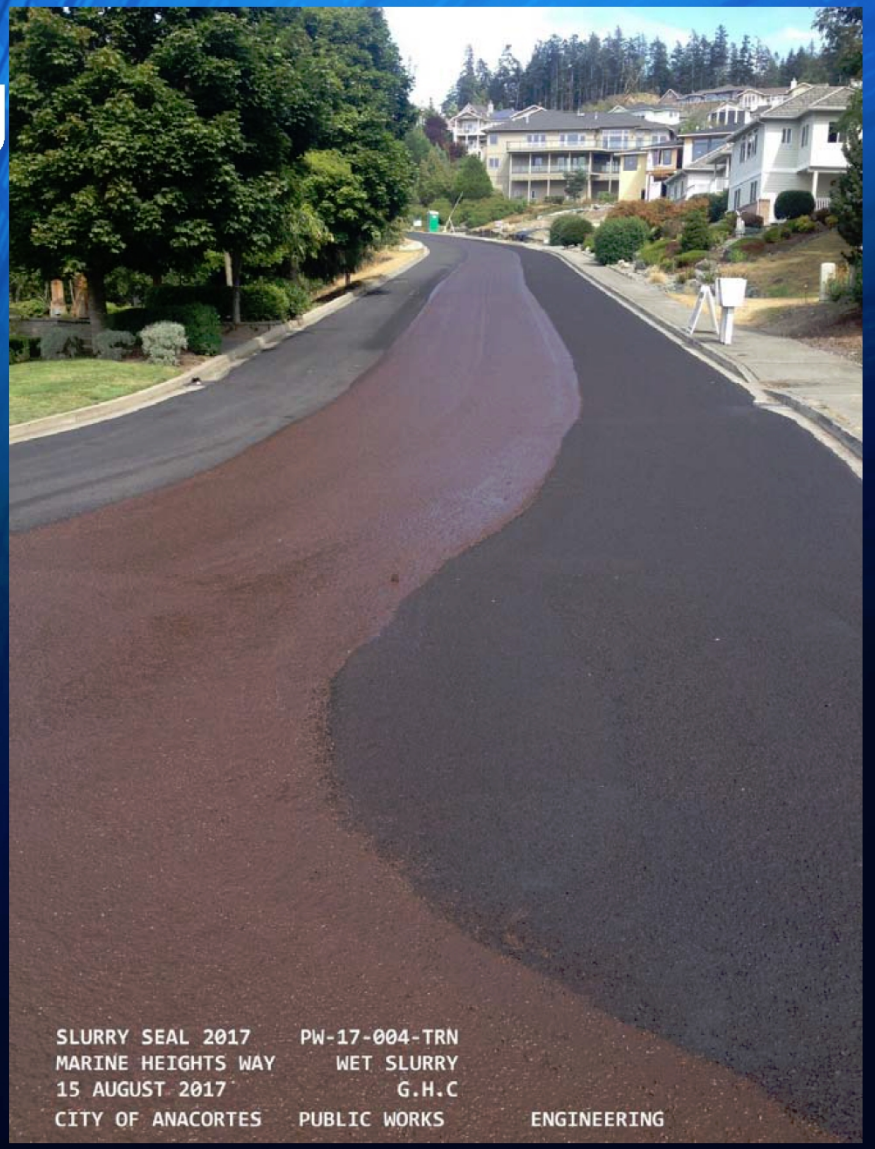


STORMWATER POND MAINTENANCE; 5 PONDS, 1 SWALE
GUNNAR CHRISTIANSEN
$150,000

Public Works Engineering



SLURRY SEAL; MARINE HEIGHTS
GUNNAR CHRISTIANSEN
$110,000



Public Works Engineering



Between 8th St. and 9th St. and N Ave and O Ave



EMERGENCY SEWER REPAIR
GUNNAR CHRISTIANSEN
$25,000

Public Works Engineering







TESORO CLEAN PRODUCT PROJECT
STEVE LANGE
PRICELESS

Public Works Engineering

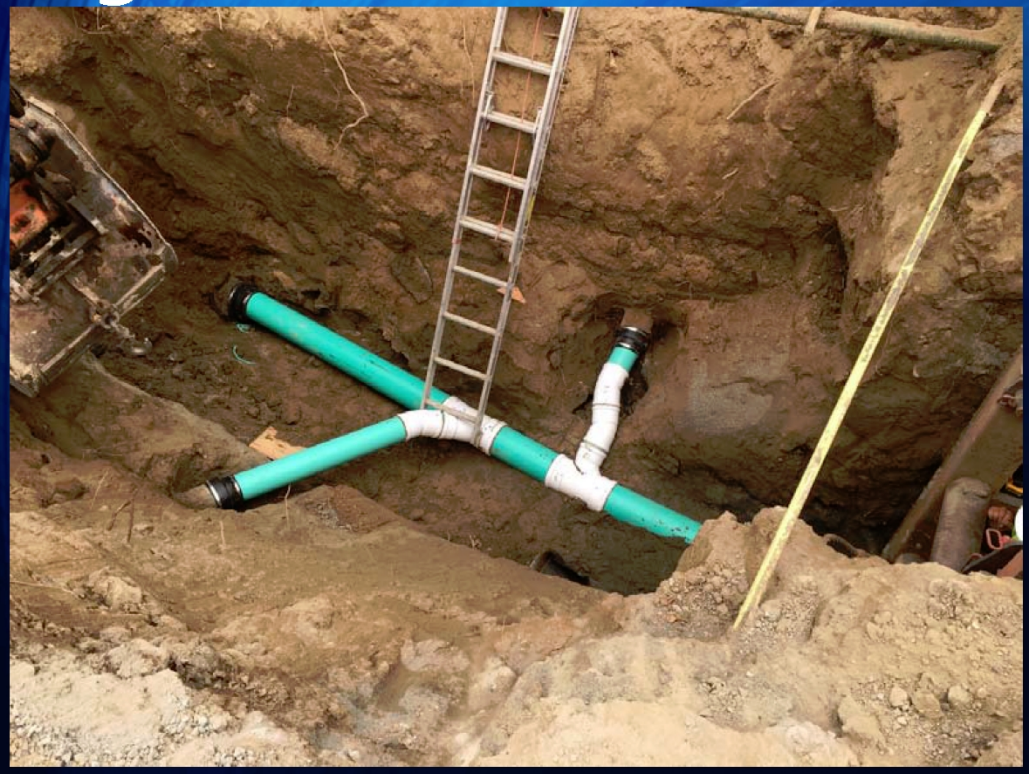
SPRAY PARK INFRASTRUCTURE
TIM HOHMANN / GUNNAR CHRISTIANSEN
PRICELESS

Operations Water crew installed new water service lines



Public Works Engineering





EMERGENCY SEWER REPAIR #2; HARTFORD AVE AT WEST 2ND
TIM HOHMANN
$200,000

Public Works Engineering





SEWER I & I; REPLACEMENT OF 21 BRICK MANHOLES ALONG M AVENUE
TIM HOHMANN
$270,000

Public Works Engineering





COMMERCIAL AVENUE (+3RD, 8TH, 9TH, &10TH) OVERLAY AND RECHANNELIZATION
TIM HOHMANN
$800,000

Public Works Engineering





COMMERCIAL AVENUE (+3RD, 8TH, 9TH, &10TH) OVERLAY AND RECHANNELIZATION
TIM HOHMANN
$800,000

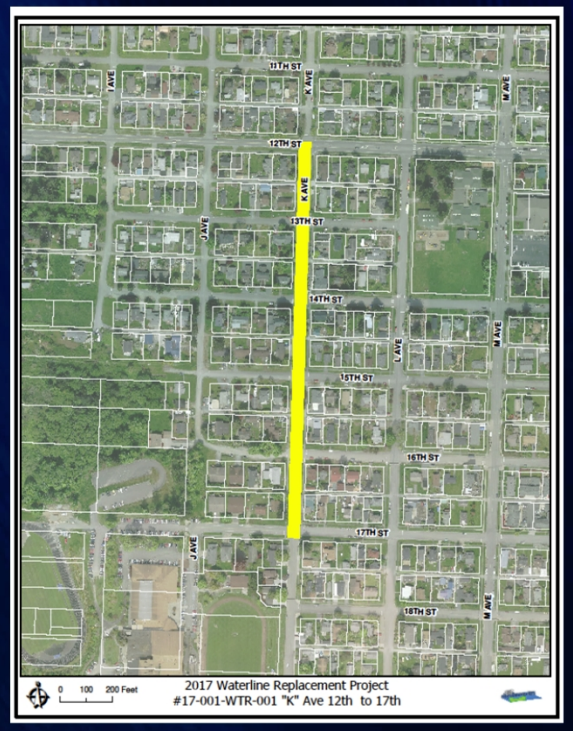
Public Works Engineering



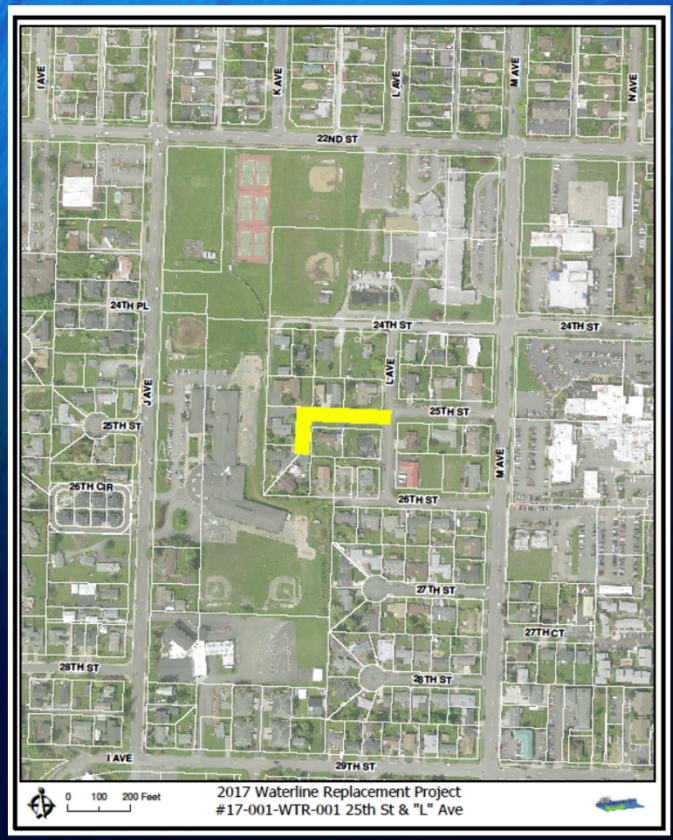


STORVIK PARKING LOT AND L AVENUE OVERLAY
TIM HOHMANN
$67,000

Public Works Engineering







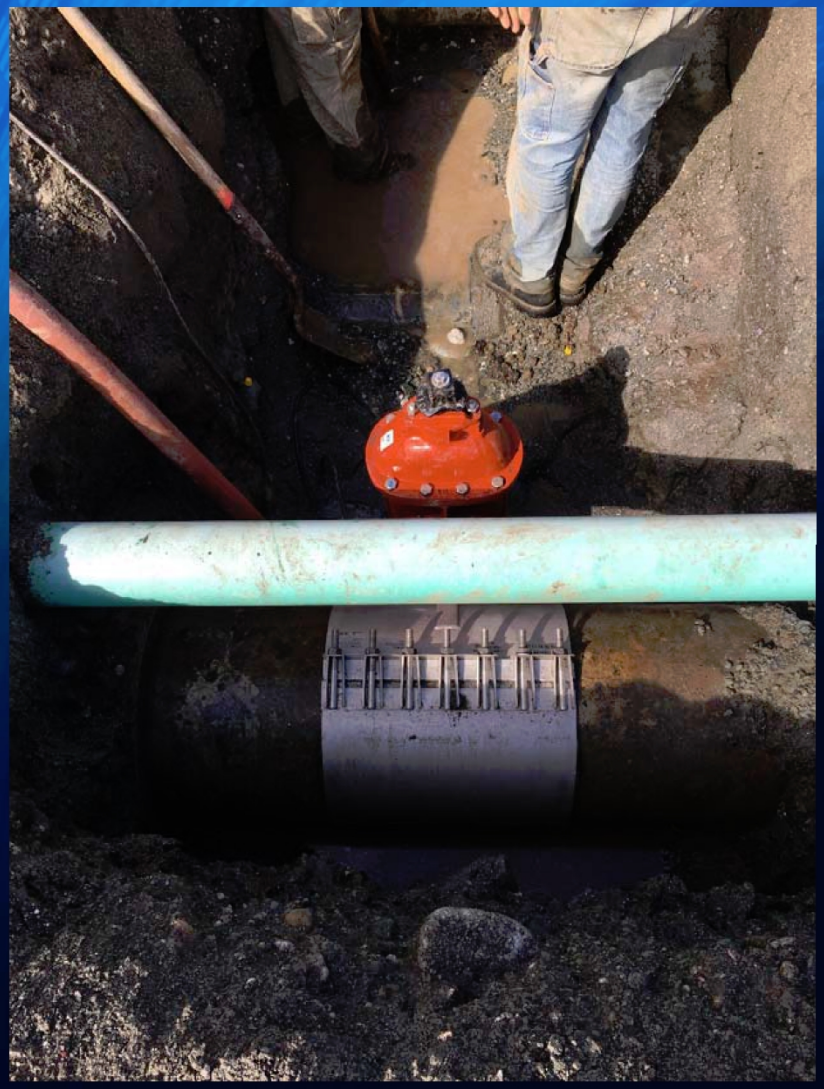
2017 PIPELINE REPLACEMENT; M AVE, K AVE, L AVE

JEFF BELTRAMINI

$800,000

Public Works Engineering





2017 PIPELINE REPLACEMENT; M AVE, K AVE, L AVE
JEFF BELTRAMINI
$800,000

Public Works Engineering



Rock Ridge Parkway

DEVELOPMENT SERVICES
JUSTIN SYMONDS / STEVE LANGE
PRICELESS

Public Works Engineering





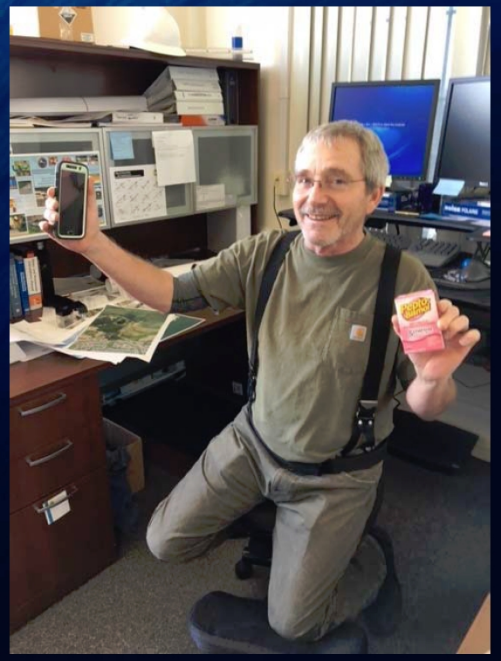


TRAFFIC SAFETY COMMITTEE
SANDI / ERIC / JUSTIN / BILL AND CREW
$7,500

Public Works Engineering

Stormwater Coordinator:
John Franz

- Manages City's Stormwater NPDES Permit
- City's Contact with DOE
- Investigates Illicit Discharges
- Prepares NPDES Report



Public Works Engineering

Other projects ongoing:

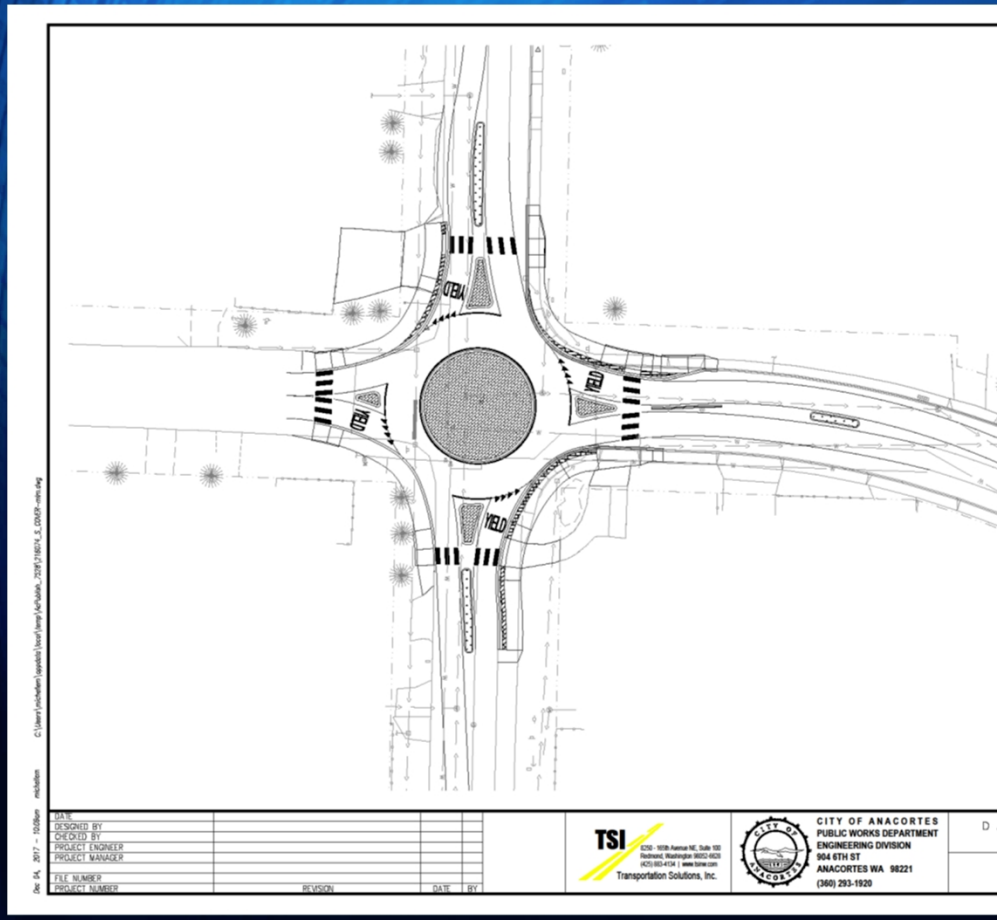
- ❑ Slurry Seal Prep.
- ❑ Cape Seal Prep.
- ❑ Bollard Replacement (Justin)
- ❑ Development Liaison; Plans Review; Development Review Group
- ❑ Ship Harbor Roundabout Design



Public Works Engineering

Other projects / ongoing:

- 32nd/D Avenue Roundabout Design
- March Point Road Shoulder Widening
- Assisting in Guemes Channel Trail Projects



Fiber Optic

CITY OF ANACORTES PUBLIC WORKS

Fiber Optic Pipe in Pipe



- Innovative design
- First in North America
- Ease of installation
- DOH Accepted
- In house installation

  - Using the Craley design allowed us to install over 15 miles of fiber cable in the water line from the WTP to the 3 million gallon reservoir.

  - 288 micro-fiber for future expansion

Fiber Optic PnP prep











The crew installing breakouts for pipe in pipe









Craley training with Neil Smith

Fiber Optic telemetry





Library COLO room
Is the fiber HUB
where all the fiber is
routed for the city

Telemetry for

- Lift stations
- Booster stations
- Reservoirs
- Facilities



Fiber Optic Equipment

Ditch Witch Directional Driller

- Have drilled approximately 1000'





HDPE Spool trailer

- Installed approximately 16,000'

Fiber Optic Training at Light Brigade

OTDR

Optical time domain reflectometer

- measuring fiber quality
- Determining faults
- Finding the exact location of the fault or break



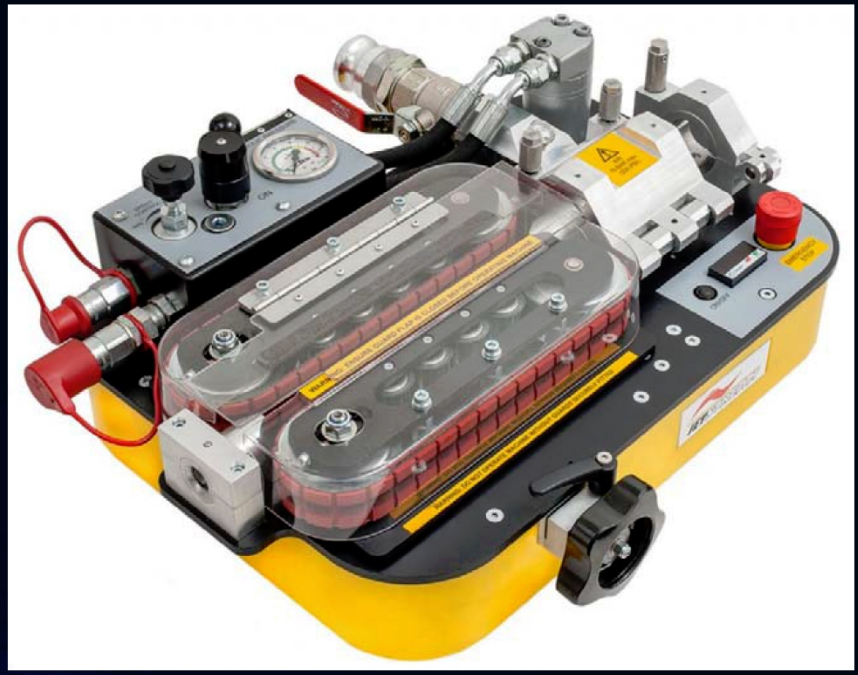


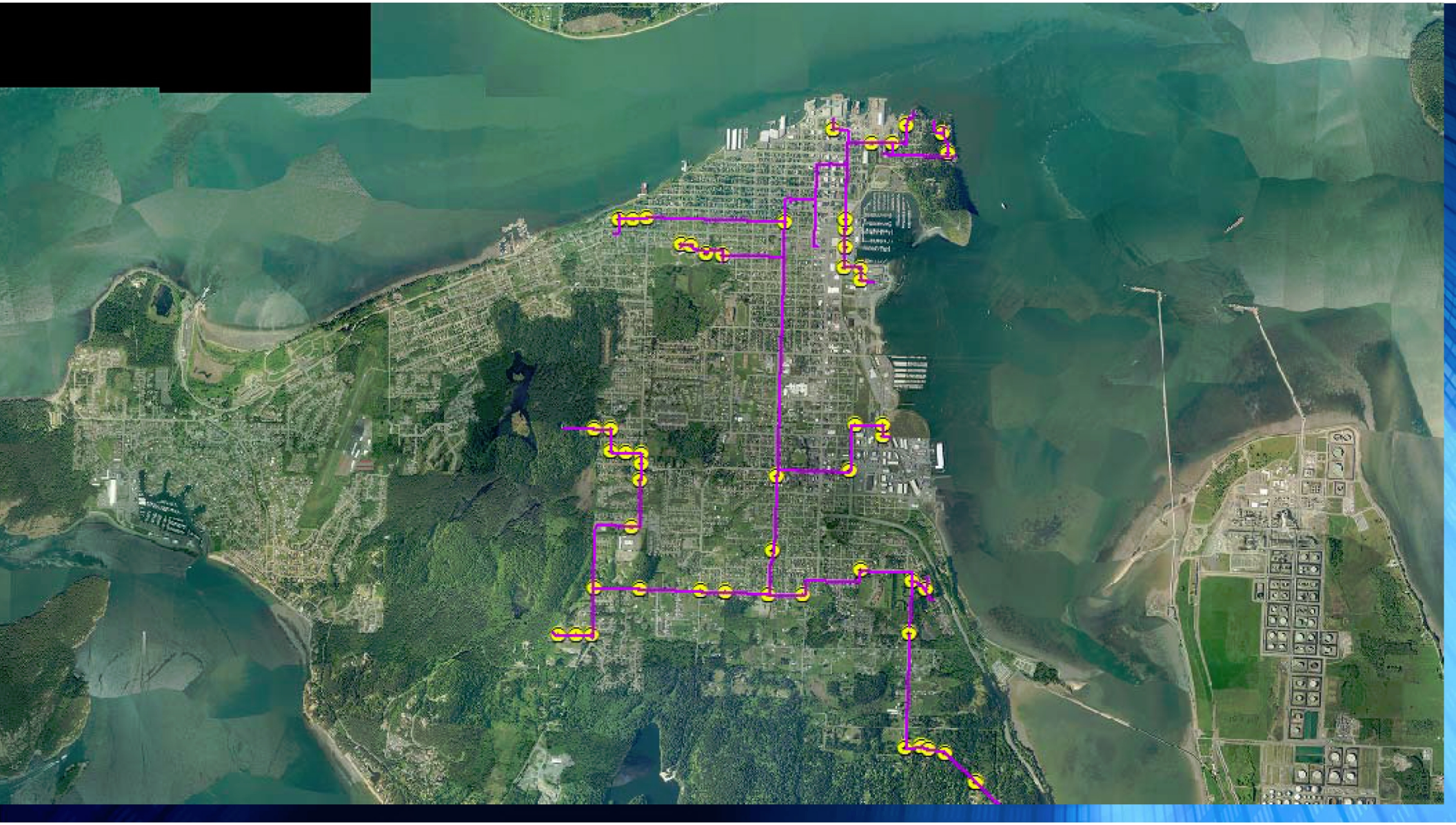
Core fusion splicer

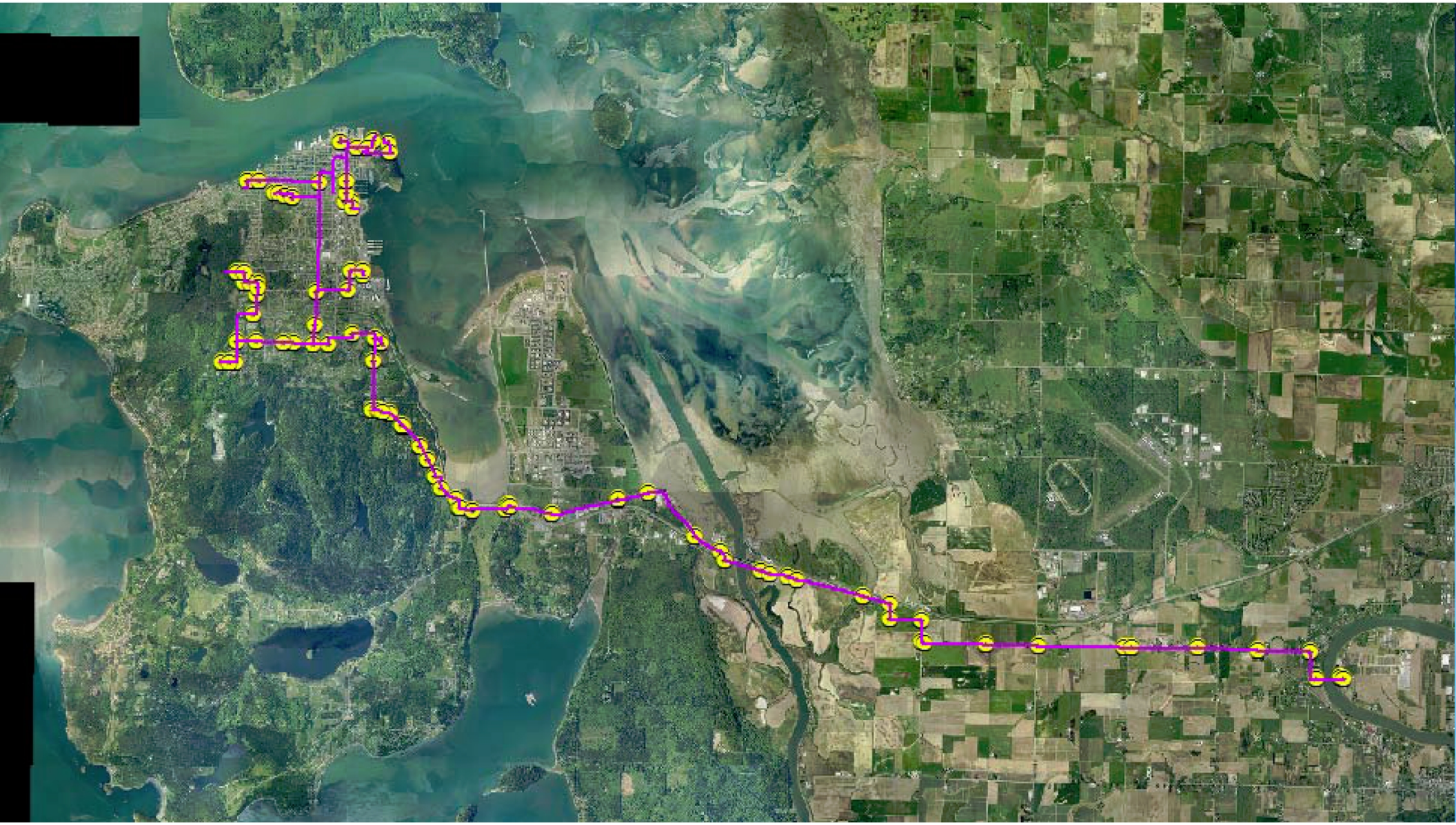
- Splicing pigtail connectors
- Repairing damaged fiber
- Expanding and networking

Jetstream pusher/ blower

- Pushing Micro-duct into the water line
- Blowing fiber into the micro-duct







Water Plant

CITY OF ANACORTES PUBLIC WORKS

Reservoir Project

- Existing Tank Could Not be Taken Out of Service
- Decision to replace 3-MG Reservoir with Two New 1.5-MG Tanks
- Work Started on First Tank July 2017



- Tie-Ins of Existing Piping with New Materials





Reservoir Project



- First Reservoir Nearly Complete
- Inside Coating Work Expected to Begin Mid-December
- Online Late January, Early February
- Demoliton of Existing Tank
- Construction of Second Tank
- Project Completion Date September 2018



Reservoir Project *Special recognition*

Matt Reynolds

Terry Nemeth

Water Distribution Crew

Water Plant Staff



Intake Water Screens

- Replaced 50-Year-Old Equipment
- Two Intake Screens Commissioned in 1970
- 50 feet long
- Rotates to Screen Debris from River Water





Intake Water Screens

- No Previous Overalls
- Showing Signs of Failure
- Challenge of Changing Out Old Screens with New Ones Without Interruptions to Plant Operations









Geographical Information Systems

CITY OF ANACORTES PUBLIC WORKS

Rob Hoxie

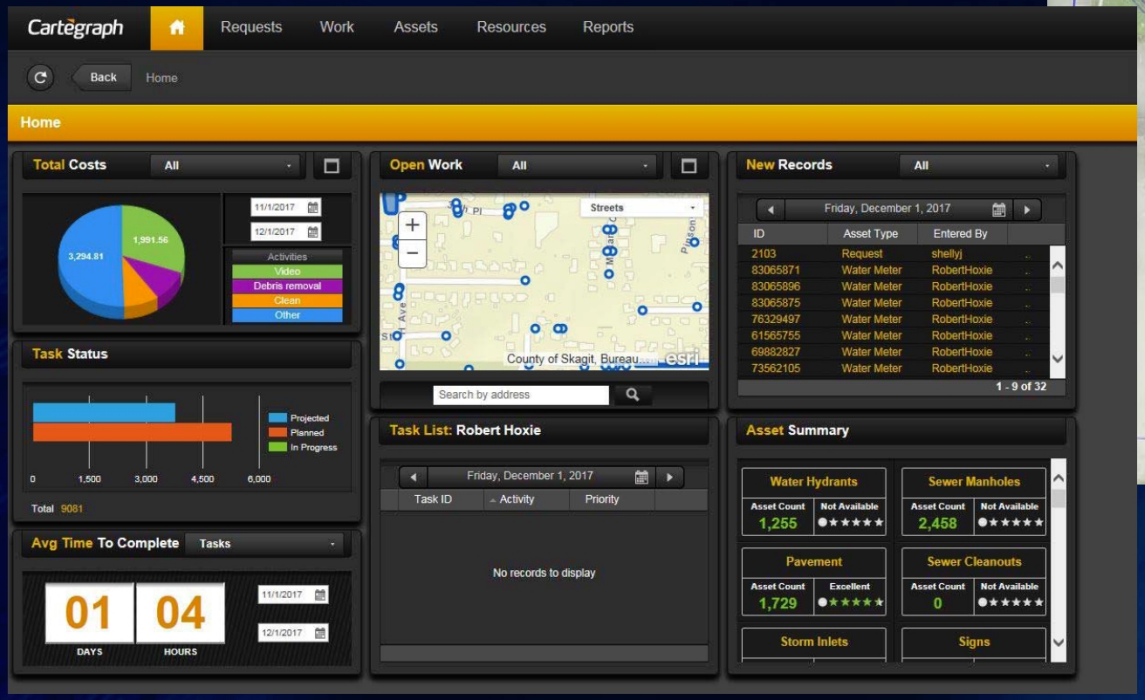
ArcGIS Mapping – "ArcGIS Online"

Cartegraph Asset Managements System

CITY OF ANACORTES PUBLIC WORKS

All Hands Dec. 2017

LOCATION-LOCATION-LOCATION





Assets tracked

Operations

CITY OF ANACORTES PUBLIC WORKS

Operations Remodel

- 80% In House
- 5 months of Port-A-Potti use





Partial Demolition









Old Shop Inventory Room/ Doug Terry Conference Room

Operations Remodel

New Roof





Operations Remodel

New Shop Inventory Shed



Operations Remodel

New Garage Doors



Before



After

Operations Fleet

- In 2017 we purchased our first full electric vehicle the Chevy Bolt. Range of 238 miles. This car has been as far as Tri Cites, Olympia, and I was able to pull a full round trip (262 miles) to Puyallup without charging.
- We installed a dual charging station and electrical panel with room to expand at City Hall and a single charger at the shop.
- Thanks to the Facilities, Water Dist, Scott and Dan and Russ for their efforts in this.



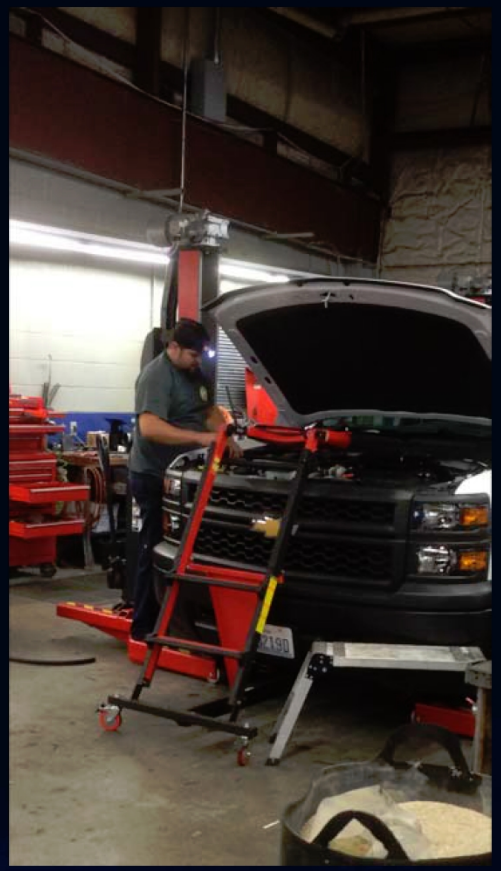
Operations Fleet

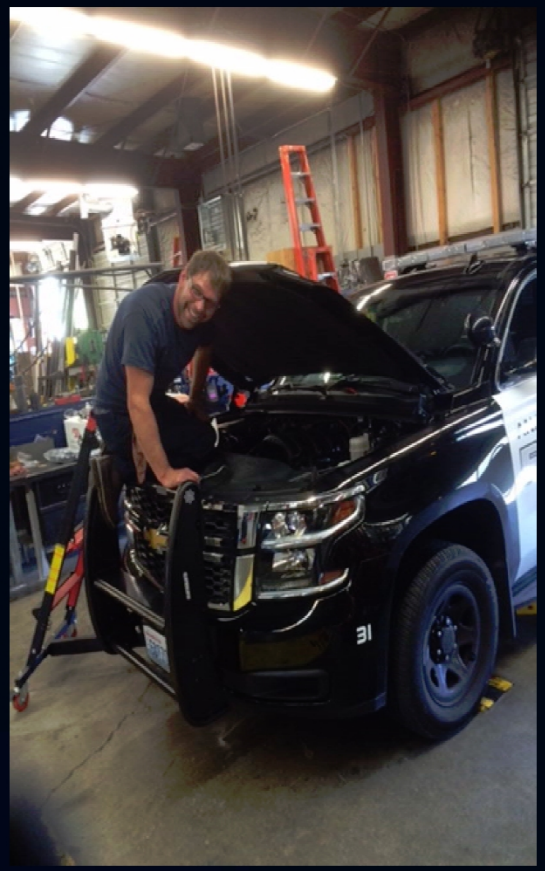
- In the very end of 2016 and beginning of 2017 we implemented our Propane vehicle program. At the moment we have 16 bi-fuel propane vehicles and 2 more waiting for conversion and 4 more on order for 2018.
- We installed a private 1000 gallon AutoGas filling station, and we are able to sell propane to the School District for their buses as well (Currently 1 and 1 more on order).
- In 2017 we replaced 6,500 Gallons of gasoline with propane.
- Thanks to the Street crew, Facilities, Scott, Dan and all the propane vehicle drivers for making this work.



Operations Fleet

- Propane partnership with Linn Benton Community College in Albany Or. Is a unique partnership that has allowed us to purchase and install our own conversion kits which along with training from Linn Benton's Alt Fuel program has allowed us the benefit of having an in-depth knowledge of these systems.
- Thanks Scott and Dan for embracing this change in the industry and helping us to be early adopters of this technology.





Wastewater Treatment

CITY OF ANACORTES PUBLIC WORKS

Incinerator Scrubber



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 10
1200 Sixth Avenue, Suite 900
Seattle, WA 98101-3140

AUG 5 2016

OFFICE OF AIR AND WASTE

Ms. Rebecca Fox
WWTP Manager
Anacortes Public Works Department
P.O. Box 547
Anacortes, Washington 98221

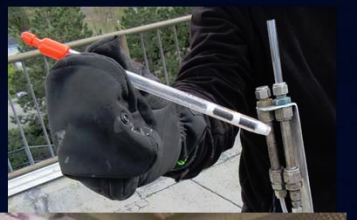
Dear Ms. Fox:

This letter is in response to the September 25, 2015 petition from the City of Anacortes Wastewater Treatment Plant (Anacortes) to the U.S. Environmental Protection Agency (EPA), which was supplemented with revised petitions dated March 31, 2016, and June 8, 2016. The petition from Anacortes requests approval for specific operating parameters, operating limits, and averaging periods to be established during the initial performance test and monitored continuously thereafter, in accordance with the *Federal Plan Requirements for Sewage Sludge Incineration Units Constructed on or Before October 14, 2010*, 40 C.F.R. Part 62, Subpart LLL (SSI Federal Plan).

The EPA approves Anacortes' petition to establish operating parameters, operating limits, and averaging periods during the initial performance test as described below.

Regulatory Backgr

In accordance with S
promulgated the *Em*
Units, 40 C.F.R. Par
Requirements for Se
C.F.R. Part 62, Subp









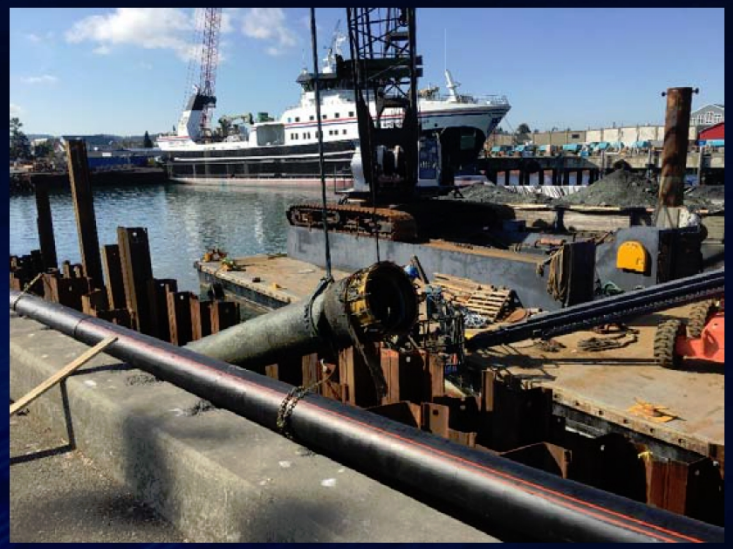


POLLUTANT	TEST 1	TEST 2	TEST 3	AVERAGE	LIMIT	STATUS	APPLICABLE RULE
Particulate Matter (mg/dscm @ 7% O2)	1.03	1.34	0.87	1.08	18	Pass	40 CFR 62 Subpart LLL
Particulate Matter (g/kg dry sludge)	0.006	0.018	0.012	0.012	0.65	Pass	40 CFR 60 Subpart O
Dioxin/Furans PCDD/PCDF, TEQ^ (ng/dscm @ 7% O2)	0.0017	0.0024	0.0026	0.0022	0.10	Pass	40 CFR 62 Subpart LLL
Dioxin/Furans PCDD/PCDF, TMB^ (ng/dscm @ 7% O2)	0.009	0.017	0.022	0.016	1.2	Pass	40 CFR 62 Subpart LLL
Beryllium (g/24-hr period)	0.01	0.01	0.01	0.01	10	Pass	40 CFR 61 NESHAP
Mercury** (g/24-hr period)	0.85	0.83	0.87	0.85	3,20	Pass	40 CFR 61 NESHAP
Mercury* (mg/dscm @ 7% O2)	0.021	0.019	0.022	0.020	0.03	Pass	40 CFR 62 Subpart LLL
Mercury** (mg/dscm @ 7% O2)	0.014	0.014	0.016	0.015	0.03	Pass	40 CFR 62 Subpart LLL
Cadmium (mg/dscm @ 7% O2)	0.00014	0.00019	0.00010	0.00014	0.00	Pass	40 CFR 62 Subpart LLL
Lead (mg/dscm @ 7% O2)	0.00056	0.00035	0.00028	0.00040	0.007	Pass	40 CFR 62 Subpart LLL
Hydrogen Chloride (ppmvd @ 7% O2)	0.08	0.08	0.08	0.08	0.51	Pass	40 CFR 62 Subpart LLL
Sulfur Dioxide (ppmvd @ 7% O2)	0.3	0.1	0.0	0.1	15	Pass	40 CFR 62 Subpart LLL
Nitrogen Oxides (ppmvd @ 7% O2)	29.3	36.9	62.4	42.9	150	Pass	40 CFR 62 Subpart LLL
Carbon Monoxide (ppmvd @ 7% O2)	10.1	7.6	6.9	8.2	64	Pass	40 CFR 62 Subpart LLL
Visible Emissions (% opacity)	0	0	0	0	20	Pass	40 CFR 60 Subpart O



- First in Nation for EPA Approval
- First in Northwest to Pass Source Test
- Project Presented at PNCWA Annual Conference

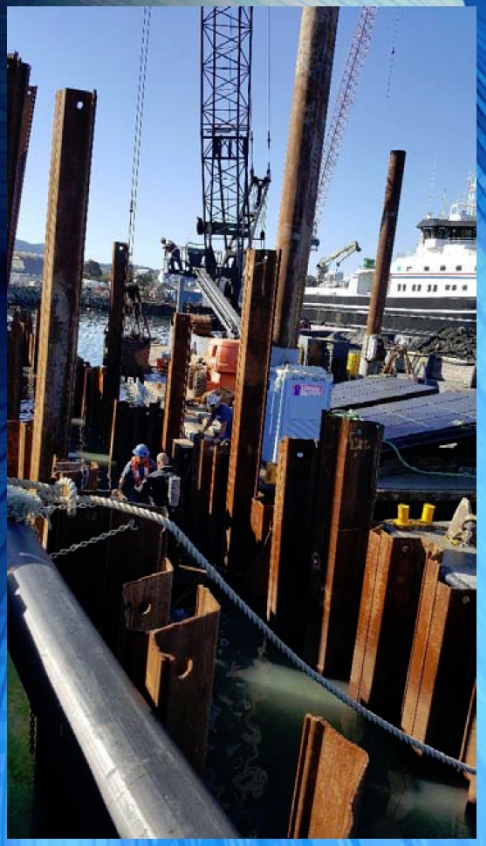
WWTP Outfall



Outfall Repairs







Resource Conservation

Russ Pittis
Resource Conservation Manager

CITY OF ANACORTES PUBLIC WORKS

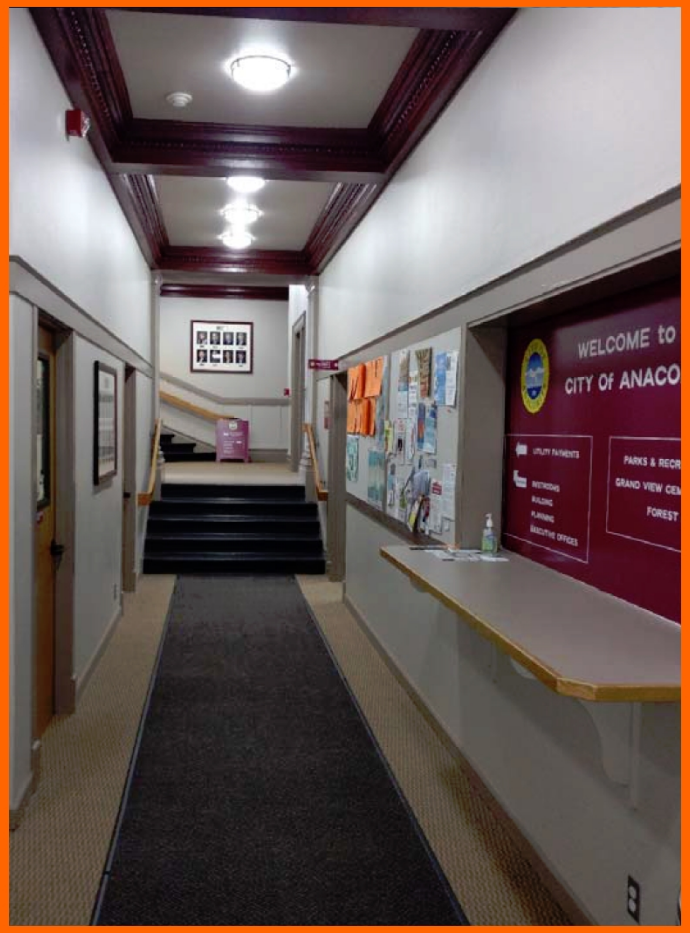
Anacortes Community Energy
www.acechallenge.org

CITY FACILITIES LED LIGHTING PROJECT

Exterior and interior lighting on the following city facilities is being changed out to LED.

Municipal Building
Waste Water Treatment Plant
Fire Station I
Fire Station II
Anacortes Senior Activity Center
Maintenance Shop
Public Library
Public Safety Building
Pump Stations 13, 14, 15 & 18

	Total	PSE Grant	Savings
Municipal Building	$15,726.32	$5,268.09	$3,344
Waste Water Treatment Plant	$21,810.85	$7,995.38	$3,701
Fire Station I	$5,581.82	$3,503.83	$1,687
Fire Station II	$2,962.86	$1,081.00	$520
Anacortes Senior Activity Center	$9,505.93	$3,424.63	$1,649
Maintenance Shop	$22,772.30	$9,026.57	$4,345
Public Library	$28,041.57	$11,719.90	$6,016
Public Safety Building	$23,420.68	$7,837.51	$4,658
TOTALS	**$129,822.33**	**$49,856.91**	**$25,920**



Contributing Staff: Mac Jackson, Brandon Krause

WATER TREATMENT PLANT – PSE SCHEDULE 258 CONSERVATION GRANT

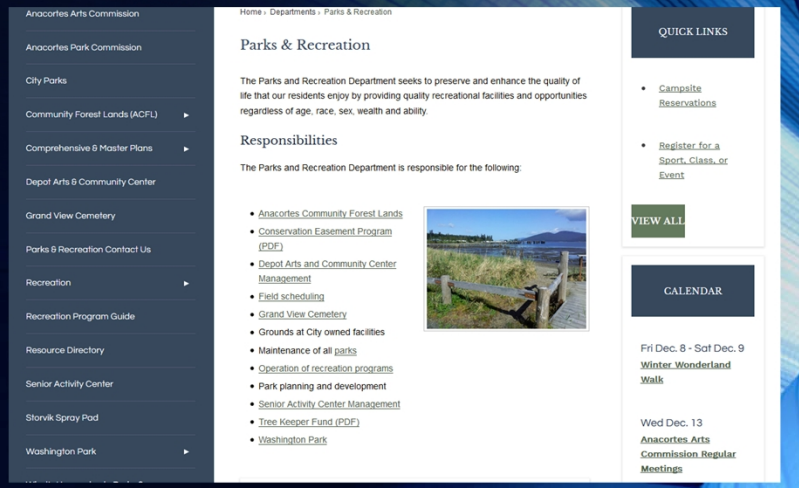
All exterior & interior lighting was changed out to LED, the PSE grant paid for the entire project at a cost of $110,353.05





Contributing Staff: Jeff Marrs, Mario Gonzalez, Chad Siedlik
Drone Operator Brandt Barnes

CITY OF ANACORTES PUBLIC WORKS



City wide Website

CITY OF ANACORTES PUBLIC WORKS

ADA Transition Plan

CITY OF ANACORTES PUBLIC WORKS

ADA Transition Plan

Thank you to the City Staff for their coordinated effort to produce the ADA Self Assessment and providing updates on completed projects that puts the City into compliance with The Accessible Communities Act (Chapter 215, Laws of 2010)

Fred Buckenmeyer
Sylvia Cooper
Eric Shjarback
Sandi Anderson
Brett Lunsford
Gary Robinson
Chief Richard Curtis
Steve Lange
Gunnar Christiansen
Chuck Tidrington
Shelly Jensen
Mac Jackson
Bob Vaux
Jeff Beltramini
Chief John Small
Rob Hoxie
Mayor Laurie Gere
WiL Ludemann
Jonn Lunsford
Dustin South
All Administrative Staff

CITY OF ANACORTES PUBLIC WORKS

- Storm Rate Funding
- Polymer System
- Water Inventory room
- Appliance Rebate
- Washington Park restrooms
- Library round room
- City Hall windows
- New Contracts Position

Complacent

Innovation

Get it done

"This is something I never thought possible during my time here especially to this extent……"

"How is it going ?……Very frustrating, disappointing…"

This staff member was talking about the progress of a project task that had never been done before in North America

Sandi Fred we need a .....

Rob Hoxie Fred we need a .....

Eric Shjarback Fred we need a .....

Terry Fred we need a ....

Mayor Gere Fred we need a .....

Bill Larson Fred we need a .....

Becky Fred I need another .....

Jeff Marrs Fred we need a .....

Mac Fred we need a .....

Will Ludemann Fred we need a ....

Matt Reynolds Fred we need a .....

Complacent

Innovation

Get it done

CITY OF ANACORTES PUBLIC WORKS

THEME for 2018

Innovation

Get it done

Closing Remarks

CITY OF ANACORTES PUBLIC WORKS

Complacent

Innovation

Get it done

Closing Remarks

CITY OF ANACORTES PUBLIC WORKS

All Hands Dec. 2017

CITY OF ANACORTES PUBLIC WORKS

All Hands Dec. 2017

CITY OF ANACORTES PUBLIC WORKS

Top Ten Contest Results

2017 Public Works Top Projects

- Storm Pond Cleaning First Time
- Sewer Outfall Replacement – 15 Years from Planning to Construction
- Blue Heron Reservoir Project
- Fiber Optics Deployment
- Incinerator Scrubber - First in Nation to Receive Permitting
- Commercial Avenue Paving
- 3rd Street Paving and Sidewalks
- Splash Park - PW Assisted with Construction Management
- OPS Remodel - 80% Completed In-House
- Electric Car - First City in Skagit County
- Cape Seal / Slurry Seal - Partnership with Skagit County Public Works
- Transport Corridor / Signal – 1st Rotating Signal Head in West Coast U.S.
- Storm Rates – First Increase in 10 Years
- Washington Park restrooms
- Library round room improvements
- City Hall windows
- Polymer System Relocated WWTP
- Intake Water Screens – First Maintenance Since 1970
- Relocate Water Inventory Form
- Propane Station – First in Skagit County
- Cartegraph – Fully Implemented Assessment
- Wi-Fi – Depot, Maritime, Senior Center – Internet
- Appliance Rebate Program
- New Web Site
- Solar Production City Hall
- ADA Transition Plan
- Waterline Replacements
- New Contracts Position – Now in City Attorney's Office

Public Works Top Ten 2017 Projects

- 10 Cartegraph ARC GIS - Integrating both Cartegraph and ARC GIS
- 10 Storm Utility Rate – Total revision of the storm water utility rates
- 9 R Q Transportation Corridor – First swiveling traffic signal on the West Coast
- 9 First City Electric Car – First City Electric Car in Skagit County
- 8 Operations Remodel – 80% in house work
- 8 Storm Pond Cleaning – Initial cleaning of our storm water ponds
- 8 ADA Transition Plan – 100% in house work largely by volunteers
- 7 New City Website – Accurate, Engaging, and Attractive
- 6 Intake Water Screen Replacement – First major overhaul since the 1970's
- 5 Propane Vehicles – Frist City in Skagit County to deploy a propane fleet
- 5 Commercial Avenue Paving – On time, on budget, remarkable transformation
- 4 Blue Heron Reservoir – First major work since initial construction

Public Works Top Ten 2017 Projects

- 3 WWTP Incinerator – First in the Nation
- 2 Sewer Outfall Replacement – 18 years in planning
- 2 Splash Park - PW construction management, waterline construction
- 1 Fiber Optics Deployment

2017
City of Anacortes
Public Works Update

CITY OF ANACORTES PUBLIC WORKS

Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning January 16, 2018

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

January 16, 2018

•2018-2022 CDBG - Five Year Consolidated Plan and One Year Action Plan Public Comment Period Opening
•Amendment 7 to Interlocal Agreement C20140640 with Skagit County for Ambulance Service
•Amendment 8 to Interlocal Agreement C20140640 with Skagit County for Ambulance Service

****

January 22, 2018

•Public Works Arc GIS Cartegraph Update/Demonstration (Discussion)

****

February 5, 2018

****

February 12, 2018

****

February 20, 2018

****

February 26, 2018

****

March 5, 2018

•2018-2022 CDBG - Five Year Consolidated Plan and One Year Action Plan Public Process Conclusion

****

March 12, 2018

****

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

•Planning, Monday, Jan 8, 2018, 5:00 PM, Main Conference Room, City Hall
•Public Safety, Tuesday, Jan 9, 2018, 4:30 PM, Mayor's Office City Hall
•Finance, Wednesday, Jan 10, 2018, 5:00 PM, Main Conference Room, City Hall
•Skagit County Law & Justice Council, Wednesday, Jan 10, 2018, 8:15 AM, Skagit County Sheriff's Department
•Public Works, Tuesday, Jan 16, 2018, 5:00 PM, Public Works Director's Office, City Hall
•Planning, Monday, Jan 22, 2018, 5:00 PM, Main Conference Room, City Hall
•Finance, Wednesday, Jan 24, 2018, 5:00 PM, Main Conference Room, City Hall

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